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Committee focus

WELCOME TO THE AUGUST NEWSLETTER!

As Committees and Council approach the implementation of the Redefining Community Committees project, bi-monthly newsletters will be delivered to your inbox! If you have any specific items you would like addressed, please feel free to contact me. ~Rebecca

What we have learnt so far!



Overall, Committees are approaching the Redefining Community Committees project positively and are recognising the opportunity to regenerate and re-energise their members and purpose, and bring a renewed focus on their future. Committee members have sought to clarify the potential nature of their role, their ability to access the reserve fund, ongoing support during the transition process, and the types of agreement that will be entered into should they choose to take on a role in asset management.

Volunteer Group of Council

Make sure if you have new members to make sure they complete a registration form [here](#).

Questions and Answers Information Sheet

Feedback from committee members is that the Q&A Information Sheet has been very helpful to understand all that is involved from a variety of perspectives. The Q&A Sheet is available on the Knowledge Bank if you need to access it and we welcome any further questions.

Incorporated Associations

Some Committees considering the option of an Incorporated Association and are concerned about having the volunteer expertise and continuity to manage finances through the role of Treasurer. One great suggestion from the Stockwell Recreation Park Committee is to engage a sponsor to provide accounting services in lieu of a cash contribution. A similar role could occur for other functions where volunteers don't feel they have the time or expertise to deliver what is needed for an Incorporated Association to operate to a high standard of practice. If you want to discuss such ideas for particular functions, please contact Rebecca Tappert on 8563 8454 or rtappert@barossa.sa.gov.au.

Make Your Life Easier Use a Template!

A portfolio of information has been updated and made available to committees through the online 'Knowledge Bank' to make the transition process easier, including document administration. The portfolio of templates includes:

- ◆ Constitution for Incorporated Association;
- ◆ Strategic Business Plan;
- ◆ Letter to close a Section 41 Committee;
- ◆ Letter to transition to and Incorporated Association;
- ◆ Letter to transition to a volunteer Community Group of Council;
- ◆ Assessing the preferred park management options;
- ◆ Annual Activity Report
- ◆ Memorandum of Understanding;
- ◆ Charter for operation of a Community Group (simple and detailed versions)



I would like Information on:

How to run and participate in a meeting	Purchases and Income
Organising an event	What to do if there is an incident at a facility
Volunteer management	Work Health Safety
Lease and Licence Agreements for users of a facility	Upgrading a facility or installing something new

Online Knowledge Bank

Don't forget the online tool available for all Committee members to use to source information and templates of various interest areas:

- Meetings
- Purchasing
- New project requests
- Events
- Volunteers
- Facility agreements
- Incidents
- Work health safety

So if your Committee hasn't had a look at the meeting minutes template or latest volunteer registration form, please download the latest versions.

Go to www.barossa.sa.gov.au and navigate through the Council tab, under Council Committees, click Committee Member Knowledge Bank.

If you would like to see any other information stored here, please let me know and I will add it!



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Budgets and New Initiatives

Each Council facility has a budget to deliver a level of service for assets across Council, and this, in conjunction with the Long Term Financial Plan and Building Condition Audit, will determine both maintenance budgets and future capital investment for various assets. Council has committed to ensuring that the existing level of service is maintained post transition regardless whether Council or an Incorporated Association is managing an asset.

High risk (cleaning gutters) and compliance obligations (fire safety and asbestos) where Council has a legal requirement to provide a service, will remain with Council.

Where do the funds we raise go?

Any income derived from hire of ovals or buildings, leases or fundraising etc., remains within the budget for that facility (the Hall or Park). At the end of the year, any surplus/deficit will be accumulated or removed from the Reserve Fund. If the reserve fund holds a positive balance, interest earned goes back to the account for that Hall or Park.

What if we want suggest a New Initiative?

All New Initiatives are assessed by Council's Asset Management Working Party. This group is responsible for endorsing new asset proposals in order to achieve sustainable asset management for the community. The Working Party will be guided by Council's Strategic Asset Management Framework, site specific master plans and receive strategic advice from the recently established Strategic Asset Management Advisory Committee, which includes executive staff and elected members. Considerations, for example, include the community benefit and ongoing maintenance requirements for the life of the asset, and the fit with existing master plans and Council's strategic plan.

If the proposal is for the benefit of the park or hall as an asset (improve its viability and sustainability) and has broad public benefit (i.e. public use of assets) then Council will consider a contribution in its budget process but will also need to reflect on its long term financial plan (what it can afford). Overall, the greater the public benefit and strategic 'fit' the greater the likelihood of support or contribution.



DID YOU KNOW?

'Totally Locally Barossa' is on Facebook if your want to know more or engage residents and business in working together to make the place you love better.

INTERESTING!

"Small Town Sexy"

How small towns can reinventing themselves
<http://smalltownsexybook.com/>

"Markets Matter"

Reviewing the evidence
<http://www.placemanagement.org/research/markets-matter/>

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CONGRATULATIONS

To Angas Recreation Park and Old Union Chapel for transitioning to volunteer groups of Council. Both will continue their great work as advocates and advisors for these two popular community facilities. Angaston Town Hall have also transitioned to an arrangement to consult with Council staff every six months on asset management matters.

