

**AGENDA OF THE MEETING OF
THE BAROSSA BUSHGARDENS S41 COMMITTEE**
To be held in the Council Chambers, 43-51 Tanunda Road, Nuriootpa
on Wednesday 12 August 2020 commencing at 1.00pm



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1 WELCOME

To Members and Staff present.

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

2 PRESENT

3 APOLOGIES

Gaby Lengyel
Gary Mavrinac

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

MINUTES FROM PREVIOUS MEETING

RECOMMENDATION

That the Committee

1. Receive and note the minutes of the meeting held on 10 June 2020 be confirmed as a true and correct record of the proceedings of that meeting.

Refer Attachment 1.

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

**To be held in the Council Chambers on Wednesday 10 June 2020 commencing at
1:00pm**

1. WELCOME

The Chair welcomed everyone, and opened the meeting at 1:06pm.

2. PRESENT

Members

Russell Johnstone

Cr K Schilling

B Lillecrapp

T Waldhuter

L Mason

Chairperson

Member

Member

Member

Member

Staff

G Mavrillac

Director, Development and
Environmental Services

Pay Payne

Nursery Manager

Doreen Von Linde

NRC Coordinator

3. APOLOGIES

A Fairney (Seeding Natives)

E Morgan and G Lengyel (Carers and Disability Link).

K Thompson (Team Leader, Environmental Services)

4. ELECTION OF CHAIRPERSON/DEPUTY CHAIRPERSON

G Mavrillac assumed the Chair at 1:09pm and called for nominations.

Recommendation

That the Committee:

1. Appoint R Johnstone as Chairperson of the Committee for the period February 2020 to January 2021
2. Resolve to appoint a Deputy Chairperson

Decision

Moved: T Waldhuter

Seconded: B :Lillecrapp

That the recommendation be adopted.

CARRIED

R Johnstone assumed the Chair at 1:12pm.

Recommendation

That the Committee:

Appoint L Mason as Deputy Chairperson of the Committee for the period February 2020 to January 2021

Decision

Moved: T Waldhuter

Seconded: R Johnstone

That the recommendation be adopted.

CARRIED

5. GUESTS

Cr David Haebich

James Maitland – Friends of Barossa Bushgardens

6. DECLARATION OF INTEREST BY MEMBERS

Nil.

7. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

Moved: L Mason

Seconded: T Waldhuter

That the minutes of the Barossa Bushgardens S41 Committee meeting held on 12 February 2020 be received and confirmed.

CARRIED

8. BUSINESS ARISING FROM PREVIOUS MINUTES (ACTION LIST)

Nil.

8.1 ACTION LIST

Meeting Date	Resolution/Action	Status	Actioning Officer
18 October 2017	Seed collection site – Contact owner for further information.	Letter to Native Vegetation Council to be prepared, seeking funding opportunities and support to purchase the allotment. To approach Gawler NRC – ecologist for a Letter of Support. On hold until Landscapes SA introduced. G Mavrillac to prepare a report to Council once status has been clarified.	Chairperson/Director DES
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 stock each year.	Have verbal permission to collect from a winery near Altona Reserve. Update to be provided at next S41 Committee meeting.	Nursery Manager
113 February 2019	Prepare Brochures and marketing material (hard copy and electronic format) with assistance from Marketing and Communications Team.	In progress – near completion.	NRC Coordinator
10 April 2019	Provision of assistance to drought affected land-holders.	The S41 Committee resolved at the last meeting to consult with Northern Yorke for drought assistance and what approach can be taken for The Barossa Council area to be prepared.	NRC Coordinator

Meeting Date	Resolution/Action	Status	Actioning Officer
		<p>Recent lobbying efforts by Council have resulted in the recognition of the Barossa as a drought affected area. The Barossa is now eligible for \$1 million Commonwealth funding through the Drought Communities Program Extension.</p> <p>With the consensus of the Committee, this Action Item is to be removed as funding allocation is being overseen by Council.</p>	
17 July 2019	Discussion on marketing and future opportunities for sales at the Bushgardens.	<p>In progress.</p> <p>A bi-monthly "Theme" within the community nursery backed with a fact sheet, Facebook, Webpage and Bi-monthly column in The Leader newspaper. A display board on the outside of the fence CN. Have increased traffic within the CN. May/ June's theme is Butterflies. July/ August will be Shelterbelts/ windbreaks.</p>	Management Committee
14 August 2019	Prepare a draft Master Plan in consultation with Council's engineering Department, with considerations of pedestrian and disabled access, lighting, signage and the potential for a second building.	<p>In progress.</p> <p>Quotes are currently being sourced after which a complete list will be presented to Council for endorsement.</p>	Director DES

Meeting Date	Resolution/Action	Status	Actioning Officer
		With the consensus of the Committee, it was agreed to remove this action.	
9 October 2019	Weed control practices will be reviewed and presented to the management Committee for decision.	<p>An integrated pest and weed management program to be developed, and incorporated into the strategic Plan.</p> <p>NRC Coordinator is preparing an annual plan, grouping into four week intervals, identifying weeds on site and rating for control.</p> <p>With the consensus of the Committee, it was agreed to remove this action.</p>	NRC Coordinator/ Nursery Manager
11 December 2019	Notification to community – on ground weed spraying.	<p>The Management Committee to discuss options for advising community that spraying has occurred within the site with a placement of a sandwich board for advice or orange witches hats placed where spraying has occurred. Volunteers to be reminded that they should be wearing glove sand relevant PPE at all times when spraying.</p> <p>An integrated pest and weed management program to be developed, and incorporated into the Strategic Plan.</p>	NRC Coordinator/ Nursery Manager.

Meeting Date	Resolution/Action	Status	Actioning Officer
		With the consensus of the Committee, it was agreed to remove this action.	

COMPLETED ACTION LIST

Meeting Date	Resolution/Action	Status	Actioning Officer
13 June 2018	A Work Plan taking the recommendations from T Bateman's two Audit reports to be prepared as a matter of priority.	Completed.	Nursery Manager
11 December 2019	Review the necessary approvals required for Crown Land management in relation to the Community Labyrinth signage.	Completed.	Director DES
12 February 2019	Identification of Trees that represent a potential risk.	Completed.	Director DES

Recommendation

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

Decision

Moved: K Schilling

Seconded: L Mason

That the recommendation be adopted.

CARRIED

9. CORRESPONDENCE

No correspondence items were submitted.

10. RISK MANAGEMENT

10.1 Work Health and Safety

P Payne advised the Committee that incidents of graffiti vandalism were increasing in frequency.

ACTION: Contact to be made with local Police to request after hours monitoring.

Recommendation

That the Committee receive and note the report.

Decision

Moved: T Waldhuter

Seconded: B Lillecrapp

That the recommendation be adopted.

CARRIED

11. REPORTS – CONSENSUS AGENDA

11.1 Chairperson's Report

ACTION: G Mavrillac to reschedule presentation to Council Workshop or visit by Elected Members to Barossa Bushgardens.

The meeting was adjourned at 1:50pm for a short break.

The meeting resumed at 2:09pm.

11.2 Strategic Plan Progress Report

11.3 Visitation

11.4 Partner Projects

12. Adoption of Consensus Agenda

Recommendation

That the Committee receive and note the information items contained in the consensus agenda and that any recommendations contained therein be adopted.

Decision

Moved: B Lillecrapp

Seconded: L Mason

That the recommendation be adopted.

CARRIED

13. FOCUS AGENDA

Barossa Bushgardens 'Food for the Soul' Garden Proposal

D Von Linde distributed a draft proposal for the Committee's consideration. Should the Committee decide to proceed with the proposal, inclusions would need to be made within the Masterplan. A further report will be presented to the next S41 Committee meeting.

14. DEBATE AGENDA

14.1 Finance

Recommendation

That the Committee receive and note the report.

Decision

Moved: T Waldhuter

Seconded: L Mason

That the recommendation be adopted.

CARRIED

14.2 Strategic Plan Update 2020

Recommendation

To adopt the revised Strategic Plan 2020 as presented.

Decision

Moved: L Mason

Seconded: B Lillecrapp

That the recommendation be adopted.

CARRIED

14.3 Sponsorship

Minor edits were suggested for the Sponsorship/Donor Letter which will be incorporated in to the final version for distribution.

Recommendation

That the Committee endorse the Sponsorship Letter for distribution to potential Sponsors and Donor.

Decision

Moved: L Mason

Seconded: T Waldhuter

That the recommendation be adopted.

CARRIED

14.4 Outcomes of Barossa Bushgardens Staff Team Meeting

ACTION: Nursery Manager to prepare Contact Tracing Record – Attendance at Public Activities for the Nursery Sales area.

Recommendation

That the Committee note and receive the report.

Decision

Moved: B Lillecrapp

Seconded: T Waldhuter

That the recommendation be adopted.

CARRIED

14.5 Endorsement of New Committee Members

Recommendation

That the Committee recommend to Council to:

1. Appoint Gaby Lengyel (replacing Elspeth Morgan) as the Carers and Disability Link representatives to the Barossa Bushgardens S41 Committee
2. Appoint Jan McKenzie as representative of the Nursery Management Committee to the Barossa Bushgardens S41 Committee.

Decision

Moved: T Waldhuter

Seconded: L Mason

That the recommendation be adopted.

CARRIED

15. URGENT OTHER BUSINESS

15.1 Friends of Barossa Bushgardens

J Maitland (Friends of Barossa Bushgardens) requested that a formal letter be provided to the Friends of the Barossa Bushgardens, requesting the transfer of \$3910.00 (AMLR NRM Board 2019-20 Community Environment Grant) to enable the finalisation of the Open Spaces Places for People Grant by 30 June 2020.

Friends of Barossa Bushgardens have also requested that consideration be given to the transfer of monies received from the donation tins to FoBB to boost operating income.

Recommendation

That the verbal report be received and noted.

Decision

Moved: T Waldhuter

Seconded: B Lillecrapp

That the recommendation be adopted.

CARRIED

12. NEXT MEETING

Wednesday 12 August 2020 commencing at 1.00pm.

13. CLOSURE OF MEETING

The Chair declared the meeting closed at 3:02pm.

Confirmed

Date: Chairman:

7 MATTERS ARISING FROM PREVIOUS MINUTES

7.1 ACTION LIST

RECOMMENDATION

That the Committee:

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

Meeting Date	Resolution/Action	Status	Actioning Officer
18 October 2017	Seed collection site – Contact owner for further information.	Letter to Native Vegetation Council to be prepared, seeking funding opportunities and support to purchase the allotment. To approach Gawler NRC Ecologist for a letter of support. On hold until Landscapes SA introduced. G Mavrinac to prepare a report to Council once status has been clarified.	Chairperson/Director DES
11 April 2018	Staff to investigate opportunity to expand seed collection from many isolated reserves in the region, instead of having reliance on same Bushgardens stock each year.	Have verbal permission to collect from a winery near Altona Reserve. Update to be provided and next S41 Committee	Nursery Manager

Meeting Date	Resolution/Action	Status	Actioning Officer
13 February 2020	Prepare brochures and marketing material (hard copy and electronic format) with assistance from Marketing and Communications team.	In progress – near completion.	NRC Coordinator
17 July 2019	Discussion on marketing and future opportunities for sales at the Bushgardens.	<p>In progress.</p> <p>A bi-monthly "Theme" within the Community Nursery backed with a Fact Sheet, Facebook, Webpage and Bi-monthly column in The Leader newspaper. A display board on the outside of the fence of Community Nursery have increased traffic within Community Nursery.</p> <p>May/June's theme is Butterflies. July/August will be Shelterbelts and Windbreaks.</p>	Management Committee

8 **CORRESPONDENCE**

RECOMMENDATION

That the Committee:

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

Hard copy of correspondence to be available at the meeting.

9 RISK MANAGEMENT/WORK HEALTH AND SAFETY

RECOMMENDATION

That the Committee:

1. Receive and note the report.

Purpose

To inform the Committee of any work health and safety matters.

Discussion

Work Health and Safety

One volunteer strained his back – incident report completed.

ChemAlert: The risk of any chemicals stored/used in the Barossa Bushgardens is being assessed and entered into ChemAlert.

Safety Data Sheets will be printed and stored in a red box with white SDS letters, at the entrance of the driveway for emergency services to assess if a fire occurs on site.

10 CONSENSUS AGENDA

10.1 CONSENSUS AGENDA - CHAIRPERSON REPORT (VERBAL)

Purpose

To provide the Committee on key activities of the Chairperson.

Discussion

Verbal report to be presented.

10.2 CONSENSUS AGENDA - STRATEGIC PLAN PROGRESS REPORT

Purpose

To provide progress on the implementation of the Bushgardens Strategic Plan.

Discussion

Strategic Plan

Progress on actions within the Barossa Bushgardens Strategic Plan are provided in

Attachment 1. The status/progress comments are provided to 31 July 2020 inclusive.

Attachment or Other Supporting References

Attachment 1 – Strategic Plan Progress Report

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				
1.1.1 Undertake collection, storage, production and propagation of seed and plant stock	Ongoing	Nursery Manager	Y	Due to COVID- 19 all seed collection has been put on hold. In our bi-monthly article in The Leader, there was a request for people to collect seeds (from remnant plants) on their own private property to increase biodiversity for our regional seed bank. Seed propagation for Autumn has been completed. Cutting propagation has been suspended for this year due to COVID-19 as there is some uncertainty with volunteers. Plants will be maintained over this period but little production has happened over this time.
Strategy 2 Adopt and implement sound assets management principles				
1.2.1 Prepare a master plan taking into consideration requirements for community land under the Local Government Act	December 2019	S41 Committee	Y	Final Master Plan to be submitted to Council in September for adoption as per S41 resolution.
1.2.2 Manage and maintain facilities in line with sound assets management principles	Ongoing	NRC Coordinator Nursery Manager	Y	Nursery Manager and Coordinator disinfecting surfaces, removed chairs from lunch area to increase space to 1.5m in between seats. Buildings manager has organized the increase of cleaning to two times a week
1.2.3 Improve accessibility of the site, including requirements under Council's <i>Disability Access and Inclusion Plan</i>	Ongoing	NRC Coordinator	Y	Finalised upgrading parts of the Nature Trail to allow for wheelchair accessibility, upgrade of paths throughout the BBG was on hold due to COVID-19, Disability Carpark has been installed next to the Community Nursery
1.2.4 Improve plant signage/ information within the Nursery	Ongoing	Nursery Manager	Y	As part of the Thyne Reid grant. Permanent sign holders have been purchased for the community nurseries plant info. Sheets.
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				

Action	By when	By whom	Priority	Status/Progress
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	Y	NRC and Community Nursery theme May and June: Butterflies, collated information and offered packages (garden design, butterfly species, building a butterfly box and plant list), theme for July and August is Shelterbelts and Windbreaks, Finalised proposal for disability and mental health friendly 'Food for the Soul' Community Garden and applied for Open your World grant on 16 July 2020 – awaiting result. Bi-monthly column in The Leader newspaper 26 June, Bi-monthly newsletter for volunteers, FoBB members and web subscribers (575 recipients), Council presentation and several workshops, group visits/tours, educational participation, bush playgroup, dementia program, Reconciliation Day celebrations cancelled due to COVID-19
2.1.2 Promote opportunity for universities and students to undertake Research and Development programs	Ongoing	NRC Coordinator		Coordinator will be contacting TAFE to find out if one of the lecturers may be interested in working with BBG staff towards skill recognition of young volunteers.
Strategy 2 Facilitate health and wellbeing programs				
2.2.1 Manage and facilitate the Bushgardens Disability Support program	Ongoing	NRC Coordinator Nursery Manager	Y	Dementia Program has recommenced on 13 July.
2.2.2 Maintain and promote the benefits of the Labyrinth	Ongoing	Labyrinth Group		Refer to item 10.4.1
2.2.3 Maintain and promote the benefits of the Dementia Friendly Gardens	Ongoing	Dementia Group		Refer to item 10.4.2
Strategy 3 Create and deliver community oriented training opportunities				
3.3.1 Develop a program of seasonal workshops	Ongoing	Nursery Manager		On hold due to COVID- 19.. However COVID- 19 training is underway for all volunteers .
Strategy 4 Engage with Aboriginal people				
3.4.1 Host an annual Reconciliation Week event	May 2020	Reconciliation Committee		Suspended for 2020 due to COVID-19
Key Result Area 3 TO RECRUIT, TRAIN AND RETAIN PRODUCTIVE VOLUNTEERS				
Strategy 1 Achieve stable and sustainable volunteer group				

Action	By when	By whom	Priority	Status/Progress
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		Nursery Manager and Coordinator undertake COVID-19 training with all returning and new volunteers. On-site introductions including SOP and SWI for new volunteers.
3.1.2 Identify training programs that meet the needs of volunteers	Ongoing	NRC Coordinator Nursery Manager		Contacted CADL for volunteer and staff training to strengthen resilience if working with disabled volunteers
Key Result Area 4 TO IMPROVE GOVERNANCE				
Strategy 1 Develop and execute a new governance model				
5.1.1 Prepare a discussion paper on the various governance models, and subsequently present the Council for consideration and adoption	Dec 2019	Director DES	Y	On Hold
5.1.2 Ensure that the governance structure continues to meet the changing needs of the Barossa Bushgardens	Annually	Committee		On Hold
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		Magiq reporting has been finalized and submitted for the 19/20 financial year
Strategy 2 Maintain a strong financial framework				
5.2.1 Prepare a Wholesale and Retail Sales Policy and Process	Aug 2019	Nursery Manager	Y	A draft policy and process report has been completed. This has been presented to the team leader for review
5.2.2 Prepare a Sponsorship and Donations statement	Dec 2019	NRC Coordinator	Y	Sponsorship and Donations Statement completed and uploaded to HPE
Strategy 3 Maintain effective internal controls to reduce risk				
5.3.1 Identify and prepare a Risk Profile for the operations of the Barossa Bushgardens	June 2020	NRC Coordinator Nursery Manager Risk Advisor		A COVID-19 risk assessment has been completed, for the returning of the Bushgardens volunteers. Implantation of the risk assessment is happening.
5.3.2 Ensure that identified Internal Controls are effectively monitored and maintained	Ongoing	NRC Coordinator Nursery Manager Coordinator Internal Control	Y	Both petty cash and nursery float have been signed off for the financial year. Bushgardens financial procedures have been updated and waiting to be reviewed

Action	By when	By whom	Priority	Status/Progress
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	Y	NRC Co-ordinator writing a pest management plan – collecting data e.g. species and fact sheets, and giving them a threat score – developing the BBG with plants to outcompete weeds, monitoring pest animals – rabbits to be controlled in the hotter months
Strategy 4 Maintain and explore new funding opportunities				
5.4.1 Seek to maintain funding from NR AMLR in support for the Natural Resource Centre	June 2020	NRC Coordinator		Deed of Variation has been submitted and funding agreement is processing
5.4.2 Identify new funding opportunities to assist in delivery of projects and programs	Annually	NRC Coordinator	Y	Received Co-op sponsorship over 12x\$25 vouchers for volunteers (given out once every month) and \$1500 in cash (allocated towards budget). Applied for Open your World grant to support the development of the 'Food for the Soul' garden, including a coordinator role that would assist participating disability and mental health support groups to look after the garden. Received several material and machinery donations from Kuchel, Penrice Quarries, ongoing sponsorship with Barossa Quarries supplying Brown Fines and rocks, Coates Hire supplied trench digger for free.

10.3 CONSENSUS AGENDA - VISITATION

Purpose

To inform the Committee on progress tours and visitors attendance

Discussion

10.4 CONSENSUS AGENDA - PARTNER PROJECTS

Purpose

To inform the Committee on progress of projects being undertaken by other community groups.

10.4.1 Barossa Community Labyrinth

10.4.2 Dementia Friendly Communities Group

10.4.3 Seeding Natives

10.4.4 ECO-Vineyard Project

11 ADOPTION OF CONSENSUS AGENDA

RECOMMENDATION

That the Committee

- 1. Receive and note the information items contained in the Consensus Agenda and that any recommendations contained therein be adopted.**
-

12 DEBATE AGENDA

12.1 DEBATE AGENDA - FINANCE

RECOMMENDATION

That the Committee:

1. Receive and note the report.

Purpose

To provide progress on budget income and expenditure.

Discussion

The Thyne Reid Foundation Grant has now been acquitted, however the Open Space Places for People Grant and AMLR NRM Community Grant are still awaiting final acquittal, pending the completion of outstanding purchase requests.

Attachments or Supporting References

Attachment 1 – Budget Income and Expenditure Report

Council / Bushgardens Strategic Plans

Council Strategic/Corporate Plan

- 6.3 Align operational strategy to strategic objectives and measure organisational performance to demonstrate progress towards achieving our goals.

Bushgardens Strategic Plan

- Strategy 2 Maintain a strong financial framework

Natural Account	2019/20 Full Year Actuals Actuals	2019/20 Full Year Budget	2019/20 Full Year Percentage Spent
B145. Nursery Expenditure	59,099	88,922	66
547. Commercial Activities - Seedling Sales	(37,655)	(17,000)	221
621. Salaries (Increase in Leave Liabilities)	0	1,040	0
624. Salaries - Environmental Services	60,188	66,574	90
654. Contractors - Other Services	0	500	0
685. External Plant Hire (Other)	0	500	0
722. Direct Purchases - Stationery	518	800	65
724. Direct Purchases - Irrigation supplies	2,147	1,000	215
725. Direct Purchases - Weed/Pest Chemicals	1,577	500	315
726. Direct Purchases - Fertiliser	0	200	0
727. Direct Purchases - Mulch/Loam	2,750	3,000	92
728. Direct Purchases- Plants/Shrubs	530	1,000	53
729. Direct Purchases - Protective clothing	138	150	92
732. Direct Purchases - Loose tools	110	100	110
735. Direct Purchases - Other	1,712	3,000	57
738. Office Equipment consumables - Other	29	500	6
790. Depreciation Expense - Bldgs	16,536	16,536	100
791. Depreciation Expense - Infrastructure	108	108	100
792. Depreciation Expense - Equipment	6,996	6,996	100
810. Insurance - Income Protection Insurance	904	909	99
812. Insurance - Workers Comp Premium	1,636	1,709	96
824. Staff Training - Seminar/Conference Fees	0	500	0
833. Mobile Phone Expenses	874	300	291
B146. Disability Support Program	(10,720)	210	(5,105)
562. Contributions - Other	(16,880)	(7,300)	231
621. Salaries (Increase in Leave Liabilities)	0	96	0
624. Salaries - Environmental Services	5,061	6,168	82
735. Direct Purchases - Other	861	1,000	86
810. Insurance - Income Protection Insurance	84	84	99
812. Insurance - Workers Comp Premium	155	162	96
B160. Bushgardens Site/NRC Program	17,191	40,276	43
474. Operating Grant - CWM Boards	(62,110)	(47,606)	130
562. Contributions - Other	(5,000)	(10,000)	50
564. Donations - Other	(430)	(1,500)	29
567. Other Income - Misc.	(25)	0	0
586. Capital Contributions - Other	(8,087)	0	0
620. Salaries (Travel allowance)	0	100	0

621. Salaries (Increase in Leave Liabilities)	0	778	0
624. Salaries - Environmental Services	67,383	50,384	134
636. Contractors - Waste Disposal Services	380	380	100
649. Contractors - Plant/Machinery Servicing	52	200	26
654. Contractors - Other Services	2,499	5,000	50
715. Direct Purchases - Canteen Purchases	949	1,000	95
718. Direct Purchases - Assets < \$5,000	1,302	4,500	29
720. Direct Purchases - Signs	75	2,200	3
721. Direct Purchases - Vehicle/Machine Parts	622	500	124
722. Direct Purchases - Stationery	77	300	26
725. Direct Purchases - Weed/Pest Chemicals	353	200	176
732. Direct Purchases - Loose tools	699	300	233
735. Direct Purchases - Other	2,333	5,400	43
738. Office Equipment consumables - Other	736	970	76
750. Energy Costs - Electricity	3,336	4,940	68
751. Energy Costs - Gas	264	300	88
752. Energy Costs - Fuel & Lubricants	948	500	190
757. Water Rates	302	290	104
758. Excess Water Rates	171	6,700	3
770. Bank Charges	162	300	54
790. Depreciation Expense - Bldgs	7	0	0
810. Insurance - Income Protection Insurance	684	688	99
811. Insurance - Bldg & Contents	866	784	110
812. Insurance - Workers Comp Premium	1,237	1,292	96
813. Insurance - Public Liability Insurance	2,633	2,692	98
816. Insurance - Vehicles	686	700	98
820. Advertising	1,355	3,660	37
821. Printing	503	1,000	50
824. Staff Training - Seminar/Conference Fees	671	500	134
830. Telephone	327	1,515	22
833. Mobile Phone Expenses	0	360	0
835. Internet Expenses	888	0	0
836. Wireless Broadband	48	600	8
840. Vehicle Registration	89	99	90
882. Subscriptions/Memberships	150	150	100
884. Other Misc. Expenses - Sundry	50	100	50
885. Entertainment Expenses	5	0	0
B168. Bushgardens Open Space Funded Project	(6,669)	0	0
562. Contributions - Other	(8,100)	0	0
654. Contractors - Other Services	1,431	0	0
B175. Bushgardens Thyne Reid Funded Project	3,344	0	0
735. Direct Purchases - Other	3,344	0	0

Capital Expenditure

	Actuals	2020/21 Adopted Budget
601423. Bushgardens Sales Area Shed		
975. Capital Expenditure Equip - Materials		6659.00
601577. Bushgardens Access Paths		
969. Capital Expenditure Structures - Contractors	9857.00	10,000.00

12 DEBATE AGENDA

12.2 DEBATE AGENDA – SPRING OPEN DAY 13 SEPTEMBER 2020

RECOMMENDATION

That the Committee cancel arrangements to hold the Spring Open Day planned for 13 September 2020, and advise the affected stakeholders.

Purpose

To recommend the cancellation of the Spring Open Day planned for 13 September 2020.

Discussion

The Spring Open Day is proposed to be held on 13 September 2020.

Strict COVID-19 regulations currently in place necessitate the need for reduced attendance numbers and social distancing, (and restrictions may tighten even further in the near future). It is felt that both of these requirements would difficult to enforce.

Volunteer assistance is also crucial to the success of the Open Day, and the Barossa Bushgardens Volunteers are predominately in the vulnerable group, which also makes the Volunteers more at risk should they be exposed to COVID-19.

For the reasons stated above, it is recommended that the 2020 Spring Open Day be cancelled.

Attachments or Supporting References

Nil.

Council / Bushgardens Strategic Plans

Council Strategic/Corporate Plan

- 4.8 Maintain effective public health standards for the management of communicable diseases.

13 URGENT OTHER BUSINESS

RECOMMENDATION

That the Committee:

- 1. Receive and note the report.**

Purpose

To raise other urgent business not listed on the agenda.

14 NEXT MEETING

Wednesday 14 October 2020 commencing at 1:00pm.

15 CLOSE