Goody Patch Planning Groups 2015 - Updated

Key roles of Planning Groups:

1. Each group has a contact person who is responsible for communicating with the planning group members. The contact person is identified by the name at the top of the group list below (highlighted and underlined)
2. The contact person provides feedback (via email or in person) at gardener meetings on progress/planning - keeping records if needed
3. The group are encouraged to communicate/meet up outside of scheduled Goody Patch meeting times– avoiding using the generic Goody Patch email address if possible
4. Check roles against the Action Plan 2014/16

Name of group	What are the key roles	Time frame	Who's involved
Orchard & community plots planning group	- Plan planting locations - Organize resources & equipment - Fulfill grant obligations (in conjunction with Grant Planning Group) - Developing and maintaining community plots (planting/signage/weeding/irrigation)	Ongoing	**<u>Christy</u>** - Rhonda - Bec - Graeme - Penny - Yvonne - Lisa
Finance, grants and infastructure Planning Group	- Keep track of available community/school grants - Submit applications & and fulfill equittal obligations - Plan, coordinate and facilitate installation and maintenance of garden infrastructure in line with available funding	Ongoing	**<u>Rhonda</u>** - Jan - Penny - Graeme - Hardeep - Ian

Communication & community engagement planning group	• Take minutes at meetings and post on website • Keep website up-to-date with updates /photos • Ensure web-links with key partners are in place • Update Facebook page • Coordinate creating of appropriate signage • Letter-drop neighborhood (when needed) • Submit updates in school/Unley council newsletter • Install, sign post and maintain "help yourself" box for passing community • Develop a logo for the Goody Patch	ongoing	• **Nicky & Joanne** • Mag • Maryanne • Christy • Daniela
School children participation planning group	• Working with teachers, engage with students – develop & deliver activities • Link in with & encourage participation of parents/carers of students	ongoing	• **Bec** • Mary-Rose • Christy • Hardeep
Open day planning group	• Planning & coordinating of open day events	ongoing	• **Louise** • Bec • Christy • Jeremy • Daniela • Graeme • Michelle • Suzie
Membership planning group	• Manage membership fees & waiting list • Manage plot allocation & communication list • Liaise with Claire in managing DL	ongoing	• **Penny** • Louise • Mag

Garden art planning group	• Plan, coordinate & install artwork/creative designs • Network with teachers/students/Artist-in-Residence/local artists for artistic input	ongoing	• **Yvonne** • Joanne • Michelle • Sylvana/Nina
Composting planning group	• Manage and maintain composting bins/areas	ongoing	• **Graeme** • Mary-Rose • Hardeep • Maryanne • Raj