NOTICE OF MEETING

Notice is hereby given that the next ordinary meeting of the Barossa Bushgardens Committee will be held on Wednesday 14 August 2024 in the Council Chambers, 43-51 Tanunda Road, Nuriootpa, commencing at 1.00pm.

A G E N D A

Welcome by the Chair

1. ATTENDANCE RECORD

1.1 Members Present

Apologies

Nil

Not Present

Nil

Leave of Absence

Nil

2. CONFIRMATION OF PREVIOUS MINUTES

2.1 Minutes of previous meetings – for confirmation:

2.1.1 Barossa Bushgardens Committee meeting held on Wednesday 10 April 2024 at 1.00pm

2.2 Matters arising from previous minutes

2.2.1 Review of Barossa Bushgardens Urban Design Framework and Strategic Plan 3

3. MATTERS FOR INFORMATION

3.1 Correspondence 26
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3.9 Food for Wildlife Project 97

4. DEBATE REPORT

4.1 Finance Report 98

5. CONFIDENTIAL AGENDA

Nil

6. URGENT OTHER BUSINESS

7. NEXT MEETING

Wednesday 9 October 2024 at 1.00pm

8. CLOSURE

MATTERS ARISING FROM PREVIOUS MINUTES

2.2.1 REVIEW OF BAROSSA BUSHGARDENS URBAN DESIGN FRAMEWORK AND STRATEGIC PLAN

Author: Executive and Project Support Officer
24/79895

At its meeting held 11 October 2023, the Barossa Bushgardens S41 Committee signalled its intent to review both the Strategic Plan and the Urban Design Framework.

The review will be conducted in two steps, with the first step being the review of the Strategic Plan.

The draft Strategic Plan is attached for review/comments.

ATTACHMENTS

Attachment 1 Barossa Bushgardens - Draft Strategic Plan - 2024 - 2029

SUPPORTING REFERENCES

Nil.

Barossa Bushgardens

Place
Plants
People

2024 – 2029 Strategic Plan



DRAFT

The Barossa Council

Executive Summary

The Barossa Bushgardens Strategic Plan 2024 outlines the strategic direction for the next five years, focusing on enhancing community engagement, conserving native vegetation, and promoting cultural heritage. Key objectives include sustainable resource development, connecting people to nature, improving governance, and volunteer managements.

Introduction

Barossa Bushgardens is a regional native flora centre aimed at conserving, promoting, and supplying the Barossa's and neighboring region's unique native plants.

This community project operates on a seven-hectare site at 653 Research Road , Nuriootpa, showcasing a large variety of the regions 400+ plant species. The Barossa Bushgardens contain curated display gardens, a children's nature play area, and a labyrinth supporting mental health and wellbeing. The Natural Resource Centre in the Barossa Bushgardens aims to inform and educate the local community, schools, businesses, landholders, and visitors, as well as social and support groups about sustainability and natural resource management (NRM) with a focus on the three pillars: economic, environmental, and social.

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Barossa Bushgardens Strategic Plan

Place Plants People

The Barossa Bushgardens demonstrates the intertwined relationship between place, plants and people

The Future

Vision statement (**Why** - This is our core belief)

An engaged community connected to the native vegetation, natural environment and cultural heritage of the Barossa

Mission statement (**How** - This is how we intend to fulfils that core belief)

The Barossa Bushgardens collects and propagates native plants, and develops the gardens to showcase ecosystems of the Barossa region, through engaging relationships with people and organisations with appropriate knowledge and skills to encourage the widespread use of Barossa plants, and to share knowledge and practical skills for the conservation of Barossa ecosystems.

Goals/objectives (**What** - This is what we will do to fulfil that core belief)

1. To develop and maintain a sustainable resource that meets the growing needs of the region
2. To connect people to the natural environment
3. To recruit, train and retain productive volunteers
4. To improve governance
5. To engage people with the local cultural heritage

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OPERATIONS AND ORGANISATION

The Barossa Council created a committee under Section 41 of the Local Government Act 1999 to oversee the Barossa Bushgardens. The Barossa Bushagrdens S41 Committee operate in accordance with objectives set out under their Terms of Reference.

The Barossa Bushagrdens operates under the following structure:

- Main Functions:
  - Gardens
  - Nursery
  - Natural Resource Centre

- Governance:
  - S41 Committee
    - Chairperson
    - No less than 5 and no more than 11 independent (community) members appointed by the Council; and
    - 1 Elected Member nominated by the Council.
    -
  - Management Sub-Committee
    - Chairperson S41 Committee
    - Chairperson Friends of the Barossa Bushgardens
    - Operations Team Members

- Operations Team:
  - Director Infrastructure & Environmental Services
  - Manager Infrastructure & Environmental Services
  - Senior Environmental Officer
  - Barossa Bushgardens NRC Coordinator
  - Barossa Bushgardens Nursery Coordinator

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Barossa Bushgardens Strategic Plan

Barossa Bushgardens Identity

The following provides an indication of how people see and talk about the Barossa Bushgardens, from both a positive and negative perspective.

It is accessible and has unique qualities that can appeal to diverse audiences.	It is a community-based facility, which is important but its commercial/ business capacity needs to grow.	The environment and biodiversity are critical themes but how these relate to wellbeing and mindfulness are also important.
The place has a branding issue, not enough people know about the Bushgardens or what it has to offer	Education and increasing the region's knowledge and capacity is a critical role for the Bushgardens.	Its grown organically and now it needs strategy to leverage its success and improve facilities.

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SWOT Analysis

As part of the strategic planning process, an analysis was undertaken of the Strengths, Weaknesses, Opportunities and Threats. The following were raised:

Strengths	**Weaknesses**
• *Space – built and natural* • *Stakeholders* • *Diverse skill base (staff, volunteers, FoBB)* • *Strong relationship with Council* • *Brand/image* • *Community support* • *Destination – events - festivals*	• *Connection between staff, volunteers and FoBB* • *Poor design framework* • *Structure of FoBB* • *Lack of succession planning* • *Fit-for-purpose range of vegetation in Bushgardens*
Opportunities	**Threats**
• *Grow reputation as a tourist attraction* • *Connection to bike trail network, cellar door circle, Park Run etc* • *FoBB increase membership and relationship with staff* • *Corporate sponsorship* • *Wellbeing activities/programs* • *Youth* • *First Nations*	• *Lack of succession planning* • *Ongoing funding* • *Changing climate – existing gardens*

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Barossa Bushgardens Strategic Plan

Articulating the purpose of the Bushgardens is a critical part of developing a vision and the strategic priorities for the organisation. The purpose of the organisation provides some indication of why the organisation exists. Based on discussions, the following key purposes have been identified for the Barossa Bushgardens from an aspirational perspective.

1. **The Barossa Bushgardens protects, preserves and develops the region's natural environment with a particular focus on indigenous habitat and native species. It does this by:**

    a. Cultivating, distributing and planting native / indigenous plants and increasing native habitat.
    b. Demonstrating best practice in garden / nature design and management.
    c. Offering formal and informal education opportunities appropriate for domestic, commercial and industrial applications.
    d. Increasing awareness about biodiversity and encouraging people to behave in positive and sustainable ways.
    e. Empowering people to actively participate in positive activities that support stronger and more sustainable eco-systems – in their homes, across the region and on a global level.

2. **The Barossa Bushgardens provides a place for people to connect to nature and to each other in both active and passive ways and supports health and wellbeing. It does this by:**

    a. Being free and accessible.
    b. Offering opportunities to participate in structured and unstructured opportunities including learning, volunteering, social and play activities.
    c. Being a venue for events and exhibitions.
    d. Connecting with organisations that provide social support for those that are disadvantaged.
    e. To offer activities that support the health and wellbeing of residents and visitors.
    f. Working closely with First Nations representatives to understand and promote connections with the landscape through indigenous storytelling and interpretation.

3. **The Barossa Bushgardens contributes to the local economy. It does this by:**

    a. Being unique – with a community / environment / cultural offering not available elsewhere.
    b. Attracting visitors and offering experiences that complement the region's tourism strengths including wine, food and heritage.
    c. Operating a commercial standard nursery that meets the needs of both domestic and commercial markets.
    d. Being an attractive partner for commercial and not-for-profit organisations

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Barossa Bushgardens Strategic Plan

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Corporate Planning Framework

Barossa Community Plan
(Strategic Management Plan for the Council)

The Barossa Community Plan is an aspirational plan that provides a 20-year vision for the community and guides strategic decision making by Council.

OUR VISION

Enhancing our premium wine, food and tourism region and its unique lifestyle, heritage and community spirit.

OUR VALUES

A commitment to…

- Our **land and place**, by valuing our identity for the benefit of future generations.
- Our **community**, embracing a culture of mutual respect, inclusion, safety and security.
- **Leadership**, inspiring vision, courage and enterprise.
- **Achievement**, encouraging and celebrating successes that enrich and strengthen our community.

OUR THEMES

Natural Environment and Built Heritage
Community and Culture
Infrastructure
Health and Wellbeing
Business and Employment

Barossa Corporate Plan

The purpose of the Corporate Plan is to outline how Council's administration will deliver the Barossa Community Plan 2020-2040 and connect the strategic directions to what is needed practically on the ground to give effect to Council's vision.

The Corporate Plan primarily reflects internal responsibilities identified within the Community Plan. It should be noted that there may be other initiatives arising from the Community Plan but that fall outside of the Corporate Plan due to their discretionary nature or where Council has a peripheral role as an advocate or supporting stakeholder.

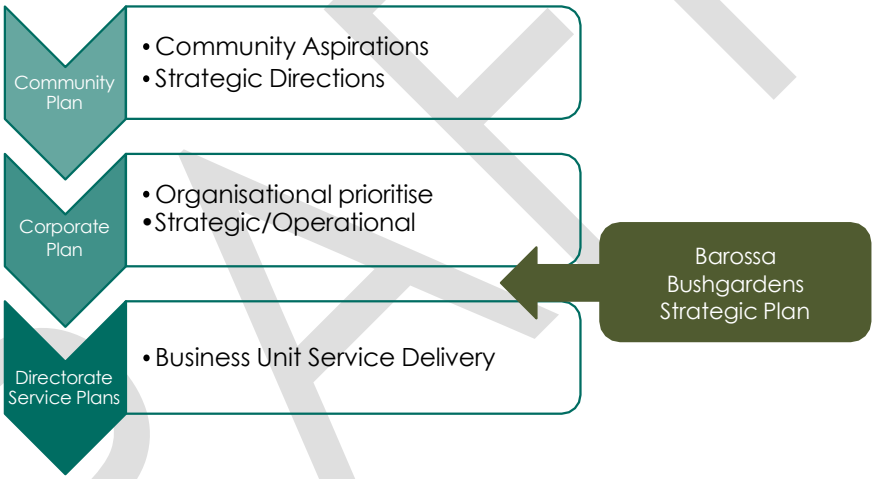
The Corporate Plan will connect to all other relevant documents in a coordinated fashion and deliver accountability targets for Council and the community to measure performance.

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Community Land Management Plan

The Barossa Bushgardens site (being a Crown Reserve for which The Barossa Council has care and control) is governed by the Community Land Management Plans, namely Management Plan 1 - Developed Reserves and Gardens (Version 1.0 / 8 June 2016). This Community Land Management Plan identifies objectives, and performance targets and measures for the management of The Barossa Council's developed reserves and gardens. The objectives and performance targets need to be considered in the management of the Bushgardens.

Links with the Corporate Planning Framework



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Structure of the Plan

Key Result Area **A statement of what element is necessary for the Bushgardens to achieve its mission.**	
Strategy ***A statement of action designed to achieve an overall aim***	Theme Icon **Link to the Council's Community Plan Goal** *Link to the Council's Community Plan Strategy*
Service Area	*Link to Service Area – Corporate Plan*
Output	*Link to Service Outputs – Corporate Plan*
ACTIONS	*Action items*

Community Plan Theme icons

- Natural Environment and Built Heritage
- Community and Culture
- Infrastructure
- Health and Wellbeing
- Business and Employment
- How We Work – Good Governance

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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	**1 The Barossa has sustainable farmland providing diverse and stable returns, while protecting the unique natural environment and biodiversity of the region.** 1.3 Build on the conservation of the region's natural heritage including bush eco-systems, grassy woodlands, agricultural landscapes and recreational green spaces.
Service Area	**CS17 - Natural Resources**
Output	Output 4 – Bushgardens Nursery
ACTIONS	a) Provision of nursery for the production and sale of native plants. b) Maintenance of a regional Seed Bank. c) Improve the commercial capacity of the nursery, including inclusion of a council nursery operation.
Strategy 2 - Adopt and implement sound assets management principles	**6 The Barossa maintains and develops infrastructure that meets the needs of the region and is efficient.** **7 Community infrastructure planning is aligned to both current and the future needs of the community** 6.2 Continue to ensure that infrastructure considers placemaking is inclusive and accessible for all. 7.1 Build on sound asset management practices to deliver sustainable services to ensure that infrastructure is adequate to support the community. 7.2 Ensure both current and future infrastructure needs are met in a proactive rather than reactive way.
Service Area	**CS3 - Assets**
Output	Output 8 – Asset Maintenance and Operations – Open Space

ACTIONS	a) Management/Maintenance of native gardens and Bushgardens site b) Progressive delivery of the Urban Design Framework through identification of key prioritise over the next five years. c) Seek to incorporate Coulthard Reserve as part of the broader Bushgardens site, and improve linkages with caravan park and linear path.

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Key Result Area 2
TO CONNECT PEOPLE TO THE NATURAL ENVIRONMENT

Strategy 1 - improve links with the primary and secondary education sector	**3 We take a proactive approach in responding to key environmental challenges such as climate change, water security and waste management** **10 Our region enjoys the benefits of sustainable community groups, networks and facilities that encourage everybody to participate in the community.** 3.1 Support community-based sustainability initiatives to help reduce the Barossa's contribution to the climate crisis and build on the capacity of local residents and industry to mitigate negative impacts. 10.3 Build on the capacity of community members to participate in cultural, creative, recreational, sporting and learning opportunities.
Service Area	**CS17 - Natural Resources**
Output	Output 3 – Environmental Education and Awareness
ACTIONS	a) Administer/conduct environmental education and awareness programs. b) Increase the 'experiential' offerings including passive and active programs.

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Strategy 2 - Facilitate programs and events to increase visitation		**5 We are a strong community that is welcoming, safe and enjoys a quality lifestyle that celebrates our local identities, diversities, cultures and histories including our Aboriginal heritage.** 5.1 Support the development of activities that celebrate the history, art and culture of the Barossa and its people.
Service Area	**CS11 – Events**	
Output	Output 1 – Events delivery – External Output 2 – Events delivery – Internal	
ACTIONS	a) Host Barossa Bushgardens Open Day. b) Formalise public programs through long-term planning, diversifying the occurring across environment, art, culture, public health and wellbeing.	
Service Area	**CS17 - Natural Resources**	
Output	Output 3 – Environmental Education and Awareness	
ACTIONS	a) Support sustainability initiatives and programs within the region. b) Support land, water and biodiversity initiatives and programs within the region.	
Service Area	**CS19 - Social Inclusion**	
Output	Output 4 – Social Support Groups	
ACTIONS	c) Manage and facilitate the Bushgardens Disability Support program.	

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Strategy 3 - Create and deliver community-oriented training opportunities	**11 The Barossa has a strong local economy that adapts, innovates and thrives on change and strives for a diverse industry base that provides a sustainable range of business and job opportunities for people.** 11.1 Work closely with State Government, Federal Government and other key stakeholders to support economic growth, development and job creation.
Service Area	**CS10 – Economic Development**
Output	Output 1 – Economic Development
ACTIONS	a) Form strong partnerships that link the Bushgardens to the wine and tourism industries.

Strategy 4 - Engage with Aboriginal people	**4 The Barossa fosters community resilience, connection and wellbeing through its social planning, recreation, safety, education, preventative health and social strategies especially for our youth and vulnerable people.** 4.1 Build on a strong sense of community pride with active community groups and individuals participating in local decision making and community building activities. 4.2 Continue creating strong and sustainable community networks, and support young people to actively participate in the community and develop the leaders of the future.
Service Area	**CS19 - Social Inclusion**
Output	Output 7 – Aboriginal Reconciliation
ACTIONS	a) Host Reconciliation Week event is association with Council and Reconciliation Group

Strategy 5 - Increase profile of the Bushgardens		**11 The Barossa has a strong local economy that adapts, innovates and thrives on change and strives for a diverse industry base that provides a sustainable range of business and job opportunities for people.** **12 We are a visitor destination of choice.** 11.3 Promote the Barossa as a place for businesses to thrive, invest, innovate, take measured risks and prosper. 12.2 Support economic development and destination awareness through events, festivals, creative enterprise and attractions.
Service Area		**BS3 - Communications and Engagement**
Output		Output 3 – Community Engagement Output 4 – Online / Website support
ACTIONS		a) Prepare "Environmental Matters" article in the local newspapers. b) Update information and educational materials about each Business Unit services and functions, and update website. c) Develop a contemporary brand that appeals across a range of markets.
Service Area		**CS21 – Tourism**
Output		Output 2 – Visitor Enquiries/Customer Service
ACTIONS		a) Reposition the Bushgardens as a destination for visitors.

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Key Result Area 3
TO RECRUIT, TRAIN AND RETAIN PRODUCTIVE VOLUNTEERS

Strategy 1 - Achieve stable and sustainable volunteer group	**4 The Barossa fosters community resilience, connection and wellbeing through its social planning, recreation, safety, education, preventative health and social strategies especially for our youth and vulnerable people.** **5 We are a strong community that is welcoming, safe and enjoys a quality lifestyle that celebrates our local identities, diversities, cultures and histories including our Aboriginal heritage.** 4.1 Build on a strong sense of community pride with active community groups and individuals participating in local decision making and community building activities. 4.2 Continue creating strong and sustainable community networks, and support young people to actively participate in the community and develop the leaders of the future. 5.1 Support the development of activities that celebrate the history, art and culture of the Barossa and its people. 5.4 Recognising and celebrating the community successes and learning from opportunities.
Service Area	**CS22 – Volunteers**
Output	Output 2 – Internal Volunteer Support Output 3 - Volunteering Promotion and Advocacy
ACTIONS	a) Provide support and training for Bushgardens volunteers. b) Attract new volunteers to support program delivery.

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Key Result Area 4
TO IMPROVE GOVERNANCE

Strategy 1 - Develop and execute a new governance model	**14 Striving to meet the standards of good governance and achieve a culture of service and continuous improvement.** 14.1 Council's administration will strive to implement systems and processes that are accountable and effective, following principles of continuous improvement, sound governance and support community engagement. 14.2 Council and its administration will work together to achieve the Community Plan vision and implement approved plans.
Service Area	**BS2 - Business Transformation**
Output	Output 2 – Continuous Improvement Project Management
ACTIONS	a) Documentation of tasks within Business Unit.
Service Area	**BS4 - Council and Committees**
Output	Output 2 – Coordination: Council Committees and Working Groups
ACTIONS	a) Ensure the effective operation of the Barossa Bushgardens Committee in accordance with the Local Government Act, Terms of Reference, and Meeting Procedures. b) Develop and execute a new governance model for the Barossa Bushgardens.
Service Area	**BS7 – Governance**
Output	Output 1 – Governance and Policy Advice Output 4 – Legislative Reform Output 5 – Complaints Management
ACTIONS	a) Implement legislative reform, where applicable.

Strategy 2 - Maintain a strong financial framework	**14 Striving to meet the standards of good governance and achieve a culture of service and continuous improvement.** 14.1 Council's administration will strive to implement systems and processes that are accountable and effective, following principles of continuous improvement, sound governance and support community engagement. 14.2 Council and its administration will work together to achieve the Community Plan vision and implement approved plans.
Service Area	**BS6 – Finance**
Output	Output 2 – Budget Management
ACTIONS	a) Ensure effective Budget Performance

Strategy 3- Maintain effective internal controls to reduce risk	**14 Striving to meet the standards of good governance and achieve a culture of service and continuous improvement.** 14.1 Council's administration will strive to implement systems and processes that are accountable and effective, following principles of continuous improvement, sound governance and support community engagement. 14.2 Council and its administration will work together to achieve the Community Plan vision and implement approved plans.
Service Area	**BS5 - Enterprise Risk**
Output	Output 2 – Internal Audit Output 4 – Disaster Recovery and Business Continuity Output 5 – WHS System Management
ACTIONS	a) Identify and prepare Operational Risk Profile. b) Identify and document processes to reduce threat of disease, animals, weeds and pests to nursery and gardens at Barossa Bushgardens c) Manage organisational risk in the delivery of core services d) Ensure that identified Internal Financial Controls are effectively monitored and maintained e) Maintain and facilitate the ongoing testing and development of Council's Business Continuity Plan and associated Sub-Plans

	f) Maintain and champion the implementation of Councils WHS System g) Undertake WHS Compliance Inspections h) Implement, Review and Maintain Work Health Safety Improvement/Action Plan i) Participate in mandatory external WHS Audits j) Maintain Chemalert Database for sites where chemicals used
Strategy 4 - Maintain and explore new funding opportunities	**14 Striving to meet the standards of good governance and achieve a culture of service and continuous improvement.** 14.1 Council's administration will strive to implement systems and processes that are accountable and effective, following principles of continuous improvement, sound governance and support community engagement. 14.2 Council and its administration will work together to achieve the Community Plan vision and implement approved plans.
Service Area	**BS8 – Grants**
Output	Output 1 – Grant Sourcing Output 2 – Grant Management
ACTIONS	a) Identify funding opportunities to assist in delivery of projects and programs. b) Prepare a prospectus to assist in promoting the benefits of the Bushgardens to potential funding partners. c) Monitor and report on grant status and prepare acquittal reports.

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Monitoring and Reporting

Successful implementation of this strategic plan will be achieved by monitoring and measurement of the following areas.

Strategic planning	Update	Total Review	Responsibility
Strategy formulation	As needed	Annually	S41 Committee
Action planning	Annually	Annually	Management Committee
Finance	Monthly Meetings	Annually	Management Committee
Resource requirements	Monthly	Annually	S41 Committee
Review of income and expenditure against budgeted data	Quarterly		Management Committee
Review of action plan progress and achievements	Quarterly		Management Committee

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MATTERS FOR INFORMATION

3.1 CORRESPONDENCE

Author: Executive and Project Support Officer
24/59152

The Following correspondence has been received:

Date	Sender	Action
7 April 2024	Ross Dawkins	Note incoming correspondence
16 April 2024	Kathy Whitta	Note incoming correspondence
18 April 2024	Kathy Whitta (Gawler Environment Centre)	Note incoming correspondence
24 April 2024	Felicity Hage	Note incoming correspondence
1 May 2024	Heather Gordon	Note incoming correspondence
5 June 2024	Helen Nokes	Note incoming correspondence
7 June 2024	Cath Mossop	Note incoming correspondence
10 June 2024	Kathy Whitta	Note incoming correspondence
14 June 2024	Ross Oke	Note incoming correspondence
4 July 2024	Melissa Robertson	Note incoming correspondence
15 July 2024	Cath Mossop	Note incoming correspondence

ATTACHMENTS

Attachment 1 Barossa Bushgardens Correspondence_Redacted - July 2024 ⇩

SUPPORTING REFERENCES

Nil.

Chris Kruger

From: Doreen Von Linde
Sent: Friday, 26 July 2024 1:13 PM
To: Chris Kruger
Subject: Correspondence 1 for S41: Eremophila garden expansion at the Bushgardens
Attachments: Bush Gardens Eremophila Expansion Proposal.docx

Doreen Von Linde
Barossa Bushgardens NRC Co-ordinator
E: Dvonlinde@barossa.sa.gov.au | T: 08 8563 8331

From: Ross Dawkins [redacted]
Sent: Sunday, April 7, 2024 8:30 PM
[redacted]
Subject: [EXTERNAL] Eremophila garden expansion at the Bushgardens

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

Dera Doreen and Russell and Bushgardens Committee,

Following on from our (Bob's and my) previous discussion with Doreen and my telephone conversation with Russell today, on behalf of Secretary, Bob Wallace, who's computer has died, I am writing on his behalf, to ask the permission of the Bushgardens committee to extend the Eremophila garden to the west of the current garden, bounded roughly by the same southern boundary and the diagonal boundary of the current pathway – see attached.

The perimeter of the larger area is approximately 36 metres and 16 metres on the small block. That may be slightly different from what we roughly measured. I have guessed the boundaries (a bit rubbery) on the map. Google maps gets pretty grainy at that resolution! We also sprayed a rough boundary out on the ground as well.

We expect to be able to add anything up to another 30 - 35 plants to the display and would appreciate the offer of Doreen to be able to do some mounding of soil and the addition of gravel mulch.
We also feel that there would be a much better strike rate if we were to include drippers with the planting allowing all plants to be watered on a regular basis to get them established. We would provide the drippers and tubing.

We have the opportunity this coming Saturday to buy stock at the Annual Native Plant sale. This will enable us to get these plants in the ground, post haste, whilst the ground is still warm with a better chance of getting established over winter rather than in spring when we are going into summer.

On behalf of the committee, we hope this meets with your approval.

Kind Regards
Ross Dawkins
On behalf of Bob Wallace, Secretary,
Gawler and Barossa Group
Australian Plant Society


Google Earth
Imagery Date: 2/12/2023 34°28'11.40" S 139°00'29.15" E elev 279 m eye alt 314 m
Image © 2024 Airbus
1935


Google Earth
Imagery Date: 2/12/2023 34°28'11.41" S 139°00'29.61" E elev 279 m eye alt 368 m
Image © 2024 Airbus
1985

GREATER ADELAIDE ENVIRONMENT NETWORK

Draft Agenda: GAEN Meeting, Wed 24 April 2024

Time: 1pm – 4pm

Location: The Joinery, 111 Franklin St, Adelaide

Start: 1pm

1. KAURNA ACKNOWLEDGMENT
2. APOLOGIES
3. DECLARATIONS OF INTEREST
4. WELCOME TO NEW STAFF/REPRESENTATIVES
5. CATCH UP/CENTRE HIGHLIGHTS FROM 2023-2024

2.20pm: Break

2.35pm: Reconvene

6. ELECTION OF GAEN STEERING GROUP MEMBERS
7. GA RELATIONSHIP/LONG TERM FUNDING STRATEGY
8. ANY OTHER BUSINESS

Close: 4pm

Chris Kruger

From: Doreen Von Linde
Sent: Friday, 26 July 2024 1:15 PM
To: Chris Kruger
Subject: Correspondence 3 for S41: Congratulations your NRC/EC Grant application has been approved for funding
Attachments: NRCEC001 Gawler Environment Centre - Letter of offer 2023 24.pdf; NRCEC001 Gawler Environment Centre NRCEC applicant package 2023 24.docx

Categories: Red Category

Doreen Von Linde
Barossa Bushgardens NRC Co-ordinator
E: Dvonlinde@barossa.sa.gov.au | T: 08 8563 8331

From: GEC Coordinator <coordinator@gawlerenvironmentcentre.org.au>
Sent: Thursday, April 18, 2024 10:13 AM
To: Doreen Von Linde <Dvonlinde@barossa.sa.gov.au>; Bec Lane [redacted] Jacquie Shannon [redacted]
Subject: [EXTERNAL] FW: Congratulations your NRC/EC Grant application has been approved for funding

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

Hi Doreen and Bec,

I'm pleased to say that after some back and forward with Northern and Yorke Landscape Board they have finally approved the Cultural Burning project funding, hurrah! Thankfully we have until June 2025 to deliver so no rush.

I'll get all the paperwork sorted and then perhaps we can have a post Anzac Day/school holidays online catch up with Rayne Simpson from Firesticks to discuss further.

Cheers,
Kathy Whitta | Coordinator

Gawler Environment Centre

Part-time hours. Tue-Thu 9.30am – 4pm
8 Main North Rd, Gawler SA 5118
P 85246265 | E coordinator@gawlerenvironmentcentre.org.au
gawlerenvironmentcentre.org.au | Facebook | E-newsletter
Gawler Environment Centre is funded by Green Adelaide

From: Landscape Boards South Australia <noreply@smartygrants.com.au>
Sent: Wednesday, April 17, 2024 4:04 PM
To: GEC Coordinator <coordinator@gawlerenvironmentcentre.org.au>
Cc: samatha.johnson@sa.gov.au
Subject: Congratulations your NRC/EC Grant application has been approved for funding

NRCEC003 Barossa Bushgardens Natural Resource Centre

Congratulations your NRC/EC grant application was successful.

Please see the attached documentation.

Northern and Yorke Landscape Board

LANDSCAPE SOUTH AUSTRALIA NORTHERN AND YORKE

Reference: NRCEC001

Kathy Whitta
Gawler Regional Natural Resource Centre (trading as Gawler Environment Centre), Barossa Bushgardens, Mount Pleasant Natural Resource Centre
8 Main North Rd, Willaston
SA, 5118, Australia

Northern and Yorke Landscape Board
155 Main North Road,
CLARE SA 5453
Tel 08 8841 3444
www.landscape.sa.gov.au/ny

17 April 2024

Dear Kathy,

Offer for NRC/EC Grants Program 2023-2024

The Northern and Yorke Landscape Board thanks you for your interest in the NRC/EC Grants program. Your application has been reviewed and aligns with the Landscape Plan priorities for the Northern and Yorke region. The Board is pleased to offer funding of $20,000 (plus GST if registered for GST) for the project listed below:

Project Details:	**Cultural Burning for Biodiverse Northern Regions**
Funding amount:	**$20,000 (Excluding GST)**
Commencement Date:	**Upon execution of the agreement**
Expected Completion Date:	**30/06/2025**
Outcome Report Due Date:	**Within 30 days of completion of the project**

To accept this offer, you must sign the Acknowledgement and Acceptance of Offer on the grant agreement attached. All project works must occur within the specified timeframe.

Funding:
The payment of the Grant is subject to you complying with the specified terms and conditions. In order to accept this offer, and allow processing of payment, please sign and return the grant agreement accompanied with a valid tax invoice for the funded amount. Note the funded amount excludes GST, so if you are registered for GST, you may add GST to the funded amount on your tax invoice. Payment will be made by electronic funds transfer (EFT) within approximately 30 days after receipt of the signed grant agreement and tax invoice. If you have not received funds from the Board previously, please complete the attached vendor creation form and return with your invoice. An email address must be recorded on the form.

Reporting:
At the completion of your project, an acquittal of the grant must be provided via the Smarty Grants program. During the implementation of your project we encourage you to record your project's major activities through photographs/videos as this is an easy and effective reporting tool, which you can upload to Smarty Grants. Please ensure that any person/s appearing in the photographs agree that their image may be used to promote your group's achievements and the NRC/EC Grants program.

During the course of your project I encourage you to contact Liz Ninnes, Northern & Yorke Landscape Board Community Engagement Officer on 0458 144 562. Liz will be available to provide advice and support during the implementation of your project.

We wish you and your group every success in your activity and look forward to hearing about the benefits your project brings to the Northern and Yorke region.

Yours sincerely

Tony Fox
General Manager

LANDSCAPE SOUTH AUSTRALIA NORTHERN AND YORKE

NRC/EC 2023-2024

Acknowledgement and acceptance of offer for NRC/EC 001

I.....authorised officer,

for and on behalf of **Gawler Regional Natural Resource Centre (trading as Gawler Environment Centre), Barossa Bushgardens, Mount Pleasant Natural Resource Centre** ("**Recipient**") acknowledge and accept the terms and conditions specified in this Letter of Offer and in Attachments 1 and 2.

Signature:	
Print Full Name:	
Position:	
Date:	

Signed in the presence of:

Witness Signature:	
Print Full Name:	
Date:	

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LANDSCAPE SOUTH AUSTRALIA NORTHERN AND YORKE

ATTACHMENT 1 – GRANT DETAILS

Item 1	**Government Party**	NORTHERN AND YORKE LANDSCAPE BOARD, body corporate pursuant to the *Landscape South Australia Act 2019* [redacted] 155 Main North Road, Clare in the State of South Australia
Item 2	**Recipient**	Gawler Regional Natural Resource Centre (trading as Gawler Environment Centre), Barossa Bushgardens, Mount Pleasant Natural Resource Centre 8 Main North Rd, Willaston SA, 5118, Australia
Item 3	**Commencement Date**	On execution of this Grant Agreement
Item 4	**Expiry Date**	30 June 2024
Item 5	**Extension Period(s)**	Not applicable
Item 6	**Recipient's ABN**	Recipient has an ABN: Yes [redacted] Registered for GST: No
Item 7	**Contact Persons**	***Grant Provider*** Liz Ninnes - Community Engagement Officer liz.ninnes@sa.gov.au [redacted] ***Grant Recipient*** Kathy Whitta coordinator@gawlerenvironmentcentre.org.au [redacted]
Item 8	**Purpose**	**NRC/EC 2023-24** **Project title:** Cultural Burning for Biodiverse Northern Regions
Item 9	**Outcomes**	Communities, Biodiversity, Pest Plant and Animal Control, Sustainable Agriculture
Item 10	**Reports and Meetings**	Acquittal Report: Reporting on project activities and expenditure of grant funds must be completed within 30 days of the project completion or the end of the financial year. Acquittal forms will be available on Smarty Grants.

		The Acquittal Report must provide the following information (within or attached); • Reconciliation of expenses funded by the Grant Agreement • Details of contractors used (Business name and overview of works completed) • Details of any incidents or injuries that occurred during the Project Activities
Item 11	**Grant Amount**	**$20,000** GST exclusive
Item 12	**Payment Details**	Schedule of Payments: One off payment on receipt of the signed Acceptance of Offer, a valid Tax Invoice (Attachment 3) and a completed vendor form, the Board will release funding for the approved project.
Item 13	**Tax Invoice Issuing Party**	**Please tick** ☐ Recipient ☐ Auspicing organisation
Item 14	**Grant Reconciliation/Acquittal Dates**	At completion of project and prior to 31 July 2024.
Item 15	**Insurance** Public Liability Insurance	Not less than $1,000,000
Item 16	**Notice Period for Termination for Convenience**	30 days
Item 17	**Funding Acknowledgement**	
	Acknowledgement The Recipient agrees to acknowledge the financial and other support provided by the Northern and Yorke Landscape Board in all publication, promotional material, advertising, and public announcements made in relation to this Grant Agreement. See attachment 5 for comprehensive detail.	
Item 18	**Special Conditions**	
	• The Recipient agrees any contractors engaged to undertake works or services in relation to this Grant Agreement, or the project, will be suitably licenced, qualified and experienced and will hold not less than $1m public liability insurance. • If any First Nations suppliers are engaged to undertake works or services in relation to this Grant Agreement or the project, details of the First Nations supplier, including name, First Nation, value of contract and type of works will be reported to the Board as part of the Grant Acquittal Report.	

LANDSCAPE SOUTH AUSTRALIA NORTHERN AND YORKE

ATTACHMENT 2 – GRANT TERMS AND CONDITIONS

Definition
In this Grant Agreement:
(i) "**Board**" means the Northern and Yorke Landscape Board or if no Board is named, the legal representative of the Crown in right of the State of South Australia named in the Letter of Offer;
(ii) "**Plus GST**" means plus any GST to the extent that there is a Taxable Supply under this Grant Agreement.

Purpose of the Grant
You must use the Grant only for the Purpose specified in Attachment 1.

Repayment of Grant
If, at the end of the Funding Period, you have not expended all of the Grant, then you must notify the Board of the unexpended amount and must repay that amount to the Board within 14 days after the end of the Funding Period, unless the Board agrees otherwise.

If you fail to comply with this Grant Agreement at any time, the Board may:
- require you to repay either the whole or a portion of the Grant (whether expended or not) within 14 days of a written demand from the Board;
- withhold funds not already paid;
- withhold future grants from you; and/or
- terminate this Grant Agreement.

Provision of Information
The Board will need to be satisfied you are using the Grant for the Purpose and you are complying with this Grant Agreement, and will need to be able to make an informed assessment of your ongoing financial position and of the overall effectiveness of the Grant.

To enable this, you must provide any information requested by the Board or its auditors or financial advisers (including documents, records, management accounts, financial statements, annual reports, and the information and reports listed under the section entitled 'Reports and Information' in Attachment 1).

In addition, you must provide timely advice to the Board of:
- any significant changes to the nature and/or scope of the activities conducted by you; or
- any change to the authorised scope of the Purpose or the Outcomes.

Financial Statements and Auditing of Financial Accounts
Unless otherwise required by the Board, you must prepare financial statements at the end of each financial year during the Funding Period of the Grant, or if the Grant is for a period of less than one year, at the end of the Funding Period.

You must ensure the financial statements are prepared in accordance with Australian Accounting Standards, are signed by an appropriate authorised senior officer of your organisation and are submitted to the Board.

You agree the Board may direct that your financial accounts be audited at your cost, and the Board may specify the minimum qualifications which must be held by the person appointed to conduct the audit

Inspection
You must allow any officer or person authorised by the Board to enter your premises to inspect your operations (including equipment, premises, accounting records, documents and information) and interview your employees on matters pertaining to your operation and your reporting obligations under this Grant Agreement.

Rules and Legislation
You must comply with all legislation applicable to the Grant and the Purpose and with any constitution or rules which govern your operations.

Special Conditions
You must comply with the Special Conditions (if any) specified in Attachment 1.

Insurance
Unless specified as "not required" in Attachment 1, you must take out and maintain for the Funding Period a policy of public liability insurance for not less than the amount specified in Attachment 1.

You must provide a copy of the certificate of insurance for the insurance policy if required by the Board.

Acknowledgements
You acknowledge the Grant represents a one-off contribution by the Board towards the Purpose, and you agree any request for subsequent funding will require a new application to the Board. The Board is under no obligation to agree to pay any subsequent funding to you.

You acknowledge the Board will not be liable to reimburse you for any losses or cost over runs that may result from the operation of this Grant Agreement or the carrying out of the Purpose.

Grant is personal to you
You agree the Grant is personal to you, and you must not assign, transfer or encumber any of your rights or obligations under this Grant Agreement.

Intellectual Property
You grant the Board and the State of South Australia a non-exclusive, perpetual, royalty free licence to use any intellectual property created as part of the Purpose.

LANDSCAPE SOUTH AUSTRALIA NORTHERN AND YORKE

ATTACHMENT 3 – Example of a valid Tax Invoice

Landcare Community Group

(Barossa)
Postal address
ABN: 00 000 000 000

Tax Invoice
Inv #: 0001

Att: Liz Ninnes
Landscape South Australia
Northern and Yorke
155 Main North Road
Clare SA 5453

Date 15th July 2023

NRC/EC project number: NRC/EC 003
Description/Project name: NRC/EC (include name of project and Project Identifier if known).....

Unit Price $

Quantity 1

GST

Total Price $00.00

Total Price includes GST

Contact name: Louise Lane
Address:
Email: Louiselane @gmail.com
Phone:

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LANDSCAPE SOUTH AUSTRALIA NORTHERN AND YORKE

ATTACHMENT 4 - Vendor Creation Form (Attached separately)

If you are unsure that you are set up within Services SA with an account, please complete the Vendor Creation / Amendment Form included.

ATTACHMENT 5 – Standard wording for acknowledgement of funding provided

Acknowledgement

The **[Recipient/Grantee]** agrees to acknowledge the financial and other support provided by the Government Party in all publication, promotional material, advertising, and public announcements made in relation to this Agreement.

Media Releases and Promotional Material

The **[Recipient/Grantee]** must not make or permit a public announcement or media release about any aspect of this Agreement without first consulting with and obtaining the Government Party's consent in writing. The following statement is to be used to acknowledge funding: 'This project is funded by the Landscape Levy and delivered on behalf of the Northern and Yorke Landscape Board'.

Please contact the Government Party's Communications Coordinator to obtain the relevant logo to be attached to all communication and promotional material.

A copy of all published material and photo evidence (file format to be either .jpg or .png; at least 1MB in size) must be supplied to the Government Party's Communications Coordinator via email ny.landscapeboard@sa.gov.au or posted to 155 Main North Road, Clare 5453. Any Facebook posts to tag **@NYLandscapeSA**. Any other social media posts to include **#NYLandscapeBoard**.

Events

The **[Recipient/Grantee]** will invite staff from the Government Party to participate in forums, webinars, field days, planting and other events, etc. associated with the project and provide opportunities and agreement for the Government Party to develop media material related to the project work.

		Quarterly reporting on 'year to date' progress in relation to outputs will be provided to Green Adelaide Board by: 30 Sept 2024 18 Dec 2024 31 March 2025 30 June 2025 30 Sept 2025 18 Dec 2025 31 March 2026 30 June 2026 Reporting to be provided in the format of the table in Attachment 8. Meetings will be held between Green Adelaide representatives and representatives of the XEC Advisory/Management Committee as needed. The GAEN will invite Green Adelaide representatives to all meetings of the cross-border alliance of 9 centres. Green Adelaide representatives will attend GAEN Steering Group meetings, and meetings of sub-alliances of the H&F and N&Y centres as necessary, to provide support in a business admin capacity, and for all contract-related topics. H&F and N&Y centres will continue to work with H&F and N&Y staff for all operational and regional-project related topics.
Item 11	**Grant Amount**	$XXX (GST exclusive)
Item 12	**Payment Details**	Funding will be $XXX (GST exclusive) for the 2024-25 financial year. Funding for future years will be negotiated prior to the commencement of that year, subject to performance reviews, and will be based on the previous year's funding plus any necessary CPI and/or NFPI increases (whichever is applicable). Manner of Payment: EFT The Board will pay you as per the schedule below upon a valid tax invoice(s) from you by the 10th day in the month. Schedule of Payments:

Payment 1: 40%	Payment 2: 40%	Payment 3: 20%
Payment date: July 2024	Payment date: December 2024	Payment date: April 2025
Payment amount	Payment amount	Payment amount

January 2019

		(excl. GST): \$XXX | (excl. GST): \$XXX | (excl. GST): \$XXX Address for invoices: Green Adelaide GPO Box 1047 Adelaide SA 5001
Item 13	**Tax Invoice Issuing Party**	☐ Government Party ☒ NFP
Item 14	**Grant Reconciliation Date(s)**	31 July 2025 31 July 2026
Item 15	**Additional Recipient Financial Information**	Not applicable
Item 16	**Government Party IP Licence**	Not applicable
Item 17	**Insurances** Public Liability Insurance	Not less than \$1,000,000
Item 18	**Liability Limit**	1 x Total Grant Amount
Item 19	**Notice Period for Termination for Convenience**	Not applicable
Item 20	**Form of Funding Acknowledgement**	Environment Centres funded by the Landscape Levy from the Green Adelaide Board must provide appropriate acknowledgement of that support. It is important that those paying the levy have the opportunity to be aware, wherever possible, of the programs and projects funded from the levy, through recognition of the Board. The XEC will ensure the GA Board is recognised as providing funding for the XEC in any media, promotion or communication materials produced e.g. signage, publications, event promotions, social media, websites and radio. Acknowledgement guidelines are provided in Attachment 7.

January 2019

Attachment 2 - Standard Terms & Conditions

AGREED TERMS

1. FUNDING PERIOD

1.1 This Agreement commences on the Commencement Date and continues until the Expiry Date, unless terminated earlier or extended under clause 1.2.

1.2 This Agreement may be extended by the Government Party for the Extension Period(s) by giving reasonable notice in writing prior to the Expiry Date.

2. CONTACT PERSONS

The persons named in Attachment 1 as the Contact Persons are the first point of contact between the Parties and are responsible for overseeing the effective administration of the Agreement including variations and extensions.

3. PURPOSE

The Recipient must use the Grant solely for the Purpose to achieve the Outcomes.

4. FUNDING AND INVOICING

4.1 If the Tax Invoice Issuing Party is the Government Party:

(a) the Parties agree that this Agreement satisfies the requirement for a written agreement specifying the supplies to which the Recipient Created Tax Invoice ("**RCTI**") relates;

(b) the Government Party must provide a copy of the Tax Invoice to the Recipient within 30 days of the making, or determining of the value, of the Taxable Supply; and

(c) The Recipient must not issue a Tax Invoice in respect of a Taxable Supply the subject of the RCTI.

4.2 If the Tax Invoice Issuing Party is the Recipient, the Recipient may invoice the Government Party for payment in respect of the Grant after the Commencement Date.

4.3 The Government Party will pay the Grant in the amounts and at the times specified in Attachment 1 upon receipt of a Tax Invoice.

4.4 For agreements greater than 12 months, on each anniversary of the Commencement Date during the period of the Agreement:

(a) the amount of the unpaid Grant will be indexed by the NFP Indexation Rate for that Financial Year; and

(b) the Government Party must issue a revised Schedule of Payments (including past amounts paid and indexed instalments payable for the remaining Grant period).

4.5 Clause 4.4 does not apply if the Government Party advises the NFP that the Grant payable for each year of the Agreement has already been indexed by the NFP Sector Indexation Rate.

4.6 The Recipient must ensure that it can properly account for the Grant received under the Agreement.

5. GST

5.1 Subject to clause 5.2 and 5.3 the Recipient represents that:

(a) the ABN shown in Attachment 1 is the Recipient's ABN; and

(b) it is registered under the *A New Tax System (Australian Business Number) Act 1999* (Cth).

5.2 If the Recipient is not registered for GST, then GST must not be charged on supplies made under this Agreement.

5.3 If the Recipient does not have an ABN it must submit an ATO *Statement by a Supplier* to the Government Party otherwise the Government Party may be obliged under the *Taxation Administration Act 1953* to deduct a withholding from the Grant and will not be obliged to gross up the Grant or provide any other compensation to the Recipient.

6. REPAYMENT OF UNALLOCATED FUNDS

6.1 At the end of the Funding Period, if the Recipient has not expended all of the Grant, it must notify the Government Party of the unexpended amount and may submit a written request for retention or carryover of unexpended amounts specifying:

(a) the amount to be retained or carried over; and

(b) the purpose for which the unexpended amount will be used.

6.2 The Government Party must consider the Recipient's request and notify the Recipient in writing whether it:

(a) agrees that the Recipient may retain or carry over all or part of the unexpended amount; or

(b) requires the Recipient to repay all or part of that amount as notified by the Government Party, to the Government Party within 30 days of receipt of the notice from the Government Party.

7. PROVISION OF INFORMATION

7.1 The Recipient must provide those reports and other documents and must attend meetings, as specified in Attachment 1.

7.2 If the Government Party reasonably suspects that the Grant is not being used for the Purpose, it may request additional information from the Recipient.

7.3 The Recipient must immediately inform the Government Party of any significant changes to the nature and/or scope of the activities conducted by the Recipient which would impact on the Purposes or the Outcomes under this Agreement.

8. FINANCIAL REPORTING AND AUDITING

8.1 The Recipient must provide an acquittal in relation to the expenditure of all funds under this Agreement using the form in Attachment 4:

(a) certifying that the Grant has been properly spent, in accordance with the requirements of the Agreement

(b) signed by two persons authorised by the Recipient's board of management (or equivalent); and

(c) within three months of the end of each Financial Year during the Term or other dates as may be specified in Attachment 1 ("**Grant Reconciliation Date(s)**").

8.2 If the Recipient is required by law to prepare audited financial statements, the Recipient must provide the Government Party with copies of such audited financial statements, within six months of the end of each Financial Year during the Term.

8.3 If the Recipient is not required by law to prepare audited financial statements, and only if specified in Attachment 1, the Recipient must provide the Government Party with the following financial statements, within six months of the end of each Financial Year during the Term:

(a) A balance sheet;

(b) An income and expenditure statement; and

(c) A statement of changes in equity for the Financial Year,

(together "**Additional Recipient Information**").

8.4 The Recipient agrees the Government Party may direct that the financial accounts of the Recipient be audited at the Government Party's cost, and the Government Party may specify the minimum qualifications that must be held by the person appointed to conduct the audit.

8.5 If the audit discloses that the Recipient has applied the Grant for a purpose other than the Purpose then the Recipient will be required to reimburse the Government Party the costs of the audit and clause 17.1 will apply.

9. INSPECTION

9.1 The Recipient must allow any officer or person authorised by the Government Party on the giving of reasonable notice, to enter the premises of and to inspect the operations of the Recipient (including equipment, premises, accounting records, documents and information) and interview the Recipient's Personnel on matters pertaining to the operations

and reporting obligations of the Recipient under this Agreement.

10. INTELLECTUAL PROPERTY RIGHTS

10.1 Nothing in this Agreement affects the ownership of Intellectual Property Rights created before the Commencement Date.

10.2 If specified in Attachment 1, the Recipient grants the Government Party and the State of South Australia a non-exclusive, perpetual, royalty free licence to use any intellectual property created as part of the Purpose.

11. CONFIDENTIAL INFORMATION

11.1 Subject to this clause 11, neither Party may disclose any Confidential Information belonging to the other Party except as genuinely and necessarily required for the purpose of this Agreement.

11.2 A Party may disclose Confidential Information belonging to the other Party:

(a) to an employee, agent or adviser of that Party, on a "need to know" and confidential basis;

(b) as required by law or a court order;

(c) in accordance with any Parliamentary or constitutional convention;

(d) for the purposes of prosecuting or defending proceedings.

11.3 The Parties may mutually agree to disclose Confidential Information.

12. PRIVACY

12.1 The Recipient must comply with the *Privacy Act 1988* (Cth) ("**Privacy Act**") and the Australian Privacy Principles established under that Act in undertaking its obligations under this Agreement including in relation to all Personal Information received created or held by it for the purposes of this Agreement.

12.2 The Recipient must promptly notify the Government Party if it fails to comply with this clause or if it becomes aware of any actual or threatened disclosure of or unauthorised access to Personal Information.

12.3 For the purposes of this special condition, "Personal Information" has the same meaning as in the Privacy Act.

13. PUBLICITY

13.1 The Recipient will acknowledge the Grant by the Government Party in any advertising, publicity or promotional material relating to this Agreement in the manner specified in Attachment 1.

13.2 The Recipient will participate in promotional or publicity activity in relation to this Agreement as is reasonably required by the Government Party.

13.3 The Recipient and the Government Party must use their best endeavour to mutually agree on the content of any public announcements or media releases about this Agreement.

13.4 If due to urgent circumstances or due to the nature and timing of the media request, it is not possible to provide prior notice of an announcement or media release to the other Party, then the Party making the announcement or media release must notify the other Party and provide a summary of the announcement or a copy of the media release as soon as possible after making the announcement or media release.

13.5 Nothing in this clause derogates from the operation of the *Not-for-Profit Sector Freedom to Advocate Act 2013*.

14. INSURANCE

14.1 The Recipient must effect and maintain the insurance specified in Attachment 1 for not less than the amount specified in Attachment 1 during the Funding Period.

15. LIABILITY LIMIT

15.1 The Recipient's liability to the Government Party under this Agreement is limited to the amount specified in Attachment 1.

16. DISPUTE RESOLUTION

16.1 Subject to clause 16.4 a Party may not commence legal proceedings without first referring the dispute to the other Party under this clause.

16.2 Either Party may give the other a notice in writing ("**dispute notice**") setting out the details of the dispute.

16.3 Within seven days or such other period as may be agreed by the Parties, the Contact Persons must meet and use reasonable endeavours to resolve the dispute.

16.4 A Party may seek immediate interlocutory relief or other interim remedy in case of genuine urgency.

17. DEFAULT AND TERMINATION

17.1 If the Recipient does not apply any part of the Grant for the Purpose or if the Recipient materially fails to comply with this Agreement at any time, the Government Party may upon giving written notice to the Recipient:

(a) require the Recipient to repay either the whole or a portion of the Grant (whether expended or not) within 30 days of a written demand from the Government Party;

(b) withhold funds not already paid;

(c) withhold future funding from the Recipient; and/or

(d) terminate this Agreement.

17.2 Either Party may terminate this Agreement without cause by giving the other Party the period of notice specified in Attachment 1 ("**Notice Period for Termination for Convenience**").

18. EFFECT OF ENDING THIS AGREEMENT

18.1 Any termination of this Agreement does not affect any accrued right of either Party.

18.2 Despite termination or expiry of this Agreement, this clause 18 and clauses 6, 7, 8, 9, 10, 11, 12, 15 and those Special Conditions that by their nature remain in force, will survive.

19. CONTRACT DISCLOSURE

19.1 The Government Party may disclose this Agreement and/or information in relation to this Agreement in either printed or electronic form, and either generally to the public or to a particular person as a result of a specific request.

19.2 Nothing in this clause derogates from:

(a) the Recipient's obligations under any provisions of this Agreement; or

(b) the provisions of the *Freedom of Information Act 1991* (SA).

20. COMPLIANCE WITH LAWS AND POLICIES

20.1 The Recipient must comply with the laws in force in the State of South Australia in performing its obligations under this Agreement.

20.2 The Recipient must comply with any policies notified by the Government Party in writing at the Commencement Date.

21. GOVERNING LAW AND JURISDICTION

21.1 This Agreement is governed by the laws in the State of South Australia.

21.2 The courts of the State of South Australia have exclusive jurisdiction in connection with this Agreement.

22. ENTIRE AGREEMENT

The Agreement constitutes the entire agreement between the Parties in respect of the matters dealt with in this Agreement and supersedes all prior agreements, understanding and negotiations in respect of the matters dealt with in this Agreement.

23. NO ASSIGNMENT

23.1 The Recipient must not assign, encumber or otherwise transfer any of its rights or obligations under this Agreement

without the written approval of the Government Party which approval shall not be unreasonably withheld.

23.2 Subject to any contrary legislative intention, the Parties agree that if there is any Machinery of Government Change, this Agreement is deemed to refer to the new entity succeeding or replacing the Government Party and all of the Government Party's rights and obligations under this Agreement will continue and will become rights and obligations of that new entity.

24. MODIFICATION

No addition to or modification of any provision of this Agreement will be binding upon the Parties unless agreed by the Parties in writing.

25. SEVERANCE

25.1 Each word, phrase, sentence, paragraph and clause of this Agreement is severable.

25.2 Severance of any part of this Agreement will not affect any other part of this Agreement.

26. COUNTERPARTS

This Agreement may be executed in any number of counterparts each of which is taken to be an original. All of those counterparts taken together constitute one instrument. An executed counterpart may be delivered by email.

27. NO FURTHER OBLIGATION

27.1 The Recipient acknowledges that the Grant represents a one-off contribution by the Government Party towards the Purpose, and the Recipient agrees any request for subsequent funding will require a new application to the Government Party. The Government Party is under no obligation to agree to pay any subsequent funding to the Recipient.

27.2 The Recipient acknowledges the Government Party will not be liable to reimburse the Recipient for any losses or cost over runs that may result from the operation of this Agreement or the carrying out of the Purpose.

28. INTERPRETATION

28.1 In this Agreement (unless the context requires otherwise):

(a) a reference to any legislation includes:

(i) all legislation, regulations and other forms of statutory instrument issued under that legislation; and

(ii) any modification, consolidation, amendment, re-enactment or substitution of that legislation;

(b) a word in the singular includes the plural and a word in the plural includes the singular;

(c) a reference to two or more persons is a reference to those persons jointly and severally;

(d) a reference to dollars is to Australian dollars;

(e) a reference to a Party includes that party's administrators, successors and permitted assigns.

29. DEFINITIONS

In this Agreement:

(a) "**Confidential Information**" means information which is identified as confidential information by a Party, but does not include this Agreement;

(b) "**Extension Period(s)**" means the period(s) specified in Attachment 1;

(c) "**Financial Year**" means a year commencing on 1 July and ending on 30 June;

(d) "**Funding Period**" means the period specified in Attachment 1 including any Extension Periods;

(e) "**Grant**" means the funds payable under this Agreement specified in Attachment 1 and includes previous indexation amounts applied and notified under clause 4;

(f) "**GST**" means the tax imposed by the GST Law;

(g) "**Intellectual Property Rights**" means all intellectual property rights, including but not limited to:

(i) patents, copyright, registered designs, trademarks, know-how and any right to have Confidential Information kept confidential; and

(ii) any application or right to apply for registration of any of the rights referred to in paragraph (a),

but for the avoidance of doubt excludes moral rights and performers' rights;

(h) "**NFP**" means a not for profit organisation;

(i) "**NFP Sector Indexation Rate**" is the annual rate as published on the Department of Treasury and Finance www.treasury.sa.gov.au;

(j) "**Party**" means a party to this Agreement;

(k) "**Special Conditions**" means the conditions specified in Attachment 3; and

(l) "**Total Grant Amount**" means the total value of the funding provided under this Agreement including where relevant any NFP Sector Indexation.

30. SPECIAL CONDITIONS

The special conditions (if any) in Attachment 3 form part of this Agreement.

Attachment 3 – Special Conditions

None applicable.

January 2019

Attachment 4 – Acquittal Form

Annual income and expenditure statement

CERTIFICATE OF INCOME AND EXPENDITURE

NAME OF PROJECT: XXX Environment Centre Operations

Period ……/…… to ……/……..

Month/year month/year

I ……..

Name Title

(Organisational Management Accountant/Financial Controller)

of ……

(Name of Organisation)

declare that funding provided to the ……(Name of Organisation) by the Green Adelaide Board has been allocated and spent in accordance with grant funding Terms and Conditions.

Reports have been provided to the Board on a regular basis in accordance with grant funding conditions.

Details of income and expenditure for this project are shown in the attached table

Signed ……

(Organisation Management Accountant/Financial Controller)

Date (……/……/20……)

Summary of Income and Expenditure for Financial YEAR: ……

All Items exclude GST

Item	Board contribution		Explanation of Variations
	Grant Budget $	Actual $	
TOTAL FUNDS INCOME			
LESS TOTAL FUNDS EXPENDED			
Salaries/wages			
Premises costs (rent, utilities, building and contents insurance, maintenance)			

Reference No:

Item	Board contribution		Explanation of Variations
	Grant Budget $	Actual $	
Operating costs (IT, phone, postage, office consumables, travel)			
Program costs (printing, advertising, event costs, event materials)			
Capital items (itemise all expenditure over $500)			
Other/sundry			
TOTAL EXPENSE			
BALANCE (deficit in brackets)			

Signed …….

(Treasurer/Financial Controller)

Date (……/……./20……).

Notes:

(Please provide any additional information regarding explanation of variations)

Reference No:

Chris Kruger

From: Doreen Von Linde
Sent: Friday, 26 July 2024 1:16 PM
To: Chris Kruger
Subject: Correspondence 4 for S41: ikanga Mulka thankyou

Categories: Red Category

Doreen Von Linde
Barossa Bushgardens NRC Co-ordinator
E: Dvonlinde@barossa.sa.gov.au | T: 08 8563 8331

From: [redacted]
Sent: Wednesday, April 24, 2024 2:43 PM
[redacted]
Subject: [EXTERNAL] ikanga Mulka thankyou

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

Hi Nadia, Courtney, Doreen, David, Joy, Justin and Mark
I cant find words adequate enough to describe how grateful I am for your support of the ikanga Mulka day. Your food, catering, spices, sundry art and other indigenous items, sponsorship, plants and drinks together catered for many diverse interests.
I hope you received the wonderful feedback from people who attended.
If not – people were happily occupied and enthusiastic to learn and be able to immerse themselves in many ways into Indigenous culture.
They really appreciated having the opportunity to be with Indigenous people, interact and learn.
And several are wanting to get involved in making the Indigenous footprint in the barossa more obvious and better represented.
I have put a compilation of photos from the day onto the facebook site 'Barossa Arts Council – Creative Barossa'.
If you'de like to have anything recorded in feedback or feel there is anything I should know from the day or when planning future activities please let me know.
You're all beautiful people and I am very pleased to have worked with you.
Kind regards,
Felicity Hage
[redacted]
With Respect and Care for our Indigenous Nations People of Australia

Chris Kruger

From: Doreen Von Linde
Sent: Friday, 26 July 2024 1:17 PM
To: Chris Kruger
Subject: Correspondence 5 for S41: Barossa Nanna and the Lonely Chook BOOK

Categories: Red Category
Record Number: 24/37990

Doreen Von Linde
Barossa Bushgardens NRC Co-ordinator
E: Dvonlinde@barossa.sa.gov.au | T: 08 8563 8331

From [redacted]
Sent: Wednesday, May 1, 2024 10:09 AM
To: Doreen Von Linde <Dvonlinde@barossa.sa.gov.au>
Subject: CM [EXTERNAL] Barossa Nanna and the Lonely Chook BOOK

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

Hi Doreen
As discussed at the Mandala Workshop last Friday, I'm donating 20 copies of ***Barossa Nanna and the Lonely Chook*** to the Barossa Bushgardens.
I handed the books and twenty one sets of colouring cards to Penny yesterday to put on your desk.
There is one set of colouring cards for your children, leaving one to go with each book sold, or to use as you desire at the Bushgardens.
The recommended retail price of the Chook Book was $19.99 – https://www.silvereye.com.au/barossa-nanna-and-the-lonely-chook/prod4864
The book is now out of print (ten years since the initial print run) so I think you can charge whatever you like. I am not setting any conditions on using the profits, however I am hopeful that any $'s made will go towards resources for future workshops at the Barossa Bushgardens.
It has been my pleasure to see the establishment of the Barossa Bushgardens since the first planting day when I carried bucket loads of mulch to the tiny *Hardenbergia violacea* on a fence line; the writing of the submission for Adult Learners Week – Community of Learners (good to attend that award announcement and see the certificate framed on the wall above the cash register); guiding visitors during the early days of the Plant Sales; collaborating with the Bushgardens team to grow indigenous plants on the Barossa TAFE campus grounds; watching the Bushgardens improve during many years of exhibiting my mosaics for the South Australian Living Artists (SALA) Festival Exhibitions at the Bushgardens; buying plants; becoming a lifetime member of the Friends of the Barossa Bushgardens; accompanying potential plant buyers to the Plant Sales area to encourage them to buy local and plant local; providing the Acknowledgement of Country one year at a meeting; seeking plant identification; attending workshops; buying more plants; establishing the verge outside my house; collaborating with you and a small team of artists at the Bushgardens to exhibit on the Plant Sales fence during SALA 2023 and National Recycling Week 2023.
The Barossa Bushgardens is an outstanding leader in collaborating with communities of learning.
Your organisational skills and commitment to the environment support the ways this learning is successful.
Cheers
Heather Gordon
artist, author, children's book creator
Ngadjuri/Peramangk/Kaurna Country in the Barossa Valley
www.heathergordon.com.au

Chris Kruger

From: Doreen Von Linde
Sent: Friday, 26 July 2024 1:18 PM
To: Chris Kruger
Subject: Correspondence 6 for S41: further feedback

Categories: Red Category

Doreen Von Linde
Barossa Bushgardens NRC Co-ordinator
E: Dvonlinde@barossa.sa.gov.au | T: 08 8563 8331

From: Nokes, Helen (Tanunda Primary School) [redacted]
Sent: Wednesday, June 5, 2024 11:22 AM
To: Doreen Von Linde <Dvonlinde@barossa.sa.gov.au>
Cc: Randall, Ken (Tanunda Primary School) [redacted]
Subject: [EXTERNAL] further feedback

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

Hello Doreen,
Thanks again for a wonderful opportunity last Friday. The students had a great day.

I am writing with further feedback that has transpired since I submitted my feedback form. During the session with Aunty Yvonne, she related the story of Aboriginal babies being dug into the ground with their heads being used for polo. Whilst it was one example among many accounts that she gave, I could tell that this had shocked some of my students and so I sought to counsel them afterwards. On my return to school, I did message parents just to give them a 'heads up' that some of the information given on the excursion was confronting, without going into detail. I have received feedback from a parent, who was "appalled at the inappropriate content" delivered to the students. That parent has asked me to convey her concerns to the organisers.

On discussion with my principal, Mr Ken Randall, we also shared concerns. He has suggested we alert you to this further information as a consideration when planning similar days in the future. Fulfilling the role of educators whose primary care is for the students, and supporting our Indigenous community members in 'truth telling' to educate children, is sometimes a difficult path to navigate. Please know we are very appreciative of your efforts in trying to hasten the journey toward reconciliation.

Kind regards,
Helen Nokes
Year 6 teacher
Tanunda Primary School

This message is intended for the addressee named and may contain privileged information or confidential information or both. If you are not the intended recipient, please delete it and notify the sender.

Chris Kruger

From: Doreen Von Linde
Sent: Friday, 26 July 2024 1:19 PM
To: Chris Kruger
Subject: Correspondence 7 for S41: Draft 2024-26 Environment Centre grant agreement template - for comment please
Attachments: Environment Centre NFP funding agreement 2024-26_template draft.pdf

Categories: Red Category

Doreen Von Linde
Barossa Bushgardens NRC Co-ordinator
E: Dvonlinde@barossa.sa.gov.au | T: 08 8563 8331

From: Mossop, Catherine (DEW) <Catherine.Mossop@sa.gov.au>
Sent: Friday, June 7, 2024 3:02 PM
To: [redacted]

Subject: [EXTERNAL] Draft 2024-26 Environment Centre grant agreement template - for comment please

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

OFFICIAL

Greetings GAEN EC Chairpersons,

Please find attached a draft grant agreement template for operation of the eight Environment Centres for 2024-26 (Note: the attached draft is as per the standard DEW NFP contract. For those of you requiring a 'not NFP' contract, the format will be slightly different but the content will be identical).

As discussed at our April meeting, the contract is quite similar to the current financial year. Suggested additions include references regarding commitment to a following year of funding, and articulating alignment to the objects and principles in the Landscapes SA Act 2019 (I have highlighted these for easy reference).

Also discussed at our April meeting, if there are any additional alignment details or outcomes/outputs unique to your centre that you feel would be beneficial to incorporate, please let me know and I'll be happy to work though it with you. Of course there is no requirement to do this from a GA perspective.

If you could get back to me by 14 June with any feedback/suggestions/questions/concerns that would be fantastic.

In the meantime, I'll liaise with your Coordinators to work through the finer output details inc projected budgets.

Have a fabulous long weekend!

1

Ngaityalya,
(Kaurna, *thank you*)

Cath Mossop *(she/her)*
Community Engagement Coordinator
Green Adelaide
Department for Environment and Water
[redacted]
Level 4, 81-95 Waymouth Street, Adelaide 5000

Please note I work part time:
Tues and alternate Fri 10am-2:45pm
Mon, Wed, Thrs and alternate Fri 9:00am-3:15pm from home

Marni ngadlu tampinthi ngadlu Kaurna yartanga inparrinthi
(We acknowledge that we are gathering on Kaurna Country)

Join us to create a cooler, greener and wilder metropolitan Adelaide.

The information in this e-mail may be confidential and/or legally privileged. Use or disclosure of the information to anyone other than the intended recipient is prohibited and may be unlawful. If you have received this email in error please advise by return email.

Government of South Australia
Green Adelaide Board

Green Adelaide Board
GPO Box 1047
Adelaide SA 5001
Tel 08 8463 3733
ABN: 18 324 915 125

DEW.GreenAdelaide@sa.gov.au
landscape.sa.gov.au

First name_Surname
Committee Chairperson
XXX Environment Centre
Address 1
Address 2
ABN: XXX

Dear XXX,

Re: Grant Offer for operation of the XXX Environment Centre

As per the Government of South Australia's election commitment, this letter is regarding a grant to provide for the operation of the XXX Environment Centre from 1July 2024 to 30 June 2026, as an accessible community environmental management and sustainability hub.

We are pleased to offer you initial funding of $XXX (plus GST) for the 2024-25 financial year ('**Grant**') on behalf of the Green Adelaide Board ("**Government Party**"). Note: Funding future years will be negotiated prior to the commencement of that year and will be based on the previous year's funding plus any necessary CPI and/or NFPI increases (whichever is applicable).

The details of the Grant are set out in Attachment 1.

This offer is subject to your acceptance of the contents of this Letter of Offer, the Grant Details set out in Attachment 1, the Grant Terms and Conditions set out in Attachment 2, any Special Conditions set out in Attachment 3 (if any), the Funded Services expectations in Attachment 5, and the Board Acknowledgement expectations in Attachment 7.

To accept this offer, you must sign the Acknowledgement and Acceptance of Offer on the following page and return it to Cath Mossop, Community Engagement Coordinator, Green Adelaide, GPO Box 1047, Adelaide SA 5001.

If your acceptance is not received by 30 June 2024 this offer will lapse on 1 July 2024.

If you accept this offer you are agreeing to be legally bound by the terms of this Grant Agreement. The following documents will make up the Grant Agreement:

- This Letter of Offer;
- Your signed acceptance of this offer;
- The Grant Details (Attachment 1);
- The Standard Terms and Conditions (Attachment 2);
- The Special Conditions (Attachment 3) (if any)
- The Acquittal Form (Attachment 4).
- The Funded Services (Attachment 5)
- XXX Environment Centre 2024-6 projected budget (Attachment 6)

DRAFT

- Board Acknowledgement (Attachment 7)
- The Annual Report template (Attachment 8)

If you have any queries regarding this offer, please do not hesitate to contact Cath Mossop, Community Engagement Coordinator, Green Adelaide, on 0417 417 802, or catherine.mossop@sa.gov.au.

Yours faithfully

Melinda Clarke
Manager, Resilient Communities
Green Adelaide

/ /2024

Enclosure. **Attachment 1: Grant Details**
Attachment 2: Grant Terms and Conditions
Attachment 3: Special Conditions
Attachment 4: Acquittal Form
Attachment 5: Funded Services
Attachment 6: XXX Environment Centre 2024-26 projected budget
Attachment 7: Board acknowledgement
Attachment 8: Quarterly and Annual Report template

January 2019

ACKNOWLEDGEMENT & ACCEPTANCE OF OFFER
OF GRANT FOR OPERATION OF THE XXX ENVIRONMENT CENTRE

I ....., authorised officer, for and on behalf of XXX Environment Centre, ABN: XXX ("**Recipient**") acknowledge and accept the terms and conditions specified in this Letter of Offer and in Attachments 1, 2 and 3.

Signature: .....

Print Full Name: .....

Position/Office: .....

Date: / /

Signed in the presence of:

Witness: .....

Print Full Name: .....

Date: / /

January 2019

Attachment 1 - Grant Details

Item 1	**Government Party**	Green Adelaide Board ABN: 18 324 915 125 81-95 Waymouth Street Adelaide SA 5000
Item 2	**Recipient**	XXX Environment Centre Inc. 3/50 Main Street Normanville, SA 5204
Item 3	**Commencement Date**	1 July 2024
Item 4	**Expiry Date**	30 June 2026
Item 5	**Extension Period(s)**	Not applicable
Item 6	**Recipient's ABN**	Recipient has an ABN: Yes ABN: XXX Registered for GST: XXX
Item 7	**Contact Persons**	Government Party: Cath Mossop, Community Engagement Coordinator, Green Adelaide E catherine.mossop@sa.gov.au or P: 0[redacted] NFP: XXX, Committee Chairperson, XXX Environment Centre E XXX or P XXX
Item 8	**Purpose**	This grant will support the operations of the XXX Environment Centre (XEC) as an accessible community environmental management and sustainability hub. The funding will ensure the employment of a coordinator, lease and/or operation of a premises and provision of activities that build community capacity for positive action toward sustainable living and management of the environment, and nature stewardship-based conservancy. The XEC will deliver services and outcomes that contribute to the priorities and focus areas outlined in the Green Adelaide Regional Landscape Plan. There is an expectation that there will also be links to the XXX Landscape Board's Regional Landscape Plan.
Item 9	**Outcomes**	See Attachment 5: Funded Services
Item 10	**Reports and Meetings**	A report on progress of the XEC towards agreed outcomes will be provided to the Green Adelaide Board annually, along with a completed financial acquittal statement. The acquittal statement is to be provided as per the template in Attachment 4. The end-of-year report is to be provided as per the template in Attachment 8. Annual report and financial acquittals for the previous financial year will be required by 31 July each year.

January 2019

Attachment 5 – Funded Services

Fleurieu Environment Centre Operations

Purpose of Grant:

This grant will support operation of the XXX Environment Centre (FEC) as an accessible community environmental management and sustainability hub. The funding will ensure the employment of a coordinator, lease and/or operation of a premises and provision of activities that build community capacity for positive action toward sustainable living and management of the environment.

The XEC will deliver services and outcomes that contribute to the objects and principles of the Landscapes SA Act 2019, pertaining to:

Supporting and enhancing ecologically sustainable development by promoting the use and management of natural resources in an integrated manner that:

(b) supports resilient communities and natural and built environments, and supports the interests of Aboriginal peoples; and

(c) provides for the protection, enhancement, restoration and sustainable management of land, soil and water resources and native fauna and flora, especially so that they are resilient in the face of change, and

(d) promotes, protects and conserves biodiversity, and insofar as is reasonably practicable, supports and encourages the restoration or rehabilitation of ecological systems and processes that have been lost or degraded, and promotes the health of ecosystems so that they are resilient in the face of change; and

(e) recognises that climate change is a significant factor in our environment (including a recognition of the need for mitigation and adaptation); and

(f) provides for the prevention or control of impacts caused by pest species of animals and plants that may have an adverse effect on the environment, primary production or the community; and

(h) provides educational initiatives and provides support mechanisms to strengthen the skills, knowledge and capacity of people to sustainably manage natural resources; and

(i) supports initiatives or action to facilitate the increased capacity of people to engage in processes under this Act, including through the provision of information relevant to the protection, enhancement or management of landscapes.

In consideration of the above, the XEC will also deliver services and outcomes that contribute to the priorities and focus areas outlined in the Green Adelaide Regional Landscape Plan, pertaining to:

Nature Education

Note: In the Green Adelaide Landscape Plan 'Nature Education' is defined as any activity which connects community to nature, and builds community capacity for positive action toward sustainable living, sustainable agriculture, advocacy for and management of the environment, and nature stewardship-based conservancy; including for biodiversity conservation, pest plant and animal management, citizen science, wetland and coastal management, water conservation and climate resilience.

Goal: Inspire communities to value, connect with, and care for nature, by:

Key focus areas (end-of-program outcomes):

N1 - Enabling a social movement of diverse nature 'stewards' through school/educational partnerships, community learning and development, nature play, citizen science and sustainability activities.

N2 - Raise awareness and build capacity about Aboriginal cultural knowledge, values and lore.

Reference No:

N3 - Lead cross-sector nature education community campaigns to reach diverse audiences.

Where relevant, peri-urban centres will also foster links and operational partnerships with the applicable Regional Landscape Board.

Outcomes (intermediate):

N1 – widespread environmental awareness, values, advocacy and action across diverse communities

N2 – traditional practices and perspectives are embedded in community-led projects and programs

N3 – Increased community awareness, understanding, inspiration and action to connect with and care for nature

This arrangement between Green Adelaide and XXX Environment Centre also acknowledges the Environment Centre Program Logic and additional, related intermediate outcomes:

- Increased community activity to care for and manage the environment
- Improved connectivity in the community to work together to address environmental management issues
- Strengthened community leadership taking action to address environmental management issues
- Increased community capacity to deliver environmental management actions
- Increased participation in volunteering activities
- The community participating in a wider range of environmental management activities

Outputs:

The outputs which will contribute to reaching the intermediate outcomes are:

1. Provision of an accessible XEC premises as a community hub with a focus on sustainably managing the environment.
2. A program of activities to build community capacity to sustainably manage the environment.
3. Provision of information to the community to raise awareness and understanding of sustainably managing the environment.
4. Provision of networking opportunities to share knowledge and develop collaborative partnerships
5. Promotion of the XEC and the activities offered
6. The employment of a paid coordinator to support volunteer activity and delivery of XEC programs and projects.
7. Active involvement of the XEC in GAEN networking and collaboration.

The measurable outputs of the funding provided to the XEC will be:

Out-put No.	Output	Measure
1.	Provision of an accessible XEC premises	Centre staff and activities accessible to the community minimum 20 hours per week (12 month average)
		Number of community groups using** the Centre

Reference No:

2.	A program to build community capacity to sustainably manage the environment, including XX workshops or other activities	Number of participants and number of capacity building (knowledge skills and abilities) activities delivered
		Provide a dataset for capacity building (knowledge skills and abilities) activities with a learning outcome delivered
		Number of XEC volunteers and volunteer hours
		Number of citizen science events delivered
3.	Provision of information to the community to raise awareness and understanding of sustainably managing the environment, including XX events or other activities	Number of participants and number of awareness raising events delivered
		Number of XEC members on mailing list
		Number of social media followers
4.	Provision of networking opportunities to share knowledge and develop collaborative partnerships including XX events or other activities	Number of networking events delivered
		Number of participants and number of community groups represented
5.	Promotion of the XEC and the activities offered	Number of social media posts
		Number of newsletters or e-news circulated
		Suburb data from activity attendees/members
6.	The employment of a paid coordinator to support volunteer activity and delivery of XEC programs and projects.	Number of hours a week
7.	All outputs	Additional funds or resources leveraged ($)
		Number of project partners
		Number of projects/events led by/with input from First Nations

** 'Using' is defined as hiring meeting space at the Centre, phoning or visiting the Centre for advice, or discussion about potential partnerships /matters of mutual interest.

Reference No:

Attachment 6: XXX Environment Centre 2024-25 projected budget

Reference No:

Attachment 7: Board Acknowledgement

Grant acknowledgement guidelines

All projects fully or partially funded by Green Adelaide must acknowledge the board's investment in promotional communications, including but not limited to:

- events and announcements
- news releases
- websites
- social media posts
- display materials such as banners, posters and signs
- publications such as reports, books, case studies and fact sheets.

Acknowledging your grant

Logo acknowledgement

Visual display/promotional materials such as publications, banners, videos and webpages should include the Green Adelaide logo when a project is fully or partially funded by the board. The logo should not be used on promotional communications that do not relate to a Green Adelaide funded project. The Green Adelaide logo is available in a colour, white and black versions.

All aspects of the logos must be reproduced from the original, digital artwork. The logos must always retain their original colours and proportions.

Please contact the Green Adelaide Communications Team for copies of the Green Adelaide logo files and to advise where the logos will be displayed.

Text acknowledgement

For projects fully funded by Green Adelaide use:

This project is seeded by Green Adelaide.

For projects with more than one funding body use:

This project is funded by Green Adelaide and [insert organisation/body name/s].

When the project owner has also provided funding use:

This project is jointly funded by [insert organisation name] and Green Adelaide.

Communicating your project

Let's communicate together

Green Adelaide is keen to partner with grant recipients to promote their projects. Imagery of your project is an essential part of project promotions and storytelling. Please collect and share with us your visuals (e.g. video, photos) of your Green Adelaide funded project.

New media (i.e. social media)

When posting on social media such as Facebook, Instagram and/or Twitter you must tag Green Adelaide's social media accounts or include the hashtag #GreenAdelaide. Green Adelaide has a Facebook page (@GreenAdelaide) and an Instagram account (@GreenAdelaideSA).

Traditional media

You must gather approval from the Green Adelaide Communications Team for all proactive and reactive traditional media stories (i.e. TV, radio, online news and print) that involve full or partial funding from Green Adelaide.

Contact

Your first point-of-contact for further information about your grant is your assigned Contact Officer.

For advice on promotional communications please contact the Green Adelaide Communications Team on DEW.GreenAdelaideNews@sa.gov.au o[redacted]

Reference No:

Attachment 8: Quarterly and Annual Report Template

Quarterly reports are due as per Item 10, Attachment 1. The annual report is due by 31 July and should contain information on the contribution of XXX Environment Centre operations towards the outcomes and outputs from 1 July to 30 June of the previous financial year.

SUMMARY

Provide a brief summary of implementation progress including highlights as well as challenges and set-backs. Outline any project management issues relating to the community advisory committee, reporting, staff etc.

OUTCOMES

As outlined in Attachment 5, the expected intermediate outcomes for the XEC activities are:

N1 – widespread environmental awareness, values, advocacy and action across diverse communities

N2 – traditional practices and perspectives are embedded in community-led projects and programs

N3 – Increased community awareness, understanding, inspiration and action to connect with and care for nature

Attachment 5 also acknowledges the Environment Centre Program Logic and additional, related intermediate outcomes:

- Increased community activity to care for and manage the environment
- Improved connectivity in the community to work together to address environmental management issues
- Strengthened community leadership taking action to address environmental management issues
- Increased community capacity to deliver environmental management actions
- Increased participation in volunteering activities
- The community participating in a wider range of environmental management activities

Outputs:

The outputs which will contribute to reaching the intermediate outcomes are:

1. Provision of an accessible XEC premises as a community hub with a focus on sustainably managing the environment.
2. A program of activities to build community capacity to sustainably manage the environment.
3. Provision of information to the community to raise awareness and understanding of sustainably managing the environment.
4. Provision of networking opportunities to share knowledge and develop collaborative partnerships
5. Promotion of the XEC and the activities offered
6. The employment of a paid coordinator to support volunteer activity and delivery of XEC programs and projects.
7. Active involvement of the XEC in GAEN networking and collaboration.

Reference No:

The following table is to be completed and returned to the Board as part of the quarterly and annual reporting. These form part of the measurable outputs of the funding provided to the Fleurieu Environment Centre:

Out-put No.	Output	Measure	Result
1.	Provision of an accessible XEC premises	Centre staff and activities accessible to the community minimum 20 hours per week (12 month average)	
		Number of community groups using** the Centre	
2.	A program to build community capacity to sustainably manage the environment, including XX workshops or other activities	Number of participants and number of capacity building (knowledge skills and abilities) activities delivered	
		Provide a dataset for capacity building (knowledge skills and abilities) activities with a learning outcome delivered	
		Number of XEC volunteers and volunteer hours	
		Number of citizen science events delivered	
3.	Provision of information to the community to raise awareness and understanding of sustainably managing the environment, including XX events or other activities	Number of participants and number of awareness raising events delivered	
		Number of XEC members on mailing list	
		Number of social media followers	
4.	Provision of networking opportunities to share knowledge and develop collaborative partnerships including XX events or other activities	Number of networking events delivered	
		Number of participants and number of community groups represented	
5.	Promotion of the XEC and the activities offered	Number of social media posts	
		Number of newsletters or e-news circulated	
		Suburb data from activity attendees/members	
6.	The employment of a paid coordinator to support volunteer activity and delivery of XEC programs and projects.	Number of hours a week	
7.	All outputs	Additional funds or resources leveraged ($)	

Reference No:

		Number of project partners	
		Number of projects/events led by/with input from First Nations	

** 'Using' is defined as hiring meeting space at the Centre, phoning or visiting the Centre for advice, or discussion about potential partnerships /matters of mutual interest.

Reference No:

Chris Kruger

From: Doreen Von Linde
Sent: Friday, 26 July 2024 1:19 PM
To: Chris Kruger
Subject: Correspondence 8 for S41: Draft GAEN Support Proposal attached
Attachments: GAEN Support Roles Proposal.docx

Categories: Red Category

Doreen Von Linde
Barossa Bushgardens NRC Co-ordinator
E: Dvonlinde@barossa.sa.gov.au | T: 08 8563 8331

From: GEC Coordinator <coordinator@gawlerenvironmentcentre.org.au>
Sent: Monday, June 10, 2024 2:24 PM
To: Ross Oke <ross.oke@secondnature.org.au>; Erin Sautter (erin.sautter@conservationsa.org.au) <erin.sautter@conservationsa.org.au>; Doreen Von Linde <Dvonlinde@barossa.sa.gov.au>; russell@winecycle.com.au
Subject: [EXTERNAL] Draft GAEN Support Proposal attached

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

Hi all,

Please find attached a draft proposal for Green Adelaide re Admin and Project support roles for GAEN. It is just a basis so please add to/edit as you see fit. I have framed it as two roles at 7.5 hrs each per month, but it could be one role, or the hours could be scaled up. See what you think.

I have left the role descriptions fairly broad, as discussed.

Cheers,

Kathy Whitta | Coordinator

Gawler Environment Centre

Part-time hours. Tue-Thu 9.30am – 4pm

8 Main North Rd, Gawler SA 5118

P 85246265 | E coordinator@gawlerenvironmentcentre.org.au
gawlerenvironmentcentre.org.au | Facebook | E-newsletter

Gawler Environment Centre is funded by Green Adelaide

GAEN Support Proposal 10/06/2024

Administrative Support Role

Duties:

- Arrange GAEN/GAEN Steering Group meetings
- GAEN/GAEN Steering Group correspondence
- First point of contact for GAEN/GAEN Steering Group, including for Green Adelaide, Landscape Boards.
- Support GAEN Steering Group in the development of proposals, promotional materials such as the prospectus, terms of reference etc.
- GAEN website: maintain and monitor the website, keep it updated, check emails, pay domain and web hosting invoices, run reports for GAEN/GAEN Steering Group meetings.

Time commitment:

- 7.5 hours per month

Project Support Role

Duties:

- Liaise with Green Adelaide and Landscape Boards about centre funding matters e.g. funding mix going forward.
- Lobbying current/potential governments re centre funding.
- Explore opportunities for expanded funding base.

Time commitment:

7.5 hours per month

Estimated cost

**Will depend on employee. Coordinators operate under a variety of different wage schedules. Calculations made here are based on Level 5.3 of the SCHADS award.*

1. **As part of permanent Coordinator role.**
   2023-2024 rate is $49.65 per hour. 2024-2025 rate won't be known until August 2024. Green Adelaide have allowed us 5.9% on wages which would make the maximum for the 2024-2025 hourly rate $52.58.
   - 7.5 x $52.58 = $394.35 x 12 = $4,732.20
   - 11.5% super = $544.20
   - 17.5% leave loading on 4 weeks = $69.01
   - 1.85% workcover = $85.18

   Total: $5,430.59

2. **As a casual.**
   2023-2024 rate is $62.06. 2024-2025 rate won't be known until August 2024. Green Adelaide have allowed us 5.9% on wages which would make the maximum for the 2024-2025 casual hourly rate $65.72.
   - 7.5 x 65.72 = $492.90 x 12 = $5,914.80
   - 11.5% super = $680.20
   - 17.5% leave loading on 4 weeks = $86.26
   - 1.85% workcover = $109.42

   Total: $6,790.68

Chris Kruger

From: Doreen Von Linde
Sent: Friday, 26 July 2024 1:20 PM
To: Chris Kruger
Subject: Correspondence 9 for S41: New rules for fixed term contracts
Attachments: Fair Work Fixed Contract Statement 2023.pdf

Categories: Red Category

Doreen Von Linde
Barossa Bushgardens NRC Co-ordinator
E: Dvonlinde@barossa.sa.gov.au | T: 08 8563 8331

From: Ross Oke [redacted]
Sent: Friday, June 14, 2024 11:13 AM
To: [redacted]
Subject: [EXTERNAL] Re: New rules for fixed term contracts

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

Hi all,

Hope you are going well. Following on from our last meeting, I have attached a fact sheet about the new rules for fixed term contracts.

We have sought some legal advice about interpreting these rules and the key points can be summarised as follows:

There are now limits on recurring fixed term contracts but there are some exemptions. If funding is 2 years or less employees can be placed on a fixed term contract, but previous contracts need to be factored in (see fact sheet re contracts prior to Dec 2023). If the funding continues and there is no break in service and it is for the same or similar work (even if it is a different project), the employee should be made permanent / ongoing.

The laws are in place to prevent ongoing unlimited fixed term contracts so for the exempted >2 yrs govt funded scenario, if the funding is renewed after the 3 years, service is considered continuous and the role is the same or similar the employee should be placed on a permanent / ongoing contract. Whether funding is expected or not only applies to the exception to allow for a longer one off fixed term.

Our organisation will be moving to mostly ongoing employment contracts but with minimum hours stated and hours agreed on a periodic basis eg. annually.

Regards,

Ross

Australian Government Fair Work OMBUDSMAN

Fixed Term Contract Information Statement

Employers must give this document to new fixed term employees when they start work.
See **fairwork.gov.au/ftcis**

Important: New employees also need to be given the Fair Work Information Statement. Visit fairwork.gov.au/fwis

There are **new rules** that limit the use of fixed term contracts.

In summary, from 6 December 2023, employers can't employ someone on a fixed term contract:

- that is for longer than 2 years
- that has more than one extension option, or
- where the employee will be employed under consecutive contracts.

There are exceptions to the new rules that mean they don't apply to all fixed term contracts. These rules don't apply to casual employees.

Read this statement to find out more.

Contracts before 6 December 2023

These rules apply to new contracts entered into **after** this date. However, fixed term contracts entered into before 6 December 2023 **do have to be considered** when considering applying the consecutive contracts limitation for a new fixed term contract entered into on or after 6 December 2023.

What is a fixed term contract?

You're on a fixed term contract if you enter into a contract with an employer that terminates at the end of an identifiable period. For example, the contract ends after:

- a set date or period of time, or
- a season

Employees engaged on fixed term contracts who are engaged on a full-time or part-time basis have similar **conditions and entitlements** as permanent (ongoing) employees. This includes leave entitlements.

There are **2 main differences** between full-time or part-time fixed term employees and permanent employees:

	Fixed term	Permanent
Notice of termination and redundancy	✖ Not eligible if employment finishes at the end of the contracted period	✔ Generally entitled to notice of termination and redundancy
Unfair dismissal	✖ Generally not eligible if employment finishes because of the end of the contracted period	✔ Eligible for unfair dismissal after 6 months (12 months for employees of a small business)

For more information on fixed term employment, visit fairwork.gov.au/fixed-term-employees

Important:

Fixed term employees are not the same as independent contractors (sometimes called ABN workers or subcontractors). Independent contractors usually negotiate their own fees and working arrangements, have the ability to delegate or subcontract work and can work for more than one client at a time. For information on independent contracting, visit fairwork.gov.au/contractors

What are the new limitations on using fixed term contracts?

From 6 December 2023, there are rules (called limitations) about the use of fixed term contracts **after** this date. There are **3 rules**, and **all rules need to be followed** or the contract's end date will no longer apply, which means the contract won't automatically come to an end at the end of that time.

1: Time limitations

A fixed term contract can't be for longer than 2 years. This includes any extensions or renewals.

2: Renewal limitations

A fixed term contract can't have an option to:

- extend or renew the contract so that the period of employment lasts longer than 2 years, or
- extend or renew the contract more than once.

Example: Renewal limitations

Chelsea is given a contract for 6 months which has a right for her employer to extend it twice for up to 4 months each time. This contract breaches limitations because a fixed term contract can't have an option or right to extend it more than once, even if the total period is less than 2 years.

3: Consecutive contract limitations

If the first 3 points below all apply, and one or more of the scenarios in the 4th point applies, an employee can't be offered a new fixed term contract.

1. Their previous contract was also for a fixed term, **and**
2. their previous contract and the new contract are mainly for the same work, **and**
3. there is substantial continuity in the employment relationship between the previous and new contracts, **and**
4. any of the following apply:
   a) the previous contract contained an option to extend that was used
   b) the total period of employment for both the previous and new fixed term contract is more than 2 years
   c) the new fixed term contract contains an option to renew or extend, or
   d) there was an initial contract in place (before the previous contract):
      › that was for a fixed term
      › that was for the same or similar work, **and**
      › where there was substantial continuity in the employment relationship.

Example: Consecutive contracts

Ahmad was employed on a fixed term contract as a site engineer for a construction company. His initial contract was for the period of 1 January 2022 to 31 December 2022. It included an option for extension, which his employer used for an additional period of one year, making the new end date 31 December 2023. On 1 January 2024 Ahmad signed a new fixed term contract for a term of one more year for the same position.

This contract breaches the limitations for reasons including:

- his initial contract contained an option to extend that was used by his employer
- the total employment period is for more than 2 years, and
- the contract is for the same position.

Last updated: December 2023

Australian Government Fair Work OMBUDSMAN

Fixed Term Contract Information Statement

Employers must give this document to new fixed term employees when they start work.
See **fairwork.gov.au/ftcis**

What are the situations where there are no limitations on the use of fixed term contracts?

The new rules don't apply to all employees on fixed term contracts. These are called the exceptions to the limitations. The table below shows which fixed term contract arrangements are not covered by the new rules:

The exception	Example
Specialised skills for a specific task Work only on a specific task that requires your specialised skills.	Vivian is a technology professional who is engaged to provide specialised technology support on a particular project. Her contract is for a period of 6 months, with 3 options to extend for one month in case of delays.
Training arrangements A contract for a formal training arrangement made under State or Territory law. This is an arrangement that combines work with study for a qualification like an apprenticeship or traineeship.	Javier has started a plumbing apprenticeship and has been given a 4 year fixed term contract for the duration of his apprenticeship.
Essential work Performing essential work during a peak demand period.	Kevin is an experienced ski patroller with strong first aid skills. He is hired by a ski resort on a 2 month contract during the ski season, with the opportunity for 2 renewals of one month each depending on ski conditions.
Emergency circumstances or temporary replacement of an employee Working in emergency circumstances, or if you're replacing someone who is temporarily away.	Gerry is engaged on a fixed term contract to replace Christina who is taking 24 months parental leave. During this time, Christina has another child and takes an additional 12 months leave. Gerry's contract is renewed for an additional 12 months to cover this leave period.
High-income employees If your guaranteed salary is more than the high-income threshold in the year the contract is entered into (pro rata for part-time employees or employees that work for less than a year). Note: For information on how the high-income threshold is calculated for part-time or part-year employees, go to fairwork.gov.au/fixed-term-employees	Esther is hired as an IT project manager earning $240,000 per year on a 3 year fixed term contract.
Positions subject to government funding Where the employee's position is funded by government funding (completely or in part), the funding is for more than 2 years and the funding is unlikely to be renewed afterwards. Note: This isn't the same as working for a government agency or department on a fixed term contract.	Lu is engaged on a 3 year fixed term contract to work on creating a community garden for a community organisation. The project is fully funded over 3 years by the local government and the funding ends at the end of this period.
Governance positions A contract for a governance position that is for a limited time (based on the rules of the corporation or association).	Sunita has been given a 5 year contract on the executive board of a land-management council.
Award provisions If an award covers your employment and it allows any of the circumstances limited by the new rules.	Ravi is covered by an award that allows him to work contract-to-contract. The award expressly allows for multiple (more than one) contract renewals as agreed between the employee and employer.

Additional exceptions for contracts made between 6 December 2023 and 30 June 2024

There are some additional exceptions under the Fair Work Regulations. These exceptions only apply if the contract is entered into on or after 6 December 2023 and before 1 July 2024. These exceptions are explained below.
For more information on the Fair Work Regulations visit fairwork.gov.au/fixed-term-employees

Organised sport: Some types of employees engaged by particular organised sporting bodies primarily to work as certain types of athletes, coaches, performance support professionals or match officials.

Live performance industry employees: Employees covered by the Live Performance Award 2020 who enter a contract for 12 months or less.

Higher education employees: Employees covered by the Higher Education Industry – Academic Staff Award 2020 or the Higher Education Industry – General Staff Award 2020.

High performance sport (international events): Some types of employees engaged by certain types of organisations to primarily directly support the administration or organisation of an international event for a high performance sport that is not regularly held in Australia.

Funded by a philanthropic entity or testamentary gift or contribution: Some employees of organisations that are funded (wholly or in part) by certain philanthropic entities registered under the Australian Charities and Not-for-profits Commission Act 2012 or as a result of certain types of testamentary gifts or contributions, in certain circumstances.

Australian Government Fair Work OMBUDSMAN

Fixed Term Contract Information Statement

Employers must give this document to new fixed term employees when they start work.
See **fairwork.gov.au/ftcis**

What happens if a contract doesn't meet the limitations and exceptions rules?

If your fixed term contract doesn't meet the rules, the end date in the contract will no longer apply, which means the contract won't automatically come to an end at the end of that time. This will not affect the validity of any other terms of your contract. If the limitations are breached, civil penalties could apply to an individual or a company.

What happens if my employer and I disagree about whether a limitation or an exception applies to my fixed term contract?

If you and your employer disagree about whether the limitations or exceptions apply, there are **steps you can take to resolve it**.

Step 1: First, you must try to resolve the disagreement with your employer by discussing the issue with them.

Step 2: If you can't resolve it at the workplace level, you or your employer can refer your dispute to the Fair Work Commission (the Commission). The Commission can deal with disputes about limitations and exceptions on fixed term contracts.

If the matter is referred to the Commission, they must deal with the disagreement. They can deal with the disagreement in a range of ways including mediation or conciliation. If both parties agree, the Commission can deal with the dispute by arbitration (for example, at a hearing).

Depending on your circumstances, you may be able to have someone to support or represent you through the dispute process (which could include a union entitled to represent you).

Evidence

In a formal proceeding (such as a hearing at the Commission), if an employer believes a fixed term contract meets the criteria of one of the exceptions, they will have to show evidence to support that the exception applies. Examples of evidence can include financial reports or other contracts, such as funding and commercial contracts.

Get help with conversations in the workplace

Find free online courses to help you have difficult conversations in the workplace at fairwork.gov.au/learning

Can my employer avoid following the rules?

Your employer **can't do certain things** to avoid the rules. These are called the **anti-avoidance** protections. This includes:

- ending your employment or not re-employing you for a period of time
- employing someone else to do the same or substantially similar work instead of you, or
- changing the type of work or tasks that you do or changing your employment relationship.

If an employer does any of these things in order to avoid the rules, it may also be adverse action. Adverse action is where an employer takes an unlawful action against you because you have a workplace right (which includes the fixed term contracts rules). If adverse action is found to have occurred, civil penalties could apply. For more information, visit fairwork.gov.au/protections

Who can help?

Fair Work Ombudsman

- has information and advice about pay and entitlements
- provides free calculators, templates and online courses
- helps fix workplace problems
- enforces workplace laws and seeks penalties for breaches of workplace laws.

Visit fairwork.gov.au or call **13 13 94**

Fair Work Commission

- deals with disputes about a range of issues, including unfair dismissal, bullying, sexual harassment, discrimination and 'adverse action' at work
- approves, varies and terminates enterprise agreements
- makes, reviews and varies awards
- issues entry permits and resolves industrial disputes
- regulates registered organisations.

Visit fwc.gov.au or call **1300 799 675**

Chris Kruger

From: Doreen Von Linde
Sent: Friday, 26 July 2024 1:21 PM
To: Chris Kruger
Subject: Correspondence 10 for S41: Landscape drawing examples
Attachments: Quote 80_BBG_SensoryGardenDesign.pdf

Categories: Red Category

Doreen Von Linde
Barossa Bushgardens NRC Co-ordinator
E: Dvonlinde@barossa.sa.gov.au | T: 08 8563 8331

From: Melissa Robertson [redacted]
Sent: Thursday, July 4, 2024 10:18 PM
To: Doreen Von Linde <Dvonlinde@barossa.sa.gov.au>
Subject: Re: [EXTERNAL] Landscape drawing examples

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

Hi Doreen,

Thanks so much for showing me around the Sensory Garden, will be great to work on this together.

So sorry it has taken me so long to get back to you with this.

Attached is the quote for the brief outlined below and our discussions.

Please let me know if there is anything else you wish to be included or I have missed.

I will have a bunch of questions for you when we get started but in the mean time would be great to see your inspiration imagery if you could send them through.

If you have any queries etc don't hesitate to ask.

See you tomorrow at BBG :)

Cheers,

Mel

I Am Melissa [redacted]

1

[redacted]

On 14 Jun 2024, at 11:10 am, Doreen Von Linde <Dvonlinde@barossa.sa.gov.au> wrote:

Hi Mel,

Thank you for taking time today to look at our Sensory Garden. I have attached an aerial map of the space.

As discussed, the solid pathways go around the first garden beds as well as along the lower side of the raised garden bed in the open space. I thought it would be better not to go all the way around the raised garden, as it may confuse someone who is blind if there is too much going on. The path I have marked in yellow is the one with different colours/kinds of gravel/wood chips.

Other things that we want to go into the garden:

- Rocks/timber pieces on the edge of the path, removing the garden edging. Every Meter, a rock will be painted in colour (yellow)
- Add five sections that go across the path to indicate signage. I have indicated the positions on one of the maps. The signs will be around 60cm wide by 40cm high. Yes, one will sit in the lower part of the raised garden bed 😉
- Add some shrubs with color and perhaps indicate three colorful artworks, including one as a wind chime (if that is not too much detail).

I hope that makes all sense. Let me know if you need any more information or we catch up next time.

Doreen Von Linde
Barossa Bushgardens NRC Co-ordinator
E: Dvonlinde@barossa.sa.gov.au | T: 08 8563 8331

From: Melissa Robertson [redacted]
Sent: Wednesday, February 7, 2024 2:49 PM
To: Doreen Von Linde <Dvonlinde@barossa.sa.gov.au>
Subject: [EXTERNAL] Landscape drawing examples

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

Hey Doreen,

Thought I would drop you the initial pitch document (have sent this via we transfer as its quite large) and final garden manual (attached) I have completed for the Arkaba Conservancy Luxury lodge landscape in 2020, in the chance of doing some work with you for Barossa Bush Gardens.

Would be great to work together on your future planning.

I look forward to hearing your thoughts.

Cheers,

Mel

<image001.jpg>

[redacted]

<Sensory Garden Map 1 No markings.pdf><Sensory Garden Map 1.pdf>

Quotation

Quote Number: 000080

Date: 4 July 2024

I am MELISSA .com.au
[redacted]

To:
Doreen Von Linde
Barossa Bush Gardens
[redacted]
e. Dvonlinde@barossa.sa.gov.au
Customer ID: 000046

Service	Amount
This quotation includes the following: - **Two rounds of aesthetic changes to all concepts.** This does not include major structural change to the supplied concepts, i.e. Including more than 30% change to the concept, will fall outside the allocated time. - **Completed working files for all artwork and full IP rights,** either provided as print ready artwork in High and Low resolution, unless otherwise stipulated by the Barossa Bush Gardens. - **Completed artwork by deadlines outlined by BBG, with the aim of completion for the initial concepts to be stipulated on approval of quotation.** Specific deadlines are to be outlined at the outset of each item to ensure that the deadlines can be achieved. To ensure this any last minute changes need to be avoided and all photography, imagery and overall content will need to be supplied on approval of this quote.	
HOURLY RATE $90 Per hour | Each item is assigned an estimate of hours, if the completed hours reaches within 3 hours of this, BBG will be notified before any further work continues.	
This quotation shall include 3 main items which will encompass the majority of works to be done at the new Sensory Garden at the Barossa Bush Gardens (BBG). They are as follows: Item 1. Site Map - Aesthetic floor plan with details. Item 2. Main Entry Conceptual Drawing - Isometric drawing with majority of the garden in view, including highlight drawings. Item 3. Central Conceptual Drawing - Isometric drawing from the perspective of standing beyond the raised garden bed looking back down both paths. These three elements will include as much detail for stakeholders and labourers as possible, as provided by BBG. For a full overview of what they will include please refer to the following pages.	



ITEM 1. Site Map Elements	1.Overall floor plan of garden inclusive of: - Wheelchair friendly paved path ways, which will follow the allocated grey outlines as supplied by BBG. - A sensory path with different colours and textures i.e. different kinds of gravel and wood chips, which will follow the allocated yellow markings as supplied by BBG. - Yellow stone markers every metre, for vision impaired visibility. - Rock/timber edging to replace the current garden edge. - Five textural dividing spacers in the paving, which will indicate signage points to stop and look at. Locations as specified by BBG. - Signage stations. - Additional shrubs with colour. - 3 Colourful artworks, one to be a wind chime. - Raised garden bed. - Change in height to the central exit garden bed. - Removal of some specified trees. 2. Detail drawings or photography of 2/3 of the above, specifically elements that will not be outlined in the following conceptual drawings (Items 2 & 3). This will provide understanding of the intricacies of these sections of the garden. BBG to supply inspiration imagery. 3. 2 rounds of revisions. 4. Final changes. 5. Final print ready artwork, high and low resolution.	
Time required	22 hours	
Sub Total		$1980.00
Item 2. Main Entry Conceptual Drawing An isometric drawing of the entry way to the garden, highlighting the main elements outlined in the site map, i.e. paving, signage and dividers, edging, yellow stones and artworks. This will give an overall feel of the aesthetic of the garden and the affect of the sensory elements to be included. Elements	1. Detailed conceptual drawing of the garden. 2. Detail drawings or photography of 2/3 of the key elements, this will provide understanding of the intricacies of these sections of the garden. BBG to supply inspiration imagery.	



	3. 2 rounds of revisions with updates made to the site map. 4. Final changes. 5. Final print ready artwork, high and low resolution.	
Time required	17 hours	
Sub Total		$1530.00
Item 3. Central Conceptual drawing An isometric drawing of the central section of the garden highlighting the raised garden bed, and two exit paths with new paving and signage.		
Elements	1. Detailed conceptual drawing of the central section of the garden. 2. Detail drawings or photography of 1/2 of the key elements, this will provide understanding of the intricacies of these sections of the garden. BBG to supply inspiration imagery. 3. 2 rounds of revisions with updates made to site map. 4. Final changes. 5. Final print ready artwork, high and low resolution.	
Time required	15 hours	
Sub Total		$1350.00
Total		$4860.00

Ts&Cs:
- Includes two rounds of revisions unless otherwise specified, any revisions outside this will fall outside this quotation.
- Does not include printing, photography. photography pitched within concepts will require additional time.
- All content, imagery and photography must be supplied by BBG and have the necessary licenses of required use. Otherwise any purchase of imagery will be invoiced separately.
- Once finished artwork is submitted to BBG, they will have complete ownership and responsibility of the files.
- Any additional items can be arranged, but will be separate to this quotation.
- 20% payment is required upfront.

To accept this quotation, please respond via email.

Thank you

10% of the total of this invoice will be donated to:

Bravehearts
Educate Empower Protect Our Kids

To support victims of childhood sexual abuse and make Australia a safer place to raise children.

VIPASSANA MEDITATION SOUTH AUSTRALIA
As taught by SN Goenka in the tradition of Sayagyi U Ba Khin

To provide free 10 day meditation courses to any who wish to learn the techniques of Dhamma.

Chris Kruger

From: Doreen Von Linde
Sent: Friday, 26 July 2024 1:22 PM
To: Chris Kruger
Subject: Correspondence 11 for S41: 2024-26 GA funding agreement for the BBG
Attachments: Barossa Bushgardens_not NFP Grant Agreement 2024-26.pdf

Categories: Red Category

Doreen Von Linde
Barossa Bushgardens NRC Co-ordinator
E: Dvonlinde@barossa.sa.gov.au | T: 08 8563 8331

From: Mossop, Catherine (DEW) <[redacted]
Sent: Monday, July 15, 2024 4:11 PM
To: [redacted]
Cc: [redacted]
Subject: [EXTERNAL] 2024-26 GA funding agreement for the BBG

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

OFFICIAL

Hi Glen,

Hope this finds you well and warm!

Please find attached the 2024-26 funding agreement between Green Adelaide and The Barossa Council for the operation of the Barossa Bushgardens.

If all ok to proceed, please execute the agreement by signing page 11 of the doc in the presence of a witness, then send a copy of the complete, signed doc back to me. You should be able to insert e-signatures by clicking 'fill and sign', but let me know if you have any issues. Otherwise, if you prefer to sign a hard copy, please email me back a scanned copy of the signed doc.

Kind reagrds.

Ngaityalya,
(Kaurna, *thank you*)

Cath Mossop *(she/her)*
Community Engagement Coordinator
Green Adelaide
Department for Environment and Water
[redacted]
Level 4, 81-95 Waymouth Street, Adelaide 5000

Please note I work part time:
Tues and alternate Fri 10am-2:45pm
Mon, Wed, Thrs and alternate Fri 9:00am-3:15pm from home

Marni ngadlu tampinthi ngadlu Kaurna yartanga inparrinthi

1

(We acknowledge that we are gathering on Kaurna Country)

GREEN ADELAIDE

WARPULAI KUMANGKA working together

Join us to create a cooler, greener and wilder metropolitan Adelaide.

The information in this e-mail may be confidential and/or legally privileged. Use or disclosure of the information to anyone other than the intended recipient is prohibited and may be unlawful. If you have received this email in error please advise by return email.

MATTERS FOR INFORMATION

3.2 VISITATION TO BAROSSA BUSHGARDENS

Author: Executive and Project Support Officer
24/78882

During April, May, June and July we had a total of 1185 people participate in 17 Knowledge, Skills and Ability events, 1 Awareness Raising event and 40 Facilitation and Networking events.

We welcomed visitors from across the country as well as international.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

MATTERS FOR INFORMATION

3.3 RISK MANAGEMENT/WORK HEALTH AND SAFETY

Author: Executive and Project Support Officer
24/78883

Occupational Health Safety videos from Risk were shown to the volunteers and staff.

Safe Talk Training was offered to volunteers and staff in regards to Suicide Prevention.

Chemical training – weed brushing/painting workshop was undertaken by volunteers and staff.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

MATTERS FOR INFORMATION

3.4 MARKETING INITIATIVES AND SALES OPPORTUNITIES

Author: Executive and Project Support Officer
24/78884

Ongoing Spring and Autumn Plant sale days are proving to be successful with community interest and support. Many plants have been sold with new customers arriving regularly.

The Nursery will be providing support for the Lyndoch Recreation Park development in the way of producing native plants for the water retention area.

Staff are currently working with the Comms Team on the development of templates for information signage. Old signage and stands have been removed and will be redistributed and updated with the new signage, reflecting the continuous changes of the gardens.

As part of Mix 102.3's Million Dollar Key, The Barossa Bushgardens was mentioned as one of the locations, bringing in extra visitors to the gardens. Staff is confident that this may help promote the gardens.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

MATTERS FOR INFORMATION

3.5 PARTNER PROJECTS UPDATE

Author: Executive and Project Support Officer
24/78886

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

Reta Cousins-Bray took over from Arthur Mousamas when he went on leave for the month of June. Reta did a fantastic job with the support of staff and volunteers Jenny and Ginny.

Seeding Natives

Assisting Seeding Natives in producing plants for their SA Water project. Volunteers have sown most species and are starting to pot them up.
Continued liaison with the group.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

MATTERS FOR INFORMATION

3.6 STRATEGIC PLAN PROGRESS REPORT

Author: Executive and Project Support Officer
24/78890

The actions within the Barossa Bushgardens Strategic Plan are provided in Attachment 1. The status/progress comments are provided to 31 July 2024.

ATTACHMENTS

Attachment 1 Barossa Bushgardens Strategic Plan 2022 - Progress Report July 2024

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	Two plant sales were held recently – one in May and one in June. Both were very successful with many plants sold and new customers coming out to the gardens. Feedback from the community has been very positive and people have been thankful in holding the sales on the weekend. The 5 Free Plant Giveaway ran throughout the months of May and June. The first 300 residents arrived within 2.5 weeks to claim their plants. Throughout the 5 Free Plant Giveaway 170 residents were happy to receive the Friends of the Bushgardens newsletter. In general the nursery has been quite busy throughout the Autumn/Winter months with some plants being marked down in price due to either being old stock or a lot of stock. Autumn species have been propagated by the volunteers and potted up as they germinate. Cuttings have also been done with species such as Correa, Myoporum, etc.
b) Maintenance of a regional Seed Bank.	Ongoing	Nursery Manager	High	Since our previous meeting our volunteers have been cleaning seed, weighing, packaging and documenting the seed. Some seed continues to be collected and outsourced through Blackwood Seeds or Trees For Life if needed.
c) Improve the commercial capacity of the nursery, including inclusion of a council nursery operation.	Ongoing	Nursery Manager	High	Mesh has been purchased with the idea to use as bench tops in the shade house. The mesh will be zip tied to the benches rather than welded due to the cost and possible relocation of the shade house into the future. The mesh is a much needed and overdue addition to the benches and will reduce time and frustration of staff and volunteers. The addition of more irrigation sprays for the poly tunnel is being sought due to the sprays not covering the full area. Depot will be putting in drains in the Retail Nursery as the water pools on the ground and creates a slip hazard. The water will be directed to the rear of the nursery where a wetland will be created.

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	Volunteers continue to maintain the gardens with mulching, weeding and general tidy up. Irrigation has been set up also in some areas. Many plants have also been planted in various areas of the gardens. We are working on a species list for the car park.
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	Ongoing
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	Ongoing
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	Participant numbers in brackets. 1 April – 30 April – Barossa Arts Festival Garden Sculpture Competition 5 April – Truro Primary School – Playgroup (9) 5 April – Nuriootpa High School Sculpture Tour (15) 7 April – Bushgardens Zen (4) 9 April – Rotary Glub of Gawler and Light Garden Tour (18) 11 April – Barossa Bush Playgroup (16) 12 April – Ecoprinting Workshop (6) 17 April – Community Environment Forum (16) 17 April – Play Therapy Session (10) 18 April – Barossa Bush Playgroup (24) 18 April – First Aid Scenario Workshop (13) 19 April – Camp Australia Traditional Uses Trail (20) 21 April – Bushgardens Zen (6) 21 April – Ikanga Mulka Event Bethany (60) 23 April – Kids Birthday with Nature Mandalas (30) 26 April – Nature Mandala Workshop (15) 1 May – Youth Environment Day (100) 2 May – Barossa Bush Playgroup (30) 4 May – Autumn Plant Sale Day

				4 May – Australian Plant Society Gawler and Barossa Districts Planting Session (8) 4 May – Ngadjuri Healthy Country Planning (24) 4 May – Walking for World Peace Labyrinth Walk (7) 5 May – Bushgardens Zen (6) 7 May – Two Wells Primary School Traditional Uses Trail Tour (16) 8 May – Barossa Community Options Volunteering (16) 16 May – Friends of Barossa Bushgardens Committee Meeting (8) 16 May – Barossa Bush Playgroup (12) 17 May – Northern Adelaide Cultural Sites Tour (26) 22 May – Eudunda Area School Cultural Learning (10) 29 May – Rural Support Service Innovative Reconciliation Action Plan Launch (71) 30 May – Good Shepherd Angaston Traditional Uses Trail Tour (10) 30 May – Barossa Bush Playgroup (7) 31 May – Reconciliation Day (98) 3 June – Redeemer Foundation Students Wellbeing Session (47) 5 June – Redeemer Foundation Students Garden Exploration (60) 13 June – Nuriootpa Highschool Disability Unit Traditional Uses Trail Tour (7) 13 June – Barossa Community Options – Nature Mandala Workshop (10) 15 June – Second Autumn Plant Sale Day 18 June – Parrot Hill Creek Planting Day (15) 18 June – Nuriootpa Kindy (45) 27 June – Barossa Bush Playgroup (9) 2 July – Redeemer Lutheran School Teachers Wellbeing (60) 2 July – safeTalk Training (12) 4 July – Gibson Wine Traditional Uses Trail Tour for staff (6) 5 July – Hewett Stepping Stone Childcare – 4 Sensory Plant Sessions (40) 9 July – Chemical Painting/Brushing workshop 10 July – Friends of Botanic Gardens Adelaide (3) 11 July – Barossa Bush Playgroup (4) 12 July – Bush School Session 1 Fire and Food (7) 18 July – Barossa Bush Playgroup (25) 19 July – Bush School Session 2 Birds, Shelter and Tools (8) 25 July – Barossa Bush Playgroup (18)

				26 July – The Barossa Council New Starter Bus Tour 30 July – Unley Probus Club Garden and Traditional Uses Trail Tour 31 July – Gawler and District College Seed Bomb Workshop
b) Increase the 'experiential' offerings including passive and active programs.	Ongoing	NRC Coordinator	Low	Staff and volunteers held the first two Bush School Sessions. The events were targeted to children 8-12 years old, taking part without their parents. Both days were a great success with a lot of positive feedback from the children. The session taught children about fire safety, traditional uses of native plants, bird identification, different types of traditional shelters and tools.
a) Host Barossa Bushgardens Open Day.	Ongoing	NRC Coordinator Nursery Manager	High	NA
b) Formalise public programs through long-term planning, diversifying the occurring across environment, art, culture, public health and wellbeing.	Ongoing	NRC Coordinator	Low	Ongoing
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	A group of volunteers supported the Friends of Parrot Hill Creek with their planting efforts along the waterway. Around 450 plants were planted, guarded and watered.
CS19 - Social Inclusion				
Output 4 – Social Support Groups				
a) Manage and facilitate the Bushgardens Disability Support program.	Ongoing	Nursery Manager Project Officer	Medium	Reta Cousins-Bray took over from Arthur throughout the month of June as Arthur took some leave. Continued to support Reta with the program. The group continues to work well with the continued support of volunteers Jenny and Ginny.
Strategy 3 - Create and deliver community-oriented training opportunities				
CS10 – Economic Development				
Output 1 – Economic Development				
a) Form strong partnerships that link	Ongoing	NRC Coordinator	Medium	Ongoing liaison with local vignerons in supporting them with producing

the Bushgardens to the wine and tourism industries.		Nursery Manager		native tube stock for purchase and information about revegetation. Gibson Wines have recently produced a Riesling in a can with a hint of lemongrass which they said they got inspiration for when they took a walk through the Bushgardens. They will be officially releasing this Riesling in September.
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	A Reconciliation Day event was held on 31 May with the support of volunteers, Barossa Reconciliation and staff. Students from five primary schools were invited to join Ngadjuri, Peramangk and Kaurna Elders and representatives, rotation through each session, learning about culture, ceremony, tools and healthy country. The event was a great success with another planned for September, depending on grant funding.
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	Two Bi-monthly Columns were published in The Leader Newspaper in April and June.
b) Update information and educational materials about each Business Unit services and functions, and update website.	Ongoing	NRC Coordinator Nursery Manager	Low	Ongoing
c) Develop a contemporary brand that appeals across a range of markets.	Ongoing	NRC Coordinator	Low	Ongoing
CS21 – Tourism				
Output 2 – Visitor Enquiries/Customer Service				
a) Reposition the Bushgardens as a destination for visitors.	Ongoing	NRC Coordinator	Medium	The Barossa Arts Festival Garden Sculpture Competition was held at the Bushgardens throughout April and brought in a large number of visitors from across the country.
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	Suicide Prevention Workshop – SafeTalk was held at the Bushgardens in July. This was run by Mates in Construction.

				Chemical workshop was held by Steven Anderson on July 9. O, H, S videos were shown to the volunteers i.e. videos on back strain, shoulder strain, etc. Toolbox meetings are held every second week each month. Risk and Safety updates/issues are shared as well as other general information affecting volunteers.
b) Attract new volunteers to support program delivery.	Ongoing	NRC Coordinator Nursery Manager	Medium	A new position has been created with the Outdoor team – Doreen organised the Position Description and advertised in our Bushgardens Newsletter. All other positions are full at the moment.
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	Processes and descriptive information are currently recorded with the following informally completed at this stage: - Strategic Plan - Urban Design Framework - Content Manager - Outlook Emails and Calendar - Volunteer Management - Work Health and Safety - Recycling Programs - Web Management, including: E-Newsletter Social Media BBG Website TBC Website Event Bookings - Advertising The Leader Newspaper Canva Flyers
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	Ongoing
b) Develop and execute a new	Ongoing	Manager HES Director DES	Low	

governance model for the Barossa Bushgardens.				
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 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	Ongoing. Nursery stock is monitored and sprayed when needed by a pesticide/fungicide. Nursery is sprayed regularly by a contractor to keep the weeds down. Nursery stock is hand weeded regularly by the volunteers. European wasp nests are sprayed by contractor when they are located.
c) Manage organisational risk in the delivery of core services	Ongoing	Manager HES NRC Coordinator Nursery Manager	High	Ongoing
d) Ensure that identified Internal Financial Controls are effectively monitored and maintained	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	Ongoing
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	Ongoing
g) Undertake WHS Compliance Inspections	Ongoing	Manager HES NRC Coordinator	Medium	Barossa Bushgardens Building Inspection completed on 19 June with minor issues found, recorded and repaired.

		Nursery Manager		
h) Implement, Review and Maintain Work Health Safety Improvement/Action Plan	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	Ongoing
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	Next inspection and update of database scheduled for October
a) Identify funding opportunities to assist in delivery of projects and programs.	Ongoing	Manager HES NRC Coordinator Nursery Manager	High	Senior Environment Officer has applied for grant funding with the Northern and Yorke Landscape Board to deliver cultural days with Ngadjuri, Peramangk and Kaurna, for Aboriginal students, over the next three years. Currently awaiting outcome.
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	The Northern and Yorke Landscape Board Grants have been acquitted. The Green Adelaide Grant to support the NRC Coordinator role has been acquitted.

MATTERS FOR INFORMATION

3.7 CHAIRPERSON'S REPORT

Author: Executive and Project Support Officer
24/78893

A verbal report will be presented.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

MATTERS FOR INFORMATION

3.8 FRIENDS OF BAROSSA BUSHGARDENS UPDATE

Author: Executive and Project Support Officer
24/78898

The Friends of Barossa Bushgardens have purchased a tablet and Square Reader and have also moved to online banking. This step forward will give the Friends another way to receive payments for books and donations.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

MATTERS FOR INFORMATION

3.9 FOOD FOR WILDLIFE PROJECT

Author: Senior Environmental Officer
24/79945

Food for Wildlife (FfW) is an initiative whereby specific native plants are grown in an orchard style space to allow easy access for wildlife carers & rescuers to provide native food for injured native animals whilst being rehabilitated. FfW programmes have been supported and implemented by several other Councils including City of Port Adelaide and Enfield, City of Charles Sturt, Mount Barker Council in collaboration with their local animal rescue organisations.

The Barossa Wildlife Service (BWS) members continue to source native browse from our roadsides, road reserves and private properties which can be a risky activity and may impact the integrity of our roadsides and conservation significant sites.

The BBG would be a suitable site to develop this FfW orchard and I have spoken briefly with a local corporate who would be interested in financially supporting this initiative. We could utilise a corporate volunteering group to plant out the site as well. Ideally we would engage the BWS to help manage and maintain the area ongoing for their purposes.

The orchard style plantings would incorporate a suite of natives including eucalypts (which get coppiced to allow easy picking/cutting), grevilleas, hakeas, callistemons and other flowering varieties, all which can be prepared and grown by the community including our volunteers and our Dementia group members.

The area for the orchard could be up close to the entrance to enable easy access by the BWS volunteers and incorporate interpretative signage.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

DEBATE REPORT

4.1 FINANCE REPORT

Author: Executive and Project Support Officer
24/78897

PURPOSE

To provide progress on budget income and expenditure as at 31 July 2024.

RECOMMENDATION

That Barossa Bushgardens Committee receive and note the report.

REPORT

Discussion
At the end of July, the expenditure across each cost centre is tracking on budget.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Barossa Bushgardens Finance Report - July 2024

Supporting references
Nil.

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Natural Environment and Built Heritage



Health and Wellbeing

Goal

1. The Barossa has sustainable farmland providing diverse and stable returns, while protecting the unique natural environment and biodiversity of the region.
10. Our region enjoys the benefits of sustainable community groups, networks and facilities that encourage everybody to participate in the community.

Strategies

1.3. Build on the conservation of the region's natural heritage including bush eco-systems, grassy woodlands, agricultural landscapes and recreational green spaces.

10.3. Build on the capacity of community members to participate in cultural, creative, recreational, sporting and learning opportunities.

Corporate Plan

CS17 Natural Resources - Regional development and management of the environment including natural resource management to ensure the region is managed sustainably and the environment is protected and enhanced

BS4 Council and Committees - Provision of support to Council and Committees through the provision of required information, agendas, and minutes. Council and Committees are provided with support to enable informed decisions

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil.

COMMUNITY ENGAGEMENT

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

Barossa Bushgardens Finance Report – July 2024

B145 – Nursery Budget

Actual Budget Variance

Parameters: Definition = $ABV , Enquiry = $DEFAULT , Enquiry Description = Actual Budget Variance , User = TECHONE , Apply Ledger Account Security = True
Criteria: Project Number is equal to B145

Natural Account	Period Actual	Period Budget	Period Var	Period %Var	Accum Actual	Accum Budget	Accum Var	Accum %Var
547 - Commercial Acti	-3356.23	0	3356.23	0	-3356.23	0	3356.23	0
623 - Salaries - Work	5675.81	5379.35	-296.46	-5.51	5675.81	5379.35	-296.46	-5.51
724 - Direct Purchase	0	0	0	0	0	0	0	0
725 - Direct Purchase	0	0	0	0	0	0	0	0
728 - Direct Purchase	0	0	0	0	0	0	0	0
729 - Direct Purchase	0	0	0	0	0	0	0	0
732 - Direct Purchase	362.16	0	-362.16	0	362.16	0	-362.16	0
735 - Direct Purchase	1802.94	0	-1802.94	0	1802.94	0	-1802.94	0
738 - Office Equipmen	0	0	0	0	0	0	0	0
810 - Insuran IncProt	940.94	269	-671.94	-249.79	940.94	269	-671.94	-249.79
812 - Insurance - Wor	309	412	103	25	309	412	103	25
833 - Mobile Phone Ex	63.62	0	-63.62	0	63.62	0	-63.62	0
937 - Support Svces A	0	3936	3936	100	0	3936	3936	100
	5798.24	**9996.35**	**4198.11**	**42.00**	**5798.24**	**9996.35**	**4198.11**	**42.00**

B146 – Disability Support Program

Actual Budget Variance

Parameters: Definition = $ABV , Enquiry = $DEFAULT , Enquiry Description = Actual Budget Variance , User = TECHONE , Apply Ledger Account Security = True
Criteria: Project Number is equal to B146

Natural Account	Period Actual	Period Budget	Period Var	Period %Var	Accum Actual	Accum Budget	Accum Var	Accum %Var
624 - Env Svces Salar	652.78	0	-652.78	0.00	652.78	0	-652.78	0.00
627 - Comm Svce Sal	0	442.63	442.63	100.00	0	442.63	442.63	100.00
810 - Insuran IncProt	91.12	26	-65.12	-250.46	91.12	26	-65.12	-250.46
812 - Insurance - Wor	29.76	40	10.24	25.60	29.76	40	10.24	25.60
937 - Support Svces A	0	381	381	100.00	0	381	381	100.00
	773.66	**889.63**	**115.97**	**13.04**	**773.66**	**889.63**	**115.97**	**13.04**

B160 – Bushgardens Site/NRC

Act V Bud New Chart

Parameters: Definition = $ABV , Enquiry = ACT V BUD NEW CHART , Enquiry Description = Act V Bud New Chart , User = TECHONE , Apply Ledger Account Security = True
Criteria: Cost Centre Is equal to 4115 and Directorate is equal to IES and Cost Centre is equal to 4115

Natural Account	Period Actual	Period Budget	Period Var	Period %Var	Accum Actual	Accum Budget	Accum Var
41547 - Commercial Acti	0	0	0	0	0	-25000	-25000
60021 - Salaries - Incr	0	0	0	0	0	1643	1643
61122 - Contractors - C	0	0	0	0	0	5200	5200
61125 - Contractors - F	0	0	0	0	0	630	630
61126 - Contractors - B	0	0	0	0	0	3800	3800

61140 - Contractors - O	0	0	0	0	0	5176	5176
61145 - Contractors - A	0	0	0	0	0	150	150
61182 - Contractors - T	0	0	0	0	0	560	560
61203 - Direct Purchase	0	0	0	0	197.89	0	-197.89
61206 - Direct Purchase	0	0	0	0	1335	0	-1335
61213 - Direct Purchase	0	0	0	0	0	3300	3300
61214 - Direct Purchase	0	0	0	0	0	600	600
61215 - Direct Purchase	0	0	0	0	0	3500	3500
61216 - Direct Purchase	0	0	0	0	0	500	500
61220 - Direct Purchase	0	0	0	0	23.48	0	-23.48
61223 - Direct Purchase	0	0	0	0	52.78	0	-52.78
61301 - Energy Costs -	0	0	0	0	0	7391	7391
61302 - Energy Costs -	0	0	0	0	0	276	276
61303 - Energy Costs -	0	0	0	0	0	564	564
61304 - Water - Service	0	0	0	0	0	313	313
61305 - Water - Usage C	0	0	0	0	0	3075	3075
62002 - Depreciation Ex	0	0	0	0	0	15538.82	15538.82
62003 - Depreciation Ex	0	0	0	0	0	8624.03	8624.03
62004 - Depreciation Ex	0	0	0	0	0	7675.57	7675.57
63100 - Insurance - Pub	0	0	0	0	768.92	2936	2167.08
63101 - Insurance - Inc	0	0	0	0	286.49	1106	819.51
63104 - Insurance - Veh	0	0	0	0	0	1032	1032
63105 - Insurance - Bui	0	0	0	0	0	911	911
63401 - General - Adver	0	0	0	0	0	1800	1800
63402 - General - Telep	0	0	0	0	27.27	350	322.73
63406 - General - Inter	0	0	0	0	90.82	550	459.18
90010 - Full Cost Attri	0	0	0	0	0	97202	97202
	0	**0**	**0**	**0**	**2782.65**	**149403.42**	**146620.77**

B172 – Green Adelaide

Actual Budget Variance

Parameters: Definition = $ABV , Enquiry = $DEFAULT , Enquiry Description = Actual Budget Variance , User = TECHONE , Apply Ledger Account Security = True
Criteria: Project Number is equal to B172

Natural Account	Period Actual	Period Budget	Period Var	Period %Var	Accum Actual	Accum Budget	Accum Var	Accum %Var
623 - Salaries - Work	3267.54	1581.39	-1686.15	-10662.46%	3267.54	1581.39	-1686.15	-10662.46%
654 - Contractors - O	0	0	0	0.00%	0	0	0	0.00%
718 - Direct Purchase	0	0	0	0.00%	0	0	0	0.00%
735 - Direct Purchase	71.72	0	-71.72	0.00%	71.72	0	-71.72	0.00%
738 - Office Equipmen	0	0	0	0.00%	0	0	0	0.00%
812 - Insurance - Wor	93.5	125	31.5	2520.00%	93.5	125	31.5	2520.00%
937 - Support Svces A	0	1194	1194	10000.00%	0	1194	1194	10000.00%
	3432.76	**2900.39**	**-532.37**	**-18.35511776**	**3432.76**	**2900.39**	**-532.37**	**-18.35511776**