



The Barossa Council

NOTICE OF MEETING

Notice is hereby given that the next ordinary meeting of the Barossa Bushgardens Committee will be held on Wednesday 9 August 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

Mr Andrew Fairney

1.5 Minutes of previous meetings – for confirmation:

- 1.5.1 Barossa Bushgardens Committee meeting held on Wednesday 14 June 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	Marketing Initiatives and Sales Opportunities	4
2.3	Risk Management/Work Health and Safety	5
2.4	Matters arising from previous minutes	6
2.5	Correspondence	8
2.6	Partner Projects Update	12
2.7	Strategic Plan Progress Report	14
2.8	Chairperson's Report	23
2.9	Friends of Barossa Bushgardens	24

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 REPORTS

4.1	Finance Report	27
4.2	Visit to Port Augusta Arid Lands Botanic Gardens	32

5. CONFIDENTIAL AGENDA

Nil

6. URGENT OTHER BUSINESS

7. NEXT MEETING

Wednesday 11 October 2023 at 1:00pm

8. CLOSURE

CONSENSUS AGENDA

2.1 VISITATION TO BAROSSA BUSHGARDENS

**Author: Executive and Project Support Officer
23/42911**

During June and July the following events were held:
8 Workshops 5 Other events (Facilitation and Networking)

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

CONSENSUS AGENDA

2.2 MARKETING INITIATIVES AND SALES OPPORTUNITIES

**Author: Executive and Project Support Officer
23/42912**

The Native Plant Give-away has been completed. A total of 217 vouchers were redeemed at a value of \$1,790.25.

Extra plant sales through the give-away were 128 tubestock (\$512) and 16 large pots (\$176).

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

CONSENSUS AGENDA

2.3 RISK MANAGEMENT/WORK HEALTH AND SAFETY

**Author: Executive and Project Support Officer
23/42913**

One incident was reported in SkyTrust, involving a volunteer with a suspected snake bite. The volunteer suspected being bitten by a snake and went to the hospital without notifying staff. After overnight observation at the hospital, he was released after it was determined that he either didn't get bitten or wasn't poisoned.

As a result of the incident, a Snake Awareness Training Workshop has been organised for the volunteers to understand what to do if a situation like this arises again.

12 volunteers have attended a full First Aid training course and are now certified. The training was held after many of the volunteers expressed their insecurity around the handling of emergencies.

The NRC Coordinator will attend a Level 1 Health and Safety Representative Training during the last week of August.

Staff have received SkyTrust training and are now able to raise Hazard and Incidents reports.

Toolbox meetings have resumed and are held every second Tuesday of the month.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

CONSENSUS AGENDA

2.4 MATTERS ARISING FROM PREVIOUS MINUTES

**Author: Executive and Project Support Officer
23/42915**

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

Meeting Date	Resolution/Action	Status	Actioning Officer
10 February 2021	Offer of donation – Memorial Seating and Wollemi Pine Tree – Design Guide to be submitted to future S41 Committee meeting	The Woolemi Pine has been potted into a bigger pot and is now in the nursery. Seating has been installed. Complete	NRC Coordinator
8 February 2023	Investigate the efficiency of the existing solar panels on the Natural Resource Centre	Pending	NRC Coordinator
14 June 2023	Drafting of Event calendar, identifying strategies and target audiences	Pending	Manager, Works and Operations
14 June 2023	Future direction of S41 Committee – Manager, Works and Operations to seek input from key stakeholders to enable the development of a Discussion Paper, examining operating models of like-minded organisations. A report to be presented to a future S41 Committee Meeting	Pending	Manager, Works and Operations

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

CONSENSUS AGENDA

2.5 CORRESPONDENCE

**Author: Executive and Project Support Officer
23/42947**

Details of correspondence are provided for information:

Date	From	Topic	Action
6 July 2023	Emma Sandery	EC's and Climate Conversations	Note incoming correspondence
27 July 2023	Elaine Anderson	Climate Conversations EC briefing and chat	Note incoming correspondence

ATTACHMENTS

Attachment 1 Barossa Bushgardens Correspondence - August S41 Committee Meeting [!\[\]\(e8fb589d58dad1692debababa5e928b6_img.jpg\) !\[\]\(e0595260a7e7840628d1fda6c7638537_img.jpg\)](#)

SUPPORTING REFERENCES

Nil.

Correspondence

From: Elaine Anderson

Sent: Thursday, 27 July 2023 1:19 PM

Subject: [EXTERNAL] RE: Climate Conversations - EC briefing and chat

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

Thanks David, that was really useful. I feel much better prepared to running conversations now. And I imagine that others who attend conversation I run, might then be more confident to run their own. And I do agree we need to finish on a positive, optimistic, empowered note, including resources they can refer to , perhaps asking each person to write three things they are going to implement in their lives to make a difference and some examples of good news stories from within our state, country or even in the world. Janine, I will be looking into the McLaren Vale waste to energy project you mentioned – super cool! I know that in Europe (somewhere? Copenhagen?) they are using food waste to produce methane to power public buses. We have so many people/companies/organisation with great ideas and technology. Maybe ideas from around the world could be shared with government!? More connection between R&I and government in Australia!

Thanks again David for all your hard work.

Cheers, Elaine

From: David Bacon

Sent: Wednesday, July 26, 2023 5:58 PM

Subject: Re: Climate Conversations - EC briefing and chat

Hi all,

Many thanks for having me talk to you today about the climate conversations. Also for your enthusiasm in helping with the process and the suggestions. I really appreciated the offers to talk to your local councils.

Attached is the 2 pager. There will be some more short comms materials developed over the next week or so.

Test conversations:

I'm looking forward to testing the convos out tomorrow at 11am. I suggest allocating at least 1.5 hours but not planning a meeting at the end as we may want to chat and reflect a little when we finish so we can give feedback.

Zoom

link: <https://us06web.zoom.us/j/84493033263?pwd=M25VTFREWWIFUG05S1puR0lBU1UxZz09>

I've also sent a calendar invite with the link.

Kind Regards,
David Bacon

SACA and CCSA

<https://southaustraliansforclimateaction.org/>

On Wed, 19 Jul 2023 at 13:55, Emma Sandery < > wrote:

A briefing from David Bacon on the Community Climate Conversations (kicking off soon) and an opportunity for us to brainstorm if / how environment centres could get involved / support.

Join Zoom Meeting

<https://us02web.zoom.us/j/88999237695?pwd=czlzMHNKR2Z2MHc2TlZEYkdYcE5Qdz09>

Meeting ID: 889 9923 7695

Passcode: 961208

Background info:

ACF Community Adelaide in collaboration with South Australians for Climate Action (SACA) is inviting you to join the biggest-ever climate conversation in South Australia!

Right now, South Australia is embarking on a historic initiative to amplify community voices and address climate change head-on.

It's the most comprehensive consultation ever undertaken in Australia to ask everyday people what can and should be done about climate change, and how we should go about it.

Our ideas, concerns, priorities, and hopes for the future will be provided to the state government to inform its new climate policy.

How will the consultation work?

From July to October 2023, South Australians across the state are invited to engage in 'Community Climate Conversations' to talk about what actions should be taken and what support is needed to make them happen.

Anyone can participate in these meaningful conversations. They can involve a community group, workplace, sporting club, book group, faith group, service club or even a gathering of family and friends. People of all backgrounds, ages, cultures, experiences and perspectives are welcome to share what they think and want.

At the end of the conversation, everyone's insights will be gathered into a report, which will inform the South Australian Government's new climate policy.

The more voices and the wider the representation, the more confident and willing the government will be to take bold action.

<https://southaustraliansforclimateaction.org/community-climate-conversations>

CONSENSUS AGENDA

2.6 PARTNER PROJECTS UPDATE

**Author: Executive and Project Support Officer
23/42971**

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

Barossa Community Labyrinth

The Nature of Home, A Sense of Place

<https://www.naturefestival.org.au/event/the-nature-of-home-a-sense-of-place>

There's a special place in the Barossa Bushgardens. It's a place surrounded by native plants and trees ranging from ground covers to red gums hundreds of years old. And within that special place is a very special space, a labyrinth.

Join me at the labyrinth during this Nature Festival. Together we'll immerse ourselves in our surroundings, and we'll explore our sense of place, and that which we call "home" We'll utilise personal representations and look at how the labyrinth can be a path of both insight and meaning. We'll consider questions that will take us deeper into ourselves, our self-awareness and our understandings, and on a guided labyrinth walk we'll let the gentle turns of the labyrinth draw us into mindful awareness, listen to our inner voice, and allow our body wisdom to surface.

Sunday 15th October 10 am to 12 noon

Nature Play

I will be working with Doreen on some Nature Play labyrinth activities for children, but we haven't actually planned it out yet.

Walking Together – Listening with Heart

I'll also be offering a *Walking Together – Listening with Heart* series of labyrinth walks in the weeks leading up to the Referendum. It will be an opportunity to walk a labyrinth, holding the space for an inclusive and mutually expansive way forward for the whole nation. It is not an attempt to persuade undecided voters. Rather, it's an opportunity to carry the question into the labyrinth to discern how you truly feel about the referendum. The labyrinth is a good bridge for the western mind to learn to appreciate, through direct experience, what the First Nations people never forgot: how to live in a way of belonging and connection. It's the perfect metaphor for this moment in time.

Dementia Friendly Communities Group

No report

Seeding Natives

Seeding Natives have begun the clean up and refurbishment of the old foam box Nursery at the Barossa Bushgardens.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

CONSENSUS AGENDA

2.7 STRATEGIC PLAN PROGRESS REPORT

**Author: Executive and Project Support Officer
23/43049**

Progress of actions within the Barossa Bushgardens Strategic Plan are provided in Attachment 1. The status/progress comments are provided to 31 July 2023 inclusive.

ATTACHMENTS

Attachment 1 Barossa Bushgardens Strategic Plan 2022 - Progress Report July 2023
 

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	Poly tunnel to be upgraded with new electrical components and irrigation – Cam Bourke is ordering what is needed for the poly tunnel. Existing irrigation system to be changed over to the use of an Irrigation App – Cam was organising but unsure who will organise this now? Volunteers have been busy weeding stock and general tidy up in the wholesale and community nursery. All benches have been labelled now. Volunteers have been potting up existing flat trays of plants and have started winter propagation. Winter propagation – documenting success (viability). Documenting plant sales in the community nursery. A monthly stocktake is undertaken of stock ready for sale. Gradual change over of current plastic pallets as they hold too much water causing possible issues with weed growth, disease, etc. We are using other plastic pallets that were stockpiled in the Seeding Natives nursery area (these are much more open – no water holding). Have organised a Spring sale date on the 23rd Sept to move old stock. Reducing the price of tubestock in line with councils register of fees and charges.
b) Maintenance of a regional Seed Bank.	Ongoing	Nursery Manager	High	Most existing seed has been cleaned, weighed and documented in the seed bank database. Collecting of Hakea seed in the gardens. Ordered a couple of species of seed from Trees For Life as we were low in stock. Also want to continue to

				improve the genetic diversity within the nursery and gardens.
c) Improve the commercial capacity of the nursery, including inclusion of a council nursery operation.	Ongoing	Nursery Manager	High	Depot staff have staked the Ficus plants that kept falling over in strong wind. Visit to three other nurseries to gather information on nursery management – they were Kersbrook Landcare Group, Fitzy's and Edinburgh Parks Nursery. Will implement some changes. Changes may include – - Change to Biogro native soil mix - The use of a liquid fertiliser occasionally - Sterilisation of pots/trays – researching various mediums i.e. bleach, pool chlorine, and organic cleaner - Researching more efficient system of cleaning pots/trays i.e. larger tub The use of compressed plugs for cuttings
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	Nursery visit to Kersbrook – purchase of local native plants to put into the Bushgardens to increase species diversity and provide a seed source. These have been planted in various locations. Brayden Fitzpatrick to assist in a list of species in the Bushgardens and where they are found. Also to assist with a detailed map of the gardens. Re-development of Truly Australian Front Garden completed, mulch to be added in spring Mowing has been added to Depot schedule Red Gum Circle upgrade is nearing completion with plants added and a new pathway created by Faith Lutheran College students and volunteers. Path edging needs completing and plant signage ordered. Contractor has been employed to help with weed control of the gardens, mainly on pathways and around garden edges. Open spaces team will help with whipper snipping around the gardens due to reduced site volunteer numbers.

				Plantings have been added to the Dementia Friendly Garden and a swale has been dug to divert water away from the pathway. Plantings have also been added in the Central Garden, Sanctuary, Barossa Plant Collection and Honour Gardens.
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	
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 June 2023 St. Jakobi Year 2/3 Ecosystems in Nature Play Spaces (52 students) 2 June 2023 Light Pass Primary School Traditional Uses Trail Tour (16 students) 6 June 2023 Faith Lutheran College Year 11 Social Studies (17 students) 13 June 2023 Faith Lutheran College Social Studies (19 students) 20 June 2023 Moculta Revegetation with Friends of Parrot Hill Creek (11 volunteers) 27 June 2023 Redeemer Lutheran College Year 5/6 planting (20 students) 1 July 2023 Mushroom Ecology and Foraging Workshop (14 participants) 5 July 2023 Adelaide North Special School Traditional Uses Trail Tour (20 students and carers) 12 July 2023 Angaston Vacation Nature Exploration (18 children) 14 July 2023 Wildlife Photography Group Visit (5 visitors) 18 July 2023 Marra Dreaming Weaving Workshop for Volunteers (10 participants) 22 July 2023 Mushroom Ecology and Foraging Workshop (21 participants) 26 July 2023 Gawler & District College B-12 Seed Bomb Workshop (10 students)

b) Increase the 'experiential' offerings including passive and active programs.	Ongoing	NRC Coordinator	Low	TAFE Nuriootpa continues to use the gardens for education, e.g. plant ID, seed ID excursions.
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	A review into the feasibility of having an Open Day is ongoing.
b) Formalise public programs through long-term planning, diversifying the occurring across environment, art, culture, public health and wellbeing.	Ongoing	NRC Coordinator	Low	Barossa Home and Community Options have shown interest into an ongoing program at the Bushgardens. The discussions around the details of a program are ongoing.
CS17 - Natural Resources				
Output 3 – Environmental Education and Awareness				
a) Support sustainability initiatives and programs within the region.	Ongoing	NRC Coordinator	High	With the War on Waste Documentary Series commencing a higher focus has been brought onto waste and resource management. Port Adelaide Environment Centre as part of the Greater Adelaide Environment Network has organised a War on Waste Questionnaire with a Panel of Experts (held on 31 July 2023). The Greater Adelaide Environment Network in collaboration with South Australians For Climate Action organisation is looking to hold Climate Change Conversations with the local community of each Centre. A host meeting has been held to talk about the running/hosting of the conversations and a test run was held on 27 July 2023. Once finalised, host packages will be sent to each centre which then can organise Climate Change Conversations for their areas.
b) Support land, water and biodiversity initiatives and programs within the region.	Ongoing	NRC Coordinator	High	The BBG has supplied plants for several plantings on Council land in the region.
CS19 - Social Inclusion				
Output 4 – Social Support Groups				
a) Manage and facilitate the Bushgardens Disability Support program.	Ongoing	Nursery Manager Project Officer	Medium	Continue to support Arthur Mousamas with the CADL Dementia group which is held on a Monday morning. There were 8 sessions from the 1 st June averaging 8 Dementia participants supported by 2 carers and 2 partners, Arthur and Penny.

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	Nothing to report.
Strategy 4 - Engage with Aboriginal people				
CS19 - Social Inclusion				
Output 7 – Aboriginal Reconciliation				
a) Host Reconciliation Week event in association with Council and Reconciliation Group	May 2023	Reconciliation Committee	Low	A Seed Bomb Workshop has been held at Gawler & District College B-12 for the Nina Marni Culture Club. A NAIDOC Week event has been organised for Aboriginal students from Nuriootpa Highschool for 3 August 2023.
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	A bi-monthly column has been published in The Leader Newspaper on 14 June 2023. Plant of the month article added to newspaper column.
b) Update information and educational materials about each Business Unit services and functions, and update website.	Ongoing	NRC Coordinator Nursery Manager	Low	Events on web site updated regularly and information kept up to date.
c) Develop a contemporary brand that appeals across a range of markets.	Ongoing	NRC Coordinator	Low	Nothing to report.
CS21 – Tourism				
Output 2 – Visitor Enquiries/Customer Service				
a) Reposition the Bushgardens as a destination for visitors.	Ongoing	NRC Coordinator	Medium	Gardens kept tidy with the resources available. Some gardens have had plantings added and The Truly Australian Front Garden re-developed. Updating of plant signage is ongoing.
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	Ten volunteers were invited to attend a free Aboriginal weaving workshop. 12 volunteers attended a First Aid Course.

				A snake awareness training has been organised for November. Brett from Fitzy's Nursery has been invited to give a workshop on cuttings. Allison Annels has been invited to teach volunteers seed collecting.
b) Attract new volunteers to support program delivery.	Ongoing	NRC Coordinator Nursery Manager	Medium	Two new volunteers joined the team since June (outside work in the gardens). The nursery has currently enough volunteers whereas numbers for maintaining the gardens are low.
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	A workplan has been developed for the next three months.
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	.
b) Develop and execute a new governance model for the Barossa Bushgardens.	Ongoing	Manager HES Director DES	Low	
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	
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	High	Nothing to report.

		Nursery Manager		
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	Work on developing a process for banking has started. Work on developing a process around event management has started.
d) Ensure that identified Internal Financial Controls are effectively monitored and maintained	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	Nothing to report.
e) Maintain and facilitate the ongoing testing and development of Council's Business Continuity Plan and associated Sub-Plans	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	Nothing to report.
f) Maintain and champion the implementation of Councils WHS System	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	The NRC Coordinator has been registered as the HSR for the BBG and will take part in a Level 1 training course in early September. Expired Safe Operating Processes have been identified and will be updated over the next few months.
g) Undertake WHS Compliance Inspections	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	General Inspection using SkyTrust has been completed.
h) Implement, Review and Maintain Work Health Safety Improvement/Action Plan	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	Nothing to report.
i) Participate in mandatory external WHS Audits	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	Nothing to report.
j) Maintain Chemsalrt Database for sites where chemicals used	Ongoing	Manager HES Nursery Manager	High	To be updated in October 2023.
a) Identify funding opportunities to assist in delivery of projects and programs.	Ongoing	Manager HES NRC Coordinator	High	Nothing to report.

		Nursery Manager		
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	Department of Human Services Grant: Completed – installation of shelter and wheelchair-friendly seating To complete – in-kind contribution of five workshops for people with disability using the Community Garden. Acquittal due in November 2023.

CONSENSUS AGENDA

2.8 CHAIRPERSON'S REPORT

**Author: Executive and Project Support Officer
23/43056**

A verbal report will be provided.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

CONSENSUS AGENDA

2.9 FRIENDS OF BAROSSA BUSHGARDENS

**Author: Executive and Project Support Officer
23/43590**

Minutes of the Friends of Barossa Bushgardens Meeting held on 27 July 2023, are attached for information.

ATTACHMENTS

Attachment 1 Attachment - Minutes of FoBB meeting held 27 July 2023 [!\[\]\(006190f2bbfbd38324559ea514e41ca7_img.jpg\)](#) 

SUPPORTING REFERENCES

Nil.

MINUTES FOR THE MEETING OF
THE FRIENDS OF BAROSSA BUSHGARDENS COMMITTEE
To be held at Barossa Bushgardens on Thursday 27th July 2023 commencing 1.00 pm

1. WELCOME: Welcome to Country
2. PRESENT: Neil Purdam, Teresa Schiller, B Lillecrapp, D Von Linde, T Waldhuter, Kate Jenkins, Bob Modra,
3. APOLOGIES:
4. GUESTS:
5. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING:
Moved T Waldhuter that the Minutes of the meeting held on 16th Feb 2023 as circulated, be confirmed as a true and correct record of the proceedings of that meeting.
Seconded B Modra **CARRIED**
7. MATTERS ARISING FROM PREVIOUS MINUTES
7.1 Community Environment Forum feedback report received positive feedback received
Need to repeat session, we need to have final feedback draft only to date - Doreen to follow up with Sarah

7.2 Open Day Feedback
 - Cold day; BBQ lost money;
 - No Open day in future; focus days for nursery sales on a Saturday with discount prices at key times;
 - Reconciliation Day next year to be on a Friday with schools focus
 - Letter to Council establish "plant give away" on a regular basis - Bob and Kate to write letter
7.3 Nursery Manager Position
Penny Devlin is our new Nursery Coordinator creating a positive energy, culture and respect for volunteers and staff

Moved N Purdam that the information items contained in Matters Arising be received and that any recommendations contained within it be adopted.
Seconded T Schiller **CARRIED**
8. CORRESPONDENCE:
8.1 Correspondence In:
 - * Northern and Yorke Landscape Board Newsletter send to Committee
 - * REO & ACNC info
 - * Positive Feedback from Kaiser Stuhl Group
8.2 Correspondence Out:
 - * BBG NewsletterContact groups involved through CEF to include articles from in newsletter - Doreen to follow up
Moved B Modra that Correspondence be received.
Seconded N Purdam **CARRIED**

C:\Users\ckruger\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\QZKDZV5N\MINUTES 27.07.2023.doc

9 REPORTS

9.1 Financial Report: Tabled**Cash account**

Opening Balance \$1,211.93 Closing Balance \$1,195.63

Main expense BBQ

9.2 FoBB Fund Financial Report**FoBB Fund account**

Opening Balance \$12763.77 Closing Balance \$6,114.47

MOVED T Waldhuter that the information items contained in the FoBB Financial Report be received and that any recommendations contained within it be adopted.

Seconded N Purdam**CARRIED****9.3 Membership Report****9.3.1 Life 1 new****Volunteers 48****Ordinary members**

To be updated for next meeting

9.4 Section 41 Report

- Discussion re Resolving the Sec 41 vs Advisory Group issues
- The Sec 41 and FoBB Committee need to work with Council to develop a robust governance model for the Barossa Bushgardens(BBG) to provide an effective and sustainable advisory body. Involving the FoBB Committee while strengthening the role of FoBB will set a positive future for the BBG.
The Disability Advisory Group is an effective model for the disability Community so use this model in developing the potential AG for BBG
- Bushgardens role with Coulthard Reserve to grow and advise on plant selection

10. **GENERAL BUSINESS:**10.1 AGM planning - 17th October

- Guest Speaker Ecologist - Plants insects science - Russel Johnson to be asked
- Invite Community Environment Members Forum
- Food Bryce & Kate to organise salad and pizza

10.2 No grants at moment

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

Seconded B Lillecrapp**CARRIED**12. **NEXT MEETING** and Dates to note

Next FoBB meeting Nov 16th

AGM 17th October

Any other meetings

13. **CLOSURE**

There being no further business, the meeting closed at 3.11pm

Confirmed

Date:

Chairperson:

C:\Users\ckruger\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\QZKDZV5N\MINUTES 27.07.2023.doc

DEBATE REPORTS

4 Debate Reports Report

4.1 FINANCE REPORT

**Author: Executive and Project Support Officer
23/43097**

PURPOSE

To provide progress of budget income and expenditure as at 31 July 2023.

RECOMMENDATION

That Barossa Bushgardens Committee receive and note the report.

REPORT

Discussion

Grant Funding through the Green Adelaide Board was confirmed prior to the commencement of the 2023-2024 financial year, and the Service Agreement has been executed.

The Fourth Quarter, Annual Report and Income and Expenditure Statement for 2022-2023 funding has been submitted to Green Adelaide.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

(a) Attachment 1 Barossa Bushgardens Budget as at 31 July 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.

- 1.8. Partner with affiliated government, community and business organisations to support NRM programs and services, sustainable land practices and wastewater and stormwater reuse initiatives.
- 6.2. Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.

Legislative Requirements

Nil.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil.

COMMUNITY ENGAGEMENT

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

(Enquiry)**B145 - Nursery****2324PBL**

	AccumActual	AccumBudget	AccumVar	Accum%Var
547 - Commercial Activities - Seedling Sales	(2,934.00)	(25,000)	(22,066)	88
623 - Salaries - Works Section	2,507.45	64,734	62,227	96
722 - Direct Purchases - Stationery	0.00	1,230	1,230	100
724 - Direct Purchases - Irrigation supplies	10.36	2,070	2,060	99
725 - Direct Purchases - Weed/Pest Chemicals	0.00	3,280	3,280	100
726 - Direct Purchases - Fertiliser	105.90	615	509	83
727 - Direct Purchases - Mulch/Loam	0.00	3,485	3,485	100
728 - Direct Purchases- Plants/Shrubs	0.00	512	512	100
729 - Direct Purchases - Protective clothing	10.91	512	501	98
732 - Direct Purchases - Loose tools	0.00	184	184	100
735 - Direct Purchases - Other	353.67	5,125	4,771	93
738 - Office Equipment consumables - Other	0.00	512	512	100
790 - Depreciation Expense - Bldgs	1,279.33	15,352	14,073	92
791 - Depreciation Expense - Infrastructure	710.00	8,520	7,810	92
792 - Depreciation Expense - Equipment	631.92	7,583	6,951	92
810 - Insurance - Income Protection Insurance	1,061.66	977	(85)	(9)
812 - Insurance - Workers Comp Premium	461.50	1,564	1,103	70
824 - Staff Training - Seminar/Conference Fees	0.00	1,589	1,589	100
833 - Mobile Phone Expenses	109.08	318	209	66
937 - Support Svces Alloc - Rates Admin Suppor	0.00	44,638	44,638	100
	4,307.78	137,800	133,492	97

B146 - Disability Support Program**2324PBL**

	AccumActual	AccumBudget	AccumVar	Accum%Var
562 - Contributions - Other	0.00	(7,300)	(7,300)	100
624 - Salaries - Environmental Services	647.37	0	(647)	0
627 - Salaries - Community Services	0.00	6,262	6,262	100
735 - Direct Purchases - Other	0.00	1,025	1,025	100
810 - Insurance - Income Protection Insurance	103.23	95	(8)	(9)
812 - Insurance - Workers Comp Premium	44.50	151	107	71
937 - Support Svces Alloc - Rates Admin Suppor	0.00	4,318	4,318	100
	795.10	4,551	3,756	83

B160 - NRC**2324PBL**

	AccumActual	AccumBudget	AccumVar	Accum%Var
562 - Contributions - Other	0.00	(10,000)	(10,000)	100
564 - Donations - Other	0.00	(1,500)	(1,500)	100
636 - Contractors - Waste Disposal Services	0.00	410	410	100
649 - Contractors - Plant/Machinery Servicing	363.54	820	456	56
654 - Contractors - Other Services	0.00	5,176	5,176	100
715 - Direct Purchases - Canteen Purchases	228.49	1,025	797	78
718 - Direct Purchases - Assets < \$5,000	0.00	3,152	3,152	100
720 - Direct Purchases - Signs	0.00	1,025	1,025	100
722 - Direct Purchases - Stationery	0.00	307	307	100
724 - Direct Purchases - Irrigation supplies	0.00	820	820	100
725 - Direct Purchases - Weed/Pest Chemicals	0.00	102	102	100
732 - Direct Purchases - Loose tools	45.38	307	262	85
735 - Direct Purchases - Other	722.78	0	(723)	0
750 - Energy Costs - Electricity	1,118.83	6,719	5,600	83
751 - Energy Costs - Gas	0.00	307	307	100
752 - Energy Costs - Fuel & Lubricants	0.00	564	564	100
757 - Water Rates	0.00	316	316	100
758 - Excess Water Rates	0.00	3,075	3,075	100
770 - Bank Charges	26.14	0	(26)	0
810 - Insurance - Income Protection Insurance	322.73	0	(323)	0
811 - Insurance - Bldg & Contents	0.00	2,017	2,017	100
813 - Insurance - Public Liability Insurance	776.23	2,936	2,160	74
816 - Insurance - Vehicles	0.00	1,032	1,032	100
820 - Advertising	0.00	0	0	0
824 - Staff Training - Seminar/Conference Fees	0.00	0	0	0
830 - Telephone	27.27	348	321	92
833 - Mobile Phone Expenses	0.00	307	307	100
835 - Internet Expenses	0.00	553	553	100
836 - Wireless Broadband	0.00	615	615	100
840 - Vehicle Registration	0.00	102	102	100
882 - Subscriptions/Memberships	0.00	154	154	100
884 - Other Misc. Expenses - Sundry	0.00	102	102	100
	3,631.39	20,791	17,160	83

B172 - Green Adelaide**2324PBL**

	AccumActual	AccumBudget	AccumVar	Accum%Var	
623 - Salaries - Works Section	1,538.24	19,639	18,101	92	
718 - Direct Purchases - Assets < \$5,000	0.00	336	336	100	
735 - Direct Purchases - Other	300.00	1,280	980	77	
738 - Office Equipment consumables - Other	0.00	401	401	100	
810 - Insurance - Income Protection Insurance	0.00	297	297	100	
812 - Insurance - Workers Comp Premium	139.76	474	334	71	
820 - Advertising	316.36	1,515	1,199	79	
836 - Wireless Broadband	0.00	279	279	100	
937 - Support Svces Alloc - Rates Admin Suppor	0.00	13,542	13,542	100	
	2,294.36	37,763	35,469	94	

B173 - Co-Op Funding**2324PBL**

	AccumActual	AccumBudget	AccumVar	Accum%Var	
564 - Donations - Other	0.00	(1,200)	(1,200)	100	
735 - Direct Purchases - Other	0.00	1,200	1,200	100	
	0.00	0	0	0	

DEBATE REPORTS

4 Debate Reports Report

4.2 VISIT TO PORT AUGUSTA ARID LANDS BOTANIC GARDENS

**Author: Executive and Project Support Officer
23/43927**

PURPOSE

To seek Committee support and approval to progress the arrangements for a visit to the Port Augusta Arid Lands Botanic Gardens.

RECOMMENDATION

That Barossa Bushgardens Committee:

- (1) Support the proposal for a visit to the Port Augusta Arid Lands Botanic Gardens;
- (2) Authorise Council staff to determine a suitable date, and seek approval from Council's CEO or delegate, for the use of the Council Bus and Driver.

REPORT

Background

Pre-Covid a visit was arranged for the S41 Committee, Friends of the Barossa Bushgardens, Barossa Bushgardens Staff and volunteers to travel to Port Augusta to the Australian Arid Lands Botanic Garden, however, this was cancelled.

Introduction

At the 14 June 2023 meeting of the S41 Committee, it was raised again as a learning opportunity for all the stakeholders to visit a similar facility, that is a great example of collaboration between a Local Government (Council), a Friends group and volunteers.

Communications about this excursion with the Chairman of the Friends group, John Zwar was received well and emails have been exchanged between the Port Augusta City Council Director, Luke Culhane who will confirm availability of a staff member to host our group by 14 August, 2023.

Discussion

The proposed date for the visit is Wednesday 27 September, 2023, however this would depend on the availability of the Bus.

A Council bus and driver could be arranged for 18 passengers.

Expected time of departure from the Barossa would need to be around 6am, with expected time of arrival in Port Augusta (290kms), 10am.

Expected time of departure from Port Augusta 2pm and ETA in the Barossa at 6pm.

What is the purpose of the visit?

- Building relationships between stakeholders (FoBB, TBC Staff, volunteers)
- Reward for volunteer contributions to BBG
- Stimulate ideas and motivation for improvement at BBG (nursery & gardens)
- Understand the partnership between their stakeholders (staffing arrangements, volunteer management, funding, governance, fund raising, etc.)

An Expression of Interest should be submitted by S41 Committee members, FoBB and volunteers.

Summary and Conclusion

Committee support is requested to progress the proposal, including determining a suitable date, and seeking approval from Council's CEO or delegate.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

Supporting references

Nil.

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Natural Environment and Built Heritage

Corporate Plan

- 1.5. Maintain and seek to expand Council initiated native conservation and land management initiatives.
- 1.8. Partner with affiliated government, community and business organisations to support NRM programs and services, sustainable land practices and wastewater and stormwater reuse initiatives.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

An internal journal from the Barossa Bushgardens Budget would be required, to cover the charge of \$1.30 per kilometre for the Bus.

COMMUNITY ENGAGEMENT

Not required under Legislation or Council Policy.