



## *The Barossa Council*

### **NOTICE OF MEETING**

Notice is hereby given that a meeting of the Community Assistance Scheme Committee will be held on Tuesday 6 December 2016 in the Council Chambers, 43 – 51 Tanunda Road, Nuriootpa, commencing at 9.00am.

Martin McCarthy  
CHIEF EXECUTIVE OFFICER  
THE BAROSSA COUNCIL

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### **A G E N D A**

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#### **1. THE COMMUNITY ASSISTANCE SCHEME COMMITTEE**

- 1.1 Welcome by Chair – meeting declared open
- 1.2 Present
- 1.3 Leave of Absence
- 1.4 Apologies for Absence
- 1.5 Appointment of Chairperson  
(Section 3.2 of the Terms of Reference)
- 1.6 Minutes of previous meeting – for confirmation:  
Community Assistance Scheme Committee – 7 September 2016
- 1.7 Matters arising from previous minutes

#### **2. CONSENSUS AGENDA**

##### **2.1 CORRESPONDENCE**

- 2.1.1 Jackson Docherty
- 2.1.2 Bridge in the Barossa
- 2.1.3 Royal Geographical Society of SA
- 2.1.4 Lucy Elsworthy
- 2.1.5 Barossa Community Labyrinth
- 2.1.6 Nuriootpa Futures Association

#### **3. DEBATE AGENDA**

- 3.1 Actions from Previous Meetings
- 3.2 Summary of Community Assistance Grants 2016/2017
- 3.3 Summary of Heritage Grants 2016/2017
- 3.4 Youth Grant Applications
  - 3.4.1 Kate Moffett

- 3.4.2 Sam Noack
- 3.5 Community Grant Applications
  - 3.5.1 Youth Barossa
  - 3.5.2 Lyndoch and Districts Little Athletics
  - 3.5.3 Barossa Valley Machinery Preservation Society
  - 3.5.4 Employment Directions
- 3.6 Heritage Grant Applications
- 3.7 Heritage Advisor's Report
- 3.8 Community Assistance Scheme Policy and Terms of Reference Review

#### **4. OTHER BUSINESS**

- 4.1 Member Resignation from the Community Assistance Scheme Committee

#### **5. NEXT MEETING**

#### **6. CLOSURE**

**MINUTES OF THE MEETING OF THE COMMUNITY ASSISTANCE SCHEME OF THE BAROSSA  
COUNCIL**

held in the Council Committee Room at The Barossa Council, 43-51 Tanunda Road,  
Nuriootpa on Wednesday 7 September 2016 commencing at 4pm

1.1

**WELCOME**

Cr Harris welcomed everyone and declared the meeting open at 4:02pm.

1.2

**PRESENT**

Cr Margaret Harris, Mayor Bob Sloane , Cr Mark Grossman, Cr Bim Lange, Cr John Angas,  
Mark Lague (Manager, Financial Services), Naomi Graetz (Minute Secretary)

1.3

**APOLOGIES FOR ABSENCE**

1.4

**CONFIRMATION OF PREVIOUS MINUTES**

**MOVED** Mayor Sloane that the minutes of the meeting held on 1 June 2016 as circulated  
be confirmed as a true and correct record of the proceedings of that meeting.

**Seconded** Cr Grossman

**CARRIED**

1.5

**MATTERS ARISING FROM PREVIOUS MINUTES**

Nil

2.1

**CORRESPONDENCE**

**MOVED** Mayor Sloane that correspondence items 2.1.1 to 2.1.3 be received and noted.

**Seconded** Cr Angas

**CARRIED**

3.1.1

**ACTIONS FROM PREVIOUS MEETINGS**

C=COMPLETED

P=PENDING

N=NO ACTION

<b>2015/2016 – (3/3/2016) YOUTH GRANT APPLICATIONS</b>	
Bailee Major – Letter sent requesting more information	N
<b>2015/2016 – (19/4/2016) YOUTH GRANT APPLICATIONS</b>	
Lucy Elsworthy – Successful letter sent – payment made –certificate to be sent	P
Aidan Schenk – Successful letter sent – payment to be made – certificate to be sent	C
<b>2015/2016 – (1/6/2016) YOUTH GRANT APPLICATIONS</b>	
Abigayle Mader – Successful letter sent – payment made – certificate sent	C
<b>2014/2015 – (4/6/2015) COMMUNITY GRANT APPLICATIONS</b>	
Nuriootpa Futures Association - letter sent – payment made – acquittal extension granted due June 2017	P
<b>2015/2016 – (15/9/2015) COMMUNITY GRANT APPLICATIONS</b>	
Williamstown Amateur Players – Successful letter sent – payment made – acquittal extension request received	P
The Barossa German Language Association – Successful letter sent – payment made – acquittal extension request received	P
<b>2015/2016 – (21/10/2015 Council Meeting) – COMMUNITY GRANT APPLICATION</b>	
Barossa Valley Machinery Preservation Society – Successful letter sent – payment made – waiting on acquittal	P
<b>2015/2016 – (1/12/2015) COMMUNITY GRANT APPLICATIONS</b>	
Employment Directions – successful letter sent – payment made - waiting on acquittal	P
Barossa Community Labyrinth – successful letter sent – payment made – waiting on acquittal	P
Lyndoch and Districts Little Athletics Centre - successful letter sent – payment made – waiting on acquittal	P
Nuriootpa Futures Association - successful letter sent – payment made – waiting on acquittal	P

<b>2015/2016 (17/5/2016 Council Meeting) COMMUNITY GRANT APPLICATIONS</b>	
Barossa Reconciliation Week Committee – successful letter sent – payment Made – waiting on acquittal	P
<b>2015/2016 (21/6/2016 Council Meeting) COMMUNITY GRANT APPLICATIONS</b>	
Royal Geographical Society - successful letter sent – payment made – waiting on acquittal	P
<b>2015/2016 – (1/12/15) HERITAGE GRANT APPLICATIONS</b>	
Brad Reynolds and Nicki Norman – Successful letter sent	P
St Thomas Evangelical Lutheran Church – Successful letter sent – Payment made	C
Evangelical Lutheran Heritage Christ Church – Successful letter sent	P

### 3.1.2

#### SUMMARY OF COMMUNITY ASSISTANCE SCHEME GRANTS 2015/2016

Funding Type	No. of Applications	Funding Approved/ Requested
<b>August (Council Meeting)</b> Community Grants	1 application	
	<b>August Total</b>	\$1,000.00 <b><u>\$1,000.00</u></b>
<b>September</b> Youth Grants Community Grants	12 applications 3 applications	
	<b>September Total</b>	\$2,500.00 \$9,000.00 <b><u>\$11,500.00</u></b>
<b>September</b> Youth Grant	1 Application withdrawn*	
	<b>Total</b>	-\$200.00 <b><u>-\$200.00</u></b>
<b>October (Council Meeting)</b> Community Grant	1 application	
	<b>October Total</b>	\$3,000.00 <b><u>\$3,000.00</u></b>
<b>December</b> Youth Grants Community Grants	4 applications 5 applications	
	<b>December Total</b>	\$650.00 \$8,250.00 <b><u>\$8,900.00</u></b>

<b>January (Council Meeting)</b> Community Grant	1 Application		\$1,000.00
		<b>January Total</b>	<b><u>\$1,000.00</u></b>
<b>March</b> Youth Grant Community Grants	5 Applications 0 Applications		****\$1,050.00
		<b>March Total</b>	\$0.00 **** <b><u>\$1,050.00</u></b>
<b>April</b> Youth Grant Community Grants	6 Applications 1 Application**		****\$1,200.00
		<b>April Total</b>	\$1,500.00 **** <b><u>\$2,700.00</u></b>
<b>June</b> Youth Grant Community Grants	1 Application 1 Application***		\$200.00
			<u>\$2,519.00</u>
			<b><u>\$2,719.00</u></b>
		<b>TOTAL</b>	<b>\$31,669.00</b>
		<b>BUDGET 2015-2016 (Additional Youth Grants only) (Council Funding for LADLAC application) (Additional Community Grants) (Additional Community Grants)</b>	\$25,000.00 +\$4,000.00 +\$200.00 +\$1,500.00 +959.00 <b><u>\$31,659.00</u></b>
		<b>FUNDS REMAINING</b>	<b>-\$10.00</b>

\*One Youth Grant application now withdrawn.

\*\* Referred to Council - approved (Council Meeting 17 May 2016)

\*\*\* Referred to Council – approved (Council Meeting 21 June 2016)

\*\*\*\*Change of total from June meeting – recorded incorrectly in Agenda and Minutes

3.1.3

**SUMMARY OF HERITAGE GRANTS 2014/2015**

Considered annually in the December meetings

Funding Type	No. of Applications	Funding Approved/ Requested
September Heritage Grants	Nil	<u>\$0.00</u>
	<b>September Total</b>	<b>\$0.00</b>
December Heritage Grants	4 Applications	<u>\$8,131.75</u>
	<b>December Total</b>	<b><u>\$8,131.75</u></b>
March Heritage Grants	Nil	<u>\$0.00</u>
	<b>March Total</b>	<b>\$0.00</b>
June Heritage Grants	1 Application	<u>\$1,800.00</u>
	<b>June Total</b>	<b><u>\$1,800.00</u></b>
	<b>TOTAL</b>	<b>\$9,931.75</b>
	<b>BUDGET 2015-2016</b>	<b>\$10,000.00</b>
	<b>FUNDS REMAINING</b>	<b>\$68.25</b>

3.1.4

**SUMMARY OF COMMUNITY ASSISTANCE SCHEME GRANTS 2016/2017**

Funding Type	No. of Applications	Funding Approved/Requested
September Youth Grants Community Grants	12 Applications 3 Applications  September Total	\$2,400.00 \$9,000.00 <b><u>\$11,400.00</u></b>
	TOTAL	\$11,400.00
	BUDGET 2016-2017	\$25,250.00
	FUNDS REMAINING IF SEPTEMBER APPLICATIONS GRANTED	\$13,850.00

3.1.5

**SUMMARY OF HERITAGE GRANTS 2016/2017**

Considered annually in the December meetings

Funding Type	No. of Applications	Funding Approved/Requested
September Heritage Grants	Nil  September Total	\$0.00 \$0.00 <b><u>\$0.00</u></b>
	TOTAL	\$0.00
	BUDGET 2016-2017	\$10,100.00
	FUNDS REMAINING	\$10,100.00

<p><b>MOVED</b> Cr Angas that items 3.1.1 to 3.1.5 be received and noted.  <b>Seconded</b> Cr Lange</p>	<p><b>CARRIED</b></p>
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### 3.1.6

#### YOUTH GRANT APPLICATIONS

##### **INTRODUCTION**

Twelve Youth Grant applications have been received since the last meeting for consideration by the Committee.

#### 3.1.6.1

##### APRIL ZIMMERMAN

**MOVED** Cr Grossman that April Zimmerman be granted a Youth Grant of \$200 for representing YMCA SA Youth Parliament at the SA Youth Parliament residential camp in SA in July 2016.

**Seconded** Mayor Sloane

**CARRIED**

#### 3.1.6.2

##### ASHTON SCHENK

**MOVED** Cr Grossman that Ashton Schenk be granted a Youth Grant of \$200 for representing U13 Boys SA State Hockey Team in the U13 Australian National Hockey Championships in Perth in September and October 2016.

**Seconded** Mayor Sloane

**CARRIED**

#### 3.1.6.3

##### AUSTIN SCHENK

**MOVED** Cr Grossman that Austin Schenk be granted a Youth Grant of \$200 for representing SAPSASA U12 State Boys Hockey Team in the School Sport Australia U12 Hockey Championships in QLD in July and August 2016.

**Seconded** Mayor Sloane

**CARRIED**

#### 3.1.6.4

##### FINN REED

**MOVED** Cr Grossman that Finn Reed be granted a Youth Grant of \$200 for representing School Sport SA in State Australian Football – SAPSASA in QLD in July 2016.

**Seconded** Mayor Sloane

**CARRIED**

3.1.6.5

**GEORGIA GIBSON**

**MOVED** Cr Grossman that Georgia Gibson be granted a Youth Grant of \$200 for representing Equestrian SA in the National Interschool Championships in NSW in September and October 2016.

**Seconded** Mayor Sloane

**CARRIED**

3.1.6.6

**JADE TRIPLETT**

**MOVED** Cr Grossman that Jade Triplett be granted a Youth Grant of \$200 for representing Miller School of Irish Dancing SA in the Australian Irish Dancing Championships in Hobart in September and October 2016.

**Seconded** Mayor Sloane

**CARRIED**

3.1.6.7

**TIFFANY KOEK**

**MOVED** Cr Grossman that Tiffany Koek be granted a Youth Grant of \$200 for representing North Vikings Inline Hockey Club in the Inline Hockey National Championships in VIC in September and October 2016.

**Seconded** Mayor Sloane

**CARRIED**

3.1.6.8

**TRISTAN PEARSON**

**MOVED** Cr Grossman that Tristan Pearson be granted a Youth Grant of \$200 for representing SAPSASA in the School Sport Australia U12 Swimming Championships in NT in September 2016.

**Seconded** Mayor Sloane

**CARRIED**

3.1.6.9

**RHYS CANNIZZARO**

**MOVED** Cr Grossman that Rhys Cannizzaro be granted a Youth Grant of \$200 for representing SA Country Basketball in the 2016 U16 Australian National Championships in Victoria in July 2016.

**Seconded** Mayor Sloane

**CARRIED**

3.1.6.10

**LUCY ELSWORTHY**

**MOVED** Cr Grossman that Lucy Elsworthy be granted a Youth Grant of \$200 for representing South Australia Little Athletics in the Australian Little Athletics Championships in Adelaide in April 2016.

**Seconded** Mayor Sloane

**CARRIED**

3.1.6.11

**JACKSON DOCHERTY**

**MOVED** Cr Grossman that Jackson Docherty be granted a Youth Grant of \$200 for representing Secondary School Sport SA in the Australian Swimming Championships in NT in September 2016.

**Seconded** Mayor Sloane

**CARRIED**

3.1.6.12

**BRODIE DUELL**

**MOVED** Cr Grossman that Brodie Duell be granted a Youth Grant of \$200 for representing Secondary School Sport SA in the Australian Swimming Championships in NT in September 2016.

**Seconded** Mayor Sloane

**CARRIED**

**COMMENT**

Twelve Youth Grant applications have been received since the last meeting:

1. April Zimmerman for representing YMCA SA Youth Parliament at the SA Youth Parliament residential camp in SA in July 2016.
2. Ashton Schenk for representing U13 Boys SA State Hockey Team in the U13 Australian National Hockey Championships in Perth in September and October 2016.
3. Austin Schenk for representing SAPSASA U12 State Boys Hockey Team in the School Sport Australia U12 Hockey Championships in QLD in July and August 2016.
4. Finn Reed for representing School Sport SA in State Australian Football – SAPSASA in QLD in July 2016.
5. Georgia Gibson for representing Equestrian SA in the National Interschool Championships in NSW in September and October 2016.
6. Jade Triplett\* for representing Miller School of Irish Dancing SA in the Australian Irish Dancing Championships in Hobart in September and October 2016.

7. Tiffany Koek\* for representing North Vikings Inline Hockey Club in the Inline Hockey National Championships in VIC in September and October 2016.
8. Tristan Pearson for representing SAPSASA in the School Sport Australia U12 Swimming Championships in NT in September 2016.
9. Rhys Cannizzaro\* for representing SA Country Basketball in the 2016 U16 Australian National Championships in Victoria in July 2016.
10. Lucy Elsworthy\* for representing South Australia Little Athletics in the Australian Little Athletics Championships in Adelaide in April 2016.
11. Jackson Docherty for representing Secondary School Sport SA in the Australian Swimming Championships in NT in September 2016.
12. Brodie Duell for representing Secondary School Sport SA in the Australian Swimming Championships in NT in September 2016.

A copy of the applications is *attached*.

*\*Received Youth Grants in the previous two financial years*

<b>LEGISLATION/POLICY/COUNCIL STRATEGIC PLAN</b>
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COMMUNITY PLAN

1 Community and Culture

<b>FINANCIAL AND RISK MANAGEMENT CONSIDERATIONS</b>
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The adopted budget for the Community Assistance Scheme Community Assistance Grants and Youth Grants for 2016-2017 is \$25,250 and \$10,100 for Heritage grants.

### 3.1.7

#### **COMMUNITY GRANT APPLICATIONS**

##### **INTRODUCTION**

Two new Community Assistance Grant applications and two requests for acquittal extension have been received since the last meeting for consideration by the Committee. One Community Assistance Grant is to be considered at the September CASC meeting after being deferred from the June CASC meeting.

#### 3.1.7.1

##### **BRIDGE IN THE BAROSSA**

**MOVED** Mayor Sloane that the Community Grant application for Bridge in the Barossa be granted a Community Assistance Grant of \$3,000 for the Bridge Mates II Acquisition.  
**Seconded** Cr Grossman **CARRIED**

#### 3.1.7.2

##### **YOUTH BAROSSA**

Pursuant to S73 of the Local Government Act 1999 Cr Angas disclosed a conflict of interest in the matter 3.1.7.2 – Youth Barossa, as he has a family foundation, which supports Youth Barossa.

Cr Angas advised the Committee of the Conflict of Interest and left the meeting at 4:20pm.

**MOVED** Mayor Sloane that the Community Grant application for Youth Barossa be deferred a Community Assistance Grant of \$3,000 for the Steps to Better Health Project 2016 pending further information received, on funding and support provided by neighboring Councils, existing supply and update of the brochures and on-line resources.  
**Seconded** Cr Lange **CARRIED**

Cr Angas returned to the meeting at 4:24pm.

#### 3.1.7.3

##### **150 YEAR EDEN VALLEY CELEBRATION COMMITTEE**

**MOVED** Cr Lange that the Community Grant application for 150 Year Eden Valley Celebration Committee be granted a Community Assistance Grant of \$3,000 for the 150 Year Eden Valley Celebration.  
**Seconded** Cr Angas **CARRIED**

3.1.7.4

**WILLIAMSTOWN AMATEUR PLAYERS ASSOCIATION**

**MOVED** Cr Angas that the request to extend the Community Grant acquittal timeframe for Williamstown Amateur Players Association for Stage Lighting be granted.

**Seconded** Mayor Sloane

**CARRIED**

3.1.7.5

**BAROSSA GERMAN LANGUAGE ASSOCIATION**

**MOVED** Cr Angas that the request to extend the Community Grant acquittal timeframe for Barossa German Language Association for the Barossa Spielgruppe/German Playgroup be granted.

**Seconded** Mayor Sloane

**CARRIED**

**COMMENT**

Two new Community Assistance Grant applications and two requests for acquittal extension have been received since the last meeting for consideration by the Committee. One Community Assistance Grant is to be considered after being deferred from the June CASC meeting.

1. Community Grant application for Bridge in the Barossa for \$3,000 for the Bridge Mates II Acquisition.
2. Community Grant application for Youth Barossa for the Steps to Better Health Project 2016.
3. Community Grant application for 150 Year Eden Valley Celebration Committee for \$3,000 for the 150 Year Eden Valley Celebration.

Extract from CASC Minutes 1 June 2016:

**MOVED** Cr Angas

*That the Community Grant application for 150 Year Eden Valley Celebration Committee be deferred a Community Assistance Grant of \$3,000 for the 150 Year Eden Valley Celebration to next financial year, with in principle support, to be reassessed when budget funds are available in the new financial year, based on further information on financial support for other similar events, being received.*

**Seconded** Cr Grossman

**CARRIED**

*There has been no additional funding received for financial support of this event since the last CASC meeting on the 1 June 2016.*

*Information from staff regarding financial support for other similar events being received:*

- Lyndoch 175<sup>th</sup> Anniversary - \$1,200 for signage
- Springton 150<sup>th</sup> Anniversary - \$3,000 for mural

4. Request to extend the Community Grant acquittal timeframe for Williamstown Amateur Players Association for Stage Lighting.
5. Request to extend the Community Grant acquittal timeframe for Barossa German Language Association for the Barossa Spielgruppe/German Playgroup.

### **Community Grant Guidelines**

- 1.7 That the project be commenced and completed within 12 months of the funding being made available.
- 2.2 Funds are made available on condition that written assessment of the project, including a financial statement (pro-forma copies of the acquittal statement will be provided to successful applicants), be forwarded to The Barossa Council on completion of the project, which is to be within 12 months of the grant being approved.
- 2.3 If successful, grant funds must be expended within 12 months of the date the payment is made to the group (unless prior approval has been sought). Any unspent funds must be returned to Council.

### **LEGISLATION/POLICY/COUNCIL STRATEGIC PLAN**

COMMUNITY PLAN:

1. Natural Environment and Built Heritage
2. Community and Culture
3. Infrastructure
4. Health and Wellbeing
5. Business and Employment

### **FINANCIAL AND RISK MANAGEMENT CONSIDERATIONS**

The adopted budget for the Community Assistance Scheme Community Assistance Grants and Youth Grants for 2016-2017 is \$25,250 and \$10,100 for Heritage grants.

### 3.1.8

#### **HERITAGE ADVISOR'S REPORT**

##### **PURPOSE**

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

**MOVED** Cr Sloane that the Heritage Advisor's reports be received and noted.  
**Seconded** Cr Grossman

**CARRIED**

##### **REPORT**

The attachment showed a summary of the activities undertaken between May, June and July 2016 by Mr Sam Hosking, Council's Heritage Advisor.

Mr Hosking works for Council one day a fortnight and a summary of his services is attached to this report.

Mr Hosking will not be in attendance at this meeting to discuss any matters arising but can be contacted by email, [sam@hoskingwillis.com.au](mailto:sam@hoskingwillis.com.au) if further information is sought.

##### **ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Heritage Advisory Services Summary for May, June and July 2016.

##### **COMMUNITY PLAN/CORPORATE PLAN/LEGISLATIVE REQUIREMENTS**

COMMUNITY PLAN:

1. 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**

No financial risk management considerations.



3.1.9

**COMMUNITY ASSISTANCE SCHEME ANNUAL REPORT**

**INTRODUCTION**

An annual report on the grants funded under the Community Assistance Scheme must be presented to the Committee.

**MOVED** Cr Lange that the report be noted.  
**Seconded** Cr Angas

**CARRIED**

**COMMENTS**

Clause 4.4.1 of the Community Assistance Scheme Policy states that an annual report on the grants funded under the Community Assistance Scheme will be prepared and presented to this Committee.

The following shows the grants funding approved during the 2015/2016 financial year:

**Youth Grants**

250.00	Angelica Kennedy
250.00	Tirryn Nankivell
200.00	Stef Csanik
200.00	Tiffany Koek
200.00	Jessica Koek
200.00	Sofie Kraft
200.00	Haydon Ahrens
200.00	Aidan Schenk
200.00	Liam Warnest
200.00	Tate Manning
200.00	Tamika Heath
200.00	Lucy Blenkiron
200.00	Jade Triplett
200.00	Isabel Greif
50.00	Tamika Heath
200.00	Jeremy Nobes
200.00	Aidan Schenk
250.00	Tyler Burgess
200.00	Isaac Feltus
200.00	Rhys Cannizzaro
200.00	Lucy Elsworthy
200.00	Jack Bentley
200.00	Aidan Schenk
200.00	Thomas Jamieson
200.00	Regan Lambert
200.00	Jack Noack
200.00	Abigail Mader

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**5,400.00 TOTAL 27 YOUTH GRANTS**

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## Community Grants

1,000.00	Barossa Young People in Agriculture
3,000.00	Nuriootpa Uniting Church
3,000.00	Williamstown Amateur Players
3,000.00	Barossa German Language Association
3,000.00	Barossa Valley machinery Preservation Society
500.00	Employment Directions
3,000.00	Barossa Community Labyrinth
500.00	SA No-Till Farmers Association
2,000.00	Lyndoch and Districts Little Athletics
2,250.00	Nuriootpa Futures Association
1,000.00	Lyndoch and Districts Little Athletics Centre
1,500.00	Barossa Reconciliation Week
2,519.00	Barossa Walks

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**26,269.00 TOTAL 13 COMMUNITY GRANTS**

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## Heritage Grants

2,660.00	Luhrs Cottage Preservation Society
3,000.00	Brad Reynolds and Nicki Morgan
2,000.00	Ringland Vintners
471.75	St Thomas Evangelical Lutheran Church
1,800.00	Evangelical Lutheran Herbege Christi Church of Bethany

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**9,931.75 TOTAL 5 HERITAGE GRANTS**

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**41,600.75 TOTAL COMMUNITY ASSISTANCE SCHEME GRANTS FOR 2015/2016**

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## LEGISLATION/POLICY/COMMUNITY PLAN

### COMMUNITY PLAN:

1. Natural Environment and Built Heritage
2. Community and Culture
3. Infrastructure
4. Health and Wellbeing
5. Business and Employment

## FINANCIAL AND RISK MANAGEMENT CONSIDERATIONS

The budget for the Community Assistance Scheme Community Assistance Grants and Youth Grants for 2015-16 was exhausted with Council adding funds during the year and Heritage grants of \$9,931.75 being accessed. The above information is the grants approved during the year it does not take into account payments made for approved grant applications from last year and/or payments to be made next year where acquittals' are yet to be provided. A request to carry forward budget funds for the payments to be made will be submitted to Council as part of the Report on Financial Results 2015-16.

### 3.2

## **COMMUNITY GRANT GUIDELINES AND APPLICATION FORM REVIEW**

### **INTRODUCTION**

The Community Grant and Youth Grant guidelines require reviewing since the introduction of the Community Plan which supersedes the Strategic Plan.

**MOVED** Cr Lange that the Community Assistance Scheme guidelines forms for Community Grants be adopted with the proposed changes included.  
**Seconded** Mayor Sloane **CARRIED**

### **COMMENT**

The Community Assistance Scheme administers three types of grants. The Community Grants, Youth Grants and Heritage Grants.

Due to the introduction of the Community Plan which supersedes the Strategic Plan, amendments to documents are recommended.

There is no change to the Youth and Heritage Grants Guidelines and Application Forms.

## **COMMUNITY GRANT GUIDELINES**

### **Current Clause**

*The Barossa Council will make provision in the annual budget (amount to be determined during budget considerations) to consider requests for financial assistance from non-profit groups, clubs and organisations within the Council district, towards projects and activities which contribute to the development of the community within the Council area in line with Council's Strategic Plan.*

### **Replacement Clause**

*The Barossa Council will make provision in the annual budget (amount to be determined during budget considerations) to consider requests for financial assistance from non-profit groups, clubs and organisations within the Council district, towards projects and activities which contribute to the development of the community within the Council area in line with Council's Community Plan.*

### **Current Clause**

*Applications can be made at any time and will be considered at the Community Assistance Scheme Committee meetings held at least quarterly on the first Tuesday of the months of September, December, March and June.*

### **Replacement Clause**

*Applications can be made at any time and will be considered at the Community Assistance Scheme Committee meetings held at least quarterly on the first Wednesday of the months of September, March and June and the first Tuesday in December.*

**Current Clause**

1.7 The project must:

- address at least one of the strategies in Council's Strategic Plan. The Barossa Council's Strategic Plan can be viewed on Council's website [www.barossa.sa.gov.au](http://www.barossa.sa.gov.au)

**Replacement Clause**

1.7 The project must:

- address at least one of the strategies in Council's Community Plan. The Barossa Council's Community Plan can be viewed on Council's website [www.barossa.sa.gov.au](http://www.barossa.sa.gov.au)

**COMMUNITY GRANT APPLICATION FORM**

**Current Clause**

Which Strategy from Council's Strategic Plan does your project relate to and how?

**Replacement Clause**

Which Strategy from Council's Community Plan does your project relate to and how?

**LEGISLATION/POLICY/COUNCIL STRATEGIC PLAN**

COMMUNITY PLAN:

1. Natural Environment and Built Heritage
2. Community and Culture
3. Infrastructure
4. Health and Wellbeing
5. Business and Employment

**FINANCIAL AND RISK MANAGEMENT CONSIDERATIONS**

The Council provides funding in the adopted budget for the Community Assistance Scheme Community Assistance Grants and Youth Grants and Heritage grants.

**3.3**

**YOUTH GRANTS GUIDELINES-POLICY-PROCESS ASSESSMENT AND APPROVAL REVIEW**

**INTRODUCTION**

The Youth Grant Guidelines, Policy and Process have an opportunity to be reviewed to streamline the application process for the Administrators and Community Assistance Scheme Committee (CASC) members.

**MOVED** Cr Lange that the Community Assistance Scheme guidelines, policy and process for Youth Grants be adopted with the proposed changes including that all Youth Grant applications be assessed by CASC - Administration and a summary report be provided to CASC

**Seconded** Cr Angas

**CARRIED**

**MOVED** Cr Lange that the CASC - Administration be delegated/approved to assess and approve Youth Grant applications for CASC endorsement.

**Seconded** Cr Angas

**CARRIED**

#### **COMMENT**

The Community Assistance Scheme administers three types of grants. The Community Grants, Youth Grants and Heritage Grants.

The current process is for Youth Grant applicants to submit an application form, a declaration form and an itinerary of the event. Administrators of the scheme ensure that applicants meet the criteria and all documentation is submitted. The application is then presented to CASC to be approved or declined at the quarterly CASC meeting.

History of the Scheme shows that all Youth Grants considered by the Committee have been approved.

Therefore, it is proposed that CASC -Administration approve Youth Grants (ensuring criteria are met and documentation submitted) with a summary report presented to CASC at the following meeting to endorse the decision.

It is proposed that the CASC - Administration members will be made up as follows: Director Corporate and Community Services, Manager Financial Services and Administration Officer – CASC. (Should one of the three administration members not available, a Manager from the Organisation Management Group will be seconded to undertake the role, therefore three staff will always be involved in the assessment and decision making process)

#### **LEGISLATION/POLICY/COMMUNITY PLAN**

COMMUNITY PLAN:

2. Community and Culture

#### **FINANCIAL AND RISK MANAGEMENT CONSIDERATIONS**

The adopted budget for the Community Assistance Scheme Community Assistance Grants and Youth Grants for 2016-2017 is \$25,250 and \$10,100 for Heritage grants.

#### **4.1**

#### **HERITAGE BUDGET 2016-2017 AND CARRIED FORWARDS FROM 2015-2016 – VERBAL REPORT**

Manager, Financial Services

#### **5.**

#### **NEXT MEETING**

Community Assistance Scheme Committee meeting on 6 December 2016 at 9am.

**6.**  
**CLOSURE**

Deputy Mayor Cr Harris (Chair) declared the meeting closed at 4:40pm

Confirmed at Community Assistance Scheme Meeting 6 December 2016

Date:..... Chair:.....

## COMMUNITY ASSISTANCE SCHEME COMMITTEE

### CONSENSUS

6 DECEMBER 2016

## 2. CONSENSUS AGENDA

### 2.1

#### CORRESPONDENCE

B2785

#### 2.1.1

##### JACKSON DOCHERTY

Report for Youth Grant funding for representing Secondary School Sport SA in the Australian Swimming Championships in Northern Territory in September 2016 as approved at the 7 September 2016 Community Assistance Scheme Committee meeting.

A copy of the report is *attached*

#### 2.1.2

##### BRIDGE IN THE BAROSSA

Acquittal statement for the Bridge Mates II Acquisition as approved at the Community Assistance Scheme Committee meeting on the 7 September 2016.

A copy of the statement is *attached*.

#### 2.1.3

##### ROYAL GEOGRAPHICAL SOCIETY OF SA

Acquittal statement for the printing of Barossa Walk Brochures as approved at the Community Assistance Scheme Committee meeting on the 21 June 2016.

A copy of the statement is *attached*.

#### 2.1.4

##### LUCY ELSWORTHY

Reports for Youth Grant funding for representing Athletics SA in the Junior Nationals Athletics in WA in March 2016 as approved at the 19 April 2016 Community Assistance Scheme Committee Meeting, and for representing SA Little Athletics in the Australian Little Athletics Championships in SA in April 2016 as approved at the 7 September 2016 Community Assistance Scheme Committee meeting.

A copy of the report is *attached*

### **2.1.5**

#### **BAROSSA COMMUNITY LABYRINTH**

Acquittal statement for Finalise Stage 2 Construction of the Barossa Community Labyrinth as approved at the Community Assistance Scheme Committee meeting on the 1 December 2015.

A copy of the statement is *attached*.

### **2.1.6**

#### **NURIOOTPA FUTURES ASSOCIATION**

Acquittal statement for Come and TRI events as approved at the Community Assistance Scheme Committee meeting on the 1 December 2015.

A copy of the statement is *attached*.

#### **RECOMMENDATION:**

That reports 2.1.1 to 2.1.6 be received and noted.



COMMUNITY ASSISTANCE SCHEME COMMITTEE

DEBATE

6 DECEMBER 2016

**3. DEBATE**

**3.1**

**ACTIONS FROM PREVIOUS MEETINGS**

Naomi Graetz

**B2785**

**PURPOSE**

For the Community Assistance Scheme to be provided with a summary of Actions from Previous Meetings.

**RECOMMENDATION**

That items 3.1 be received

**REPORT**

C=COMPLETED

P=PENDING

N=NO ACTION

<b>2015/2016 – (19/4/2016) YOUTH GRANT APPLICATIONS</b>	
Lucy Elsworthy – Successful letter sent – payment made – certificate sent	C
<b>2016/2017 – (7/9/2016) YOUTH GRANT APPLICATIONS</b>	
April Zimmerman – Successful letter sent – payment made – certificate presented	C
Ashton Schenk - Successful letter sent – payment to be made – certificate to be sent	P
Austin Schenk - Successful letter sent – payment to be made – certificate to be sent	P
Finn Reed - Successful letter sent – payment made – certificate presented	C
Georgia Gibson - Successful letter sent – payment made – certificate to be sent	P
Jade Triplett - Successful letter sent – payment made – certificate to be sent	P
Tiffany Koek - Successful letter sent – payment made – certificate to be sent	P
Tristan Pearson - Successful letter sent – payment made – certificate presented	C
Rhys Cannizzarro - Successful letter sent – payment made – certificate	C

presented	
Lucy Elsworthy - Successful letter sent – payment made – certificate sent	C
Jackson Docherty - Successful letter sent – payment made – certificate sent	C
Brodie Duell - Successful letter sent – payment made – certificate presented	C
<b>2014/2015 – (4/6/2015) COMMUNITY GRANT APPLICATIONS</b>	
Nuriootpa Futures Association - letter sent – payment made – acquittal extension granted due June 2017	P
<b>2015/2016 – (15/9/2015) COMMUNITY GRANT APPLICATIONS</b>	
Williamstown Amateur Players – Successful letter sent – payment made – acquittal extension request granted due September 2017	P
The Barossa German Language Association – Successful letter sent – payment made – acquittal extension request granted due September 2017	P
<b>2015/2016 – (21/10/2015 Council Meeting) – COMMUNITY GRANT APPLICATION</b>	
Barossa Valley Machinery Preservation Society – Successful letter sent – payment made – waiting on acquittal – acquittal extension requested	P
<b>2015/2016 – (1/12/2015) COMMUNITY GRANT APPLICATIONS</b>	
Employment Directions – successful letter sent – payment made - waiting on acquittal	P
Barossa Community Labyrinth – successful letter sent – payment made – acquittal received	C
Lyndoch and Districts Little Athletics Centre - successful letter sent – payment made – acquittal extension requested	P
Nuriootpa Futures Association - successful letter sent – payment made – acquittal received	C

<b>2015/2016 (17/5/2016 Council Meeting) COMMUNITY GRANT APPLICATIONS</b>	
Barossa Reconciliation Week Committee – successful letter sent – payment Made – waiting on acquittal	P
<b>2015/2016 (21/6/2016 Council Meeting) COMMUNITY GRANT APPLICATIONS</b>	
Royal Geographical Society - successful letter sent – payment made – acquittal received	C
<b>2016/2017 (7 September 2016) COMMUNITY GRANT APPLICATIONS</b>	
Bridge in the Barossa – successful letter sent – payment made – acquittal received	C
150 Year Eden Valley Celebration Committee – successful letter sent – payment made – waiting on acquittal	P
<b>2015/2016 – (1/12/15) HERITAGE GRANT APPLICATIONS</b>	
Brad Reynolds and Nicki Norman – Successful letter sent	P
Evangelical Lutheran Heritage Christ Church – Successful letter sent	P

#### ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

#### COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS



Natural Environment and Built Heritage



Community and Culture



Infrastructure



Health and Wellbeing



Business and Employment

#### Legislative Requirements

Nil

#### FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The adopted budget for the Community Assistance Scheme Community Assistance Grants and Youth Grants for 2016-2017 is \$25,250 and \$10,100 for Heritage grants.

#### COMMUNITY CONSULTATION

Not required as criteria are outlined in existing Policy, Terms of Reference and Guidelines for Community Assistance Scheme to follow.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

DEBATE

6 DECEMBER 2016

3. DEBATE

3.2

SUMMARY OF COMMUNITY ASSISTANCE GRANTS 2016/2017

Naomi Graetz

B2785

**PURPOSE**

For the Community Assistance Scheme to be provided with a summary of Community Assistance Grants 2016/2017.

**RECOMMENDATION**

That items 3.2 be received

**REPORT**

Funding Type	No. of Applications	Funding Approved/Requested
<b>September</b> Youth Grants Community Grants	12 Applications 2 Applications  <b>September Total</b>	 \$2,400.00 <u>\$6,000.00</u>  <b><u>\$8,400.00</u></b>
<b>December</b> Youth Grants Community Grants	2 Applications 1 Application	 \$400.00 <u>\$3,000.00</u> <b><u>\$3,400.00</u></b>
	<b>TOTAL</b>	<b>\$11,800.00</b>
	<b>BUDGET 2016-2017</b>	<b>\$25,250.00</b>
	<b>FUNDS REMAINING IF DECEMBER APPLICATIONS GRANTED</b>	<b>\$13,450.00</b>

## ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

## COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS



Natural Environment and Built Heritage



Community and Culture



Infrastructure



Health and Wellbeing



Business and Employment

### Legislative Requirements

Nil

## FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The adopted budget for the Community Assistance Scheme Community Assistance Grants and Youth Grants for 2016-2017 is \$25,250 and \$10,100 for Heritage grants.

## COMMUNITY CONSULTATION

Not required as criteria are outlined in existing Policy, Terms of Reference and Guidelines for Community Assistance Scheme to follow.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

DEBATE

6 DECEMBER 2016

3. DEBATE

3.3

SUMMARY OF HERITAGE GRANTS 2016/2017

Naomi Graetz

B2785

**PURPOSE**

For the Community Assistance Scheme to be provided with a summary of Heritage Grants 2016/2017.

**RECOMMENDATION**

That items 3.3 be received

**REPORT**

Considered annually in the December meetings

Funding Type	No. of Applications	Funding Approved/Requested
September Heritage Grants	Nil	\$0.00
	September Total	<u>\$0.00</u>
		<b><u>\$0.00</u></b>
December Heritage Grants	7 Applications	<u>\$31,263.30</u>
	TOTAL	<b><u>\$31,263.30</u></b>
	BUDGET 2016-2017	\$10,100.00
	Carried forward 2015/2016	+\$3,292.00
	Less applications to be paid	<u>(\$4,800.00)</u>
	Available funds	<b><u>\$8,592.00</u></b>
	FUNDS REMAINING/(OVER)	<b>(\$22,671.30)</b>
	If all applications are approved no additional funding	
	Available funds	<u>\$8,592.00</u>

	<b>Option 2 – Additional funds if approved by Council (see Heritage Report)</b>	<u>+\$1508.00</u>
	<b>Potential available funds</b>	<u>\$10,100.00</u>
	<b>FUNDS REMAINING/(OVER) If all applications are approved option 2</b>	<b>(\$21,163.30)</b>

#### COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

##### Community Plan



Natural Environment and Built Heritage

##### Legislative Requirements

Nil

#### FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The adopted budget for the Community Assistance Scheme Community Assistance Grants and Youth Grants for 2016-2017 is \$25,250 and \$10,100 for Heritage grants.

#### COMMUNITY CONSULTATION

Not required as criteria are outlined in existing Policy, Terms of Reference and Guidelines for Community Assistance Scheme to follow.

**COMMUNITY ASSISTANCE SCHEME COMMITTEE**

**DEBATE**

**6 DECEMBER 2016**

**3. DEBATE**

**3.4**

**YOUTH GRANT APPLICATIONS**

Naomi Graetz

**B2785**

**PURPOSE**

Two Youth Grant applications have been received since the last meeting for consideration by the Committee.

**3.4.1**

**KATE MOFFETT**

**RECOMMENDATION:**

That Kate Moffett be granted / declined a Youth Grant of \$200 for representing SAPSASA in the School Sport Australia 12 and Under Swimming Championship in NT in September 2016.

**3.4.2**

**SAM NOACK**

**RECOMMENDATION**

That Sam Noack be granted / declined a Youth Grant of \$200 for representing State U/12 Boys Softball Team in the School Sport Australia 12 and Under Softball Championship in VIC in November 2016.

**REPORT**

Two Youth Grant applications have been received since the last meeting:

1. Kate Moffett for representing SAPSASA in the School Sport Australia 12 and Under Swimming Championship.
2. Sam Noack for representing Stat U12 Boys Softball Team in the School Sport Australia 12 and Under Softball Championship.

A copy of the applications is attached.



## ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

## COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Community and Culture

## FINANCIAL AND RISK MANAGEMENT CONSIDERATIONS

The adopted budget for the Community Assistance Scheme Community Assistance Grants and Youth Grants for 2016-2017 is \$25,250 and \$10,100 for Heritage grants.

## COMMUNITY CONSULTATION

Not required as criteria are outlined in existing Policy, Terms of Reference and Guidelines for Community Assistance Scheme to follow.

**COMMUNITY ASSISTANCE SCHEME COMMITTEE**

**DEBATE**

**6 DECEMBER 2016**

**3. DEBATE**

**3.5**

**COMMUNITY GRANT APPLICATIONS**

Naomi Graetz

**B2785**

**PURPOSE**

For the Community Assistance Scheme Committee to be provided with Community Grant Application items for consideration.

**3.5.1**

**YOUTH BAROSSA**

**RECOMMENDATION**

That the Community Grant application for Youth Barossa be granted/declined a Community Assistance Grant of \$3,000 for the Steps to Better Health Project based on requested information received.

**3.5.2**

**LYNDOCH AND DISTRICTS LITTLE ATHLETICS CENTRE**

**RECOMMENDATION**

That the Community Grant application for Lyndoch and Districts Little Athletics Centre be granted an acquittal extension.

**3.5.3**

**BAROSSA VALLEY MACHINERY PRESERVATION SOCIETY**

**RECOMMENDATION**

That the Community Grant to Barossa Valley Machinery Preservation Society be granted an acquittal extension.

**3.5.4**

**EMPLOYMENT DIRECTIONS**

**RECOMMENDATION**

That the Community Grant to Employment Directions be returned to The Barossa Council due to no acquittal being received.

## REPORT

Since the previous CASC meeting:

- No new Community Assistance Grant applications have been received
- One Community Assistance Grant is to be considered at the December CASC meeting after being deferred from the September CASC meeting pending further information that has now been received regarding funding from neighbouring Councils, contribution if any, the number of booklets let over from previous print run, how information will be kept up to date and if an on-line resource is available.

1. Community Grant application from Youth Barossa for \$3,000 for the reprint of Steps to Better Health brochure.

### *EXTRACT FROM MINUTES 7 SEPTEMBER 2016*

#### **3.1.7.2**

#### **YOUTH BAROSSA**

*Pursuant to S73 of the Local Government Act 1999 Cr Angas disclosed a conflict of interest in the matter 3.1.7.2 – Youth Barossa, as he has a family foundation, which supports Youth Barossa.*

*Cr Angas advised the Committee of the Conflict of Interest and left the meeting at 4:20pm.*

***MOVED*** Mayor Sloane that the Community Grant application for Youth Barossa be deferred a Community Assistance Grant of \$3,000 for the Steps to Better Health Project 2016 pending further information received, on funding and support provided by neighboring Councils, existing supply and update of the brochures and on-line resources.

***Seconded*** Cr Lange

***CARRIED***

*Cr Angas returned to the meeting at 4:24pm.*

Youth Barossa have advised that:

- None of the other Councils have been prepared to contribute funds but they have been approached and are, in general supportive
- There is 1 box left in libraries
- Information will be kept up to date by Youth Barossa
- The information is also available on-line

Correspondence is attached.

- Two requests for acquittal extensions has been received
  1. Request to extend the Community Grant acquittal timeframe for Lyndoch and District Little Athletics Centre for Operation Equipment Upgrade.
  2. Request to extend the Community Grant acquittal timeframe for Barossa Valley Machinery Preservation Society for the development of a master plan for the Angaston Railway Station Site.

- One Community Grant applicant has been sent acquittal reminder correspondence with no acquittal received.
  1. Acquittal correspondence sent to Employment Directions regarding \$500 for the Student Chess program.

A copy of application and correspondence is attached.

#### COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS



Natural Environment and Built Heritage



Community and Culture



Infrastructure



Health and Wellbeing



Business and Employment

#### Legislative Requirements

Nil

#### FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The adopted budget for the Community Assistance Scheme Community Assistance Grants and Youth Grants for 2016-2017 is \$25,250 and \$10,100 for Heritage grants.

#### COMMUNITY CONSULTATION

Not required as criteria are outlined in existing Policy, Terms of Reference and Guidelines for Community Assistance Scheme to follow.

THE BAROSSA COUNCIL THE COMMUNITY ASSISTANCE SCHEME COMMUNITY GRANT APPLICATION SUMMARY SHEET for 7 September 2016 Meeting	
<b>Group/Organisation</b>	<b>YOUTH BAROSSA INC.</b>
Contact Details	Wayne Perry
GST Status	ABN and registered for GST
Incorporation Details	Yes
Aims/Objectives of the Organisation	Supporting Young People in the Barossa with individual grants up to \$500
Years group has been established	16 years
Number of Members	20
% of members residing in Council Area	No
Linked to a licensed facility?	No
Is any form of Government Funding received?	Yes
Council Funds in last 3 yrs?	No
<b>Project Details:</b>	
Project Title	Steps to Better Health
Description of project	Reprint of Steps to Better Health booklet to raise awareness of social determinants of health, and provide information on linkages to health networks and providers.
Amount of funding applied for	\$3,000
Total cost of project	\$18,500
Strategic Plan reference	Community and Culture
Location of the project	Barossa, Light Gawler, Mallala
Can the project proceed with partial funding	Yes
Proposed start date/end date	1/08/2016 - 30/6/2017
Project upgrading/enhancing land or building?	No
If yes - who owns the land/building?	
If yes - has Council been contacted regarding approvals needed?	
Who will benefit from the project	Wider Community (25,000) aged 12-100
How will benefit be measured?	Feedback through Survey Monkey
Has any other funding been sought?	
<b>Supporting Documentation</b>	
ABN Certificate or Statement by Supplier form	Yes
A copy of Certificate of Inc or Auspice Information & their Cert of Inc.	Yes
A copy of the organisations Terms of Reference/Constitution	Yes
Endorsement from the Asset Owner if applicable	N/A
Most recent AGM Minutes	Yes
Most recent Audited Financial Statements	Yes
Budget and Funding page completed from application form	Yes
Letters of Support	Yes
Plans/Quotes/Images if applicable	Yes
Complete Application Form - TRIM Ref	16/47469
<b>Staff Feedback:</b>	
Risk Management Officer - Alan Jackson	Steps to Health seems to be a sound project. They should have a better gauge of the print run required given their overrun previously. I support the application. my only query is around directing funds to a hard copy booklet containing health information and resources that can become obsolete very quickly.
Communications Officer - Taryn Wills/Heidi Helbig	I am aware of a considerable oversupply of the last print run; the CMO's recently returned our copies and the library has many boxes that are stored and remained unused. While I do not question the validity or value of the resource itself, grant funds may be better directed to moving the content online so that it can be easily updated and is in a format more immediately available, accessible and more readily used by the target market; or perhaps reducing the volume of the print run.
Manager Admin Serv - Rebecca Tappert	I agree with other Council funding to support this. also if there were surplus brochures previously, perhaps the use of QR codes that point youth (via their smart phone) to information on website is a better, more valuable option
Manager Com & Cult - Kirsty Hage	I was involved in the initial group that formulated the steps to better health booklet with Dr Bill Gransbury. I support the application, in principle, especially if they are being taken up in the medical facilities etc. It is true we haven't had much of a take up at Council. I think it would be valuable to let the group know that we have copies still in storage at Council, so that they can better distribute them where they are being engaged. I also think that funding would be useful to go towards an app, but I have made this clear to the committee before, and I am not sure where they are up to in this process. I also agree with Peter, this is a very progressive and helpful project.
Senior Manager - Planning Serv - Louis Monteduro	Nil
Acting Manager Bld & Hlth Serv - Peter Morgan	definitely support the project as being consistent with our regional public health plan in that it; * supports an individuals understanding of the social and economic determinants of health, * directs individuals to access local health services, and * was developed by a committee comprising local doctors, psychologist and specialists, and Federal Government (i.e. Medicare Local - now PHN) and State Government (Country Health SA). I believe they do have a website - but still need hard copies of their material (to distribute via waiting rooms etc). Consequently I support the initiative and think it would be a worthy contribution by Council to support this committee, who have already put their time voluntarily into developing this resources to benefit the community. I understand they have developed a document that clearly identifies and assists with the "what" and "where" and "who" in regards to local health issues and service providers.
Senior General Inspect. - Jamie Turley	Nil
Manager - Assets & Infrast. - Brendon Lyons	Nil
Manager Engineering Services - Steve Kaesler	Nil
Manager Financial Services - Mark Lague	On page 5 of the application a Strategy not listed. I think other Councils that share the outcome should be part funding this as well; Council already supports this committees work with the outdoor cinema; A qualified Audit Report though may not be for this aspect of their work, it does not make the support of Council funding as palatable; Monies held of \$10k in their Business Saver account and more funds in others will require a comment as to the future need/use of these then why other funds are being used for this project? The application funding page does not balance \$16,500 plus \$3,000 does not equal \$18,500; Reprint of the booklet - noting previous officer comments seems to be a waste if other copies not being used; Is the project expenditure Project Coordinator and research assistant part of the work to print the brochure?
Manager Strategic Projects - Jo Wilson	I agree with Heidi's concerns re hard copy printing of materials (not the most environmentally sustainable approach). I would also be interested to know how this initiative aligns with the Public Health Plan - it seems to be a fairly large initiative involving multiple stakeholders (across public and private health sector) and yet there seems to be no reference to the broader objective. Does council have an action plan for implementing this public health plan and if so does this funding request support the action plan or would our funds be better spent elsewhere?
Project Officer - Naomi Graetz	Youth Barossa have advised that: • None of the other Councils have been prepared to contribute funds but they have been approached and are, in general supportive • There is 1 box left in libraries • Information will be kept up to date by Youth Barossa • The information is also available on-line
Case manager if on Council Land	N/A
Referral to Assets Management Group needed? Yes/No	No

## THE BAROSSA COUNCIL

### COMMUNITY ASSISTANCE SCHEME COMMITTEE

6 DECEMBER 2016

#### DEBATE AGENDA

3.6

#### HERITAGE GRANT APPLICATIONS 2016/2017

B1937

#### **INTRODUCTION**

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

#### **RECOMMENDATION**

That the Community Assistance Scheme Committee:

- (1) Grant/Decline a Heritage Grant in the amount of \$ ..... for Hamish Seabrook for works relating to stonework repair, repointing and the replacement of the verandah for the property located at 1122 Light Pass Road, Vine Vale.
- (2) Grant/Decline a Heritage Grant in the amount of \$ ..... for David and Vanessa Rochford for conservation works to prevent ongoing deterioration to the cottage located at 341 Magnolia Rod, Vine Vale.
- (3) Grant/Decline a Heritage Grant in the amount of \$ ..... for Zion Lutheran Church for conservation works to the stonework to the church located at 85 Murray Street, Angaston.
- (4) Grant/Decline a Heritage Grant in the amount of \$ ..... for Russell Hamon for the reconstruction of the western wall of the original German settlers cottage located at 237 Bethany Road, Bethany.
- (5) Grant/Decline a Heritage Grant in the amount of \$ ..... for Luhrs Cottage Preservation Society for plaster repairs, preparation and painting of one room of the cottage located at 407 Light Pass Road, Light Pass.
- (6) Grant/Decline a Heritage Grant in the amount of \$ ..... for Langmeil Lutheran Church for external painting of the church, which includes timberwork, doors and windows, and rendering of walls to the sanctuary located at 7 Maria Street, Tanunda.
- (7) Grant/Decline a Heritage Grant in the amount of \$ ..... for Phil Richter for re-roofing and repairs to local heritage listed cottage located at 94 Langmeil Road, Tanunda.

**OR**

That the Community Assistance Scheme Committee recommends Council approves an extra budget allocation of \$1508.00 for the 2016/2017 financial year for Community Assistance Scheme for Heritage Grants, allocated from next years discretionary spending budget, and allocate the Heritage grant budget:

- (1) Grant/Decline a Heritage Grant in the amount of \$ ..... for Hamish Seabrook for works relating to stonework repair, repointing and the replacement of the verandah for the property located at 1122 Light Pass Road, Vine Vale.
- (2) Grant/Decline a Heritage Grant in the amount of \$ ..... for David and Vanessa Rochford for conservation works to prevent ongoing deterioration to the cottage located at 341 Magnolia Rod, Vine Vale.
- (3) Grant/Decline a Heritage Grant in the amount of \$ ..... for Zion Lutheran Church for conservation works to the stonework to the church located at 85 Murray Street, Angaston.
- (4) Grant/Decline a Heritage Grant in the amount of \$ ..... for Russell Hamon for the reconstruction of the western wall of the original German settlers cottage located at 237 Bethany Road, Bethany.
- (5) Grant/Decline a Heritage Grant in the amount of \$ ..... for Luhrs Cottage Preservation Society for plaster repairs, preparation and painting of one room of the cottage located at 407 Light Pass Road, Light Pass.
- (6) Grant/Decline a Heritage Grant in the amount of \$ ..... for Langmeil Lutheran Church for external painting of the church, which includes timberwork, doors and windows, and rendering of walls to the sanctuary located at 7 Maria Street, Tanunda.
- (7) Grant/Decline a Heritage Grant in the amount of \$ ..... for Phil Richter for re-roofing and repairs to local heritage listed cottage located at 94 Langmeil Road, Tanunda.

**COMMENT**

Seven funding applications have been received for the 2016/2017 financial year for consideration by the Committee. 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 8.

Council at its meeting on 28 June 2016 set a budget of \$10,100 for Heritage Grant Applications for the 2016/2017 financial year.



After consideration of worthwhile projects that meet the requirements, CASC has two options to consider for the 2016/2017 Heritage grant funding (see Financial considerations) approval process, to either:

1. Allocating amounts to each approved project to the net budget amount available of \$8,592; or
2. Recommend that Council add an amount of \$1,508 to the Heritage budget and CASC provisionally allocate an amount to each approved project to the adopted budget amount of \$10,100 for Council approval.

Note: If Council does not approve additional budget allocation of \$1,508 then Option 1 will be the allocation to each project.

Council's Heritage Advisor will be in attendance at the meeting to discuss the applications if further clarification is necessary.

### **Attachments**

- Attachment 1: Summary Table of Heritage Grant Applications
- Attachment 2: Hamish Seabrook Heritage Grant Application
- Attachment 3: David and Vanessa Rochford Heritage Grant Application
- Attachment 4: Zion Lutheran Church Angaston Heritage Grant Application
- Attachment 5: Russell Hamon Heritage Grant Application
- Attachment 6: Luhrs Cottage Preservation Society Heritage Grant Application
- Attachment 7: Langmeil Lutheran Church Heritage Grant Application
- Attachment 8: Phil Richter Heritage Grant Application

## **COMMUNITY PLAN/CORPORATE PLAN/LEGISLATIVE REQUIREMENTS**

### Community 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**

An amount of \$3,292 has been carried over to the 2016/2017 adopted budget \$10,100, a budget of \$13,392, but there are still two outstanding acquittals and their payments from the 2015/2016 financial year for \$4,800. If these payments are made as expected Council's net budgeted amount remaining for 2016/2017 is \$13,392 less \$4,800 a net amount of \$8,592.

The shortfall in Heritage grant funding has been due to previous year(s) delay in claims and payments along with a grant approved by CASC in June 2016 for barn rethatching at the Evangelical Lutheran Herbege Christ Church at Bethany, by an amount of \$1,800 paid from the remaining Heritage grant budget 2015/16 funds. So at the time outstanding Heritage acquittals weren't appropriately taken into consideration during this grant approval deliberation.



Through a CASC recommendation, Council can consider increasing the budget allocation by \$1,508 to the heritage grant funding for the 2016/2017 applications restoring the amount available to the original budget of \$10,100.

A review of the Council's operating result for 2016/17 reported to Council at the Budget Update as at 30 September 2016, along with Council approved adjustments since that resolution is an operating surplus of \$718K and a ratio of 1.94%, this proposal is for a contribution of \$1.5k which will have the effect of reducing the expected operating surplus to \$716K and a ratio of 1.93%.

In accordance with Council's Prudential Management Policy, a Bid Analysis Tool assessment has been completed for the proposed, non-budgeted expenditure. The Bid Analysis Tool score of 42, places the rating of this proposal in equal 23 place in comparison to the successful New Initiative bids as part of the 2016/17 budget Process.

As per the Budget process unless another source of funding is obtained this budget request will be allocated from next years discretionary spending budget.

## THE BAROSSA COUNCIL

### COMMUNITY ASSISTANCE SCHEME COMMITTEE

6 DECEMBER 2016

#### DEBATE AGENDA

3.7

#### HERITAGE ADVISOR'S REPORT

B1938

Author: Senior Manager, Planning Services

#### **PURPOSE**

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

#### **RECOMMENDATION**

That the Heritage Advisor's reports be received and noted.

#### **REPORT**

The attachment shows a summary of the activities undertaken during August, September and October 2016 by Mr Sam Hosking, Council's Heritage Advisor.

Mr Hosking attends the Council one day per fortnight and details of his services are attached to this report.

Mr Hosking will be in attendance at the meeting to discuss any matters arising. He can also be contacted by email, [sam@hoskingwillis.com.au](mailto:sam@hoskingwillis.com.au) if further information is necessary prior to the meeting.

#### **ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Heritage Advisory Services Summary for August, September and October 2016.

#### **COMMUNITY PLAN/CORPORATE PLAN/LEGISLATIVE REQUIREMENTS**

##### Community 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.

**COMMUNITY ASSISTANCE SCHEME COMMITTEE**

**DEBATE**

**6 DECEMBER 2016**

**3.8**

**COMMUNITY ASSISTANCE SCHEME POLICY AND TERMS OF REFERENCE REVIEW**

Naomi Graetz

**B2785**

**PURPOSE**

At the September 2016 CASC meeting it was moved that the Community Assistance Scheme (CASC) is to be provided with a summary of Youth Grants that have been assessed and approved by CASC Administration Members for endorsement.

CASC also need to approve this amendment in the Community Assistance Scheme Policy (Policy) and Terms of Reference (ToR) to enable this administration process to be enacted and these amendments will also need to be approved by Council.

**RECOMMENDATION**

That the Community Assistance Scheme Policy and Terms of Reference as amended including all attachments be recommended to Council for adoption.

**COMMENT**

The current process is for Youth Grant applicants to submit an application form, a declaration form and an itinerary of the event. Administrators of the scheme ensure that applicants meet the criteria and all documentation is submitted. The application is then presented to CASC to be approved or declined at the quarterly CASC meeting.

History of the Scheme shows that all Youth Grants considered by the Committee that meet the criteria and provide the required documents have been approved.

Therefore, it is proposed that CASC -Administration approve Youth Grants (ensuring criteria are met and documentation submitted) with a summary report presented to CASC at the following meeting to endorse the decision.

It is now proposed that the CASC - Administration members will be made up as follows: two Council Officers assigned the responsibility to provide executive and administrative support for CASC Youth Grant funding along with one Council officer from the Councils, Organisation Managers Group (OMG) (should any of the three CASC administration members not be available, Council Officers from the Organisation Management Group will be seconded to undertake the role, therefore three staff will always be involved in the assessment and decision making process).

The proposed amendments to the Policy are as follows:

Additional Definition:

CASC Administration	Three officers including. two Council Officers assigned the responsibility to provide executive and administrative support for CASC Youth Grant funding along with one Council officer from the Councils, Organisation Managers Group (OMG) (should any of the three CASC administration members not be available, Council Officers from the Organisation Management Group will be seconded to undertake the role, therefore three staff will always be involved in the assessment and decision making process).
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Previous Clause:

4.2.4

Council and CASC administer grant funding. Individual officers and other Council Committee do not have authority to administer grant funding.

Replacement Clause:

4.2.4

Council and CACS administer the Community and Heritage grant funding. CASC Administration is delegated to approve Youth Grant applications (ensuring criteria are met and documentation submitted) with a summary report presented to CASC at the following meeting to endorse the decision(s).

The proposed amendments to the Terms of Reference are as follows:

Previous Clauses:

2.1 To assess the:

2.1.1 Heritage Grants;

2.1.2 Community Grants; and

2.1.3 Youth Grants

in accordance with the adopted Community Assistance Scheme guidelines together with the internal assessment and information provided for each application by Council Officers.

in accordance with the adopted Community Assistance Scheme guidelines together with the internal assessment and information provided for each application by Council Officers.

2.2 To grant or decline Community Assistance Scheme funding payments based on the information provided in the applications together with the assessments of the applications provided from the Council Officers.

Replacement Clauses:

2.1 To assess the:

- 2.1.1 Heritage Grants; and
- 2.1.2 Community Grants;

in accordance with the adopted Community Assistance Scheme guidelines together with the internal assessment and information provided for each application by Council Officers.

in accordance with the adopted Community Assistance Scheme guidelines together with the internal assessment and information provided for each application by Council Officers.

2.1.3 Youth Grants

CASC Administration is delegated to approved Youth Grants (ensuring criteria are met and documentation submitted) with a summary report presented to CASC at the following meeting to endorse the decision.

2.2 To grant or decline Community Assistance Scheme funding payments based on the information provided in the applications together with the assessments of the applications provided from the Council Officers, and endorse Youth Grants decisions as approved by CASC Administration.

Previous Clause:

3.3 Administrative support – the Manager Financial Services together with a minute secretary will attend meetings to ensure that reports, agendas, notice of meetings and minutes of the Committee are recorded and managed in accordance with legislative compliance requirements. Any staff attending will have no voting rights and will not be considered as part of the Committee membership.

Replacement Clause:

3.3 Administrative support – The Council Officers assigned the responsibility will attend meetings to ensure that reports, agendas, notice of meetings and minutes of the Committee are recorded and managed in accordance with legislative compliance requirements. Any staff attending will have no voting rights and will not be considered as part of the Committee membership.

## COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS



Natural Environment and Built Heritage



Community and Culture



Infrastructure



Health and Wellbeing



Business and Employment

## FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The adopted budget for the Community Assistance Scheme Community Assistance Grants and Youth Grants for 2016-2017 is \$25,250 and \$10,100 for Heritage grants.

## COMMUNITY CONSULTATION

Not required as criteria are outlined in existing Policy, Terms of Reference and Guidelines for Community Assistance Scheme to follow.

## COMMUNITY ASSISTANCE SCHEME COMMITTEE

### OTHER BUSINESS

6 DECEMBER 2016

4.1

#### MEMBER RESIGNATION

Naomi Graetz  
B2785

#### **PURPOSE**

To notify the Community Assistance Scheme Committee that Councilor Margaret Harris has tendered her resignation from the Community Assistance Scheme Committee on 17 November 2016.

#### **RECOMMENDATION**

That the Community Assistance Scheme Committee accepts Cr Margaret Harris' resignation from the Community Assistance Scheme Committee.

#### **COMMENT**

The Community Assistance Scheme Committee Terms of Reference (ToR), Clause 3.1 states the Committee will consist of the Mayor, Deputy Mayor and a minimum of two Elected Members nominated by the Council.

Cr Margaret Harris has been replaced as Deputy Mayor by Cr Scotty Milne at Council Meeting 15 November 2016. As Deputy Mayor, Cr Scotty Milne has now been appointed as a member of the Community Assistance Scheme Committee. Cr Margaret Harris has also tendered her resignation from the Community Assistance Scheme as Chair and Committee member.

#### **COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**



Natural Environment and Built Heritage



Community and Culture



Infrastructure



Health and Wellbeing



Business and Employment

#### **FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

Not applicable.

#### **COMMUNITY CONSULTATION**

Not required as criteria are outlined in existing Policy, Terms of Reference and Guidelines for Community Assistance Scheme to follow.