

**AGENDA OF THE MEETING OF  
THE BAROSSA BUSHGARDENS S41 COMMITTEE**  
To be held in the Council Chambers, 43-51 Tanunda Road, Nuriootpa  
on 10 February 2021 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**

**4 ELECTION OF CHAIRPERSON/DEPUTY CHAIRPERSON**

#### 4 **DEBATE AGENDA – ELECTION OF CHAIRPERSON/DEPUTY CHAIRPERSON**

##### **RECOMMENDATION**

**That the Committee:**

- 1. Appoint .....as Chairperson of the Committee for the period February 2021 to January 2022.**
- 2. Appoint.....as Deputy Chairperson of the Committee for the period February 2021 to January 2022.**

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##### **Purpose**

To elect a Chairperson and Deputy Chairperson to the Committee for the period February 2021 to January 2022.

##### **Discussion**

The Barossa Bushgardens Section 41 Committee Terms of Reference states that the Committee must at its first meeting following every periodical Local Government election (and further annually at its determination), approving 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 and Deputy Mayor of Council, and 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.

Russell Johnstone (current Chairperson) has indicated his willingness to continue in the role, should he be nominated.

##### **Attachments or Supporting References**

Nil.

##### **Council / Bushgardens Strategic Plans**

Community Plan

Natural Environment and Built Heritage

Community and Culture

## Corporate Plan

### Natural Environment and Built Heritage

- 1.3 Build on the conservation of the region's natural heritage including eco-systems, grassy woodlands, agricultural landscapes and recreational green spaces.
- 3.2 Collaborate with partners and our community to support innovative approaches to waste minimisation, and increase reuse and recycling opportunities.

### Community and Culture

- 5.3 Create vibrant public spaces that provide places for creative development, cultural interaction and social connections.

## 5 **GUESTS**

Nil or Insert text

## 6 **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.

**RECOMMENDATION**

**That the Committee**

- 1. Receive and note the minutes of the meeting held on 9 December 2020 to be confirmed as a true and correct record of the proceedings of that meeting.**

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Refer Attachment 1.



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

**To be held in the Council Chambers on Wednesday 9 December 2020 commencing  
at 1:00pm**

**1. WELCOME**

The Chair welcomed everyone, and opened the meeting at 1:04pm.

**2. PRESENT**

Members  
Russell Johnstone  
Cr Kathryn Schilling  
Trevor Waldhuter  
Bryce Lillecrapp  
Louise Mason  
Andrew Fairney

Staff  
Pam Payne  
Doreen Von Linde  
Gary Mavrinac  
Steve Carroll

**3. APOLOGIES**

Jan McKenzie.

**4. GUESTS**

James Maitland (Friends of Barossa Bushgardens).

**5. DECLARATION OF INTEREST BY MEMBERS**

Nil.

**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 14 October 2020 be received and confirmed.

**CARRIED**

## 7. BUSINESS ARISING FROM PREVIOUS MINUTES (ACTION LIST)

### 7.1 ACTION LIST

C K Schilling advised the Committee of an offer of assistance from Australia Wide Badges for signage replacement.

**ACTION:** D Von Linde to follow up with Australia Wide Badges.

Meeting Date	Resolution/Action	Status	Actioning Officer
13 February 2019	Prepare Brochures and marketing material (hard copy and electronic format) with assistance from Marketing and Communications Team.	Refer to Agenda Item 13.4  Comments to be provided to D Von Linde by end of December 2020 to enable production of the finalised brochures in the New Year.	NRC Co-ordinator
17 July 2019	Discussion on marketing and future opportunity for sales at the Bushgardens.	In progress.	Management Committee
14 October 2020	Signage to be designed for placement around the Barossa Bushgardens alerting visitors/volunteers to the possible presence of snakes and other animals.	In progress.	Nursery Manager
14 October 2020	Barossa Bushgardens staff to investigate the availability of snake awareness training for volunteers, and to consider formulating a policy.	Completed.  Snake awareness Training was provided to approximately 30 staff and volunteers on Tuesday 8 December 2020.	Nursery Manager/NRC Co-ordinator
14 October 2020	Northern and Yorke Landscape Board, Operational Plan and Public Consultation session outcomes.	In progress.	Chairperson, NRC Co-ordinator and Nursery Manager
14 October 2020	Barossa Bushgardens Urban Design Framework – Public Consultation.	Consultation concluded COB 24 November 2020. Two submissions received.	Director, Development and

Meeting Date	Resolution/Action	Status	Actioning Officer
		Report prepared for Council Meeting to be held 15 December 2020 to adopted framework.	Environmental Services
14 October 2020	Request to consider the establishment of a Dog Sensory Garden at Barossa Bushgardens.	To be reviewed at February 2021 S41 Committee Meeting.	NRC Co-Ordinator

### Recommendation

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

### Decision

Moved: T Waldhuter

Seconded: B Lillecrapp

That the recommendation be adopted.

**CARRIED**

## 8. CORRESPONDENCE

Nil.

## 9. RISK MANAGEMENT

### 9.1 Work Health and Safety

That the Committee receive and note the report.

### Decision

Moved: L Mason

Seconded: T Waldhuter

That the recommendation be adopted.

**CARRIED**

## 10. REPORTS – CONSENSUS AGENDA

### 10.1 Chairperson's Report

#### Recommendation

That the Verbal report be received.

### 10.2 Strategic Plan Progress Report

**Recommendation**

That the report be received.

**10.3 Visitation**

**Recommendation**

That the report be received.

**10.4 Partner Projects**

**Recommendation**

That the report be received.

**10.5 Drought Grant Funding**

G Mavrinc advised that the funding amount is \$55,000, and not \$50,000 as listed in the report.

**Recommendation**

That the report be received.

**11. 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: K Schilling

T Waldhuter

That the recommendation be adopted.

**CARRIED**

**12. FOCUS AGENDA**

Nil.

**13. DEBATE AGENDA**

### 13.1 Finance

#### Recommendation

That the Committee receive and note the report.

#### Decision

Moved: L Mason

Seconded: B Lillecrapp

That the recommendation be adopted.

**CARRIED**

### 13.2 Strategic Plan (2021 Update)

R Johnstone recommended that the Strategic Plan be reviewed in 2021, once funding details are confirmed.

#### Recommendation

- (1) That the Chair, and Director Development and Environmental Services confer on any final changes required, and;
- (2) That the Committee adopt the Barossa Bushgardens Strategic Plan (2021 Update) as a basis for future funding of programs and projects as part of the Council's budget process for 2021-22 financial year.

#### Decision

Moved: K Schilling

Seconded: A Fairney

That the recommendation be adopted.

**CARRIED**

### 13.3 Request from Friends of Barossa Bushgardens – Proceeds of Donation Tins

#### Recommendation

That the Committee:

- (1) Authorise the Friends of the Barossa Bushgardens to manage funds collected from two collection tins located within the Barossa Bushgardens.
- (2) The proceeds to be deposited into the Friends of the Barossa Bushgardens bank account and used to fund targeted projects as identified by the Barossa Bushgardens S41 Committee.

#### Decision

Moved: B Lillecrapp

Seconded: T Waldhuter

That the recommendation be adopted.

**CARRIED**

### 13.4 Draft Suite of Brochures

#### Recommendation

That the Committee:

- (1) Approve the nine draft Brochures for production and distribution as contained within Attachment One.

#### Decision

Moved: T Waldhuter

Seconded: A Fairney

That the recommendation be adopted.

**CARRIED**

### 13.5 Friends of Barossa Bushgardens – Successful Grant Funding Application

#### Recommendation

That the Committee:

1. Request in writing to the Friends of the Barossa Bushgardens, the amount of \$3,659.00 to be transferred to the Barossa Bushgardens to enable commencement of the project.

#### Decision

Moved: T Waldhuter

Seconded: L Mason

That the recommendation be adopted.

**CARRIED**

### 13.6 2021 Meeting Dates

#### Recommendation

That the Committee endorse the proposed Schedule of Meetings for 2021.

#### Decision

Moved: A Fairney

Seconded: L Mason

That the recommendation be adopted.

**CARRIED**

### 13. URGENT OTHER BUSINESS

Co-ordinator, NRC advised that plans are underway for an expanded Open Day, proposed for 16 May 2021, which will incorporate several presentations and workshops. It is proposed that a sub-committee be formed to assist with preparations.

**ACTION:** Co-ordinator to present a report to the next S41 Committee Meeting.

**12. NEXT MEETING**

Wednesday 10 February 2021 commencing at 1.00pm.

**13. CLOSURE OF MEETING**

The Chair extended Christmas greetings to Committee members and staff, and declared the meeting closed at 2:16pm.

Confirmed

Date: ..... Chairman: .....

## 8 MATTERS ARISING FROM PREVIOUS MINUTES

### 8.1 ACTION LIST

#### RECOMMENDATION

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

Meeting Date	Resolution/Action	Status	Actioning Officer
13 February 2019	Prepare Brochures and marketing material (hard copy and electronic format) with assistance from Marketing and Communications Team.	Comments to be provided to D Von Linde by end of December 2020 to enable production of the finalised brochures in the New Year.	NRC Co-ordinator
17 July 2019	Discussion on marketing and future opportunity for sales at the Bushgardens.	In progress	Management Committee
14 October 2020	Signage to be designed for placement around the Barossa Bushgardens alerting visitors/volunteers to the possible presence of snakes and other animals.	In progress.	Nursery Manager
14 October 2020	Northern and Yorke Landscape Board, Operational Plan and Public Consultation session outcomes.	In progress.	Chairperson, NRC Co-ordinator and Nursery Manager
14 October 2020	Barossa Bushgardens Urban Design Framework – Public Consultation.	Complete. Adopted by Council at its meeting held 15 December 2020.	Director, Development and Environmental Services
14 October 2020	Request to consider the establishment of a Dog Sensory Garden at Barossa Bushgardens.	To be reviewed at February 2021 S41 Committee Meeting.	NRC Co-Ordinator
9 December 2020	Format for Open Day 16 May 2021.	Sub-Committee to be formed to assist with preparations.	Refer to Agenda Item 14.2



Meeting Date	Resolution/Action	Status	Actioning Officer
		Co-Ordinator to present a report to next S41 Committee Meeting.	

**9 CORRESPONDENCE**

**RECOMMENDATION**

**That the Committee receive and note the verbal report.**

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Hard copy of correspondence to be available at the meeting.

## 10 RISK MANAGEMENT/WORK HEALTH AND SAFETY

### RECOMMENDATION

**That the Committee receive and note the report.**

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### Purpose

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

### Discussion

#### Work Health and Safety

No incidents to report.

A box, containing Safety Data Sheets (SDS) has been visibly installed at the vehicle entrance off Research Road for Emergency Services. This will enable Emergency Services to identify any chemicals stored on site and risks those may pose, e.g. explosives, flammable, toxicity etc.

Safety Data Sheets will be updated any time a new chemical is purchased and added to ChemAlert, as well as during annual stocktakes.

Both NRC Coordinator and Nursery Manager have been trained in Council's new incident reporting system Skytrust. As the Work, Health and Safety representative for Development and Environmental Services, the Nursery Manager also been trained the Skytrust investigation reporting systems.

## 11 **CONSENSUS AGENDA**

### 11.1 **CONSENSUS AGENDA - CHAIRPERSON REPORT**

#### **Purpose**

To provide the Committee on key activities of the Chairperson.

#### **Discussion**

Verbal report to be submitted.

## 11.2 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 the 31 January 2021 inclusive.

### **Attachment or Other Supporting References**

Attachment 1 – Strategic Plan Progress Report

Action	By when	By whom	Priority	Status/Progress
<b>Key Result Area 1</b>				
<b>TO DEVELOP AND MAINTAIN A SUSTAINABLE RESOURCE THAT MEETS THE GROWING NEEDS OF THE REGION</b>				
<b>Strategy 1 Maintain and improve the Seed Bank</b>				
1.1.1 Undertake collection, storage, production and propagation of seed and plant stock	Ongoing	Nursery Manager	Y	Summer Seed collection with in the BBG is under way.
<b>Strategy 2 Adopt and implement sound assets management principles</b>				
1.2.1 Manage and maintain facilities in line with sound assets management principles	Ongoing	NRC Coordinator Nursery Manager	Y	Council's Asset Manager has assessed the site for the external light near the toilets and is looking into quotes. All toilet paper, paper hand towels and soaps dispensers are now compatible with Council's systems. Volunteering SA and NT Grant near completion – spent on assets for the BBG e.g: laptop, tools, small tool shed.
1.2.2 Improve accessibility of the site, including requirements under Council's <i>Disability Access and Inclusion Plan</i>	Ongoing	NRC Coordinator	Y	Debris from paths is being removed but no upgrades have been undertaken due to other volunteer commitments on site.
1.2.3 Improve plant signage/ information within the Nursery	Ongoing	Nursery Manager	Y	Completed.
1.2.4 Deliver on the Barossa Drought Recovery Project (nursery water reuse) as part of the Federal Government Drought	June 2021	Nursery Manager		Refer to item 11.4.

Action	By when	By whom	Priority	Status/Progress
Communities Programme (DCP)				
1.2.5 Develop full design and construction costs of the community car park as identified in the Urban Design Framework, and source appropriate funding for construction.	June 2022	Manager HES	Y	Pending.

**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**

2.1.1 Administer/conduct the NRC Program in line with the outcomes within the Service Agreement with NR AMLR, including: <ul style="list-style-type: none"> <li>• Nature Plan events</li> <li>• External events</li> <li>• Education programs/events</li> </ul>	Ongoing	NRC Coordinator	Y	<p>1 December 2020 - Barossa Enterprises propagation workshop (5 attendees);</p> <p>3 December 2020 - Cadell Training Centre propagation workshop (6 attendees);</p> <p>4 December 2020 - Nuri High School potting up and direct sowing workshop (30 attendees);</p> <p>4 December 2021 - Light Pass Playgroup (9 attendees);</p> <p>7 and 8 December 2020 - Nuri High School Tree ID and orienteering workshop (20 attendees);</p> <p>8 December 2020 – Volunteer Snake Awareness Training (30 attendees);</p>
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Action	By when	By whom	Priority	Status/Progress
				10 and 17 December 2020 Bush Playgroup (46 attendees);  8 December 2020 - Native Bee Hotel Workshop (16 participants);  28 January 2021 – Bush Playgroup.
2.1.2 Promote opportunity for universities and students to undertake Research and Development programs	Ongoing	NRC Coordinator	Y	Contacted TAFE Nuriootpa in December 2020 but have not had a response. Awaiting the next term to commence and try to contact Wendy Mitchell or Pat Waite again.
<b>Strategy 2 Facilitate health and wellbeing programs</b>				
2.2.1 Manage and facilitate the Bushgardens Disability Support program	Ongoing	NRC Coordinator Nursery Manager	Y	Dementia Group meetings - 7 December 2020, and 18 January 2021 (6 attendees) 25 January (4 attendees) Annual report from Arthur Mousamas included within Agenda Item 11.5.1.
2.2.2 Maintain and promote the benefits of the Labyrinth	Ongoing	Labyrinth Group	Y	Refer to item 11.5.2
2.2.3 Maintain and promote the benefits of the Dementia Friendly Gardens	Ongoing	Dementia Group	Y	Refer to item 11.5.1
<b>Strategy 3 Create and deliver community oriented training opportunities</b>				
3.3.1 Develop a program of seasonal workshops	Ongoing	Nursery Manager	Y	Running workshops with both Barossa Enterprise and Cadell Training



Action	By when	By whom	Priority	Status/Progress
				Centre on growing plants for the Bushgardens nursery.
<b>Strategy 4 Engage with Aboriginal people</b>				
3.4.1 Host an annual Reconciliation Week event	May 2020	Reconciliation Committee		Pending.
<b>Key Result Area 3 TO RECRUIT, TRAIN AND RETAIN PRODUCTIVE VOLUNTEERS</b>				
<b>Strategy 1 Achieve stable and sustainable volunteer group</b>				
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		New volunteer primary site visits will only be undertaken once a month as will new volunteer inductions. This is to save time inducting new volunteers (1 volunteer induction equals around 1.5 hours compared to 5 volunteer inductions will take approx. 2.5 hours, saving valuable time).
3.1.2 Identify training programs that meet the needs of volunteers	Ongoing	NRC Coordinator Nursery Manager		NRC Coordinator and Nursery Manager have registered to participate at a Mental Health First Aid Course to better recognize and help vulnerable volunteers.  Similar course opportunities for interested volunteers are explored in collaboration with Seeds of Hope.
<b>Key Result Area 4 TO IMPROVE GOVERNANCE</b>				
<b>Strategy 1 Develop and execute a new governance model</b>				

Action	By when	By whom	Priority	Status/Progress
4.1.1 Prepare a discussion paper on the various governance models, and subsequently present the Council for consideration and adoption	June 2021	Director DES	Y	No action to report this period.
4.1.2 Ensure that the governance structure continues to meet the changing needs of the Barossa Bushgardens	Annually	Committee		Ongoing development of processes and procedures.
4.1.3 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 for Quarter 2 has been completed.
<b>Strategy 2 Maintain a strong financial framework</b>				
4.2.1 Prepare a Sponsorship and Donations statement	March 2021	NRC Coordinator	Y	Complete.
<b>Strategy 3 Maintain effective internal controls to reduce risk</b>				
4.3.1 Identify and prepare a Risk Profile for the operations of the Barossa Bushgardens	April 2021	NRC Coordinator Nursery Manager Risk Advisor		All SOP'S for both Nursery and site have been completed in ChemAlert, Chemical SDS's have been updated and are provided for Emergency Services.
4.3.2 Ensure that identified Internal Controls are effectively monitored and maintained	Ongoing	NRC Coordinator Nursery Manager Coordinator Internal Control	Y	Asset Management: Second quarter stocktake both nurseries has been completed. Governance: A Consignment and Commission policy is currently being drafted.
4.3.3 Identify and document processes	March 2021	Nursery Manager	Y	Slashing is been done regularly to suppress

Action	By when	By whom	Priority	Status/Progress
to reduce threat of disease, animals, weeds and pests to nursery and gardens		NRC Coordinator		weed seed production; a suitable chemical has been identified to help control the spread of Skeleton Weed; Caltrop is being controlled manually by regular "grid" checks with volunteers.  Regular spraying for weeds has been undertaken in all areas of the nursery.
<b>Strategy 4 Maintain and explore new funding opportunities</b>				
4.4.1 Seek to maintain funding from NR AMLR in support for the Natural Resource Centre	Annually	NRC Coordinator		Gave a PowerPoint presentation to the Northern and Yorke Landscape Board on 14 December 2020 to seek support for further funding. The Board will visit the BBG on 22 February 2021.
4.4.2 Identify new funding opportunities to assist in delivery of projects and programs	Annually	NRC Coordinator	<b>Y</b>	Grant opportunities are being explored.

### 11.3 CONSENSUS AGENDA - VISITATION

#### **Purpose**

To inform the Committee on progress tours and visitors attendance

#### **Discussion**

Verbal report to be provided.

## 11.4 CONSENSUS AGENDA – NURSERY DRAINAGE AND WATER RECYCLING PROJECT PROGRESS REPORT

### **Purpose**

To inform the Committee of the progress of the Request for Quotation - Barossa Bushgardens Nursery Drainage and Water Recycling Project

### **Discussion**

#### **Milestone 1: Nursery drainage design.**

After several meetings with Council's engineers and seeking specialist help, it was decided at a Barossa Bushgardens Management meeting that a 'Design and Construct' tender process was the best way forward.

#### **Milestone 2: Nursery drainage tender process.**

Following input from Manager, Executive Services, a Request for Quotation was developed, and forwarded to five contractors on 23 December 2020, with a closing date of Friday 5 February 2021.

A site inspection was arranged for Wednesday 6 January 2021, however the five contractors were unavailable, thus requiring a rescheduled site meeting for 13 January 2021, to which three contractors attended.

Following the closing date for quotations of (5 February 2021), the selection approval process will commence, overseen by Nursery Manager, Manager Engineering Services, and Manager Health and Environmental Services.

#### **Milestone 3: Nursery drainage equipment removal.**

With the assistance of Nuriootpa High School students and also volunteers, the dismantling and removal of benches commenced and continued throughout January. It is envisaged that the task will be completed by the end of February 2021.

The polyhouse and small shed will remain in the current location, and all plants within the wholesale nursery are to be relocated to the Seeding Natives Nursery area. Nursery benches and temporary irrigation is currently in the process of being installed, and will need to be finalised before the contractors commence.

## 11.5 CONSENSUS AGENDA - PARTNER PROJECTS

### **Purpose**

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

#### **11.5.1 Dementia Friendly Communities Group**

##### **ANNUAL REPORT OF DISABILITY SUPPORT PROGRAM "NATTER & NUTURE"**

A COMBINED ENTERPRISE BETWEEN BAROSSA BUSHGARDENS & CARERS & DISABILITY LINK

##### **YEAR 2020**

**NO OF CLIENTS** Varies between 1 and 5 - average 3

**NO OF CARERS** Minimum 2 - varies up to 4

##### **WORK OUTPUT January -June**

Pricked out 380 seedlings

Potted on 40 plants

Weeded 9 trays of assorted plants

Recycled (empty, wash, sanitise) tubes & pots (>1000)

##### **COMMENT**

Program interrupted by Covid 19

##### **POST COVID RECOMMENCEMENT**

##### **WORK OUTPUT July - December**

Pricked out 1641 seedlings

Potted on 116 plants

Seeded 16 trays

Weeded 26 trays of assorted plants

Recycled (empty,wash,sanitise) tubes and pots (>1850)

##### **COMMENT**

Project for the year was to assist in the potting on of Carob trees for The Barossa Council.

**11.5.2 Barossa Community Labyrinth**

Verbal report to be provided.

**11.5.3 Seeding Natives**

Verbal report to be provided.

**11.5.4 Eco-Vineyard Project**

Verbal report to be provided.

## 12 **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.**
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13 **FOCUS AGENDA**

Nil.

## 14 DEBATE AGENDA

### 14.1 DEBATE AGENDA - FINANCE

#### RECOMMENDATION

**That the Committee receive and note the report.**

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#### Purpose

To provide progress on budget income and expenditure.

#### Discussion

The end of the second quarter, the expenditure across each cost centre is progressing well.

Friends of Barossa Bushgardens have transferred the funds obtained through the Volunteering SA and NT Grant, and purchases have progressed, which will enable the Grant to be acquitted by the required deadline of 20 February 2021.

The finalisation of the Open Spaces Places for People Grant Acquittal will occur upon delivery and installation of the signage.

#### 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

## Attachment 1

Natural Account	2020/21 Full Year Actuals	2020/21 Full Year Budget	2020/21 Full Year Percentage Spent
B145. Nursery Expenditure	43,159	88,996	48
547. Commercial Activities - Seedling Sales	(9,861)	(17,000)	58
621. Salaries (Increase in Leave Liabilities)	0	887	0
624. Salaries - Environmental Services	32,358	59,108	55
722. Direct Purchases - Stationery	39	1,200	3
724. Direct Purchases - Irrigation supplies	1,767	1,800	98
725. Direct Purchases - Weed/Pest Chemicals	0	3,200	0
726. Direct Purchases - Fertiliser	0	600	0
727. Direct Purchases - Mulch/Loam	801	3,400	24
728. Direct Purchases- Plants/Shrubs	0	500	0
729. Direct Purchases - Protective clothing	0	500	0
732. Direct Purchases - Loose tools	0	180	0
735. Direct Purchases - Other	1,028	5,000	21
738. Office Equipment consumables - Other	19	500	4
790. Depreciation Expense - Bldgs	10,014	17,167	58
791. Depreciation Expense - Infrastructure	204	349	58
792. Depreciation Expense - Equipment	4,425	7,585	58
810. Insurance - Income Protection Insurance	788	788	100
812. Insurance - Workers Comp Premium	1,037	1,382	75
824. Staff Training - Seminar/Conference Fees	177	1,550	11
833. Mobile Phone Expenses	364	300	121
B146. Disability Support Program	2,819	376	750
562. Contributions - Other	0	(7,300)	0
621. Salaries (Increase in Leave Liabilities)	0	95	0
624. Salaries - Environmental Services	2,623	6,347	41
735. Direct Purchases - Other	0	1,000	0
810. Insurance - Income Protection Insurance	85	85	100
812. Insurance - Workers Comp Premium	112	149	75
B160. Bushgardens Site/NRC Program	3,308	37,683	9
474. Operating Grant - CWM Boards	(41,867)	(48,287)	87
562. Contributions - Other	(211)	(10,000)	2
564. Donations - Other	0	(1,500)	0
567. Other Income - Misc.	(73)	0	0
600. Wages (Normal Rate - Depot Staff)	2,840	0	0
620. Salaries (Travel allowance)	0	100	0
621. Salaries (Increase in Leave Liabilities)	0	767	0

624. Salaries - Environmental Services	27,143	51,114	53
636. Contractors - Waste Disposal Services	190	200	95
649. Contractors - Plant/Machinery Servicing	65	800	8
654. Contractors - Other Services	0	5,000	0
700. Software - Annual Licence Fees	210	0	0
715. Direct Purchases - Canteen Purchases	388	1,000	39
718. Direct Purchases - Assets < \$5,000	581	4,100	14
720. Direct Purchases - Signs	0	1,000	0
721. Direct Purchases - Vehicle/Machine Parts	158	0	0
722. Direct Purchases - Stationery	40	300	13
725. Direct Purchases - Weed/Pest Chemicals	0	1,500	0
732. Direct Purchases - Loose tools	195	300	65
735. Direct Purchases - Other	953	5,567	17
738. Office Equipment consumables - Other	199	970	21
750. Energy Costs - Electricity	0	6,000	0
751. Energy Costs - Gas	0	300	0
752. Energy Costs - Fuel & Lubricants	486	500	97
757. Water Rates	136	308	44
758. Excess Water Rates	11	3,000	0
770. Bank Charges	85	300	28
810. Insurance - Income Protection Insurance	682	682	100
811. Insurance - Bldg & Contents	650	867	75
812. Insurance - Workers Comp Premium	896	1,195	75
813. Insurance - Public Liability Insurance	2,028	2,704	75
816. Insurance - Vehicles	515	686	75
820. Advertising	1,288	3,660	35
821. Printing	0	1,000	0
824. Staff Training - Seminar/Conference Fees	0	1,000	0
830. Telephone	82	1,000	8
833. Mobile Phone Expenses	0	300	0
836. Wireless Broadband	220	600	37
840. Vehicle Registration	0	100	0
882. Subscriptions/Memberships	45	150	30
884. Other Misc. Expenses - Sundry	0	100	0
885. Entertainment Expenses	0	300	0
B169. Bushgardens Barossa Regional Sculpture Prize	(4,545)	0	0
562. Contributions - Other	(4,545)	0	0
B172. Bushgardens Volunteering SA & NT Funded Project	(3,326)	0	0
562. Contributions - Other	(3,326)	0	0
B175. Bushgardens Thyne Reid Funded Project	2,825	0	0
735. Direct Purchases - Other	2,825	0	0
882. Subscriptions/Memberships	0	100	0
884. Other Misc. Expenses - Sundry	0	5,000	0

885. Entertainment Expenses	0	500	0
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**Capital Expenditure**

No new Capital Expenditure items for this reporting period.

## 14.2 DEBATE AGENDA – BAROSSA BUSHGARDENS OPEN DAY TO BE HELD 16 MAY 2021

### RECOMMENDATION

**That the Committee receive and note the report, and request that a further report be prepared for the April meeting of the S41 Committee.**

### Purpose

To inform the Committee about the planning progress for the Open Day to be held 16 May 2021, which will be a celebration of 20 years of the Barossa Bushgardens.

### Discussion

Cr. Kathryn Schilling has offered to help with the planning and provided several contacts.

Friends of Barossa Bushgardens have offered financial support for the event of up to \$1000.

Landcare Association SA has offered financial help, subject to approval from their Board.

Country Arts SA is contacting several Aboriginal artists to give a craft workshop.

Please refer to the below details of the Open Day format.

### Workshops:

	Presenter	Cost	Confirmed
Science			
Bird ID	Phil Barron	\$220.00	Yes – 1.5 Hours/workshop
Citizen Science – Insects	Dr Errinn Fagan-Jeffries	Nil	Yes - 45 mins.
Propagation	Pam Payne	Nil	Yes – 1 hour
Bird Box Workshop	Landcare Association SA	Nil	Yes – 1 Hour
Soil Health			No
Regenerative Agriculture or Environmental Connections	Sarah Barrett Kim Thompson		No

Wilderness 4 Wines BGWA	Nicki Robbins	Nil	Yes – 0.5 hours
<b>Art</b>			
Aboriginal Craft			No
Art Workshop	Tara Kate	\$600 (20 people)	Yes – 1.5 hours
<b>Wellbeing</b>			
Labyrinth Walk	Louise Mason	Nil	Yes
Heath/Wellbeing Workshop			No
Yoga Meditation			No
<b>Nature</b>			
Traditional Uses Trail	Chris Hall	Nil	Yes
Garden Tours	Trevor Waldhuter	Nil	Yes
Sunflower Mandala	Seeds of Hope	Nil	Yes

#### **Kids activities:**

	<b>Presenter</b>	<b>Cost</b>	<b>Confirmed</b>
Nature Craft	Elisha Brunton	Nil	Yes
Story Nook & Craft	Library	Nil	Yes
Nature Trail		Nil	Self-Guided
Face Painting			No

#### **Other things:**

	<b>Presenter</b>	<b>Cost</b>	<b>Confirmed</b>
Music		\$600.00	Yes
Art exhibits	Kristin Wohlers Trent Manning Kaleidescope	Nil	Yes
Barossa Enterprises (Box sales and information)	Rick	Nil	Depending on Kangaroo Island Revegetation Project
Coffee	Amanda	Nil	Yes
Food	Kiwanis Club	Nil	
Food (BBQ)	Rotary Club (Max)	Nil	Yes
Reconciliation Barossa (Information stall)		Nil	No
Seeds of Hope (Information stall)		Nil	Yes
Welcome to Country		Approximately \$500	No
Gawler Environment Centre (Information stall about Sustainability)		Nil	Yes
Mt Pleasant NRC		Nil	No

(Recreate products)			
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**Draft Schedule for workshops/presentations:**

What	Time	Where	What	Time	Where	Music Time
			Yoga Meditation	9am	Garden/ Labyrinth	
Propagation 1 Hour	10am	Volunteer Centre	BBG Tour 1 Hour	10am	Garden	
Bird ID 1.5 Hours	11am	Garden	Art Workshop 1.5 Hours	11am	Volunteer Centre	
Presentation Wildlife 4 Wine 0.5 Hours	12.30pm	Volunteer Centre	Traditional Uses Trail 1 Hour	12.30pm	Garden	
Citizen Science 45 Mins	1.30pm	Garden	Craft (weaving Workshop) 1.5 Hours	1.00pm	Volunteer Centre	1.00pm – 2.00pm
Bird Box Workshop 1 Hour	4.00pm	Garden	Presentation 1 Hour	3.30pm	Volunteer Centre	3.00pm – 4.00pm
Finish 5.00pm			Labyrinth Walk 1 Hour	4.00pm	Labyrinth	
			Finish 5.00pm			

**Attachments or Supporting References**

Nil.

**Council / Bushgardens Strategic Plans**

Council Strategic/Corporate Plans

Corporate Plan

Natural Environment and Built Heritage

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

Community and Culture

- 5.3 Create vibrant public spaces that provide places for creative developn cultural interaction and social connections.



Bushgardens Strategic Plan

Strategy 2

Facilitate health and wellbeing programs.

### 14.3 DEBATE AGENDA – REQUEST TO CONSIDER THE ESTABLISHMENT OF A DOG SENSORY GARDEN AT BAROSSA BUSHGARDENS

#### RECOMMENDATION

**That the Committee, after considering the proposal by Barossa Veterinary Service (BVS) for the establishment of a Dog Sensory Garden at Barossa Bushgardens, decline the offer and notify BVS in writing of the Committee's decision.**

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#### Purpose

To consider a request from Barossa Veterinary Service (BVS), for the establishment of a Dog Sensory Garden at Barossa Bushgardens.

#### Discussion

At its meeting held 14 October 2020, a request was considered from Barossa Veterinary Service, seeking to establish a Dog Sensory Garden at the Barossa Bushgardens.

Due to low volunteer numbers at the time as a result of COVID-19, and being out of planting season, it was decided to place a decision on hold, with further review to occur at the February 2021 meeting of the S41 Committee.

Two potential sites have previously been identified, both along the dog walking route.

It is envisaged that all dogs will remain on lead, and Barossa Veterinary Service have offered to install and maintain Dog Waste Bag Dispensers.

A successful Sensory Garden appeals to many senses (touch, smell, hearing and sight) and ideally would include a dedicated space for digging within the garden, along with formal paths and informal trails around the garden creating a circuit to explore. Different surfaces such as sand, crushed aggregate or mulch adding texture would have benefits for dogs.

The proposal would encourage more people with dogs into the Bushgardens, providing a physical and mental benefit for both dogs and their owners.

The possible disadvantages may include dog faeces (not all dog owners are diligent in the use of dog bags), dogs digging in other areas, barking, and impacts to wildlife and plants.

Should the Committee accept the proposal, native plants would be sourced from the Barossa Bushgardens. BVS staff have noted their willingness to assist with planting and maintaining the Sensory Garden.

All plants proposed to be planted within a Dog Sensory area, would need to be native, and with the majority being provenance plants to the Barossa Valley. No weedy plants would be allowed.

It should also be noted that the Dog Park is located within a short distance of the Bushgardens, which may provide a better option, with potentially more space available. If this was chosen as an alternative site to the Bushgardens, there would be more flexibility in relation to the plant species (hybrid of non-natives and natives).

The Barossa Bushgardens staff have indicated their willingness to supply and assist with plant selection should an alternative site be chosen.

### **Attachments or Supporting References**

Nil.

### **Council / Bushgardens Strategic Plans**

Council Strategic/Corporate Plan

Corporate Plan

Natural Environment and Built Heritage

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

Community and Culture

- 5.3 Create vibrant public spaces that provide places for creative developn cultural interaction and social connections.

Bushgardens Strategic Plan

Strategy 2

Facilitate health and wellbeing programs.

## 14 DEBATE AGENDA

### 14.4 DEBATE AGENDA – REVIEW OF NURSERY WHOLESALE AND RETAIL PRICING STRUCTURE, AND MISCELLANEOUS CHARGES

#### RECOMMENDATION

**That the Committee:**

- 1. Receive and note the report.**
- 2. Approve the pricing structure as detailed for inclusion within Council's Fees and Charges Register for 2021-22.**

---

#### Purpose

To review the Barossa Bushgardens Wholesale and Retail Nursery pricing structure, for consideration within Council's 2021-22 Budget review.

Also for consideration is various other miscellaneous charges that if endorsed by the Committee, will need to be put to Council for inclusion within the 2021-22 Fees and Charges Register.

#### Discussion

As part of the Barossa Bushgardens Wholesale and Retail Sales Process, an annual review of plant pricing is required to be undertaken by the Nursery Sub-Committee at its meeting held by February of each year.

Following its meeting held on 19 January 2021, the Committee submits the following for Committee endorsement;

##### Wholesale Pricing Structure:

Tube - \$1.65  
Square Pot - \$4.00  
140mm Pot - \$6.00  
200mm Pot - \$18.00

Following the review of 'like' nurseries, it is deemed that the current Wholesale pricing structure is in line with those surveyed, and an increase is not recommended.

##### Retail Pricing Structure:

Tube – \$4.00 (up from \$3.50)  
Square Pot – \$6.00 (up from \$5.50)  
140mm Pot - \$11.00 (up from \$10.00)  
200mm Pot - \$25.00 (no increase)

Current Miscellaneous Charges for consideration and review:

Guided Tours

\$5.00 per person, \$2.00 per person (concession)

Self-Guided Tours

No charge

Calico Bags

\$5.00

Listed below are suggested fees for services/hire of facilities which are currently not implemented:

Open Day admission

Gold coin donation

Meeting Space (NRC) Hire for non-community groups:

\$45.00 per half day

\$65.00 full day

15% surcharge for bookings starting or finishing after 5:00pm (including pack up and clean up)

Meeting Space (NRC) Hire for Not-For Profit or Community groups:

Option One

\$22.50 per half day

\$32.50 full day

Option Two

Free of charge

Open Day and other events

Stall Fees –

Community Groups – No charge

Businesses - \$25.00

Trestle Hire - \$5.00

Chair Hire - \$2.00 per chair

Consignment Goods

A request has been received from Barossa Enterprises to place wooden goods for sale on consignment (bird houses, bee hotels and planter boxes). It is suggested that a flat fee of \$5.00 per item be charged for service providers such as Barossa Enterprises.

A Consignment Policy and Consignment Agreement is currently being developed and will be submitted to the Committee for endorsement in due course.

## **Attachments or Supporting References**

Nil.

## **Council / Bushgardens Strategic Plans**

### Corporate Plan

#### Natural Environment and Built Heritage

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

#### Community and Culture

5.3 Create vibrant public spaces that provide places for creative development, cultural interaction and social connections.

### Bushgardens Strategic Plan

#### Strategy 2

Maintain a strong financial framework

## 14.5 DEBATE AGENDA – SEEDS OF HOPE PROPOSAL

### RECOMMENDATION

That the Committee;

1. Agree to the provision of a space for hard copy materials of information about suicide prevention and mental health support on behalf of Seeds of Hope
2. Defer considerations of the request from Seeds of Hope for a staff presence at the Bushgardens, until such time as options and implications have been fully explored by Councils Collaborative Project Officer, Barossa Bushgardens staff, and Seeds of Hope representatives.
3. Request that a further updated report be submitted to the April meeting of the S41 Committee.

---

### Purpose

To inform the Committee of a request for collaboration between Seeds of Hope Suicide Prevention Network and Barossa Bushgardens.

### Discussion

Committee members are referred to the letter received from Seeds of Hope (the Group), outlining a proposed collaboration with the Barossa Bushgardens (refer [attachment 1](#)).

Following on from the success of the 'Come Create Connect' event for Mental Health Week that was held at the Barossa Bushgardens on 11 October 2020, considerations have been given to an ongoing collaboration.

Specifically, the Group are seeking the following;

- Once plant sales are conducted from the new sales shed, the Group would like to use the existing sales area to provide information to the public about mental health and where to access help if needed.
- The Group would like to maintain a presence at the Barossa Bushgardens for the public, possibly once a fortnight for a few hours, and are happy to consult with staff for a suitable time frame. "To clarify, the Group will not be conducting counselling at the Bushgardens but rather it will be a meeting space for their members and also to get people talking about the benefits of being out in nature".
- The Group would like to use the Bushgardens to hold their bi-monthly Committee meetings and also have informal meetings with BBG staff to share ideas and work together on potential projects.

- The Group would like to attract more people to the Bushgardens to experience the beauty and benefits of nature, which reflects back to the purpose of their network – reducing suicide in the community.

Activities, including meetings would have to be conducted outside of times of the Bushgardens volunteer days, and Monday's Carers and Disability Link Program.

Potential impacts on the day to day running of the Barossa Bushgardens (volunteers and core business) would need to be carefully considered, along with the need for an Agreement/MOU to be developed, with the included stipulation of Indemnity Insurance coverage.

Whilst the proposal may be seen to fit within Strategy 2 of the Bushgardens Strategic Plan - *Facilitate health and wellbeing programs*, the extent of participation needs to be carefully considered, including the possibility of future requests from other external worthwhile projects, which in turn may diminish the Barossa Bushgardens ability to deliver on core business as defined in the Barossa Bushgardens Strategic Plan.

Recently Council engaged a Community Connector, and a Pilot Project is available for people aged 18 years and over who live, work, or access services (eg: education, childcare health or community activities etc), supporting social, emotional and mental wellbeing. Although Nuriootpa is not included in the Pilot area, Council's Collaborative Project Officer is happy to meet with Seeds of Hope and Bushgardens staff to discuss ideas and also explore synergies with the Community Connector Project.

## **Attachments or Supporting References**

Proposal from Seeds of Hope.

## **Council / Bushgardens Strategic Plans**

Council Strategic/Corporate Plan

Community and Culture

5.3 Create vibrant public spaces that provide places for creative development, cultural interaction and social connections.

Bushgardens Strategic Plan

Strategy 2

Facilitate health and wellbeing programs



Barossa Bushgardens S41 Committee  
Barossa Council



To Whom It May Concern,

Re: Proposed Collaboration of Seeds of Hope Suicide Prevention Network with Barossa Bushgardens.

During the months prior to October 2020, Seeds of Hope Suicide Prevention Network worked together with the Barossa Bushgardens to plan the 'Come Create Connect' event for Mental Health Week held in the Barossa Bushgardens on October 11<sup>th</sup>. This event included Labyrinth and Bushgardens walks and in the quadrangle adjacent to the Bushgardens building, Seeds of Hope and other community service providers, ran many free events for members of the community who attended.

Seeds of Hope Suicide Prevention Network continued communications with Doreen Von Linde at the Barossa Bushgardens, which were established during the organisation of this combined event. Following on from the success of this event, planning was made for the 'Walk Out of the Darkness' event, which was to be held on November 21<sup>st</sup>. Unfortunately, this planned event was cancelled due to a SA Government and Barossa Council COVID directive.

Conversations have continued between our two organisations with ideas regarding how we could benefit the wider community in new ways, culminating in the following list:

- Utilising the available space at Barossa Bushgardens for informal meetings between the personnel of the two organisations in order to continue communications and elevate collaboration by further engaging the wider community.
- Capitalise on the Barossa Bushgardens established scope that already alleviates feelings of loneliness and isolation for members of the community who are seeking to improve their mental health by creating a sense of belonging through social connection with others in the Bushgardens.
- Promoting the Barossa Bushgardens by advertising the benefits (and beauty) of spending time in nature for mental health, wellness and wellbeing.
- Our partnership increasing community and visitor engagement via marketing e.g. social media, Seeds of Hope events and networking.
- Brainstorming new events similar to the 'Come Create Connect' event in October 2020.
- Given Seeds of Hope's financial success with previous grant applications (successfully awarded 3 grants from 3 applications) as well as successful acquisition of generous community donations; this collaboration aims to build the capacity of the fundraising capabilities/ capacity of the Barossa Bushgardens
- Holding stalls, creating a Sunflower Mandala, and other activities at the 'Barossa Bushgardens Open Day' on May 16<sup>th</sup>, 2021.
- Members of Seeds of Hope Suicide Prevention Network having a more frequent presence at the Barossa Bushgardens, through various means.
- Providing a vast range of resources at the Barossa Bushgardens for a wider target audience:
  - Community members seeking information to assist with mental health challenges.

- Young people/teenagers with an area of the Bushgardens complex set up specifically for them.

We are contacting you to formalise and propose collaboration between the Seeds of Hope Suicide Prevention Network and the Barossa Bushgardens with the aim to work together for the benefit of both organisations and our wider community through planned events and activities.

Sincerely hoping that this collaboration meets with your approval,

**Jan Hoffman** (Secretary)

**Seeds of Hope Suicide Prevention Network**

Postal Address: **PO Box 418, Nuriootpa**

Email: [seedsofhopespn@gmail.com](mailto:seedsofhopespn@gmail.com)

Phone: **7531 2973 or 0409 284 983**

*(A Network of the South Australian Suicide Prevention Networks)*

**15 URGENT OTHER BUSINESS**

**RECOMMENDATION**

**That the Committee:**

- 1. Receive and note the report.**

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**Purpose**

To raise other urgent business not listed on the agenda.

**16 NEXT MEETING**

14 April 2021 commencing at 1:00pm.

**17 CLOSE**