



Community Awards and Grants Committee Meeting Minutes

Held on

Wednesday 10 May 2017

Commencing at 4.00pm

Function Room at the Donnybrook Recreation Centre
Steere Street, Donnybrook WA 6239

A handwritten signature in black ink, appearing to read "BGR" followed by a flourish.

Benjamin (Ben) Rose
Chief Executive Officer

19 May 2017

DISCLAIMER

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.



COMMUNITY AWARDS AND GRANTS COMMITTEE MEETING MINUTES

10 May 2017

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SHIRE OF DONNYBROOK BALINGUP

COMMUNITY AWARDS AND GRANTS COMMITTEE

MEETING MINUTES

Held at the Donnybrook Recreation Centre Function Room
on Wednesday, 10 May 2017 at 4.00pm

MEMBERS PRESENT

COUNCILLORS

Cr Mitchell
Cr King
Cr Tan

SHIRE OFFICERS

Ben Rose – Chief Executive Officer
Deb Vanallen – Community Development Team Leader
Bronwyn Hodgson – Community Development Administration
Officer

PUBLIC GALLERY

Nil

APOLOGIES

Cr Dilley

1 PUBLIC QUESTION TIME

Nil

2 DECLARATION OF FINANCIAL/IMPARTIALITY INTEREST

Division 6: Sub-Division 1 of the *Local Government Act 1995*. Care should be taken by all Councillors to ensure that a financial/impartiality interest is declared and that they refrain from voting on any matter, which is considered to come within the ambit of the Act.

Cr Dawn Tan declared an Interest Affecting Impartiality for item 5.1.1 - 2017/18 Community Grants Scheme as she is a member of the Community Resource Centre (Preston Press)

Cr King declared an Interest Affecting Impartiality for item 5.1.1 - 2017/18 Community Grants Scheme as he is a member of the Balingup District Tourism Association and Balingup Historical Group.

Deb Vanallen, Community Development Team Leader, declared an Interest Affecting Impartiality for item 5.1.1 - 2017/18 Community Grants Scheme as she is a member of the Balingup District Tourism Association and Balingup Progress Association Subgroup – Telling Tales.

Full details of the Community Grants Funding Scheme are outlined in the Information Kit and Guidelines at Attachment 5.1.1(2). This document includes details of eligibility, ineligibility, how to apply and the assessment criteria which will be used. Application forms are also available for each funding category.

The new Community Grant Funding Scheme differs in a number of areas to the previous Community Grants Policy/Guidelines. Of significance is the timing/closing date for applications.

Under the new Community Grant Funding Scheme, applicants for Minor Community Grants, Minor Event Sponsorship, Waiver of Fees, Donations and KidSport can apply at any time throughout the year. These applications, up to a maximum of \$500, are now assessed internally throughout the year and approved/not approved by the Chief Executive Officer under delegated authority. This has enabled the Shire to be more responsive to requests for minor applications for funding assistance and aids in simplifying and streamlining the assessment process.

Requests for funding for Major Community Grants and Major Event Sponsorship Funding required applicants to apply as part of an annual funding round. This year's funding round opened in early March, 2017 and closed on 28 April, 2017. A number of groups requested an extension and applications were accepted up until 4.30pm on 1 May, 2017. The Grant Funding Information Kit, Guidelines and Application forms have been available for collection and download from the Shire's website and Shire officers have met with numerous groups to discuss projects.

Comment

Several applications were received for Minor Community Grants, Minor Event Sponsorship, Waiver of Fees, Donations and KidSport. These will be assessed internally and approved / not approved by the Chief Executive Officer under delegated authority.

Applications are to be reviewed by the Community Grants and Awards Committee against the relevant Assessment Sheet (Attachment 5.1.1(3)). Officers have presented recommendations to the Committee within Attachment 5.1.1(1), to assist the Committee's decision making.

A total of ten Major Community Grants and Major Event Sponsorship Funding applications have been received for consideration in the 2017/2018 Budget. These consist of:

- Six applications for the Major Community Grants, totalling \$9,645.00.
- Four applications for the Major Event Sponsorship, totalling \$8,000.00.
- Recurrent funding applications.

An overview of the applications received is provided in Attachment 5.1.1(1). To date, three applications have been received for recurrent funding. It is anticipated that further recurrent funding applications will be received before the end of the financial year. These applications will be submitted to Council as part of the annual budget review process.

Consultation

No external consultation is required for the recommendation-making process of the Committee.

Policy

Shire of Donnybrook Balingup Community Grants Scheme Guidelines.

Statutory

N/A

Voting Implications

Simple majority.

Financial Implications

- \$7,500 is allocated each year in the Major Community Grants pool
- \$7,500 is allocated each year in the Major Event Sponsorship pool
- \$3,000 is allocated each year in the Minor Community Grants pool
- \$3,000 is allocated each year in the Minor Event Sponsorship pool
- \$2,000 is allocated each year in Cash Donations
- \$2,000 is allocated each year in Non-cash donations and waiver of fees
- \$10,000 is available through the KidSport funding program

These are indicative figures only and are subject to variation by Council during Budget deliberations. Council may also consider incorporating a CPI increase in funds available to Community Grants.

Strategic Implications

Outcome 2 - The welfare needs of the community are met; and

Outcome 9 - Community participation in recreation, leisure and cultural activities.

Committee's Recommended Resolution (Officer's Recommended Resolution)

Moved: Cr Tan

Seconded: Cr Mitchell

That the Community Grants Committee prioritises the applications received for the Community Grants Funding Scheme in accordance with Attachment 5.1.1(1) and submits these recommendations to Council for consideration for endorsement in the 2017/2018 financial year Budget.

Carried 3/0

6 CLOSURE OF MEETING

The Chairperson advised the date of the next Community Grants and Awards Committee meeting will be held as needed.

The Chairperson declared the meeting closed at 4.55pm.

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| These Minutes were confirmed as a true and accurate record of the Community Awards and Grants Committee Meeting held on _____ | | |
| | | |
| Shire President | | Presiding Member |