

Not Confirmed

**MINUTES OF THE MEETING  
OF THE BAROSSA COUNCIL COMMUNITY ASSISTANCE SCHEME COMMITTEE  
held in the Committee Room at The Barossa Council, 43-51 Tanunda Road, Nuriootpa  
on Wednesday 5 September 2018 commencing at 4.30pm**

**WELCOME**

Cr Lange welcomed everyone and declared the meeting open at 4.30pm.

**1. PRESENT**

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

**2. APOLOGIES**

Nil

**3. CONFIRMATION OF PREVIOUS MINUTES**

**MOVED** Cr Milne that the minutes of the Community Assistance Scheme Committee meeting held on 6 June 2018 as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

**Seconded** Cr Grossman

**CARRIED**

**MOVED** Cr Grossman that the minutes of the Community Assistance Scheme Committee Special Meeting held on 1 August 2018 as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

**Seconded** Cr Angas

**CARRIED**

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**5. CONSENSUS AGENDA**

**6.1 ITEMS FOR EXCLUSION FROM THE CONSENSUS AGENDA**

Nil

**6.2 RECEIPT OF CONSENSUS AGENDA**

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

**Seconded** Cr Angas

**CARRIED**

**7. DEBATE AGENDA**

**7.1 COMMUNITY GRANTS**

**7.1.1 APPLICATIONS DEFERRED FROM PREVIOUS MEETING**

**7.1.1.1**

**SOUTH AUSTRALIAN ROAD RUNNERS CLUB INC – BAROSSA MARATHON FESTIVAL**

**B3342**

**MOVED** Cr Milne that the Community Assistance Scheme Committee notes the withdrawal of the Community Grant Application from the South Australian Road Runners Club Inc towards its 2018 Barossa Marathon Festival.

**Seconded** Cr Angas

**CARRIED**

**PURPOSE**

To advise the withdrawal of the Community Grant Application from the South Australian Road Runners Club Inc (SARRC) towards its 2018 Barossa Marathon Festival.

**REPORT**Background

At the 6 June 2018 meeting, CASC considered a Community Grant Application from the SARRC who were seeking \$5,000 towards the Barossa Marathon Festival. CASC resolved the following:

*“MOVED Cr Milne that the Community Assistance Scheme Committee defer consideration of the Community Grant application from the South Australian Road Runners Club Inc for the Barossa Marathon Festival, until the 2018/19 financial year, pending clarification of the event budget, requested financial information and quotes being received.*

**Seconded** Cr Grossman

**CARRIED”**

An update report was provided to the Special CASC meeting on 1 August 2018; as at that date, no further information had been received from the SARRC.

CASC resolved the following:

*“MOVED Cr Milne that Report 3.2 Update on Community Grant Application – South Australian Road Runners Club Inc (SARRC) – Barossa Marathon Festival, be received and noted and a funding decision be deferred until the next meeting, pending receipt of additional information as requested 28 May 2018 ie clarification of event budget, required financial information and quotes.*

**Seconded** Cr Angas

**CARRIED”**

Discussion

Officers advised SARRC of CASC’s decision; the following response was received from them on 18 August:

*“As time has passed and the event is scheduled for the weekend, we have been unable to A promote or B support the program activating children and the Barossa region for this event. The funding would have supported both these things. We will try again next year.”*

Summary and Conclusion

Officers will close the file for this SARRC grant application, as no further action is required.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Nil

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



How We Work – Good Governance

Corporate Plan

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

4.6 Support the growth and sustainability of sporting, recreational and community clubs and organisations through provision of shared infrastructure, grants and opportunities to shape future use and development.

5.5 Contribute to tourism industry capacity building through the facilitation of tourism infrastructure development, including eco and recreational tourism.

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**

There are no financial, resource or risk management considerations.

#### **COMMUNITY CONSULTATION**

Community Consultation is not required under legislation or Council Policy.

#### **7.1.1.2**

#### **TANUNDA LUTHERAN HOME INC – OUTSIDER ART SALA EXHIBITION 2019 PROJECT**

**B3342**

**MOVED** Cr Milne that the Community Assistance Scheme Committee notes the following in relation to the Community Grant Application from Tanunda Lutheran Home Inc for its "Outsider Art SALA Exhibition 2019" project:

1. A formal application for a \$5,000 Step Up Grant to Country Arts SA has been lodged, seeking funding to engage the services of two Barossa artists and one Art Therapist; the outcome will not be known until late November/early December 2018.
2. TLH has agreed to contribute a cash amount of \$750 plus in-kind (should the Step Up Grant be successful)
3. Amount requested from Council reduced to \$1,000 (for supply of materials)

**Seconded** Cr Angas

**CARRIED**

**MOVED** Cr Milne that the Community Assistance Scheme Committee approves a Community Grant of \$1,000 (excl GST) to Tanunda Lutheran Home (TLH) for its "Outsider Art SALA Exhibition 2019" project, specifically for purchase of materials, subject to the TLH Step Up Grant Application to Country Arts SA being successful.

**Seconded** Cr Grossman

**CARRIED**

#### **PURPOSE**

To note updated information in relation to the Community Grant Application from Tanunda Lutheran Home Inc (TLH) towards its "Outsider Art SALA Exhibition 2019" project.

#### **REPORT**

##### Background

At the 6 June 2018 meeting, CASC considered a Community Grant Application from TLH which was seeking \$3,000 towards its "Outsider Art SALA Exhibition 2019" project. CASC resolved the following:

*"MOVED Cr Milne that, in relation to the Community Grant application from Tanunda Lutheran Home Inc for its Outsider Art SALA Exhibition 2019 project, the Community Assistance Scheme Committee defers a funding decision, pending the outcome of investigations by Tanunda Lutheran Home Inc into funding opportunities from Country Arts SA, My Aged Care, National Disability Insurance Scheme or similar sources.*

**Seconded** Mayor Sloane

**CARRIED"**

An update report was presented to the Special CASC meeting held on 1 August, advising that no funding was available from NDIS or My Aged Care, but that an application was in progress for a "Step Up Grant" from Country Arts SA.

CASC resolved the following:

**“MOVED** Cr Milne that Report 3.1 Update on Community Grant Application – Tanunda Lutheran Home Inc (TLH), be received and noted and a funding decision be deferred until the next meeting, pending TLH advice regarding their funding application to Country Arts SA.

**Seconded** Cr Grossman

**CARRIED”**

Discussion

Further information has been received from the TLH Art Therapist (copy attached) advising the following:

1. A formal application for a \$5,000 Step Up Grant to Country Arts SA has been lodged, seeking funding to engage the services of two Barossa artists and one Art Therapist; the outcome will not be known until late November/early December 2018.
2. TLH has agreed to contribute a cash amount of \$750 plus in-kind (should the Step Up Grant be successful)
3. Amount requested from Council reduced to \$1,000 (for supply of materials)

Points 2 and 3 are variations to the original Grant Application.

Summary and Conclusion

CASC to note the updated information received from TLH and variations to the original Community Grant Application.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Attachment 1: Updated information from Tanunda Lutheran Home

Policy

Community Assistance Scheme Policy  
Community Grant Guidelines

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

Community Plan



Community and Culture



Health and Wellbeing



How We Work – Good Governance

Corporate Plan

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

4.4 Provide support and advocacy on aged and disability services including ensuring arrangements for Barossa Leisure Options services post NDIS implementation.

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**

There are no financial, resource or risk management considerations.

**COMMUNITY CONSULTATION**

Community Consultation is not required under legislation or Council Policy.

## 7.1.2 NEW APPLICATIONS

## 7.1.2.1

**MOUNT PLEASANT FARMERS MARKET INC – 2018 SA SPRING GARDEN FESTIVAL**

B3342

**MOVED** Cr Angas that the Community Assistance Scheme Committee declines a Community Grant to Mount Pleasant Farmers Market Inc for its "SA Spring Garden Festival 2018" to be held on 22 September 2018, as financial statements provided demonstrate that the event can be funded effectively by the organisation and also in consideration of Clause 3.6 of the Community Grant Guidelines which states that priority will be given to organisations that have not received financial assistance from Council within the past 3 years.

**Seconded** Cr Milne**CARRIED****PURPOSE**

To consider a Community Grant Application from the Mount Pleasant Farmers Market Inc (MPFM), seeking \$1,500 towards its "SA Spring Garden Festival 2018" event.

**REPORT**Background

MPFM 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 500 -700 each week.

Introduction

The inaugural SA Spring Garden Festival was held on 17 September 2016, in conjunction with the Market. Stall numbers were 30 and over 1500 patrons were recorded as coming through the gate. In 2017, the numbers swelled to 60 stalls and 3,500 patrons. The Community Assistance Scheme Committee awarded a Community Grant of \$1,500 toward the 2017 event. The third Festival is planned for 22 September 2018, for which the MPFM is again seeking a \$1,500 Grant.

Discussion

The Community Grant Application and supporting documentation has been reviewed by Officers and comments are provided in the Application Summary Sheet - Attachment 1.

A copy of the Community Grant Application, including supporting documentation, is provided in Attachment 2.

Further comments provided below:

Budget and Funding

PROJECT INCOME		COMMENT
Group Funds:	\$	) MPFM state optimistic estimate based on fine weather
Stall Fees	5,000	
Gate Takings	16,000	
Retained funds set aside for Project Officer	5,100	
Fundraising	1,000	Refer page 3 of Application
	<b>\$27,100</b>	
<b>PROJECT EXPENDITURE</b>	<b>\$19,722</b>	Includes \$7,000 seed money for 2019 Festival

Community Grant Policy and Guidelines

Policy – Clause 4.1.5: *While Council has a role in supporting groups and individuals providing benefit to the community, groups and individuals should not seek to be maintained or substantially developed through Council funding.*

Guidelines - Clause 3.6: *Priority will be given to organisations that have not received financial assistance (including in-kind work eg road closures, venue hire, etc) from Council within the past 3 years.*

Summary and Conclusion

Officers acknowledge that the Festival is an excellent event; however, it appears that the event can be funded effectively from MPFM funds. Council may wish to support with in-kind promotional assistance.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

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

Policy

- Community Assistance Scheme Policy
- Community Grant Guidelines

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

Community Plan



Community and Culture



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 2018/19 is \$25,500 (excl GST).

TOTAL CURRENT FUNDS AVAILABLE	\$20,150
September 2018:	

Requested Community Grants	2 Applications (1 x \$3k; 1 x \$5k)	\$ 3,500
FUNDS REMAINING IF APPLICATIONS GRANTED		\$16,650

**COMMUNITY CONSULTATION**

Community Consultation is not required under legislation or Council Policy.

**7.1.2.2****CARERS AND DISABILITY LINK INC – BAROSSA COMMUNITY DISABILITY EXPO 2018**  
**B3342**

Mayor Sloane entered the meeting at 4.47pm.

**MOVED** Cr Grossman that the Community Assistance Scheme Committee approves a Community Grant of \$2,000 (excl GST) to Carers and Disability Link Inc towards its "Barossa Community Disability Expo 2018" to be held on 23 September 2018.

**Seconded** Cr Angas

**CARRIED**

**PURPOSE**

To consider a Community Grant Application from Carers and Disability Link Inc, seeking \$2,000 towards its "Barossa Community Disability Expo 2018" event.

**REPORT**Background

Carers and Disability Link Inc (CADL) has been established since 1995. It operates as an inclusive community driven organisation with the aim to advance the welfare, care and support of (but not limited to) Carers and Clients. It provides a range of quality services, support and advocacy for and on behalf of Carers and Clients.

Introduction

The Barossa Community Disability Expo is the only Expo of its kind in the Barossa to date. The first Expo was run in 2017 at the Rex with over 45 local and regional disability service providers in attendance with the aim of providing support and information to members of the Barossa disability community and their carers. The event attracted in excess of 350 local visitors, and was named Council's 'Community Event of the Year' in the Australia Day Awards.

Discussion

The 2018 Expo is planned for 23 September, for which CADL is seeking a Grant of \$2,000 to assist with advertising, promotion and equipment hire.

The Community Grant Application and supporting documentation has been reviewed by Officers and comments are provided in the Application Summary Sheet - Attachment 1.

A copy of the Community Grant Application, including supporting documentation, is provided in Attachment 2.

Summary and Conclusion

CADL advise that they do not receive any government funding specifically to run events such as the Expo.

Council is supporting the 2018 Expo through officer involvement (Collaborative Project Officer), use of the Rex and use of a PA system.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Attachment 1: Community Grant Application Summary Sheet

Attachment 2: Community Grant Application and supporting documentation

**Policy**

Community Assistance Scheme Policy  
Community Grant Guidelines

**COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS****Community Plan**

Community and Culture



Health and Wellbeing



Business and Employment

**Corporate Plan**

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

4.4 Provide support and advocacy on aged and disability services including ensuring arrangements for Barossa Leisure Options services post NDIS implementation.

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 2018/19 is \$25,500 (excl GST).

TOTAL CURRENT FUNDS AVAILABLE		\$20,150
September 2018: Requested Community Grants	2 Applications (1 x \$3k; 1 x \$5k)	<u>\$ 3,500</u>
FUNDS REMAINING IF APPLICATIONS GRANTED		\$16,650

**COMMUNITY CONSULTATION**

Community Consultation is not required under legislation or Council Policy.

**7.1.3 GRANT ACQUITTALS****7.1.3.1****BAROSSA AND DISTRICT PIPE BAND – PROVISION OF TUITION**

**B3342**

**MOVED** Cr Milne that the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of \$2,000 awarded to the Barossa and District Pipe Band toward *Provision of Tuition*.

**Seconded** Mayor Sloane

**CARRIED**

**PURPOSE**

To consider the acquittal documentation in relation to the Community Grant awarded to the Barossa and District Pipe Band toward *Provision of Tuition*.

**REPORT**

Background



## Not Confirmed

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The Community Assistance Scheme Committee (CASC), at its meeting held 1 March 2017, approved a Community Grant of \$2,000 to the Barossa and District Pipe Band (the Band) towards the *Provision of Tuition*. The project was unable to be completed within 12 months; the Band requested an extension of time which was granted by CASC at its 7 March 2018 meeting.

### Introduction

The Community Assistance Scheme Policy requires that "a written assessment of the project, including a financial statement (Acquittal Statement) is required from the Grant recipient on completion of the project".

### Discussion

An assessment of the project and a Grant Acquittal Statement and evidence of expenditure is provided in Attachment 1.

## ATTACHMENTS OR OTHER SUPPORTING REFERENCES

### Attachments

Attachment 1: Grant Acquittal Statement, evidence of expenditure and assessment report

### Policy

Community Assistance Scheme Policy  
Community Grant Guidelines

## COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

### Community Plan



How We Work – Good Governance

### Corporate Plan

#### How We Work – Good Governance

- 6.2 Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.
- 6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

### Legislative Requirements

Local Government Act 1999

## FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Adherence to Council's Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

## COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

### 7.1.3.2

### **BAROSSA COMMUNITY LABYRINTH – SAFE AND SUSTAINABLE SURFACE COMPLETION**

**B3342**

**MOVED** Mayor Sloane that the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of \$1,500 awarded to the Barossa Community Labyrinth towards the *Barossa Community Labyrinth - Safe and Sustainable Surface Completion* project.

**Seconded** Cr Angas

**CARRIED**

## PURPOSE

To consider the acquittal documentation in relation to the Community Grant awarded to the Barossa Community Labyrinth group towards its *Safe and Sustainable Surface Completion* project.

## REPORT

### Background

The Community Assistance Scheme Committee (CASC), at its meeting held 5 December 2017, approved a Community Grant of \$1,500 to the Barossa Community Labyrinth group (auspiced by the Barossa Arts Council) for the *Barossa Community Labyrinth - Safe and Sustainable Surface Completion* project.

### Introduction

The Community Assistance Scheme Policy requires that "a written assessment of the project, including a financial statement (Acquittal Statement) is required from the Grant recipient on completion of the project".

### Discussion

A project report and a Grant Acquittal Statement and evidence of expenditure is provided in *Attachment 1*.

## ATTACHMENTS OR OTHER SUPPORTING REFERENCES

### Attachments

Attachment 1: Grant Acquittal Statement, evidence of expenditure and project report

### Policy

Community Assistance Scheme Policy  
Community Grant Guidelines

## COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

### Community Plan



How We Work – Good Governance

### Corporate Plan

#### How We Work – Good Governance

- 6.2 Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.
- 6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

### Legislative Requirements

Local Government Act 1999

## FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Adherence to Council's Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

## COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

### 7.2 HERITAGE GRANTS

Nil

### 8. OTHER BUSINESS

#### 8.1 TIMING OF FUTURE COMMUNITY ASSISTANCE SCHEME COMMITTEE (CASC) MEETINGS

Further to discussions at the 6 June 2018 and 1 August 2018 CASC meetings, Ms Randall briefly discussed two potential options for changed meeting dates.

Members will leave any decisions to the new CASC, following the November 2018 Local Government Elections.

**8.2 PROPOSED BROADENING OF YOUTH GRANT ELIGIBILITY**

Ms Tappert led brief discussion. Members agreed that Youth Grant Guidelines and eligibility remain as is; Clause 3.11 allows for any applications outside of the Guidelines.

**9. NEXT MEETING**

Tuesday 4 December 2018 commencing at 9.00am.

**10. CLOSE**

As Cr Milne is not seeking re-election in the Local Government Elections, Cr Lange thanked him for his past contribution to the CASC over many years.

Cr Lange declared the meeting closed at 5.02 pm.

Confirmed at Community Assistance Scheme Committee Meeting 4 December 2018.

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