DISTRICT COUNCIL OF GRANT

Agenda for an Ordinary Meeting of Council to be held

On Wednesday 4 October 2017
At Council Chambers, 324 Commercial Street West, Mount Gambier
Commencing 5.30pm

OUR MISSION

“To provide a range of services which meet the environmental, social and economic needs of our community.”
NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the District Council of Grant will be held on Wednesday 4 October 2017 in the Council Chambers, 324 Commercial Street West, Mount Gambier, 5290 commencing 5.30pm.

Trevor Smart
CHIEF EXECUTIVE OFFICER

DISTRIBUTION LIST -

COUNCIL MEMBERS
Mayor Richard Sage
Cr Bruce Bain
Cr Gill Clayfield
Cr Brian Collins
Cr Alan Hill
Cr Barry Kuhl
Cr Shirley Little
Cr Julie Reis
Cr Greg Saunders
Cr Graham Slarks

COUNCIL OFFICERS
Chief Executive Officer - Trevor Smart
Deputy Chief Executive Officer - Jane Fetherstonhaugh
Works Manager - Adrian Schutz
Manager, Organisational Development - Marianne Tucker
Director of Environmental Services - Leith McEvoy
Business Manager, Saleyards – Peter Mitchell
Airport Manager – Ian Fritsch
Environmental Health Manager - Nicole Dodds
Economic Development Advisor - Mike Ryan
Executive Support Coordinator - Kate Gilmore

Disclaimer
The recommendations contained in the agenda are subject to confirmation by council. The District Council of Grant warns that any person(s) who has an application lodged with council, should rely only on written confirmation of the decision made at the council meeting. No responsibility whatsoever is implied or accepted by the District Council of Grant for any act, omission, statement or intimation taking place during a council meeting.
ORDER OF BUSINESS
1. OPENING & WELCOME
   1.1 Acknowledgment of Traditional Owners
2. ATTENDANCE
3. APOLOGIES FOR ABSENCE
4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING
5. PRESENTATIONS/DEPUTATIONS
   5.1 Presentation by OneFortyOne Plantations – [4.3.2/5]
6. ANNOUNCEMENTS BY THE CHAIR
7. DISCLOSURE OF INTERESTS
8. CONFIRMATION OF MINUTES OF COMMITTEES (AND RECOMMENDATIONS)
9. NOTICE OF MOTION
10. REPORTS FROM OFFICERS
    10.1 Chief Executive Officer
        10.1.1 Proposal from 57 Films
        10.1.2 Economic Development Quarterly Report
    10.2 Deputy Chief Executive Officer
        10.2.1 Emergency Services Levy on Leased Community Land
        10.2.2 Fund my Neighbourhood – Projects Update
        10.2.3 The Waterfront – Stage 2 Funding Application
    10.3 Works Manager
    10.4 Director of Environmental Services
11. QUESTIONS WITHOUT NOTICE
12. QUESTIONS ON NOTICE
13. CORRESPONDENCE
14. CONFIDENTIAL ITEMS
15. CLOSURE
1. OPENING & WELCOME

1.1 Acknowledgment of Traditional Owners

“It is a privilege to be standing on Boandik country. We acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the development of all peoples in this country we live in and share together – Australia”.

2. ATTENDANCE

3. APOLOGIES FOR ABSENCE
Cr AH Hill

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Recommendation:

Moved Cr ___________ that the minutes of the Ordinary Meeting of Council held Monday 18 September 2017 be taken as read and confirmed as a true and correct record of the proceedings of that meeting. 
Seconded Cr ________________

5. PRESENTATIONS/DEPUTATIONS

5.1 Presentation by OneFortyOne Plantations – [4.3.2/5]

Ms Linda Sewell, Chief Executive Officer, and Mr Willie Van Niekerk, General Manager Green Triangle, from OneFortyOne Plantations will provide to Council information regarding OneFortyOne Plantations activities and issues that may be of interest to the communities in which they operate.

Moved Cr ___________ that Council thank Ms Linda Sewell, Chief Executive Officer, and Mr Willie Van Niekerk, General Manager Green Triangle, from OneFortyOne Plantations for their presentation regarding the activities and issues of OneFortyOne Plantations. 
Seconded Cr ________________

6. ANNOUNCEMENTS BY THE CHAIR
7. DISCLOSURE OF INTERESTS

Any Councillor with one of the following Conflicts of Interest is asked to declare it at the start of each meeting and complete this form.

Material - where any of a defined list of persons (list as per LGA Conflict of Interest Guidelines February 2016) would gain a benefit, or suffer a loss (whether directly or indirectly, personal or pecuniary) depending on the outcome of the consideration of the matter at the meeting.

Actual – where a Member has a Conflict of Interest (not being a material conflict of interest) between their own interests and the public interest that might lead to a decision that is contrary to the public interest.

Perceived – where from the perspective of an impartial, fair-minded person it could reasonably be perceived that a Member has a Conflict of Interest in a matter.

8. CONFIRMATION OF MINUTES OF COMMITTEES (AND RECOMMENDATIONS)

9. NOTICE OF MOTION
10. REPORTS FROM OFFICERS

10.1 Chief Executive Officer

10.1.1 Proposal from 57 Films

<table>
<thead>
<tr>
<th>DATE:</th>
<th>4 October 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTHOR:</td>
<td>Mike Ryan, Economic Development Advisor</td>
</tr>
<tr>
<td>RESPONSIBLE OFFICER:</td>
<td>Trevor Smart, Chief Executive Officer</td>
</tr>
<tr>
<td>APPLICANT/PROponent:</td>
<td>Nil</td>
</tr>
<tr>
<td>DISCLOSURE OF INTEREST:</td>
<td>Nil</td>
</tr>
<tr>
<td>PREVIOUS MEETING:</td>
<td>Nil</td>
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<td>REFERENCES:</td>
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<tr>
<td>FILE NO:</td>
<td>4.85.1/10</td>
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<tr>
<td>ATTACHMENTS:</td>
<td>Proposal from 57 Films</td>
</tr>
<tr>
<td>IN CONFIDENCE:</td>
<td>No</td>
</tr>
</tbody>
</table>

PURPOSE OF REPORT:
To allow Council to consider a proposal by South Australian based company 57 Films, seeking Council’s contribution to the costs of filming and producing two episodes of “Chef Exchange” for the Limestone Coast Region, as part of a culinary series specialising in engaging with Chinese audiences.

BACKGROUND:
Together with a number of other councils in the region, Council has been approached by 57 Films who are producing “Chef Exchange”, a television series combining travel, culture and food aimed at showcasing South Australia’s unique regions and producers.

CEO met with Paul Ryan, Director of 57 Films on 21 August to discuss the Chef Exchange concept and a formal proposal for consideration by Council was subsequently provided. Contact details for seven suitable businesses within the District Council of Grant with potential to be involved in the next series of Chef Exchange featuring the Limestone Coast were provided to the company for follow up.

COMMENT:
The total budget for the production of the Limestone Coast series is $100,000, with contributions sought from the City of Mount Gambier, District Council of Grant, Wattle Range Council, Robe District Council and the Limestone Coast Local Government Association. The amount sought from each council is broadly aligned with their respective size. City of Mount Gambier at their September meeting agreed to contribute $20,000. The South Australian Government have also agreed to contribute. Robe Council has agreed to support the proposal in principle, but is not contributing financially. Wattle Range Council are yet to consider the proposal.

Contributions have also been sought from a number of Limestone Coast businesses and industry associations, with a number having already agreed to contribute.

The proposal includes the full rights of Council to commercial use of the footage.

POLICY REQUIREMENTS:
There are no known policy requirements related to this item.
LEGISLATIVE REQUIREMENTS:
There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS:

Goal 2: Economic Development Opportunities Pursued and Promoted
Outcome 1: Growth of new and existing industries and businesses
Outcome 2: Increased tourism

FINANCIAL IMPLICATIONS:
Variation to Council’s 2017-18 Donations and Sponsorship budget to the amount of $7,000.

CONSULTATION:
Feedback on proposal gained from other councils.

STAFF RECOMMENDATION:
For Council decision.
LIMESTONE COAST - COUNCIL PROPOSAL

So much more than a cooking show, Chef Exchange explores what happens when two diverse cultures and languages combine through a shared passion—seeking out and revealing the very best produce to create unique and amazing food.

Produced by South Australia's 57 Films, Chef Exchange is a television series combining travel, culture and food, with an emphasis on the provenance of produce and the regions, of which it originates. Featuring Adelaide's own Jock Zonfrillo and China's high profile kitchen master Qu Jianmin, the duo explore and showcase South Australia's unique regions and producers.

Jock Zonfrillos’ involvement provides the television series with significant clout, with the chef recently awarded the highly coveted Gourmet Traveller Australian Restaurant of the Year, for his Rundle Street restaurant - Orana, as well as Hottest Chef of 2017, by The Australian newspaper.

The immersive television series, punctuated by surprises and discoveries, showcases Australia to an enormous Chinese audience base. Series 1, broadcast on CCTV - the Countries leading broadcaster, Qingdao TV as well as CCTV Discovery, CCTV English and CCTV News, resulted coverage into over 180 countries, accessible to more than one billion viewers.

57 Films, led by Producer and Director Paul Ryan, has been active in the China space for a number of years, working with Australian Government agencies and international clients, establishing strong relationships in the Chinese film and television industries. In the first half of 2017, 57 Films partnered with Beijing’s Ciwen Media delivering a multi-million dollar bilingual television drama series, the first ever to be shot in Australia. Locally, 57 Films has produced content for the Port Adelaide Football Club, BHP, Coopers, Olympic Dam Transport, and various South Australian Government agencies.

57 Films are here to help extend your reach into the world’s leading consumerist nation. Not only through television, but also through the most important app in China right now - WeChat. According to current statistics, WeChat has over 500 million monthly active users; the reach and influence of WeChat, is unrivalled in China’s online space.

In recent years China has embraced a new model of economic growth, with attention placed on premium food and wine experiences. With the Chinese economy continuing to grow and significant interest in Australian clean and green products, partnering with Chef Exchange is an innovative way to showcase relevant products to huge audience numbers.

As a region, the Limestone Coast has been identified as a priority focus for episodes in series 2 of Chef Exchange. With more than 40 cellar doors, exceptional high end restaurants, a gourmet food train and heritage listed caves, we see the Limestone Coast as a prime region for Jock and Qu to explore. An idyllic combination of beautiful beaches, stunning coastline and irresistible food and wine, promoting this region of South Australia, to billions of Chinese audience members, is our goal.
SUMMARY OF MEETINGS WITH INTERESTED PARTIES

In recent weeks, Chef Exchange producers have met with various stakeholders within the Limestone Coast region to ascertain interest in partnership alignment with the series, due to be filmed in the region, mid-October. Discussions have been held with food and wine producers from the districts of Wattle Range, Grant, Robe and Mount Gambier. As a result of fruitful discussions, a potential funding model has emerged, detailed later in this proposal.

BROAD SUPPORT FOR PRODUCTION OF 2 EPISODES IN THE LIMESTONE COAST REGION

Based on the interest and depth of content, it is envisaged the Limestone Coast region story will be spread across two, 22 minute episodes.
CONTENT/FOCUS

Considerable script development will be undertaken in the coming weeks, with further discussion to be held with stakeholders and possible partners, assisting Chef Exchange Producers to develop suitable content. In the first instance however, our initial thoughts are outlined below.

The first episode will feature the township of Robe, also known as the Chinese gateway to the region. This gateway highlights the story of the many Chinese immigrants who landed in Guichen Bay in 1857, before making the long journey to the gold fields, along with their lasting legacy, still evident today. In the bay, Jock and Qu cook up crayfish, their journey exploring the sumptuous delights of the region underway.

In the Coonawarra region, the chefs embark on a cellar door experience, mixing with some of the local winemakers, who in turn educate audiences on the terroir of the region, and the special qualities of the terra rossa soil and the reasons why it’s so well suited to growing it’s key varietals. Key wineries including Katnook will be featured as part of the series, whilst the region itself will be conveyed as a destination for premium food and wine.

At Mayura station, Qu learns about the paddock to plate experience and can be found later dining in the Tasting Room where the chef, cooking teppanyaki style, entertains Qu while discussing the virtues of an amazing culinary experience.

From one township to the next, Tarpeena, Carpenter Rocks, Port McDonald, the camera captures scenic landscapes showcasing the region. Qu along with other Chinese tourists, populate the frame in various settings, allowing us to share the road journey component of the story.

In Mount Gambier, there is a focus on tourist attractions; the regions renowned blue lake, the Umpherston sinkhole and the Engelbrecht cave, just a few of the natural wonders we will visit. Just out of Mt Gambier we drop into the Barn for a wine and sensational beef. Other experiences will be filmed in accordance with ongoing conversations with Grant Council, exploring and showcasing food and wine destinations, selected based on their appeal to Chinese audiences.

Other experiences will be filmed in accordance with ongoing conversations with the Stakeholders, exploring and showcasing food and wine destinations, selected based on their appeal to Chinese audiences.

Another day will be spent foraging with a local chef, who will take Qu on a tour of the region to explore some of what the local producers have to offer, along with a sense of the many offerings the natural landscape provides. Subsequent filming opportunities will bring together the overall theme of pristine landscapes bountiful with produce, and the enjoyment derived from planning a driving holiday, encompassing the Limestone Coast.
In order to deliver the Chef Exchange series in the Limestone Coast region, 57 Films are seeking discretionary funding from four of the seven councils within the region, and see an opportunity for the LCLGA to contribute, allowing an expansion of the focus, highlighting other destinations, outside of relevant Council regions.

Funding is also being sought from the Coonawarra Vignerons, and from a number of other wineries who are currently exporting into China, or have such an interest. Various food producers are being sought as sponsors, including Mayura Station.

The series proposal is however dependent on all parties committing involvement, and therefore, we will work closely with your stakeholders to ensure the best outcomes for the region.

Wechat
57 Films will deliver a number of value adds to the partnership. Using the material produced for the two episodes, the region can expand audience levels beyond the broadcast with an active involvement within the Chef Exchange WeChat platform. With unprecedented audience levels, it is through WeChat we will continue to promote food, wine and tourism, relevant to the region. Partnering with high profile Chinese personalities to promote the region, the Limestone Coast will ooze appeal for the Chinese market. Working in conjunction with the stakeholder, WeChat produced content will be strategically aligned with a desired message, appealing to the relevant consumer as well as promoting highlights of the region, and the experiences it offers.

Rights for extensive commercial use
In addition to the material from the series, individual parties may choose to produce content from footage shot for the series, and additional purpose shot footage for more strategic development. If the client desires, 57 Films can shoot footage, adapting content relevant to the Australian market, as well as utilising footage for Chef Exchange. All content can be used for commercial use.
# Chef Exchange Indicative Production Timeline

<table>
<thead>
<tr>
<th>Objective</th>
<th>Timeline</th>
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</thead>
<tbody>
<tr>
<td>Outline proposals and contracts requirements with council</td>
<td>September 2017</td>
</tr>
<tr>
<td>Council delivers final content/contact</td>
<td>Monday 18th September</td>
</tr>
<tr>
<td>Council Approval</td>
<td>Wednesday 20th September</td>
</tr>
<tr>
<td>Pre-Production for Shoot</td>
<td>September 2017</td>
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<tr>
<td>Shoot Period</td>
<td>October 2017</td>
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<tr>
<td>Indicative Limestone Coast dates</td>
<td>October 10th-14th 2017</td>
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<tr>
<td>Post-Production Period</td>
<td>November-January 2017</td>
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<tr>
<td>Delivery of Rough Cut</td>
<td>November 2017</td>
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<tr>
<td>Delivery of Fine Cut</td>
<td>December 2017</td>
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<tr>
<td>WeChat Production Unit commences</td>
<td>December 2017</td>
</tr>
<tr>
<td>Delivery of WeChat Content</td>
<td>January 2018</td>
</tr>
<tr>
<td>Delivery of Final Episodes</td>
<td>January 2018</td>
</tr>
<tr>
<td>Broadcast in China</td>
<td>February 2018</td>
</tr>
<tr>
<td>WeChat Launch</td>
<td>February 2018</td>
</tr>
<tr>
<td>Delivery of supporting materials to stakeholders [negotiable]</td>
<td>February 2018 – March 2018</td>
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FUNDING PROPOSAL TO DISTRICT COUNCIL OF GRANT

Council contribution to overall episodes $7,000
Includes 1 WeChat clip

Additional 30-90 second clips for WeChat - $2,000 each

57 FILMS TRACK RECORD

‘Chef Exchange is a fantastic way of us building a bridge from South Australia through to China’
Premier Jay Weatherill

‘You’re great for the industry, you’ve done a lot of good stuff for Coopers, and I appreciate the work you do, one of the State’s best’
Glen Cooper - Chairman, Coopers Brewery

‘CCTV English Channel have agreed to broadcast the full complete series, they are one of the most influential channels internationally in China, covering all continents, and over 185 countries’
Lan Hai, Executive in Charge of International Projects - CCTV

We are experienced story tellers, creators, producers and directors. We are consumers of content from across the world. We are experienced in the China market. We look forward to working with you.
CONTACT DETAILS

Paul Ryan
M 0428 833 608
P 08 8394 2070
E paul@57films.com.au

Tait Muller
M 0414 416 240
P 08 8394 2070
E tait@57films.com.au

Oli Madgett
M 0459 546 487
P 08 8394 2070
E oli@57films.com.au

Nicole Miller
M 0422 861 560
P 08 8394 2070
E nicole.miller@57films.com.au
<table>
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<th>10.1.2 Economic Development Quarterly Report</th>
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<tr>
<td>DATE: 4 October 2017</td>
</tr>
<tr>
<td>AUTHOR: Mike Ryan, Economic Development Advisor</td>
</tr>
<tr>
<td>RESPONSIBLE OFFICER: Trevor Smart, Chief Executive Officer</td>
</tr>
<tr>
<td>APPLICANT/PROPOONENT: Nil</td>
</tr>
<tr>
<td>DISCLOSURE OF INTEREST: Nil</td>
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<td>PREVIOUS MEETING: Nil</td>
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<td>REFERENCES: Nil</td>
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<td>FILE NO: 9.87.1/2</td>
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<td>ATTACHMENTS: Quarterly Economic Development Report</td>
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<td>IN CONFIDENCE: No</td>
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PURPOSE OF REPORT:
Quarterly report on economic development activities from 16 June 2017 to 27 September 2017.

BACKGROUND:
The District Council of Grant’s Economic Development Framework was adopted by Council on 5 December 2017. This report outlines activities in line with the Economic Development Framework.

COMMENT:

POLICY REQUIREMENTS:
There are no known policy requirements related to this item.

LEGISLATIVE REQUIREMENTS:
There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS:
Goal 2: Economic Development Opportunities Pursued and Promoted
Outcome 1: Growth of new and existing industries and businesses
Outcome 2: Increased tourism

FINANCIAL IMPLICATIONS:
There are no known financial implications related to this item.

CONSULTATION:
Nil.

STAFF RECOMMENDATION:
That the Quarterly Economic Development Report be received.
Quarterly report on Economic Development Activity, 16 June to 27 September 2017

International engagement

A number of meetings held in relation to international engagement during the quarter with Bruce Rodda who is working part time for the City of Mount Gambier as Investment Attraction Manager. Bruce has also continued part time in his previous regional role with Regional Development Australia Limestone Coast (RDALC) until such time as a suitable replacement could be found. (RDALC recently announced that a new Investment Attraction and Infrastructure Manager has been appointed and will commence on 30th October).

Meetings with Bruce discussed the proposed visit to this region by an incoming delegation from China later this year and also the outgoing delegation from this region to Luan and BaoTao proposed for October, focussing on business to business relationships. Discussions involved the potential for inclusion of businesses within the District Council of Grant area. At this stage, George Beck, primary producer and tourism operator from “Lynwood Park” at Mingbool will be one of the businesses participating in the outgoing delegation from this region. Meeting also arranged by Bruce with Michael Boddington, Asian Agribusiness Consulting Manager who will be working on the ground in China to identify and pre-arrange suitable businesses for the outgoing delegation to meet with, in order to maximise the value of the trip. Michael was provided with promotional material on District Council of Grant for his information.

A number of joint visits undertaken to timber processors within our Council area to determine their interest in a visit by the incoming delegation.

Also met with Xue Bai of Fu Rui Exchange, a locally based, fully accredited Chinese English interpreter who lives in our Council area, to gain an understanding of the translating, interpreting and cultural understanding services that she is able to provide to Council.

Export

Attended a China -Australia Free Trade Agreement (ChAFTA) training session in Mount Gambier conducted by the Australia China Business Council and the Export Council of Australia.

Participated in the Export and Innovation Expo hosted by Austrade, AusIndustry, Department of Foreign Affairs and Trade, Export Finance Corporation and RDALC.

General feedback from some local timber processors is that their current focus is on satisfying domestic market demand for their products and production capacity and that international export is not currently a high priority for them. It is potentially a consideration for the future.

New Developments.

Regular meetings with Council’s planning staff to discuss new developments have continued to be worthwhile and provide a greater understanding of potential investment in our Council area.

Together with Council’s planning and building officers met on site with local business to discuss future plans for relocation and expansion within the District Council of Grant area. Followed up issues regarding availability of High Speed Broadband at the site with NBN Co. Solution currently being worked on.
Meetings held and assistance provided in relation to a number of potential new developments including expansion of primary production operations, innovative changes to existing primary production operation, diversification of existing operation and new commercial development.

Investigations undertaken with Australian Gas Networks to determine availability of natural gas in our Council area.

Letter of support provided for funding application for expansion of existing tourism related facility.

Provided information to the South Australian Investment Attraction Agency in relation to possible sites to meet requirements for a potential new primary production development they have been working with. Also provided details to the South Australian Investment Attraction Agency about a large dairy property currently on the market in our area.

**Interaction with other Councils and regional stakeholders.**

Participated in June, August and September meetings of Limestone Coast Economic Development Group.

Participated in Member for Barker’s Budget and 2030 Regional Statement briefing.

Together with CEO, met with Regional Manager of University of South Australia to discuss promotion of the facility and the situation with accommodation for students.

Meeting with Helen Murray, National Coordinator and Owen Trumper, Board Member of Timber Communities Australia to gain an understanding of their current projects and to provide feedback from a local perspective.

Meeting with Limestone Coast Local Government Association Project Officer about Limestone Coast brand and proposed activity to promote the use of the brand going forward.

Participated in SA Tourism Commission’s meeting with stakeholders at Naracoorte to discuss development of new Regional Visitor Strategy.

Together with CEO, attended Tourism Mount Gambier’s initial “Talking Tourism” meeting with presentations delivered by Tourism Mount Gambier, South Australian Tourism Commission and City of Mount Gambier’s new appointed Economic and Tourism Development Manager.

Together with representatives from Southern Grampians Shire, at the invitation of Wattle Range Council, toured a number of sites of interest within the Wattle Range Council area including Badenoch’s Integrated Transport Kalangadoo Mill site, Blue Lake Dairy and Holla Fresh at Tantanoola. Southern Grampians Shire shared a presentation on their Smart Community Framework and the Greater Hamilton Promotion initiative. Opportunities for collaboration around value adding opportunities were discussed. Group also met with Regions SA Regional Coordinator and new Manager Regional Projects and viewed Growing Greater Hamilton’s Agricultural Prospectus.

Provided feedback to PIRSA via Regions SA on use of their Ag Insight information website and possibilities for improvement.

Provided input to consultant working on a project on behalf of Department of State Development regarding skills and jobs needs.

Attended workshop to gauge interest in Industrial Hemp Production in South Australia.
Industry

Participated in meeting with local processor about planning and building intentions on existing site.

Currently assisting a local business with issues regarding proposed expansion.

Local business provided with information and assistance in relation to an enquiry about contact packaging of product.

Supported and attended Business Tech Show “Into the Future” sponsored by City of Mount Gambier, NBN Co and RDALC with invitations sent out to relevant District Council of Grant businesses.

Invitations sent to relevant businesses in District Council of Grant for:

- Wine Industry Workshop held at Coonawarra.
- Information session for Future Jobs Fund Grants

Meeting with consultant regarding biomass and alternative energy possibilities in the region including case study examples of technology in use overseas.

Details of Tour of the Great South Coast bike race sent to Port MacDonnell businesses to inform them about potential business to be gained from the event.

Met with local business manager and provided information in relation to grant funding proposal assistance.

Attended “Transforming Business 2017 Event” at Tanunda with presentations on future technology, digital marketing, business automation, We Chat, and future directions for Microsoft and Google.

Dairy industry

Further meeting with Rick Hinge of Dairy SA and assistance provided in relation to the work he is undertaking with dairy farmers.

With the assistance of Council’s Asset Management Coordinator, all 66 dairy properties in DC Grant individually mapped in preparation for project to identify those with potential and keenness for investment for expansion or sale, with the aim of boosting milk production in the region.

A number of properties have recently changed hands, with two properties currently advertised for sale.

Marketing and promotional material.

Promotional material on District Council of Grant put together for inclusion with regional material for presentation at the Holden Jobs Expo held in Adelaide.

Investigated discrepancies regarding District Council of Grant population figures and Gross Domestic Product figures between earlier data and current data shown on id profile data on RDA Limestone Coast website. Discrepancies have now been identified and resolved and accuracy confirmed.

Attended South Australian Tourism Industry Council’s Digital Marketing Workshop presented by Steve Davis of Baker Marketing.
A list of prospective food and wine business contacts in District Council of Grant provided to company 57 Films for potential inclusion in filming for promotional series “Chef Exchange”.

**Plans for the coming quarter.**


Joint Dairy Identification Project to be undertaken in conjunction with Wattle Range Council to identify properties with potential for investment to facilitate expansion, amalgamation or sale, with the overall aim of boosting milk production from the combined council areas.

Progress the next phase of the Mount Gambier Airport Development Project including the preparation of a new funding application/s.
10.2 Deputy Chief Executive Officer

10.2.1 Emergency Services Levy on Leased Community Land

| DATE:            | 4 October 2017       |
| AUTHOR:         | Jane Fetherstonhaugh, Deputy Chief Executive Officer |
| RESPONSIBLE OFFICER: | Trevor Smart, Chief Executive Officer |
| APPLICANT/PROPONENT: | Nil |
| DISCLOSURE OF INTEREST: | Nil |
| PREVIOUS MEETING: | Nil |
| REFERENCES:    | Nil |
| FILE NO:       | 7.1.11/5 |
| ATTACHMENTS:   | • Emergency Services Levy paid for 2017-18  
                  • FINPOL 09 - Community Funding and Support Policy |
| IN CONFIDENCE: | No |

PURPOSE OF REPORT:
To make Council aware of the Emergency Services Levy paid by Council on behalf of community groups, and recommend that the Community Funding & Support Policy be amended to acknowledge this as a donation and provide for this practice to continue.

BACKGROUND:
The Emergency Services Levy (ESL), first introduced in 1999, funds the provision of emergency services in South Australia and applies to all fixed property and some mobile property. Council has been absorbing the cost of the ESL for community groups that lease council buildings on community land.

COMMENT:
Council pays the ESL on 47 properties, and for the 2017-18 financial year, paid a total of $9714.75. Of these 47 properties, 12 are leased to Community and Sporting Organisations and 1 is leased on a commercial basis. The commercial lease is the only lease that gets the ESL recharged back to the Lessee.

Councils standard lease documents contain the following clause:

The Lessee must pay or reimburse the Council on time and in full all rates, taxes and charges levied, assessed or charged in respect to the Leased Land or upon the owner of occupier of the leased land no matter whether they are charged, levied or payable by the Lessee of the Council.

Council rates are not levied on these properties as they receive a discretionary rebate pursuant to Section 166 of the local Government Act or the Recreation Ground Rates & Taxes Exemption Act 1981.

Attached is a breakdown of the ESL paid by Council on behalf of community groups.
POLICY REQUIREMENTS:
FINPOL 09 Community Funding and Support Policy

LEGISLATIVE REQUIREMENTS:
There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS:
Goal 3: Improved Community Services Delivered that support Community Expectations
Outcome 2: Effective and improved community development programs
Strategy: Review and facilitate community Grant Programs across community organisations and clubs.

FINANCIAL IMPLICATIONS:
There are no known financial implications related to this item.

CONSULTATION:
Nil.

STAFF RECOMMENDATION:
That:-
1. Council acknowledge that the Emergency Services Levy paid on behalf of Community/Sporting groups leasing community land as a donation; and
2. The Community Funding & Support Policy be amended to reflect this donation.
<table>
<thead>
<tr>
<th>Property Name</th>
<th>Property Address</th>
<th>Levy Amount</th>
<th>Leased</th>
<th>On-charged</th>
</tr>
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<tbody>
<tr>
<td>Port MacDonnell Senior Citizens &amp; E A Milstead Home</td>
<td>2 Elizabeth Street</td>
<td>$93.90</td>
<td>Yes</td>
<td></td>
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<tr>
<td>Old Pound</td>
<td>79 Bay Road, Allendale East</td>
<td>$70.50</td>
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<tr>
<td>Allendale East CWMS Site</td>
<td>81-83 Bay Road</td>
<td>$80.30</td>
<td></td>
<td></td>
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<tr>
<td>Tarpeena Waste Transfer Site &amp; CED Ponds</td>
<td>248 Quarry Road</td>
<td>$197.35</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cape Douglas CWMS Site</td>
<td>Lot 503 Cape Douglas Road</td>
<td>$110.60</td>
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<td></td>
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<tr>
<td>Donovans CWMS Site</td>
<td>Lot 85 Border Road South</td>
<td>$110.60</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Browns Bay Carpark and Toilets</td>
<td>Lot 31 Eight Mile Creek Road</td>
<td>$110.60</td>
<td></td>
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<tr>
<td>Carpenter Rocks Waste Transfer Site</td>
<td>2546 Old Mill Road</td>
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<td>Nene Valley Waste Transfer Station</td>
<td>687 Nene Valley Road</td>
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<td>Carpenter Rocks Recreation Reserve</td>
<td>Carpenter Rocks Road</td>
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<td>Donovans Recreation Reserve</td>
<td>9-17 Adams Street</td>
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<tr>
<td>Mount Schank Tennis Club</td>
<td>Lot 18 Post Office Road</td>
<td>$77.25</td>
<td></td>
<td>Yes</td>
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<tr>
<td>Woolwash Interpretive Centre and Playground</td>
<td>Lot 2 Sea Parade</td>
<td>$84.50</td>
<td></td>
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<tr>
<td>Cattle Reserve</td>
<td>Elizabeth Street</td>
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<tr>
<td>RL Clements reserve</td>
<td>Lot 485 John Watson Drive</td>
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<td>Port MacDonnell Netball and Football Club</td>
<td>Elizabeth Street</td>
<td>$163.60</td>
<td></td>
<td>Yes</td>
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<td>Kongorong Sports Ground</td>
<td>1 Hay Terrace</td>
<td>$93.90</td>
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<td>Yes</td>
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<tr>
<td>Donovans Pier and Boat Ramp</td>
<td>Dry Creek Road</td>
<td>$56.05</td>
<td></td>
<td></td>
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<tr>
<td>Blackfellows Caves Boat Ramp Overflow Carpark</td>
<td>Lot 51 Height Drive</td>
<td>$87.30</td>
<td></td>
<td></td>
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<tr>
<td>Tarpeena Football Club</td>
<td>Lot 2 Edward Street</td>
<td>$104.50</td>
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<td>Yes</td>
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<tr>
<td>Old Maritime Museum</td>
<td>49 Meylin Street</td>
<td>$88.15</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Old Boatyard</td>
<td>55-57 Sea Parade</td>
<td>$109.95</td>
<td></td>
<td></td>
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<tr>
<td>Port MacDonnell Foreshore Tourist Park</td>
<td>12 Eight Mile Creek Road</td>
<td>$429.55</td>
<td></td>
<td>$429.55</td>
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<tr>
<td>Port MacDonnell Community Complex</td>
<td>5 Charles Street</td>
<td>$172.70</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reserve (Undeveloped)</td>
<td>Lots 101 and 102 Brian Smith Drive</td>
<td>$51.50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ex Pine Plantation</td>
<td>Lot 312 Vorwerk Road</td>
<td>$61.95</td>
<td></td>
<td></td>
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<tr>
<td>Attiwill Quarry</td>
<td>85 Attiwill Road</td>
<td>$225.95</td>
<td></td>
<td></td>
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<tr>
<td>Reserve (Undeveloped)</td>
<td>Lot 91 Tollner Road</td>
<td>$55.50</td>
<td></td>
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</tr>
<tr>
<td>Corner Cut-Off</td>
<td>54 Crafter Road</td>
<td>$50.15</td>
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<tr>
<td>Drop Drop Reserve</td>
<td>383 Pinehall Avenue</td>
<td>$93.90</td>
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<tr>
<td>Boundary Reserve</td>
<td>Lot 101 Yahl Hall Road</td>
<td>$50.35</td>
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<td></td>
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<tr>
<td>Reserve (Undeveloped)</td>
<td>Lot A UN0421 Unnamed Road</td>
<td>$56.65</td>
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<tr>
<td>Ex Quarry</td>
<td>Lot 678 Trevor Clarke Drive</td>
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<td>Road Reserve</td>
<td>Locks Road, Eight Mile Creek</td>
<td>$51.80</td>
<td></td>
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<tr>
<td>Council Office &amp; Depot</td>
<td>324 Commercial Street West</td>
<td>$631.75</td>
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<tr>
<td>Port MacDonnell Depot</td>
<td>Lot 1 Elizabeth Street</td>
<td>$145.40</td>
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<tr>
<td>Blackfellows Caves CFS Depot</td>
<td>17 Saunders Road</td>
<td>$71.80</td>
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<td>Port MacDonnell Cemetery</td>
<td>21 Cemetery Road</td>
<td>$59.15</td>
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<td>Riding for the Disabled</td>
<td>635 Sunnybrae Road</td>
<td>$131.80</td>
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<td>Yahl Cricket Club</td>
<td>Lot 20 Yahl Hall Road</td>
<td>$137.85</td>
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<td>Yes</td>
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<tr>
<td>Port MacDonnell Meals on Wheels</td>
<td>Lot 1 Elizabeth Street</td>
<td>$25.45</td>
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<td>Yes</td>
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<tr>
<td>Port MacDonnell Pistol &amp; Shooting Club</td>
<td>Lot 2 Elizabeth Street</td>
<td>$49.95</td>
<td></td>
<td>Yes</td>
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<td>Port MacDonnell Golf Club</td>
<td>22 Elizabeth Street</td>
<td>$136.35</td>
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<td>Yes</td>
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<td>Airport House</td>
<td>20180 Riddoch Highway</td>
<td>$115.40</td>
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<tr>
<td>Mount Gambier Airport</td>
<td>81 Airport Road</td>
<td>$1,883.15</td>
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<td>Mount Gambier Airport - Vacant land</td>
<td>Lot 2 Riddoch Highway</td>
<td>$75.05</td>
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<tr>
<td>Mount Gambier Saleyards</td>
<td>Lot 1 Fairbanks Road</td>
<td>$2,580.65</td>
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<td>Total Leased</td>
<td></td>
<td>$1,824.90</td>
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<td>Total Community Lease</td>
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<td>$1,395.35</td>
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<tr>
<td>Total Commercial Lease</td>
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<td></td>
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<tr>
<td>Total Other</td>
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<td>$71.80</td>
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<td><strong>Total</strong></td>
<td></td>
<td><strong>$ 9,714.75</strong></td>
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</tbody>
</table>
1. **Purpose**

Council receives a large number of requests from community organisations and individuals throughout the year for funding. A policy and procedure for the assessment of applications will ensure:

- a broad framework, which will guide the provision of consistent grant administration and assessment processes across Council.
- the administration and assessment of all Council grant programs are transparent, equitable, inclusive and understood by the community.

2. **Scope**

This policy demonstrates and outlines Council’s role in supporting the community and applies to all applications received for donations, sponsorships, grants and in-kind support.

All existing sponsorship arrangements will be assessed (as contracts expire) in a consistent manner against the criteria stated in this Policy.

3. **Definitions**

**Not for profit** is an organisation that is not operating for the profit or gain of its individual members, whether these gains would have been direct or indirect. This applies both while the organisation is operating and when it winds up.

A **donation** is a cash contribution to an individual or organisation that may be associated with a particular event, purpose or project but does not carry with it any specific guidelines for use, or any acquittal requirement.

**Sponsorship** is a cash contribution to an individual or organisation for a specific purpose or event where the District Council of Grant receives public recognition for its contribution and where the funded organisation will be required to present a financial acquittal to the Council.

**Sponsor/ Auspice** is to take responsibility for managing funds on behalf of another.

A **grant** is a cash contribution made to an organisation for the sole purpose of the delivery of a one-off project and which must be fully financially and qualitatively acquitted to the Council at the conclusion of the project.

An **in-kind** donation is a donation of Council services and/or resources where no cash is exchanged. In-kind requests include but are not limited to subsidised waived fees and venue hire, administrative or operational services; and various applications of staff time and other resources.

**Acquittal** is the process of ensuring that any funds have been fully expended for the purpose for which the funds were initially granted.

**Incorporated associations** are legal identities and can enter into and enforce contracts, including the ability to hold, acquire and deal with property, sue or be sued, continue regardless of changes to membership.
Progress Association/Committee refers to non-profit community organisations which represents residents of a town or district. Progress Associations/Committees in the District Council of Grant include Kongorong, Donovans, Tarpeena and Carpenter Rocks.

A STARClub is a well-run club where quality coaches and officials work alongside valued volunteers in a safe and welcoming environment. The STARCLUB - Club Development Program has been designed for use by sport and active recreation clubs of all sizes.

A STARService Club is a well-run community organisation where quality employees work alongside valued volunteers in a safe and welcoming environment. It is a joint initiative of the South Australian Office for Recreation and Sport and the Department for Communities and Social Inclusion.

Emergency Services Levy is a State Government Tax on all fixed and some mobile property used to fund the provision of emergency services in South Australia.

Policy

3.1 Policy Statement
The District Council of Grant provides financial assistance to community, sporting and not for profit organisations to support the provision of programs and services which respond to identified community need, contribute to the building of stronger communities and are in accordance with Council’s Strategic Objectives.

3.2 Council Grant Funding Programs
Council will allocate funding to the following programs:
- Community Grants Scheme
  - Sporting Club Grants
  - Hall Grants
  - Community Grants
  - Progress Association/Committee Support
  - Discretionary Funding
- Fee waivers
- In-kind support to Sporting Groups
- Grants to Community Groups equivalent to Rates
- Grants for Boat Mooring Sites
- Academic Scholarships
- Subsidised Leases

Below is a summary of each funding program, full program details are outlined in the separate funding guidelines.

Community Grants Scheme
Council will establish five grant categories to provide financial assistance to local community based organisations, groups and clubs to support the continued provision and development of a broad range of sustainable community, cultural and leisure services.
<table>
<thead>
<tr>
<th>Grant Category</th>
<th>Maximum Funding Allocation</th>
<th>Contribution Required</th>
<th>Total Funding Pool</th>
<th>Portion of Allocated Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Council Funding</td>
<td>Applicant Contribution</td>
<td></td>
</tr>
<tr>
<td>Halls</td>
<td>$1,000</td>
<td>75%</td>
<td>25%</td>
<td>$10,000</td>
</tr>
<tr>
<td>Sporting Clubs</td>
<td>$800</td>
<td>50%</td>
<td>50%</td>
<td>$15,000</td>
</tr>
<tr>
<td>Community Groups</td>
<td>$2,500</td>
<td>75%</td>
<td>25%</td>
<td>$11,000</td>
</tr>
<tr>
<td>Township and Progress Committee Support</td>
<td>$1,000</td>
<td>100%</td>
<td>0%</td>
<td>$8,000</td>
</tr>
<tr>
<td>Discretionary Funding</td>
<td>$500</td>
<td>50%</td>
<td>50%</td>
<td>$20,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$64,000</td>
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</table>

**Hall, Sporting and Community Grants**

- Assistance up to a maximum of $800 on a 50% subsidy basis for Sporting Clubs, up to a maximum of $1,000 on a 75% subsidy basis for Community Halls and up to a maximum of $2,500 on a 75% subsidy for non-profit Community Organisations including Township and Progress Associations/Committees;
- Applications must detail the project for consideration including information regarding cost and estimated date of completion;
- The organisation and its activities are based in the area of the District Council of Grant;
- The organisation does not have access to substantial alternative sources of income, e.g. gate charges or similar;
- All funds granted are to be used within the financial year and only carried over by specific agreement for a maximum of 12 months. Funds not used in that year will revert to General Revenue and organisations will need to reapply for the following financial year; and
- No future grants will be given to an organisation until any outstanding grants for that organisation have been utilised and acquitted.

**Township and Progress Association/Committee Support**

Up to $1,000 per group is available. Applicants are eligible to apply for funding for initiatives under the following categories:

- Administrative operating costs (including Public Liability Insurance)
- Education and training
- Recruiting, maintaining or recognising volunteers
- Planning and governance which may include strategic plans or constitution reviews
- Grant writing assistance for major funding applications outside of a Council grant program
- Seed funds for new organisations less than three years old
- Equipment is ONLY eligible where there is evidence that the organisation has been unsuccessful from other grant funding applications.
## Community Funding & Support Policy

**Policy No. FINPOL 09**

<table>
<thead>
<tr>
<th>Version No:</th>
<th>1.0</th>
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<tbody>
<tr>
<td>Responsible Officer/s:</td>
<td>Deputy CEO</td>
</tr>
<tr>
<td>Issued:</td>
<td>19 Aug 2013</td>
</tr>
<tr>
<td>Next Review:</td>
<td>July 2019</td>
</tr>
</tbody>
</table>

### Discretionary Grants, Donations & Sponsorships

One off requests for assistance from not-for-profit registered welfare, community, sporting or service groups within the District Council of Grant will be considered on a case-by-case basis, with the maximum donation being $500. Assistance will not be given for projects that would be eligible for consideration under other Council grant programs.

When the annual budgetary limit is reached, no further applications will be considered.

### Other Council funding and support

#### Fee Relief

Council will consider requests from charitable, not-for-profit and/or community organisations for the waiving of development application fees for developments on any land within the Council area, which will be for the benefit of the local community.

Such developments may include equipment sheds, additions or alterations to existing buildings to enhance the services/facilities of such organisations to the community, advertising signs for such organisations, and other similar developments. It is noted that such developments are usually undertaken with the use of donations or grants.

#### In-Kind Assistance

Council will provide assistance to organisations by providing the use of Council plant on the provision that Council personnel are operating the plant. All works in-kind will be subject to the availability of plant and plant operators. The donation amount will be calculated in accordance with Council’s current rates and charges for plant hire and wages and include travel time and stand down time.

The Works Manager may authorise the use of Council plant by non-profit community organisations where the plant is operated by a Council employee free of charge, however it is still necessary for an application for a grant to be submitted for determination.

It is expected that the proposed works will be completed within the funding allocation. Organisations may be required to reimburse Council for any costs in excess of the approved funding amount.

Council will copy up to 50 sheets per request for community groups free of charge – no application form is required. Requests for large bundles of photocopying should be made in writing. The Deputy Chief Executive Officer will make an assessment based upon the following criteria:

- the number of copies
- the timeframe for the copies
- the likely demand upon the copier for Council use
- such other factors as may be relevant
Grants to Community Groups Equivalent to Rates
The District Council of Grant will provide Community Groups with a discretionary rebate of 100% of general rates under Section 166(1)(j) of the Local Government Act, 1999 on the basis that these groups provide a benefit or service to the local community.

Grants for Boat Mooring Sites
Where mooring sites on the Glenelg River consist of landings or poles only (without shacks or boat sheds) and are not used to moor boats that are greater than five (5) metres in length, Council will provide a grant of 90% of the value of general rates paid for that site in a year, upon receipt of a written application from the ratepayer.

Annual Academic School Scholarships
Council will provide the sum of $500 annually to students from Allendale East Area School, Mount Gambier High School, Grant High School, Tenison Woods College and Saint Martins College. The scholarship is open to all Year 10-12 students who live in the District Council of Grant area. The schools will be responsible for developing the selection criteria and selection of scholarship recipients.

Subsidised Leases
Council provides a donation to many not-for-profit organisations by way of a subsidised or peppercorn lease of Council facilities. Leasing of these Council facilities is to be conducted in accordance with Council's Leases and Licences Policy.

Emergency Services Levy on buildings located on Community Land
Council agrees to waive the lease requirement for community/sporting groups who occupy community land to pay the Emergency Services Levy. This amount will be treated as a donation to the lessee and accounted for accordingly.

Specific Donations
Table 1 (Attachment A) identifies in-kind assistance, fee waiver and cash support that will be provided on an ongoing basis, subject to a request for funding being received).

3.3 Eligibility Criteria
3.3.1 It is a condition of receiving funding that the successful applicant will assume all responsibilities including public risk/or any other insurance cover applicable to the programme or event.

3.3.2 Council requires that organisations applying for funding under the Community Grants Scheme are to submit an annual application.

3.3.3 Applicant organisations must be based in the District Council of Grant or must be affiliated with, or service clients within the District Council of Grant local government area.

3.3.4 Federal or State Funded initiatives will generally not receive assistance under this Policy, nor will requests by organisations raising funds on behalf of another organisation, which is the recipient of financial assistance from the State or Federal Government.
3.3.5 Generally, Council will only provide financial assistance to incorporated not-for-profit organisations or unincorporated not-for-profit organisations, auspiced by an incorporated organisation.

3.3.6 Applications for funding are required to demonstrate the financial viability of their organisation.

3.3.7 Preference is given to organisations that provide a valuable service or benefit for which there is no alternative funding sources.

3.3.8 The donation request must be for an activity or service to be provided within that financial year as approved by Council. Should an applicant not be in a position to expend the funds within the year, the applicant should prepare a written explanation and proposed time frame for the expenditure.

3.3.9 If an organisation wishes to modify its request or alter the proposed project or event, the applicant should make this request in writing. It is at the discretion of the Chief Executive Officer as to whether the intent of this modification meets Council’s objectives.

3.3.10 Council will not make retrospective donations.

3.3.11 As Council makes an annual contribution to the City of Mount Gambier Junior Sporting Fund, Council will not provide funding under this Policy to individuals or teams to attend or participate in representative sporting events.

3.3.12 A maximum of one (1) application per financial year per organisation or individual will be considered.

3.4 Acquittal

3.4.1 Council requires an acquittal of all grants exceeding $800.

3.4.2 The recipient organisation is required to detail the manner in which the funds have been expended and a brief description of outcomes.

3.4.3 Organisations that do not complete an acquittal of the donation, will not be eligible for a future donation.

3.5 Grievance process

All applicants will be informed of the outcome of their application in writing and offered the opportunity to discuss the application process.

Applicants will have the opportunity to request, in writing, a review of the decision by Council if not satisfied with the selection process. The applicant will be notified of the outcome in writing.

3.6 Conflict of Interest Provisions

To ensure an accountable and transparent assessment process is maintained, Councillors, Council Officers and members of the public assessing grant applications are required to declare any potential conflict of interest. This may include, but is not limited to personal connections with any applicant or membership of an applicant organisation. Anyone having a conflict of interest should not debate, be involved with any discussions, or vote on any matter relating to the specific applicant.
4. Responsibilities

The Chief Executive Officer and Deputy Chief Executive Officer have delegated authority to approve all expenditure within Council's approved budget for financial and in-kind support relating to this Policy. Any requests that are out of this scope will be referred to Council for a decision.
5. References:

State Legislation
Local Government Act 1999

Other Related References
Leases, Licences and Permits Policy
Employee use of Council Equipment Policy
Employee Code of Conduct
Elected Member Code of Conduct

6. Review

This Community Funding and Support Policy shall be reviewed by the District Council of Grant at minimum every four (4) years, within 12 months of a general election (or on significant change to legislation or other matters which could affect this policy).

<table>
<thead>
<tr>
<th>Action</th>
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<th>Minute Reference</th>
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<td>19 August 2013</td>
<td>13087.1</td>
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<td>Reviewed</td>
<td>1 February 2016</td>
<td>16009.3</td>
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<tr>
<td>Reviewed</td>
<td>5 October 2016</td>
<td>16130.1</td>
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<td>4 October 2017</td>
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### Attachment A

<table>
<thead>
<tr>
<th>Programme/Event</th>
<th>Key Partner</th>
<th>Council Support</th>
<th>Notional Value</th>
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</thead>
<tbody>
<tr>
<td>Educational Scholarships</td>
<td>Allendale East Area School, Grant High School, Mount Gambier High School, Saint Martins College and Tenison Woods College</td>
<td>Scholarship awarded to students residing in DCG, chosen by the individual schools</td>
<td>$500 per scholarship</td>
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<tr>
<td>Bayside Festival</td>
<td>Bayside Festival Committee</td>
<td>Cash contribution plus provision for 80 extra bins, road closure, works staff assistance in preparation and clean-up, provision of bollards &amp; bunting</td>
<td>$12,000</td>
</tr>
<tr>
<td>Generations in Jazz</td>
<td>Generations in Jazz Committee</td>
<td>Cash contribution plus provision of staff and plant for site set-up if required</td>
<td>$4,000 in cash Up to $1,000 in kind</td>
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<td>Chamber of Commerce Business of the Year Awards</td>
<td>Mount Gambier Chamber of Commerce</td>
<td>Annual Sponsorship of Outstanding Agribusiness Award</td>
<td>$500</td>
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<tr>
<td>Mount Gambier Races</td>
<td>Mount Gambier Racing Club</td>
<td>Annual Sponsorship</td>
<td>$2,500</td>
</tr>
<tr>
<td>Mount Gambier and District Tertiary Health Education Grant Program</td>
<td>City of Mount Gambier</td>
<td>To assist local people to undertake specific tertiary education studies where they are required to leave the Mount Gambier district in order to complete such studies</td>
<td>$2,000</td>
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<tr>
<td>City of Mount Gambier Junior Sporting Assistance Fund</td>
<td>City of Mount Gambier</td>
<td>To provide financial support for those junior sports persons who have achieved State selection or better in a specific sport.</td>
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<td>Mount Gambier City Band</td>
<td>Mount Gambier City Band</td>
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<td>Programme/Event</td>
<td>Key Partner</td>
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<td>Notional Value</td>
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<td>--------------------------------------------</td>
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<td>Community New Years Event</td>
<td>Mount Gambier Community Events Management</td>
<td>Annual Donation</td>
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<td>Country Music Weekend</td>
<td>South Australian Music Association</td>
<td>Annual Donation</td>
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<td>Tour of the Great South Coast</td>
<td>Cycling Victoria</td>
<td>Inclusion of one stage within District Council of Grant</td>
<td>$10,000</td>
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<tr>
<td>Home and Community Care Program</td>
<td>Country Health SA</td>
<td>Provision of Community Care, Social Activities and Home Maintenance to residents residing in DCG</td>
<td>$2,000</td>
</tr>
<tr>
<td>Agelink &quot;Care ring&quot; Telephone Program</td>
<td>Lifeline Australia</td>
<td>Offers a regular call to those aged, lonely or isolated persons who need someone to talk to, but aren't necessarily &quot;in crisis&quot;.</td>
<td>$2,000</td>
</tr>
<tr>
<td>Suicide Bereavement Support Group</td>
<td>Lifeline Australia</td>
<td>Ongoing funding to facilitate a support group for the family and friends of those who have died by suicide</td>
<td>$2,000</td>
</tr>
<tr>
<td>The South East Junction</td>
<td>The South East Junction</td>
<td>Ongoing funding to support programs which develop coping skills and potential in people with mental health issues</td>
<td>$1,000</td>
</tr>
</tbody>
</table>
**10.2.2 Fund my Neighbourhood – Projects Update**

<table>
<thead>
<tr>
<th>DATE:</th>
<th>4 October 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTHOR:</td>
<td>Jayne Miller, Community Development Officer</td>
</tr>
<tr>
<td>RESPONSIBLE OFFICER:</td>
<td>Jane Fetherstonhaugh, Deputy CEO</td>
</tr>
<tr>
<td>APPLICANT/PROPONENT:</td>
<td>Department of Premier and Cabinet</td>
</tr>
<tr>
<td>DISCLOSURE OF INTEREST:</td>
<td>Nil</td>
</tr>
<tr>
<td>PREVIOUS MEETING:</td>
<td>Nil</td>
</tr>
<tr>
<td>REFERENCES:</td>
<td>Nil</td>
</tr>
<tr>
<td>FILE NO:</td>
<td>10.3.2/7</td>
</tr>
</tbody>
</table>
| ATTACHMENTS: | • A Fund My Neighbourhood Project List FINPOL 05 - Asset Management Policy  
• FINPOL 16 - External Grant Funding Policy  
• Project Analysis Matrix supplied by DPC and LGA |
| IN CONFIDENCE: | No |

**PURPOSE OF REPORT:**
To seek Council direction regarding ‘in principle’ support for two projects that have been nominated by residents and received by the State Government as part of the ‘Fund my Neighbourhood’ State Government Funding Program prior to public votes for projects.

**BACKGROUND:**

The State Government ‘Fund My Neighbourhood’ Programme is a $40 million participatory budgeting programme that gives South Australians the opportunity to nominate and vote for projects to improve their neighbourhoods. The funding is being provided in 2 separate ‘rounds’ with Round 1 nominations having closed on 8 September 2017.

The Department of Premier and Cabinet held two Limestone Coast information sessions: Naracoorte and Keith on 24 August 2017. Russell Wortley MLC also held a community information session at the Main Corner on 12 August 2017.

In the ‘ideas phase’, South Australians aged 18 years and over suggested projects to improve their local neighbourhood.

In the ‘voting phase’, South Australians aged 18 years and over can vote for the projects they want to see funded in their local neighbourhood. The projects that receive the most support in each region will be offered funding.

Projects must align with the program’s objectives: to improve local neighbourhoods, be accessible to the community and be capable of being completed within twelve months (with one-off funding). Projects are ineligible if all, or part, are already included in a Council’s 2017/18 budget.

Applicants were able to seek funding of between $10,000 and $150,000 for their idea. Funding for initiatives can only be provided to eligible organisations with which the State Government can enter a legally binding grant agreement and that have an ABN.
These include:
- Incorporated community groups under the Associations Incorporation Act 1985 or similar.
- Incorporated and registered not-for-profit organisations (e.g. a registered charity, social enterprise).
- Schools, kindergartens and child care centres.
- Community sporting/recreation clubs.
- Local councils.

An idea cannot be funded unless in due course it is sponsored by one of these organisations that are eligible to receive the funding.

Local neighbourhood groups can work with residents to develop ideas but the idea must be submitted by a local resident.

**COMMENT:**
During the ‘ideas phase’ some applicants sought liaison with Council staff prior to lodging an application. In the case of the projects identified in Attachment A, no resident sought liaison with Council prior to a Fund My Neighbourhood submission.

All applications (whether liaison occurred or not) identified as relevant for potential Council sponsorship or sited on Council land have been referred to Council Administration by the Department of the Premier and Cabinet (DPC), with assistance from the Local Government Association (LGA).

DPC has sought a Council response on projects asking primarily whether Council is prepared to be sponsor (receive a grant and manage the project) or not, and whether, as land owner, Council is prepared to see the project go to the ‘voting phase’ or not. This feedback is required to be communicated to the DPC prior to 6 October 2017.

(Note that projects deemed ineligible, or which are sponsored by another organisation and which are not located on Council land have not been referred to Council and hence are not included in the attachment)

In mid-October, the ‘public voting’ for projects will be undertaken over an approximate 4-5 week period. The ‘voting’ process is yet to be confirmed but information on the logistics of this will be released closer to the ‘live voting’ stage in October.

In November/December the successful projects will be announced and grants offered with works to be completed within 12 months of notification.

It should be noted that where Council has been nominated as a ‘sponsor’, the funding for each successful project will then be forwarded to Council to project manage and deliver; depending on the specific project this may include design, development approvals, consultation and construction. These costs can be included in a project budget.
DPC has sought Council responses in the form of two key questions subject to the caveats listed below:

1. Council is willing to be the sponsor/grant recipient and manage this project if approved (for those projects where Council is the logical sponsor);
2. Council supports this project to proceed to public voting phase (for projects on Council land.)

Caveats:

a) All statutory approvals are obtained at a later time
b) Formal Council land owner approval is obtained at a later time
c) The Council may negotiate project details at a later time (i.e. an adjustment to the site)
d) The cost estimate may be subject to revision due to issues related to the specific site. (e.g. provision of power or water to the site)
e) If the project is to be sponsored by a leaseholder of the Council, that the terms of the lease are upheld.

The LGA has also advised that “if you do have serious reservations about a project backed by clear reasons, it may be better not to support a project at this point, rather than to do so later when community expectations have increased.” It has also noted that some projects may require development beyond the timeframes allowed in Round 1 and hence applicants could work with Council to further develop a project for Round 2.

Other known projects in the Council area (at the time of submitting this report) include:

- McNamara Park
- Kongorong Soldiers Memorial Institute Inc.
- Mil-Lel Hall
- Italo-Australian Club Inc.

**POLICY REQUIREMENTS:**
External Grant Funding Policy FINPOL 16
Asset Management Policy FINPOL 05

**LEGISLATIVE REQUIREMENTS:**
There are no known legislative requirements related to this item.

**STRATEGIC IMPLICATIONS:**
Goal 1 Physical infrastructure is improved and developed
Outcome 2 Improved Public Spaces
Strategy 1 Implement the Port MacDonnell Master Plan
FINANCIAL IMPLICATIONS:
Council will assume long term costs of maintenance and renewal of assets and any such additional costs would need to be incorporated in due course into a long term financial plan and infrastructure and asset management plan.

There will be an impact on Council resources to be able to deliver and project manage the ‘voted’ projects on Council land and that may not be fully covered by the grant. This may be relevant over future years as well, depending upon maintenance and renewal costs.

CONSULTATION:
Department of Planning Transport and Infrastructure (Open Spaces/Places for People) have advised that a Fund My Neighbourhood Grant supports any potential Open Space/Places for People application as it demonstrates community support for projects.

STAFF RECOMMENDATION:
*That Council endorse/not endorse the listed projects in Attachment A.*
<table>
<thead>
<tr>
<th>Project Title</th>
<th>Short Description</th>
<th>Is Council the logical sponsor?</th>
<th>Administration Comments</th>
<th>Fund My Neighbourhood Funding Sought</th>
<th>Estimated Total Project Cost</th>
<th>Council Endorse Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foreshore Water Play Park</td>
<td>Playground including waterplay equipment on the foreshore</td>
<td>Yes</td>
<td>Stage 1 of The Waterfront has been successfully co-funded between The Department of Planning Transport and Infrastructure and Council to the value of $1.17M. Stage 2, yet to be fully budgeted, funded and designed and this stage includes the playground redevelopment as a project.</td>
<td>$150,000</td>
<td>$375,000</td>
<td>Yes</td>
</tr>
<tr>
<td>Advertising our town</td>
<td>To purchase pole banners to advertise major town events</td>
<td>Yes</td>
<td>Listed as a major project within the Port MacDonnell Master Plan is Stage 1 Town Centre Improvements, which seeks to implement underground and associated streetscape improvements to part of Standish Street, Charles Street and Sea Parade, including street tree planting, paving and improved signage.</td>
<td>No budgetary details on nomination</td>
<td>TBC</td>
<td></td>
</tr>
<tr>
<td>Combined BBQ bar area, Storeroom and Female toilets and change room</td>
<td>Build new BBQ bar area, cool room, female change rooms</td>
<td>No</td>
<td>Kongorong Sportsmen's Club are an incorporated body. Development application approved 2016. On Council land.</td>
<td>$90,000</td>
<td>$90,000</td>
<td></td>
</tr>
</tbody>
</table>
1. **Purpose**

To set the guidelines for implementing consistent asset management practice and procedure throughout the District Council of Grant to ensure adequate provision is made by Council for the long-term replacement of infrastructure assets by:

- Ensuring that Council’s services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment.
- Safeguarding Council assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all Council employees take an integral part in overall management of Council assets by creating and sustaining asset management awareness throughout the Council.
- Meeting legislative requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.
- Ensuring an integrated approach across all departments in asset management service delivery.

2. **Scope**

This policy applies to all asset classes owned by Council. Council Asset Classes identified in the asset hierarchy are:

- Transport (Roads, Kerbs, Footpaths, Carparks, Bridges, Bicycle Paths and Safety Barriers)
- Buildings
- Fleet
- Community Waste Management Schemes
- Stormwater Drainage
- Open Space Facilities
- Mount Gambier Saleyards Infrastructure
- Mount Gambier Airport infrastructure

Other associated asset groups to be managed under this policy include IT equipment, furniture and fittings. These assets have a much shorter life, nevertheless they serve functions that as a whole are intended to be maintained.

3. **Definitions**

**Asset**

A physical item that is owned or controlled by Council, and provide or contributes to the provision of services to the community.

**Asset Management**

The process applied to manage assets over each stage of their service life including asset needs analysis, creation, operation, maintenance, renewal and disposal. The
objective of asset management is to ensure the assets deliver the required level of service in the most effective and efficient manner now and into the future.

**Asset Management Plan**
Long-term plans (usually 10-20 years or more for infrastructure assets) that outline the asset activities and programs for each service area and resources applied to provide a defined level of service in the most cost-effective way.

**Asset Management Strategy**
A strategy to provide timeframes and actions for achieving the objectives of the Council’s Asset Management Policy.

**Asset Condition Assessment**
The process of continuous or periodic inspection, assessment, measurement and interpretation of the resultant data to indicate the condition of a specific asset so as to determine the need for some preventative or remedial action.

**Depreciation**
Depreciation is a measure of the average annual consumption of service potential over the life of the asset. Depreciation is not a measure of required expenditure in any given year.

**Lifecycle Cost**
Total expenditure required throughout the life of an asset in order to fund the creation, design, construction, operation, maintenance, renewal and disposal so that the asset can deliver the desired service level over its life.

**Service**
A combination of tangible and intangible benefits that can be produced and consumed.

**Service Level**
A relevant measurable standard or target that reflects the required performance to meet agreed community expectations in relation to the type, quality and quantity of services delivered by Council.

4. Policy

4.1 Background and Context
Council manages approximately $200 million worth of assets on behalf of our communities including roads, buildings, Community Waste Water Management Schemes, playgrounds, plant and equipment and stormwater drainage. These are a significant investment and require sound strategic management and planning.

Council is committed to implementing asset management best practices across all areas of Council. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.
4.2 Policy Statement

Council will prepare and maintain Asset Management Plans for the following classes of assets:

- Transport (Roads, Kerbs, Footpaths, Carparks, Bridges, Bicycle Paths and Safety Barriers)
- Buildings
- Fleet
- Community Waste Management Schemes
- Stormwater Drainage
- Open Space Facilities
- Mount Gambier Saleyards Infrastructure
- Mount Gambier Airport infrastructure

Council will consider when making any decisions impacting on infrastructure assets:

- Ensuring that the asset base is not increased without considering the impact on the ability to fund future maintenance and rehabilitation;
- Not replacing those assets that are determined to be under-utilised, at the end of their useful lives, subject to consultation with the community and determining the impact of non-replacement on the community;
- Increasing grant and other funding to ensure assets are maintained at least in their current condition;
- Integrated management linking asset management strategy, policy and procedures to other Council policies, strategies and procedures;
- Utilisation of technological advances relevant to asset management;
- An integrated planning approach which ensures manager roles are understood and documented and that communication procedures are in place which ensure assets are planned and delivered in a sustainable manner;
- Implementation of Best Practice;
- Improving its maintenance and rehabilitation practices;
- Maintaining and rehabilitating its existing assets in a manner which is acceptable to the community in terms of financial burden, safety, quality, impact on the environment, meeting needs and Council’s ability to fund those works;
- Maximising resources to achieve the best outcome for the community;
- Regularly consulting and surveying the community to determine whether its needs are being satisfied;
- Preparation of an Asset Management Strategy which details how this policy is to be implemented;
- Preparation and review of detailed asset management plans for all major classes of assets and using these plans to assist in determining the priorities for capital and maintenance expenditure;
- Monitoring its performance in accordance with measures developed as part of its Asset Management Strategy.
5. Responsibilities

Elected Council
- Provide stewardship
- Consider the impact on Council’s asset base of planning, financial and service level decisions.
- Adopt the Asset Management Policy and Strategy
- Adopt the Asset Management Plans

Chief Executive Officer and Senior Management Team
- Ensure that sound business principles are reflected in the Asset Management Strategy and Plans that are developed
- Ensure the impact on Council’s asset base is considered when making recommendations to Council in relation to planning and financial matters or the delivery of services
- Support the implementation of the Asset Management Strategy and associated Asset Management Development Program
- Approve the Asset Management Plans
- Ensure the integration and compliance with the Asset Management Policy and Strategy with other policies and business processes of the organisation
- Ensure compliance with legal obligations
- Facilitate ‘Best Appropriate Practice in Asset Management’

Asset Managers
- Develop and maintain Asset Management Plans
- Develop and maintain asset maintenance and renewal plans
- Provide professional advice and comment to other departments of Council in relation to asset management
- Develop and maintain an Asset Management Information System to facilitate efficient and effective asset management

6. References:
Local Government Act 1999
District Council of Grant Long Term Financial Plan
District Council of Grant Asset Management Strategy
Asset Management Plans

7. Review
This Asset Management Policy shall be reviewed by the District Council of Grant at minimum every four (4) years, within 12 months of a general election (or on significant change to legislation or other matters which could affect this policy).

<table>
<thead>
<tr>
<th>Action</th>
<th>Date</th>
<th>Minute Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adopted by Council</td>
<td>15 July 2013</td>
<td>13074.2</td>
</tr>
<tr>
<td>Reviewed</td>
<td>1 February 2016</td>
<td>16007.1</td>
</tr>
</tbody>
</table>
1. **Purpose**

   The purpose of this Policy is to ensure effective management of grants funded from external organisations including procurement decisions. The key aim is to:
   - Establish a framework for managing, monitoring and evaluating grants and grant funded initiatives;
   - To ensure consistent and objective analysis of external funding opportunities to ensure alignment with Council’s Strategic Management Plan.

2. **Scope**

   This policy applies to all grants that require applications to be made. The policy applies to all Council staff
   - Where Council is one of a number of partners in a joint external funding application;
   - Where Council auspices an external grant on behalf of another organisation;
   - Where an application is being made for renewal of a currently held grant;
   - Where funding provided approves a grant application with variations to the original proposal.

3. **Definitions**

   “**External Grant**” means any assistance by way of a sum of money or other resource provided to Council by State, Federal or non-government agencies on the condition that the assistance is used for a specified purpose.

   “**Funding agreement**” means a legally enforceable agreement setting out the terms and conditions governing funding determined by the grant-giving organisation. The form of the agreement will depend on the intent of the grant and the degree of control required. The forms of enforceable funding agreements include:
   - Deed;
   - Contract; and/or
   - Exchange of letters.

4. **Policy**

   Many organisations that apply for grants consider it as an easy option to obtain funding, without fully considering the organisation’s requirements and options. As a result, they can be successful in winning a grant, but then find it difficult to manage it. Before applying for a grant, it is important to ensure Council complies with the terms of the grant.

4.1 **Authorisation/approval**

   Formal Council resolution is required prior to grant funding being applied for amounts over $50,000.00 that are not included in the Annual Budget. The Deputy Chief Executive Officer must approve all other requests. Any Grant funding applications that exceed this limit needs to have a business case prepared to justify Council’s decision to proceed with the application.
It is recognised that at times there is a short lead time for external grant applications that does not allow sufficient time for the proper authorisations. Should this occur, the Chief Executive Officer will authorise the application, if the funding application is successful, a report must be provided to Council before the funding agreement is signed.

4.2 Assessment process

Before applying for a grant, an assessment should be carried out on the likely impact of the grant on Council. Questions to consider include:

- Does the grant align with Councils Strategic Management Plan?
- What are the links and/or partnerships it will provide?
- What impacts will it have on Council business?
- Does Council have the capacity and expertise to carry out the task for which they are receiving the grant?
- Are the necessary processes and requirements in place i.e. legal, governance, supervision, record-keeping etc.?
- What are the risks and emerging issues that may affect council’s obligations to fulfil the obligations under the grant?
- Whole of Life cost impacts if relevant
- Councils required contribution (both cash and in-kind)

4.3 Recognition treatment

Grant revenue is generally recognised when the grant funds are received or receivable; for example, where the control of the future economic benefits have been obtained and agreement is enforceable.

Where conditional grant funds are received in:

- advance: a liability would be recognised until the conditions are met.
- arrears: revenue would be recognised once the conditions are met.

4.4 Reporting

An information report must be provided to the Senior Management Team when:

- External Grant Funding applications are successful or unsuccessful;
- The scope of a funded project is significantly changed to the extent that was originally agreed; and
- External Grant Funding expenditure is completed

Appropriate records will be kept in accordance with Councils Records management Policy.

5. Responsibilities

The Deputy Chief Executive Officer is responsible for the implementation of this policy. Relevant Managers and Directors will be required to provide background information and recommendations in relation to applications covered in their areas of work.
6. References:

Local Government Act 1999:

Section 133 states that Council may obtain funds as permitted by or under this or another Act as may otherwise be appropriate in order to carry out its functions under this or another Act i.e. by obtaining grants and other allocations of money.

District Council of Grant Documents:

- Annual Business Plan and Budget
- Strategic Management Plan
- Long Term Financial Plan
- Procurement Policy
- Records Management Policy
- Asset Management Plans

7. Review

This Policy shall be reviewed by the District Council of Grant at minimum every four (4) years, within 12 months of a general election (or on significant change to legislation or other matters which could affect this policy).

<table>
<thead>
<tr>
<th>Action</th>
<th>Date</th>
<th>Minute Reference</th>
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<tr>
<td>Adopted by Council</td>
<td>15 December 2014</td>
<td>14149.1.3</td>
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<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Title</td>
<td>Short description</td>
<td>Comments from Council</td>
</tr>
<tr>
<td>-------</td>
<td>-------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>Combined BBQ/Bar, Storeroom &amp; Change Room</td>
<td>Build new BBQ bar area, cool room, female change rooms</td>
<td>Either Council or Crown land (in care of Council)</td>
</tr>
<tr>
<td>Advertising our town</td>
<td>To purchase pole banners to advertise major town events</td>
<td>Council or Crown land (in care of Council)</td>
</tr>
<tr>
<td>Foreshore Water Play Park</td>
<td>Playground including water play equipment on the foreshore</td>
<td>Council is in the process of undertaking the design works for the Port MacDonnell foreshore upgrade (The Waterfront). This application would further compliment the plans for a new playground in the area. At this stage, it has not been confirmed if the new playground will have water features.</td>
</tr>
</tbody>
</table>

Provisos to Council responses:

- All statutory approvals are obtained at a later time.
- Formal council land owner approval is obtained at a later time.
- The council may negotiate project details at a later time (i.e. an adjustment to the site).
- The cost estimate may be subject to revision due to issues related to the specific site (e.g. provision of power or water to the site).
- If the project is to be sponsored by a household of the council that the terms of the lease are upheld.

Council is willing:
- to sponsor this project (if approved), taking place current (from dropdown box)

Council supports:
- this project, subject to the provisos  to proceed to public voting phase (select from dropdown box)
10.2.3 The Waterfront – Stage 2 Funding Application

**DATE:** 4 October 2017  
**AUTHOR:** Jayne Miller, Community Development Officer  
**RESPONSIBLE OFFICER:** Jane Fetherstonhaugh, Deputy CEO  
**APPLICANT/PROPOSENT:** Nil  
**DISCLOSURE OF INTEREST:** Nil  
**PREVIOUS MEETING:** Nil  
**REFERENCES:** Nil  
**FILE NO:** 14.65.1/4  
**ATTACHMENTS:** FINPOL 16 External Grant Funding Policy  
**IN CONFIDENCE:** No

**PURPOSE OF REPORT:**
To advise Council that The Department of Planning, Transport and Infrastructure funding round for the 2017-18 Open Space and Places for People grant program is now open.

**BACKGROUND:**
Stage 1 of The Waterfront project was budgeted at $1.17M over two financial years: 2017-18 and 2018-19.

Council were successfully funded $585,000 for Stage 1 of The Waterfront, from The Department of Planning, Transport and Infrastructure Open Space and Places for People funding round 2016-17, with Stage 1 to be completed by December 2018.

Stage 1 projects include:
- Jetty Plaza (including public art)
- Boardwalk
- Information Shelter
- Car Park
- Refurbishment of the toilet block
- Project design and management

Council are required to commit 50% of total project funding and so far Council have committed $292,500 in the 2017-18 Annual Budget.

Council need to commit $292,500 in the 2018-19 Annual Budget to comply with the deed conditions of the grant undertaken with The Minister for Planning in June 2016.
Stage 2 has a reduced scope and is budgeted at $615,000 which includes the following projects:

- Little Hunter Playground Area Redevelopment - including approximately 1,200m² of playground area, new shelters with street furniture landscaping & pathways and Rehabilitation of the Lawn Area.
- Standish Street Node - Construct node, new rock walls, feature artwork, street furniture & interpretive signage.
- Fitness stations, tree planting and recreational lawns - Supply and install fitness stations adjacent to new boardwalk, tree planting and recreation lawns.
- Project design and management

COMMENT:
To support the Stage 2 funding application Council would be required to commit 50% of the project cost ($307,500) in contributory funds. Stage 2 would be budgeted over the financial year 2018-19.

Stage 2 funding would be announced December 2017 and projects to be completed by June 2019. Applications close 5pm, 20 October 2017.

A South Australian State Election is scheduled for 17 March 2018. It is unknown if the Open Space and Places for People grant program will continue post-election.

POLICY REQUIREMENTS:
External Grant Funding Policy FINPOL 16

LEGISLATIVE REQUIREMENTS:
There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS:
Goal 1  Physical infrastructure is improved and developed
Outcome 2 Improved Public Spaces
Strategy 1 Implement the Port MacDonnell Master Plan
FINANCIAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>WATERFRONT FUNDING</th>
<th>17-18 ADOPTED BUDGET</th>
<th>17-18 AMENDED BUDGET</th>
<th>18-19 BUDGET</th>
<th>TOTAL</th>
</tr>
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<tbody>
<tr>
<td><strong>STAGE 1</strong></td>
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<tr>
<td><strong>COUNCIL</strong></td>
<td>$292,500</td>
<td>$292,500</td>
<td>$292,500</td>
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<td><strong>DPTI</strong></td>
<td>$292,500</td>
<td>$585,000</td>
<td>$-</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>$585,000</td>
<td>$877,500</td>
<td>$292,500</td>
<td>$1,170,000</td>
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<td><strong>STAGE 2</strong></td>
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<tr>
<td><strong>COUNCIL</strong></td>
<td>$307,500</td>
<td>$307,500</td>
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<tr>
<td><strong>DPTI</strong></td>
<td>$307,500</td>
<td>$307,500</td>
<td>$-</td>
<td>$615,000</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>$615,000</td>
<td>$615,000</td>
<td>$-</td>
<td>$1,785,000</td>
</tr>
</tbody>
</table>

**CONSULTATION:**
Council has established a project management team, to coordinate The Waterfront project ensuring effective project governance. This team ensures speed and flexibility in the resolution of issues or decisions arising from any project activity and includes the following staff:

- Trevor Smart, CEO.
- Jane Fetherstonhaugh, Deputy CEO
- Leith McEvoy, Director Environmental Services
- Adrian Schutz, Works Manager
- Stephanie Mcintosh, Asset Management Coordinator
- Jayne Miller, Community Development Officer
- Kate Gilmore, Executive Support Coordinator

**STAFF RECOMMENDATION:**
That Council:
1. Support submission of an application to Open Space and Places for People 2017-18 grant program to support Stage 2 of The Waterfront Project.
2. Confirm $292,500 for Stage 1 in the 2018-19 Annual Budget.
3. Confirm $307,500 for Stage 2 in the 2018-19 Annual Budget, subject to successful funding application to Open Space/Places for People 2017-18 grant program.
1. **Purpose**

The purpose of this Policy is to ensure effective management of grants funded from external organisations including procurement decisions. The key aim is to:

- Establish a framework for managing, monitoring and evaluating grants and grant funded initiatives;
- To ensure consistent and objective analysis of external funding opportunities to ensure alignment with Council's Strategic Management Plan.

2. **Scope**

This policy applies to all grants that require applications to be made. The policy applies to all Council staff:

- Where Council is one of a number of partners in a joint external funding application;
- Where Council auspices an external grant on behalf of another organisation;
- Where an application is being made for renewal of a currently held grant;
- Where funding provided approves a grant application with variations to the original proposal.

3. **Definitions**

“**External Grant**” means any assistance by way of a sum of money or other resource provided to Council by State, Federal or non-government agencies on the condition that the assistance is used for a specified purpose.

“**Funding agreement**” means a legally enforceable agreement setting out the terms and conditions governing funding determined by the grant-giving organisation. The form of the agreement will depend on the intent of the grant and the degree of control required. The forms of enforceable funding agreements include:

- Deed;
- Contract; and/or
- Exchange of letters.

4. **Policy**

Many organisations that apply for grants consider it as an easy option to obtain funding, without fully considering the organisation’s requirements and options. As a result, they can be successful in winning a grant, but then find it difficult to manage it. Before applying for a grant, it is important to ensure Council complies with the terms of the grant.

4.1 **Authorisation/approval**

Formal Council resolution is required prior to grant funding being applied for amounts over $50,000.00 that are not included in the Annual Budget. The Deputy Chief Executive Officer must approve all other requests. Any Grant funding applications that exceed this limit needs to have a business case prepared to justify Council’s decision to proceed with the application.
It is recognised that at times there is a short lead time for external grant applications that does not allow sufficient time for the proper authorisations. Should this occur, the Chief Executive Officer will authorise the application, if the funding application is successful, a report must be provided to Council before the funding agreement is signed.

4.2 Assessment process
Before applying for a grant, an assessment should be carried out on the likely impact of the grant on Council. Questions to consider include:
- Does the grant align with Council's Strategic Management Plan?
- What are the links and/or partnerships it will provide?
- What impacts will it have on Council business?
- Does Council have the capacity and expertise to carry out the task for which they are receiving the grant?
- Are the necessary processes and requirements in place i.e. legal, governance, supervision, record-keeping etc.?
- What are the risks and emerging issues that may affect council's obligations to fulfil the obligations under the grant?
- Whole of Life cost impacts if relevant
- Councils required contribution (both cash and in-kind)

4.3 Recognition treatment
Grant revenue is generally recognised when the grant funds are received or receivable; for example, where the control of the future economic benefits have been obtained and agreement is enforceable.

Where conditional grant funds are received in:
- advance: a liability would be recognised until the conditions are met.
- arrears: revenue would be recognised once the conditions are met.

4.4 Reporting
An information report must be provided to the Senior Management Team when:
- External Grant Funding applications are successful or unsuccessful;
- The scope of a funded project is significantly changed to the extent that was originally agreed; and
- External Grant Funding expenditure is completed

Appropriate records will be kept in accordance with Council's Records management Policy.

5. Responsibilities
The Deputy Chief Executive Officer is responsible for the implementation of this policy. Relevant Managers and Directors will be required to provide background information and recommendations in relation to applications covered in their areas of work.
6. References:

Local Government Act 1999:

Section 133 states that Council may obtain funds as permitted by or under this or another Act as may otherwise be appropriate in order to carry out its functions under this or another Act i.e. by obtaining grants and other allocations of money.

District Council of Grant Documents:

- Annual Business Plan and Budget
- Strategic Management Plan
- Long Term Financial Plan
- Procurement Policy
- Records Management Policy
- Asset Management Plans

7. Review

This Policy shall be reviewed by the District Council of Grant at minimum every four (4) years, within 12 months of a general election (or on significant change to legislation or other matters which could affect this policy).

<table>
<thead>
<tr>
<th>Action</th>
<th>Date</th>
<th>Minute Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adopted by Council</td>
<td>15 December 2014</td>
<td>14149.1.3</td>
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</table>
10.3 Works Manager
10.4 Director of Environmental Services

11. QUESTIONS WITHOUT NOTICE

12. QUESTIONS ON NOTICE

13. CORRESPONDENCE

14. CONFIDENTIAL ITEMS

15. CLOSURE