



The Barossa Council

MINUTES OF THE MEETING OF COMMUNITY ASSISTANCE SCHEME COMMITTEE

held on Tuesday 21 February 2023 commencing at 4:30pm
in the Council Chambers, 43-51 Tanunda Road, Nuriootpa.

1. COMMUNITY ASSISTANCE SCHEME COMMITTEE

1.1 WELCOME

Cr David de Vries declared the meeting open at 4:30pm.

1.2 MEMBERS PRESENT

Crs Bim Lange, Kathryn Schilling, Don Barrett, John Angas, Bruce Preece and Cr David de Vries

1.3 LEAVE OF ABSENCE

Nil

1.4 APOLOGIES FOR ABSENCE

Nil

1.5 MINUTES OF PREVIOUS MEETINGS – FOR CONFIRMATION:

MOVED Cr Preece

That the Minutes of the Community Assistance Scheme Committee held on Wednesday 3 August 2022, Wednesday 7 December 2022 at 5:00pm and the Special Community Assistance Scheme Committee meeting held on Tuesday 20 December 2022 at 5pm, as circulated, be confirmed as true and correct records of the proceedings of those meetings.

SECONDED Cr Angas

CARRIED CA2022-26/1

1.6 NOTICE OF MOTION

Nil

1.7 QUESTIONS WITH OR WITHOUT NOTICE

Nil

1.8 DECLARATION OF INTEREST

Members are required to declare and manage conflicts of interest in accordance with the *Local Government Act*.

2. CONSENSUS AGENDA**2.1****BUDGET UPDATE - 2ND QUARTER 2022/2023****23/1373**

Author: Executive Support Officer and Administrative and Technical Support Officer

MOVED Cr Preece

That the report item 2.1 be received and noted.

SECONDED Mayor Lange**CARRIED CA2022-26/2****COMMUNITY GRANTS and YOUTH GRANTS**

The adopted Budget for the Community Grants and Youth Grants for 2022-2023 is \$25,000 (excl GST) (plus \$32,651 carry over from 2021-22). The Budget includes an additional \$75,000 per year for 2 years (2020-21 and 2021-22) of funds allocated from the electrical street lighting rebate monies. An amount of \$114,793 is allocated for other priority purposes leaving a remaining budget of \$54,651. It is noted that there is one community grant application from the Mount Pleasant Community Association for \$3,000 laying on the table pending further discussion and decision.

	Total (excl GST)
BUDGET 2022-2023	\$25,000.00
PLUS 2021-2022 CARRY OVER	\$147,444.00
TOTAL	\$172,444.00
LESS PRIORITY PURPOSES	\$114,793.00
LESS GRANT LAYING ON THE TABLE	\$3,000.00
FUNDS REMAINING	\$54,651.00
LESS APPROVED COMMUNITY GRANTS FROM 1 ST QUARTER	\$15,500.00
LESS APPROVED YOUTH GRANTS FROM 1 ST QUARTER	\$2,450.00
FUNDS REMAINING	\$36,701.00
2 Youth Grants	\$400.00
Community Grants	\$0.00
Grant Total for 2nd Quarter	\$400.00
Balance of funds available if all grants approved	\$36,301.00

HERITAGE GRANTS

	Total (excl GST)
BUDGET 2022-2023	\$10,100.00
C/FWD BUDGET 2021-2022 (expired 15 February 2023)	\$5,100.00
TOTAL	\$15,200.00
Less Payment made from 2021-2022	\$5,100.00
Less Budget Allocation 2022-2023 (Payments still to be made)	<u>\$6,000.00</u>
FUNDS REMAINING 2022-2023 UNALLOCATED	\$4,100.00

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil

2.2**ACTIONS FROM PREVIOUS MEETINGS****23/1383**

Author: Executive Support Officer and Administrative and Technical Support Officer

MOVED Cr Preece

That the report item be received and noted.

SECONDED Mayor Lange**CARRIED CA2022-26/3****YOUTH GRANTS – 2nd QUARTER 2022-2023**Two Youth Grant applications were received in the 2nd Quarter.

Applicant	Activity	\$
Isabelle Small	Australian Ninja Games	200.00
Jack Small	Australian Ninja Games	200.00

COMMUNITY GRANTS – 2nd QUARTER 2022-23There were no new Community Grant applications received in the 2nd Quarter.**COMMUNITY GRANTS – ACTIONS**

Meeting Date	COMMUNITY GRANTS	Successful letter sent	Invoice received	Payment made	Project End Date	Acquittal Statement received	Written Assessment Received	STATUS
18/5/2021 (Council)	Bethany Tabor Lutheran Churches (Funday Sunday)	Y	Y	Y	12/09/2021	Y	Y	C
15/2/2022	Tanunda RSL	Y	Y	Y	TBA	N	N	P
15/2/2022	Barossa Food Security Network	Y	Y	Y	28/2/2023	N	N	P

4/5/2022	Barossa & District Pipe Band	Y	Y	Y	18/6/2022	Y	Y	C
4/5/2022	Regional Development Australia Barossa (Rebekah Rosenzweig)	Y	Y	Y	31/12/2022	N	N	P
3/8/2022	Nuriootpa Town Band	Y	N	N	23/7/2022	N	N	P
3/8/2022	Angaston Bowling Club	Y	Y	Y	31/8/2022	N	N	P
3/8/2022	Dash 4 Cash Inc	Y	Y	Y	12/2022	N	N	P
3/8/2022	Southern Barossa Alliance	Y	Y	Y	16/10/2022	N	N	P
3/8/2022	Rechner Cottage Conservation Association	Y	Y	Y	30/12/2022	N	N	P
20/12/2022	Barossa Ark Incorporated	Y	Y	Y	5/12/2022	N	N	P
20/12/2022	South Australian Athletic League	Y	N	N	27/2/2023	N	N	P

HERITAGE GRANTS - ACTIONS

Budget Year 2021-2022

Meeting date	HERITAGE GRANTS	\$	Approval letter	Expiry Date	Payment made	STATUS P- Pending C- Completed E- Expired
November 2021	Jessica Thorndike 21/47877	\$1000	21/85653	2/11/2022	Yes	C
	Barossa Brauhaus Hotel 21/77874	\$1000	21/85655	2/11/2022	No	E
	Andrew Plush 21/71893	\$1000	21/85657	2/11/2022	Yes	C
	Ingrid Eidam 21/70968	\$1000	21/85664	2/11/2022	Yes	C
	Tabor Lutheran Church 21/81810	\$1000	21/86065	2/11/2022	Yes	C
March 2022	Rechner Cottage 21/83401	\$5100	22/14449	15/2/2023	Yes	C

Budget Year 2022-2023

Meeting date	HERITAGE GRANTS	\$	Approval letter	Expiry Date	Payment made	STATUS P- Pending C- Completed E- Expired
December 2022	Zion Lutheran Church Angaston 22/55864	\$1500	22/75676	7/12/2022	No	P
	Paul Denver 22/57453 and 22/57455	\$1500	22/75681	7/12/2022	No	P
	Holy Trinity Church Lyndoch 22/61054	\$1500	22/75697	7/12/2022	No	P
	Vaughan Heenan 22/63997	\$1500	22/75712	7/12/2022	No	P

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil

3. CONSENSUS AGENDA ADOPTION**3.1 ITEMS FOR EXCLUSION FROM CONSENSUS AGENDA**

Nil

3.2 RECEIPT OF CONSENSUS AGENDA**MOVED** Cr Preece

That the information items contained in the Consensus Agenda be received and that any recommendations contained therein be adopted.

SECONDED Mayor Lange**CARRIED CA2022-26/4****3.3 DEBATE OF ITEMS EXCLUDED FROM CONSENSUS AGENDA**

Nil

4. DEBATE AGENDA**4.1****GRANT ACQUITTAL - BAROSSA & DISTRICT PIPE BAND INC.
22/76017**

Author: Executive Support Officer

MOVED Cr Schilling

That the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of \$2,500.00 (ex GST) awarded to the Barossa and District Pipe Band Inc. towards their Winter Flame event.

SECONDED Mayor Lange**CARRIED CA2022-26/5****PURPOSE**

To consider the Acquittal documentation in relation to the Community Grant awarded to the Barossa and District Pipe Band Inc. (the Band) towards their Winter Flame event (the Event).

REPORT

Background

The Community Assistance Scheme Committee at its meeting held 4 May 2022, assessed a Community Grant application submitted by the Band for funding towards their Winter Flame event. The following was resolved;

MOVED Cr Haebich

That Community Assistance Scheme Committee:

- (1) Approves a Community Grant in the sum of \$2,500.00 (ex GST) for the Barossa & District Pipe Band for their Winter Flame event subject to Council's Event Approval requirements, including road closure.
- (2) Requires that The Barossa Council be appropriately acknowledged as a funding source for the project through social media, signage, website, promotional material.

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". The Winter Flame event has now been completed.

Discussion

The Band has provided an acquittal statement (*Attachment 1*), photos (*Attachment 2*), Leader newspaper article (*Attachment 3*) and a Facebook post (*Attachment 4*) which all correspond with the grant purpose.

Summary and Conclusion

CASC to approve the acquittal information provided by the Band.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1	completed Acquittal Statement	
Attachment 2	Photos and Flyers	
Attachment 3	Leader Newspaper Article	
Attachment 4	Winter Flame Facebook post	

Supporting references

Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTSCommunity Plan

Community and Culture

Goal

5. We are a strong community that is welcoming, safe and enjoys a quality lifestyle that celebrates our local identities, diversities, cultures and histories including our Aboriginal heritage.

Strategies

- 5.1. Support the development of activities that celebrate the history, art and culture of the Barossa and its people.

Advocacy Plan

Nil

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 ENGAGEMENT

Community Consultation is not required under legislation of Council Policy.

4.2

GRANT ACQUITTAL - BETHANY TABOR LUTHERAN CHURCH

22/76350

Author: Executive Support Officer

MOVED Cr Preece

That Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of \$3,000.00 (ex GST) awarded to the Bethany Tabor Lutheran Church towards its Funday Sunday event.

SECONDED Cr Schilling

CARRIED CA2022-26/6

PURPOSE

To consider the Acquittal documentation in relation to the Community Grant awarded to the Bethany Tabor Lutheran Church (the Church) towards its Funday Sunday event (the Event).

REPORT

Background

The Community Assistance Scheme Committee at its meeting held 5 May 2021, assessed a Community Grant application submitted by the Bethany Tabor Lutheran Churches for funding towards their Funday Sunday event ('the Event'). The following was resolved;

MOVED Cr Schilling that the Community Assistance Scheme Committee:

- 1) supports in principle, the Bethany Tabor Lutheran Churches combined churches annual free Funday Sunday community event;
- 2) recommends that Council approve a Community Grant of \$3,000 (ex GST) for the Funday Sunday event, specifically for side walls for marquees, and invite them to submit a further application in the future should they be unable to secure required funding from other sources;
- 3) requires that The Barossa Council be appropriately acknowledged as a funding source for the project through social media, signage, website and promotional material;
- 4) notes that, should the Funday Sunday event cease to exist in the future, any assets held, such as marquees, would be made available to the churches in the area and to Council for use for various functions of their own.

Seconded Mayor Lange

CARRIED

At the subsequent Council meeting of 18 May 2021, the following was resolved;

MOVED Cr Miller

That Council:

- (1) notes the recommendation of the 5 May 2021 Community Assistance Scheme Committee meeting;
- (2) supports in principle, the Bethany Tabor Lutheran Churches Funday Sunday community event;
- (3) approves a Community Grant of \$3,000 ex GST to the Funday Sunday Committee for the purchase of side walls for marquees used for the event, and invites them to submit a further application in the future should they be unable to secure required funding from other sources;
- (4) requires that The Barossa Council be appropriately acknowledged as funding source for the project through social media, signage, website and promotional material;
- (5) notes that, should the Funday Sunday event cease to exist in the future, any assets held, such as marquees, would be made available to the churches in the area and to Council for use for various functions of their own.

SECONDED Cr Haebich

CARRIED 2018-22/458

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". The Event has now been completed.

Discussion

The Church has provided an acquittal statement (*Attachment 1*), supplier invoices and photographs (*Attachment 2*) which all correspond with the grant purpose.

Summary and Conclusion

CASC to approve the acquittal information provided by the Church.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Acquittal Statement 

Attachment 2 Supplier Invoices and Photographs 

Supporting references

Community Assistance Scheme Policy

Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Community and Culture

Goal

4. The Barossa fosters community resilience, connection and wellbeing through its social planning, recreation, safety, education, preventative health and social strategies especially for our youth and vulnerable people.

Strategies

- 4.1. Build on a strong sense of community pride with active community groups and individuals participating in local decision making and community building activities.

Advocacy Plan

Nil

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 ENGAGEMENT

Community Consultation is not required under legislation of Council Policy.

4.3

COMMUNITY GRANT APPLICATION - MOUNT PLEASANT COMMUNITY ASSOCIATION INC 23/2551

Author: Executive Support Officer

MOVED Mayor Lange

That Community Assistance Scheme Committee noting the matter was not determined and lay on the table by the prior committee means the matter has lapsed and should the Mount Pleasant Progress Associations' Photography of Township and Surrounds project wish to proceed with an application it will need to re-apply to a future round.

SECONDED Cr Preece

CARRIED CA2022-26/7

PURPOSE

To further consider a Community Grant Application from Mount Pleasant Community Association Inc (the Association) seeking \$3,000.00 ex GST, towards their photography of township and surrounds project.

REPORT

Background

The Association submitted a Community Grant application that was presented at the Community Assistance Committee meeting of 3 August 2022. The application was laid on the table pending further information from the Association, the resolution from the meeting is as follows.

MOVED Cr Haebich

That the item 4.6 Mount Pleasant Community Association Inc – Community Grant Application lie on the table.

SECONDED Cr Wiese-Smith

CARRIED 2018-22/31

Introduction

The Association are a longstanding, collective group of Mount Pleasant community members with the objective of representing, supporting and assisting organisations to further benefit the local area and community.

Through their previous involvement with the development of the Barossa Heritage Trails app, the Association identified the need for more professional photographs of the Mount Pleasant area and surrounds. The Association proposed to use such photographs in advertising materials across the area to further encourage tourism, event and general promotion of the local area.

Discussion

The 'Photography of Township and Surrounds Project' (the Project) would allow for more professional media to be utilised for advertising and promotion of the Mount Pleasant area. It is anticipated that such media will be used to encourage increased tourism to the area through local advertising schemes and will also assist in promotion of local events. The establishment of a town brochure is being planned which will incorporate the photographs. It is anticipated that the Project will run for 12 months to capture a range of photographs across the various seasons.

The Association provided all documentation and information required under the Community Grant Guidelines (*Attachment 1*). Council Officers provided feedback

on the application (*Attachment 2*) that included the question of need for a second town brochure (which was confirmed as being a follow-on project once receipt of the photographs was completed) for Mount Pleasant given the Barossa Visitor Centre (BVC) worked with an alternate township group (Mount Pleasant Progress Association Inc – who are Council's primary community liaison point through a Memorandum of Understanding) to develop a brochure as part of the Villages Townships and Trails project. Officers suggested the Association could work together with Mount Pleasant Progress Association Inc and/or the BVC in order to achieve a collaborative tourism outcome for the Mount Pleasant area rather than fund a project that would result in the development of a secondary township brochure.

The Committee, at their meeting on 3 August 2022, discussed the Associations application and concluded that further information on the actual purpose of the grant request was required in order to make a definitive decision on whether to grant the funding or not. The Association provided further information (*Attachment 3*) which clarified that the application was to specifically fund the photography requirements and then further clarified what the resulting images would be used for. It is noted in the Associations response that collaboration with Council on this project would not be supported and they request full autonomy on receipt of the images.

Summary and Conclusion

The Association have proposed a project that fits within the Guidelines of the Community Assistance Scheme and have satisfactorily completed the Application form and provided all requested supporting documents. However, there are concerns in supporting the application given it would exclude the involvement of Council and subsequently create a divisive marketing and promotion effort in the Mount Pleasant township. This would be contrary to the efforts being made across the Barossa Council region to bring together such efforts in order to create a more unified and collaborative promotion of the region. The BVC has offered support to the Association to assist in other ways of achieving their marketing goal.

Officers recommend that, should the Committee approve the funding, that recognition of Council's support and Council's contribution be included in the promotion of the project and any project deliverables.

Alternative Resolution

Should the Committee wish to support the application and grant a Community Grant to the Association a draft alternative resolution is as follows.

RECOMMENDATION

That Community Assistance Scheme Committee:

- (1) Approves a Community Grant of \$3,000.00 (ex GST) for the Mount Pleasant Community Association's Photography of Township and Surrounds project.
- (2) Should the project be approved, require the Association to appropriately acknowledge The Barossa Council as a funding source for the project through social media, signage, website, promotional material.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1	Application form & Supporting Documents 
Attachment 2	Staff Feedback Sheet 
Attachment 3	Letter providing further information on funding requirements 

Supporting references

Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTSCommunity Plan

Community and Culture

Goal

4. The Barossa fosters community resilience, connection and wellbeing through its social planning, recreation, safety, education, preventative health and social strategies especially for our youth and vulnerable people.
5. We are a strong community that is welcoming, safe and enjoys a quality lifestyle that celebrates our local identities, diversities, cultures and histories including our Aboriginal heritage.

Strategies

- 4.1. Build on a strong sense of community pride with active community groups and individuals participating in local decision making and community building activities.
- 5.1. Support the development of activities that celebrate the history, art and culture of the Barossa and its people.

Advocacy Plan

Nil

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.
Various Officers have reviewed the Grant Application and proposal.

COMMUNITY ENGAGEMENT

Community consultation is not required under legislation or Council Policy.

4.4

REQUEST FOR EXTENSION - TANUNDA RSL
23/4914

Author: Executive Support Officer

MOVED Cr Angas

That Community Assistance Scheme Committee grant an extension of time to the Returned Services League Tanunda Sub-Branch until 30 June 2023.

SECONDED Mayor Lange**CARRIED CA2022-26/8****PURPOSE**

To consider the request for an extension of time to the Returned Services League Tanunda Sub-Branch to allow for the completion of their 25 pounder cannon concrete base construction project.

REPORTBackground

The Community Assistance Scheme Committee (the Committee), at their meeting of, February 2022, approved a Community Grant to the Returned Services League Tanunda Sub-Branch (the RSL) to the value of \$3,000. A copy of the resolution is as follows;

MOVED Cr Wiese-Smith

That Community Assistance Scheme Committee:

Approve a Community Grant of \$3000 (ex GST) as the maximum grant available from the Community Assistance Scheme for the construction of concrete base and protective cover for the RDL 25 pounder cannon.

- (3) Requires that the Barossa Council be appropriately acknowledged as a funding source for the project through social media, signage, website and promotional material.

SECONDED Cr Schilling**CARRIED 2018-22/18**Introduction

The RSL are requesting an extension of time to expend the grant funds as there has been delays with completion of their project.

Discussion

The RSL has requested an extension of time (*Attachment 1*) to both expend the funds, and subsequently submit their acquittal documentation. They have experienced delays with the project due to The Big Project works currently being undertaken at the Tanunda Recreation Park.

Summary and Conclusion

The request for an extension of time is warranted as the delays have been outside the RSL's control.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Email requesting extension of time 

Supporting references

Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Community and Culture



Business and Employment

Goal

5. We are a strong community that is welcoming, safe and enjoys a quality lifestyle that celebrates our local identities, diversities, cultures and histories including our Aboriginal heritage.
12. We are a visitor destination of choice.

Strategies

- 5.1. Support the development of activities that celebrate the history, art and culture of the Barossa and its people.
- 12.1. Encourage and support the sector to further promote and develop tourism experiences including ecological, cultural and agricultural tourism.

Advocacy Plan

Nil

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 ENGAGEMENT

Community Consultation is not required under legislation of Council Policy.

5. CONFIDENTIAL AGENDA

Nil

6. URGENT OTHER BUSINESS

With Leave of the Meeting the Chairperson, Cr de Vries accepted a late discussion item from Cr Angas regarding the Item 2.2 - Community Grant Application - Southern Barossa Alliance – Reference 22/67346 – Resolution Number 2022-26/7 as included in the minutes of the 20 December 2022 Special Community Assistance Scheme Meeting.

Clarification was sought on the number of applications an entity may apply for.

The guidelines state "Applications must come from community organisations that are incorporated or are affiliated with an organisation that is incorporated" and "Only one application per Australian Business Number (ABN) will be approved each financial year."

Discussion was also held whether projects on private land were eligible.

The Committee agreed to forward through a recommendation to the next Ordinary Council Meeting on the 21 March 2023 for Council to undertake review of the Community Grant Guidelines.

MOVED Cr Preece

That the Committee recommend that Council review and amend the Community Grant Guidelines to provide greater clarification as to who and what projects are eligible, and allow for multiple applications to be considered under the one auspicing body, and have this request presented at the ordinary Council meeting on the 21 March 2023.

SECONDED Cr Angas

CARRIED CA2022-26/9

7. NEXT MEETING

Wednesday 3 May 2023 at 4:30pm

8. CLOSURE

Cr de Vries declared the meeting closed at 4:50pm.

Confirmed at Community Assistance Scheme Committee Meeting on 3 May 2023

Date:.....Chairperson:.....