

NOT CONFIRMED

**MINUTES OF THE MEETING
OF THE BAROSSA COUNCIL COMMUNITY ASSISTANCE SCHEME COMMITTEE
held in the Committee Room at The Barossa Council, 43-51 Tanunda Road, Nuriootpa
on Wednesday 5 May 2021 commencing at 5.30pm**

WELCOME

Cr Johnstone declared the meeting open at 5.30pm and welcomed all in attendance. He acknowledged that this meeting is being held on the traditional lands of the Ngadjuri people.

1. PRESENT

Cr Russell Johnstone (Deputy Mayor), Mayor Bim Lange, Cr Kathryn Schilling, Cr Don Barrett, Jo Thomas (Director Corporate and Community Services), Annette Randall (CASC Administration Officer).

2. APOLOGIES

Cr Cathy Troup, Cr Carla Wiese-Smith

MOVED Mayor Lange that the Community Assistance Scheme Committee receive and accept Cr Troup's and Cr Weise-Smith's apology.

Seconded Cr Barrett

CARRIED

3. CONFLICT OF INTEREST DECLARATIONS

Nil

4. CONFIRMATION OF PREVIOUS MINUTES

MOVED Cr Schilling that the Minutes of the Community Assistance Scheme Committee meeting held on 16 February 2021 as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

Seconded Mayor Lange

CARRIED

6. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

7.1 CONSENSUS AGENDA

Ms Randall provided a further update on recent communication with the Eden Valley Tourism and Promotional Group.

Ms Thomas clarified the Community Grants/Youth Grants budget amount, which now includes the additional funds made available for grants from the electrical street lighting rebate monies for 2020/21 and 2021/22.

7.2.1 ITEMS FOR EXCLUSION FROM THE CONSENSUS AGENDA

Nil

7.2.2 RECEIPT OF CONSENSUS AGENDA

MOVED Cr Schilling that the items contained in the Consensus Agenda be received and that any recommendations contained therein be adopted.

Seconded Cr Barrett

CARRIED

8. DEBATE AGENDA

NOT CONFIRMED

8.1 COMMUNITY GRANTS

8.1.1

GRANT APPLICATION – BETHANY TABOR LUTHERAN CHURCHES (FUNDAY SUNDAY) B3342

MOVED Cr Schilling that the Community Assistance Scheme Committee:

- 1) supports in principle, the Bethany Tabor Lutheran Churches combined churches annual free Funday Sunday community event;
- 2) recommends that Council approve a Community Grant of \$3,000 (ex GST) for the Funday Sunday event, specifically for side walls for marquees, and invite them to submit a further application in the future should they be unable to secure required funding from other sources;
- 3) requires that The Barossa Council be appropriately acknowledged as a funding source for the project through social media, signage, website and promotional material;
- 4) notes that, should the Funday Sunday event cease to exist in the future, any assets held, such as marquees, would be made available to the churches in the area and to Council for use for various functions of their own.

Seconded Mayor Lange

CARRIED

PURPOSE

To consider a Community Grant Application from Bethany Tabor Lutheran Churches (Funday Sunday) seeking \$7,769 (ex GST) towards the annual Funday Sunday event, specifically for side walls for marquees.

REPORT

Background

Funday Sunday is a free annual community event facilitated by various churches in the Barossa. The Bethany Tabor Parish (grant applicant) has been associated with the Funday Sunday since its inception in 2008.

The outdoor event, held at the Tanunda Recreation Park, provides free entertainment, food and activities for the whole community. The Funday Sunday committee, consisting of members of different churches in the Barossa region, co-ordinates the event.

Introduction

The Funday Sunday committee is not an incorporated body, but has been auspiced by Bethany Tabor Lutheran Church in relation to their Community Grant application. The committee is seeking a Community Grant of \$7,769 (ex GST) to purchase side walls for marquees used for the event (7 panels @ \$495 ex GST each and 16 panels @ \$269 ex GST each). The side walls are required to protect food and entertainment providers from wind and bad weather (which has happened in the past when the event had to move inside the Show Hall – using the Show Hall and applying for fee waiver).

Discussion

The 2021 Funday Sunday is planned for 12 September. The event relies heavily on donations from individuals and businesses within the community. The funds are not normally received until just prior to the event. The local churches support the event either through donations or volunteer time. The estimated income and expenditure for this year's event is based on the 2019 event: Income (Donations) - \$3,791 and Expenditure \$3,808. The committee is uncertain how much support they will get from businesses this year, as many may have been affected by Covid-19 in the past year. The Funday Sunday committee has its own bank account and states that it needs to hold some funds as

NOT CONFIRMED

working capital to enable them to purchase and pay deposits for activities, etc. At this point in time, they have not allocated any funds toward the purchase of the marquee side walls.

The committee has stated that, "if for some reason the Funday Sunday event ceases to exist in the future, any funds held would be divided amongst participating churches in the area." And "...assets such as marquees, would be made available to the churches in the area for various functions of their own..... the Council would also have access to use the marquees for their own use".

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

The committee has provided all documentation/information required under the Community Grant Guidelines, including 6 letters of support (Attachment 2).

Summary and Conclusion

The Funday Sunday committee is seeking a Community Grant of \$7,769 (ex GST) to purchase side walls for marquees used for the event. CASC has delegation to approve Community Grants up to \$3,000 (excl GST). The Application, together with a report and the CASC recommendation will be presented to the next Council Meeting for decision.

Officers recommend that, should Council approve the funding, it be contingent on recognition of Council's support and requires acknowledgement of Council's contribution on the promotion of the project and any project deliverables.

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



Community and Culture

Corporate Plan

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

2.9 Collaborate, initiate, develop and/or support activities and facilities for youth in our community.

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 \$103,087 (excl GST); this included an additional \$75,000 per year for 2 years (2020/21 and 2021/22) of funds allocated from the electrical street lighting rebate monies.

		\$ (excl GST)
	BUDGET 2020-2021	\$103,087
	GRANTS APPROVED TO DATE	\$ 10,230
	FUNDS REMAINING	\$ 92,857
4th Quarter		
Youth Grants -(Paid)	1 Application	\$ 200
Community Grants - requested	Williamstown Church of Christ	\$10,000
	Funday Sunday (combined churches)	\$ 7,769
		\$17,969

NOT CONFIRMED

	4th Quarter Total	
The 2 Community Grant applications are over \$3,000 each and so will go to Council for decision once CASC has reviewed.		
NOTE: Community Grant application – Decision still Pending	Eden Valley Tourism & Promotional Group Inc	Request for \$ 6,000
Balance of funds available if all applications granted		\$ 68,888

There are potentially three Community Grant applications requiring decision: two at this CASC meeting/the May Council Meeting (total \$17,769) and potentially the third (\$6,000), pending receipt of further information.

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.

8.1.2

GRANT APPLICATION – WILLIAMSTOWN CHURCH OF CHRIST INC – VERANDAH PROJECT B3342

MOVED Cr Barrett that the Community Assistance Scheme Committee:

- 1) supports in principle, the Williamstown Church of Christ Inc verandah project;
- 2) recommends that Council approve a Community Grant of \$3,000 (ex GST) towards installation of a verandah for the Church building;
- 3) recommends that payment to the Williamstown Church of Christ Inc is subject to confirmation of Planning and Building approval and the project being fully funded;
- 4) requires Williamstown Church of Christ Inc to appropriately acknowledge The Barossa Council as a funding source for the project through signage, social media, etc.

Seconded Cr Schilling

CARRIED

PURPOSE

To consider a Community Grant Application from Williamstown Church of Christ Inc (WCOC) seeking \$10,000 (ex GST) towards installation of a verandah for the Church building.

REPORT

Background

The Williamstown Church of Christ building is listed as a Local Heritage Item within Council's Development Plan Consolidated 5 September 2019. WCOC wish to install a verandah on the eastern side of the building to protect patrons from the outdoors and also protect the windows of the building. A Heritage Grant application lodged by WCOC was declined in November 2020, as the verandah project was not consistent with Heritage Grant criteria ie the proposed works are technically, not conservation works.

NOT CONFIRMED

Discussion

A Development Application, lodged with Council in December 2020, for a flat roof wall-attached 'Outback' verandah, was not supported by officers based upon the opinion that the proposed verandah, in its then current form, would detract from the heritage value of the Church due to the overall height of the verandah and the proportions and connections to the porch. The 'development cost' stated in the Development Application was \$11,987 ex GST. Officers, including Council's Heritage Advisor, met with WCOC and the DA applicant (BGI Building Group) to discuss alternative designs that would satisfy heritage requirements.

The cost of the redesigned verandah, (stand alone with pitched roof), is quoted at \$23,574 ex GST (refer Attachment 2).

The updated cost of the whole project, including cement floor, pvc piping and electrical is estimated at \$29,090 ex GST.

The updated Development Application is currently being assessed.

WCOC advised that they had sufficient funds for the original project, but are unable to raise the additional \$10,000 ex GST for the redesigned verandah.

WCOC is responsible for funding its own projects. Their cash and investment holdings have grown over the last three years as they have not had to pay a dedicated Minister. These holdings need to be maintained for future part employment of a Minister, and maintenance and operating expenses. They have stated that they can contribute \$13,636 ex GST towards the verandah and can cover the other project costs (\$5,454 ex GST).

WCOC state that the verandah is needed, not only to protect patrons from the elements and provide for overflow of people at funerals and larger gatherings (particularly with social distancing rules), but also to help protect the windows in this local heritage listed building.

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

The Community Grant Application and supporting documentation is provided at Attachment 2.

Summary and Conclusion

A Heritage Grant application submitted by WCOC was declined in November 2020, as the verandah project was not consistent with Heritage Grant criteria ie the proposed works are technically, not conservation works.

A Development Application, lodged with Council in December 2020, for a flat roof wall-attached 'Outback' verandah, was rejected. Subsequent discussions have resulted in an amended design which is still being assessed by officers.

The design of the verandah to satisfy Heritage requirements has added \$11,587 ex GST to the cost. WCOC are not able to fund the extra cost at this point in time.

WCOC are seeking a Grant of \$10,000 ex GST towards the project, estimated cost \$29,090 ex GST. It is noted from the WCOC Constitution that, although the Church Leadership Team has the management and control of the funds and other property of the Church (Clause 8.1.2), all real property is held in the name of Churches of Christ in South Australia and Northern Territory Incorporated (Clause 15.1).

Officers recommend that, should Council approve any funding, it be contingent on recognition of Council's support and requires acknowledgement of Council's contribution.

CASC has delegation to approve Community Grants up to \$3,000 (excl GST). The Application, together with a report and the CASC recommendation will be presented to the next Council Meeting for decision.

NOT CONFIRMED

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



Natural Environment and Built Heritage



Community and Culture

Corporate Plan

1.4 Facilitate innovative and sustainable preservation and use of built heritage.
2.4 Foster volunteering opportunities that are responsive to the needs of the Community.

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 \$103,087 (excl GST); this includes an additional \$75,000 per year for 2 years (2020/21 and 2021/22) of funds allocated from the electrical street lighting rebate monies.

		\$ (excl GST)
	BUDGET 2020-2021	\$103,087
	GRANTS APPROVED TO DATE	\$ 10,230
	FUNDS REMAINING	\$ 92,857
4th Quarter		
Youth Grants –(Paid)	1 Application	\$ 200
Community Grants - requested	Williamstown Church of Christ	\$10,000
	Funday Sunday (combined churches)	\$ 7,769
	4th Quarter Total	\$17,969
The 2 Community Grant applications are over \$3,000 each and so will go to Council for decision once CASC has reviewed.		
NOTE: Community Grant application – Decision still Pending	Eden Valley Tourism & Promotional Group Inc	Request for \$ 6,000
Balance of funds available if all applications granted		\$ 68,888

There are potentially three Community Grant applications requiring decision: two at this CASC meeting/the May Council Meeting (total \$17,769) and potentially the third (\$6,000), pending receipt of further information.

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.

NOT CONFIRMED

Does the potential broader community benefits for increased use justify the level of public funds required to upgrade the assets of a privately owned organisation, notwithstanding that the group has tried to self fund but the heritage improvements have increased the cost.

There is limited quantification of the potential increased use.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

8.1.3

GRANT ACQUITTAL – BAROSSA FARMERS MARKET INC

B3342

MOVED Mayor Lange 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 Barossa Farmers Market Inc towards its "Barossa Farmers Market Membership Scheme" project, specifically for advertising.

Seconded Cr Schilling

CARRIED

PURPOSE

To consider the acquittal documentation in relation to the Community Grant awarded to Barossa Farmers Market Inc towards its "Barossa Farmers Market Membership Scheme" project.

REPORT

Introduction

The Community Grant application from Barossa Farmers Market Inc (BFM) was considered by Council at its 16 June 2020 Council Meeting. The Application was received in May 2020 and the Community Assistance Scheme Committee (CASC) were not scheduled to meet again until August 2020. The CASC Chair and Chief Executive Officer agreed that the Application be considered earlier due to the impact of the COVID-19 on the organisation.

Council resolved the following:

MOVED Cr Wiese-Smith that Council:

- (1) approve a Community Grant of \$3,000 (ex GST) to Barossa Farmers Market Inc towards the 'Barossa Farmers Market Membership Scheme' project, specifically for advertising;
- (2) require Barossa Farmers Market Inc to appropriately acknowledge The Barossa Council as a funding source for the project through social media, signage, website and promotional material.

Seconded Cr Haebich

CARRIED 2018-22/163

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".

Barossa Farmers Market Inc have provided an Acquittal Statement, copies of invoices, and a brief report on their project (Attachment 1).

Summary and Conclusion

CASC to approve the acquittal information provided by Barossa Farmers Market Inc.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Attachment 1: Acquittal documentation

NOT CONFIRMED

Policy

Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan 2020 – 2040



Community and Culture



Business and Employment

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.

ADDENDUM REPORT

8.1.4

REQUEST FOR ALTERNATIVE PROJECT FOR APPROVED GRANT – KOONUNGA AGRICULTURAL BUREAU INC

B3342

MOVED Mayor Lange that the Community Assistance Scheme Committee, in regard to the Koonunga Agricultural Bureau Inc request to change the project for which a Community Grant was approved on 16 January 2021 (ie a St Johns First Aid 1 day course for their members who reside in The Barossa Council):

- (1) approve the request to change the project to "Installation of a defibrillator at the Ebenezer Community Centre" (defibrillator project);
- (2) decline the request to allocate the total amount of the previously approved Community Grant of \$1,1,36.36 ex GST (ie \$1,250 inc GST) to the defibrillator project;
- (3) approve a reduced Community Grant of \$1,000 ex GST towards the defibrillator project.

Seconded Cr Schilling

CARRIED

PURPOSE

To consider a request from Koonunga Agricultural Bureau Inc, to change the project for which they were approved a Community Grant.

NOT CONFIRMED

REPORT

Background

The Community Assistance Scheme Committee (CASC), at its meeting held 16 February 2021, assessed a Community Grant application submitted by Koonunga Agricultural Bureau Inc, for funding towards a St Johns First Aid 1 day course for their members. The following was resolved:

MOVED Cr Troup 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 \$50 (incl GST) per member, on presentation of course attendance details.

Seconded Cr Barrett

CARRIED

It was anticipated that 25 members who reside in The Barossa Council, would be attending the course, at \$50 per member, making a total Grant of \$1,250 incl GST ie \$1,136.36 ex GST. At this point in time, no Grant monies have been paid.

Introduction

Koonunga Agricultural Bureau Inc has requested a change of project on which the Grant will be expended; from the First Aid course to a community located defibrillator.

Discussion

Subsequent to Koonunga Agricultural Bureau Inc receiving advice that Community Grant funding towards a St Johns First Aid course for members had been approved by CASC at its 16 February 2021 meeting, they secured a free 'Farm First Aid' course through the Red Cross Drought Resilience program.

They have therefore requested that the CASC funding be put towards an alternative project: a defibrillator for public access in the Ebenezer Community Centre. A letter of request and quote from St John is provided in [Attachment 1](#).

Officers sought further information from the Bureau, as the Ebenezer Community Centre is not in The Barossa Council area. A copy of the questions and their response is provided in [Attachment 2](#).

Summary and Conclusion

Officers have not had the opportunity to discuss the request from the Koonunga Agricultural Bureau and their response to questions, prior to finalisation of this Agenda. Officers' comments will be provided at the meeting.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: Letter and Quote from Koonunga Agricultural Bureau

Attachment 2: Questions and responses regarding the request for alternative project ie defibrillator

Policy

Community Assistance Scheme Policy

Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Community and Culture

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial

The Koonunga Agricultural Bureau Inc were approved a Community Grant of \$1,250 incl GST at the 16 February 2012 CASC meeting. No funds have been paid at this point in time.

NOT CONFIRMED

Risk Management

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.

8.2 HERITAGE GRANTS

Nil

9. OTHER BUSINESS

9.1 COMMUNITY GRANT APPLICATION RECEIVED FROM BAROSSA SWIMMING CLUB INC

Ms Randall advised of a Community Grant Application received from Barossa Swimming Club Inc (BSC) on 29 April 2021, seeking \$3,000 ex GST towards their "Barossa Swimming Carnival" to be held on 23 May 2021. Ms Randall has advised the BSC that their Application will be considered by the CASC at its next meeting on 4 August 2021.

CASC discussed the difficulty for some local organisations to run events due to their limited funding, particularly when many costs need to be paid in advance of ticket sales, entry fees, etc being received.

CASC requested that members be advised when all application documentation has been received from the BSC and consideration will be given to holding a special CASC meeting.

CASC requested Officers to commence a review of the Community Grant Guidelines and consider expanding Council's support of local events. CASC also discussed a proposed increase to the funding amount that CASC has delegation to approve ie currently \$3,000 ex GST.

9.2 MS RANDALL IMPENDING RETIREMENT

Ms Thomas advised that Ms Randall will be retiring from Council at the end of June 2021 after 16 years of service. Mayor Lange thanked Ms Randall for her valued contribution to Council and in recent years, to the CASC administration, and wished her all the best for the future.

10. NEXT MEETING

Wednesday 4 August 2021 commencing at 5.30pm.

11. CLOSE

Cr Johnstone declared the meeting closed at 6.15pm

Confirmed at Community Assistance Scheme Committee Meeting 4 August 2021

Date:.....

Chair:.....