



The Barossa Council

NOTICE OF MEETING

THE BAROSSA COUNCIL COMMUNITY ASSISTANCE SCHEME COMMITTEE MEETING
will be held on Tuesday 16 February 2021 in the Council Chamber
43-51 Tanunda Road, Nuriootpa, commencing at 8.15am

Martin McCarthy
CHIEF EXECUTIVE OFFICER
THE BAROSSA COUNCIL

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COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC

16 FEBRUARY 2021

**3. APPOINTMENT OF NEW CHAIRPERSON
B3342**

PURPOSE

To appoint a new Chairperson for the Community Assistance Scheme Committee (CASC), as Cr Leonie Boothby's term as Deputy Mayor has expired.

RECOMMENDATION

That the Community Assistance Scheme Committee appoints as its Chairperson until otherwise determined by the Committee.

REPORT

At the 19 November 2019 Council Meeting, Cr Leonie Boothby was appointed as Deputy Mayor, giving automatic membership to the CASC. CASC, at its meeting held 5 February 2020, appointed Cr Boothby as its Chairperson.

Clause 3. of the CASC Terms of Reference states that membership of the Committee is for the current term of Council with exception of:

"3.4.3 the Deputy Mayor, whose term expires when his/her Deputy Mayoral appointment expires, unless he/she has been appointed to the Committee in his/her own right".

Council appoints a new Deputy Mayor annually. Cr Russell Johnstone was appointed Deputy Mayor at the 17 November 2020 Council Meeting, and so replaces Cr Boothby on the CASC.

The Terms of Reference states that the Chairperson of the Committee shall be either the Mayor or Deputy Mayor.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan

6.2 Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

There are no financial, resource or risk management considerations.

COMMUNITY CONSULTATION

Consultation is not required under legislation or Council policy.

**MINUTES OF THE MEETING
OF THE BAROSSA COUNCIL COMMUNITY ASSISTANCE SCHEME COMMITTEE
held in the Local History Room at The Barossa Council, 43-51 Tanunda Road, Nuriootpa
on Tuesday 3 November 2020 commencing at 9.31am**

WELCOME

Cr Boothby declared the meeting open at 9.31am and welcomed all in attendance.

1. PRESENT

Cr Leonie Boothby, Mayor Bim Lange, Cr Carla Wiese-Smith, Cr Don Barrett, Cr Cathy Troup

INVITED STAFF MEMBERS

Rebecca Tappert (CASC Executive Officer), Sam Hosking (Heritage Advisor), Annette Randall (CASC Administration Officer), Marie Thom (Assistant to Manager Development Services), Joanne Seabrook (Manager Tourism Services) (10.18 – 10.33am)

2. APOLOGIES

Cr Kathryn Schilling

3. CONFIRMATION OF PREVIOUS MINUTES

MOVED Cr Troup that the Minutes of the Community Assistance Scheme Committee meeting held on 5 August 2020 as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

Seconded Mayor Lange

CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

5. CONSENSUS AGENDA**5.3.1 ITEMS FOR EXCLUSION FROM THE CONSENSUS AGENDA**

Nil

5.3.2 RECEIPT OF CONSENSUS AGENDA

MOVED Cr Wiese-Smith that Reports for Information items 5.1.1 to 5.1.6 be received.

Seconded Mayor Lange

CARRIED

6. DEBATE AGENDA

Members agreed to bring forward Agenda items 6.2 and 6.3 to allow the Heritage Advisor to leave the meeting once the matters were considered.

6.2.1**HERITAGE GRANT APPLICATIONS 2020/2021****B6001**

Members discussed the difficulty in distributing the \$10,100 (ex GST) budget between 12 grant applications (a total of \$60,000 in funding requests) and also Council's role in preserving the region's built heritage. Mr Hosking spoke to his comments on each application (Attachment 1 of the report) and answered questions from the Members.

MOVED Mayor Lange that the Community Assistance Scheme Committee:

- (1) Grant a Heritage Grant in the amount of \$3,000 for David Angel for the removal of existing roof and construction of a new roof to match original details and appearance for the property located at 218 Bethany Road Bethany.
- (2) Grant a Heritage Grant in the amount of \$3,000 for Zion Lutheran Church for repairs and replacement to stonework and re-pointing for the property located at 85 Murray Street Angaston.
- (3) Grant a Heritage Grant in the amount of \$3,000 for Angaston Uniting Church for the restoration of stained glass windows for the property located at 12-14 Sturt Street Angaston.
- (4) Grant a Heritage Grant in the amount of \$1,100 for Susan Nicolle for repair and repointing to stonewall on eastern side of house for the property located at 36 Williamstown Road Springton.
- (5) Directs officers to include an agenda item at a future Council Workshop regarding Heritage Grants, the budget amount and Council's role in heritage conservation.
- (6) Directs officers to advise the other 8 applicants that their applications have been unsuccessful and the reasons why.

Seconded Cr Wiese-Smith

CARRIED

INTRODUCTION

Twelve heritage grant applications have been received for consideration by the Committee.

COMMENT

A summary of the applications together with comments made by Council's Heritage Advisor form Attachment 1.

A full copy of the Heritage Grant Applications for the Committee's consideration form Attachments 2 to 12.

Council at its special meeting on 21 July 2020 set a budget of \$10,100 for Heritage Grant Applications for the 2020/2021 financial year.

Council's Heritage Advisor will be in attendance at the meeting to discuss the applications.

Attachments

- | | |
|----------------|---|
| Attachment 1: | Summary Table of Heritage Grant Applications |
| Attachment 2: | Angaston and Penrice Historical Society Grant Application |
| Attachment 3: | David Angel Grant Application |
| Attachment 4: | Shelley Cox Grant Application |
| Attachment 5: | Geraldine Walker Grant Application |
| Attachment 6: | Barossa Valley Machinery Preservation Society Inc Grant Application |
| Attachment 7: | Williamstown Church of Christ Grant Applicant |
| Attachment 8: | PM and MA Goers Grant Application |
| Attachment 9: | Jeanette Marshall Grant Application |
| Attachment 10: | Zion Lutheran Church Grant Application |
| Attachment 11: | Angaston Uniting Church Grant Application |
| Attachment 12: | Vicki March Grant Application |
| Attachment 13: | Susan Nicolle Grant Application |

COMMUNITY PLAN/CORPORATE PLAN/LEGISLATIVE REQUIREMENTSCommunity Plan

Natural Environment and Built Heritage

Corporate Plan

Natural Environment and Built Heritage

- 1.1 Facilitate planned and appropriate development of our townships and district to maintain the character of townships and rural landscapes and to preserve properties and sites which have historic significance.
- 1.4 Facilitate innovative and sustainable preservation and use of built heritage.

FINANCIAL AND RISK MANAGEMENT CONSIDERATIONS

Council's allocated budget for 2020/2021 is \$10100.00, which can be allocated towards this years heritage grants.

6.3**HERITAGE ADVISOR'S REPORT****B1938**

Mr Hosking spoke to his report and answered questions from the Members.

MOVED Mayor Lange that the Heritage Advisor's report be received and noted.

Seconded Cr Barrett

CARRIED

PURPOSE

To advise the committee of activities carried out by Council's Heritage Advisor.

REPORT

The below table shows a summary of the activities undertaken during the period 1 October 2019 to 30 September 2020 by Mr Sam Hosking, Council's Heritage Advisor, whom attends Council one day per fortnight.

Heritage Advisory Task	Total Number
Visits to Council	19
Development Applications for Review	139
On-site Inspections	69
Meetings, telephone conversations with owners, applicants, designers, community groups or members of the public and Communications with Council Staff about Development Applications, pre-lodgement advice and projects	68
Heritage Grant Applications - assessments and inspections	17

Mr Hosking will be in attendance at this meeting to discuss any matters arising but can be contacted by email, sam@hoskingwillis.com.au if further information is sought.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil.

COMMUNITY PLAN/CORPORATE PLAN/LEGISLATIVE REQUIREMENTSCommunity Plan

Natural Environment and Built Heritage

Corporate Plan

Natural Environment and Built Heritage

- 1.1 Facilitate planned and appropriate development of our townships and district to maintain the character of townships and rural landscapes and to preserve properties and sites which have historic significance.
- 1.4 Facilitate innovative and sustainable preservation and use of built heritage.

FINANCIAL AND RISK MANAGEMENT CONSIDERATIONS

Financial and risk management considerations are being made within budget constraints.

Mr Hosking and Ms Thom left the meeting at 10.18am.

Ms Seabrook joined the meeting at 10.18am.

6.1 COMMUNITY GRANTS**6.1.1 NEW APPLICATIONS**

Nil

6.1.2 APPLICATIONS DEFERRED FROM PREVIOUS MEETINGS**6.1.2.1****EDEN VALLEY TOURISM AND PROMOTIONAL GROUP INC – EDEN VALLEY WINE REGION TOURISM WEBSITE****B3342**

Members noted that the Eden Valley Tourism and Promotional Group had not yet met with Council's Manager Tourism Services (Ms Seabrook) or Barossa Grape and Wine Association to discuss the project. Ms Seabrook answered questions from the Members.

MOVED Cr Wiese-Smith that the Community Assistance Scheme Committee:

- (1) acknowledges and supports the Eden Valley Tourism and Promotional Group Inc desire to upgrade its website and actions undertaken to date;
- (2) requires further consultation and communication between the Group and Tourism Barossa, Barossa Grape and Wine Association, Mount Pleasant Progress Association Inc and Council's Tourism Services team at the Barossa Visitor Centre regarding their proposed project: "*Eden Valley Wine Region Tourism Website*" and promotion of the sub region and the potential opportunity and linkage with other neighbouring sub-regions and provide a report of the meetings to the Community Assistance Scheme Committee.

Seconded Cr Troup

CARRIED

PURPOSE

To further consider the Community Grant Application from Eden Valley Tourism and Promotional Group Inc, (the Group) seeking \$6,300 (ex GST) towards their *Eden Valley Wine Region Tourism Website* project ([Attachment 1](#)).

REPORTBackground

The Community Grant application submitted by the Eden Valley Tourism and Promotional Group for funding towards its new website project, was considered by the Community Assistance Scheme Committee (CASC) at its 5 August 2020 meeting. CASC resolved the following:

MOVED Cr Wiese-Smith that the Community Assistance Scheme Committee defers a decision on the Community Grant Application submitted by the Eden Valley Tourism and Promotional Group Inc (EVTPG) for funding towards its project, *Eden Valley Wine Region Tourism Website*, pending further information following consultation between EVTPG and Tourism Barossa and Barossa Grape and Wine Association (BGWA) regarding its project and how Eden Valley currently fits into Tourism Barossa and BGWA strategy and promotion.

Seconded Cr Troup

CARRIED

Introduction

A copy of the report and supporting documentation considered at the 5 August 2020 meeting is provided at Attachment 1.

Discussion

The Group was advised that CASC deferred its decision on their Community Grant application, pending the receipt of further information, following suggested consultation with Tourism Barossa and Barossa Grape and Wine Association (Attachment 2). A copy of their email response is provided at Attachment 3.

The Group advised that Jess Greatwich from Tourism Barossa, attended their committee meeting on 21 September 2020 and that it was *"an excellent session with a lot of positive sharing of information both ways. We have agreed to work closely together as much as we can"*.

However, the Group believes that an upgrade of their current website is still critically important, even though Tourism Barossa will provide a greater presence on its website, as there will still be links out to individual providers; having an up-to-date site is key. If the partnership proceeds swiftly enough, the Group suggests that future stages of their website project may not be required.

Their Application states that the Group conducted surveys of over 80 businesses/venues, with 91% of responses saying they would actively support the website by taking advantage of its membership options, and over 50% of them already committing what financial package they would buy. (Membership levels include Basic (free); Level 2 contributing \$150 per business per annum, and Level 3 contributing \$300 per annum to utilise the website for promotion of their wine and tourism ventures.

Officers' view is that a contribution by Council to support the development of a website platform to benefit any sub-region should allow for inclusive membership of any local business. The Basic membership level would ideally provide this representation.

As reported to the last CASC meeting, Stage 1 of the project, for which the Group are seeking funding of \$6,300, is as follows:

	\$ ex GST
BASE Website Design and Development	\$ 8,870
Hosting Fee	\$ 300
SSL Certificate	\$ 130
TOTAL	\$ 9,300

Stated income for the project is:

	\$ ex GST
Group Funds	\$ 1,000
Fundraising	\$ 2,000
Requested Community Grant	\$ 6,300
TOTAL	\$ 9,300

Summary and Conclusion

The Group was encouraged to meet with Council's Manager Tourism Services and Barossa Grape and Wine Association; it appears this is still to be undertaken.

The Manager Tourism Services has discussed the Group's project with Tourism Barossa; they agreed that this sub region has great potential and can understand the need for a good website. However, they feel the Group could also be assisted in other ways:

- strategic planning and capacity building for their sub-region
- an understanding on their key brand messaging
- improved cohesion between local groups
- opportunity for shared digital infrastructure across multiple sub-regions eg one website backend solution with frontend capabilities for multiple towns.

Officers are generally supportive of the website project, provided it aligns with Barossa brand guidelines and barossa.com. Council's Manager Tourism Services is supportive of the overall concept to help promote the sub-region on the basis that Council's Tourism Services team, along with key stakeholders, Tourism Barossa and Barossa Grape and Wine, are consulted throughout the duration of the project. She has not been approached by the Group to date, despite this recommendation being made. She encourages the Group to communicate with the Barossa Visitor Centre team to avoid duplication of resources and to develop a more strategic approach to their promotion and how they can link in better with the Visitor Centre, Barossa.com, regional visitor guide, social media and other key regional resources.

Officers also recommend that the group liaise with the Mount Pleasant Progress Association Incorporated for any opportunity to partner to achieve similar outcomes. The Mount Pleasant group are also keen to have an outdoor kiosk / website development for Mount Pleasant. There may be an opportunity to share development and hosting costs for the two townships, even if the front end customer facing experience is separate and unique to each town.

The strategic intent of this deliverable also links to the endorsed Tourism Recovery – Barossa Sub-regions and Townships Project as tabled at the 20 October 2020 Council meeting. (Council approved funding of up to \$20,000 ex GST, subject to committed funding of \$13,000 ex GST from Tourism Barossa.)

As reported to the last CASC meeting, officers have some concern about consistency of approach by Council, in that requests from other organisations for funding through the New Initiatives process were not approved, due to no New Initiatives being accepted in the 2020/21 financial year.

The Hosting Fee (\$300) and SSL Certificate (\$130) may be considered operational/admin costs which are not supported under the Community Grant Guidelines.

CASC has delegation to approve Community Grants up to \$3,000 (ex GST). This Application is requesting \$6,300 (ex GST). The Application and CASC recommendations will be reported to the next Council Meeting.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

- Attachment 1: Report, Community Grant Application and supporting documentation
- Attachment 2: Letter to Eden Valley Tourism & Promotional Group Inc
- Attachment 3: Response from Eden Valley Tourism & Promotional Group Inc

Policy

- Community Assistance Scheme Policy
- Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Community and Culture



Infrastructure



Business and Employment

Corporate Plan

- 2.3 Support and promote community involvement and networks and provide opportunities for participation in local decision making.

- 2.4 Foster volunteering opportunities that are responsive to the needs of the Community.
- 2.6 Provide, promote and support community arts and cultural events, programs, attractions and services.
- 5.3 Support Barossa regional branding in our tourism activities and product.
- 5.5 Contribute to tourism industry capacity building through the facilitation of tourism infrastructure development, including eco and recreational tourism.
- 6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial

The adopted Budget for the Community Grants and Youth Grants for 2020/21 is \$25,500 (excl GST).

	BUDGET 2020-2021	\$ (excl GST)
	GRANTS APPROVED TO DATE	\$25,500
	FUNDS REMAINING	<u>\$ 5,980</u>
		<u>\$19,520</u>
<u>November 2020</u>		
New Community Grants	2 Applications – Projects will be funded from current Operating Budgets – refer report 5.1.3	
Community Grants – Decision Pending	<ul style="list-style-type: none"> • Eden Valley Tourism & Promotional Group Inc • Mt McKenzie Hall Inc 	\$ 6,300 <u>\$14,292</u> \$20,592

Risk Management

Adherence to Council's Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

Various Officers have reviewed the Grant Application and proposal.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

Ms Seabrook left the meeting at 10.33am.

6.1.2.2

MT MCKENZIE HALL INC – COMMUNITY FIRE FIGHTING TANK

B3342

Members discussed Council's role in this project.

MOVED Cr Wiese-Smith that the Community Assistance Scheme Committee:

- 1) supports in principle, the Mt McKenzie Hall Inc "Community Fire Fighting Tank" project;
- 2) recommends that Council approve \$3,000 (ex GST) from the Community Grants budget and \$11,292 (ex GST) from the Community Assets budget for the Mt McKenzie Hall Inc "Community Fire Fighting Tank" project, subject to Planning and Building approvals being granted;
- 3) recommends that payment of the Grant be made to Mt McKenzie Hall Inc on confirmation of Planning and Building approvals and the project being fully funded.

Seconded Cr Barrett

CARRIED

PURPOSE

To further consider the Community Grant Application from Mt McKenzie Hall Inc, (the Group) seeking \$15,722 (incl GST) towards their *Community Fire Fighting Tank* project ([Attachment 1](#)).

REPORTBackground

The Community Grant application submitted by Mt McKenzie Hall for funding towards a community fire fighting tank, was considered by the Community Assistance Scheme Committee (CASC) at its 5 August 2020 meeting. CASC resolved the following:

MOVED Mayor Lange that the Community Assistance Scheme Committee:

- 1) supports in principle, the Mt McKenzie Hall Inc Community Fire Fighting Tank project;
- 2) defers a decision on the Community Grant Application submitted by Mt McKenzie Hall Inc for funding towards its Community Fire Fighting Tank, project, pending further information on the following:
 - access to water to fill the tank (ie where will the water come from)
 - whole of life costs of the project
 - how ongoing costs will be funded

Seconded Cr Barrett

CARRIED

Introduction

A copy of the report and supporting documentation considered at the 5 August 2020 meeting is provided at [Attachment 1](#).

Discussion

The Group was advised that the CASC deferred its decision on their Community Grant application, pending further information ([Attachment 2](#)). A copy of their response is provided at [Attachment 3](#), and summarised below.

Water Collection:

Water to fill the 160kl tank will come from rainfall. At the time of installation, 10% of the water capacity will need to be placed to ensure the liner settles and there is sufficient weight to the structure. Eden Valley CFS has agreed to deliver water for this purpose.

Whole of Life Costing:

Heritage water tanks have a 20 year conditional warranty. The Group do not anticipate any significant direct expenses relating to the tank over the service life of a minimum of 20 years. Regular housekeeping and preventative maintenance will ensure that the tank is fit for purpose for the long term. Their proposed preventative maintenance plan and annual cost assumptions are included in [Attachment 3](#). The tank and pump will be covered under the Community Hall's insurance.

Tank Access:

For water security purposes, the ball valve at the tank will be locked with a CFS supplied universal lock. All CFS appliances in SA have a key to unlock the valve. Mt McKenzie Hall personnel will not have to manage tank access. There will be ample space for various vehicle configurations to access water, ranging from the CFS bulk water truck, local appliances and farm fire fighters of varying design and size.

The second option for water access will be via an electric start fighter/water transfer pump located next to the proposed fire tank. The pump will be securely mounted and caged during the fire season. Access to the unit will be unrestricted during declared catastrophic fire days.

As reported to the last CASC meeting, the Group has sourced quotes from local trades and businesses and provided the following costs:

	\$ (inc GST)
Heritage 160kl tank	13,550
Quarry materials	753
Civil site works and prep	2,000

Materials, 100mm water delivery	200
Fire pump and electrical installation	719
TOTAL	\$17,222

The Group has indicated it can provide \$1,500 of its own funds toward the project.

The Group appreciates that the application is for a substantial sum of money and if Council cannot grant the full amount, request that consideration be given for the cost of the supply and installation of the tank. The Group would then concentrate future community fundraising to raise the shortfall. They have not sought other funding sources at this point. The Chair of Mt McKenzie Hall Inc has stated that their application is "critical for our local community".

Planning and building approval will be required and, as the site is local heritage listed, any application will be required to be reviewed by Council's Heritage advisor.

Summary and Conclusion

Officers briefly investigated other potential funding sources for this project, given the scale of funding sought, and advised the Group.

Officers recommend that any Community Grant payment be subject to Planning and Building approvals being granted prior to 30 June 2021 and the project being fully funded.

Officers have some concern about consistency of approach by Council, in that the request may be considered a New Initiative. Requests from other organisations for funding through the New Initiatives process were not approved, due to no New Initiatives in the 2020/21 financial year.

CASC has delegation to approve Community Grants up to \$3,000 (excl GST). This Application is requesting \$14,292 ex GST (ie \$15,722 inc GST). The Application, together with a report and the CASC recommendation will be presented to the next Council Meeting for decision.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: Report, Community Grant Application and supporting documentation

Attachment 2: Letter to Mt McKenzie Hall Inc

Attachment 3: Response from Mt McKenzie Hall Inc

Policy

Community Assistance Scheme Policy

Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Community and Culture



Health and Wellbeing

Corporate Plan

2.4 Foster volunteering opportunities that are responsive to the needs of the Community.

2.10 Collaborate with key emergency management stakeholders and provide support for community safety initiatives.

4.14 Plan for public health and security risks associated with climatic changes.

6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial

The adopted Budget for the Community Grants and Youth Grants for 2020/21 is \$25,500 (excl GST).

	BUDGET 2020-2021	\$ (excl GST)
	GRANTS APPROVED TO DATE	\$25,500
	FUNDS REMAINING	<u>\$ 5,980</u>
		<u>\$19,520</u>
<u>November 2020</u>	2 Applications – Projects will be funded from current Operating Budgets – refer report 5.1.3	
New Community Grants		
Community Grants – Decision Pending	<ul style="list-style-type: none"> • Eden Valley Tourism & Promotional Group Inc • Mt McKenzie Hall Inc 	\$ 6,300 <u>\$14,292</u> \$20,592

Risk Management

Adherence to Council's Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

Various Officers have reviewed the Grant Application and proposal.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

6.1.3 REQUEST FOR EXTENSION OF TIME**6.1.3.1****MOCULTA DISTRICT HISTORY SOCIETY INC – REQUEST FOR EXTENSION OF TIME****B3342**

MOVED Mayor Lange that the Community Assistance Scheme Committee approves an extension of time to 30 April 2021 to Moculta District History Society Inc to complete their project: *Freestanding Shelter to house a locally built Linke Stripper*.

Seconded Cr Troup**CARRIED****PURPOSE**

To consider a request from Moculta District History Society Inc for an extension of time to complete their project: *Freestanding Shelter to house a locally built Linke Stripper*.

REPORTBackground

The Community Assistance Scheme Committee, at its 5 November 2019 meeting, approved a Community Grant of \$3,000 to Moculta History Society Inc (MDHS) towards their project: *Freestanding Shelter to house a locally built Linke Stripper*.

Introduction

The Community Grant Guidelines require the "grant funds must be expended within 12 months of the grant approval (unless prior approval has been sought)".

Discussion

A request has been received from MDHS for an extension of time to complete their project. Pool fencing for the shelter has been purchased but not yet installed and information signs require manufacture and installation. They expect the project to be finalised in four to six months.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES**Attachments**

Attachment 1: Request for extension of time to complete project (P20/79694)

Policy

Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



How We Work – Good Governance

Corporate Plan

How We Work – Good Governance

- 6.2 Ensure that Council’s policy and process frameworks are based on principles of sound governance and meet legislative requirements.
- 6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Adherence to Council’s Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

7. OTHER BUSINESS

7.1 COMMITTEE SELF-ASSESSMENT

A summary report was provided to Members who discussed various comments and suggestions. A copy will be forwarded to the Chief Executive Officer as per the Committee Terms of Reference.

8. NEXT MEETING

Wednesday 3 February 2021, commencing 5.30pm

9. CLOSE

There being no further business, Cr Boothby declared the meeting closed at 10.50am.

Confirmed at Community Assistance Scheme Committee Meeting 3 February 2021

Date:.....

Chair:.....

COMMUNITY ASSISTANCE SCHEME COMMITTEE

CONSENSUS

16 FEBRUARY 2021

7. CONSENSUS AGENDA

7.1 ACTIONS FROM PREVIOUS MEETINGS

B3342

YOUTH GRANTS

No meetings since April 2020 as no Youth Grant applications received.

COMMUNITY GRANTS

Meeting Date	COMMUNITY GRANTS	Successful letter sent	Invoice received	Payment made	Project End Date	Acquittal Statement received	Written Assessment Received	STATUS
19/6/2018 (Council)	Nuriootpa Futures Assoc Inc	Y	Y	Y	Oct 2020	Y	Y	C
1/5/2019	Southern Barossa Alliance	Y	Y	Y		N	N	P
1/5/2019	Angaston & Penrice Historical Society Inc	Y	Y	Y	30/4/2020	Extension granted to 31/12/2020		P
27/06/2019 (Council)	Eden Valley Institute Inc	Y	Y	Y	31/8/2020	Refer Agenda item 7.3		P
7/8/2019	Barossa Pedal Prix Inc	Y	Y	Y	ASAP	Refer Agenda item 8.1.2		P
5/11/2019	Moculta District History Soc	Y	Y	Y	1/12/2020	Extension granted to 30/4/2021		P
19/05/2020 (Council)	Southern Barossa Men's Shed	Y	Y	Y	30/06/20	Y	Y	C
*19/05/2020 (Council)	Nuriootpa Futures Assoc Inc	Y	Y	Y	Oct 2020	Y	Y	C
16/06/2020 (Council)	Barossa Farmers Market Inc	Y	Y	Y	30/5/2021	N	N	P
5/8/2020	Parkrun Inc	Y	Y	Y	Late 2020	N	N	P

HERITAGE GRANTS

Budget Year 2020/2021

Budget Year	HERITAGE GRANTS	\$	Approval letter	Expiry Date	Payment made	STATUS
2020/2021	David Angel 20/50225	\$3000	20/66187	3/11/2020	No	P
	Zion Lutheran Church 20/56200	\$3000	20/66229	3/11/2020	No	P
	Angaston Uniting Church 20/56772	\$3000	20/66232	3/11/2020	No	P
	Susan Nicolle 20/60308	\$1100	20/66244	3/11/2020	No	P

RECOMMENDATION: That Report 7.1 be received and noted.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

CONSENSUS

16 FEBRUARY 2021

7. CONSENSUS AGENDA

7.2 BUDGET UPDATES

7.2.1 COMMUNITY GRANTS and YOUTH GRANTS 2020-21 BUDGET UPDATE

	BUDGET 2019-2020 GRANTS APPROVED TO DATE FUNDS REMAINING	\$ (excl GST) \$25,500 <u>\$ 8,980</u> <u>\$16,520</u>
<u>3rd Quarter</u> Youth Grants Community Grant - requested	No Applications 1 Application 2nd Quarter Total	\$ 0 <u>\$ 3,000</u> <u>\$ 3,000</u>
Funds remaining if 3 rd Quarter application granted		\$13,520
Community Grant application – Decision Pending	Eden Valley Tourism & Promotional Group Inc	Request for \$ 6,000

7.2.2 HERITAGE GRANTS BUDGET UPDATE

Funding Type	No. of Applications	Funding Approved/ Requested
Heritage Grants	BUDGET ALLOCATED 2020/2021	\$ 10100.00
	Less Applications to be paid 2020/2021	- <u>\$ 10100.00</u>
	FUNDS REMAINING	NIL
	UNALLOCATED BUDGET 2020/2021	\$10100.00

RECOMMENDATION:

That Reports 7.2.1 and 7.2.2 be received and noted.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

CONSENSUS

16 FEBRUARY 2021

7. CONSENSUS AGENDA

**7.3 UPDATE – EDEN VALLEY INSTITUTE INC – KITCHEN RENOVATION PROJECT
B3342**

Further to report 5.1.5 of the 3 November 2020 CASC meeting, Eden Valley Institute Inc received Development Approval in November for their Kitchen Renovation project. They have provided an update (*attached*), advising that they hope to have the completion of the build before the end of March.

RECOMMENDATION:

That Report 7.3 be received and noted.

COMMUNITY ASSISTANCE SCHEME COMMITTEE MEETING

EXECUTIVE OFFICER CASC - REPORTS

16 FEBRUARY 2021

8.1 DEBATE AGENDA – COMMUNITY GRANT APPLICATION

8.1.1

APPLICATION - KOONUNGA AGRICULTURAL BUREAU – FIRST AID FOR FARMERS

B3342

PURPOSE

To consider a Community Grant Application from the Koonunga Agricultural Bureau seeking \$3,000 (ex GST) towards their project "First Aid for Farmers".

RECOMMENDATION

That the Community Assistance Scheme Committee approves a Community Grant to subsidise the costs for Koonunga Agricultural Bureau members who reside in The Barossa Council, to attend a *St Johns Provide First Aid 1 Day* course, to the value of \$..... per member, on presentation of course attendance details and invoice from St Johns.

REPORT

Background

Koonunga Agricultural Bureau (the Group) is a not-for-profit community organisation run by farmers for farmers. Membership is for anyone associated with or interested in farming agricultural development and education. The Group is one of 65 agricultural bureau branches across the State, which sit under the Agricultural Bureau of South Australia Inc. The Group holds its meetings at Ebenezer (Light Regional Council). It currently has 60 members, 36 of whom reside within The Barossa Council.

Introduction

A key rural health priority identified by the Group is having appropriate first aid skills within the community. A first aid course was held 3 years ago and members are requesting a 'refresher course' to ensure their first aid skills are up to date. A one-day course, "St Johns Provide First Aid 1 Day", has been proposed.

Discussion

The grant application states that "*farms are risky workplaces (according to Safe Work Australia the most dangerous industry in Australia is agriculture)*". The Group is seeking \$3,000 to subsidise costs of the one-day First Aid course. The course fee is \$189 per person and grant funding would provide \$75 per person (for up to 40 members). The Group will contribute \$25 per person and attendees will need to pay the remainder of the cost (\$89 each).

The Group has been unable to access any other funding as the Agricultural Bureau of SA do not have funding opportunities available and Light Regional Council currently has a 'hold' on its grants.

The Community Grant Guidelines state that Council will "*consider requests for financial assistance from non-profit groups, clubs and organisations whose interest or purpose is towards projects and activities which contribute to the development of the community*".

within the Council area in line with Council's Community Plan". The Group considers that the proposed First Aid course will directly benefit those in The Barossa Council area "through building community capacity in first aid and basic emergency responses. This project will directly benefit 40 local farmers who do the course, including their immediate families through the skills gained".

Council's Risk Management team suggested that costs could be lowered if the Group held 2 to 3 full-day group bookings. This information was provided to the Group who have subsequently advised that, upon their own enquiries with St Johns, they will hold 2 full day sessions of 18 participants at a total cost of \$4,200. The Group also clarified that 25 of the Bureau members who intend participating, are residents of The Barossa Council.

Summary and Conclusion

Various Council Officers have provided comment on the Application (Attachment 1).

Officers recommend that Council subsidise costs of the First Aid course to Group members who reside in The Barossa Council upon presentation of confirmed attendees and invoice from St Johns.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

- Attachment 1: Community Grant Application Summary Sheet
- Attachment 2: Community Grant Application and supporting documentation

Policy

- Community Assistance Scheme Policy
- Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan 2020 - 2040



Health and Wellbeing

Corporate Plan

2.10 Collaborate with key emergency management stakeholders and provide support for community safety initiatives.

6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial

The adopted Budget for the Community Grants and Youth Grants for 2020/21 is \$25,500 (excl GST).

		\$ (excl GST)
	BUDGET 2019-2020	\$25,500
	GRANTS APPROVED TO DATE	<u>\$ 8,980</u>
	FUNDS REMAINING	<u>\$16,520</u>

<u>3rd Quarter</u>		
Youth Grants	No Applications	\$ 0
Community Grant - requested	1 Application	\$ <u>3,000</u>
	2 nd Quarter Total	\$ <u>3,000</u>
Funds remaining if 3 rd Quarter application granted		\$13,520
Community Grant application – Decision Pending	Eden Valley Tourism & Promotional Group Inc	Request for \$ 6,000

Risk Management

Adherence to Council's Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

Various Officers have reviewed the Grant Application and proposal.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

16 FEBRUARY 2021

8.1 DEBATE AGENDA – COMMUNITY GRANTS

8.1.2

GRANT ACQUITTAL – BAROSSA PEDAL PRIX INC

B3342

PURPOSE

To consider the acquittal of the Community Grant awarded to Barossa Pedal Prix Inc towards the “Barossa Pedal Prix – Up and Running” project.

RECOMMENDATION

That the Community Assistance Scheme Committee:

- (1) note that, after several requests, Barossa Pedal Prix Inc has not submitted acquittal information for the Community Grant received 7 August 2019;
- (2) consider that information in a newspaper article and in Council’s records indicate that Barossa Pedal Prix (the Group) has expended the Community Grant of \$500 appropriately and acknowledged Council as a funding source for their project and that no further requests for acquittal information from the group is required;
- (3) direct that the non-submission of acquittal information be noted in any future requests for funding from the group.

REPORT

Background

The Community Assistance Scheme Committee (CASC) approved a Community Grant of \$500 to Barossa Pedal Prix (the group) at its 7 August 2019 meeting towards the “Barossa Pedal Prix – Up and Running” project, specifically for preparation of bikes to racing standard. The BPP, a newly incorporated group, was rebuilding the successful program that the Nuriootpa High School formerly ran. The group had three bikes available for riding and wanted to upgrade parts for them to remain competitive. CASC approved the grant, requiring the group to appropriately acknowledge The Barossa Council as a funding source for the project through social media, signage, website and promotional material.

Introduction

The Community Assistance Scheme Policy requires that “a written assessment of the project, including a financial statement (Acquittal Statement) is required from the Grant recipient on completion of the project.....Should an acquittal not be received within 12 months of the Grant being awarded (or within the approved extended time), future applications for funding will not be accepted from the applicant”.

Discussion

In January 2020, officers emailed the group, requesting acquittal information for the grant, or explanation if unable to submit; also again in March as no response was received. Officers emailed again in July, assuming that the group may have disbanded or

postponed normal operations due to COVID-19 restrictions. In October 2020, phone contact was made with one of the members who advised he hadn't looked at Pedal Prix matters for several months; however, he said he would endeavour to complete the acquittal requirements. No acquittal information has been received to date.

Officers noted a newspaper article in October 2019 regarding the group's re-establishment and participation in racing competitions (*Attachment 1*). The article stated that the group had been supported by The Barossa Council with the \$500 grant and Council records show that the group had contacted Communication Officers to obtain the Council logo for creation of stickers for the racing bikes.

Summary and Conclusion

CASC to consider if the supporting evidence as noted above is sufficient to acquit the grant in Council's records and no further followup with the group is required. This action will be noted should any future requests for funding be received from the group.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Attachment 1: Newspaper article – Barossa Pedal Prix

Policy

Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan 2020 – 2040



Community and Culture



Health and Wellbeing

Corporate Plan

How We Work – Good Governance

- 6.2 Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.
- 6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Adherence to Council's Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

16 FEBRUARY 2021

8.1 DEBATE AGENDA – COMMUNITY GRANTS

8.1.3

GRANT ACQUITTAL – NURIOOTPA FUTURES ASSOCIATION INC

B3342

PURPOSE

To consider the acquittal documentation in relation to the Community Grants awarded to Nuriootpa Futures Association Inc towards their *Coulthard House 'The Peoples Place' Stage 1 Downstairs* project.

RECOMMENDATION

That the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grants totalling \$8,000 (ex GST) awarded to Nuriootpa Futures Association Inc towards their *Coulthard House 'The Peoples Place' Stage 1 Downstairs* project.

REPORT

Background

Council, at its 19 June 2018 meeting, approved a Community Grant of \$6,000 (ex GST) to the Nuriootpa Futures Association Inc (NFA) for their *Coulthard House 'The Peoples Place' Stage 1 Downstairs* project. In May 2020, NFA advised that it had been unable to complete the project, as additional funds were required due to an increase in the painting cost. A further Community Grant of \$2,000 (ex GST) was approved by Council at its 19 May 2020 meeting. A copy of the Minutes is provided at Attachment 1.

Introduction

The Community Assistance Scheme Policy requires that "a written assessment of the project, including a financial statement (Acquittal Statement) is required from the Grant recipient on completion of the project".

Discussion

NFA advised in their acquittal email, that "the purpose of the grant was to cover the cost of painting the timber work on the upstairs external façade of the building; however, we have now completed all paintable surfaces on both floors. This includes all timberwork and all previously coated masonry". Their Acquittal Statement is provided in Attachment 2, together with photos of the completed project.

NFA's original grant application stated that the project, for which \$6,000 was approved (19 June 2018), was to "clean, paint, prepare downstairs area for use by NFA Committee, Nuriootpa High School, community groups". The estimated expenses were:

Surveillance	\$ 449
Painting – labour, paint, materials	\$7,720
Painting – Volunteers	In-kind
Installation of small Kitchenette	In-kind
Re-carpet 4 rooms	\$3,960

In August 2019, NFA advised that they had not been able to complete work on Coulthard House as the contractor was not available and unsuitable weather for outside painting work. An extension of time was approved by CASC. In November 2019, a further extension of time was granted as there had been a query regarding the lead based paint previously used on the house which required different handling, and therefore a requote on works. In January 2020, quotes were still being sourced. In April 2020, quotes received were higher than budgeted for and so a further Community Grant application was submitted for \$2,000 to complete the project.

Council, at its 19 May 2020 meeting, resolved the following:

"MOVED Cr Wiese-Smith that Council:

- (1) Approves Nuriootpa Futures Association's request for a further Community Grant of \$2,000 (ex GST) in order to complete the *Coulthard House 'The Peoples Place' Stage 1 Downstairs* project, specifically painting.
- (2) Notes that the project was awarded a \$6,000 (ex GST) Community Grant in June 2018 which has not yet been expended due to unforeseen delays in dealing with the lead based paint previously used on the House.

Seconded Cr Boothby

CARRIED"

Summary and Conclusion

CASC to approve the acquittal information provided by Nuriootpa Futures Association for two Community Grants, totalling \$8,000 (ex GST), were provided for the *Coulthard House 'The Peoples Place' Stage 1 Downstairs* project.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

- Attachment 1: Excerpt from Council Meeting Minutes – 19 May 2020
Attachment 2: Acquittal Statement, invoice and photographs

Policy

Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan 2020 – 2040



Community and Culture



Natural Environment and Built Heritage

Corporate Plan

How We Work – Good Governance

- 6.2 Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.
- 6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Adherence to Council's Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

16 FEBRUARY 2021

8.1 DEBATE AGENDA – COMMUNITY GRANTS

8.1.4

GRANT ACQUITTAL – SOUTHERN BAROSSA MEN’S SHED

B3342

PURPOSE

To consider the acquittal documentation in relation to the Community Grant awarded to Southern Barossa Men’s Shed Inc towards materials required for the establishment of a new Men’s Shed at Williamstown.

RECOMMENDATION

That the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of \$5,000 (ex GST) awarded to Southern Barossa Men’s Shed Inc towards materials required for the establishment of a new Men’s Shed at 16 Queen Street, Williamstown.

REPORT

Background

Council, at its meeting held 19 May 2020, approved a Community Grant of \$5,000 (ex GST) to Southern Barossa Men’s Shed Inc towards materials required for establishment of a new Men’s Shed at 16 Queen Street, Williamstown. (The meeting scheduled for the Community Assistance Scheme Committee on 6 May 2020 was cancelled in response to COVID-19 restrictions. The Business Continuity Management Group determined that the items for consideration be presented to full Council to avoid additional meetings during this time.)

Discussion

The Community Assistance Scheme Policy requires that “a written assessment of the project, including a financial statement (Acquittal Statement) is required from the Grant recipient on completion of the project”.

A brief email, Grant Acquittal Statement, copies of invoices and report are provided in Attachment 1 for CASC approval.

Officers have also provided newspaper articles in Attachment 2.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Attachment 1: Grant Acquittal Statement, Invoices and Report

Attachment 2: Newspaper articles

Policy

Community Assistance Scheme Policy

Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan 2020 – 2040



Community and Culture



Health and Wellbeing

Corporate Plan

How We Work – Good Governance

- 6.2 Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.
- 6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Adherence to Council's Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

16 FEBRUARY 2021

8.1 DEBATE AGENDA – COMMUNITY GRANTS

8.1.5

GRANT ACQUITTAL – ANGASTON AND PENRICE HISTORICAL SOCIETY INC

B3342

PURPOSE

To consider the acquittal documentation in relation to the Community Grant awarded to Angaston and Penrice Historical Society Inc towards its "Creation of 'Angaston Heritage' Brand and Cultural Heritage Experiences" project.

RECOMMENDATION

That the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of \$3,000 (ex GST) awarded to Angaston and Penrice Historical Society Inc towards its "Creation of 'Angaston Heritage' Brand and Cultural Heritage Experiences" project.

REPORT

Introduction

The Community Assistance Scheme Committee (CASC), at its 1 May 2019 meeting, approved a Community Grant of \$3,000 (ex GST) to Angaston and Penrice Historical Society Inc (APHS) towards its "Creation of 'Angaston Heritage' Brand and Cultural Heritage Experiences" project. A copy of the Minutes is provided at Attachment 1. An extension of time to complete the project was granted by CASC at its 5 August 2020 meeting.

Discussion

The Community Assistance Scheme Policy requires that "a written assessment of the project, including a financial statement (Acquittal Statement) is required from the Grant recipient on completion of the project".

An Acquittal Statement, copies of invoices, a report and photographs have been received from APHS (Attachment 2). They also provided a summary of the estimated expenses (used in original grant application) compared to the actual expenses:

COUNCIL GRANT	Grant Amount	Total inc GST	Remaining	Notes
Brand Identity	\$ 650.00	\$ 650.00	\$ -	
Banners x3	\$ 327.00	\$ 218.00	\$ 109.00	Two banners printed
A-frame signs x2	\$ 350.00	\$ 175.00	\$ 175.00	Only one A-frame purchased
Printing allowance	\$ 1,000.00	\$ 639.50	\$ 360.50	DL flyer, n/letter template, business cards 365.8+154.7+119
External signage	\$ 1,400.00	\$ 2,063.40	\$ (663.40)	1400 Blacksmith & HC, 188.40 for lions, 35 for open, 440 for plaques
Video & Photo allowance	\$ 2,000.00	\$ 2,320.00	\$ (320.00)	720 - Sam Kroepsch, 1600 George Graetz
	\$ 5,727.00	\$ 6,065.90	\$ (338.90)	

Summary and Conclusion

CASC to approve the acquittal information provided by Angaston and Penrice Historical Society Inc.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

- Attachment 1: Excerpt from CASC Minutes 1 May 2019
Attachment 2: Acquittal documentation

Policy

Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan 2020 – 2040



Community and Culture



Health and Wellbeing

Corporate Plan

How We Work – Good Governance

- 6.2 Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.
- 6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Adherence to Council's Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

16 FEBRUARY 2021

8. DEBATE AGENDA

8.3

COMMUNITY ASSISTANCE SCHEME 2021/22 BUDGET
B7384

PURPOSE

To formulate a Community Assistance Scheme Budget request for the 2021/22 financial year for inclusion in Council's 2021/22 budget considerations.

RECOMMENDATION

That the Community Assistance Scheme Committee submits a budget request for consideration in the 2021/22 Budget for the Community Assistance Scheme as follows:

- Community Grants/Youth Grants \$..... (excl GST)
- Heritage Grants \$..... (excl GST)
- Advertising \$ 300 (excl GST)

REPORT

Introduction

Clause 2.4 of the Community Assistance Scheme Committee Terms of Reference requires the CASC to prepare an annual submission to Council for the allocation of funds towards the Community Assistance Scheme.

Discussion

Budget requests for the 2021/22 financial year are required to be submitted to Finance in February 2021.

For Members' information, below is a summary of the funding which has been approved over recent years:

	Youth Grants	Community Grants	Heritage Grants	TOTAL
2014/15	\$6,450 (30)	\$12,350 (8)	\$ 9,300 (5)	\$28,100
2015/16	\$5,400 (27)	\$26,269 (13)	\$ 8,132 (5)	\$39,801
2016/17	\$5,300 (26)	\$19,000 (8)	\$ 8,592 (7)	\$32,892
2017/18	\$6,550 (32)	\$21,690 (9)	\$ 6,500 (7)	\$34,740
2018/19	\$6,175 (29)	\$18,000 (4)	\$ 10,750 (7)	\$34,925
2019/20	\$2,975 (15)	\$22,363 (8)	\$10,100 (8)	\$35,438

2020/21 Approved to date (2 Rounds):

- Youth Grants (No applications): \$ 0
- Community Grants (3 of 3): \$ 8,980
- Heritage Grants (4 of 12): \$10,100

Since the inception of Heritage Grant funding almost twenty years ago, Heritage Grant funding has remained around \$10,000.

CASC, at its meeting held 5 November 2019, briefly discussed this matter and resolved the following:

“**MOVED** Mayor Lange that the Community Assistance Scheme Committee seeks additional funding from Council in the 2020/21 Budget for the Community Assistance Scheme as follows:

- Community Grants/Youth Grants \$50,000 (excl GST)
- Heritage Grants \$50,000 (excl GST)
- Advertising \$ 300 (excl GST)

Seconded Cr Wiese-Smith

CARRIED”

However, due to the onset of COVID-19 in early 2020, resulting in no New Initiatives being considered, the budget for 2020/21 was not increased.

At its meeting held 3 November 2020, when the year’s Heritage Grant applications were considered, Members again discussed the difficulty in distributing the \$10,100 (ex GST) budget between 12 grant applications (a total of \$60,000 in funding requests) and also Council’s role in preserving the region’s built heritage. CASC approved grant funding for their ‘top 4’ of the 12 applications. They directed officers to include an agenda item at a future Council Workshop regarding Heritage Grants, the budget amount and Council’s role in heritage conservation. This has yet to be arranged, as the Manager Development Services and Council’s Heritage Advisor are currently on leave.

Over recent years, there has been an average of nine applications received; a \$10,100 amount is insufficient for effective distribution by the CASC. The projects within funding applications often cost tens of thousands of dollars, but the CASC is only able to distribute a maximum of one or two thousand per application.

It is suggested a more meaningful amount of \$50,000 be allocated by Council for Heritage funding to assist with preservation of local historic character.

Previously, similar discussions have taken place regarding Community Grants and the similarity in intended purpose to New Initiative (NI) ‘grants’. A key difference is that NI’s are generally applied to Council owned assets, events or programs. It is noted that the due diligence required of CASC applicants is far more rigorous than New Initiative applicants. There is an opportunity to align the two funding streams and combine discretionary budget to streamline the process/es through one process. Should this approach be supported for consideration, analysis on process; including application, assessment and allocation of funding and Council Case Officers should be resourced.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Nil

Policy

Community Assistance Scheme Terms of Reference

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan 2020 - 2040



Natural Environment and Built Heritage



Community and Culture



Infrastructure



Health and Wellbeing



Business and Employment

Corporate Plan

- 1.4 Facilitate innovative and sustainable preservation and use of built heritage.
- 2.6 Provide, promote and support community arts and cultural events, programs, attractions and services.
- 2.9 Collaborate, initiate, develop and/or support activities and facilities for youth in our community.
- 5.4 Participate in initiatives, or advocate for, investment in creative industries and cultural tourism.
- 6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements

Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial

The adopted Budget for the Community Grants and Youth Grants for 2020/21 was \$25,500 (excl GST) and \$10,100 for Heritage Grants.

Community Assistance Scheme Budget for 2021/22 to be considered by the CASC and a request submitted to Finance for inclusion in the 2021/22 Draft Budget.

COMMUNITY CONSULTATION

Community Consultation will be part of the budget adoption process in June 2021, as per legislation.