

# Not Confirmed

**MINUTES OF THE MEETING  
OF THE COMMUNITY ASSISTANCE SCHEME COMMITTEE OF THE BAROSSA COUNCIL  
held in the Council Chambers at The Barossa Council, 43-51 Tanunda Road, Nuriootpa  
on Wednesday 6 September 2017 commencing at 4.30pm**

**1. Welcome**

In the absence of Cr Milne, Mayor Sloane assumed the Chair and declared the meeting open at 4.33pm.

**2. Present**

Mayor Bob Sloane, Cr Mark Grossman, Cr John Angas, Rebecca Tappert (CASC Executive Officer), Annette Randall (CASC Administration Officer), Cr Bim Lange (4.47pm)

**3. Apologies**

Cr Scotty Milne (for non-attendance)  
Cr Bim Lange (for late arrival)

**4. Confirmation of Previous Minutes**

**MOVED** Cr Angas that the minutes of the meeting held on 7 June 2017 as circulated be confirmed as a true and correct record of the proceedings of that meeting.

**Seconded** Cr Grossman

**CARRIED**

**5. Business Arising from Previous Minutes**

Cr Grossmann enquired whether any further information had been received from the Sporting Car Club of SA Inc in relation to its Community Grant Application for equipping of the Collingrove bore. Ms Randall advised that nothing further has been received. Mayor Sloane requested that a report be presented to the December CASC meeting regarding the status of the Sporting Car Club's actions in this matter.

**6. CONSENSUS AGENDA**

**7.1 Items for Exclusion from the Consensus Agenda**

Nil

**7.2 Receipt of Consensus Agenda**

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

**Seconded** Cr Grossman

**CARRIED**

**8. DEBATE AGENDA**

**8.1 Community Grants**

**8.1.1 Applications**

**8.1.1.1 MOUNT PLEASANT FARMERS MARKET INC**

**MOVED** Cr Angas that the Community Assistance Scheme Committee approves a Community Grant of \$1,500 (excl GST) to Mount Pleasant Farmers Market Inc for its "SA Spring Garden Festival – Mount Pleasant 2017" to be held on 23 September 2017.  
**Seconded** Cr Grossman **CARRIED**

**PURPOSE**

To consider a Community Grant Application from the Mount Pleasant Farmers Market Inc (MPFM Inc) for its "SA Spring Garden Festival – Mount Pleasant 2017" event.

**REPORT**

Background  
MPFM Inc was established in 2011 by the not-for-profit Mount Pleasant Natural Resource Centre Inc. One of the Objectives in its Rules for Incorporation is "to ensure the successful establishment and continued development of the Mount Pleasant Farmers Market (the Market). The Market commenced in 2012 with a loan from The Barossa Council and a group of very willing volunteers. It has been held at Talunga Park every Saturday morning since, from 8am – 12noon, with attendance figures between 600 -700 each week.

Introduction  
The inaugural SA Spring Garden Festival was held on Saturday 17 September 2016, from 9am – 4pm. Stall numbers were 30 and over 1500 patrons were recorded as coming through the gate. It was claimed as an "astounding success" and a second festival is planned for Saturday 23 September 2017.

Discussion  
A copy of the Community Grant Application, including supporting documentation, is provided in Attachment 1.

The Application and supporting documentation has been reviewed by Officers and comments are provided in the Application Summary Sheet - Attachment 2.

Further comments provided below in regard to Project Income and Expenditure (as detailed in the Application):

PROJECT INCOME		PROJECT EXPENDITURE	COMMENT
Group Funds:	\$2,500	Employment of Contractor: \$2,500	Assume CAS Grant not required for this expenditure
Fundraising Activities:	\$1,500	Guest speakers: \$1,000 Administration: \$500	From Guidelines: <i>Financial assistance will not be approved for ongoing administrative expenses or operational costs.</i>
Requested Council Assistance:	\$1,500	Advertising: \$1,500	Therefore grant contributing to advertising costs.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

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

**Policy**  
Community Assistance Scheme Policy  
Community Grant Guidelines

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

**Community Plan**





Health and Wellbeing



Business and Employment

## **Corporate Plan**

### Community and Culture

2.6 Provide, promote and support community arts and cultural events, programs, attractions and services.

### Business and Employment

5.8 Participate in initiatives, or advocate for, investment in creative industries and cultural tourism.

### 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

Nil

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

### **Financial**

The adopted Budget for the Community Grants and Youth Grants for 2017/18 is \$25,500 (excl GST).

TOTAL CURRENT FUNDS AVAILABLE		\$25,500
<u>August 2017:</u> Approved Youth Grants	11 Applications	\$ 2,200
<u>September 2017:</u> Requested Community Grants	3 Applications	<u>\$ 7,490</u>
	Total	<u>\$ 9,690</u>
FUNDS REMAINING IF SEPT APPLICATIONS GRANTED		\$15,810

## **COMMUNITY CONSULTATION**

Community Consultation is not required under legislation or Council Policy.

### **8.1.1.2 SOUTHERN BAROSSA ALLIANCE**

Ms Tappert and Ms Randall spoke to the report.

**MOVED** Cr Grossman that the Community Assistance Scheme Committee:

- (1) approves a Community Grant of \$2,990 (excl GST) to Southern Barossa Alliance Inc (SBA) for Portable Community Event Electrical Cable Covers
- (2) requests that the Electrical Cable Covers become the property of The Barossa Council in the event that the SBA is dissolved.

**Seconded** Cr Angas

**CARRIED**

### **PURPOSE**

To consider a Community Grant Application from Southern Barossa Alliance Inc (SBA Inc) for "Portable Community Event Electrical Cable Covers".

## REPORT

### Background

SBA is an official body representing business and community within the Southern Barossa Region for the greater good. The aims and objectives of the organisation are to promote business and community development, community spirit and prosperity in the Southern Barossa.

### Introduction

The following clause is contained in SBA's Mission Statement: "We hold/manage major fundraising activities and events, manage significant Community initiatives/projects and hold and safeguard funds raised by member Community organisations." SBA are seeking a Community Grant to fund the purchase and storage of sufficient portable electrical cable covers for use in community outdoor events.

### Discussion

SBA have assisted with management of events such as Williamstown Christmas Parade, Lyndoch Christmas Party, Tour Down Under, Wheels on the Green, Lyndoch Market, etc. In the past, they have had to use non-certified covering over electrical cables, using rubber matting. New portable cable covers would improve safety and provide greater flexibility in event organisation.

It is noted that the majority of SBA funds are held in trust for member Community organisations, as is required under its Constitution.

A copy of the Community Grant Application, including supporting documentation, is provided in Attachment 1.

The Application and supporting documentation has been reviewed by Officers and comments are provided in the Application Summary Sheet - Attachment 2.

## ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: Community Grant Application and supporting documentation

Attachment 2: Community Grant Application Summary Sheet

### Policy

Community Assistance Scheme Policy

Community Grant Guidelines

## COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

### Community Plan



Community and Culture



Health and Wellbeing



Business and Employment

### Corporate Plan

#### Community and Culture

- 2.4 Foster volunteering opportunities that are responsive to the needs of the Community.
- 2.6 Provide, promote and support community arts and cultural events, programs, attractions and services.

#### How We Work – Good Governance

- 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.
- 6.8 Provide opportunities for the community to contribute to the ongoing care, improvement and use of Council's community facilities.

Legislative Requirements  
Work Health Safety Act 2012

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

**Financial**

The adopted Budget for the Community Grants and Youth Grants for 2017/18 is \$25,500 (excl GST).

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FUNDS REMAINING IF SEPT APPLICATIONS GRANTED		\$15,810

**COMMUNITY CONSULTATION**

Community Consultation is not required under legislation or Council Policy.

**8.1.1.3 EASTERN HILLS & MURRAY PLAINS CATCHMENT GROUP INC**

Cr Angas left the meeting at 4.45pm and returned at 4.47pm.

Cr Lange entered the meeting at 4.47pm.

Members appreciated the proposed benefits of the project but as Community Grant funding is limited to \$500 for organisations that are not based within the Council district and portion of the expenses appear to be for operational costs, resolved that the matter be considered by the full Council.

**MOVED** Cr Grossman that the Community Assistance Scheme Committee refers the Eastern Hills & Murray Plains Catchment Group Inc Community Grant Application for the "Jutland natural restoration and heritage enhancement project" to Council for consideration as the amount requested is outside the Community Assistance Scheme Policy and Guidelines.

**Seconded** Cr Lange

**CARRIED**

**PURPOSE**

To consider a Community Grant Application from Eastern Hills & Murray Plains Catchment Group (EH&MPCG Inc) for the "Jutland natural restoration and heritage enhancement project".

**REPORT**

Background

The Jutland Water Reserve ("the Reserve") is a 4.3 hectare parcel that forms part of the Upper Marnie River catchment, 7.5kms east of Eden Valley in the Eastern Mount Lofty Ranges. It is classified as Community Land in accordance with Section 193 of the Local Government Act 1999. It has extensive local history and hosts a memorial plaque for returned servicemen which is regularly visited. In 2013, Council accepted the offer of the EH&MPCG to enter into agreement to manage the Reserve under a Management Plan. A Memorandum of Understanding was also executed in early 2016. (Both documents are contained within Attachment 1.) The Reserve is located on the Barossa border of the Group's catchment area.

Introduction

The EH&MPCG endorse the following Objectives for the Jutland Water Reserve (contained in the Management Plan 2015-2020):

- Establish the Jutland Water Reserve as a public demonstration site to show the benefits of revegetation of stream banks and stock exclusion in the prevention of erosion and the improvement of water quality;
- Re-establish the original vegetation using local provenance seeds, preserve any endangered species and in time, act as a seed collection source;
- Preserve the historical significance of the site which was a source of water on an old stock route and contains a memorial to soldier settlers from WW1; and
- Encourage the local community to visit and become involved in the management and revegetation of the Reserve.

Discussion

A copy of the Community Grant Application, including supporting documentation, is provided in Attachment 1.

The Application and supporting documentation has been reviewed by Officers and comments are provided in the Application Summary Sheet - Attachment 2.

Officers highlight the following:

The EH&MPCG is not based within The Barossa Council district

- Policy: 4.2.2 ".....organisation [that] are not based within the Council district, will be considered by the CASC, but only approved to a maximum of \$500."

The EH&MPCG receives funding through NRM for "Connecting Communities" – used strictly for meeting set deliverables – no operating budget provided for any other project based activities is not available for this Project. (Additional comments contained in Minutes of EH&MPCG meeting held 13 June 2017 - point 7 – [contained within Attachment 1])

- Guidelines: 3.3 "The Grants are not designed to replace financial assistance for projects where there is a more appropriate funding source..... If funds are unable to be drawn from these aligned and/or affiliated bodies, documentation must be provided stating that these funds are unable to be accessed."
- MOU states: "The group will be responsible for all financial costs pertaining to the management of the Reserve. However, Council may assist from time to time, depending on the activity to be undertaken and the costs to do so. Such levels of assistance would be determined by Council upon request by the Group."

The Director Development and Environmental Services has provided an in-principle letter of support for the Project, as the project aligns with Council's Community Land Management Plan for that site and all work done will benefit Council's land.

- Guidelines: 3.11 "If the project is for improvements to assets (land, buildings, structures, etc not owned by your organisation, a letter of endorsement will need to be included from the owner to support your application.")

Project Expenditure (as per Application):

Weed Management	)	Weed Management - Operating
	) \$1500	Expense – ineligible for CAS assistance
Maintenance of the War memorial plaque area	)	
Ecological workshops for volunteers – disability & migrant, TAFE SA indigenous students	\$ 1000	
Working Bee community event promoting the natural environment and history	\$ 300	

Concept planning for a small shelter near the historical site \$ 200

The Project Manager is aware of requirement to meet with Council's Planning and Asset officers.

#### ATTACHMENTS OR OTHER SUPPORTING REFERENCES

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

#### 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

###### Natural Environment and Built Heritage

- 1.5 Maintain and seek to expand Council initiated native conservation and land management initiatives.
- 1.8 Partner with affiliated government, community and business organisations to support NRM programs and services, sustainable land practices and wastewater and stormwater reuse initiatives.

###### Community and Culture

- 2.2 Collect, maintain and make accessible our Aboriginal heritage and the history and heritage of our community.
- 2.4 Foster volunteering opportunities that are responsive to the needs of the Community.

###### How We Work – Good Governance

- 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.
- 6.8 Provide opportunities for the community to contribute to the ongoing care, improvement and use of Council's community facilities.

###### Legislative Requirements

Local Government Act 1999

#### FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

##### Financial

The adopted Budget for the Community Grants and Youth Grants for 2017/18 is \$25,500 (excl GST).

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**COMMUNITY CONSULTATION**

Community Consultation is not required under legislation or Council Policy.

**8.1.2 GRANT ACQUITTALS**

**8.1.2.1 RECONCILIATION WEEK COMMITTEE**

Ms Randall spoke to the report.

**MOVED** Cr Angas that the Community Assistance Scheme Committee receives and approves the Acquittal information provided by the Barossa Reconciliation Week Committee in relation to the Community Grant expended for Reconciliation Week Barossa Celebrations 2016.

**Seconded** Cr Lange

**CARRIED**

**PURPOSE**

To consider the Acquittal documentation from the Barossa Reconciliation Week Committee in relation to the Community Grant for Reconciliation Week Barossa Celebrations 2016.

**REPORT**

Background

Council, at its 17 May 2016 meeting, approved a Community Grant of \$1,500 (excl GST) to the Barossa Reconciliation Week Committee for the Reconciliation Week Barossa Celebrations 2016. (Referred by the Community Assistance Scheme Committee as funds had been fully expended for the year.)

Introduction

The Community Grant Guidelines require that an Acquittal Statement be forwarded to Council on completion of the funded project (which is to be within 12 months of the grant being approved).

The Reconciliation Week Barossa Celebrations 2016 were held on 8 June 2016. Officers contacted the Barossa Reconciliation Week Committee early in May 2017, reminding them of the requirement to provide an Acquittal Statement and supporting documentation to acquit the Grant. Part of the documentation has been received and was presented to the 7 June 2017 CASC meeting, where the following was resolved:

**MOVED** Cr Lange that the Community Assistance Scheme Committee (CASC):

- (1) notes the Acquittal documentation provided by the Barossa Reconciliation Week Committee in relation to the Community Grant expended for Reconciliation Week Barossa Celebrations 2016
- (2) requires the remaining supporting documentation to be provided for approval at the September 2017 CASC meeting.

**Seconded** Mayor Sloane

**CARRIED**

Discussion

The Grant Acquittal Statement is provided in Attachment 1. A summary of Expense and Revenue items is provided below, highlighting what documentation is still outstanding. Officers have continued to liaise with the Reconciliation Committee representative and have requested that if invoices/receipts are lost or unattainable, that the Auspice organization, Friends of Barossa Bushgardens, provide written certification that the Community Grant of \$1,500 was used for the purpose for which it was approved, and as per the Acquittal Statement provided.

**PROJECT EXPENSES**

Expense item	Amount	Evidence already supplied	Still required
Contractors	\$500 x 2	Other Revenue has been matched to this expense	Nil
Art Materials	\$241.85	\$191.84	\$50.01
Catering	\$300	\$10.17; \$22.40	\$267.43



Publicity/Leader	\$180	\$180	Nil
Ongoing activities with Friends of the Bush Gardens	\$778.15	\$778.15	Nil

#### PROJECT REVENUE

Grant Funding	The Barossa Council – Community Assistance Scheme	\$1,500
Other Revenue	Country Health SA Gawler Aboriginal Health Service – Welcome to Country	\$1,000

Further documents have been supplied (*Attachment 2*); however, they appear to relate to the 2017 event. Officers have discussed this with the Reconciliation Day representatives. They were of the understanding that the CAS Grant was provided by Council for any Reconciliation Day activity and was incorporated into a fund used for both 2016 and 2017 events. They have commented “that semantically the Grant Application should have read for 2016/2017”.

The Treasurer of the auspice organization, Friends of Barossa Bushgardens Inc, has declared this fund to be acquitted and closed (letter dated 13 August 2017) and trusts that this will suffice Council’s requirements.

#### ATTACHMENTS OR OTHER SUPPORTING REFERENCES

##### Attachments

Attachment 1: Grant Acquittal Statement

Attachment 2: Further supporting documentation including letter from the Treasurer, Friends of Barossa Bushgardens Inc

##### Policy

Community Assistance Scheme Policy

Community Grant Guidelines

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

##### Community Plan



Community and Culture



How We Work – Good Governance

##### Corporate Plan

###### Community and Culture

2.2 Collect, maintain and make accessible our Aboriginal heritage, and the history and heritage of our community.

2.6 Provide, promote and support community arts and cultural events, programs, attractions and services.

###### 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

The CASC Terms of Reference requires the Committee “to review the acquittal statements/feedback forms received from organisations/individuals receiving grants to ensure that funds were used in the way specified in the original application.”

The difficulty in receiving appropriate acquittal documentation from this Committee will be noted should further grant requests be received in the future.

Adherence to Council's Community Grant Guidelines is a risk management tool.

## COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

### 8.1.2.2 NURIOOTPA FUTURES ASSOCIATION

**MOVED** Lange that the Community Assistance Scheme Committee receives and approves the Acquittal documentation from Nuriootpa Futures Association in relation to the Community Grant expended for Nuriootpa Cinema's Evening of Nostalgia.

**Seconded** Cr Grossman

**CARRIED**

## PURPOSE

To consider the Acquittal documentation from the Nuriootpa Futures Association in relation to the Community Grant for Nuriootpa Cinema's Evening of Nostalgia.

## REPORT

### Background

The Nuriootpa Futures Association (NFA) was approved a Community Grant of \$500 at the 7 June 2017 meeting for "Nuriootpa Cinema's Evening of Nostalgia", a SA History Festival event.

### Discussion

NFA has provided an Acquittal Statement and supporting invoices, together with actual income and expenditure from the event.

## ATTACHMENTS OR OTHER SUPPORTING REFERENCES

### Attachments

Attachment 1: Grant Acquittal Statement and supporting documentation

Attachment 2: Actual income and expenditure

### Policy

Community Assistance Scheme Policy

Community Grant Guidelines

## COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

### Community Plan



Community and Culture



How We Work – Good Governance

### Corporate Plan

#### Community and Culture

- 2.2 Collect, maintain and make accessible our Aboriginal heritage, and the history and heritage of our community.
- 2.6 Provide, promote and support community arts and cultural events, programs, attractions and services.

#### 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**

The CASC Terms of Reference requires the Committee "to review the acquittal statements/feedback forms received from organisations/individuals receiving grants to ensure that funds were used in the way specified in the original application."

Adherence to Council's Community Grant Guidelines is a risk management tool.

### **COMMUNITY CONSULTATION**

Community Consultation is not required under legislation or Council Policy.

### **8.1.2.3 WILLIAMSTOWN AMATEUR PLAYERS INC**

**MOVED** Cr Lange that the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant awarded to the Williamstown Amateur Players Incorporated for the Stage Lighting project at the Williamstown Soldiers Memorial Hall.

**Seconded** Cr Angas

**CARRIED**

### **PURPOSE**

To consider the Acquittal documentation in relation to the Community Grant awarded to the Williamstown Amateur Players Inc for Stage Lighting at the Williamstown Soldiers Memorial Hall.

### **REPORT**

#### Background

The Community Assistance Scheme Committee, at its meeting held 15 September 2015, approved a Community Grant of \$3,000 (excl GST) to Williamstown Amateur Players Inc for Stage Lighting at the Williamstown Soldiers Memorial Hall.

#### Introduction

The works on the stage lighting project was organised via Council. As the project was not going to be completed within the 12 month time frame (Clause 2.3 Community Grant Guidelines), an Acquittal extension was granted by the CASC at its 7 September 2016 meeting.

#### Discussion

The Acquittal Statement has been signed by the Manager Community and Facilities Development on behalf of the Williamstown Amateur Players Inc, as the project was overseen by Council officers and the Group's funds were forwarded directly to Council for disbursement to the contractor. Attachment 1 contains the Grant Acquittal Statement together with the contractor's quote and Council's Purchase Order and proof of payment.

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

#### **Attachments**

Attachment 1: Grant Acquittal Statement and supporting documentation

#### **Policy**

Community Assistance Scheme Policy  
Community Grant Guidelines

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

## **Community Plan**



Community and Culture



Infrastructure



How We Work – Good Governance

## **Corporate Plan**

### Community and Culture

- 2.6 Provide, promote and support community arts and cultural events, programs, attractions and services.

### Infrastructure

- 3.9 Ensure Council facilities and assets are accessible, safe and maintained to an agreed level of service.

### 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**

The CASC Terms of Reference requires the Committee "to review the acquittal statements/feedback forms received from organisations/individuals receiving grants to ensure that funds were used in the way specified in the original application."

Adherence to Council's Community Grant Guidelines is a risk management tool.

## **COMMUNITY CONSULTATION**

Community Consultation is not required under legislation or Council Policy.

## **8.3 HERITAGE GRANTS**

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

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

## **PURPOSE**

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

## **REPORT**

The attachment shows a summary of the activities undertaken during May, June and July 2017 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 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**

Attachment 1: Heritage Advisory Services Summary for May, June and July 2017.

**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.

**9. OTHER BUSINESS**

Nil

**10. NEXT MEETING**

Tuesday 5 December 2017 at 9.00am

**11. CLOSE**

Mayor Sloane declared the meeting closed at 5.03pm.

Confirmed at Community Assistance Scheme Committee Meeting 5 December 2017.

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