

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

To be held in the Council Chambers on Wednesday 10 April 2019 commencing at 1:00pm

1. WELCOME

The Chair welcomed everyone, and opened the meeting at 1:08pm.

2. PRESENT

R Johnstone, T Waldhuter, E Morgan, A Fairney, L Mason

Staff: G Mavrinc, N Rea, P Payne, C Kruger (Minute Secretary)

3. APOLOGIES

B Lillecrapp, Cr K Schilling, K Thompson

4. GUESTS

Nil.

5. DECLARATION OF INTEREST BY MEMBERS

R Johnstone declared that he is a community member of the NRM Board.
A Fairney declared that he is the Chief Executive Officer of Seeding Natives Incorporated.

6. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

Moved: L Mason

Seconded: T Waldhuter

That the minutes of the Barossa Bushgardens S41 Committee meeting held on 13 February 2019 be received and confirmed.

CARRIED

7. BUSINESS ARISING FROM PREVIOUS MINUTES (ACTION LIST)

Nil.

7.1 ACTION LIST

Meeting Date	Resolution/Action	Status	Actioning Officer
18 October 2017	Seed Collection Site - contact owner for further information.	Pending. The property is still for sale. NRM Board is exploring opportunities for possible purchase.	R Johnstone/ N Rea
	Audit to be undertaken to determine the requirements for disability access to the Bushgardens and Natural Resource Centre.	Pending. Draft audit complete; need 2-3 car parks adjacent gardens and resolve path surfaces for wheel-chair access around central area. Finalised Plans (noting the need for wet weather protection) to be referred to DAI Advisory Group prior to a decision being made.	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.	Pending. Friends of Kaiser Stuhl Conservation Park will be collaborating with Barossa Bushgardens for seed collection, with the Bushgardens assisting with storage and propagation in return for an allocation of seeds. P Payne advised that a meeting with DEW representatives was held 14 February 2019, and once the outcomes are finalised, a report will be presented to the S41 Committee.	P Payne
13 June 2018	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	In progress. A Work Plan taking the recommendations from T Bateman's two audit reports to be prepared as a matter of priority. P Payne advised that a Work Plan is underway, focusing on priorities. More	P Payne

Meeting Date	Resolution/Action	Status	Actioning Officer
		detail to be provided at the next meeting on specific tasks that have been completed from the two audits.	
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.	<p>Pending.</p> <p>Preparation of the Business Case/ Work Plan is still to be finalised.</p> <p>The application for Grant funding through Open Garden SA to develop a Community Garden was unsuccessful.</p> <p>A Business Case, details of costings and a Site Plan need to be formalised before work goes ahead.</p>	P Payne/N Rea
13 February 2019	Develop a Policy and supporting Process documentation for Weed Management, incorporating Herbicide Use and any requirements set out in the relevant Community Land Management Plan or other existing Council Policy and Processes.	<p>Pending</p> <p>To be presented at the next meeting.</p>	P Payne/N Rea
13 February 2019	Bush Play Group photos to be forwarded to Council's Communication Officer for promotional use,	Pending	N Rea
13 February 2019	Review to be undertaken of Brochures and marketing material (hard copy and electronic format)	<p>Pending</p> <p>N Rea to prepare a draft of a range of brochures, and present to June 2019 S41 Committee meeting.</p>	N Rea
13 February 2019	Water meters to be tamper-proofed and labelled accordingly (access to Labyrinth Group and Seeding Natives Inc.)	<p>Pending</p> <p>A Fairney to install a lock on ball valve, to be keyed alike with Bushgardens keys.</p> <p>A Watering protocol (with documented procedures)</p>	P Payne

Meeting Date	Resolution/Action	Status	Actioning Officer
		to be developed before the next watering season.	

COMPLETED ACTION LIST

Meeting Date	Resolution/Action	Status	Actioning Officer
14 June 2017	Committee to examine grant funding opportunities for Reconciliation Day and related activities.	Completed.	N Rea/R Johnstone
17 January 2018	Review of Herbicide Use Policy and Weed Management Policy.	This Action merged with Weed Management (13 February 2019)	P Payne
17 January 2018	Replacement of the Quad Bike with a like for like, or with a Gator vehicle.	Completed.	N Rea
13 February 2019	Purchase of Quad Bike – A small working group is to be formed to present recommendations for the purchase of a Quad Bike to the April 2019 meeting of the S41 Committee.	Completed.	N Rea

Recommendation

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

Decision

Moved: T Waldhuter

Seconded: L Mason

That the recommendation be adopted.

CARRIED

8. CORRESPONDENCE

N Rea provided a verbal update of correspondence, noting a request from Bev Saegenschnitter, that the Barossa Bushgardens consider providing assistance to drought affected land-holders.

ACTION: N Rea to prepare a report to the S41 Committee on possible drought assistance to landholders.

Recommendation

That the Committee receive and note incoming and outgoing correspondence.

Decision

Moved: E Morgan

Seconded: A Fairney

That the recommendation be adopted.

CARRIED

9. RISK MANAGEMENT

9.1 Work Health and Safety

P Payne provided a verbal update, noting that one CAPA item remains outstanding. Three fire situations reported. Incident report to be completed and submitted to Council.

Recommendation

That the Committee Receive and note the report.

Decision

Moved: L Mason

Seconded: E Morgan

That the recommendation be adopted.

CARRIED

10. REPORTS

10.1 Management Committee

Recommendation

- (1) That the Committee receive and note the Chairperson's report;
- (2) Receive and note the Management Committee Report

Decision

Moved: L Mason

Seconded: A Fairney

That the recommendation be adopted.

CARRIED

10.2 Finance

Recommendation

That the Committee receive and note the report.

Decision

Moved: T Waldhuter

Seconded: E Morgan

That the recommendation be adopted.

CARRIED

10.3 Nursery

Recommendation

That the Committee receive and note the report.

Decision

Moved: A Fairney

Seconded: T Waldhuter

That the recommendation be adopted.

CARRIED

10.4 Natural Resource Centre

Recommendation

That the Committee receive and note the report.

Decision

Moved: L Mason

Seconded: T Waldhuter

That the recommendation be adopted.

CARRIED

10.5 Site Management

Recommendation

That the Committee receive and note the report.

Decision

Moved: E Morgan

Seconded: A Fairney

That the recommendation be adopted.

CARRIED

10.6 Tours

Recommendation

That the Committee receive and note the report.

Decision

Moved: T Waldhuter

Seconded: A Fairney

That the recommendation be adopted.

CARRIED

10.7 Partner Projects

Recommendation

That the report be received.

Decision

Moved: L Mason

E Morgan

That the recommendation be adopted.

CARRIED

11. GENERAL BUSINESS

R Johnstone invited feedback and suggestions from the Committee in relation to the meeting format.

G Mavrinc suggested that a representative from the Friends of the Barossa Bushgardens be invited to attend S41 Committee meetings on a regular basis. A formal request is to be made by Council to the Friends Group.

The Committee expressed a desire for Council staff, representing Corporate and Community Services, and Volunteer support, to attend occasional meetings.

Recommendation

That the Committee receive and note the verbal report.

Decision

Moved: A Fairney

Seconded: E Morgan

That the recommendation be adopted.

CARRIED

12. NEXT MEETING

Wednesday 12 June 2019 commencing at 1.00pm.

13. CLOSURE OF MEETING

The Chair declared the meeting closed at 3:39pm.

Confirmed

Date: Chairman: