

Board of the
Botanic Gardens and
State Herbarium



Collections Policies 2021

Note: This policy document was endorsed by the Board of the Botanic Gardens and State Herbarium on 9 April 2021. This document will be reviewed in five years, however, comments on the policies may be addressed to the Director or Board at any time.

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Introduction

The Botanic Gardens and State Herbarium (BGS) is the corporate entity which includes Adelaide Botanic Garden, Mount Lofty Botanic Garden, Wittunga Botanic Garden, Botanic Park, the State Herbarium of South Australia and the Museum of Economic Botany. The Board of the Botanic Gardens and State Herbarium (the Board) operates pursuant to Section 6 of the *Botanic Gardens and State Herbarium Act 1978* (the Act) and is subject to the general direction and control of the Minister for Environment and Water. The Botanic Gardens and State Herbarium operates in accordance with the Act, the *Botanic Gardens and State Herbarium Regulations 2007* and the current *Strategic Plan*.

The Botanic Gardens and State Herbarium is a collections-based cultural and scientific institution. The Board is custodian of the unique collections, which are held in the public trust. Part 2, Section 13 of the Act details the functions of the Board with regards to collections as follows:

- a) to establish and maintain botanic and other gardens for the use and enjoyment of members of the public on land vested in or placed under the control of the Board;
- b) to establish and manage in, or in connection with, its gardens exhibitions of interest in the fields of botany, horticulture, biology, conservation of the natural environment or history;
- c) to establish and maintain a herbarium and, subject to the Act, to retain original specimens included in the herbarium;
- d) to accumulate and care for specimens (whether living or preserved), objects and things of interest in the fields of botany, horticulture, biology, conservation of the natural environment or history;
- e) to accumulate and classify data in regard to any such matters; and
- h) to carry out, or promote, research into matters of interest in the fields of botany, horticulture, biology, conservation of the natural environment or history.

The Botanic Gardens and State Herbarium manages living, cultural and preserved collections and through its science and research it improves understanding and appreciation of the botanical world.

The institution's science underpins evidence-based decisions that inform effective legislation, policies, education, management and land use practices. In addition, it contributes to the knowledge economy, and supports the community's resilience and sustainability.

The Botanic Gardens and State Herbarium engages with the wider community to share stories about plants and enhance understanding and appreciation of the importance of plants in sustaining life, and as a key part of cultural identity and social fabric.

Botanic Gardens estates provide unique experiences and learning opportunities for visitors, and create an urban oasis of peace and tranquility.

The Living, Herbarium and Cultural Collection policies are part of the strategy to conserve and enhance the Botanic Gardens and State Herbarium's role as an exemplary cultural and scientific institution. In particular, the policy provides a framework for maintaining, building

and displaying collections and enhancing the richness and uniqueness of the Botanic Gardens and State Herbarium as a public institution.

Each Policy within this document addresses the following matters:

- Function of the Collections Policy
- Authority and Delegation of Responsibility
- Collection Categories
- Scope of Collection
- Access to and use of Collection
 - *Photography*
- Acquisitions/Accessioning
 - *Laws and Permit Compliance*
 - *Loans and Material Transfer*
 - *De-accessioning*
- Collection Records
 - *Inventories*
 - *Collection Lists*
- Collection Management/Conservation
 - *Sustainability*
- Collection Insurance

These policies were endorsed by the Board of the Botanic Gardens and State Herbarium on 9 April 2021 and are due for review five-yearly. However, comments on the policies may be addressed to the Director or Board at any time.



Judy Potter

Presiding Member

Board of the Botanic Gardens and State Herbarium

9 April 2021

1. Living Collection Policy

The Board of the Botanic Gardens and State Herbarium is the custodian of a unique living plant collection, which is housed in three separate Botanic Gardens and Botanic Park:

Adelaide Botanic Garden

Adelaide Botanic Garden was started on its present site in 1855 in response to a public appeal made to the then Governor of South Australia. It was opened to the public in 1857 and is said to have been influenced by British, French, German and Dutch styles, which are reflected today in the heritage of the buildings and landscapes.

The Adelaide garden now displays living collections suited to its Mediterranean-type climate, including South Australian flora.

Mount Lofty Botanic Garden

A cool temperate Adelaide Hills garden, developed after the Board of Governors accepted a suggestion for a higher rainfall area of botanic garden to grow a wider range of plants in 1948. Purchased in 1952, Mount Lofty was opened to the public 25 years later in 1977. It now houses a wide selection of exotic taxa, natural stands of Mount Lofty Ranges vegetation as well as Australian natives and takes advantage of the cool moist climate of the Adelaide hills.

Wittunga Botanic Garden

A garden in the foothills of the Adelaide ranges donated to the South Australian Government and subsequently the Botanic Gardens of Adelaide in 1965. Wittunga was opened to the public in 1975. Originally a private garden established in the spring of 1902, it displays southern Australian and South African floras.

Botanic Park

Situated adjacent to Adelaide Botanic Garden, Botanic Park/Tainmuntilla is a 34-hectare arboretum of diverse trees. The land was purchased in 1866 and is separated from Adelaide Botanic Garden by a stately avenue of Plane trees planted in 1874, and on the northern side by the River Torrens and Adelaide Zoo.

South Australian Seed Conservation Centre

The Botanic Gardens and State Herbarium has established a significant long-term seed bank and associated programme to improve the effective conservation of South Australia's plant biodiversity. The *ex situ* conservation programme supports and complements *in situ* plant conservation programmes by seed banking, developing an improved understanding of the *ex situ* management of seed and of *in situ* and *ex situ* germination requirements and ecosystem functions of native South Australian plant species. This programme underpins landscape restoration programmes for South Australia and beyond. This programme also

supports potential long term recovery efforts of threatened species through *ex situ* storage of seeds.

The South Australian Seed Conservation Centre also supports the diversification of living collections in the garden estates. The BGSB has adopted the *Millennium Seed Bank Partnership Seed Conservation Standards for 'MSB Partnership Collections'* to ensure that seeds are banked to the highest quality and maintain viability. These standards also provide a basis for technology transfer amongst stakeholders within the BGSB network.

The focus areas for the conservation seed collections are determined by international instruments and various state and national legislation:

- Global Strategy for Plant Conservation (United Nations)
- *EPBC Act (1999)*
- *National Parks and Wildlife Act (1972)*
- *Native Vegetation Act (1991)*
- *Landscape South Australia Act (2019)*
- *Local Government Act (1999)*
- South Australian Government's Biosecurity Policy
- Priorities under the National Biosecurity Committee (Plant Health Australia)
- Species under threat

Variations to the focus areas of the South Australian Seed Conservation Centre are for the consideration of the Chief Botanist, aligned to state, national and international considerations.

The acceptance of collections for accessioning from third parties must:

- meet the BGSB adopted collections standards (including Material Transfer Agreements and be accompanied by provenance related data);
- align to collections purpose; and
- align to partnership agreements.

Release of accessions for use by external parties is limited to use for common good in the areas of research, conservation, education and knowledge creation. All other uses will be considered by the Director and Chief Botanist.

The South Australian Seed Conservation Centre maintains an internal database of its seed holdings, germination data of seed collections, and living plants used in propagation activities. Seed collections are accompanied by a herbarium voucher collected from the mother plant or population and lodged in the State Herbarium. Seed collection data is made publicly available under a Creative Commons License and published on the *Seeds of South Australia* website or future equivalent publicly available data repository, together with germination data and photographs of the seed and adult plants.

Function of the Living Collection Policy

The Living Collection supports the Botanic Gardens and State Herbarium's Vision and Mission and Board functions under the Act (1978).

The Living Collection Policy aims to:

- Define principles and criteria to evaluate all parts of the Living Collection.
- Provide direction for the development of the Living Collection and displays.
- Identify resources required for collection development and management.
- Provide a framework for separately defined policies for each garden.
- Provide a framework for the development of horticultural maintenance manuals for all Focus Collections and displays.
- Ensure living collections added are consistent with the cultural and scientific significance of the Botanic Gardens, and emerging priorities in consideration of the state's agenda for the conservation of the state's floral diversity.
- Promote an appreciation of the beauty, value and diversity of plants.
- Promote the Botanic Gardens is a place of leisure, health and well-being and education about the interconnectivity of plants, people and culture.
- Elicit thoughtful, creative and joyful responses to the Botanic Gardens, plants and environmental concerns.
- Enhance South Australia's landscape, green infrastructure and tourism offerings.
- Contribute to the state government's priorities.

Precise details of the various collections, their location and management are set out in each Garden's management plan.

Authority and Delegation of Responsibility

The Director, Botanic Gardens and State Herbarium has decision-making authority and responsibility for acquisitions, de-accessions, collections care and use of the Living Collection. This authority can be delegated by the Director to a staff member as appropriate (e.g. Deputy Director Collections).

Collection Categories

The Living Collection consists of:

- Plants on public display, both planted and native or naturalised
- Plants held for research and conservation projects (eg. Nursery collections)
- A seed bank collection used for conservation, research, and educational activities.

Scope of Collection

The Living Collection can be divided into seven primary themes:

- Geographical: A collection or display of plants based on a defined geographical area
- Biological and Ecological: Collections and displays of plants which grow together in biological or ecological communities defined by a particular range of environmental conditions
- Taxonomic and Evolutionary: A collection of plants which demonstrates principles of plant classification and evolution
- Ornamental and Landscape: A collection of plants grown for their ornamental and landscape qualities

- Historical and Cultural: Plants which display aesthetic, scientific, historical or social values for past and present generations
- Conservation: Plants that require protection due to their status in line with State, national or international conservation strategies. This will also cover the conservation of old cultivars and ornamental plant collections
- Research Collections: Plant collections which promote scientific research or are assembled for further research

More than one theme may apply to any of the collections. The multi-layered composition of many existing collections increases the potential for interpretation and research.

Focus Collections

Several Focus Collections will form part of the overall Living Collection. Through these collections the aim is to:

- Align with the Botanic Garden and State Herbarium's Strategic Plan including;
 - State, national and international biodiversity conservation strategies
 - Community and school education programmes
 - Overall visitor attractions and experience
- Reflect the historical significance of the Collections
- Support the significance of the existing Collections
- Allow representation of both exotic and native plants
- Improve the Botanic Gardens and State Herbarium's effectiveness in linking people to plants by the use of 'charismatic plants'.

Within each Focus Collection, 20–100 taxa will be selected to illustrate key concepts, messages and stories.

The Focus Collections are:

Dry Land Palms and Cycads

- *Cycads* (Mount Lofty, Adelaide): Cycads from the Australasian area.
- *Palms* (Adelaide): A sustainable collection based on low water requirements.

Rhododendrons (Mount Lofty): Species suited to South Australian conditions and relevant to the stories of plant discovery and habitat loss.

Tree ferns (Mount Lofty): Hardy members of the genera *Cyathea*, *Dicksonia* and allied taxa suited to Adelaide Hills conditions.

Flowering Trees (Mount Lofty, Wittunga, Adelaide): Ornamental flowering trees to promote the theme of sustainable and contemporary urban environments

Southern Hemisphere Conifers (Mount Lofty, Wittunga, Adelaide): Conifers native to the southern hemisphere which are under significant pressure in their native habitats and which also provide hardy options for sustainable landscapes.

South Australian Flora (Mount Lofty, Wittunga, Adelaide): A collection to highlight the breadth of South Australia's flora.

Flora of Madagascar (Adelaide): Xerophytic taxa of south-western Madagascar.

Rosa (Mount Lofty, Adelaide): South Australia's soils and climate are well suited to roses, reflected in the long tradition of rose growing in the Adelaide Botanic Garden.

Victoria amazonica and associated flora (Adelaide): The late 19th century pond in the 21st century Amazon Waterlily Pavilion houses the Amazon water lily and links visitors with the world of the plant hunters, especially the work of second Director Richard Schomburgk and his brother Robert.

Charismatic Plants (Mount Lofty, Wittunga, Adelaide): Plant species exhibiting unusual or bizarre modifications with obvious public appeal especially orchids, bromeliads and carnivorous plants.

Mediterranean Garden (Adelaide, Wittunga): A distinct collection of plants from the five mediterranean climatic zones to demonstrate the water-wise landscape of modern Botanic Gardens.

Plants that changed the world (Mount Lofty, Wittunga, Adelaide): A collection focussing on the indigenous use and economic development of the world's flora.

Dahlia and other flowering perennials (Mount Lofty, Wittunga, Adelaide): Ornamental flowering garden plants to form links with specialist plant societies.

The masterplans for Adelaide (2021), Mount Lofty (2020) and Wittunga (2020) Botanic Gardens contain further details regarding the Focus Collections and their roles within the estates. Current masterplans are available at <https://www.botanicgardens.sa.gov.au/about-us/development-planning>.

Interpretation of the Living Collection and plant labelling

The themes within the Living Collection will form a principal part of the Botanic Gardens Interpretation Masterplan and help to convey its overarching message through various appropriate communications strategies.

Within some collections are taxa of great value for various reasons (e.g. threat status, medicinal or horticultural value) and interpretation of the collection as a whole should not increase the risk of theft or damage to individual components or illegal commercialisation.

Plant display labels, a traditional form of providing visitor information in botanic gardens, will also form a part of communication strategies.

Access to and Use of Collection

The Botanic Gardens and State Herbarium is committed to creating garden exhibitions and displays that make its Living Collection as relevant as possible to the general public, students, scholars, members of the scientific community and landscape and garden professionals.

Public Access

Access to view the Botanic Garden and State Herbarium's garden Living Collections during normal operating hours will be encouraged with the following provisions:

- Access to the production glasshouses, nursery and propagation areas is restricted to staff or visitors accompanied by staff
- Written permission of the Director or a delegate is required to obtain seeds, material or other vegetative or propagules from any collection.

Access for Professional Colleagues and key stakeholders

Professional colleagues and key stakeholders are encouraged to meet and discuss research projects or partnerships with Deputy Director Collections or delegated staff member. Requests to use the Living Collection for research work or special projects should be addressed to the Director in the first instance. The *Foraging for Botanicals Policy* may be utilised to govern the foraging and subsequent use of foraged Living Collection material.

Photography

Visitors are permitted to photograph plants in the Botanic Gardens estates. If used in publications, the Botanic Gardens and State Herbarium must be clearly acknowledged as the source of the plant. The use of photographs that are the property of the Board of Botanic Gardens and State Herbarium will be covered by the Australian *Copyright Act 1968*.

Fees for commercial photography do not apply for not-for-profit, student and recreational photography and filming. Commercial photography – where the photographer/filmographer intends to make a profit from the shoot – will need to purchase a Filming and Photography Permit. More information is available here:

<https://www.botanicgardens.sa.gov.au/contact-us/filming-photography>.

Acquisitions and Accessioning

The selection of new acquisitions must follow the criteria set down in this Policy and supporting procedures and reflect the agreed objectives and criteria for a particular collection or display.

All plant acquisitions shall be accessioned following existing procedures. All accessioned collections shall be recorded on the BG-BASE™ Living Collections Information System (or the equivalent data record management system). Plants propagated from collections that have already been accessioned shall be given new accession numbers.

New collections and displays must be approved by the Director and suitable proposals are forwarded to the Director through the Deputy Director Collections.

Field collection trips for new collections and displays must be endorsed by the Director, or a delegate, following consultation with the Deputy Director Collections and the Collections Development Officer and or Chief Botanist.

When obtaining new acquisitions:

- Plants of Australian taxa are to be accompanied by full provenance details and herbarium vouchers to be lodged in the State Herbarium and should be of known wild origin.

- Plants obtained as seed from other botanical organisations or accredited collectors should, where possible, be without danger of hybridization.
- Any cultivars or hybrids should, where possible, be able to be linked to their origin and reflect the development of plant breeding or selection.
- Cultivars or hybrids should, where possible, have demonstrated authenticity (verified at source).
- Adherence to Access and Benefit Sharing guidelines and organisational policies is required.

New acquisitions will be obtained through:

- Direct collection from the wild by Botanic Gardens and State Herbarium staff or authorized BGSB collectors. Procedures will be reviewed and guidelines prepared.
- Requests and exchange from other botanical organisations and accredited collectors.
- Purchase from reputable nurseries or collectors able to provide necessary provenance information.
- Donations with known provenance from reputable sources.
- Salvage from other Botanic Gardens and nurseries in certain specific cases (e.g. old gardens of historical significance).

The following are not to be acquired:

- Plants that contravene the Convention for International Trade in Endangered Species (CITES).
- Plant material on those lands such as Indigenous Protected Areas (IPAs), areas of land under the Native Title Act or with current unresolved native title claims in the courts where BGSB has not obtained prior consent.
- Prohibited imports.
- Declared noxious weeds.
- Known or potential weed species.
- Plants regulated to control the transmission of diseases.
- Plants identified by the Gardens with potential to cause hybridisation problems.
- Plants regulated to control public health problems.

If there is any reason for acquiring a plant falling within one of these categories then full permission of all relevant authorities will be required to be presented to the Director for exemption approval.

Laws and Permit Compliance

Any plant material acquired must have been gathered and prepared in compliance with state, national, and international laws and regulations where appropriate, and must have been collected in a rational, scientific, and ethical manner. Materials of endangered species will be handled in compliance with the provisions of the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act), the *National Parks and Wildlife Act 1972*

(South Australian Endangered Species, Schedule 7; Vulnerable Species, Schedule 8; and Rare Species, Schedule 9) and/or the *Convention on the International Trade in Endangered Species of Wild Fauna and Flora (CITES) 1977*. Any development of wetland collections will be done in compliance with the *RAMSAR Convention on Wetlands 1971*.

Material Transfer

The Botanic Gardens and State Herbarium upholds the spirit of the International Convention on Biological Diversity and the laws and legislation its collections are subject to. Any seed or other plant material that is supplied to other Botanic Gardens and research institutions is done so on the following basis:

- The seeds or other plant material are used for the common good in the areas of research, conservation and the development of credible Botanic Gardens.
- Permission is required from the Botanic Gardens and State Herbarium if the recipient seeks to directly or indirectly by passing on to a third party, material or its products or research derived from it for the purposes of commercialisation, of either the genetic material, its products or research derived from it.
- The genetic material, its products or research derived from it may not be passed to a third party for commercialisation without permission from the Botanic Gardens and State Herbarium.
- Provision of material must not contravene the collections permits obtained by or assigned to the Botanic Gardens and State Herbarium.
- Publications resulting from the use of the plant material supplied by the Botanic Gardens and State Herbarium must acknowledge this institution as the supplier.
- All plant material provided to third parties will be subject to a Materials Transfer Agreement.

It is noted that select BGSB plant material has caveats within its collection permit(s) and may not be able to be passed onto a third party. This must be checked prior to all transfer requests.

All other uses will be considered by the Director, Deputy Director Collections and/or Chief Botanist.

De-accessioning

De-accessioning of collections must be endorsed by the Director. Suitable proposals are forwarded to the Director through the Deputy Director Collections. The role of any collection in research, education or interpretation must be considered as part of the proposal.

South Australian Seed Conservation Centre Seed Bank

The focus areas for the conservation seed collections are determined by:

- Global Strategy for Plant Conservation (United Nations)
- *EPBC Act (1999)*

- *National Parks and Wildlife Act (1972)*
- *Native Vegetation Act (1991)*
- *Landscape South Australia Act (2019)*
- *Local Government Act (1999)*
- South Australian Government's Biosecurity Policy
- Priorities under the national Biosecurity Committee (Plant Health Australia)
- Species under threat

Variations to the focus areas of the South Australian Seed Conservation Centre are for the consideration of the Chief Botanist.

The acceptance of collections for accessioning from third parties must:

- meet the BGSB adopted collections standards (including Material Transfer Agreement and provenance information);
- align to collections purpose; and
- align to partnership agreements.

Release of accessions for use by external parties is limited to use for common good in the areas of research, conservation, education and knowledge creation. All other uses will be considered by the Director and Chief Botanist.

Collection Records

The primary responsibility for the Living Collections Information System lies with the Collections Development Officer and the Plant Records Officer. The Botanic Gardens and State Herbarium has a collective responsibility to keep these records up-to-date in a shared role, involving Site Managers, Curators, Horticulturists, Collections Development and Plant Records Staff.

Inventories

As a part of the Botanic Gardens record keeping, all collections will be regularly inventoried and plants labeled accordingly in the garden estates.

Collection Lists

A census of the Living Collection is available upon request to the Deputy Director Collections and will be facilitated by the Collections Development Officer.

South Australian Seed Conservation Centre

Details of the information held for samples in the Seed Bank are available from the Seed Bank Curation Officer.

Collection Management

Detailed management plans have been produced for each Botanic Garden and will be regularly reviewed.

As a part of the conservation and maintenance of the Living Collection, the Botanic Gardens and State Herbarium has an Integrated Pest Management (IPM) programme to protect the Collection from pests and diseases. The objective of IPM is to balance the most favourable treatments for the Collection against safe conditions for staff and visitors.

Sustainability

The Botanic Gardens and State Herbarium's contribution to the achievement of sustainable landscapes will continue to be achieved through a range of activities including:

- The assessment of all new plantings against the issue of tolerance to water stress
- The continuing focus on water in community and school education programmes
- Significant improvements in reticulation infrastructure, irrigation technology and application management and water source usage
- A new focus on research in seed ecology, climate change, evolution of arid plants and landscape restoration
- Partnering/working collaboratively with Green Adelaide, universities and the Australian Arid Lands Botanic Garden.

In a broader sense, the Botanic Gardens and State Herbarium is committed to sustainability being achieved through changes in its own practices so as to minimise environmental impact.

South Australian Seed Conservation Centre

Seeds have been collected from regions across the state and safeguarded in long term storage at subzero temperatures. Approximately half the species in the state (about 2,000) and nearly 83 per cent of the state's threatened species are currently stored in the seed bank and form part of the Living Collections at Adelaide Botanic Garden. Detailed guidelines for seed storage are available from the Seed Bank Curation Officer.

Collection Insurance

The sites of the Botanic Gardens and State Herbarium are covered by the South Australian Government Captive Insurance Corporation (SAICorp). While the Living Collection as a whole is not insured, plants are insured against damage during events held in all the Botanic Gardens or in Botanic Park.

The modified Burnley Method is used to value living collection specimens, as required. An audit and review of the total value of the Living Collection at all three botanic garden estates and Botanic Park should be undertaken every five years.

It is important to note this evaluation method only accounts for value for replacement purposes, however many of the specimens are irreplaceable and the cultural significance of the specimens is not factored into this valuation.

2. State Herbarium Collection Policy

The Board of the Botanic Gardens and State Herbarium is the custodian of a unique Herbarium Collection and its management is the responsibility of the Botanic Gardens and State Herbarium's Science and Conservation Unit.

The Botanic Gardens and State Herbarium supports scientific research both within and outside South Australia by:

- Providing facilities for herbarium specimen preparation and conservation.
- Managing and organising storage facilities suitable for long-term specimen care.
- Providing access to specimens and their associated data.
- Establishing policies that ensure the ongoing availability of specimens for present and future research.

Function of the State Herbarium Collection Policy

The State Herbarium Collection supports the mission statement for the Botanic Gardens and State Herbarium and is used for the purposes outlined in the statement.

Through this policy the following tangible and intangible benefits to the State Herbarium are generated by:

- Defining the principles and criteria to evaluate collections held by the State Herbarium.
- Providing directives for the on-going development of the State Herbarium Collection.
- Defining the breadth of the State Herbarium Collection so as to determine what resources are required for Collection development and management.
- Identifying the need for separately defined guidelines for collections within the State Herbarium.
- Encouraging the on-going review of curation procedures for the State Herbarium Collection.
- Ensuring that collections added are consistent with the scientific significance of the State Herbarium.
- Fostering an appreciation of the diversity of plants.
- Nurturing the role of the State Herbarium as a place of learning and scientific endeavour.
- Ensuring that the State Herbarium's collection of plant specimens constitutes a valuable and significant scientific and cultural heritage which can be adequately managed and conserved.

Specimens will not be accepted for incorporation in the State Herbarium unless the collections are;

- Australian native and/or naturalised plants.

- Of known provenance.
- Cultivated plants representing living collections based at strategic institutions (note, data from these specimens will not be delivered to online systems).
- Specimens required as a component of research projects published by South Australian researchers requiring vouchers to be lodged at an authoritative institution.
- Of sufficient quality to meet minimum requirements for identification and data management purposes.

Specimens must also be provided with 'internationally' agreed collecting and data standards and must come with evidence of legal collection (i.e. are able to be compliant with Nagoya protocols) including provision of collection permit number (and copy of permit) and/or statement of agreement from landholder for non-Crown lands.

Authority and Delegation of Responsibility

The Chief Botanist has decision-making authority and responsibility for acquisitions, de-accessions, collections security and use of the State Herbarium Collection. This authority can be delegated by the Chief Botanist to appropriate State Herbarium staff.

Collection Categories

The State Herbarium Collection consists of:

- Vascular plants (pteridophytes, gymnosperms and flowering plants)
- Algae – particularly marine
- Bryophytes (mosses, hornworts and liverworts)
- Fungi (mostly macro-fungi and non-pathogenic forms)
- Lichens
- Fossils
- Scientific illustrations (refer also to the Cultural Collection Policy)

In addition to dry-preserved State Herbarium material, the Collection may contain liquid-preserved plant parts, photographs and other images, microscopic slide preparations, silica gel-dried specimens suitable for DNA or other chemical extraction and other preserved materials.

Scope of Collection

The State Herbarium Collection is composed of preserved plant parts or samples that are used to support the taxonomic research of the Herbarium's staff as well as national and international associates and students. In addition, the collections form an evidence base of species presence in particular places at particular times for use by the South Australian community and to meet state, national and international research goals including:

- Global Strategy for Plant Conservation (United Nations)

- *EPBC Act (1999)*
- *National Parks and Wildlife Act (1972)*
- *Native Vegetation Act (1991)*
- *Landscape South Australia Act (2019)*
- *Local Government Act (1999)*
- South Australian Government's Biosecurity Policy
- Priorities under the National Biosecurity Committee (Plant Health Australia)
- Species under threat

The Herbarium's priorities for inclusion in its Collection include;

- Establishing an outstanding assemblage of plants, algae and fungi specimens from Australia, especially South Australia.
- Specimens from botanically unique areas or places that are being rapidly destroyed or modified.
- Specimens of taxa within the special interests and expertise of staff members.
- Collections from significant smaller short-term herbaria collections that might otherwise be dispersed or lost through neglect.
- A representative collection of taxa from the remainder of the world, with a particular focus on climates similar to South Australia.
- Collections that contribute to building a resource that reflects the biodiversity of South Australia over time.
- Vouchers for the Botanic Gardens, the South Australian Government and other research studies.

In addition, loans of extra-institutional material obtained to conduct scientific research are also held on a temporary basis.

The State Herbarium Collection currently comprises approximately one million specimens in the following categories:

- | | |
|--------------|-----------------|
| • Fungi | • Pteridophytes |
| • Lichens | • Gymnosperms |
| • Bryophytes | • Angiosperms |
| • Algae | |

Current figures are included in the Board's Annual Report data.

Access to and Use of Collection

State Herbarium Collection

The State Herbarium Collection is available for use by any *bona fide* researchers at the discretion of the Chief Botanist. It is primarily to support studies using traditional types of non-destructive morphological measurements and dissections to obtain data. Specimens may be studied in the State Herbarium or by means of loans.

Visitors to the State Herbarium are required to register with the Collections Manager and will be provided with *Guidelines for the Use of the State Herbarium of South Australia Collection*.

Written authorization from the Director or Chief Botanist must be obtained for removal of any material for destructive sampling, SEM or anatomical study. This includes material for DNA extraction, pollen, spores, leaves, wood or any other structure. The document *Guidelines for Destructive Sampling* is available from the State Herbarium on request.

Electronic Data

Specimen data in electronic form will be available to *bona fide* researchers according to agreements with other institutions. Data users will be expected to observe any ethical restrictions that apply to data to which they have access, and to abide by applicable laws or policies with respect to access, use or disclosure of information.

Limited access data may be made available through a specific request and approval basis with the Chief Botanist, but the distribution of limited-access institutional data without express written consent is forbidden.

Photography

Photographing specimens in the State Herbarium Collection is permitted for *bona fide* researchers at the discretion of the Chief Botanist. If used in publications, the Botanic Gardens and State Herbarium must be clearly acknowledged as the source of the specimen. The use of photographs that are the property of the Botanic Gardens and State Herbarium will be covered by the Australian *Copyright Act 1968*.

Fees for commercial photography do not apply for not-for-profit, student and recreational photography and filming. Commercial photography – where the photographer/filmographer intends to make a profit from the shoot – will need to purchase a Filming and Photography Permit. More information is available here: <https://www.botanicgardens.sa.gov.au/contact-us/filming-photography>.

Acquisitions and Accessioning

Specimens for the State Herbarium Collection are acquired through staff collections, exchange, donations, bequests or purchases. The State Herbarium assumes ownership of all acquisitions unless it is formally agreed with the donor/supplier that they are on loan.

Accessioned specimens should, to the extent possible, be:

- Fertile, complete, and in good condition.
- Associated with appropriate data on collector, date, locality, ecology, and specific specimen information.
- Collected legally.

Specimens which do not meet these criteria may be refused, especially if the collection is duplicated in another established herbarium. Such decisions will be made after consultation

between the Collections Manager and appropriate research staff. Special considerations for acceptance may apply.

Laws and Permit Compliance

Any plant materials acquired must have been gathered and prepared in compliance with state, national, and international laws and regulations, and must have been collected in a rational, scientific, and ethical manner. Preserved materials of endangered species will be handled in compliance with the provisions of the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act), the *National Parks and Wildlife Act 1972* (South Australian Endangered Species, Schedule 7; Vulnerable Species, Schedule 8; and Rare Species, Schedule 9) and/or the Convention on the International Trade in Endangered Species of Wild Fauna and Flora (CITES) of 1977.

Loans

Specimens from the State Herbarium Collection are available for loan both nationally and internationally, but can only be lent to recognised research institutions for *bona fide* research projects.

In order to ensure that these collections are used in the best interest of appropriate contemporary studies and are protected and effectively preserved in the interest of future research, the recipient of the loan must fulfil the requirements outlined in the State Herbarium's *Mandatory Loan Conditions*.

De-accessioning

As a rule, collections that have been accessioned will not be de-accessioned.

However, in exceptional circumstances, specimens which have significantly deteriorated may be de-accessioned. De-accessioning of a specimen will be undertaken only after careful consideration and consultation between the Chief Botanist and appropriate staff. A list of all specimens that have been de-accessioned will be maintained by the State Herbarium Collections Manager.

Collection Records

All specimens that become part of the State Herbarium Collection are given an accession number when they are mounted. The label data of the Australian collections of the State Herbarium is recorded a computer database.

All available label data are kept, including plant family, genus, species, authority, detailed plant and habitat descriptions, plant associates, date of collection, collector's name and number and the exact location where collected including GPS coordinates since 1998. All State Herbarium specimen data records are to be backed up and duplicated and stored off-site routinely.

Details of incoming shipments of specimens are recorded and can be either electronic or paper form. All paper documentation is archived, while electronic records are regularly backed-up and stored off-site. Specimens that are sent out on loan, as exchange or gifts or returned to their home institution also have corresponding paper and/or electronic documentation.

Inventories

Specimens are only inventoried when they are removed for loan outside of the institution.

Collection Lists

The State Herbarium is a node in The Australasian Virtual Herbarium (AVH). The AVH is an on-line botanical information resource which provides immediate access to some of the data associated with plant specimens held in the State Herbarium.

Collection Management and Conservation

All specimens will be stored under the best environmental and physical conditions possible to protect the collection from deterioration and with particular consideration for the long-term conservation of the material for future research. To the extent possible all dried specimens will be stored in boxes on compactus or in fixed shelving. Specimens that are improperly mounted or damaged will be repaired before being re-filed or sent on loan.

As a part of the conservation and maintenance of the State Herbarium Collection an Integrated Pest Management (IPM) programme is required to ensure protection of the Collection from harmful pests. The overarching policy for the State Herbarium of South Australia's IPM is outlined in the *Integrated Pest Management Policy for The State Herbarium of South Australia (2021)*. The management of pests follows current collections management guidelines and includes the use of a variety of methods to safeguard the Collection including the freezing of incoming specimens and good housekeeping so as to reduce or eliminate environments suitable for pests and taking the Collection through a cycle of re-freezing on a long term basis (i.e. every 10 years).

The vulnerable nature of the dried specimens dictates that a fire suppression system is required to protect the collection against loss or damage.

Maintaining good environmental controls on collection storage spaces also produces suitable storage conditions for all material in the Collection. The balance between conditions providing the best atmosphere for the Collection and usable working conditions for the staff is required to reduce the possibility of harmful conditions for the Collection or staff.

Sustainability

The State Herbarium, as a part of the South Australian Government's *Greening of Government Operations Framework (2004)*, is committed to sustainability being achieved through changes in its own practices so as to minimise environmental impact.

Collection Insurance

The State Herbarium Collection is covered by the South Australian Government Captive Insurance Corporation (SAICorp).

3. Cultural Collection Policy

The Board of the Botanic Gardens and State Herbarium is the custodian of a unique Cultural Collection. This collection serves far more than just the purpose of beautification – it connects people to the history and core business of the Board and in doing so increases the richness of the visitor's experience. It contributes to the heritage and style of the Botanic Gardens and promotes the botanic gardens estates as places of cultural life and creativity.

For the purpose of this policy, the Cultural Collection comprises artworks on paper, paintings, an economic botany collection (and the Santos Museum of Economic Botany as an entity), statuary, sculpture, memorials, artefacts, medals, library (including rare books), archives, photographs, slides, craft, historical equipment and *objets d'art* acquired or collected by BGSB over time.

The Cultural Collection forms an important part of interpretation by capturing interest and provoking curiosity in the bigger picture. It encourages the use and enjoyment of the Botanic Gardens by promoting its educational, historical, cultural, scientific and recreational values. The blend of art, science and culture makes a visit to the Botanic Gardens enjoyable, intellectually stimulating and memorable.

Function of the Cultural Collection Policy

The Cultural Collection supports the Mission Statement for the Botanic Gardens and State Herbarium and is used for the purposes outlined in the statement.

Through this policy tangible and intangible benefits to the Botanic Gardens and State Herbarium will accrue by:

- Providing a sustainable framework for the care and conservation of the Botanic Gardens and State Herbarium's unique collection of cultural heritage.
- Providing guidance for assessing future donations, bequests, commissions and exhibitions.
- Enabling the Botanic Gardens and State Herbarium to achieve collections maintenance and development and facilitate public access and visitor inspiration in line with its current Strategic Plan.
- Ensuring that artworks acquired by the Botanic Gardens and State Herbarium are consistent with the aesthetic and cultural significance of the Gardens.
- Fostering an appreciation of the beauty and diversity of plants as depicted in works of art.
- Nurturing the role of the Botanic Gardens and State Herbarium as a place of leisure and of learning about the interconnectivity of plants, people and culture.
- Encouraging thoughtful, creative and joyful responses to the Botanic Gardens and State Herbarium and environmental concerns.

- Ensuring that the Botanic Gardens and State Herbarium's collection of artworks and cultural objects constitutes a valuable and significant cultural heritage which can be adequately managed, maintained and conserved.
- Developing an exhibition programme that brings together the artistic fabric of the Botanic Gardens and State Herbarium in ways that contribute to the understanding of its unique environment and history.
- Keeping up with contemporary art and museum practices.
- Contributing to the North Terrace cultural boulevard and to cultural tourism for the state.

Authority and Delegation of Responsibility

The Director, Botanic Gardens and State Herbarium has decision-making authority and responsibility for acquisitions, de-accessions, collections care and use of the Cultural Collection. This authority can be delegated by the Director to staff as appropriate.

Major acquisitions (more than \$AUD 50,000) are to be approved by the Director in consultation with the Board. Where it is deemed advisable, an independent appraisal should be obtained for such objects.

The Director must approve acquisitions up to \$AUD 50,000 upon recommendation of the Deputy Director Collections in consultation with the Cultural Collections Manager. The Deputy Director Collections in consultation with the Director and Cultural Collections Manager can approve acquisitions up to \$AUD 11,000.

Collection Categories

For the purpose of this policy, the Cultural Collection is comprised of:

- | | |
|--|--|
| • Artworks on paper | • Statuary and sculpture |
| • Paintings | • Photographs & slides |
| • Archives | • Plant-based craft |
| • The economic botany collection | • <i>Objets d'art</i> including memorials, artefacts, medals |
| • The Santos Museum of Economic Botany | • Historic scientific equipment |
| • Library incl. Rare Book collection | |

Scope of Collection

Objects in the Cultural Collection have been chosen to:

- Be relevant to the Botanic Gardens and State Herbarium in terms of subject matter (botany, horticulture, conservation, education) and appropriateness (special historical significance linked to the institution's cultural heritage, location, history and reputation).
- Play a part in the Botanic Gardens and State Herbarium Interpretation Masterplan.

- Fit well with the overall design and concept of the Botanic Gardens and State Herbarium and the existing culture (for new artworks, public art and commissions).
- Have provenance that reinforces its historical or other relevance to the Botanic Gardens and State Herbarium.
- Align with the Botanic Gardens Herbarium's activities, mission and planning.
- Reinforce the Botanic Gardens and State Herbarium's cultural role and enhance the image of the institution as a place of cultural importance.
- Build a broader understanding of the visual culture of the Botanic Gardens and State Herbarium.
- Contribute to the Botanic Gardens and State Herbarium's ability to attract visitors for enjoyment, discovery and learning.
- Be suitable for enhancing public spaces.
- Provide opportunities to collaborate with the cultural programmes of other cultural institutions.
- Be of demonstrable excellence (taking into consideration the reputation and standing of the artist).
- Be perceived as an important work, nationally or internationally.
- Be complementary in style to other artworks in the Botanic Gardens and State Herbarium (especially for public art).
- Enhance or enrich the Botanic Gardens and State Herbarium and/or the collection.
- Contribute to recreational enjoyment and celebration of the Botanic Gardens and State Herbarium.
- Attract positive publicity for the Botanic Gardens and State Herbarium.
- Engage local communities, visitors, tourists and students.
- Provide opportunities for image building or merchandising.
- Be in good to excellent condition (and durable enough for public display).
- Contribute to creating the Botanic Gardens and State Herbarium as a place where people of every background can be touched by the art.
- Be in harmony with the Botanic Gardens and State Herbarium's physical features, maintenance or other activities in the Botanic Gardens.
- Require only reasonable ongoing maintenance or storage costs.
- Be reliable in terms of public liability (especially for public art).
- Have regard for living collections or infrastructure (especially for public art).
- Not alienate any part of the Botanic Gardens and State Herbarium for significant periods.
- Reinforce the Botanic Gardens and State Herbarium's Mission Statement.
- Bolster the Botanic Gardens and State Herbarium's reputation for excellence in all its activities.
- Be unique in subject matter or by artists not already well represented in the Collection.

Access to and Use of Collection

The Botanic Gardens and State Herbarium has a key role in making its Cultural Collection accessible to the public, including local visitors, tourists, students and researchers. The Botanic Gardens and State Herbarium will mount exhibitions and display its own or other collections to encourage the use and enjoyment of its spaces in a manner that promotes and enriches the cultural, historical and educational values of Botanic Gardens and State Herbarium.

The primary exhibition space will be the Santos Museum of Economic Botany, but other spaces such as the Lothian Hall or the Goodman Building could also be used. The grounds of the Botanic Gardens estates will be the showcase for existing statuary and sculptures as well as new public art and temporary outdoor exhibitions. Alternative short-term exhibition space is at the discretion of the Director or Board.

A public programme may be developed around permanent displays, temporary exhibitions and public art located in the grounds of the Botanic Gardens estates.

Public programmes will raise awareness of the Botanic Gardens and State Herbarium as the custodian of a unique collection of cultural heritage items, as well as encouraging an appreciation of art in science and culture as it pertains to plants.

Guidelines for access to the different collections in the Cultural Collection will be prepared.

Photography

Visitors to the Botanic Gardens and State Herbarium are permitted to photograph cultural collections in the Botanic Gardens estates. If used in publications, the Botanic Gardens and State Herbarium must be clearly acknowledged as the source of the collection. The use of photographs that are the property of the Botanic Gardens and State Herbarium will be covered by the *Australian Copyright Act 1968*. Requests for permission should be directed to and approved by the Cultural Collections Manager.

Fees for commercial photography do not apply for not-for-profit, student and recreational photography and filming. Commercial photography – where the photographer/filmographer intends to make a profit from the shoot – will need to purchase a Filming and Photography Permit. More information is available here:

<https://www.botanicgardens.sa.gov.au/contact-us/filming-photography>.

Acquisitions and Accessioning

The Botanic Gardens will continue to acquire artworks and other collection objects that attract new audiences and reinforce the Botanic Gardens' importance in the cultural life of the South Australian community. In considering proposals for acquisitions, regard will be paid to the long-term positive contribution such an object would make to the physical, artistic, historical, scientific or educational quality of the Botanic Gardens and State Herbarium.

Works of art and other collection objects will be acquired only if legal title is obtainable, clear of restrictions or qualifications. The owner or depositor will be required to transfer ownership and to acknowledge conditions on which the objects are deposited.

The Botanic Gardens and State Herbarium will maintain records of all acquisitions, and will notify donors, when possible, of any necessary repair, change of location or proposed de-accession.

The Director or Board may vary the location of any object in the Garden at any time, at their discretion, without the need for prior consultation or agreement with the original donor. Where relocation is necessary, attempts will be made to accommodate the donors' original preference.

Commissions

A key aim is the integration of new art within the Botanic Gardens and State Herbarium through an insistence on relevance and meaningful connections between the work and the Botanic Gardens (site and location). Commissioned works should also meet these criteria.

Strategic partnerships with Government and the private sector may be formed to fund commissioned pieces.

Loans

The loan of objects from the Botanic Gardens' Cultural Collection is at the discretion and on the conditions determined by the Director, with advice from the Cultural Collections Manager. Loans will be made only to cultural institutions that can adequately exhibit objects under appropriate conditions. The highest priorities are the preservation and security of the Collection.

De-accessioning

Although de-accessioning will only be considered in exceptional circumstances, it must be recognised that not all objects are permanent. After adequate consideration and review, the Board and the Director in consultation with the Deputy Director Collections and Cultural Collections Manager, may decide to de-accession objects which are determined not to contribute significantly to the Botanic Gardens and State Herbarium or to a particular collection.

The Botanic Gardens has the sole right to determine the date of de-accession and the method of disposal, including the use of any resulting funds. Items in the Collection may be disposed of by sale, gift, or exchange for another work or by destruction.

Collection Records

The documentation of the Cultural Collection is the responsibility of the Cultural Collections Manager.

A database and documentation guidelines for the Cultural Collection will be prepared and maintained.

Inventories

Specimens, works and objects will be inventoried on an ongoing basis and the information will be stored and kept up to date in an approved database for cultural collections.

Collection Lists

A list of the collections will be prepared and provided upon request to the Deputy Director Collections, facilitated by the Cultural Collections Manager.

Publications

Catalogues, monographs and articles detailing aspects of the collections will be prepared where appropriate.

Collection Management and Conservation

The "Collection" refers to the existing library, museum collection, artworks and other items of cultural significance, as described above, belonging to the Board and will include all additional artworks and objects that are purchased, commissioned, acquired by donation or otherwise by the Botanic Gardens.

The Collection is recognised by the Botanic Gardens and State Herbarium as being of great value and cultural significance requiring museological standards of management, care and conservation so that this unique cultural heritage is preserved for future generations.

The following collection management strategies will be implemented:

- The Botanic Gardens and State Herbarium will exercise a high standard of curatorial care and management of its Collection
- The Botanic Gardens and State Herbarium will aim, where possible, to function in accordance with professional standards and codes of conduct
- Each item in the Collection is to be properly documented, catalogued and researched to enable identification, informed management decisions and the provision of information to the community
- The Botanic Gardens and State Herbarium will ensure that valuation of the Collection takes place in accordance with State Government guidelines
- The Botanic gardens will ensure that the Collection is adequately secured during storage and display.
- Detailed plans and procedure documents will be developed for:
 - *Collection Management*
 - *Acquisitions, including gifts and bequests*
 - *Exhibitions and Displays.*

While all reasonable measures will be taken to care for objects, the Botanic Gardens cannot guarantee full protection from public interference for any object that is placed in a publicly accessible location.

As a part of the conservation and maintenance of the Cultural Collection, the Botanic Gardens and State Herbarium requires an Integrated Pest Management programme to assure protection of the Collection from harmful pests. This includes the use of a variety of methods to safeguard the Collection including good housekeeping so as to reduce or eliminate environments suitable for pests.

Maintaining good environmental controls on collection storage spaces will produce suitable storage conditions for all material in the Collection. The balance between conditions providing the best atmosphere for the Collection and usable working conditions for the staff is carefully monitored to reduce the possibility of harmful conditions for the Collection or staff.

Conservation advice will be sought from Artlab or equivalent as required.

Sustainability

The Botanic Gardens and State Herbarium is committed to sustainability being achieved through changes in its own practices so as to minimise environmental impact.

Collection Insurance

The Cultural Collection is covered the South Australian Government Captive Insurance Corporation (SAICorp). When there are exhibitions that are on loan to the Botanic Gardens and State Herbarium, SAICorp must be advised of the collections' value.

In 2010, the Botanic Gardens and State Herbarium became the first institution outside of North America to gain accreditation by the American Alliance of Museums.



Trees for tomorrow are planted today

The Avenue of Moreton Bay Figs (*Ficus macrophylla*) planted in 1866
This photo c1870-75, photographer unknown
Source: BGSH archives

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