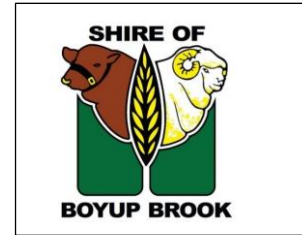


Date: 21 August 2023

To: Shire President
Deputy Shire President
Councillors



COMMUNITY GRANTS COMMITTEE MEETING AGENDA

A Community Grants Committee Meeting will be held in the Council Chambers on 24 August 2023 at 5:00pm to consider community grants submissions.

A handwritten signature in black ink, appearing to read "Long", is positioned above the printed name.

Leonard Long
Chief Executive Officer

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| | | |
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AGENDA

1. DECLARATION OF OPENING

The Presiding Member declared the meeting open atpm.

Acknowledgement of Traditional Custodians:

We acknowledge and pay our respects to the Traditional Custodians of the land on which we meet and work.

2. RECORD OF ATTENDANCE

2.1 ATTENDANCE

Committee

Deputy Shire President
Councillors

Cr Helen O'Connell
Cr Sarah Alexander
Cr Steele Alexander
Cr Charles Caldwell
Cr Darren King
Cr Kevin Moir
Cr Adrian Price

Council Officers

Chief Executive Officer
Community Development Officer
Executive Officer

Leonard Long
Nicola Jones
Maggie Le Grange

2.2 APOLOGIES

Shire President
Councillor

Cr Richard Walker
Cr Philippe Kaltenrieder

3. DECLARATIONS OF INTEREST

3.1 FINANCIAL AND / OR PROXIMITY INTEREST

3.2 DISCLOSURES OF IMPARTIALITY INTEREST THAT MAY CAUSE CONFLICT

4. PREVIOUS MEETING MINUTES

4.1 COMMUNITY GRANTS COMMITTEE MEETING MINUTES – 2 JUNE 2022

OFFICER RECOMMENDATION GC 23/08/...

That the minutes of the Community Grants Committee Meeting held on 2 June 2022 be confirmed as being a true and accurate record.

Moved:

Seconded:

.....

4.2 COMMUNITY GRANTS COMMITTEE MEETING MINUTES – 23 JUNE 2022

OFFICER RECOMMENDATION GC 23/08/...

That the minutes of the Community Grants Committee Meeting held on 23 June 2022 be confirmed as being a true and accurate record.

Moved:

Seconded:

.....

5. REPORT

5.1 COMMUNITY SERVICES

| 5.1.1 COMMUNITY GRANTS ASSESSMENT 2023 -2024 | |
|-----------------------------------------------------|---------------------------------------------|
| File Ref: | FM/25/008 |
| Previous Items: | Nil |
| Applicant: | Nil |
| Author and Title: | Nicola Jones, Community Development Officer |
| Declaration of Interest: | Nil |
| Voting Requirements: | Simple Majority |
| Attachment Number: | Nil |

OFFICER RECOMMENDATION GC 23/08/...

That the Committee recommend Council:

- 1. Approve a grant as follows, to the Country Music Club of Boyup Brook inc:**
 - a) Financial grant of \$9,000**
 - b) In-kind grant to the value of \$6,000**
- 2. Approve a grant of \$6,933 to CoMHAT.**
- 3. Approve a grant of \$5,285 to the Boyup Brook Tennis Club.**
- 4. Approve a grant of \$3,000 to the Blackwood Basin Group.**
- 5. Approve a grant of \$8,782 to the Boyup Brook Golf Club.**
- 6. Request the Chief Executive Officer advise the following community groups that they were not successful in obtaining a grant in the 2023-2024 grants submission.**
 - a) Community Resource Centre**
 - b) Boyup Brook Pistol Club**
 - c) Hope Community Fellowship**
 - d) Mayanup Horse and Pony Club**
 - e) Boyup Brook Cricket Club**
 - f) Boyup Brook Tourism Association inc**
 - g) Tonebridge Country Club inc**
 - h) UBAS**
- 7. Request the Chief Executive Officer to prepare an amended F.02 Guidelines for Community Grants Policy by inter alia capping the amount of any one grant submission to \$5,000 per applicant.**

Moved:

Seconded:

.....

SUMMARY

The Community Grants Program aims to strengthen and enhance the social wellbeing, development, and sustainability of the Shire of Boyup Brook community.

Grants are awarded to local not-for-profit community organisations to support projects that will benefit groups and the broader community to support the strategic development and organisation capacity building of local community groups.

BACKGROUND

This year the program is oversubscribed, with the Shire supporting many large capital projects, \$40,000 was allocated for Community Grants in the budgeting process. Whilst this amount is less than the 2% as per Policy, it still sits within the policy guidelines as the amount determined is to be up to and not exceed 2%.

REPORT DETAIL

To ensure the consideration of grant submission are unbiased officers developed a matrix which takes the following criteria into consideration:

- Percentage of own contribution in relation to the requested amount. The higher the groups own contribution the higher the score. This method does not discriminate against smaller clubs that cannot afford large contributions.
- Successful grant submissions over the past three (3) years.
 Successful grant in 22/23 = 0 Unsuccessful grant in 22/23 = 3
 Successful grant in 21/22 = 1 Unsuccessful grant in 21/22 = 3
 Successful grant in 20/21 = 2 Unsuccessful grant in 20/21 = 3

Using the matrix model the following scoring was determined:

| <u>Rank</u> | <u>Name</u> | <u>Requested Amount</u> | <u>Recommended Amount</u> |
|--------------------|---------------------------------------|--------------------------------|----------------------------------|
| 1 | Country Music Club of Boyup Brook Inc | \$21,000 | \$15,000 |
| 1 | CoMHAT | \$6,933 | \$6,933 |
| 3 | Boyup Brook Tennis Club | \$5,285 | \$5,285 |
| 3 | Blackwood Basin Group | \$3,000 | \$3,000 |
| 5 | Community Resource Centre | \$1,400 | Maintenance |
| 6 | Boyup Brook Golf Club | \$10,000 | \$8,782 |
| 7 | Boyup Brook Pistol Club | \$5,000 | |
| 7 | Hope Community Fellowship | \$2,273 | |

| | | | |
|----|-------------------------------------|-----------------|----------------|
| 7 | Mayanup Horse & Pony Club | \$4,000 | |
| 10 | Boyup Brook Cricket Club | \$1,000 | |
| 10 | Boyup Brook Tourism Association Inc | \$1,000 | |
| 12 | Tonebridge Country Club Inc | \$5,688 | |
| 12 | UBAS | \$13,260 | |
| | | | \$39,000 |
| | | Allocated Funds | \$40,000 |
| | | Available Funds | \$1,000 |

The following is the actual matrix scoring per submission:

The submission from the Community Resource Centre is considered to be maintenance, which is the responsibility of the Shire, as such the submission has been deemed null and void.

| Community Resource Centre | | |
|---------------------------------|------------------|----|
| Purpose | verandah upgrade | |
| Total Project Cost | \$ 1,900.00 | |
| Request \$ + in-kind | \$ 1,400.00 | |
| Council in-kind Contribution \$ | \$ - | |
| Own Contribution | \$ 500.00 | |
| Org In-kind Contribution \$ | \$ - | |
| Own Contribution % | 36% | 3 |
| Received grant 22/23 | No | 3 |
| Received grant 21/22 | No | 3 |
| Received grant 20/21 | Yes | 2 |
| | | 11 |

| Boyup Brook Tennis Club | | |
|---------------------------------|---------------------------------------------------------------|---|
| Purpose | Clubhouse perimeter fence, security cameras and sensor lights | |
| Total Project Cost | \$6,626.36 | |
| Request \$ + in-kind | \$5,285.45 | |
| Council in-kind Contribution \$ | \$0.00 | |
| Own Contribution | \$1,340.91 | |
| Org In-kind Contribution \$ | \$750.00 | |
| Own Contribution % | 40% | 3 |
| Received grant 22/23 | No | 3 |
| Received grant 21/22 | No | 3 |
| Received grant 20/21 | No | 3 |
| | | 1 |
| | | 2 |

| Tonebridge Country Club Inc | | |
|---------------------------------|------------------------------------------------------------------|---|
| Purpose | Demolish and replace existing bbq with brick bbq and accessories | |
| Total Project Cost | \$5,687.55 | |
| Request \$ + in-kind | \$5,687.55 | |
| Council in-kind Contribution \$ | \$0.00 | |
| Own Contribution | \$0.00 | |
| Org In-kind Contribution \$ | \$850.00 | |
| Own Contribution % | 15% | 1 |
| Received grant 22/23 | Yes | 0 |
| Received grant 21/22 | Yes | 1 |
| Received grant 20/21 | Yes | 2 |
| | | 4 |

| Country Music Club of Boyup Brook Inc | | |
|---------------------------------------|------------------------|----|
| Purpose | Country Music Festival | |
| Total Project Cost | \$518,700 | |
| Request \$ + in-kind | \$21,000 | |
| Council in-kind Contribution \$ | \$6,000 | |
| Own Contribution | \$250,000 | |
| Org In-kind Contribution \$ | \$0 | |
| Own Contribution % | 1190% | 10 |
| Received grant 22/23 | Yes | 0 |
| Received grant 21/22 | Yes | 1 |
| Received grant 20/21 | Yes | 2 |
| | | 13 |

| Boyup Brook Pistol Club | | |
|---------------------------------|-----------------------------------|----|
| Purpose | Upgrading 50 metre shooting range | |
| Total Project Cost | \$0.00 | |
| Request \$ + in-kind | \$5,000.00 | |
| Council in-kind Contribution \$ | \$0.00 | |
| Own Contribution | \$7,000.00 | |
| Org In-kind Contribution \$ | \$3,000.00 | |
| Own Contribution % | 200% | 10 |
| Received grant 22/23 | No | 3 |
| Received grant 21/22 | Yes | 1 |
| Received grant 20/21 | No | 3 |
| | | 7 |

| CoMHAT | | |
|---------------------------------|---------------------------------------------|----|
| Purpose | Community Colour Run and Wellness Workshops | |
| Total Project Cost | \$20,250.00 | |
| Request \$ | \$6,933.00 | |
| Council in-kind Contribution \$ | \$0.00 | |
| Own Contribution | \$11,250.00 | |
| Org In-kind Contribution \$ | \$0.00 | |
| Own Contribution % | 162% | 10 |
| Received grant 22/23 | Yes | 0 |
| Received grant 21/22 | Yes | 1 |
| Received grant 20/21 | Yes | 2 |
| | | 13 |

| Blackwood Basin Group | | |
|---------------------------------|------------------------|----|
| Purpose | Bees n weeds workshops | |
| Total Project Cost | \$4,500.00 | |
| Request \$ + in-kind | \$3,000.00 | |
| Council in-kind Contribution \$ | \$0.00 | |
| Own Contribution | \$0.00 | |
| Org In-kind Contribution \$ | \$1,500.00 | |
| Own Contribution % | 50% | 5 |
| Received grant 22/23 | No | 3 |
| Received grant 21/22 | Yes | 1 |
| Received grant 20/21 | No | 3 |
| | | 12 |

| Hope Community Fellowship | | |
|---------------------------------|---------------------------------------------------------|----|
| Purpose | Front yard upgrade including handrails and reticulation | |
| Total Project Cost | \$4,545.44 | |
| Request \$ + in-kind | \$2,272.72 | |
| Council in-kind Contribution \$ | \$0.00 | |
| Own Contribution | \$1,818.18 | |
| Org In-kind Contribution \$ | \$454.54 | |
| Own Contribution % | 100% | 10 |
| Received grant 22/23 | No | 3 |
| Received grant 21/22 | Yes | 1 |
| Received grant 20/21 | No | 3 |
| | | 7 |

| UBAS | | |
|---------------------------------|---------------------------------------------------------------------------------------|---|
| Purpose | Retaining wall and ramp at ablutions and concrete floor with drainage in cattle yards | |
| Total Project Cost | \$14,731.00 | |
| Request \$ + in-kind | \$13,260.00 | |
| Council in-kind Contribution \$ | \$0.00 | |
| Own Contribution | \$1,371.00 | |
| Org In-kind Contribution \$ | \$750.00 | |
| Own Contribution % | 16% | 1 |
| Received grant 22/23 | Yes | 0 |
| Received grant 21/22 | Yes | 1 |
| Received grant 20/21 | Yes | 2 |
| | | 4 |

| Boyup Brook Golf Club | | |
|---------------------------------|-----------------|----|
| Purpose | Kitchen upgrade | |
| Total Project Cost | \$50,000.00 | |
| Request \$ + in-kind | \$10,000.00 | |
| Council in-kind Contribution \$ | \$0.00 | |
| Own Contribution | \$10,000.00 | |
| Org In-kind Contribution \$ | \$10,000.00 | |
| Own Contribution % | 200% | 10 |
| Received grant 22/23 | No | 3 |
| Received grant 21/22 | No | 3 |
| Received grant 20/21 | No | 3 |
| | | 9 |

| Mayanup Horse & Pony Club | | |
|---------------------------------|----------------------------------------------|----|
| Purpose | Transportable storage facility for equipment | |
| Total Project Cost | \$9,222.29 | |
| Request \$ + in-kind | \$4,000.00 | |
| Council in-kind Contribution \$ | \$0.00 | |
| Own Contribution | \$1,403.64 | |
| Org In-kind Contribution \$ | \$3,500.00 | |
| Own Contribution % | 123% | 10 |
| Received grant 22/23 | No | 3 |
| Received grant 21/22 | Yes | 1 |
| Received grant 20/21 | No | 3 |
| | | 7 |

| | | |
|---------------------------------|----------------------------------------------|---|
| Community Group | Boyup Brook Cricket Club | |
| Purpose | Transportable storage facility for equipment | |
| Total Project Cost | \$1,000.00 | |
| Request \$ + in-kind | \$1,000.00 | |
| Council in-kind Contribution \$ | \$0.00 | |
| Own Contribution | \$0.00 | |
| Org In-kind Contribution \$ | \$0.00 | |
| Own Contribution % | 0% | 0 |
| Received grant 22/23 | Yes | 0 |
| Received grant 21/22 | No | 3 |
| Received grant 20/21 | No | 3 |
| | | 6 |

| | | |
|---------------------------------|-----------------------------------------------------------------------|---|
| Community Group | Boyup Brook Tourism Association Inc | |
| Purpose | Support for promoting the Walk on the Wild Side event in October 2023 | |
| Total Project Cost | \$1,000.00 | |
| Request \$ + in-kind | \$1,000.00 | |
| Council in-kind Contribution \$ | \$0.00 | |
| Own Contribution | \$0.00 | |
| Org In-kind Contribution \$ | \$0.00 | |
| Own Contribution % | 0% | 0 |
| Received grant 22/23 | Yes | 0 |
| Received grant 21/22 | No | 3 |
| Received grant 20/21 | No | 3 |
| | | 6 |

SHIRE OF BOYUP BROOK STRATEGIC COMMUNITY PLAN 2021 – 2031

| | |
|------------------------|---------------------------------------------------------------------------------------------------------------------------|
| Key Imperatives | Built Environment |
| Outcome | Provide sustainable infrastructure that serves the current and future needs of the community |
| Objective | Construct / redevelop community and sporting facilities in a manner that maximises their life span, capacity and function |

| | |
|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Key Imperatives | Social and Community |
| Outcome | Support a healthy, active, vibrant community |
| Objective | Facilitate access to health facilities, services and programs to achieve good general and mental health wellbeing in the community. Promote community participation, interactions and connections |
| Outcome | Encourage the preservation of our culture, heritage and history |
| Objective | Support and promote community events and activities |

| | |
|------------------------|-----------------------------------------------------------|
| Key Imperatives | Economic Development |
| Outcome | Support a strong and inclusive economy |
| Objective | Promote the town as a great place to visit, stay and live |

| | |
|------------------------|--------------------------------------------------------------|
| Key Imperatives | Natural Environment |
| Outcome | Manage natural resources sustainably |
| Objective | Manage and conserve the natural environment, lands and water |

OTHER STRATEGIC LINKS

Nil

STATUTORY ENVIRONMENT

Nil

SUSTAINABILITY AND RISK CONSIDERATION

Economic – (Impact on the Economy of the Shire and Region)

There will be a positive economic impact to the Shire and region with funds being utilised in the Shire and region. This includes upgraded facilities and tourism, with recipients engaging with local businesses and trades where appropriate.

Social – (Quality of life to community and / or affected landowners)

Upgraded facilities and events will bring about a sense of community connectedness along with tourists visiting the Shire and region from across Western Australia and at times, Australia.

POLICY IMPLICATIONS

F.02 Guidelines for Community Grants Policy.

RISK MANAGEMENT IMPLICATIONS

Shire of Boyup Brook's commitment to the identification and management of risk that may impact on the achievement of its business objectives.

| Risk Level | Comment |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| Low | There are no obvious risks associated with using the matrix system which determines a rank for each application in a fair and unbiased manner. |

CONSULTATION

Nil

RESOURCE IMPLICATIONS

Financial

The cost of funding the recommended grants are contained in the adopted 2023-24 budget.

Workforce

Nil

End

6. CLOSURE

There being no further business the meeting closed at ... pm

Presiding Member

Date