

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

**held in the Committee Room at The Barossa Council, 43-51 Tanunda  
Road, Nuriootpa on Tuesday 3 September 2013 commencing at 9am**

### WELCOME

Cr Milne declared the meeting open at 9.00am.

### PRESENT

Cr Scotty Milne, Cr Richard Miller, Mayor Brian Hurn, Cr John Angas, Mark Lague (Manager – Financial Services), and Nicole Rudd (Minute Secretary), Louis Monteduro (Senior Manager – Planning Services) arrived at 9.05am.

### LEAVE OF ABSENCE

Cr Michael Seager

### APOLOGIES

Cr David de Vries, Cr Bridgette Kies, Sam Hosking

### MINUTES OF PREVIOUS MEETING

**MOVED** Cr Angas that the Minutes of the Meeting held on 18 June 2013 as circulated be confirmed as a true and correct record of the proceedings of that meeting.  
**Seconded** Cr Miller **CARRIED**

### CORRESPONDENCE

**MOVED** Mayor Hurn that correspondence item 5.1.1 be received and noted.  
**Seconded** Cr Miller **CARRIED**

### 6.1.1 ACTIONS FROM PREVIOUS MEETING – 18 June 2013

C=COMPLETED                      P=PENDING                      N=NO ACTION

<b>2011/2012 COMMUNITY ASSISTANCE GRANTS (B361)</b>	
• Nuriootpa Town Band Inc – successful letter sent – paid Aug 2012 – extension granted 18/6/13 to end November 2013 - waiting for acquittal.	<b>P</b>
• Lynd & Dist Little Athletics Centre Inc – advised that they will not proceed with the project. Responded to them to reapply when in a better position to proceed.	<b>C</b>
<b>2012/2013 COMMUNITY ASSISTANCE GRANTS (B361)</b>	
• Lyndoch and District Historical Society Inc – successful letter sent – paid Sept 2012 – acquittal received - see correspondence	<b>C</b>
• Barossa & District Pipe Band Inc – successful letter sent – paid March 2013. Waiting for acquittal.	<b>P</b>
<b>2012/2013 DA/CASC/R2 (4/12/12) YOUTH GRANT APPLICATIONS</b>	
• Georgia Pretlove – Payment made, certificate posted – waiting for acquittal	<b>P</b>
<b>DA/CASC/R5 (4/9/12) 2012/2013 HERITAGE GRANT APPLICATIONS</b>	
• Gerlinde and Paul Trappe – granted extension to 31/12/13	<b>P</b>
<b>2012/2013 6.1.2 (18/6/13) YOUTH GRANT APPLICATIONS</b>	
• Bradley Hoepner – cheque posted and certificate to be presented at September Council meeting.	<b>P</b>
• Luke Randall – certificate and cheque presented at July meeting.	<b>C</b>

<b>2012/2013 6.1.3 (18/6/13) COMMUNITY GRANT APPLICATIONS</b>	<b>P</b>
<ul style="list-style-type: none"> <li>Evangelical Lutheran Herberge Christi Church of Bethany – successful letter sent – Invoice paid – waiting for acquittal</li> </ul>	
<b>2012/2013 6.1.7 (18/6/13) COMMUNITY ASSISTANCE SCHEME GRANT GUIDELINES AND APPLICATION FORM REVIEW</b>	<b>P</b>
<ul style="list-style-type: none"> <li>Community Grant and Youth Grant Guidelines and Application form review – see separate report</li> </ul>	

**Summary of Community Grants/ Youth Grants 2013/14**

Funding Type	No. of Applications	Funding Approved/ Requested
<b>September</b>		
Youth Grants	4 applications	\$800.00
Community Grants	2 applications	\$5590.00
	<b>September Total</b>	<b>\$6390.00</b>
<b>Donations - direct from Council</b>	Tanunda RSL Sub-Branch – Australian Living Treasures initiative	400.00
	<b>BUDGET 2013-14</b>	<b>\$25,000.00</b>
	<b>Grant funds remaining if all September applications approved</b>	<b>\$18210.00</b>

**Summary of Heritage Grants 2013/14  
(considered annually in the December meetings)**

Funding Type	No. of Applications	Funding Approved/ Requested
<b>September</b>		
Heritage Grants	Nil - Applications to be assessed in December	\$0.00
	<b>September Total</b>	<b>\$0.00</b>
	<b>TOTAL FUNDS ALLOCATED 2013-14</b>	<b>\$0.00</b>
	<b>BUDGET 2013-14</b>	<b>\$10,350.00</b>

**MOVED** Cr Angas that the actions from previous meeting be received and noted.  
**Seconded** Cr Miller **CARRIED**

Louis Monteduro (Senior Manager – Planning Services) in attendance at the meeting at 9.05am.

**6.1.2 YOUTH GRANT APPLICATIONS**

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

**MOVED** Cr Miller that Madelyn Denton be granted a Youth Grant of \$200 for her participation in the 25<sup>th</sup> National Calisthenics Championships in Melbourne during July 2013.  
**Seconded** Mayor Hurn **CARRIED**

**MOVED** Cr Angas that Matthew Toward be granted a Youth Grant of \$200 for his participation in the Under 18's Schoolboys National for Rugby Union in Sydney during July 2013.  
**Seconded** Cr Miller **CARRIED**

**MOVED** Mayor Hurn that Ryan Hoklas be granted a Youth Grant of \$200 for his participation in the School Sport Australia Cross Country Championship in Launceston during August/Sept 2013.  
**Seconded** Cr Angas **CARRIED**

**MOVED** Cr Miller that Hudson Walsh be granted a Youth Grant of \$200 for his participation in the School Sports Australia Basketball Championships in Perth during August 2013.  
**Seconded** Cr Angas **CARRIED**

#### **COMMENT**

Four Youth Grant applications have been received since the last meeting. A copy of the application was attached.

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

Strategic Plan :

1.2 Youth: We are committed to the effective delivery of programs and services encouraging the development and Wellbeing of youth in our community.

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

Council has allocated \$25,000 in the 2013-14 Budget towards the Community Assistance Scheme Community Grants and Youth Grants.

#### **6.1.3 NEW COMMUNITY GRANT APPLICATIONS**

**MOVED** Mayor Hurn that the Tanunda Contest Committee Inc be granted a Community Grant of \$3000 towards the 2013 Barossa Band Festival  
**Seconded** Cr Miller **CARRIED**

**MOVED** Cr Angas that the Sporting Car Club of South Australia Inc be granted a Community Grant of \$500 towards their water resource management project at Collingrove, on the condition the project is to proceed with the reduced Council grant.  
**Seconded** Mayor Hurn **CARRIED**

#### **INTRODUCTION**

Two Community Assistance Grant applications have been received since the last meeting.

#### **COMMENT**

Two Community Assistance Grant application has been received since the last meeting. A full copy of the application was attached together with a summary and comments.

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

Strategic Plan :

1.5 Culture: We are committed to the protection and promotion of our local heritage, and the fostering and promotion of art and culture in our region.

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

Council has allocated \$25,000 in the 2013-14 Budget towards the Community Assistance Scheme Community Grants and Youth Grants.

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

**MOVED** Cr Miller that the Heritage Advisor's report be received and noted.  
**Seconded** Cr Angas **CARRIED**

#### **INTRODUCTION**

A list of activities carried out by the Council's Heritage Advisor was attached.

#### COMMENT

The attachment shows a summary of the activities undertaken between June 2013 and August 2013 by Mr Sam Hosking, Council's Heritage Advisor.

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

Mr Hosking will be in attendance at this meeting to discuss any matters arising and can be contacted by email on [sam@flightpatharchitects.com.au](mailto:sam@flightpatharchitects.com.au) if further information is sought.

#### LEGISLATION/POLICY/COUNCIL STRATEGIC PLAN

##### COUNCIL STRATEGIC PLAN:

3.1 Character & Heritage: We will ensure the appropriate preservation of the character and heritage of our townships and rural areas.

#### FINANCIAL AND RISK MANAGEMENT CONSIDERATIONS

No financial risk management considerations.

#### 6.1.5 COMMUNITY ASSISTANCE SCHEME ANNUAL REPORT

**MOVED** Cr Miller that the Community Assistance Scheme Annual Report be received and noted.  
**Seconded** Cr Angas **CARRIED**

#### COMMENT

A copy of the Community Assistance Scheme Annual Report was attached.

#### LEGISLATION/POLICY/COUNCIL STRATEGIC PLAN

Strategic Plan :

1.2 Youth: We are committed to the effective delivery of programs and services encouraging the development and Wellbeing of youth in our community.

1.5 Culture: We are committed to the protection and promotion of our local heritage, and the fostering and promotion of art and culture in our region.

3.1 Character & Heritage: We will ensure the appropriate preservation of the character and heritage of our townships and rural areas.

#### FINANCIAL AND RISK MANAGEMENT CONSIDERATIONS

The budget for the Community Assistance Scheme Community Grants and Youth Grants for 2012-13 was \$30,000 and \$10,000 for Heritage Grants.

#### 6.1.6 COMMUNITY ASSISTANCE SCHEME GRANT GUIDELINE AND APPLICATION FORM REVIEW

**MOVED** Mayor Hurn that the Community Assistance Scheme guidelines and application forms for Community Grants and Youth Grants be adopted with the proposed changes included.  
**Seconded** Cr Angas **CARRIED**

#### INTRODUCTION

The Community Grant and Youth Grant guidelines and application form review.

#### COMMENT

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

Under Section 2.5 of the Terms of Reference of the Community Assistance Scheme Committee, the guidelines and application forms for these grants are required to be reviewed annually. The review of the Heritage Grant Guidelines and Application form was presented to the June 2013 meeting.

The reviewed guidelines and application forms for Community Grants and Youth Grants are attached in the new format. Please note that the original documents are now split into a guideline form and the application form is now separate to this document.

### **Community Grant Guidelines**

#### Changes include:

##### New Clause:

1.15 Where the groups/clubs/organisations cash holdings exceed the amount being applied for, it is in your best interest to provide information on what the cash holdings are earmarked for to assist in the assessment of the application.

##### Current Clause:

3.5 If successful, a (tax) invoice will be requested from your organisation and upon receipt of the Tax Invoice and arrangements for a photo of the presentation of a cheque from Council will be made.

##### Replacement Clause:

3.5 If successful, a (tax) invoice will be requested from your organisation and upon receipt of the Tax Invoice, payment will be made.

### **Community Grant – Application Form**

#### New criteria:

5. About your Organisation

Additional cash holdings information - if required (see Community Grant Guideline 1.15)

7. Required Supporting Documentation

Details of cash holdings exceeding application amount (if required – see 1.15 of the guidelines)

### **Youth Grant Guidelines**

#### Changes include:

##### Current Clause:

2.3 Successful applicants will be contacted to arrange for a photo of the presentation of a certificate and cheque from Council for their achievements.

On completion of the event, the applicant will provide a summary of their participation in the event.

##### Replacement Clause:

2.3 Successful applicants will be invited to the next Council Meeting for the presentation of a certificate and cheque from Council for their achievements. A photo may be taken of the presentation for inclusion in the local papers.

Should the time and date of the Council meeting not suit the applicant, the certificate and cheque will be posted and on completion of the event, the applicant will be required to provide a summary of the event in writing to the Committee.

Youth Grant Application Form

No changes made.

**LEGISLATION/POLICY/COUNCIL STRATEGIC PLAN**

Strategic Plan :

1.2 Youth: We are committed to the effective delivery of programs and services encouraging the development and Wellbeing of youth in our community.

1.5 Culture: We are committed to the protection and promotion of our local heritage, and the fostering and promotion of art and culture in our region.

3.1 Character & Heritage: We will ensure the appropriate preservation of the character and heritage of our townships and rural areas.

**FINANCIAL AND RISK MANAGEMENT CONSIDERATIONS**

The adopted budget for the Community Assistance Scheme Community Assistance Grants and Youth Grants for 2013-14 is \$25,000 and a further \$10,350 for Heritage Grants.

**OTHER BUSINESS**

Cr Milne advised that there were two additional Community Grant applications which were received since the cut-off date of 2 August 2013. Both these applications have an urgency to them.

Discussions took place and it was decided that a Special Meeting would be held to consider the applications.

**NEXT MEETING**

Special Meeting to be held 25<sup>th</sup> September 2013 at 4.30pm in the Committee Room.

**CLOSURE**

There being no further business, the meeting closed at 9.45am

Confirmed

**Date:** .....

**Chairman:** .....