

**AGENDA OF THE MEETING OF
THE BAROSSA BUSHGARDENS S41 COMMITTEE**
held in the Council Chambers 43-51 Tanunda Road, Nuriootpa
on Wednesday 13 February 2019 commencing at 1.00pm

1 WELCOME

To Members and Staff present.

The Committee acknowledges the traditional owners of the land on which we meet, the Peramangk and Ngadjuri People, and respect their cultural heritage, beliefs and relationship with the land, and acknowledge that they are of continuing importance to the Peramangk and Ngadjuri People living today.

Gary Mavrinac, Director, Development and Environmental Services, will assume the Chair and declare the Meeting open.

2 PRESENT

3 APOLOGIES

Elsbeth Morgan.

4 GUESTS

Nil.

5 DECLARATION OF INTEREST BY MEMBERS

If a Member considers that they have, or might reasonably be perceived to have an interest in the matter before the Committee, they must clearly state the nature of that interest in writing to the Chairperson before the matter is considered.

If a Member considers that they have a personal interest which may be in conflict with their duty to act impartially, they must declare a conflict of interest as above.

If a Member has an interest in a matter, they must not partake in any of the discussions involving the matter. They must leave the room at any time in which the matter is discussed by the Committee or during any vote on the matter. They must not vote on the matter and they must not move or second any motion or participate in any discussion through the consensus process.

Any member that considers that they have an interest must notify the Chairperson and have it recorded in the minutes as to the nature and extent of the interest.

6 ELECTION OF CHAIRPERSON/DEPUTY CHAIRPERSON

	6.1. Election of Chairperson/Deputy Chairperson	Pages 3
7	<u>MINUTES FROM PREVIOUS MEETING</u>	
	7.1. Committee Meeting	Pages 4
	Confirmation of the Minutes of the previous Barossa Bushgardens S41 Committee Meeting held on Wednesday, 17 October 2018.	
8	<u>MATTERS ARISING FROM PREVIOUS MINUTES</u>	
	Actions on Previous Resolutions.	
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12	<u>GENERAL BUSINESS</u>	Pages 54
13	<u>NEXT MEETING</u>	
13.1	Committee	
	Wednesday 10 April 2019 at 1:00pm at the Council Chambers 43-51 Tanunda Road, Nuriootpa	
14	<u>CLOSURE</u>	

6. Election of Chairperson/Deputy Chairperson**RECOMMENDATION****That the Committee:**

- 1. appoint as Chairperson of the Committee for the period February 2019 to January 2020.**
- 2. resolve to appoint a Deputy Chairperson, and**
- 3. appoint as Deputy Chairperson of the Committee for the period February 2019 to January 2020.**

INTRODUCTION

The Barossa Bushgardens Section 41 Committee Terms of Reference states that the Committee will at its first meeting following every periodic Local Government election (and further annually at its determination), appoint at a minimum, the Chairperson of the Committee.

In addition, the Committee may determine if there will be a Deputy Chairperson and, if so, will make an appointment.

Should there be more nominations than required then all voting will be by secret ballot.

Except for the Mayor or Deputy Mayor of Council, an Elected Member who has been nominated by Council to be a Member of the Committee may not hold the position of Chairperson nor Deputy Chairperson on the Committee.

7.1 Committee Meeting Minutes

RECOMMENDATION

That the Committee:

- 1. Receive and note that the Minutes of the meeting held on Wednesday 17 October 2018 be confirmed as a true and correct record of the proceedings of that meeting.**

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

**Held in the Council Committee Room on Wednesday 17 October 2018 commencing
at 1:07pm**

1. WELCOME

The Chair welcomed everyone, and opened the meeting at 1:07pm.

2. PRESENT

K Jenkins, D Armstrong, T Waldhuter, R Johnstone, L Mason, T Hurn (arrived 1:21pm).

Staff: G Mavrinac, N Rea, P Payne, K Thompson, C Kruger (Minute Secretary)

3. APOLOGIES

Elspeth Morgan, B Lillecrapp

4. GUESTS

Nil.

5. DECLARATION OF INTEREST BY MEMBERS

Nil.

6. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

Moved: D Armstrong

Seconded: T Waldhuter

That the minutes of the Barossa Bushgardens S41 Committee meeting held on 15 August 2018 be received and confirmed.

CARRIED

7. BUSINESS ARISING FROM PREVIOUS MINUTES (ACTION LIST)

Nil.

7.1 ACTION LIST

Meeting Date	Resolution/Action	Status – updated 9 August 2018	Actioning Officer
14 June 2017	Council to formulate Procedures, and Terms and Conditions of Use for key activities held at the Barossa Bushgardens, and circulate to the Committee for feedback.	Key Register reviewed; key holders using new security system and code; individual pin no's in progress.	N Rea G Mavrinac
	Committee to examine grant funding opportunities for Reconciliation Day and related activities.	Barossa Reconciliation Committee are currently in discussions with Mayor Sloane	
	Committee notes advice of the opportunity for involvement in the 20 Million Trees Project, and request investigation in relation to potentially submitting an Expression of Interest.	Project scoped as too large for BBG at this time. Status completed	N Rea
	Seed Collection Site - contact owner for further information.	Pending. A follow up to be scheduled with landholder.	R Johnstone and P Payne
17 January 2018	Review of Herbicide Use Policy and Weed Management Policy.	Herbicide Policy 2014 review pending Site Committee Meeting: cease herbicide use by volunteers & contract out. Weed Mgt Group meeting 14 August 2018. P Payne advised that future budgets will need to be reviewed to take into consideration the increased costs.	P Payne
	Audit to be undertaken to determine the requirements for disability access to the Bushgardens and Natural Resource Centre.	Draft audit complete; need 2-3 car parks adjacent gardens and resolve path surfaces for wheel-chair access around central area.	N Rea
	Replacement of the Quad Bike with a like for like, or with a Gator vehicle.	Pending – this is to be actioned as soon as possible.	N Rea
14 Feb 2018	Examine budget to ascertain if any Co-Op money remains unspent.	Funds spent.	N Rea
11 April 2018	Staff to investigate opportunity to expand seed		P Payne

Meeting Date	Resolution/Action	Status – updated 9 August 2018	Actioning Officer
	collection from many isolated reserves in the region, instead of having reliance on the same Bushgardens for stock each year.		
	Check Tax Deductibility of donations to Council or Incorporated Body.	TBA	N Rea
	The Committee note the need for operations of the Wholesale Nursery to be reviewed, and recommendations re irrigation in report by T Bateman be considered for implementation	Ongoing	P Payne

Recommendation

That the Committee receive and note progress of decisions from previous meetings.

Decision

Moved: T Hurn

Seconded: L Mason

That the recommendation be adopted.

CARRIED

8. CORRESPONDENCE

Recommendation

That the Committee receive and note incoming and outgoing correspondence.

Decision

Moved: R Johnstone

Seconded: T Waldhuter

That the recommendation be adopted.

CARRIED

9. RISK MANAGEMENT/WORK HEALTH AND SAFETY

That the Committee receive and note the Report.

Decision

Moved: D Armstrong

Seconded: L Mason

That the recommendation be adopted.

CARRIED

10. REPORTS

10.1 Management Committee

Recommendation

That the Committee receive and note the Report.

Decision

Moved: K Jenkins

Seconded: D Armstrong

That the recommendation be adopted.

CARRIED

T Hurn retired from the meeting at 2:23pm.

10.2 Finance

Recommendation

That the Report be received and noted.

Decision

R Johnstone

Seconded: D Armstrong

That the recommendation be adopted.

CARRIED

10.3 Nursery

Recommendation

That the Committee:

1. Receive and note the Report; and accept the Sub-Committee recommendation that:

2. The Nursery closing time on Wednesday's be changed to 12:30pm from 4:30pm as the Nursery Manager has most meetings after this time and therefore may not be at the Bushgardens;
3. New gardens be planted around nursery fenceline;
4. A Demonstration Garden showcasing native plants as companion planting integrated with herbs and vegetables be established;
5. A Native Bee Hotel be integrated with the Demonstration Garden; and
6. Construction of a Native Plant Food Garden be undertaken, taking in the Reconciliation Circle.

Decision

Moved: R Johnstone

Seconded: D Armstrong

That the Committee:

1. Receive and note the Report
2. The Nursery closing time on Wednesday's be changed to 12:30pm from 4:30pm as the nursery Manager has most meetings after this time and therefore may not be at the Bushgardens.

CARRIED

ACTION: The Nursery Sub-Committee to prepare and present a Business Case/Work Plan and costing for the proposed new demonstration gardens, and bring back to the Committee for consideration.

10.4 Natural Resource Centre

Recommendation

That the Committee receive and note the Report.

Decision

Moved: T Waldhuter

Seconded: L Mason

That the recommendation be adopted.

CARRIED

10.5 Site Management

Recommendation

That the Committee receive and note the Report.

Decision

Moved: T Waldhuter

Seconded: D Armstrong

That the recommendation be adopted.

CARRIED

10.6 Tours

Recommendation

That the Committee receive and note the Report..

Decision

Moved: T Waldhuter

Seconded: D Armstrong

That the recommendation be adopted.

CARRIED

10.7 Partner Projects

Recommendation

That the verbal Report be received.

Decision

Moved: T Waldhuter

Seconded: D Armstrong

That the recommendation be adopted.

CARRIED

11. GENERAL BUSINESS

Nil.

12. NEXT MEETING

Wednesday 12 December 2018 commencing at 1.00pm.

13. CLOSURE OF MEETING

The Chair declared the meeting closed at 3:33pm.

Confirmed

Date: Chairman:

8.1 Action List

RECOMMENDATION

That the Committee:

- 1. Receive and note the progress of decisions from previous meetings.**

Meeting Date	Resolution/Action	Status	Actioning Officer
14 June 2017	Committee to examine grant funding opportunities for Reconciliation Day and related activities.	Barossa Reconciliation Committee were in discussions with the former Mayor.	N Rea
18 October 2017	Seed Collection Site - contact owner for further information.	Pending. A follow up to be scheduled with landholder.	R Johnstone P Payne
17 January 2018	Review of Herbicide Use Policy and Weed Management Policy.	Herbicide Policy 2014 review pending Site Committee Meeting: intent is to cease herbicide use by volunteers and contract out. Committee advised that future budgets will need to be reviewed to take into consideration the increased costs.	P Payne
	Audit to be undertaken to determine the requirements for disability access to the Bushgardens and Natural Resource Centre.	Draft audit complete; need 2-3 car parks adjacent gardens and resolve path surfaces for wheel-chair access around central area.	N Rea
	Replacement of the Quad Bike with a like for like, or with a Gator vehicle.	Pending – this is to be actioned as soon as possible.	N Rea
11 April 2018	Staff to investigate opportunity to expand seed collection from many isolated reserves in the region, instead of having reliance on the same Bushgardens for stock each year.	No action	P Payne

Meeting Date	Resolution/Action	Status	Actioning Officer
13 June 2018	Check Tax Deductibility of donations to Council or Incorporated Body.	TBA	N Rea
	The Committee note the need for operations of the Wholesale Nursery to be reviewed, and recommendations re irrigation in report by T Bateman be considered for implementation	A work plan taking the recommendations from T Bateman's two audit reports to be prepared as a matter of priority.	P Payne
17 October 2018	The Nursery Sub-Committee to prepare and present a Business Case/Work Plan and costing for the proposed new demonstration gardens, and bring back to the Committee for consideration.	Preparation of the Business Case/ Work Plan is still to be finalised.	P Payne

9 Correspondence

RECOMMENDATION

That the Committee:

- 1. Receive and note the incoming and outgoing correspondence.**

Copies of correspondence will be distributed at the Meeting.

10.1 Risk Management/Work Health and Safety**RECOMMENDATION****That the Committee:**

- 1. Receive and note the report.**

Purpose

To inform the Committee of risk management and any work health and safety matters up to February 2019.

Discussion**Strategic Plan**

Progress on actions within the Barossa Bushgardens Strategic Plan are provided below.

Key Result Area: To improve governance		
Action	By when	Status/Progress
Strategy: Maintain effective internal controls to reduce risk		
Identify and prepare a Risk Profile for the operations of the Barossa Bushgardens	June 2019	No action during the current reporting period.
Ensure that identified Internal Controls are effectively monitored and maintained	Ongoing	Council's Internal Control Officer continues to work with officers in closing off a number of actions on the Internal Controls Register. All CAPA registers have been closed off.

Work Health and Safety

Nil.

11.1 Management Committee

RECOMMENDATION**That the Committee:**

1. Receive and note the report.

Purpose

To provide the Committee on key outcomes of the Management Committee meetings held during November and December 2018, and January 2019.

DiscussionStrategic Plan

Progress on actions within the Barossa Bushgardens Strategic Plan are provided below.

Key Result Area: To increase the capacity of our community to be better natural resource managers and champions		
Action	By when	Status/Progress
Strategy: Engage with the local Aboriginal people		
Host an annual Reconciliation Week event	May 2018	Completed. Planning for 2019 to commence in the new year.
Contact the Peramangk and Ngaduri people to help identify future uses within the gardens	June 2018	No action during the quarter.

Key Result Area: To recruit, train and retain productive staff and volunteers		
Action	By when	Status/Progress
Strategy: Increase the skill base of staff		
Provide staff with professional development in accordance with annual performance partnering and training needs analysis	Annually	No action during the quarter.
Staff to undertake annual Performance Partnering	Annually	Performance Partnering nearing completion for all staff.

Review of resources in accordance with external funding agreements and service requirements	Annually	The Director has been working with HR to review the Position Description for each of the Project Officers, which takes into account the current Funding Agreements and service requirements for the operations of the Bushgardens. It is anticipated that revised Positions Descriptions will be finalised in the new year.
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Key Result Area: To support and promote friends of Barossa Bushgardens		
Action	By when	Status/Progress
Strategy: Clarify the relationship between FOBB and Section 41		
Develop a 'Heads of Agreement' between the FOBB and Section 41 Committee	September 2018	The second Planning Day with the FOBB was held on 21 January 2019. The Workshop focused on the options for a Governance Framework. A discussion Paper is to be prepared to summarise the Workshops and provide for a direction forward , to be considered by the Committee.

Key Result Area: To improve governance		
Action	By when	Status/Progress
Strategy: Maintain a strong governance framework		
Undertake annual review of the Barossa Bushgardens Strategic Plan to ensure relevance of the Vision and Mission, and consistency with Council's Community Plan	November 2018	The Planning Day was held on 21 January 2019. The Committee reviewed the Vision, Mission and Key Result Areas, with changes made to the Mission Statement and the Key Result Areas. The revised Strategic Plan is to be presented to the Committee for adoption. Refer to Item 11.2.
Ensure that the governance structure continues to meet the changing needs of the Barossa Bushgardens	Annually	Following the Workshop with FoBB, a Discussion Paper for the Governance Framework is to be prepared and presented to the Committee.

Other Matters

Nil

11.2 Strategic Plan Update 2019

RECOMMENDATION

That the Committee:

- 1. Adopt the revised Key Result Areas, Strategies and Action as presented in the 2019 Update.**

Purpose

To provide the Committee on key updates to the Barossa Bushgardens Strategic Plan

Discussion

Following the Strategic Planning Workshop held on 21 January 2019, a revised version of the Barossa Bushgardens Strategic Plan has been prepared (*Attachment 1*). The amendments include the review of the SWOT Analysis, Mission Statement and the Key Result Areas.

Following the workshop, a revised list of the Key Result Areas (KRAs) and Strategies is presented to the Committee for consideration and endorsement.

1. To develop and maintain a sustainable resource that meets the growing needs of the region.

- | | |
|------------|--|
| Strategy 1 | Maintain and improve the Seed Bank |
| Strategy 2 | Adopt and implement sound assets management principles |

2. To increase the capacity of our community to be better natural resource managers and champions.

- | | |
|------------|--|
| Strategy 1 | Increase involvement of the education sector |
| Strategy 2 | Facilitate health and wellbeing programs |
| Strategy 3 | Create and deliver community oriented training opportunities |
| Strategy 4 | Engage with Aboriginal people |

3. To recruit, train and retain productive staff and volunteers

- | | |
|------------|--|
| Strategy 1 | Achieve stable and sustainable volunteer group |
| Strategy 2 | Identify training program |

4. To improve governance

- | | |
|------------|---|
| Strategy 1 | Develop and execute a new governance model |
| Strategy 2 | Maintain a strong financial framework |
| Strategy 3 | Maintain effective internal controls to reduce risk |
| Strategy 4 | Maintain and explore new funding opportunities |

Since the Planning Day, the Council Administration has updated the Actions within the Plan. As a result, a key change from the Planning Day has been the deletion of Strategy 2 under KRA 3. The Strategy has been converted to an Action under Strategy 1.



Barossa Bushgardens
Strategic Plan
Updated 2019 (DRAFT)

Introduction

Barossa Bushgardens is a regional native flora centre, conserving, promoting and supplying the Barossa region's unique local native plants. It is a model social enterprise.

Idyllically situated on a seven hectare site (being a Crown Reserve for which Council has care and control, at Lot 100 Penrice Road, Part Section of Coulthard Reserve, Nuriootpa), this community project provides a reference point for anyone wishing to learn more about the region's local native plants.

Operations and Organisation

A council has the opportunity to create committees under Section 41 of the *Local Government Act 1999* to assist a council perform its duties. The Barossa Bushgardens S41 Committee was established to manage the Bushgardens property in accordance with the objectives set out under the Terms of Reference, being:

1. To develop and maintain the Bushgardens as:
 - i. a model natural heritage resource for the Barossa region and South Australia;
 - ii. a vital human resource where people are valued for their contribution, knowledge and skills;
 - iii. a place of learning, where knowledge is shared and practical skills are enhanced;
 - iv. a model of sustainability through proactive seed collection, native plant propagation and garden development; and
 - v. a Natural Resource Centre in conjunction with the Adelaide and Mt Lofty Ranges Natural Resources Management (AMLR NRM) Board.
2. To work in partnership with the Council, the community and the AMLR NRM Board in all aspects of the development outlined in clause 1.
3. To liaise with the Friends of Barossa Bushgardens for the specific purpose of supporting the objectives outlined in clause 1
4. To keep statistical information as required by Council and the AMLR NRM Board
5. To contribute to the future development of Bushgardens' facilities for the benefit of the community in accordance with relevant legislation including the *Crown Land Management Act 2009*. Council and committee will come to agreement in developing an annual maintenance plan in respect of facilities as part of the budget process
6. To promote a community spirit towards the Bushgardens
7. To generate funds to fulfil the above objectives.

The Barossa Bushgardens currently operate under three main functions:

- The Gardens
- The Nursery
- The Natural Resource Centre

In order to oversee these operations the Barossa Bushgardens S41 Committee is supported by three sub-committees:

- Site Management Sub-Committee: to oversee the Bushgardens site, including tours and volunteers.
- Nursery Sub-Committee: to oversee the nursery operation, this includes seed collection, planting, sales and volunteer management.
- NRC Sub-Committee: to oversee the NRC component providing information, resources, workshops and training on a broad range of environmental topics.

A Management Committee comprising the Chairperson, Deputy Chairperson, Director Development and Environmental Services, NRC Coordinator and Nursery Manager oversee the day to day management of the Bushgardens.

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
<ul style="list-style-type: none"> • Longstanding organisation • Stable and skilled committee (Governance Framework under LG Act) • Stewardship of local planting material • Strong support from The Barossa Council, AMLR NRM, and the FOBB • A adequate number of skilled volunteers who attend consistently • Good reputation/held in high regard • Staff resources (Skills/Knowledge) • Evolving community hub and tourist destination • Capacity building/Communication • Access to well-maintained community land and associated facilities 	<ul style="list-style-type: none"> • Lack of obvious successor on committee • Discretionary funding • Capacity to identify and discharge grant funding opportunities • Staff resources (part time/casual status) • Relatively small regional base • Reliance on volunteers • Lack of agreed Master Plan for the site • Legislative compliance – community land management plan • limitation in site security (difficult site to secure) • Sub-committee structure, function and membership • Capacity to work with industry • Utilisation of our branding (consistency with Council requirements) • What is our identity? – What is our focus?
Opportunities	Threats
<ul style="list-style-type: none"> • Leverage rapidly evolving Barossa branding and regional focus • Further expand NRC related activity • Leverage strategic alliances to further 'nature' in the region • Working with Seeding Natives Inc. • Expand Nature play activities • Integrate site with adjacent assets (open spaces) • Further grant and funding opportunities • Drive increased revenue (plant sales) • Continue to develop health and wellness activities • Engaging with Aboriginal people and Reconciliation Barossa Establish links with academic institutions – research and development opportunities • Educational programs with local schools 	<ul style="list-style-type: none"> • Change of Government - Reduction or loss of NRM Board support • Change to Landscape SA framework • Climate change impacts (i.e. water usage) • Disease, Animal and Pest threat to plantings and gardens • Litigation • Competition from nurseries • Increasing internal and external costs • Volunteer capabilities and expectations, and government programming • Loss of external sponsors • Less/Loss of volunteers

The Future

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

An engaged community committed to the native vegetation of the Barossa

Mission statement (**How** - This is how we intend to fulfil 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 increase the capacity of our community to be better natural resource managers and champions.
3. To recruit, train and retain productive volunteers
4. To improve governance

Adelaide and Mount Lofty Ranges Natural Resources Management Plan (Strategic Plan for the Region)

The following Priority Areas are identified for the Northern Hills region, which area applicable to the operations of the Barossa Bushgardens:

- Protect grassy ecosystems through increased technical knowledge, community understanding, restoration and protection of priority areas.
- Facilitate integrated climate change adaptation of people and the landscape.
- Protect priority primary production areas from inappropriate development to maintain industry and business viability.
- Restore heath and heathy forest characterised by closed shrub land understory in priority areas including the South Para catchment.
- Manage remnant vegetation and habitats to reduce or halt population declines of at-risk species (including threatened species and ecological communities) and build resilience into the system.
- Protect and restore the North Para, South Para and Mid Light rivers riparian zones for improved biodiversity and water quality outcomes.
- Protect water resources for aquatic health and agricultural use (quality).
- Support agriculture to adapt to climate change or transition to alternative business models.

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 2016-2036 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.

Links with the Corporate Planning Framework



Structure of the plan

Key Result Area

A statement of what element is necessary for the Bushgardens to achieve its mission.

Strategy		Link to the Council's Community Plan strategy	
A statement of action designed to achieve an overall aim		Theme	Icon
Action		By when	By whom
A process or step of doing something to achieve the strategy			
		Outcomes	
		How is completion of the action going to be measured	

Community Plan Theme icons



Natural Environment and Built Heritage



Health and Wellbeing



Community and Culture



Business and Employment





Infrastructure



How We Work – Good Governance



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			1.2 Support native ecosystems through a planned management approach 1.5 Maintain and seek to expand Council initiated native conservation and land management initiatives
Action	By when	By whom	Outcomes
1.1.1 Undertake collection, storage, production and propagation of seed and plant stock	Ongoing	Nursery Manager	Sufficient seed collection and plant production for the next 12 month period
1.1.2 Investigate market opportunity for sales of seeds and plants	December 2018	Nursery Manager	Completion and consideration by S41 Committee of a market analysis
Strategy 2 Adopt and implement sound assets management principles			3.1 Develop and implement sound asset management which delivers sustainable services 3.9 Ensure Council facilities and assets are accessible, safe and maintained to an agreed level of service
Action	By when	By whom	Outcomes
1.2.1 Prepare a master plan taking into consideration requirements for community land under the Local Government Act	December 2019	S41 Committee	Revised master plan prepared and adopted by the S41 Committee
1.2.2 Manage and maintain facilities in line with sound assets management principles	Ongoing	NRC Coordinator Nursery Manager	All facilities maintained at a suitable standard of operations
1.2.3 Improve accessibility of the site, including requirements under Council's <i>Disability Access and Inclusion Plan</i>	Ongoing	NRC Coordinator	Improved accessibility in line with the requirements set out by the necessary standards
1.2.4 Develop sales, reception/cashier area in the community nursery	May 2019	NRC Coordinator Nursery Manager	Completion of the revamped sales, reception/cashier area
1.2.5 Improve plant signage/information within the Nursery	Ongoing	Nursery Manager	New plant signage/information in place

Key Result Area 2

TO INCREASE THE CAPACITY OF OUR COMMUNITY TO BE BETTER NATURAL RESOURCE MANAGERS AND CHAMPIONS

Strategy 1 Increase involvement of the education sector		 2.13 Advocate for education infrastructure and support improvements	
		2.11 Advocate for and support initiatives designed to improve education infrastructure	
Action	By When	By Whom	Outcomes
2.1.1 Administer/conduct the NRC Program in line with the outcomes within the Service Agreement with NR AMLR, including: <ul style="list-style-type: none"> Nature Plan events External events Education programs/events 	Ongoing	NRC Coordinator	# number of programs conducted
2.1.2 Promote opportunity for universities and students to undertake Research and Development programs	Ongoing	NRC Coordinator	Increased involvement by universities and students
Strategy 2 Facilitate health and wellbeing programs		 4.5 Advocate for and encourage services and resources that ensure equity and support for disadvantaged, disabled and at risk members of the community	
		4.1 Deliver and promote health and wellbeing initiatives in line with the Public Health Plan	
Action	By When	By Whom	Outcomes
2.2.1 Manage and facilitate the Bushgardens Disability Support program	Ongoing	NRC Coordinator Nursery Manager	Ongoing success and participation in the Bushgardens Disability Support program
2.2.2 Maintain and promote the benefits of the Labyrinth	Ongoing	Labyrinth Group	Visitation at the Labyrinth

2.2.3 Maintain and promote the benefits of the Dementia Friendly Gardens	Ongoing	Dementia Group	Visitation at the Dementia Friendly Gardens
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Strategy 3 Create and deliver community oriented training opportunities	 5.5 Support education and training programs that directly respond to work-force gaps and innovation		
	5.8 Advocate for investment and support of local business through local transportation, training and employment initiatives.		

Action	By When	By Whom	Outcomes
3.3.1 Develop a program of seasonal workshops	Ongoing	Nursery Manager	# number of events conducted



Strategy 4 Engage with Aboriginal people	 2.10 Promote our Aboriginal heritage and ongoing connections to the region		
	2.2 Collect, maintain and make accessible our Aboriginal heritage, and the history and heritage of our community		


Action	By When	By Whom	Outcomes
3.4.1 Host an annual Reconciliation Week event	May 2019	Committee	Successful hosting of the event
3.4.2 Contact the Peramangk and Ngadjuri people to help identify future uses within the gardens	June 2019	Chairperson NRC Coordinator	Agreement on futures uses identified


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

<div> <div>Strategy 1</div> <div>Achieve stable and sustainable volunteer group</div> </div>		<div> <div>  <div> 2.4 Encourage and support volunteering in the community </div> </div> <div> 2.4 Foster volunteering opportunities that are responsive to the needs of the Community </div> </div>	
Action	By When	By Whom	Outcomes
3.1.1 Assist Council's Volunteering Services with development and implementation of an internal volunteer management system including policies and processes	Ongoing	NRC Coordinator Nursery Manager	# number of volunteers
3.1.2 Identify training programs that meet the needs of volunteers	Ongoing	NRC Coordinator Nursery Manager	# Number of training events

Key Result Area 5 TO IMPROVE GOVERNANCE

Strategy 1 Develop and execute a new governance model		 NA 6.3 Align operational strategy to strategic objectives and measure organisational performance to demonstrate progress towards achieving our goals	
Action	By When	By Whom	Outcomes
5.1.1 Prepare a discussion paper on the various governance models, and subsequently present the Council for consideration and adoption	June 2019	Director DES	Adoption of new governance model
5.1.2 Ensure that the governance structure continues to meet the changing needs of the Barossa Bushgardens	Annually	Committee	Governance review undertaken
5.1.3 Provide a quarterly progress report on the delivery of the Barossa Bushgardens Strategic Plan and Service Plan actions	Quarterly	NRC Coordinator Nursery Manager	Reports prepared and presented
Strategy 2 Maintain a strong financial framework		 NA 6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans	
Action	By When	By Whom	Outcomes
5.2.1 Prepare a Wholesale and Retail Sales Policy and Process	June 2019	Nursery Manager	Policy and Process prepared and adopted
5.2.2 Prepare a Sponsorship and Donations statement	Dec 2019	NRC Coordinator	Statement prepared and adopted

Strategy 3 Maintain effective internal controls to reduce risk		 NA 6.5 Implement compliant and contemporary risk management initiatives	
Action	By When	By Whom	Outcomes
5.3.1 Identify and prepare a Risk Profile for the operations of the Barossa Bushgardens	June 2019	NRC Coordinator Nursery Manager Risk Advisor	Risk Profile prepared and adopted
5.3.2 Ensure that identified Internal Controls are effectively monitored and maintained	Ongoing	NRC Coordinator Nursery Manager Coordinator Internal Control	Internal Controls reviewed and updated in line with Council Policy
5.3.3 Identify and document processes to reduce threat of disease, animals, weeds and pests to nursery and gardens	Dec 2019	Nursery Manager NRC Coordinator	Processes identified and documented as part of Internal Controls

Strategy 4 Maintain and explore new funding opportunities		 NA 6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans	
Action	By When	By Whom	Outcomes
5.4.1 Seek to maintain funding from NR AMLR in support for the Natural Resource Centre	June 2020	NRC Coordinator	New Service Agreement negotiated
5.4.2 Identify new funding opportunities to assist in delivery of projects and programs	Annually	NRC Coordinator	New funding identified and received

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
Targets/Performance Measures	Monthly Meetings	Annually	Management Committee
Finance	Monthly Meetings	Annually	Management Committee
Resource requirements and action planning	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

11.3 Finance

RECOMMENDATION

That the Committee:

- 1. Receive and note the report.**

Purpose

To provide progress on budget income and expenditure.

DiscussionStrategic Plan

Progress on actions within the Barossa Bushgardens Strategic Plan are provided below.

Key Result Area: To improve governance		
Action	By when	Status/Progress
Strategy: Maintain a strong Financial framework		
Prepare a Sponsorship and Donations statement	June 2018	No action during the current reporting period.
Strategy: Maintain access to external grant funding		
Seek to maintain funding from NR AMLR in support for the Natural Resource Centre	June 2020	The impact of the NRM Reform in the Natural Resources Centre is unknown at this stage. All NRC Coordinators recently participated in a presentation to the NRM Board and its new Presiding Member, which had been well received. Despite the unknown regarding the NRM Reform, it is considered that at this stage a one year Funding Agreement for 2019-20 will be issued as part of a transition to the new Landscape SA Board system.
Identify new funding opportunities to assist in delivery of projects and programs	Annually	Open Gardens SA Grant due 1 March 2019.

Budget

The Budget performance as at end of January 2019 is presented below.

	2018/19 Actuals	2018/19 Budget	2018/19 Percentage Spent
B140. Coordinator			
820. Advertising	21	0	0
B145. Nursery Expenditure			
INCOME			
547. Commercial Activities - Seedling Sales	(11,860)	(17,000)	70
EXPENDITURE			
621. Salaries (Increase in Leave Liabilities)	0	986	0
624. Salaries - Environmental Services	30,524	61,704	49
654. Contractors - Other Services	0	500	0
685. External Plant Hire (Other)	0	500	0
722. Direct Purchases - Stationery	521	800	65
724. Direct Purchases - Irrigation supplies	793	1,000	79
725. Direct Purchases - Weed/Pest Chemicals	476	500	95
726. Direct Purchases - Fertiliser	0	200	0
727. Direct Purchases - Mulch/Loam	1,900	3,000	63
728. Direct Purchases- Plants/Shrubs	100	1,000	10
729. Direct Purchases - Protective clothing	0	150	0
732. Direct Purchases - Loose tools	0	100	0
735. Direct Purchases - Other	1,499	3,000	50
738. Office Equipment consumables - Other	196	500	39
790. Depreciation Expense - Bldgs	9,030	15,480	58
791. Depreciation Expense - Infrastructure	231	396	58
792. Depreciation Expense - Equipment	3,738	6,408	58
810. Insurance - Income Protection Insurance	803	862	93
812. Insurance - Workers Comp Premium	1,221	1,587	77
824. Staff Training - Seminar/Conference Fees	0	500	0
833. Mobile Phone Expenses	218	300	73
B146. Disability Support Program			
INCOME			
562. Contributions - Other	(4,387)	(7,300)	60
EXPENDITURE			
621. Salaries (Increase in Leave Liabilities)	0	192	0
624. Salaries - Environmental Services	2,695	12,012	22
735. Direct Purchases - Other	0	1,000	0
810. Insurance - Income Protection Insurance	156	168	93
812. Insurance - Workers Comp Premium	242	314	77

B160. Bushgardens Miscellaneous expenses			
INCOME			
454. Other User Charges Income	(51)	0	0
474. Operating Grant - CWM Boards	(36,768)	(46,903)	78
562. Contributions - Other	0	(10,000)	0
564. Donations - Other	(16,932)	(1,500)	1,129
567. Other Income - Misc.	(23)	0	0
EXPENDITURE			
600. Wages (Normal Rate - Depot Staff)	344	0	0
620. Salaries (Travel allowance)	0	100	0
621. Salaries (Increase in Leave Liabilities)	0	518	0
624. Salaries - Environmental Services	31,147	32,827	95
636. Contractors - Waste Disposal Services	190	380	50
649. Contractors - Plant/Machinery Servicing	344	200	172
654. Contractors - Other Services	1,603	5,000	32
715. Direct Purchases - Canteen Purchases	665	1,000	67
718. Direct Purchases - Assets < \$5,000	2,186	4,500	49
720. Direct Purchases - Signs	0	2,200	0
721. Direct Purchases - Vehicle/Machine Parts	490	500	98
722. Direct Purchases - Stationery	143	300	48
725. Direct Purchases - Weed/Pest Chemicals	0	200	0
732. Direct Purchases - Loose tools	0	300	0
735. Direct Purchases - Other	1,335	5,400	25
738. Office Equipment consumables - Other	580	970	60
750. Energy Costs - Electricity	2,437	2,640	92
751. Energy Costs - Gas	44	300	15
752. Energy Costs - Fuel & Lubricants	420	500	84
757. Water Rates	223	290	77
758. Excess Water Rates	943	6,700	14
770. Bank Charges	94	300	31
810. Insurance - Income Protection Insurance	426	458	93
811. Insurance - Bldg & Contents	571	660	87
812. Insurance - Workers Comp Premium	649	843	77
813. Insurance - Public Liability Insurance	1,931	2,700	72
816. Insurance - Vehicles	515	488	105
820. Advertising	1,525	3,660	42
821. Printing	197	1,000	20
824. Staff Training - Seminar/Conference Fees	24	500	5
830. Telephone	191	1,515	13
833. Mobile Phone Expenses	218	360	61
836. Wireless Broadband	143	600	24
840. Vehicle Registration	0	90	0
847. Fringe Benefits Tax Expenses	45	0	0
882. Subscriptions/Memberships	245	150	164

884. Other Misc. Expenses - Sundry	0	100	0
900. Internal Plant Hire Allocations	379	274	138
920. Internal Allocation - Wages Overhead	448	0	0
B166. Bushgardens Work for the Dole - Sureway			
INCOME			
475. Operating Grant - Other	0	(3,500)	0
EXPENDITURE			
621. Salaries (Increase in Leave Liabilities)	0	52	0
624. Salaries - Environmental Services	1,607	3,250	49
810. Insurance - Income Protection Insurance	42	45	93
812. Insurance - Workers Comp Premium	65	84	77
B167. Bushgardens Work for the Dole - Madec			
INCOME			
475. Operating Grant - Other	0	(5,000)	0
B168. Bushgardens Open Space Funded Project			
INCOME			
475. Operating Grant - Other	(31,443)	(58,943)	53
562. Contributions - Other	0	(34,500)	0
EXPENDITURE			
654. Contractors - Other Services	23,878	106,943	22

11.4 2019-2020 Budget and New Initiatives**RECOMMENDATION****That the Committee:**

- 1. Receive and note the report**
- 2. Identify any potential New Initiative for Council's consideration.**

Purpose

To provide the Committee the opportunity to have input into the 2019-20 Budget and New Initiative process

Discussion**New Initiatives:**

A New Initiative (NI) is any proposed new (not currently being been done) service/program at Council.

NI Types and submission source:

- Staff initiated NI's entered via electronic form on the Intranet. These may include Corporate NI's or NI's resulting from CRM's (Councils - Customer Request Management - system) or other community requests through staff;
- Elected Member initiated NI's entered via electronic form on Council's Website; and
- Community member initiated NI's entered via electronic form on Council's Website.

The NI process - All new projects and capital works programs will be evaluated in terms of meeting Council's strategic directions including the Prudential Management Policy requirements and the levels of assessment undertaken.

All NI's will initially be assessed by Corporate Management Team (CMT) using the information provided. These NI's will be considered by CMT and Council in various stages.

If an NI is rejected at any point by CMT, a comment must be made as to the reason and this will be communicated to the NI requester by the relevant Manager/Director/ CEO

Budget

The base budget for 2019-20 is to be based on the 2018-19 budget, with not increases unless there are any contracted/agreed CPI increases. Any other increase will require justification.

The current base budget for 2018-19 is provided in Attachment 1.
Attachment 1

	2018/19 Budget
B145. Nursery Expenditure	
547. Commercial Activities - Seedling Sales	(17,000)
621. Salaries (Increase in Leave Liabilities)	986
624. Salaries - Environmental Services	61,704
654. Contractors - Other Services	500
685. External Plant Hire (Other)	500
722. Direct Purchases - Stationery	800
724. Direct Purchases - Irrigation supplies	1,000
725. Direct Purchases - Weed/Pest Chemicals	500
726. Direct Purchases - Fertiliser	200
727. Direct Purchases - Mulch/Loam	3,000
728. Direct Purchases- Plants/Shrubs	1,000
729. Direct Purchases - Protective clothing	150
732. Direct Purchases - Loose tools	100
735. Direct Purchases - Other	3,000
738. Office Equipment consumables - Other	500
790. Depreciation Expense - Bldgs	15,480
791. Depreciation Expense - Infrastructure	396
792. Depreciation Expense - Equipment	6,408
810. Insurance - Income Protection Insurance	862
812. Insurance - Workers Comp Premium	1,587
824. Staff Training - Seminar/Conference Fees	500
833. Mobile Phone Expenses	300
B146. Disability Support Program	
562. Contributions - Other	(7,300)
621. Salaries (Increase in Leave Liabilities)	192
624. Salaries - Environmental Services	12,012
735. Direct Purchases - Other	1,000
810. Insurance - Income Protection Insurance	168
812. Insurance - Workers Comp Premium	314
B160. Bushgardens Miscellaneous expenses	
474. Operating Grant - CWM Boards	(46,903)
562. Contributions - Other	(10,000)
564. Donations - Other	(1,500)
620. Salaries (Travel allowance)	100
621. Salaries (Increase in Leave Liabilities)	518
624. Salaries - Environmental Services	32,827
636. Contractors - Waste Disposal Services	380
649. Contractors - Plant/Machinery Servicing	200
654. Contractors - Other Services	5,000
715. Direct Purchases - Canteen Purchases	1,000
718. Direct Purchases - Assets < \$5,000	4,500

720. Direct Purchases - Signs	2,200
721. Direct Purchases - Vehicle/Machine Parts	500
722. Direct Purchases - Stationery	300
725. Direct Purchases - Weed/Pest Chemicals	200
732. Direct Purchases - Loose tools	300
735. Direct Purchases - Other	5,400
738. Office Equipment consumables - Other	970
750. Energy Costs - Electricity	2,640
751. Energy Costs - Gas	300
752. Energy Costs - Fuel & Lubricants	500
757. Water Rates	290
758. Excess Water Rates	6,700
770. Bank Charges	300
810. Insurance - Income Protection Insurance	458
811. Insurance - Bldg & Contents	660
812. Insurance - Workers Comp Premium	843
813. Insurance - Public Liability Insurance	2,700
816. Insurance - Vehicles	488
820. Advertising	3,660
821. Printing	1,000
824. Staff Training - Seminar/Conference Fees	500
830. Telephone	1,515
833. Mobile Phone Expenses	360
836. Wireless Broadband	600
840. Vehicle Registration	90
882. Subscriptions/Memberships	150
884. Other Misc. Expenses - Sundry	100
900. Internal Plant Hire Allocations	274
B166. Bushgardens Work for the Dole - Sureway	
475. Operating Grant - Other	(3,500)
621. Salaries (Increase in Leave Liabilities)	52
624. Salaries - Environmental Services	3,250
810. Insurance - Income Protection Insurance	45
812. Insurance - Workers Comp Premium	84
B167. Bushgardens Work for the Dole - Madec	
475. Operating Grant - Other	(5,000)
B180. Bushgardens Building expenditure	
633. Contractors - Pest Control Services	240
634. Contractors - Cleaning Services	1,600
637. Contractors - Fire Equipment Servicing	356
638. Contractors - Bldg Maintenance Services	800
640. Contractors - Hygiene Services	160
644. Contractors - Bldg Security Monitoring S	720
654. Contractors - Other Services	0

670. Contractors - Airconditioning Services	120
699. Contractors - Tagging & Testing	560
719. Direct Purchases - Cleaning Supplies	200
734. Direct Purchases - Bldg repairs	300
B190. Administration Support Services	
621. Salaries (Increase in Leave Liabilities)	414
624. Salaries - Environmental Services	26,221
810. Insurance - Income Protection Insurance	366
812. Insurance - Workers Comp Premium	677
930. Support Svces Alloc - Accounting Service	10,079
931. Support Svces Alloc - Payroll Services	1,642
932. Support Svces Alloc - Information Tech S	6,517
935. Support Svces Alloc - Occupancy Costs	9,697
940. Support Svces Alloc - Human Resources Su	2,409
941. Support Svces Alloc - Accounts Payable S	1,559
942. Support Svces Alloc - Accounts Receivabl	655
944. Support Svces Alloc - WHS	2,946
945. Support Svces Alloc - Risk Management	1,794

11.5 Nursery

RECOMMENDATION

That the Committee:

1. Receive and note the report.

Purpose

To inform the Committee on progress of actions associated with the Barossa Bushgardens Nursery up to February 2019.

Discussion

Strategic Plan

Progress on actions within the Barossa Bushgardens Strategic Plan are provided below.

Key Result Area: To develop and maintain a sustainable resource that meets the growing needs of the region		
Action	By when	Status/Progress
Strategy: Create a regional Seed Bank		
Undertake Seed collection and storage	Ongoing	The seed bank is updated. Summer seed collection is underway. Have sought advice from City of Playford Council about microscope, discussions are on-going.
Undertake Seed Production and Propagation	Ongoing	Have undertaken seed propagation over the last two months with some species having poor germination due to being old seed, therefore the species have been re-sown. Tubing up is underway. Cutting production has finished for the season due to the hot weather. Due to the hot weather over the January period little production has been undertaken, therefore the nursery is behind with its orders.

Investigate market opportunity for sales of seeds	Ongoing	<p>An invitation to speak/workshop on the topic of native plants with an angle of IPM has been received from the Regional Development Australia – Barossa. This is an opportunity to talk to farmers about the benefits of native plants. The workshop is titled “Sustainable Value –Add Farming “Agi- Preneurs”. This program runs from January to May 2019 with 3 field trips which I have opportunity to have some input in this.</p> <p>The following opportunities have been identified to increase sales, being;</p> <ul style="list-style-type: none"> • Develop a working relationship with the NRM Education Officer working on the Barossa Urban Forest Project. • Develop a project/program (IPM) with the Grape and Wine association and the Regional Development Board. • Increase seed sales in particular native seeds. • The development of branding for the Community Nursery. <p>The Nursery Sub-Committee will be investigating opportunities and timelines in the new year.</p> <p>General plant sales in the Nursery have been steady.</p> <p>Over 7000 plants under orders for 2019 planting season.</p> <p>On the 5 February 2019 the Nursery had a nursery inspection with DPTI and Ecodynamics reps looking that there order for the Northern Connect Project. They will be adding more plants to the current order due to the high quality of plants being produced.</p>
Strategy: Improve functionality of the Gardens, Community Centre and Nursery		
Ensure the effective management of nursery assets and plant production	Ongoing	<p>The methodology for cleaning tubes/pots within the Nursery has been changed - no longer use bleach, washing with water and then solar sterilize them. This is the same method that the City of Playford has</p>

		<p>implemented for several years without any problems. This will also have OHW outcomes.</p> <p>Changes have been made to the watering times within all the Nursery areas to reflect the changes in the season. However with the weather pattern often changing on a regular basis, the watering changes weekly even daily.</p> <p>Regular weeding has been occurring within the Nursery, as well as the area of the Community Nursery in preparation of the opening of it.</p> <p>Two volunteers days had been lost in November/December due to hot weather.</p> <p>The Nursery has a big clean up due to DPTI and Ecodynamics Nursery inspection.</p>
Develop sales, reception/cashier area	December 2018	The Nursery Sub-Committee will be requesting quotes for the sales area within the Community Nursery.
Improve plant signage/information within the Nursery, and investigate option for QR Codes	Ongoing	Free labels have been sourced Tytags and these have worked in the printer that we have at the Bushgardens.
Provide general interpretation/direction signage	December 2018	A quote has been requested for signage a part of the Open Spaces Grant funding. Refer to Grant update for further information.
Increase shade and shelter across the gardens and nursery	June 2019	Refer to Grant update for further information.

Key Result Area: To increase the capacity of our community to be better natural resource managers and champions		
Action	By when	Status/Progress
Strategy: Create and deliver community oriented training opportunities		
Develop a program of seasonal workshops	Ongoing	<p>It is planned that the Nursey will be running three workshops and one children's workshop.</p> <p>In January/February the Nursery Manager will be presenting a talk/workshop as part of the Barossa Regional Development "Agri-prenurs" Program.</p>

		<p>A children's Native Bees' workshop is proposed to be held in the April school holidays. The Library is willing to assist.</p> <p>Planning other workshop later in 2019 around attracting butterflies to your garden.</p>
Facilitate a workforce program with state and local service providers	Ongoing	Held an evening with the Rotary club in November doing plant propagation . This will continue next year with some evenings.

Key Result Area: To improve governance		
Action	By when	Status/Progress
Strategy: Maintain a strong financial framework		
Prepare a Wholesale and Retail Sales Policy and Process	June 2018	Have commenced this process with reviewing the current policy.
Strategy: Maintain effective internal controls to reduce risk		
Identify and document processes to reduce threat of disease, animals and pests to plantings and gardens	June 2018	No action this period.

Other Matters

Nil

11.6 Natural Resource Centre

RECOMMENDATION**That the Committee:**

1. Receive and note the report

Purpose

To inform the Committee on progress of actions associated with the Barossa Bushgardens Natural Resource Centre up to the month of February 2019.

DiscussionStrategic Plan

Progress on actions within the Barossa Bushgardens Strategic Plan are provided below.

Key Result Area: To increase the capacity of our community to be better natural resource managers and champions		
Action	By when	Status/Progress
Strategy: Increase involvement of the education sector		
Promote and conduct programs that align with key educational outcomes	Ongoing	Tanunda Primary School Year 4 Class Sessions about Blue Wren friendly gardening; students chose species from Nursery, 29 students planted these Tuesday 4 December 2018.
Promote opportunity for universities and students to undertake Research and Development programs	Ongoing	No progress to report.
Administer the NRC Program in line with the outcomes within the Service Agreement with NR AMLR	Ongoing	NRC Alliance presentation to the AMLR NRM Board Adelaide. Engaging with visitors across range of NRM issues; brochures in demand; brochure to be updated; display board updated.
Strategy: Facilitate health and wellbeing programs		
Manage and facilitate the Bushgardens Disability Support program	Ongoing	Monday group progressing well; now referred to as Nature and Natter.

		Several discussions held with other disability support providers and TBC staff regarding future programs at the Bushgardens,
Facilitate Nature Play events	Ongoing	BBG Bush Play Group being supported by one volunteer in particular; new sand delivered; playgroup garden developed; some new materials/equipment; shade structure being installed; paths rolled for pram/wheel chair access
Participate in external events that provide an opportunity to highlight the outcomes of the Barossa Bushgardens	Ongoing	<p>Dementia Friendly Garden opening - 125 attended.</p> <p>Labyrinth opening - 50 attended.</p> <p>Barossa Reconciliation Group; 2 Strategic meetings.</p> <p>NRM Alliance presentation to AMLR NRM Board, Adelaide.</p> <p>Corporate photography for TBC Media Library completed.</p> <p>Weed Bee with Friends of Kaiser Stuhl rescheduled.</p> <p>Attended FOBBG AGM.</p>

Key Result Area: To recruit, train and retain productive staff and volunteers		
Action	By when	Status/Progress
Strategy: Achieve stable and sustainable pool of volunteers		
Assist Council's Volunteering Services with development and implementation of an internal volunteer management system including policies and processes	Ongoing	<p>October Volunteer Risk training day successful, covered variety of SWI, Task Risk Assessments etc.</p> <p>Bushgardens Risk Management structure in place following completion of necessary training.</p> <p>Audio Tests for volunteers using machinery completed.</p>

11.7 Site ManagementRECOMMENDATION**That the Committee:**

- 1. Receive and note the report.**

Purpose

To inform the Committee on progress of actions associated with site management up to the month of February 2019.

DiscussionStrategic Plan

Progress on actions within the Barossa Bushgardens Strategic Plan are provided below.

Key Result Area: To develop and maintain a sustainable resource that meets the growing needs of the region		
Action	By when	Status/Progress
Strategy: Develop a 'master plan' for the ongoing management of the Bushgardens		
Prepare a master plan taking into consideration requirements for community land under the Local Government Act	December 2018	No formal progress to report; discussion underway.
Manage and maintain all facilities on the Bushgardens site	Ongoing	<ul style="list-style-type: none"> Garden watering system expanded; Trencher hired; new pipes laid; 12 new taps installed. Dripper system installed driveway avenue 2018 plantings nurtured through dry spring/summer and weeded. Paddocks mowed repeatedly to suppress Cape Weed especially. Spring effort to replace senescing plants and upgrade gardens. Dementia Friendly Garden and Labyrinth Garden - huge effort by volunteers in preparation for their 'Openings'. Research Road Entrance upgraded with fencing and new garden installed Weed Contractor engaged to treat couch.

		<ul style="list-style-type: none"> • Seed Collection underway • Ongoing weeding & mulching.
Improve accessibility of the site, including requirements under Council's Disability Access and Inclusion Plan	June 2019	No progress to report during the current reporting period.
Acquittal of the Open Space Grant project	December 2018	<p>Near Completion, final acquittal report due end of January 2019.</p> <p>Completed components:</p> <ul style="list-style-type: none"> • Bike Path (DPTI/TBC) • Bollards installed (TBC) • Two tables and bench seats installed (Co-op) • Signage installed (entrances, main building, nursery, donation boxes) (DPTI/Coop) <p>Quotes received and Purchase Orders being raised for:</p> <ul style="list-style-type: none"> • Shade shelters x2 • Final signage (garden beds, directional pole, shared path) • Solar bollards x2 • Bench seating x3 • Outdoor table x1 • Bike Rack x1 <p>The Tolley Reserve Sign not included in the grant funding.</p> <p>It is anticipated that funds will be fully acquitted by 31 December 2018.</p>

11.8 Tours

RECOMMENDATION**That the Committee:**

1. Receive and note the report.

Purpose

To inform the Committee on progress of actions associated with tours in the Barossa Bushgardens up to the month of February 2019.

Discussion

Nil or

Date	Group
18 October 2018	Garden Club form QLD (T Waldhuter/ N Rea guides)
10 November 2018	Mediterranean Garden Club (T Waldhuter/ R Duance guides)
19 November 2018	Group including representative from SA Health and Mr Li Renpeng from the Shandong Centre for Disease Prevention and Control, Health and Family Planning Commission - Shandon Province, China; and members of the Regional Public Health Working Group. (T Waldhuter guide)
19 November 2018	Friends of Cobbler Creek (T Waldhuter guide)
	Ongoing informal tours for visitors 2-3 per week.

11.9 Partner Projects

RECOMMENDATION

That the Committee:

- 1. Receive and note the report.**
- 2. Invite Andrew Fairney (Seeding Natives) to join the Barossa Bushgardens S41 Committee**

Purpose

To inform the Committee on progress of project being undertaken by other community groups up to the month of February 2019.

Discussion

11.8.1 Barossa Community Labyrinth

Strategic Plan

Progress on action within the Barossa Bushgardens Strategic Plan is provided below.

Key Result Area: To increase the capacity of our community to be better natural resource managers and champions		
Action	By when	Status/Progress
Strategy: Facilitate health and wellbeing programs		
Complete and promote the benefits of the Labyrinth	June 2018	Opening Day successfully completed.

11.8.2 Dementia Friendly Communities Group

Nil

11.8.3 Seeding Natives

An invitation is to be extended to Andrew Fairney to join the Barossa Bushgardens S41 Committee.

12 General Business**RECOMMENDATION****That the Committee:**

- 1. Receive and note the items raised under general business, and;**
- 2. Accept the proposed Schedule of Meetings for 2019.**

Purpose

To raise other urgent business not listed on the Agenda, and the proposed schedule of meeting in 2019.

Discussion**2019 Meeting Schedule**

The following Schedule of Meetings is proposed for 2019, and presented for consideration by the Committee:

Wednesday 13 February 2019

Wednesday 10 April 2019

Wednesday 12 June 2019

Wednesday 14 August 2019

Wednesday 9 October 2019

Wednesday 11 December 2019