



## ACTIVITY PROPOSAL 2016/17

*This form is an internal document, to be used for activities that CRDC staff are organising /coordinating which will require the payment of expenses out of the CRDC R&D budget.*

<b>Title:</b> <small>(maximum 85char)</small>	HR Workshops				
<b>Date of Event:</b>	31/08/2016				
<b>Address (if applicable):</b>					
<small>Please refer to CRDC's Strategic Plan (2013-2018) for the following.</small>					
<b>CRDC Program:</b>	4. People				
<b>CRDC Theme:</b>	4.1 Workforce Capacity				
<b>CRDC Strategy:</b>	4.1.1 Investigating effective strategies for attracting, developing & retaining people in the cotton industry.				
<b>Activity Coordinator Contact Details:</b>					
<b>Title:</b>	Mr	<b>First Name:</b>	Warwick	<b>Surname:</b>	Waters
<b>Organisation:</b>				<b>Phone:</b>	
<b>Mailing Address:</b>				<b>Fax:</b>	
				<b>Mobile:</b>	0437937074
<b>Email Address:</b>	Warwick.waters@crdc.com.au				
<b>Key Participant Contact Details:</b>					
<b>Title:</b>	Mr	<b>First Name:</b>	Geoff	<b>Surname:</b>	Hunter
<b>Organisation:</b>				<b>Phone:</b>	
<b>Mailing Address:</b>				<b>Fax:</b>	
				<b>Mobile:</b>	0458142777
<b>Email Address:</b>	Geoff.hunter@cottoninfo.net.au				
<b>Objectives:</b>					
<small>For example: what are you hoping to achieve by organising this activity?</small>					
Provide 20 growers information on issues of managing staff on cotton farms.					
<b>Basic Description of Activity:</b>					
<ul style="list-style-type: none"> <li>• <b>Program/Work Plan/Itinerary</b> <i>(Outline the activities that are planned and how these activities align with CRDC's Strategic Objectives. Include any milestones if applicable):</i>            Two workshops will be held with guest speaker Mark Gardner addressing issues of attracting, retailing and managing staff. Mark has a long history as a consultant with Vanguard Consulting working with agricultural businesses on strategic planning, business management and people management. He has been a regular trainer for the Dairy Australia HR Diploma and has a wide range of experience across agricultural industries. Meetings will be held at Pilligar and Narrabri.</li> <li>• <b>Other Participants</b> <i>(List participants and their role in this Activity):</i>            Geoff Hunter, Namoi REO for CottonInfo will facilitate the day</li> </ul>					



**Australian Government**

**Cotton Research and Development Corporation**

- Outcome to be achieved (if applicable)** *(Briefly describe the outcome that will be achieved as it relates to the External Grant funds provided to CRDC):*  
 Increase capacity of growers to attract and retain staff.  
 Understanding of the legal requirements of managing staff.  
 Progress through the myBMP HR module.

**Preliminary Budget**

**NOTE: this is NOT an interactive spreadsheet. Please enter all values, including totals.**

<b>EXPENDITURE: Type/Supplier</b>	<b>Reason</b>			<b>Sub-Totals (ex-GST) \$</b>
Guest Speaker/ Mark Gardner	Provides the experience and expertise required			\$1,937
				\$
<b>TOTAL EXPENDITURE (ex-GST)</b>				<b>\$1937</b>
<b>ACTIVITY COSTS:</b>	<b>CRDC \$</b>	<b>Third Party \$</b>	<b>Grant \$</b>	<b>Sub-Totals</b>
<b>Cash Contributions:</b> <i>(NB: Subtotal\$ = Total Expenditure\$)</i>	\$	\$		\$
<b>In-kind Contributions:</b>				\$
<b>TOTAL ACTIVITY COSTS:</b>	\$	\$	\$	<b>\$1937</b>
	<b>CRDC Employee Name:</b>			
	<b>Signature:</b>			
	<b>Date:</b>			