



The Barossa Council

NOTICE OF MEETING

THE BAROSSA COUNCIL COMMUNITY ASSISTANCE SCHEME COMMITTEE MEETING
will be held on Wednesday 6 June 2018
in the Council Chamber,
43-51 Tanunda Road, Nuriootpa, commencing at 4.00pm

Martin McCarthy
CHIEF EXECUTIVE OFFICER
THE BAROSSA COUNCIL

AGENDA

	<i>Page</i>
Welcome and Opening	
1. Present	
2. Apologies	
3. Confirmation of Minutes of previous meeting: 7 March 2018	
4. Business Arising from Previous Minutes	
5. Consensus Agenda	
5.1 Reports for Information	
5.1.1 Actions from Previous Meetings	16
5.1.2 Summary of Youth and Community Grants 2017/2018	17
5.1.3 Summary of Heritage Grants	18
5.1.4 Youth Grants approved by CASC Administration	18
5.1.5 Barossa Rams Rugby Club Inc	19
5.2 Correspondence	
Nil	
6. Adoption of Consensus Agenda	
6.1 <u>Items for Exclusion from the Consensus Agenda</u>	
6.2 <u>Receipt of Consensus Agenda</u>	
7. Debate Agenda	
7.1 Youth Grant and Community Grant Budget 2017/18	20

7.2	Community Grants	
	7.2.1 Applications	
	7.2.1.1 Barossa Reconciliation Group	23
	7.2.1.2 Sit Down Shut Up & Watch Film & New Media Festival	57
	7.2.1.3 South Australian Road Runners Club Inc	123
	7.2.1.4 Tanunda Lutheran Home Inc	177
	7.2.1.5 Nuriootpa Futures Association Inc	237
	7.2.2 Grant Acquittals	
	7.2.2.1 Youth Barossa – Steps to Better Health	283
	7.2.2.2 Mount Crawford Dressage Club Inc	292
	7.2.2.3 Southern Barossa Alliance Inc	299
	7.2.2.4 Tanunda Tennis Club Inc	306
	7.2.2.5 Riding for the Disabled Barossa & Light	312
7.3	Heritage Grants	
	Nil	
7.4	Other Requests for Funding/Support	
	7.4.1 Amanda Tscharke	318
8.	Other Business	
9.	Next Meeting	
	5 September 2018	
10.	Close	

**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 7 March 2018 commencing at 4.30pm**

WELCOME

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

1. PRESENT

Cr Bim Lange, Mayor Bob Sloane, Cr Scotty Milne, Rebecca Tappert (CASC Executive Officer), Annette Randall (CASC Administration Officer), Louis Monteduro (Senior Manager, Development Services) (4.42pm)

2. APOLOGIES

Cr Mark Grossman
Cr John Angas

3. CONFIRMATION OF PREVIOUS MINUTES

<p>MOVED Mayor Sloane that the minutes of the meeting held on 5 December 2017 as circulated, be confirmed as a true and correct record of the proceedings of that meeting, noting a typo at the bottom of page 4: "masonry" should read "mason". Seconded Cr Milne CARRIED</p>
--

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

5. CONSENSUS AGENDA

6.1 ITEMS FOR EXCLUSION FROM THE CONSENSUS AGENDA

Cr Milne - Agenda item 5.1.1 – Actions from Previous Meetings – Heritage Grants

6.2 RECEIPT OF CONSENSUS AGENDA

<p>MOVED Mayor Sloane that the items contained in the Consensus Agenda with the exception of item 5.1.1 Actions from Previous Meetings – Heritage Grants, be received and that any recommendations contained therein be adopted. Seconded Cr Milne CARRIED</p>
--

**5.1.1 ACTIONS FROM PREVIOUS MEETINGS
HERITAGE GRANTS**

Ms Randall advised the meeting that, in the Heritage Grants table, the Expiry Date for the Grant to Zion Lutheran Church Angaston 16/50863 should read "Extension to 30/6/18".

<p>MOVED Cr Milne that item 5.1.1 Actions from Previous Meetings – Heritage Grants, be received subject to amending the Expiry Date for the Grant to Zion Lutheran Church Angaston 16/50863 to read "Extension to 30/6/18". Seconded Mayor Sloane CARRIED</p>

7. DEBATE AGENDA

7.1.1.1

BAROSSA RAMS RUGBY CLUB – ESTABLISHMENT OF BAROSSA RAMS WOMEN'S RUGBY TEAM

B3342

MOVED Cr Milne that:	
(1)	The Community Assistance Scheme Committee considers that the Office of Recreation and Sport's Active Club's program is a more appropriate source of funding for the Barossa Rams Rugby Club (the Club) project: "Establishment of a Barossa Rams Women's Rugby Team" and encourages the Club to submit an application to that program; and
(2)	consideration of the Community Grant Application from the Club be deferred pending the outcome of the Club's application to the above funding program.
Seconded Mayor Sloane	CARRIED

PURPOSE

To consider a Community Grant Application from Barossa Rams Rugby Club Incorporated (the Club) for the establishment of a Barossa Rams Women's Rugby Team.

REPORT

Background

The Barossa Rams Rugby Club has been established for 40 years, has 145 members and is based at the Lyndoch Recreation Park. The Club fields teams in all Junior grades from Under 7's through to Under 18's and has two senior men's teams.

Introduction

The Club is aiming to establish a women's team to participate in the 2018 competition.

Discussion

Rugby Union is a growing sport in South Australia and women's participation is one of the leading growth statistics in the State and around the Country. The Club states that "by adding a women's team, not only will we be helping grow Women's Rugby and enable participation locally, but also provide a future team for our current junior female players." They also state that "Other clubs that have added women's teams have reported a positive impact on club culture, and we expect the same result - to improve on our already renowned positive and family friendly culture".

The estimated total expenditure to establish the team is \$5,151.92. The Club has estimated that it can contribute \$2,151.92 and is therefore seeking a Community Grant of \$3,000 to cover the costs.

ESTIMATED PROJECT EXPENDITURE:

Women's jerseys (Quote includes shorts and socks; Jerseys = \$1,500 ex GST)	3,153.22
Cones	35.90
4 x hit shields	500.00
2 x tackle bags	758.00
1 x tackle ring	345.00
10 x agility poles	145.00
First Aid Kit	145.00
12 x drink bottles	70.80
TOTAL	\$5,151.92

The Community Grant Application has been reviewed by Officers and their comments are provided in the Application Summary Sheet (Attachment 1). A copy of the Application and supporting documentation, is provided in Attachment 2.

Further comments for consideration below:

Comments	Community Grant Guidelines
Noted that the Club runs a bar and canteen on training nights and game days.	3.1.5 Preference will be given to those applicants who do not have access to

	revenue from income generation through their normal activity, such as bar or canteen facilities.
The Club does not have audited accounts but has provided a Balance Sheet, Profit and Loss statement and a clarification as to what the cash holdings are earmarked for (<u>Attachment 3</u>). The initial Application was incorrect in stating that the cash and investment holdings were earmarked for funding the women's jerseys and equipment; this should have read "earmarked for Futures fund in preparation for un-budgeted expenses related to moving to Tanunda site".* *Refer The Big Project – Southern Barossa Hub Feasibility Study	3.1.4 Where the cash holdings of the group / club / organisation exceed the amount being applied for, information must be provided on what the cash holdings are earmarked for to assist in the assessment of the application or why they are unable to access them.
The Application states that no other funding has been sought. Officers have subsequently advised the Club that the Office of Recreation and Sport's Active Club's program is now open with funding for equipment up to \$5,000.	3.1.3 Applicants will demonstrate a strong self – help trend through energetic fund raising from other sources.

Summary and Conclusion

Should CASC wish to support the Club with this project, officers suggest that a request for inclusion of Council's logo on the jerseys as recognition of support, be required by the Club.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

- Attachment 1: Application Summary Sheet
- Attachment 2: Community Grant Application and supporting documentation
- Attachment 3: Email – Clarification regarding the Club's cash holdings

Policy

- Community Assistance Scheme Policy
- Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Community and Culture

Corporate Plan

- 2.9 Collaborate, initiate, develop and/or support activities and facilities for youth in our 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.
- 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). There is currently \$8,710 remaining in that Budget. One round of Community Assistance Scheme funding remains for this financial year.

TOTAL CURRENT FUNDS AVAILABLE	\$ 8,710
February 2018:	

Approved Youth Grants <u>March 2018:</u>	7 Applications	\$ 1,450
Requested Community Grant	1 Application	\$ 3,000
	Total	\$ 4,450
FUNDS REMAINING IF MARCH APPLICATION GRANTED		\$ 4,260

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

7.1.2 GRANT ACQUITTALS

7.1.2.1

BAROSSA FUTURE LEADERS – BAROSSA FUTURE LEADERS PROGRAM

B3342

MOVED Mayor Sloane that the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant awarded to Barossa Future Leaders for the 2017 Barossa Future Leaders Program.

Seconded Cr Milne

CARRIED

PURPOSE

To consider the Acquittal documentation in relation to the Community Grant awarded to Barossa Future Leaders for the Barossa Future Leaders Program.

REPORT

Background

The Community Assistance Scheme Committee, at its meeting held 7 June 2017, approved a Community Grant of \$2,500 (excl GST) to Barossa Future Leaders (auspiced by Regional Development Australia Barossa) for the Barossa Future Leaders Program.

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

The 2017 Barossa Future Leaders Program was held from March to October 2017. A Grant Acquittal Statement, together with supporting invoices for the specific Grant expenditure and a written assessment of the project is provided in Attachment 1.

It is noted that the total Revenue stated on the Acquittal Statement is \$10,000 more than the total Expenditure (and \$10,000 more than estimated in the original Grant Application – refer Attachment 2). The 'excess' appears to be due to the amount of carry-over funds included on the Acquittal Statement, but not included in the original Application. The excess funds showing will be used as "carry-over funds for the 2019 program". Their report states "As a community program, there is no guarantee that adequate funds will be sourced through sponsorship so it is important that some reserves are kept for the next program".

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Attachment 1: Grant Acquittal Statement, invoices and assessment report

Attachment 2: Excerpt from Community Grant Application

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.

Mr Monteduro entered the meeting at 4.42pm.

7.1.2.2

BAROSSA GERMAN LANGUAGE ASSOCIATION INC - BAROSSA SPIELGRUPPE / GERMAN PLAYGROUP **B3342**

MOVED Cr Milne that, in relation to the Community Grant awarded to the Barossa German Language Association Inc for establishment of a "Barossa Spielgruppe / German Playgroup", the Community Assistance Scheme Committee receives and approves the remaining Acquittal documentation to finalise the Grant requirements.

Seconded Mayor Sloane

CARRIED

PURPOSE

To consider the remaining Acquittal documentation in relation to the Community Grant awarded to the Barossa German Language Association Inc for establishment of a "Barossa Spielgruppe / German Playgroup".

REPORT

Background

The Barossa German Language Association was approved a Community Grant of \$3,000 (excl GST) in June 2015 for the establishment of a "Barossa Spielgruppe / German Playgroup". An Acquittal extension for a further 12 months was granted in September 2016. An Acquittal Statement and the majority of supporting documentation was provided to the 5 December 2017 Community Assistance Scheme Committee (CASC) meeting.

Introduction

CASC, at its 5 December 2017 meeting, resolved the following:

"MOVED Mayor Sloane that, in relation to the Community Grant awarded to the Barossa German Language Association Inc for establishment of a "Barossa Spielgruppe / German Playgroup", the Community Assistance Scheme Committee (CASC):

- (1) receives and approves the Acquittal documentation received to date

(2) requires remaining documentation to be provided before the next CASC meeting.

Seconded Cr Angas

CARRIED"

Discussion

The Group's project report presented to the 5 December 2017 meeting advised that "....at this stage we have used up most of the grant money, except for a few hundred dollars, which will soon be used for more toys, books, stationery and website costs.....". The group has now provided documentation for the remaining purchases and an updated summary of expenses (Attachment 1).

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Attachment 1: Final Acquittal documentation

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.

7.1.2.3

PARKRUN INC – ESTABLISHMENT OF BAROSSA PARKRUN

B3342

MOVED Mayor Sloane that the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant awarded to Parkrun Inc for the establishment of Barossa Parkrun.

Seconded Cr Milne

CARRIED

PURPOSE

To consider the Acquittal documentation in relation to the Community Grant awarded to Parkrun Inc for the establishment of Barossa Parkrun.

REPORT

Background

Council, at its meeting held 21 February 2017, approved a Community Grant of \$3,300 (incl GST) to Parkrun Inc as a contribution to establish a Barossa Parkrun event at Barossa Bushgardens and

Coulthard Reserve. Parkrun completed a Community Grant application, but the request for funding was presented directly to Council without initial assessment by the Community Assistance Scheme Committee, as it was outside the scope and guidelines due to timeframe and funding amount requested.

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

The Barossa Parkrun, was launched as 'Nuriootpa Parkrun' on 16 September 2017. The organization states that it has been "an enormous success, far exceeding our expectations". A Grant Acquittal Statement, together with supporting documentation and a written assessment of the project is provided in Attachment 1. They state that individual invoices for the expenses cannot be provided as the organization purchases items in bulk. A copy of the estimated Income and Expenditure stated in the Grant application form is provided in Attachment 2 for information.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Attachment 1: Grant Acquittal Statement, invoices and assessment report
Attachment 2: Excerpt from Community Grant Application -

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.

7.1.2.4

BAROSSA AND DISTRICT PIPE BAND – REQUEST FOR EXTENSION OF TIME

B3342

MOVED Cr Milne that the Community Assistance Scheme Committee approves the Barossa and District Pipe Band's request for an extension of time to 30 June 2018 for completion of their project: *Provision of Tuition*.

Seconded Mayor Sloane

CARRIED

PURPOSE

To consider a request from the Barossa and District Pipe Band for an extension of time to complete their project: *Provision of Tuition*.

REPORT

Background

A Community Grant of \$2,000 was awarded to the Barossa and District Pipe Band in March 2017 for *Provision of Tuition*.

Introduction

The Community Grant Guidelines require the "grant funds must be expended within 12 months of the grant approval (unless prior approval has been sought)".

Discussion

A request has been received from the Barossa and District Pipe Band for an extension of time to complete the project, as tutors have not been as freely available as had been initially indicated to them. (Refer Attachment 1). They anticipate that their program of tuition will be complete by the end of June 2018.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Attachment 1: Request for extension of time to complete project

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.

7.2.1 HERITAGE ADVISOR'S REPORT

7.2.1.

HERITAGE ADVISOR'S REPORT

B1938

Members discussed the format of the report with Mr Monteduro, in particular, the requirement (or not) of the very detailed information provided to each meeting.

MOVED Cr Milne that:

- (1) the Heritage Advisor's reports be received and noted; and
- (2) in future, quarterly reports are not required by the Community Assistance Scheme Committee; however, a summary annual report to be provided to the December meeting each year, in conjunction with the annual assessment of Heritage Grant applications.

Seconded Mayor Sloane

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 November and December 2017 and January 2018 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 if further information is sought.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: Heritage Advisory Services Summary for November and December 2017 and January 2018.

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.

7.2.2

HERITAGE GRANT APPROVAL – REQUEST FOR ALTERATION TO HERITAGE GRANT APPROVAL – HOLY CROSS LUTHERAN CHURCH GRUENBERG MOCULTA B6001

MOVED Cr Milne that the Community Assistance Scheme Committee grant the Holy Cross Lutheran Church Gruenberg Moculta the full amount of \$1000.00 heritage funding approved towards the provision of protective panels for stained glass windows only.

Seconded Mayor Sloane

CARRIED

PURPOSE

Holy Cross Lutheran Church Gruenberg Moculta have requested a change to approved Heritage Grant funds, for which approval was granted at the 5 December 2017 meeting of the Committee.

REPORT

The Community Assistance Scheme Committee, at its meeting on the 5 December 2017, resolved the follow:

MOVED Cr Angas

Grant a Heritage Grant in the amount of \$1,000 for the Holy Cross Lutheran Church Gruenberg Moculta for the replacement of roof and gutters to church and Sunday School Rooms and protective glass for replacement of stain glass windows for the property located at Gruenberg Road Moculta
Seconded Cr Grossman **CARRIED**

The Church is now seeking permission to re-allocate the full amount of the heritage funding towards the protective panels for stained glass windows only and not towards the replacement of the roof and gutters to the church. This request is due to the church not having raised enough funds to do both projects, refer Attachment 1.

Mr Sam Hosking, Council's Heritage Advisor supports the request, as per Attachment 2.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: Request for Extension of Time from Bethany Lutheran Congregation
Attachment 2: Comments from Council's Heritage Advisor supporting the church's request

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

The approved grant was previously allocated from the 2017/2018 budget and therefore shall have no budget implications.

7.3 DEBATE AGENDA – UPDATES TO COMMUNITY ASSISTANCE SCHEME DOCUMENTS

7.3.1

YOUTH GRANT GUIDELINES AND YOUTH GRANT APPLICATION FORM

B3342

MOVED Mayor Sloane that the Community Assistance Scheme Committee adopts the updated Youth Grant Guidelines and Youth Grant Application form as presented to the 7 March 2018 meeting.

Seconded Cr Milne

CARRIED

PURPOSE

To adopt the updated Youth Grant Guidelines and Youth Grant Application form (copies attached).

REPORT

Introduction

CASC, at its meeting held 5 December 2017, discussed a proposed update to the Youth Grant Guidelines regarding a limit on the number of Youth Grant applications approved per applicant per financial year, and agreed "that Youth Grant approvals would be limited to one for State representation and one for National representation per applicant, per financial year."

Discussion

The Community Assistance Scheme Committee Administration (CASCA), at its 15 February 2018 meeting, discussed the proposed update, along with other clarifications to the Guidelines. The updated documents are attached, showing tracked changes.

Objective 2.5 in the CASC Terms of Reference states that one function of CASC is "To annually review the Heritage Grants, Community Grants and Youth Grants guidelines and application forms."

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Attachment 1: Updated Youth Grant Guidelines
Attachment 2: Updated Youth Grant Application form

Policy

Community Assistance Scheme Policy

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Community and Culture



Health and Wellbeing



How We Work – Good Governance

Corporate Plan

Community and Culture

2.9 Collaborate, initiate, develop and/or support activities and facilities for youth in our community.

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.

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

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

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

7.3.2

COMMUNITY GRANT GUIDELINES AND COMMUNITY GRANT APPLICATION FORM

B3342

MOVED Mayor Sloane that the Community Assistance Scheme Committee adopts the updated Community Grant Guidelines and Community Grant Application form as presented to the 7 March 2018 meeting.

Seconded Cr Milne

CARRIED

PURPOSE

To adopt the updated Community Grant Guidelines and Community Grant Application form (copies attached).

REPORT

Introduction

CASC, at its meeting held 5 December 2017, discussed several proposed updates to the Community Grant Guidelines and Application Form.

Discussion

The proposed updates to the documents relate to the following:

- Focus on the applicant's 'interest' in the Council district, rather than where the principal address of the organization is based;
- CASC to stipulate what expense any approved Grant must be used for when approving funding/sponsorship for events;
- Clarification of acquittal documentation required;
- Applications outside the scope of the Guidelines to be reviewed by CASC in the first instance, with a recommendation to Council ie delete requirement to forward to the CEO.

The updated documents are attached, showing tracked changes.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Attachment 1: Updated Community Grant Guidelines
Attachment 2: Updated Community Grant Application form

Policy

Community Assistance Scheme Policy

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Community and Culture



Health and Wellbeing



How We Work – Good Governance

Corporate Plan

Community and Culture

2.9 Collaborate, initiate, develop and/or support activities and facilities for youth in our community.

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.

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

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

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

7.3.3

COMMUNITY ASSISTANCE SCHEME POLICY

B5743

MOVED Cr Milne that the Community Assistance Scheme Committee approves the updated Community Assistance Scheme Policy as presented to the 7 March 2018 meeting and recommends adoption by Council.

Seconded Mayor Sloane

CARRIED

PURPOSE

To approve the updated Community Assistance Scheme Policy and recommend for adoption by Council.

REPORT

Introduction

The Community Assistance Scheme Policy was last updated in June 2017.

Discussion

Updates to the Policy are required to mirror the updates to the Youth Grant and Community Grant Guidelines presented in the preceding Agenda items and also to provide further clarification of processes.

The updated Policy is attached showing the tracked changes.

Following CASC approval, the updated Policy will be presented to Council for adoption.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: Community Assistance Scheme Policy, showing proposed updates.

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS



Community and Culture

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.

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Adherence to Council’s Community Assistance Scheme Policy is a risk management tool.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

8. **OTHER BUSINESS**

Nil

9. **NEXT MEETING**

Wednesday 6 June 2018 commencing at 4.00pm.

10. **CLOSE**

Cr Lange declared the meeting closed at 4.55pm.

Confirmed at Community Assistance Scheme Committee Meeting 6 June 2018.

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

COMMUNITY ASSISTANCE SCHEME COMMITTEE

REPORTS FOR INFORMATION

6 JUNE 2018

CONSENSUS AGENDA

5.1 REPORTS FOR INFORMATION

5.1.1 ACTIONS FROM PREVIOUS MEETINGS

C = COMPLETED P = PENDING N = NO ACTION

CASCA Meeting Date	YOUTH GRANTS	Successful letter sent	Payment Voucher received	Payment made	Attended Council Meeting OR Written Report Received	STATUS	
9/2/17	CASCA Youth Grant Process document – draft approved last meeting but requires update due to recent changes in process CASCA Youth Grant Administration Procedure – draft requires update due to recent changes in process					C	
16/08/17	Joseph Brown	Y	Reminder 18/4	N	N	Reminder 18/4	C
	James Darby	Y	Y	Y	N	Sent reminder	C
15/2/18	Sam Noack	Y	Y	Y	N	Y	C
	Fynn Manning	Y	Y	Y	July		P
	Tate Manning	Y	Y	Y	Y	-	C
	Felix Stokoe	Y	Y	Y	July		P
	Koby Rosenzweig	Y	Y	Y	Y	-	C
	Rhys Cannizzaro	Y	Y	Y	Y	-	C
	Jeremy Nobes	Y	Y	Y	Y	-	C

At its meeting on 17 May 2018, the Community Assistance Scheme Committee Administration agreed the following:

“CASCA:

- receives and notes Agenda item 4 – Actions from Previous Meetings
- closes the file for James Darby, noting that he did not comply with the grant acquittal process and so is ineligible for future Youth Grant funding
- closes the current file for Joseph Brown as he has not, despite several requests, provided a payment voucher for payment of the Youth Grant approved by CASC on 16 August 2017.”

Meeting Date	COMMUNITY GRANTS	Successful letter sent	Invoice received	Payment made	Project End Date	Acquittal Statement received	Written Assessment Received	STATUS
2016/2017 (7/9/2016)	Youth Barossa – Steps to Better Health	Y	Y	Y		Refer Agenda item 7.2.2.1		C
2016/2017 (1/3/17)	Barossa & District Pipe Band Inc	Y	Y	Y	1/4/18	Extension granted		P

"	Mount Crawford Dressage Club	Y	Y	Y	15/5/17 Should be completed March 2018	Refer Agenda item 7.2.2.2	C	
2017/2018 6/9/2017	Southern Barossa Alliance Inc	Y	Y	Y	14/12/17	Refer Agenda item 7.2.2.3	C	
19/9/2017 Council Meeting	Eastern Hills & Murray Plains Catchment Group Inc	Y	Y	Y	31/7/18	N	N	P
5/12/2017	Tanunda Tennis Club Inc	Y	Y	Y	26/1/18	Refer Agenda item 7.2.2.4	C	
	JF Herbig Memorial Family Inc	Y	N	N	8/4/18	N	N	P
	Barossa Community Labyrinth	Y	Y	Y	30/6/18	N	N	P
19/12/2017 Council Meeting	Riding for the Disabled Assoc SA B&L Centre	Y	Y	Y	31/12/17	Refer Agenda item 7.2.2.5	C	
7/3/2018	Barossa Rams Rugby Club Inc	Deferred				Refer Agenda item 5.1.5	P	

Budget Year	HERITAGE GRANTS	\$	Approval letter	Expiry Date	Payment made	STATUS
2015/2016	Bethany Lutheran Church 16/52675	\$1,800		Extension to 14/6/18	N	P
	Zion Lutheran Church Angaston – 16/50863	\$1,000	17/3257	20/12/17	N	P
	Langmeil Lutheran Church 16/64888	\$ 900	17/3286	Extension to 30/6/18	Y	P
2017/2018	Zion Lutheran Church 17/58172	\$ 1,000	17/102156	5/12/18	N	P
	Christian Community Hub 17/82931	\$ 500	17/102171	5/12/18	N	P
	Moculta District History Society 17/85942	\$ 2,000	17/102174	5/12/18	Y	C
	Luhrs Cottage Preservation Society 17/86939	\$ 800	17/102198	5/12/18	N	P
	Brian Lee 17/87679	\$ 1,000	17/102208	5/12/18	N	P
	Vicki March 17/87868	\$ 500	17/102220	5/12/18	N	P

5.1.2 SUMMARY OF YOUTH AND COMMUNITY GRANTS 2017/18

Funding Type	No. of Applications	Funding Approved/ Requested (Excl GST)
August 2017 Youth Grants	11 Applications	\$2,200
September 2017 Community Grants	3 Applications	<u>\$5,990</u>
	Total	<u>\$8,190</u>
November 2017 Youth Grants	7 Applications	\$ 1,600
December 2017 Community Grants	4 Applications	<u>\$ 7,000</u>
	Total	<u>\$ 8,600</u>

February 2018 Youth Grants	7 Applications	\$ 1,450
March 2018 Community Grants	1 Application	Deferred
May 2018 Youth Grants	6 Applications	1,250
	Total to date	\$ 19,490
	REMAINING BUDGET 2017-2018	\$ 6,010
June - Requested Youth Grant (outside Guidelines)	1 Application	200
Community Grants	3 Applications	9,000
	2 Applications (outside Guidelines)	<u>11,000</u>
		<u>\$20,200</u>
SHORTFALL 2017/18 if all June applications granted		(\$ 14,190)

5.1.3 SUMMARY OF HERITAGE GRANTS

Funding Type	No. of Applications	Funding Approved/ Requested
Heritage Grants	BUDGET 2017-2018	\$10,100.00
	Less BUDGET ALLOCATED 2017/2018	<u>\$ 6,800.00</u>
	FUNDS REMAINING 2017/2018	\$ 3,300.00
	BUDGET ALLOCATED 2017/2018	\$ 6,800.00
	Carried forward 2015/2016	+\$ 1,800.00
	Carried forward 2016/2017	+\$ 1,000.00
	2017/2018 Remaining Budget	<u>+\$ 3,300.00</u>
		\$12,900.00
	Less applications to be paid 2015/2016 & 2016/2017 (as above)	-\$ 2,800.00
	Less applications to be paid 2017/2018 (as above)	<u>-\$ 6,800.00</u>
	FUNDS REMAINING	\$ 3,300.00

5.1.4 YOUTH GRANTS APPROVED BY CASC ADMINISTRATION

The following Youth Grants were approved at the CASC Administration meeting held 17 May 2018:

Applicant	Representing:	\$
Austin McDonald	SA Country Basketball at the Southern Cross Challenge in Wantirna in January 2018	200

Erin Young	Athletics SA at the Australian Junior Athletics Championships in Sydney in March 2018	200
Daniel Bussenchutt	Athletics SA at the Australian All Schools Championship in Adelaide in December 2017	200
Bradley Butler	School Sport SA at the School Sport Australia Triathlon Championship in Penrith in April 2018	200
Emma Hartigan	South Australia at the Australian Junior Indoor Cricket Championships in Toowoomba in July 2018	200
Jessica Evans	South Australia and Australia as an Adelaide International Youth Film Festival Ambassador at the Giffoni Film Festival in Italy in July 2018	250

5.1.5 **BAROSSA RAMS RUGBY CLUB – COMMUNITY GRANT APPLICATION**

CASC, at its 7 March 2018 meeting, resolved the following:

“MOVED Cr Milne that:

- (1) *The Community Assistance Scheme Committee considers that the Office of Recreation and Sport’s Active Club’s program is a more appropriate source of funding for the Barossa Rams Rugby Club (the Club) project: “Establishment of a Barossa Rams Women’s Rugby Team” and encourages the Club to submit an application to that program; and*
- (2) *consideration of the Community Grant Application from the Club be deferred pending the outcome of the Club’s application to the above funding program.*

Seconded Mayor Sloane

CARRIED”

Officers advised the Club of the CASC decision; no communication has been received since that time.

RECOMMENDATION:

That Reports for Information items 5.1.1 to 5.1.5 be received.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

6 JUNE 2018

7. DEBATE AGENDA

7.1

COMMUNITY ASSISTANCE SCHEME 2017/18 BUDGET
B5743

PURPOSE

To review the Community Assistance Scheme Budget for the 2017/18 financial year.

RECOMMENDATION

That, should the Community Assistance Scheme Committee (CASC) recommend approval of grant applications presented to the 6 June 2018 meeting, the CASC submit a request to Council to supplement the Youth Grant and Community Grant budget.

REPORT

Introduction

The adopted Budget for the Community Grants and Youth Grants for 2017/18 is \$25,500 (excl GST). As shown below, if all grant applications in this round are approved to the amount requested, the Youth Grant and Community Grant 2017/18 budget will show a deficit of \$14,190.

Discussion

Funding Type	No. of Applications	Funding Approved/ Requested (Excl GST)
August 2017 Youth Grants	11 Applications	\$2,200
September 2017 Community Grants	3 Applications	<u>\$5,990</u>
	Total	<u>\$8,190</u>
November 2017 Youth Grants	7 Applications	\$ 1,600
December 2017 Community Grants	4 Applications	<u>\$ 7,000</u>
	Total	<u>\$ 8,600</u>
February 2018 Youth Grants	7 Applications	\$ 1,450
March 2018 Community Grants	1 Application	Deferred
May 2018 Youth Grants	6 Applications	1,250
	Total to date	\$ 19,490
	REMAINING BUDGET 2017-2018	\$ 6,010

June - Requested		
Youth Grant (outside Guidelines)	1 Application	200
Community Grants	3 Applications	9,000
	2 Applications (outside Guidelines)	<u>11,000</u>
		<u>\$20,200</u>
SHORTFALL 2017/18 if all June applications granted		(\$ 14,190)

Officer's reports in this Agenda recommend that the decision on the amount of each grant approved, be deferred to Council due to the CASC budget status ie \$6,010 remaining in the budget, with a total of \$20,200 requested in current applications.

The CASC Administration discussed the budget at its 17 May 2018 meeting and agreed the following:

"CASCA:

- notes the Budget Update
- recommends that, if required, CASC seek additional funding from Council to cover any shortfall in the Community Assistance Scheme Budget for the 2017/18 year."

For Members' information, below is a summary of the 13 Community Grant Applications received this financial year:

Category	Application	\$ requested	\$ approved
Event	Mount Pleasant Farmers Market Inc – SA Spring Garden Festival – Mount Pleasant 2017	\$1,500	\$1,500
New Asset	Southern Barossa Alliance Inc – Portable Community Event Electrical Cable Covers	\$2,990	\$2,990
Project	Eastern Hills & Murray Plains Catchment Group Inc – Jutland Natural Restoration and Heritage Enhancement Project	\$3,000	\$1,500 + in-kind
Project	Barossa Labyrinth Group – Barossa Community Labyrinth Safe and Sustainable Surface Completion project	\$1,500	\$1,500
Event	J F Herbig Memorial Family Inc – 50 th Golden Jubilee Herbig Reunion	\$3,000	\$ 500
Event	Tanunda Tennis Club Inc – 'Jacobs Creek Open' Tennis Tournament	\$3,000	\$2,000
New Asset	Riding for the Disabled SA Barossa & Light – Horsefloat Upgrade	\$7,000	\$3,000
Project	Barossa Rams Rugby Club – Establishment of Barossa Rams Women's Rugby Team	\$3,000	Deferred
Project	Tanunda Lutheran Home Inc – Outsider Art SALA Exhibition 2019	\$3,000	
Event and Project	Barossa Reconciliation Group – "Reconciliation: Building and Strengthening Relationships"	\$3,000	
Event	Sit Down Shutup and Watch group – Sit Down Shutup and Watch Film and New Media Festival	\$3,000	
Event	SA Road Runners Club Inc – Barossa Marathon Festival	\$5,000	
Project	Nuriootpa Futures Association – "Coulthard House 'The Peoples Place' Stage 1 Downstairs" project	\$6,000	

Summary and Conclusion

If all Grant applications in this round are approved to the amount requested, the Youth Grant and Community Grant 2017/18 budget will show a deficit of \$14,190.

Options in relation to assessment of the current Grant applications include:

- Seek a transfer of unused funds from other budgets to the Youth Grant and Community Grant budget:
 - \$2,900 from Elected Member Donations (E900-868)
 - \$1,000 from General Administration – Donations (GL463-868)
- Reducing the \$ amount of Community Grants awarded compared to amounts requested in the funding applications.
- All applications be referred to Council for decision.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Nil

Policy

Community Assistance Scheme Terms of Reference

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



How We Work – Good Governance

Corporate Plan

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

Detailed in the Report.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council's Public Consultation Policy.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

6 JUNE 2018

7.2.1 DEBATE AGENDA – COMMUNITY GRANT APPLICATIONS

7.2.1.1

BAROSSA RECONCILIATION GROUP – “RECONCILIATION: BUILDING AND STRENGTHENING RELATIONSHIPS” PROJECT

B3342

PURPOSE

To consider a Community Grant Application from Barossa Reconciliation Group for \$3,000 towards the *Reconciliation: Building and Strengthening Relationships* project.

RECOMMENDATION

That the Community Assistance Scheme Committee:

- 1) supports in principle, the *Reconciliation: Building and Strengthening Relationships* project;
- 2) refers the Community Grant Application from Barossa Reconciliation group, to Council for decision, as the 2017/18 Community Assistance Scheme budget is almost exhausted;
- 3) recommends that Council approve a Community Grant of \$..... for the *Reconciliation: Building and Strengthening Relationships* project, subject to Council's approval to supplement the Youth Grant and Community Grant budget.

REPORT

Background

The Barossa Reconciliation Group is, at present, an informal group of local service providers that aligns itself with the goals of Reconciliation SA. The Group has been organising Reconciliation Day events for 9 years. The auspicing body is the Barossa Community Services Network which has been meeting for 37 years.

Introduction

Funding is sought for two key activities to be conducted over the next 12 months:

- 2018 Reconciliation Day Event - \$1,700
 - Reconciliation Action Planning - \$1,000
- (Plus \$300 for financial audit fees)

Discussion

The Community Grant Application has been reviewed by Officers and comments are provided in the Application Summary Sheet (Attachment 1). A copy of the Application and supporting documentation, is provided in Attachment 2.

Reconciliation Week Event

The 2018 event will be held on 6 June in the Barossa Bushgardens, with various activities including:

- Welcome to Country
- Ngadjuri dancers

- Bushgardens indigenous trail/orienteering trail
- Marra dreaming craft activities
- Bush weaving activity
- Peppermint box tree planting
- Bush food tasting platters
- BBQ and fire bowl

Also a Black Screen film night on 30 May 2018 in the Nuriootpa Soldiers Memorial Hall, conducted in partnership with Council’s Community and Culture team and Country Arts SA.

Reconciliation Action Planning

The Local Government Association encourages local councils to develop a Reconciliation Action Plan (RAP). A RAP is designed to turn intentions into actions and assist local councils to rise to the challenge of reconciling Australia. Community Grant funding will be used for consultancy fees to commence the process of developing the RAP. This will involve engaging with Ngadjuri and Peramangk and increasing cultural awareness and competency in the Barossa area.

The Application states that *“Partial funding of \$2,000 would enable the Action Group to deliver one component of the overall project – the Reconciliation Day event on 6 June. We would be unable to undertake the Reconciliation Action Planning component of the project”*.

Council’s Manager Community and Culture fully supports the project, which was initially submitted as a New Initiative (NI), but did not progress through this process, as the program doesn’t meet the NI criteria placed over NI assessment for the 2018/19 financial year.

The estimated project income and expenditure is detailed below: (Quotes not yet provided for all expenses listed.)

PROJECT INCOME		PROJECT EXPENDITURE (Please provide an itemised list of expenses for the project)				
(Group’s Contribution to Project)		Item	In kind	Other Cash	Community Grant	Total
Group Funds	\$	Project Management	5,000			5,000
Fundraising Activities	\$	Reconciliation Day Event				
Donations/ Sponsorship	\$ 1,300	• Welcome to Country		1,000		1,000
In Kind (provide details)	\$ 5,000	• Marra Dreaming Activities		1,400		1,400
Project Management by Reconciliation Group members 100 hours x \$50 per hour		• Ngadjuri Dancers			700	700
Other (provide details)	\$ 1,400	• Catering		300	200	500
Marra Dreaming		• Advertising			500	500
Total Group’s Contribution	\$ 7,700	• Consumables			200	200
					100	100
		Reconciliation Action Planning			1,000	1,000
		• Consultancy Fees				
		Financial Audit Fees			300	300
		TOTAL	5,000	2,700	3,000	10,700

Community Grant Guidelines – considerations:

Clause 3.6: Priority given to organisations that have not received financial assistance (including in-kind) from Council in the last 3 years	<ul style="list-style-type: none"> • \$1,400 provided from Youth Services Budget for event • Use of Council community bus for event • Use of Barossa Bushgardens for events • Use of Nuriootpa SM Hall for events • A Community Grant of \$1,500 was granted in May 2016 for Reconciliation Day activities
--	---

Clause 3.9: Financial assistance will not be approved for..... operational costs.	• \$300 requested for financial audit fee
---	---

Summary and Conclusion

The Manager Community and Culture and Manager Community and Facilities Development (Acting Director Corporate and Community Services) support the Application.

As the 2017/18 Community Assistance Scheme budget is almost exhausted, it is recommended that CASC refer the decision of this Community Grant application to Council.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

- Attachment 1: 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



How We Work – Good Governance

Corporate Plan

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.

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

5.4 Participate in initiatives, or advocate for, investment in creative industries and cultural 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

Financial

The adopted Budget for the Community Grants and Youth Grants for 2017/18 is \$25,500 (excl GST). There is currently \$6,010 remaining in that Budget. There are five Community Grant Applications totalling \$20,200 and 1 Youth Grant Application for \$200 (outside of the Guidelines) requiring decision in the 2017/18 financial year.

Funds available for Quarter 4 Applications		\$ 7,260
<u>May 2018:</u> Approved Youth Grants	6 Applications	\$ 1,250
<u>June 2018:</u> Requested Community Grants	5 Applications (3x\$3k; 1x\$6k; 1x\$5k)	\$20,000
Requested Youth Grant (outside of Guidelines)	1 Application	<u>\$200</u>
	Total	<u>\$ 21,450</u>
SHORTFALL 2017/18 if all Qtr 4 Applications are granted		(\$ 14,190)

There are budget funds of \$2,900 available in Elected Member Donations (E900-868) and \$1,000 in General Administration – Donations (GL 463-868), which could be used to supplement the Community Assistance Scheme Budget.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

6 JUNE 2018

7.2.1 DEBATE AGENDA – COMMUNITY GRANT APPLICATIONS

7.2.1.2

SIT DOWN SHUTUP AND WATCH FILM AND NEW MEDIA FESTIVAL

B3342

PURPOSE

To consider a Community Grant Application from Sit Down Shutup and Watch (SDSW) group for \$3,000 towards the SDSW Film and New Media Festival to be held at Angaston in October 2018.

RECOMMENDATION

That the Community Assistance Scheme Committee:

- (1) supports in principle, the Sit Down Shutup and Watch Film and New Media Festival to be held at Angaston on 19-20 October 2018;
- 2) refers the Community Grant Application from Sit Down Shutup and Watch group, to Council for decision, as the 2017/18 Community Assistance Scheme budget is almost exhausted;
- 3) recommends that Council approve a Community Grant of \$..... specifically for the Digital Workshops at the Sit Down Shutup and Watch Film and New Media Festival, subject to Council's approval to supplement the Youth Grant and Community Grant budget.

REPORT

Background

The SDSW is a group of artists who identify as having learning disabilities. The group formed in 2011, producing the Southern Hemisphere's first Disability Led Film and New Media Festival in 2014 and again in 2016 at Angaston. Between Festivals, they deliver Film and New Media workshops for all ages, speak at schools, conferences and forums and tour Regional SA screening the 'Best of the Fest' to those who can't get to Angaston. The group (steering committee) comprises 6 members, with 1 residing in the Barossa. Their Community Grant application is auspiced by Tutti Arts Inc.

Introduction

Normally a single day festival, in October 2018, the SDSW will present a two-day festival of talks, workshops, activities and screenings. 2018 will be the most comprehensive festival program yet and SDSW state "its existence is essential to the growth of the South Australia Disability Film Sector".

Discussion

The Community Grant Application has been reviewed by Officers and comments are provided in the Application Summary Sheet (Attachment 1). A copy of the Application and supporting documentation, is provided in Attachment 2.

The Group has estimated total project expenditure of \$134,430. SDSW state they have few funding avenues open to them; however have secured funding from the Thyne Reid Foundation and have submitted applications to Richard Llewellyn Deaf & Disability Arts, South Australian Tourism Commission and Grants SA, and are in the process of setting up a Crowd Funding campaign through the Australian Cultural Fund. Arts South Australia does not fund Film and the Adelaide City Council will not fund the SDSW Festival because it is held at Angaston.

The group has suggested that the 2018 Festival will easily attract an audience of over 800. The Manager Community and Culture has confirmed that the majority of attendees would come from within the Barossa region.

Excerpts from the Application:

"Festivals celebrate achievement and increase the self-confidence of those involved. Sharing these achievements in a public forum encourages understanding and breeds familiarity between strangers. It is this combination of insight and inclusion that will most benefit the health and strength of the Barossa community".

"SDSW encourages active community engagement and our cross generational approach encourages friendships and recognition across communities. Films made by students from the Special Unit at Nuriootpa High School will take pride of place in Cinema 2 and their work will be projected onto the outside of the building, the Barossa Film Club who will also be submitting films comprises filmmakers from 17 to 65. The Festival has no age limit."

"The SDSW Festival, the Barossa Film Club (Learning Disability) in Nuriootpa and the Film-making program within the Special Unit at Nuriootpa High School are combining to create a year-round 'screen culture' within the Barossa."

Council supported the first SDSW Film and New Media Festival in 2014; below is an excerpt from their thankyou letter to the Chief Executive Officer (Trim 14/60289)

So we would like to thankyou for your belief in our ability to make the Festival happen and your very generous financial support. We hope it will be the first of many Sit Down Shutup and Watch Film & New Media Festivals and we hope you will continue to support us and be involved.

Council's Manager Community and Culture has provided a letter of support for the 2018 Festival and is happy to waive the fee for hire of the Angaston Town Hall and promote the event. However, in other correspondence, she has reiterated to the Group that Council staff had put in many hours in the past to assist with the project, but that this physical support could no longer be provided.

Community Grant Guidelines – considerations:

Is Council an appropriate funding source? (clause 3.3)

Priority to those who have not received financial assistance (including in-kind) from Council in the last 3 years

Summary and Conclusion

The Barossa Council supported the first SDSW Film and New Media Festival in 2014 and again in 2016, predominantly through Leisure Options' resources and reduced hire fees.

The Manager Community and Culture and Manager Community and Facilities Development (Acting Director Corporate and Community Services) support the current Application.

As the 2017/18 Community Assistance Scheme budget is almost exhausted, it is recommended that CASC refer the decision of this Community Grant application to Council.

Should CASC approve the project, it may wish to recommend that any approved Grant be toward a specific expense for the 2018 Festival. The SDSW group has advised that *"Digital Workshops would be the most obvious item for the Council to fund as this element would most directly affect local Barossa learning disabled artists"*.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: 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



How We Work – Good Governance

Corporate Plan

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.
2.8 Offer opportunities for young people to develop leadership skills and have input into decision making that affects them.
2.9 Collaborate, initiate, develop and/or support activities and facilities for youth in our community.
5.4 Participate in initiatives, or advocate for, investment in creative industries and cultural 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

Financial

The adopted Budget for the Community Grants and Youth Grants for 2017/18 is \$25,500 (excl GST). There is currently \$6,010 remaining in that Budget. There are five Community

Grant Applications totalling \$20,200 and 1 Youth Grant Application for \$200 (outside of the Guidelines) requiring decision in the 2017/18 financial year.

Funds available for Quarter 4 Applications		\$ 7,260
<u>May 2018:</u> Approved Youth Grants	6 Applications	\$ 1,250
<u>June 2018:</u> Requested Community Grants	5 Applications (3x\$3k; 1x\$6k; 1x\$5k)	\$20,000
Requested Youth Grant (outside of Guidelines)	1 Application	<u>\$200</u>
	Total	<u>\$ 21,450</u>
SHORTFALL 2017/18 if all Qtr 4 Applications are granted		(\$ 14,190)

There are budget funds of \$2,900 available in Elected Member Donations (E900-868) and \$1,000 in General Administration – Donations (GL 463-868), which could be used to supplement the Community Assistance Scheme Budget.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

6 JUNE 2018

7.2.1 DEBATE AGENDA – COMMUNITY GRANT APPLICATIONS

7.2.1.3

**SOUTH AUSTRALIAN ROAD RUNNERS CLUB INC – BAROSSA MARATHON FESTIVAL
B3342**

PURPOSE

To consider a Community Grant Application from South Australian Road Runners Club Inc for \$5,000 towards the Barossa Marathon Festival to be held in August 2018.

RECOMMENDATION

That the Community Assistance Scheme Committee:

- (1) supports in principle, the Barossa Marathon Festival to be held on 19 – 20 October 2018;
- 2) pursuant to Clause 2.4 of the Community Assistance Scheme (CAS) Policy, refers the Community Grant Application from South Australian Road Runners Club Inc, to Council for decision, as it is outside of the CAS scope and Guidelines;
- 3) recommends that Council approve a Community Grant of \$..... for the Barossa Marathon Festival, subject to Council’s approval to supplement the Youth Grant and Community Grant budget.

REPORT

Background

The South Australian Road Runners Club (SARRC) was officially formed in 1983 by a group of passionate Sunday runners. These runners formed some of the first major running events in South Australia including the Adelaide Marathon Festival, Barossa Marathon Festival and the Clare Valley Half Marathon. The Barossa Marathon Festival has a long history and the event has grown in popularity each year.

Introduction

SARRC have requested \$5,000 and advise that the Grant would be used to “*supplement and support the Children’s Fun Run, medal and organisation of the new event. Additional funds will be used to promote the event locally and throughout Australia.*” SARRC has been requested to provide quotes to substantiate their estimated expense.

The Community Assistance Scheme Committee (CASC) has delegation to approve Community Grants up to \$3,000 (excl GST). Applications requesting a higher amount are assessed by CASC in the first instance. The Application, together with a report and the CASC recommendation will be presented to the next Council Meeting for decision. (Clause 1.3 of the Community Grant Guidelines.)

Discussion

The Community Grant Application has been reviewed by Officers and comments are provided in the Application Summary Sheet (Attachment 1). A copy of the Application and supporting documentation, is provided in Attachment 2.

The SARRC has estimated total event expenditure at \$63,700 and income of \$63,000 (excluding a grant from Council). Officers have requested confirmation of the budget estimates.

SARRC state that "in 2017 the event attracted just over 1,300 runners" and that "each year, over 70% of runners come to the region and stay a minimum of 1 night"; also that 4,000 people, ranging in age from 3 to 70 years, would benefit from the event.

Further comment from SARRC:

"SARRC has had a long term association with the Barossa Valley Region and its community. We were the first Marathon in the region and have actively supported local sporting groups, volunteer groups and the Scouts for over 10 years. We hope that this long term relationship will be rewarded with funding to help grow this Grassroots event to showcase the Valley and its people."

SARRC has not received financial support from Council in the past. However, officers have assisted with completion of an Event Application, traffic management plans and road closures (costs paid by SARRC).

Summary and Conclusion

CASC has delegation to approve Community Grants up to \$3,000 (excl GST). This Application is requesting \$5,000. The Application, together with a report and the CASC recommendation will be presented to the 19 June 2018 Council Meeting for decision.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

- Attachment 1: 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



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

Financial

The adopted Budget for the Community Grants and Youth Grants for 2017/18 is \$25,500 (excl GST). There is currently \$6,010 remaining in that Budget. There are five Community Grant Applications totalling \$20,200 and 1 Youth Grant Application for \$200 (outside of the Guidelines) requiring decision in the 2017/18 financial year.

Funds available for Quarter 4 Applications		\$ 7,260
<u>May 2018:</u> Approved Youth Grants	6 Applications	\$ 1,250
<u>June 2018:</u> Requested Community Grants	5 Applications (3x\$3k; 1x\$6k; 1x\$5k)	\$20,000
Requested Youth Grant (outside of Guidelines)	1 Application	<u>\$200</u>
	Total	<u>\$ 21,450</u>
SHORTFALL 2017/18 if all Qtr 4 Applications are granted		(\$ 14,190)

There are budget funds of \$2,900 available in Elected Member Donations (E900-868) and \$1,000 in General Administration – Donations (GL 463-868), which could be used to supplement the Community Assistance Scheme Budget.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

6 JUNE 2018

7.2.1 DEBATE AGENDA – COMMUNITY GRANT APPLICATIONS

7.2.1.4

TANUNDA LUTHERAN HOME INC – OUTSIDER ART SALA EXHIBITION 2019 B3342

PURPOSE

To consider a Community Grant Application from Tanunda Lutheran Home Inc for \$3,000 towards its *Outsider Art SALA Exhibition 2019* project.

RECOMMENDATION

That the Community Assistance Scheme Committee:

- (1) pursuant to Clause 2.4 of the Community Assistance Scheme (CAS) Policy, refers the Community Grant Application from Tanunda Lutheran Home Inc (TLH), to Council for decision, as it is outside of the CAS scope and Guidelines, and the 2017/18 CAS budget is almost exhausted;
- (2) supports in principle, its *Outsider Art SALA Exhibition 2019* project and encourages TLH to seek funding opportunities from My Aged Care, NDIS or similar sources;
- (3) recommends that Council does not approve a Community Grant to TLH for its *Outside Art SALA Exhibition 2019* project.

REPORT

Background

Tanunda Lutheran Home (TLH) is one of the larger Aged Care Facilities outside the metropolitan area in South Australia. TLH offers independent living accommodation and a Residential Care Facility which includes a dedicated dementia wing.

Introduction

TLH are seeking a grant of \$3,000 to “obtain some assistance with producing exhibition quality portrait pieces as produced by residents in the Dementia Wing”. TLH are looking to engage an Art Therapist to assist the residents of TLH in a project called an Exploration of the Self; Portraiture, with a view to gathering material for an exhibition of Outsider Art at the SALA Festival, August 2019.

Discussion

The Community Grant Application has been reviewed by Officers and comments are provided in the Application Summary Sheet (Attachment 1). A copy of the Application and supporting documentation, is provided in Attachment 2.

Compliance with Community Grant Guidelines:

Clause 3.3: *The Grants are not designed to replace financial assistance for projects where there is a more appropriate funding source. On this basis, organisations which are aligned to and/or affiliated with bodies funded from Federal and State Government sources... And can draw funds towards this application from these bodies, are ineligible to apply for funding amounts greater than \$500. Applications over this amount will not be considered by the CASC or Council. 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.

Comment:

- TLH receives Commonwealth Aged Care Funding, so only eligible for \$500 CAS grant; the Application is seeking \$3,000, (hence deferral to Council).

PROJECT INCOME (Group's Contribution to Project)		PROJECT EXPENDITURE (Please provide an itemised list of expenses for the project)	
Group Funds	\$	<i>Art Therapist - 9 weeks @ \$40/hr</i>	\$ 720
Fundraising Activities	\$	<i>x 2hrs (+ 1 donated hr on top of that) /wk</i>	\$
Donations	\$ 25, <i>Craft supplies donated from OP SHOP</i>	<i>Project materials: including but not limited to: canvases, paints, brushes, palletknives,</i>	\$ 1500
In Kind (provide details)	\$ 2,800 (<i>Art therapist donates 20 hrs over 10 months</i>)	<i>inks, paper etc</i>	\$
Other (provide details)	\$ 200 (<i>Art supplies already purchased and provided by both therapist and Tandra Luther H.</i>)	<i>PRINTING COSTS, for greeting cards & envelopes</i>	\$ 780
Total Group's Contribution	\$	TOTAL PROJECT EXPENDITURE	\$ 3000
Council Assistance Requested	\$ 3,000		
TOTAL PROJECT INCOME	\$ 6,025		

- The Chief Executive Officer of TLH states the project could not proceed if the grant application is unsuccessful, as costs could not be met and the regular services of an Art Therapist could not be secured.
- No other funding has been sought at this point, but TLH are investigating a grant from Country Arts SA.
- Quotes or substantiation have not been provided for the project materials and printing expenses stated in the Application.

Excerpts from the Application:

"This project is one which would potentially influence hundreds of people, including residents, staff, volunteers, friends, family and the wider community. This in turn would contribute towards a number of the objectives of the Barossa Community Plan, ie "...programs that support inclusion and connectedness can also impact on the health and wellbeing of community members" and "responding to the social and cultural development needs of residents" and "Volunteering, social interaction, creative activities all play an important part in developing and sustaining a community and its culture".

"This proposal also aligns with the Council's policies for "Active Ageing, and Elder Health", as well as promoting Dementia Friendly Communities."

"Caring for this demographic is hugely labour intensive, which leaves few resources for necessities beyond the physical. That is why this art therapist is applying for this grant. I commend this application to the Councillors of the Barossa Council for their consideration."

Summary and Conclusion

The Manager Community and Culture has commented that, although the program is great, there are other streams of income that can be used to implement this project, as part of My Aged Care and/or the NDIS (dependent on participants).

As the 2017/18 Community Assistance Scheme budget is almost exhausted, it is recommended that CASC defer the decision of this Community Grant application to Council.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: Application Summary Sheet

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

Financial

The adopted Budget for the Community Grants and Youth Grants for 2017/18 is \$25,500 (excl GST). There is currently \$6,010 remaining in that Budget. There are five Community Grant Applications totalling \$20,200 and 1 Youth Grant Application for \$200 (outside of the Guidelines) requiring decision in the 2017/18 financial year.

Funds available for Quarter 4 Applications		\$ 7,260
<u>May 2018:</u> Approved Youth Grants	6 Applications	\$ 1,250
<u>June 2018:</u> Requested Community Grants	5 Applications (3x\$3k; 1x\$6k; 1x\$5k)	\$20,000
Requested Youth Grant (outside of Guidelines)	1 Application	<u>\$200</u>
	Total	<u>\$ 21,450</u>
SHORTFALL 2017/18 if all Qtr 4 Applications are granted		(\$ 14,190)

There are budget funds of \$2,900 available in Elected Member Donations (E900-868) and \$1,000 in General Administration – Donations (GL 463-868), which could be used to supplement the Community Assistance Scheme Budget.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

6 JUNE 2018

7.2.1 DEBATE AGENDA – COMMUNITY GRANT APPLICATIONS

7.2.1.5

**NURIOOTPA FUTURES ASSOCIATION INC – COULTHARD HOUSE ‘THE PEOPLES PLACE’ STAGE 1
DOWNSTAIRS PROJECT**

B3342

PURPOSE

To consider a Community Grant Application from Nuriootpa Futures Association Inc towards its *Coulthard House ‘The Peoples Place’ Stage 1 Downstairs* project.

RECOMMENDATION

That the Community Assistance Scheme Committee:

- 1) supports in principle, the *Coulthard House ‘The Peoples Place’ Stage 1 Downstairs* project;
- 2) refers the Community Grant Application from Barossa Reconciliation group, to Council for decision, as the 2017/18 Community Assistance Scheme budget is almost exhausted;
- 3) recommends that Council approve a Community Grant of \$..... for the *Coulthard House ‘The Peoples Place’ Stage 1 Downstairs* project, subject to Council’s approval to supplement the Youth Grant and Community Grant budget.

REPORT

Background

Nuriootpa Futures Association Inc (NFA) is a representative organisation run by community members who are passionate about Nuriootpa’s future and its place in the Barossa Valley. Coulthard House is an asset owned by the community and managed by NFA.

Introduction

NFA is seeking a grant of \$6,000 to “*clean, paint, prepare downstairs area for use by NFA committee, Nuriootpa High School, community groups*”.

The Community Assistance Scheme Committee (CASC) has delegation to approve Community Grants up to \$3,000 (excl GST). Applications requesting a higher amount are assessed by CASC in the first instance. The Application, together with a report and the CASC recommendation will be presented to the next Council Meeting for decision. (Clause 1.3 of the Community Grant Guidelines.)

Discussion

The Community Grant Application has been reviewed by Officers and comments are provided in the Application Summary Sheet (Attachment 1). A copy of the Application and supporting documentation, is provided in Attachment 2.

NFA state that, as they are a not-for-profit organisation, the project could not proceed if only partial funding was received. NFA has not investigated additional sources of funding for the project. NFA has received previous Community Grants: June 2015 - \$700; December 2015 - \$2250; June 2017 - \$500.

As an aside, NFA was recently awarded funding, via the 'Fund My Neighbourhood' initiative, for a separate project at Coulthard House "to re-invigorate the public space and stimulate community support", which includes Outdoor Shelter, Dairy/Cellar, Barn, new septic system and new water connection.

NFA has requested a Grant of \$6,000 for this "Downstairs" project. Below are the estimated expenses it has provided to date:

Surveillance	\$ 449
Painting – labour, paint, materials	\$7,720
Painting – Volunteers	In-kind
Installation of small Kitchenette	In-kind
Re-carpet 4 rooms	\$3,960

The Application states that "Coulthard House has been inactive for the past 6 years. An active "Coulthard" steering committee requires support. The longer vision is a huge project – this is a small step to present the ground floor space." "To receive this funding enables the re-activation of the House and potential".

Summary and Conclusion

CASC has delegation to approve Community Grants up to \$3,000 (excl GST). This Application is requesting \$6,000. The Application, together with a report and the CASC recommendation will be presented to the 19 June 2018 Council Meeting for decision.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

- Attachment 1: 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



Natural Environment and Built Heritage



Community and Culture



Infrastructure



Health and Wellbeing



Business and Employment

Corporate Plan

- 1.4 Facilitate innovative and sustainable preservation and use of built heritage.
- 2.1 Deliver sound community infrastructure and public space planning activities which incorporate place-making principles and take into account the future needs of the community.
- 2.4 Foster volunteering opportunities that are responsive to the needs of the Community.
- 3.5 Advocate for efficient use of community resources through shared infrastructure and innovative solutions.
- 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). There is currently \$6,010 remaining in that Budget. There are five Community Grant Applications totalling \$20,200 and 1 Youth Grant Application for \$200 (outside of the Guidelines) requiring decision in the 2017/18 financial year.

Funds available for Quarter 4 Applications		\$ 7,260
<u>May 2018:</u> Approved Youth Grants	6 Applications	\$ 1,250
<u>June 2018:</u> Requested Community Grants	5 Applications (3x\$3k; 1x\$6k; 1x\$5k)	\$20,000
Requested Youth Grant (outside of Guidelines)	1 Application	<u>\$200</u>
	Total	<u>\$ 21,450</u>
SHORTFALL 2017/18 if all Qtr 4 Applications are granted		(\$ 14,190)

There are budget funds of \$2,900 available in Elected Member Donations (E900-868) and \$1,000 in General Administration – Donations (GL 463-868), which could be used to supplement the Community Assistance Scheme Budget.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

6 JUNE 2018

7.2.2 DEBATE AGENDA – GRANT ACQUITTALS

7.2.2.1

YOUTH BAROSSA – STEPS TO BETTER HEALTH REPRINT

B3342

PURPOSE

To consider the Acquittal documentation in relation to the Community Grant awarded to Youth Barossa for the "Steps to Better Health" reprint project.

RECOMMENDATION

That the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of \$3,000 awarded to Youth Barossa for the "Steps to Better Health" reprint project.

REPORT

Background

The Community Assistance Scheme Committee (CASC), at its 6 December 2016 meeting, approved a Community Grant of \$3,000 to Youth Barossa Inc for the "Steps to Better Health" reprint.

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, which is to be within 12 months of the grant approval".

Discussion

As reported to the 7 March 2018 CASC meeting, Youth Barossa were advised by the Steps to Better Health Committee (SBHC) that the *Steps to Better Health* booklet was printed early in December 2017. An update on the project and a signed Acquittal form was provided to Council at that time. An invoice for the printing was made out to SBHC, who in turn, invoiced Youth Barossa. These documents are provided in Attachment 1. A copy of the estimated Income and Expenditure stated in the Grant application form is provided in Attachment 2 for information.

Council has received copies of the printed booklet; the on-line source is www.stbh.com.au

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

- Attachment 1: Grant Acquittal Statement, invoices and assessment report
Attachment 2: Estimated Income and Expenditure from Grant Application

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.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

6 JUNE 2018

7.2.2 DEBATE AGENDA – GRANT ACQUITTALS

7.2.2.2

MT CRAWFORD DRESSAGE CLUB INC – WATER FACILITIES IMPROVEMENTS

B3342

PURPOSE

To consider the Acquittal documentation in relation to the Community Grant awarded to Mt Crawford Dressage Club Inc for its *Water Facilities Improvements* project.

RECOMMENDATION

That the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of \$2,000 awarded to Mt Crawford Dressage Club Inc for its *Water Facilities Improvements* project.

REPORT

Background

The Community Assistance Scheme Committee, at its meeting held 1 March 2017, approved a Community Grant of \$2,000 (excl GST) to Mt Crawford Dressage Club Inc for its *Water Facilities Improvement* 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 Grant Acquittal Statement, together with supporting invoices for the specific Grant expenditure and a written assessment of the project is provided in Attachment 1.

The Income and Expenditure for the project amounted to \$2,755.69, compared to the estimate provided in the Application of \$4,250. The main difference has been in the trenching and concrete costs.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Attachment 1: Grant Acquittal Statement, invoices 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.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

6 JUNE 2018

7.2.2 DEBATE AGENDA – GRANT ACQUITTALS

7.2.2.3

SOUTHERN BAROSSA ALLIANCE INC

B3342

PURPOSE

To consider the Acquittal documentation in relation to the Community Grant awarded to Southern Barossa Alliance Inc for the purchase of *Portable Community Event Electrical Cable Covers*.

RECOMMENDATION

That the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of \$2,990 awarded to Southern Barossa Alliance Inc for the purchase of *Portable Community Event Electrical Cable Covers*.

REPORT

Background

The Community Assistance Scheme Committee, at its meeting held 6 September 2017, approved a Community Grant of \$2,990 (excl GST) to Southern Barossa Alliance Inc (SBA) for the purchase of *Portable Community Event Electrical Cable Covers*.

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 Grant Acquittal Statement, together with supporting invoices, is provided in Attachment 1. The cable covers have been used for the Lyndoch Christmas Party, 2018 Tour Down Under Stage 1 Finish and the SBA Community Wheels On The Green event. Further comments regarding the initiative are contained within the SBA Chairperson's email (Attachment 2).

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

- Attachment 1: Grant Acquittal Statement and invoices
Attachment 2: Email from the SBA Chairperson

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.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

6 JUNE 2018

7.2.2 DEBATE AGENDA – GRANT ACQUITTALS

7.2.2.4

TANUNDA TENNIS CLUB – ‘JACOBS CREEK OPEN’ TENNIS TOURNAMENT

B3342

PURPOSE

To consider the Acquittal documentation in relation to the Community Grant awarded to Tanunda Tennis Club Inc for the ‘Jacobs Creek Open’ Tennis Tournament held 22 – 26 January 2018.

RECOMMENDATION

That the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of \$2,000 awarded to Tanunda Tennis Club Inc for the purchase of tennis balls and junior trophies for the ‘Jacobs Creek Open’ Tennis Tournament held 22 – 26 January 2018.

REPORT

Background

The Community Assistance Scheme Committee, at its meeting held 5 December 2017, resolved the following:

“MOVED Mayor Sloane that the Community Assistance Scheme Committee approves a Community Grant of \$2,000 (excl GST) to Tanunda Tennis Club Incorporated for the purchase of tennis balls and junior trophies for the ‘Jacobs Creek Open’ tennis tournament to be held from 23 to 26 January 2018 at the Tanunda Recreation Park and requests that Council be acknowledged for its contribution to the event.

Seconded Cr Angas

CARRIED”

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

The Club reported a successful tournament and “feedback from the players during the tournament was really positive and they love coming to the Barossa to play tennis”. The Club contacted Council for marketing material and displayed Council banners at the event to acknowledge Council’s contribution to the event.

A Grant Acquittal Statement, together with supporting invoices for the specific Grant expenditure and a written assessment of the project is provided in Attachment 1.

The tournament returned a profit of \$2,523.11, which, at the time of submitting their Application, was not expected. The profit was mainly due to “negotiating with officials for

accommodation requirements and seeking local sponsorship". The Club states that " This funding will enable us to continue to provide club coaching by our Tennis Australia Club Professional to our junior members".

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Attachment 1: Grant Acquittal Statement, invoices 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.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

6 JUNE 2018

7.2.2 DEBATE AGENDA – GRANT ACQUITTALS

7.2.2.5

**RIDING FOR THE DISABLED ASSOCIATION SA - BAROSSA AND LIGHT CENTRE –
UPGRADED HORSEFLOAT**

B3342

PURPOSE

To consider the Acquittal documentation in relation to the Community Grant awarded to Riding for the Disabled Association SA Barossa and Light Centre (RDAB&L) toward the purchase of an upgraded horsefloat.

RECOMMENDATION

That the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of \$3,000 awarded to Riding for the Disabled Association of SA Barossa and Light Centre toward the purchase of an upgraded horsefloat.

REPORT

Background

A Community Grant application from RDAB&L was presented to the Community Assistance Scheme Committee meeting on 5 December 2017. Funding of \$7,000 was requested. Crs Milne and Lange were not present at the meeting and Cr Angas declared a perceived conflict of interest, so the Members agreed to refer the matter to Council for decision. Council, at its meeting held 19 December 2017, approved a Community Grant of \$3,000 (excl GST).

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 Grant Acquittal Statement and evidence of payment, together with a brief report and photograph is provided in Attachment 1.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Attachment 1: Grant Acquittal Statement, payment record 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.

COMMUNITY ASSISTANCE SCHEME COMMITTEE

EXECUTIVE OFFICER CASC - REPORTS

6 JUNE 2018

7.4 DEBATE AGENDA – OTHER REQUESTS FOR FUNDING/SUPPORT

7.4.1

AMANDA TSCHARKE

B3342

PURPOSE

To consider a Grant Application from Amanda Tscharke which is outside of the Grant Guidelines.

RECOMMENDATION

That the Community Assistance Scheme Committee:

- (1) supports in principle, the Grant application from Amanda Tscharke toward her participation in the South Australian State Para Team at the 2018 Australian Para Table Tennis Champions held in Canberra from 5 – 8 May 2018;
- 2) pursuant to Clause 2.4 of the Community Assistance Scheme (CAS) Policy, refers the Community Grant Application from Amanda Tscharke, to Council for decision, as it is outside of the CAS scope and Guidelines;
- 3) pursuant to Clause 2.4 of the CAS Policy, recommends that Council approve a Grant of \$200 to Amanda Tscharke to support her participation in the South Australian State Para Team at the 2018 Australian Para Table Tennis Championships in May 2018, subject to Council's approval to supplement the Youth Grant and Community Grant budget.

REPORT

Background

Amanda Tscharke has submitted a Youth Grant Application; however, it does not meet the Guidelines as she is over 25 years of age.

Council, at its meeting held 20 March 2018, resolved the following:

"that Council approve the updated Community Assistance Scheme Policy as presented to the 20 March 2018 Council Meeting with the addition of a clause to escalate extenuating circumstances to the satisfaction of the Chief Executive Officer".

As reported to Council in Consensus report 4.3.1.1 of the 17 April 2018 Council Meeting, Officers reviewed the Community Assistance Scheme Policy and Guideline documents (Youth and Community) in relation to the "extenuating circumstances" provision. The Policy states:

"2.4 All other requests for Council funding/assistance that are outside of the Community Assistance Scheme scope and Guidelines will be assessed by the CASC in the first instance. The Application, together with a report and the CASC recommendation will be presented to the next Council Meeting for decision."

As there was no material change in the way this process was managed, no changes were made to the wording. However, both Guideline documents were amended to include the following provision in the Eligibility section:

“Any Application for funding that is outside of these Guidelines will be assessed by the CASC in the first instance. The Application, together with a report and the CASC recommendation will be presented to the next Council Meeting for decision.”

Introduction

A request has been received by Amanda Tscharke for Council support toward her participation in the South Australian State Para Team at the 2018 Australian Para Table Tennis Champions held in Canberra from 5 – 8 May. Officers directed her to complete a Youth Grant application, as this was the most relevant process for her request to be considered.

Discussion

Amanda’s application was reviewed at the CASC Administration meeting on 17 May 2018, with the following decision:

“The Community Assistance Scheme Committee Administration notes the Youth Grant application from Amanda Tscharke and refers it to the Community Assistance Scheme Committee at its 6 June 2018 meeting, as it is outside of the Youth Grant Guidelines.”

A copy of the Application and supporting documentation, is provided in Attachment 1.

Summary and Conclusion

The decision on this funding application will set a precedent for future funding requests from individuals over 25 years of age. Council will need to consider if it will fund such applications that are outside of the current scope and guidelines to provide direction to officers in the future.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: Youth Grant Application and supporting documentation

Policy

Community Assistance Scheme Policy
Youth Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Community and Culture



Health and Wellbeing



How We Work – Good Governance

Corporate Plan

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). There is currently \$6,010 remaining in that Budget. There are five Community Grant Applications totalling \$20,200 and 1 Youth Grant Application for \$200 (outside of the Guidelines) requiring decision in the 2017/18 financial year.

Funds available for Quarter 4 Applications		\$ 7,260
<u>May 2018:</u> Approved Youth Grants	6 Applications	\$ 1,250
<u>June 2018:</u> Requested Community Grants	5 Applications (3x\$3k; 1x\$6k; 1x\$5k)	\$20,000
Requested Youth Grant (outside of Guidelines)	1 Application	<u>\$200</u>
	Total	<u>\$ 21,450</u>
SHORTFALL 2017/18 if all Qtr 4 Applications are granted		(\$ 14,190)

There are budget funds of \$2,900 available in Elected Member Donations (E900-868) and \$1,000 in General Administration – Donations (GL 463-868), which could be used to supplement the Community Assistance Scheme Budget.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.