

NEWSLETTER



AUSTRALIAN PLANTS SOCIETY MITCHELL GROUP INC.

Email: mitchell@apsvic.org.au

Website: www.apsmitchell.org.au

PO Box 541, Kilmore Victoria, 3764

Inc# A0054306V

March news...!

Hello and welcome to our March '21 edition...

Well, what an anti-climax February turned out to be! Firstly, thank you to everyone for your patience & understanding regarding the sudden cancellation of our hoped for meeting.

Covid-19 issues permitting, we plan to go ahead with our AGM (as previously advertised) on Monday March 15th. Sadly, Covid-19 related events of 2020-21 have had an impact on both our group activities & membership numbers. So we ask our members to please give serious consideration to putting your hand up for a committee role - As there is at least 1 current committee member standing down, & it is vital to the continuance of the group that we fill all committee positions. We understand that people may want to help, but could be reticent to attend general group meetings at the moment. In this case, a fully completed [nomination form](#) can be lodged prior to the meeting. In particular, we are looking for an Assistant Treasurer, General Committee



Grevillea pyramidalis subsp. pyramidalis

Photo: Ian Evans

members, including someone to take on the role of Group Librarian. If you can help, please contact Ian on 0438 270 248
Email: secretary@apsmitchell.org.au

The April newsletter will be due for issue on or within a few days of Monday April 12th. Contributions remain very greatly appreciated— if you can help out with items of interest please send them in by April 5th. Email to:

wattlegum@southernphone.com.au

Looking forward hearing from & seeing as many members & friends as possible at our March meeting.

Cheers until next time, Jeanine

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Grevillea rhyolitica x victoriae
19 months in the ground & now hardly without a flower: Photo: J Petts (4/3/21)



March 2021

Volume 8, Issue 2

Mitchell Diary Dates..

- In line with ongoing Covid-19 advice, restrictions may apply or effect APS related events. If in doubt, please [contact us](#) (see [contacts list on page 7.](#))

- Please note: meetings will be held under the requirements of our [Covid safe facility plan](#); Please read the plan (from [page 10](#)) prior to attending.

- MONDAY MARCH 15th, 7:30pm Meeting & AGM in the John Taylor Room, Kilmore Library, Sydney St, Kilmore (access via side street entrance) - Guest speaker: Ian Evans - Collecting *Grevillea* for DNA analysis in the Kimberley & Pilbara WA.

- MONDAY APRIL 19th, 7:30pm Meeting - Guest Speaker: To be advised

- Save the date: Saturday Oct 16th - APS MITCHELL SPRING PLANT EXPO & SALE



Gardens for Wildlife News...

Shared by Ian Julian per Laura Mumaw - Gardens for Wildlife Victoria

One of our network members has kindly shared a compilation of wildlife gardening features from Gardening Australia over a number of years, which, we have now put a link to in a website blog:

<https://gardensforwildlifelifevictoria.com/2021/02/24/gardening-australia-wildlife-gardening-stories/>



The more people watch these clips, the more the program can see that there is an audience for this type of content. It's a new channel, only set up over the summer. So please enjoy and share!

The link on the page will take Youtube, where you can play all or selected videos. While you're at it search for Gardens for Wildlife where you'll find videos from all over the world.

Provided by: Laura Mumaw on behalf of Gardens for Wildlife Victoria

**MEETINGS ARE HELD ON THE
3rd MONDAY OF THE MONTH
(February to November)
unless otherwise advised**

**Commencing 7:30 pm in the
John Taylor Room, Kilmore
Library, Sydney Street,
Kilmore Vic 3764**

Entry \$2.00 Gold Coin

Guest Speaker

Door Prizes

Plant Sales

**Use of the APS Mitchell free
Library**

Supper & Chat

VISITORS VERY WELCOME

Members & Visitors are
encouraged to bring along
exhibits for our "Show & Tell"
Flower Specimen Table

Please label plants



March Meeting: Monday 15th 7:30pm...

Our typical, no fuss, brief as possible AGM will start the March meeting & be followed by our Guest Speaker presentation from Ian Evans; on the topic of collecting *Grevillea* for DNA analysis in the Kimberley and Pilbara WA. Having grown up on a farm bordering Greater Bendigo National Park – Whipstick Section, about 25 k's North-west of Bendigo, Ian developed an early interest in native plants especially *Grevillea*. After leaving school, travelling, and working in South Australia and north Queensland, this interest grew. Ian returned to Bendigo in 1979, first working in Nurseries before starting his own landscape construction business in 1985. Ian joined the *Grevillea* Study Group in early 1980's and has been growing *Grevilleas* as well as collecting specimens since then.



Grevillea wickhamii subsp. aprica
Photo: Ian Evans

A door prize plant raffle & Flower Specimen Table will follow the presentation, so please bring some specimens from your garden for display & discussion (label specimens if possible). Supper including tea, coffee & home baked goodies and chat time will conclude the evening. Remember: visitors, guests and friends are very welcome at APS Mitchell meetings. The meeting will be held under the guidelines of our [Covid safe facility plan](#). Please read the plan (see back pages) prior to attending, & RSVP to Ian Julian: Ph: 0438 270 248 or email: apsmitchell@gmail.com to assist in managing numbers.

Memberships...

Membership numbers remain at 24 financial memberships, & we are still yet to solve the mystery of the unknown direct credit \$60 payment; made to the APS Bendigo Bank account on July 24th at 8.16pm from GMCU. Could the depositor please contact Christine Cram on 0458 238 270 & provide a [completed membership form](#) to ensure your details are passed on to APS Victoria (to enable your magazine subscription to be sent etc.). Memberships for the current 2020-21 year were due last July, so anyone yet to renew, please do so prior to our AGM on March 15th 2021.

For all membership enquiries, information, please contact Christine Cram:

Phone: 0458 238 270 or Email to the attention of the Membership Officer:

mitchell@apsvic.org.au Membership information, forms and contact information can also be found at our website. <http://www.apsmitchell.org.au/membership/>

A small garden project ...

By Jeanine Petts

Photos from members & friends were a bit thin on the ground this past month, so I guess this is the right time for me to share a little project I've had brewing over the past 12 months or so; A complementary planting around a new birdbath...

Firstly, apologies for not having the forethought to take a proper "before works began" photo, oops, my bad ;-). That said, what triggered this particular little project, was bringing home yet another birdbath from Dave's Dirt Works in Broadford (some great finds to be had there, & I find it hard to resist a bargain or two).

So, as far as this pictorial record goes, we have to start (see above right) with the newest receptacle in place; on a convenient chain-sawed lump of timber (snatched from the firewood pile), & cunningly placed under an available tap (for ease of filling), which, happened to be in the middle of a lawn/drive by track area that, had occasionally been driven into by the odd visitor or two. I was hoping that by creating a larger visible "target", this might reduce the likelihood of future MVA's—so far, so good!

After initially simply placing the new bath under the tap, & leaving it at that for a couple of months; of course, all the pasture grasses & weeds that abound on our patch, thrived with the now additional daily watering. To compound the issue, the cut of the ride-on mower couldn't trim close enough. So now I had a bit of an eyesore & an increased weed seedbank to deal with.

I decided what was needed here was;

- (a) The removal of the large clumps of *Phalaris aquatica* (AKA bane of my life), Wireweed, Clover, & non-native Plantain, Cat's Ear etc. etc. (see pic 1).
- (b) To replace these with species, which, once grown, would; out compete the weed species, grow to surround & shelter the bird bath, & that I would be happy to see mowed down if they spread outside the "mower can't reach it" zone.

Serendipitously for me, I had a couple of suitable candidates on hand: *Calotis scapigera* Tufted Burr-daisy (pictured bottom right), & a *Wahlenbergia* sp. (pictured over the page). The *Wahlenbergia* came home with me from a Seed Collection workshop I attended at Tallarook around 18 years ago. I have long ago lost the species name, as the top end of it's tag broke off & disappeared. I think the name ended in "cilis" or similar, & suspect it may be *W. gracilis*, *W. gracilentia*, or other, however, I cannot be sure.

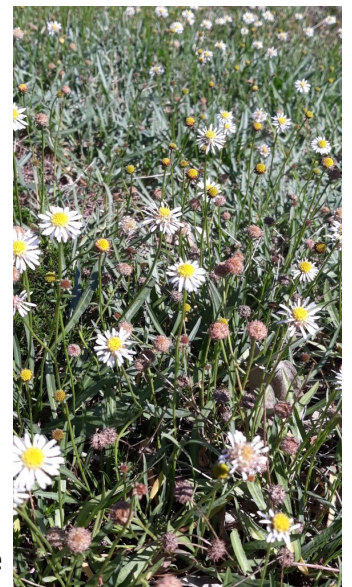
Calotis scapigera is a stoloniferous, densely growing, mat forming member of the Asteraceae family that can grow to 35cm high, & has a long flowering period from October to May. The white flowers produce burrs after flowering. It prefers moist heavy clay soils in full sun to semi-shade. Root cuttings & runners strike very readily, & it is an



1. After clearing assorted weeds & pasture grasses from around birdbath base. Photo: J Petts



2. Surrounds of birdbath newly planted with *Wahlenbergia* sp. & *Calotis scapigera*



Calotis scapigera

Photos: J Petts (Continued on page 4)

A small garden project continued...

(Continued from page 3)

excellent plant to assist in controlling soil erosion. I'm not particularly worried about it's burrs if this spreads into our "lawn" area (AKA mown weeds & pasture grasses with an occasional remnant native grass hiding here & there), as it is usually mown frequently, & low enough to inhibit most of the burr development in the "lawn". I generally have a pot or two of this daisy hanging around. It is a prolific spreader, & I once potted up a few stolon rosettes that I'd dug out while planting something else. Consequently I usually have a regular supply spreading amongst the plants in my propagating (sand bog) trays.

Likewise, the *Wahlenbergia* sp. conveniently self-seeds itself in the same propagating tray (& surrounds), as I have an ongoing patch under-planted in a nearby larger pot. This species has small blue flowers of 8-10mm across, and grows into a sprawling, tangled mass of around .5m high. It also has quite a long flowering season; with flowers occurring in spring, summer & into autumn.

After the initial planting, I later added a small perimeter layer of mulch. Then some months further on, planted an *Olearia lirata* seedling that was gifted to me by Barbara Mau (many thanks Barb :D). Which, I hope will eventually provide shade for the birdbath, & shelter along with perching places for the smaller feathered visitors.

Ongoing from the first planting, I have been hand weeding this small area while checking on the patch at each daily refilling/overflowing of the birdbath. This has kept the area moist & easy to weed. As time has progressed, there are now fewer, & fewer weeds to remove at each visit.

I have been trialling using milk carton guards to protect my new plantings, & the *Olearia lirata* had been doing quite well... That is, until the "Cockies" arrived & gave the plant parts escaping above the guard a hefty pruning— This is the price one must sometimes pay when you aim for a Garden for Wildlife: Plant it, & they will come, & munch, multiply etc. Since then the carton guard has been replaced with a much larger



Above: *Wahlenbergia* sp. Photos: J Petts



Wahlenbergia sp. Self-seeded in convenient tubes. Photo J Petts



Above : 13/1/21 Pre "Cockie" arrival.

Below: Post "Cockies" Photos: J Petts



(Continued on page 5)

A small garden project continued...

(Continued from page 4)

wire mesh guard (compliments of the man of the house). Fortunately the Daisy bush is bouncing back nicely, & all in all, I'm rather pleased with the result so far.

Olearia lirata Snowy Daisy-bush, will grow into a soft open shrub - small tree of 2-5m x 2-3m. It's branchlet & lower leaf surfaces are covered in fine greyish-white star shaped hairs. Upper leaf surfaces are shiny, dark green, and the pointed lanceolate leaves grow to 3-16cm long x 5-35mm wide. Masses of white flowers occur in loose panicles from September - December. Ideally it prefers moist well-drained soil in semi-shade to full shade. Here it is growing quite well in full sun.



3/3/2021 Now with mesh (hopefully Cockie proof) guard around the young *Olearia lirata*

This has been quite a cheap project, using mostly found or on hand items, excepting the initial purchase price of the bird bath. Why not have a go at something like this & adapt it to your own garden? There are as many options for plantings as there are gardeners & ideas. Of course feel free to share any results with us at APS Mitchell & Gardens for Wildlife.

Lastly another favourite "bird bath view" in my garden, along with some other options for low plantings...



17/2/21 Bird bath beside *Eucalyptus camaldulensis*, with self-seeded; *Xerochrysum viscosum* at base & *Solanum laciniatum* directly behind. Planted *Correa glabra*, *Eucalyptus scoparia*, & *Bursaria spinosa* in the background.
Photo: J Petts



Brachyscome iberidifolia? A variety sourced from Neil's Plants in 2016. Growing with *Wahlenbergia* sp. Needs some frost protection.



Veronica gracilis - Slender Speedwell, grows to 5-20cm high & spreads to 1m wide. Delicate blue flowers in spring. Tolerates poorly drained soils.



Scaevola aemula "Purple Fanfare", a non-local cultivar, but it is hardy, suckers & spreads well. Grows to 20-30cm high, & slowly spreads to more than 1m.



Viola hederacea, hardy & loves damp sunny or shady sites. Photos: J Petts

Atriplex semibaccata...

By Norbert Ryan

***Atriplex semibaccata* Creeping or Berry Saltbush**

I recently had the opportunity to look at a school site in Wallara Waters estate at Wallan, in preparation for planting of a small area of indigenous species. There has been significant earthwork and drainage in the preparation of this site. In some areas there was scraping and mounding of topsoil to remove gorse and destroy it by mulching. This area was formerly swamp land, which, was drained and used for grazing. The area is subject to strong winds and heavy winter frosts. Little remains of any remnant vegetation apart from a large swamp gum, now protected within a fenced area that sits 80-90 cm below the new surface level. Local weeds include Paterson's Curse, Artichoke Thistle, Wireweed, Capeweed, Stinkwort and many, many others (not previously encountered by me). Despite the competition, sitting amongst this sea of weeds are numerous clumps of Berry Saltbush, its survival probably ensured because of its deep tap root and abundant seeding.

The saltbush occurs in flat clumps, approximately one metre in diameter to 40cm high. The leaves are small, grey-green, short stemmed oblong to 6-18 mm x 2-7 mm wide, with a grey mealy surface but smooth underneath. Flowers are minute, barely discernible; male flowers occur in small clusters in upper axils and female flowers cluster in the lower axils. Flowering occurs throughout the year but peaks in November-February. The fruit or berries generally ripen from September to December but are still common now, in this wetter year. The berries are red and rhombic in shape, 2-5 mm long. The fruit and leaves are edible and can be used fresh or blanched. The berries are sweet but salty. This is apparently a locally adapted population that could be an useful addition to indigenous plantings.

Why preserve and encourage growth of this fairly non-descript species? It is tolerant of basaltic saline soils and dry conditions, it forms a mat which may restrict growth of weeds and the berries are attractive for ground feeding birds and reptiles. Other properties are that it can be used for erosion control and the high saline content of the leaves makes them less flammable and therefore a useful cover for mulch in fire-prone areas. For cultivation sow mature berries in potting mix, germination occurs within a few weeks.



Picture 1. *Atriplex semibaccata*, baccata means bearing berries, note mealy upper surface of leaves

Photo: Norbert Ryan



Picture 2. *A. semibaccata* showing clumps growing in a poorly draining area.

Photo: Norbert Ryan

References: Marilyn Bull 2014, Flora of Melbourne; Stephen Murphy, Recreating the Country (Blog 23/4/2020); and VicFlora <https://vicflora.rbg.vic.gov.au/>

Reminders, APS Victoria Diary Dates & Other Events

Thank you

- For the various contributions of articles, answering pesky questions, event information, photos, feedback, proof-reading, researching & providing other information as needed and general support...

A BIG THANK YOU TO:
Christine Cram,
Ian Evans,
Ian Julian,
Barbara Mau,
Laura Mumaw - Gardens for Wildlife Victoria,
Norbert Ryan,
Victorian Native Bonsai Club.

APS VIC DIARY DATES...

In line with ongoing advice on COVID-19 (coronavirus), restrictions may apply or effect APS-related events.

APS Victoria will endeavour to keep event status updated on the APS Victoria website: <https://apsvic.org.au/events/>

Or check with the event organiser.

March 13 & 14 - APS Warrnambool host APS Victoria COM meeting

April 17 - APS Geelong Australian Native Plant Sale: 'Wirrawilla', Lovely Banks.

April 24 - APS Yarra Yarra Autumn Plant Sale, Eltham Community & Reception

Centre, Eltham. 10 am - 4 pm.

May 1 - APS Mornington Peninsula Plant Sale, Seawinds Gardens, Arthurs Seat Park, Purves Road, Arthurs Seat. 10 am - 3.30 pm

May 8 - APS Melton and Bacchus Marsh Plant Sale. 9am to 1pm. The venue is expected to be St Andrews Uniting Church at Bacchus Marsh, but yet to be confirmed.

May 8 & 9 - Cranbourne Growing Friends hold a weekend plant sale in the gardens from 10am - 4pm. Check www.rbgfriendscranbourne.org.au for plant list and to ensure that the sale is going

ahead prior to the sale.

June 2021 - APS Vic COM Shepparton. Date & details to be advised.

June 26 & 27 - APS Ballarat Winter Flower Show. Flower show, plant sales etc. Robert Clark Centre, Ballarat Botanic Gardens, Gilles Street, Ballarat. 10am - 4pm.

Sept 4 - APS Wilson Park (Berwick) Plant Sale, Wilson Botanic Gardens, Berwick.

September 11 & 12 - APS Yarra Yarra Australian Plants Expo, Eltham Community & Reception Centre, Eltham. 10 am - 4 pm.

(Continued on page 8)

Committee & Contact Information

AUSTRALIAN PLANTS SOCIETY, MITCHELL GROUP INC.

PO Box 541, Kilmore, Victoria, 3764

No. A0054306V

Email: mitchell@apsvic.org.au

Website: www.apsmitchell.org.au

Committee Members

President: Norbert Ryan 0428 180 651
Vice President: Dawn McCormack
Secretary: Ian Julian 0438 270 248
Email: secretary@apsmitchell.org.au
Treasurer/Memberships: Christine Cram 0458 238 270
Committee: Bill Barker, Dawn Barr, Jeanine Petts, Victoria Morris.
Group Librarian: Volunteer position open
Plant Sales: Volunteer position open
Newsletter Editor: Jeanine Petts 0409 029 603
Gardens for Wildlife Coordinator: Volunteer position open. Email: g4w@apsmitchell.org.au

Newsletter contributions:

Contributions should be sent to Jeanine Petts
Email: wattlegum@southernphone.com.au

Post: PO Box 381, Pyalong Vic 3521

For inclusion in the next Newsletter please forward contributions prior to the first Monday of each month.

Local Nurseries open for business ...

Please remember to support our local native nurseries...

Valley of 1000 Hills Nursery (David & Helen Laurie)
Supplying indigenous tubes stocks.
150 Reid Rd, Reedy Creek.
Open Saturdays 10am to 5pm. Phone: 03 5784 9286

Ironstone Park (Peter & Joan Broughton)
Specialising in rare, unusual & hard to find native plants.
Lot 33 Paling Rd, Heathcote.
Open by appointment: The garden is looking fabulous with many unusual natives worth looking at. Call Pete on: 0419 878 950 if you would like an appointment or arrange to have plants dropped off.

Russell Wait - Eremophila specialist
Russell grows *Eremophila*, some standard *Grevillea*, and does occasionally have a small quantity of other species. Held in his garden is the Botanical Collection of Eremophila for Plant Trust that he has held for approximately 25 years.
11 Tranter Close, Riddells Creek.
Open by appointment: Visitors need to telephone first to arrange access. Mobile reception in the area is very poor, so the landline is the preferred & most reliable method of contact.
Telephone: 03 54287956 Mobile: 0428 388 211

Diary Dates & Other Events continued...

(Continued from page 7)

September 25 & 26 - APS Grampians Group host APS Victoria COM Meeting.

October 2 & 3 - APS Grampians Group Pomonal Native Flower Show, Pomonal Hall.

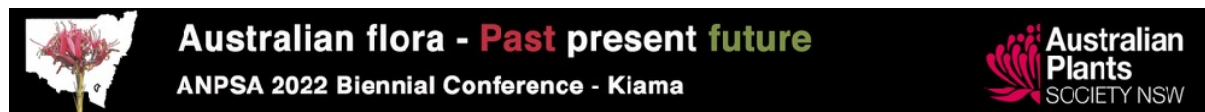
October 9 - APS Echuca Moama Native Flower Showcase, Echuca Masonic Lodge Hall, 426 High Street, Echuca. A huge flower display, plant sales, floral art, Native Bonsai, basket weaving and other displays and demonstrations. 9 am - 4 pm.

October 16 - APS Mitchell Annual Flower Expo and Sale, Memorial Hall, Kilmore.

October 23 & 24 - APS Ballarat Spring Flower Show. Robert Clark Centre, Ballarat Botanic Gardens, Gilles Street, Ballarat. 10 am - 4 pm.

November 13 & 14 - Garden DesignFest, Metro Melbourne & Mornington Peninsula

November 20 & 21 - Garden DesignFest, Regional Victoria: Ballarat, Euroa, Geelong and Macedon Area.



September 11 – 16, 2022 - ANPSA Biennial Conference 2022 – Kiama, New South Wales. Preliminary details of the Conference, pre- and post-Conference tours and the beautiful town of Kiama can be found on the APS (NSW) website:

<https://austplants.com.au/ANPSA-Biennial-Conference-2022>

September 26 to 30, 2022 - 7th Global Botanic Gardens Congress, Melbourne. *Influence and Action: Botanic Gardens as Agents of Change*. Includes a youth program for future gardens' leaders aged 18 to 24.

October 15 & 16, 2022 - 14th FJC Rogers Seminar. Topic: Fabulous peas (the typical 'pea-flowered' plants from the sub-family Faboideae. York on Lilydale in Mt Evelyn. Expressions of interest and queries to fabulouspeas2022@gmail.com

VNBC Bonsai Exhibition
Opening March 19th 2021:
www.vicnativebonsai.com.au


BONSAI EXHIBITION

AUSTRALIAN NATIVE PLANTS AS BONSAI

Special Opening Night
 March 19th 2021
 5:30pm to 8:30pm
 March 20th 2021
 9am to 4pm

Preston Shire Hall,
 Corner of
 High St & Gower St,
 Preston

Adults \$5, Children under 16 free



Callistemon viminalis

VICTORIAN NATIVE BONSAI CLUB 2021

Australian native plants and bonsai related items for sale.
 For further information contact: seccnativeclub@gmail.com

Meetings are held at: Harry Atkinson Centre, Coburg Lake Reserve, Coburg at 7:30pm on the second Tuesday of the month.

www.vicnativebonsai.com.au



AUSTRALIAN PLANTS SOCIETY MITCHELL GROUP INC.

Email: mitchell@apsvic.org.au
Website: www.apsmitchell.org.au

PO Box 541, Kilmore Victoria, 3764
Inc# A0054306V

APS Mitchell Group Inc. Annual General Meeting

The Australian Plants Society Mitchell Group Inc. Annual General Meeting delayed from November 2020, will be held on Monday March 15th 2021, commencing at 7:30pm in the John Taylor Room at the Kilmore Library, Sydney Street, Kilmore. This will be followed by the general monthly meeting.

Nominations are being called for the following committee positions.

	President		
	Vice President		General Committee
	Secretary		Group Librarian
	Treasurer/Memberships		G4W Coordinator
	Assistant Treasurer		Newsletter Editor

(Tick applicable nomination, One nomination per form)

Name of nominator:

Signature:

Name of seconder:

Signature:

Name of nominee:

Signature:

☐

I confirm that I am a financial member of APS Mitchell Group Inc.

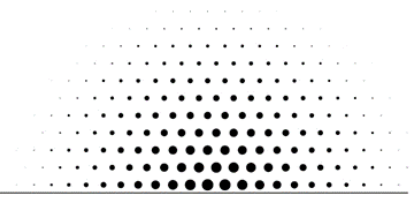
Address:

Telephone:

Nomination forms can be received by the secretary via mail to: PO Box 541 Kilmore Vic 3764 or email: mitchell@apsvic.org.au by the 12th of March 2021, or presented at the Annual General Meeting.

MITCHELL SHIRE COUNCIL.

COVID-19 Community Facility Safe Plan



COVID Safe Plan For APS Mitchell Group Inc. Organisation

PURPOSE

Mitchell Shire Council requires a COVID-19 Safe plan for groups and organisations who wish to return using Council owned or managed facilities. The following plan supports a safe approach for building use. Council welcomes the inclusion of any special guidance from your peak bodies and associations where this has been provided.

SCOPE

This plan applies to all people entering the KILMORE LIBRARY JOHN TAYLOR ROOM building located at 12 SYDNEY STREET KILMORE in line with the easing of COVID-19 restrictions identified by the Department of Health and Humans Services.

PLAN

3.1 Pre-Return Risk Assessment

Prior to people attending the site a Risk Checklist must be completed identifying how the requirements for physical distancing and people density will be maintained. A checklist to enact the plan is attached in Appendix 1

3.2 Considering groups needs

Organisers will discuss potential vulnerabilities with all group members and encourage individual participants to consider their own risk and need to attend. The group may need to consider supporting different members depending on their circumstances. Circumstances may have changed post COVID-19, for example they may now have additional carer's responsibility or family members with specific health risks.

Social and physical vulnerabilities that might affect a person attending the facility include:

- Immune-compromised: may limit attendance or may require additional controls
- Social isolation: managing return to social settings may not be easy for some people
- Need to assist family with child minding or other activities

Our plan for managing our members is:

- Sending Covid-19 safe plan to all members with the meeting groups notice
- A copy of the Covid-19 Safe plan with the meeting registration book
- Limit numbers to current DHS prescribed restriction number's
- Update all members as circumstances change

Any person who is unwell should not enter the building. This includes presenting with cold or flu symptoms including fever, runny nose, coughing, sore throat, aches or diarrhea. People with symptoms will be asked to leave.

This plan has been communicated to all affected members of the group.

MITCHELL SHIRE COUNCIL.

COVID-19 Community Facility Safe Plan



(Continued from page 10)

3.3 Return to facilities

3.3.1 Physical distancing measures

Physical distancing measures mean that people from separate households must be more than 1.5 metres from each other. In addition, a minimum space of 2 metres x 2 metres is required for every person in any room they access.

Spaces (e.g. corridors) where there is a potential for people to come in contact with each other may exist in the building. It is acceptable that people walk past each other in these spaces as the amount of time they are together is minimal. However, they are not to stop in these spaces and, if possible, the movement of members should be managed so that people will not physically brush past each other in this space.

Rooms in the building and the maximum number of people allowed (subject to current restriction limits on total numbers):

Room Name	Size (width X depth)	Max people (width x depth/2)
John Taylor Room		Max 40 people

Signs will be placed into any room where the maximum occupancy is less than the maximum allowed into the entire facility to advise that people are to wait until the room is vacated.

Cleanliness

Cleaning arrangements for the building are to be documented.

On entry to the building it is advised that every person wash their hands with soap and water or carries hand sanitiser to apply at entry. Everyone should avoid touching their faces.

For this building, at the end of every session any equipment and all tables and chairs used by the members need to be cleaned by the meeting organiser using soap and water with washable or disposable cloths. Spray and wipe is also satisfactory for cleaning.

Chairs with soft covers will, where possible, not be used as these are difficult to wipe down.

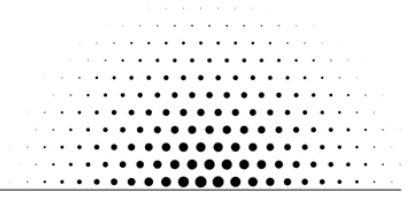
Council clean as per schedule arranged with the Contracts Management Coordinator at Mitchell Shire Council. This this has been communicated to each building manager.

(Continued on page 12)

Covid Safe Meeting Plan...

MITCHELL SHIRE COUNCIL.

COVID-19 Community Facility Safe Plan



(Continued from page 11)

COVID-19 Infection

If a member is diagnosed with COVID-19, the following process will apply:

- Notify members who may have had contact with the person per DHHS guidance
- Ensure the privacy of the individual is maintained
- Seek assistance from Council contact
- Inform Council to arrange a deep clean of the building

3.6 Breach of the policy

Everyone will be treated with respect and it is expected that members will adhere to guidelines to physical distancing to help minimise the risk of COVID-19 being spread. Should someone test positive who attended a meeting space their privacy will be maintained, however Council will need to support a contact tracing regime to inform others.

3.7 Legal Sources of policy

- [National COVID-19 Safe Workplace Principles](#)
- [NCCC COVIDSafe plan](#)
- *Occupational Health and Safety Act 2004 (VIC)*
- *Occupational Health and Safety Regulation 2017 (VIC)*
- *Disability Discrimination Act 1992 (Cth)*
- *Equal Opportunity Act 2010 (VIC)*

Appendix 1 – Checklist (to be completed for each session and retained by user group)

Before activity

- ☐ Date and time of activity _____
- ☐ Activity type _____
- ☐ Rooms used (e.g. hall and kitchen) _____
- ☐ Responsible person name (must be present throughout activity)

The following available:

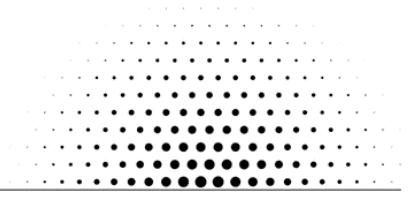
- ☐ Advice on COVID-19 available to everyone –
e.g. www.dhhs.vic.gov.au/staying-safe-covid-19
- ☐ Specific vulnerabilities determined and vulnerable group members encouraged to participate in other ways or to make arrangements with organisers for any special requirements to facilitate attendance
- ☐ Room sizes and number of people in each room signed

(Continued on page 13)

Covid Safe Meeting Plan...

MITCHELL SHIRE COUNCIL.

COVID-19 Community Facility Safe Plan



(Continued from page 12)

- ☐ Places where it will be difficult to maintain 1.5m spacing identified
- ☐ Signs for 1.5m and COVID-19 displayed
- ☐ Attendance sheet available and completed by all people entering facility
- ☐ Consideration for leaving doors open to allow access through doors without touching
- ☐ Advised patrons to hand wash/ hand sanitise as soon as they enter the building (consider leaving the outer toilet door propped open to avoid touching)
- ☐ Soap and water or disinfectant spray and disposable cloth (e.g. paper towel) available to clean surfaces touched
- ☐ Gloves available

Other risks to be managed (please list, use reverse of sheet if more space required)

During activity

- ☐ Encourage participants not to bring belongings into centre (less to contaminate and clean)
- ☐ All attendees have been asked if they are unwell or have a temperature
- ☐ All attendees have been asked to wash their hands upon entry
- ☐ All attendees have provided their contact information on attendance sheet
- ☐ All attendees have been informed about safe distancing (1.5m)
- ☐ All attendee have been advised of other risks to be managed (please see list, use reverse of sheet if more space required)

After activity

- ☐ All items used (including tables and chairs) washed with soap and water or sprayed and wiped with a disinfectant. This is the responsibility of the meeting organiser
- ☐ This form and the attendance sheet completed and stored in a centralised location (e.g. office) – to be made available upon request

Plan completed by:

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Role	Secretary APS Mitchell Group Inc.
Contact Number	0438 270 248
Email	apsmitchell@gmail.com
Date	28-01-2021
Signature	<i>Ian Julian</i>