



File Code OR.MTG 6/3/2

3 April 2017

## NOTICE OF MEETING

Dear Committee Member

The next Grants Selection Committee meeting will be held on **Tuesday 11 April 2017** commencing at **5.30pm** in the Committee Meeting Room.

Yours sincerely

A handwritten signature in black ink, appearing to read "Jonathan Throssell".

**Jonathan Throssell**  
**CHIEF EXECUTIVE OFFICER**

### **Please Note**

If any committee member has a query regarding a report item or requires additional information in relation to a report item, please contact the senior officer (noted in the report) prior to the meeting.



## **AGENDA**

### **GRANTS SELECTION COMMITTEE MEETING**

**11 APRIL 2017**

#### **ATTENTION/DISCLAIMER**

The purpose of this Committee Meeting is to discuss and make recommendations to Council about items appearing on the agenda and other matters for which the Committee is responsible. The Committee has no power to make any decisions which are binding on the Council or the Shire of Mundaring unless specific delegation of authority has been granted by Council. No person should rely on or act on the basis of any advice or information provided by a Member or employee, or on the content of any discussion occurring, during the course of the Committee Meeting.

The Shire of Mundaring expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a Member or employee, or the content of any discussion occurring during the course of the Committee Meeting.

## LEGEND

To assist the reader, the following explains the method of referencing used in this document:

<b>Item</b>	<b>Example</b>	<b>Description</b>
Page Numbers	GSC1.APRIL 2017 (GSC2, GSC3 etc)	Sequential page numbering of GSC Agenda or Minutes for April 2017
Item Numbers	8.1 (8.2, 8.3 etc)	Sequential numbering of reports under the heading "8.0 Reports of Officers"
Committee Decision Reference	DGSC3.04.17	Committee Decision number 3 from GSC meeting April 2017

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**GRANTS SELECTION COMMITTEE MEETING  
COMMITTEE MEETING ROOM**

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**1.0 OPENING PROCEDURES**

**1.1 Announcement of Visitors**

**1.2 Record of Attendance/Apologies/Approved Leave of Absence**

<b>Members</b>	Cr Jeans (Presiding Person)	Central Ward
	Cr Daw (Deputy Presiding)	East Ward
	Cr Lavell	South Ward
	Cr Martin	South Ward

<b>Staff</b>	Kaye Abel	Manager Libraries & Community Engagement
	Tracey Peacock	Grants & Volunteers Advisor

<b>Leave of Absence</b>	Cr Cuccaro	West Ward
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**Apologies**

**Absent**

**Guests**

**Members of the Public**

**Members of the Press**

**2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

**3.0 DECLARATION OF INTEREST**

**3.1 Disclosure of Financial Interest and Proximity Interests**

Members must disclose the nature of their interest in matters to be discussed at the meeting (Sections 5.60B and 5.65 of the *Local Government Act 1995*).

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting (Sections 5.70 and 5.71 of the *Local Government Act 1995*).

**3.2 Disclosure of Interest Affecting Impartiality**

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice (Shire of Mundaring Code of Conduct, Local Government (Admin) Reg. 34C).

#### **4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

#### **5.0 PUBLIC QUESTION TIME**

(LIMIT OF 15 MINUTES)

15 minutes (with a possible extension of 2 extra 15 minute periods) are set aside at the beginning of each Council meeting to allow members of the public to ask questions of Council.

Public Question Time is to be conducted in accordance with Shire of Mundaring Meeting Procedures Local Law 2015.

#### **6.0 CONFIRMATION OF MINUTES**

That the minutes of the meeting of the Grants Selection Committee held 11 October 2016 be confirmed.

#### **7.0 PRESENTATIONS**

##### **7.1 Deputations**

- (1) Members of the public may, during the deputations segment of the order of business and with the consent of the Presiding Member, make a public statement on any matter that appears on the agenda for that meeting provided that –
  - a) the deputation is limited to a maximum of 3 minutes, unless otherwise determined by the Presiding member;
  - b) the deputation is not offensive or defamatory in nature, providing that the Presiding Member has taken all reasonable steps to assist the member of the public to phrase the statement in a manner that is not offensive or defamatory; and
  - c) no discussion or questions relating to the deputation are permitted, unless otherwise determined by the Presiding Member.
- (2) Fifteen minutes is to be allocated for deputations.
- (3) Once all statements have been made, nothing prevents the unused part of the deputation time period from being used for other matters.
- (4) If the 15 minute period set aside for deputations is reached, Council may resolve by resolution that statement time be extended for no more than two 15 minute extensions.

## **7.2 Petitions**

- (1) A petition is to –
  - a) be addressed to the President;
  - b) be made by electors of the district;
  - c) state the request on each page of the petition;
  - d) contain the legible names, addresses and signatures of the electors making the request;
  - e) contain a summary of the reasons for the request;
  - f) state the name of the person to whom, and an address at which, notice to the petitioners can be given; and
  - g) not contain offensive or insulting language.
  
- (2) On the presentation of a petition –
  - a) the member presenting it or the CEO is confined to reading the petition; and
  - b) the only motion that is in order is that the petition be received and that it be referred to the CEO for action.
  
- (3) At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless –
  - a) The matter is the subject of a report included in the agenda; and
  - b) The Council has considered the issues raised in the petition.

## **7.3 Presentations**

Nil.

## 8.0 REPORTS OF EMPLOYEES

### 8.1 Matching Grant Applications

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<b>Date of Report</b>	22 March 2017
<b>Author</b>	Tracey Peacock, Grants & Volunteers Advisor
<b>Senior Employee</b>	Megan Griffiths, Director Strategic & Community Services
<b>Disclosure of Any Interest</b>	Nil

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The 2016/2017 Matching Grant program was allocated a budget of \$29,045. \$14,522.50, being 50% of the overall budget, was allocated to the first round of the grant with only \$8799 being expended. The remaining funds were allocated to this round; therefore a budget of \$20,246 is available. Applications closed on 3 March 2017.

Two applications, from Chidlow Junior Football Club and Eastern Hills Senior High School Parents & Citizens Association were ineligible due to un-acquitted prior grants. One application, received from Avon Recovery Centre Inc. did not progress, as the group has not sought planning approval for the proposed project.

Nine eligible applications were received, with the requests totalling \$12,077.

The nine applications to be considered by the Committee are as follows:

- Perth Hills and Wheatbelt Band ..... \$1590
- Perth Hills United Football Club. .... \$1072
- Darlington Primary School Parents & Citizens Association..... \$2000
- Anglican Parish of Darlington-Bellevue..... \$1320
- Darlington Junior Football Club..... \$1000
- Mundaring Netball Club..... \$720
- Eastern Hills Horse and Pony Club..... \$2000
- Helena Valley Primary School Parents & Citizens Association ..... \$2000
- Darlington Pony Club ..... \$375

The applicants are seeking funds to purchase equipment, undertake minor capital works/upgrades of facilities and for promotional material. All of these activities fall within the grant guidelines.

It is recommended that all applications be accepted.

The request for funds can be met within the allocated budget. Approval of these requests will leave an amount of \$8169 unexpended from the 2016/2017 Matching Grant budget.



## **BACKGROUND:**

The Matching Fund Grant will provide up to a maximum of \$2000 or 50% of the total project cash cost, whichever is the lesser amount. While in kind contribution to the project is encouraged, this cannot be used as a matching component to Shire funding. Matching funding may be sourced through the group's own fundraising activities, other grant applications or sponsorship for that project.

The grant was promoted in the community through advertisements in two local newspapers, on Shire of Mundaring Community Grant website and Facebook page, through the community group email network and paper advertisements posted on noticeboards as well as via volunteer group email network.

In addition to meeting the selection criteria, the Grants Selection Committee, as outlined in the program guidelines, will also take into consideration:

- Partnerships where two or more community groups will benefit directly from the project.
- The equitable distribution of funds across the geographic communities of the Shire of Mundaring.

The Matching Grant provides the Shire with opportunities for positive promotion. The Grant Guidelines and Agreement outline the requirement, on acceptance of funding, that the groups acknowledge the support they receive from Shire of Mundaring. This helps people understand one of the ways Shire revenue is spent in the local community. It may also encourage other community organisations undertaking similar activities to consider approaching the Shire for a grant. The types of promotion include:

- A Council representative to attend and participate in the launch of a completed project.
- Verbal acknowledgement of the Shire's support during speech activities.
- Articles in the media about Shire support of the project.
- Shire's name or logo on any promotional material.
- Displaying Shire signage at the site of the project.

## **STATUTORY / LEGAL IMPLICATIONS:**

Council has delegated authority to the Grants Selection Committee to grant Milestone Event Grants, Community Event Grants and Matching Grants (Delegation COM-48).

## **POLICY IMPLICATIONS:**

This grant is in line with the Shire's Community Funding Policy CD-02.

## **FINANCIAL IMPLICATIONS:**

The funding applications can be met within the allocated budget.

## **STRATEGIC IMPLICATIONS:**

Supports Strategic Community Plan 2026:

- Objective 2.2- Residents of all ages, needs and backgrounds are engaged and supported by their community; and
- Objective 2.3 A strong and localised community spirit; and
- Objective 2.4 A place of vibrant culture and arts.

## **SUSTAINABILITY IMPLICATIONS**

- Social

Shire of Mundaring has developed this financial assistance program in order to effectively and as far as possible equitably provide funds to local community groups to undertake projects in the Shire. Such projects meet identified community needs, promote active participation of local residents, build community strength and enhance the image of the Shire.

## **RISK IMPLICATIONS:**

Council faces a reputational risk if the Community Grants Program budget is not expended in an effective, strategic and equitable manner. The risk is mitigated through ongoing and periodic review of the program.

The risk of funds mismanagement by grant recipients is mitigated through the eligibility and assessment process, where groups must provide evidence of their capacity to complete and acquit the project or event.

## **CONSULTATION:**

Consultation was undertaken with applicant groups and referees as required.

## **COMMENT:**

All applications have been reviewed and a report compiled (**Attachment 1**).

All applications meet the eligibility and limitation requirements as outlined in the guidelines.

- Perth Hills and Wheatbelt Band seeks funds to purchase a trailer for the transport of music equipment.
- Perth Hills United Football Club seeks funds to purchase a line marking machine.
- Darlington Primary School Parents & Citizens Association seeks funds to construct a Nature Play Connection Zone.
- Anglican Parish of Darlington-Bellevue seeks funds for signage to complement the heritage character of the precinct.

- Darlington Junior Football Club seeks funds to purchase canteen equipment.
- Mundaring Netball Club seeks funds to purchase player uniforms.
- Eastern Hills Horse and Pony Club seeks funds to purchase a laser pistol for use in training for tetrathlon events.
- Helena Valley Primary School Parents & Citizens Association seeks funds to purchase and erect a storage shed.
- Darlington Pony Club seeks funds to purchase show jumping equipment.

In the current round 67% of eligible applications received were from groups located in South Ward and 33% from Central Ward. There were no eligible applications received from groups located in East and West Wards.

**VOTING REQUIREMENT:**

Simple Majority.

**RECOMMENDATION**

That the Committee resolves to award Matching Grants to the total value of \$12,077 to:

- Perth Hills and Wheatbelt Band ..... \$1590
- Perth Hills United Football Club... ..... \$1072
- Darlington Primary School Parents & Citizens Association..... \$2000
- Anglican Parish of Darlington-Bellevue..... \$1320
- Darlington Junior Football Club..... \$1000
- Mundaring Netball Club..... \$720
- Eastern Hills Horse and Pony Club..... \$2000
- Helena Valley Primary School Parents & Citizens Association ..... \$2000
- Darlington Pony Club ..... \$375

## 8.2 Giving Back Milestone Event Grant Applications

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<b>Date of Report</b>	22 March 2017
<b>Author</b>	Tracey Peacock, Grants & Volunteers Advisor
<b>Senior Employee</b>	Megan Griffiths, Director Strategic & Community Services
<b>Disclosure of Any Interest</b>	Nil

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### **SUMMARY:**

The 2016/2017 Annual Milestone Event Grant program was allocated a budget of \$2500. Applications closed on 3 March 2017.

Three applications were received, with the requests totalling \$7500. One application, received from Wooroloo Swimming Club was ineligible due to an un-acquitted prior grant.

The two applications to be considered by the Committee are as follows:

- Swan View Primary School Parents & Citizens Association .....\$2500
- Riding for the Disabled Association Hills Group .....\$2500

The applicants are seeking funds to assist with acknowledgement and celebration of significant milestone anniversaries. The activities fall within the grant guidelines.

It is recommended that the application from Swan View Primary School Parents & Citizens Association be approved. The event is to celebrate a very significant milestone, encompassing 75 years of education. The event is also anticipated to draw a significant number of people, estimated at a minimum of 1000. In comparison to the other applicant, Swan View Primary School Parents & Citizens Association has received little past financial support from Council through the Community Grants Program. The event and the activities leading up to it, offer the opportunity for hands on involvement of the whole school community, and the wider community will be invited to share in the celebrations.

As only one grant can be allocated, it is recommended that the application from Riding for the Disabled Association Hills Group not be approved.

### **BACKGROUND:**

As part of its commitment to volunteering in the local community, Shire of Mundaring adopted a Volunteer Support Policy in 2004. In response to this policy, the Giving Back Program was developed and originally launched in

March 2005. Previous applications for this grant program have been presented to Council for its decision on the successful applicant. The Grants Selection Committee (GSC) was delegated the authority to determine the recipient/s of the Milestone Event Grant in April 2010 (COM-48).

This program recognises volunteer contributions to the community by providing Council funding to support the following initiatives:

### **Recognition Events**

Council has in this current financial year expended \$1200 of the \$3000 allocated for the Recognition Event Grants. Four community organisations received this grant to the value of \$300 each, to assist them to hold an event that highlights the contribution their work has made to their local community. The Chief Executive Officer approved these grants under delegated authority (CE-144).

### **Milestone Events**

To assist in hosting a major recognition event for its members, local organisations that have achieved a significant milestone or developmental stage will be funded by Council to the value of \$2500. This funding can be used to cover the cost of a larger scale event, which might include catering, advertising, entertainment or venue hire.

### **Judging Process**

When judging the awards, GSC is to give consideration to the following criteria:

1. The contribution the host organisation is making to the event;
2. The benefit the event will bring to volunteers;
3. The consultation that took place with volunteers to determine that the proposed event is supported;
4. How the Shire of Mundaring contribution is going to be recognised; and
5. How the success of the event will be determined.

Council may decide not to approve any applications.

### **STATUTORY / LEGAL IMPLICATIONS:**

Council has delegated authority to the Grants Selection Committee to grant Milestone Event Grants, Community Event Grants and Matching Grants (Delegation COM-48).

### **POLICY IMPLICATIONS:**

As part of its commitment to volunteering in the local community, the Shire of Mundaring adopted a Volunteer Support Policy in 2004. The aim of this policy is:

- to promote volunteering in the community
- to provide training for volunteer groups
- to recognise the efforts of volunteers

This grant is in line with the Shire's Community Funding Policy CD-02.

**FINANCIAL IMPLICATIONS:**

The funding applications can be met within the allocated budget.

**STRATEGIC IMPLICATIONS:**

Supports Strategic Community Plan 2026:

- Objective 2.2- Residents of all ages, needs and backgrounds are engaged and supported by their community; and
- Objective 2.3 A strong and localised community spirit; and
- Objective 2.4 A place of vibrant culture and arts.

**SUSTAINABILITY IMPLICATIONS**

- Social

Council support of community groups accessing grants assists those groups to undertake their activities and contribute to the provision of cultural, leisure and recreation facilities and services within the community.

- Economic

Council support of community projects facilitates consumer spending and business investment in the local economy.

**RISK IMPLICATIONS:**

Council faces a reputational risk if the Community Grants Program budget is not expended in an effective, strategic and equitable manner. The risk is mitigated through ongoing and periodic review of the program.

The risk of funds mismanagement by grant recipients is mitigated through the eligibility and assessment process, where groups must provide evidence of their capacity to complete and acquit the project or event.

**CONSULTATION:**

Consultation was undertaken with applicant groups and referees as required.

**COMMENT:**

All applications have been reviewed and a report compiled. A summary of all applications is noted below:

- Swan View Primary School Parents & Citizens Association seeks funds to host a 75<sup>th</sup> Anniversary Celebration to recognize the contribution of past and present volunteers.
- Riding for the Disabled Association Hills Group seeks funds to hold a 40<sup>th</sup> Anniversary "Yarning" event.

Both applicants meet the eligibility criteria of the grant, have addressed the grant criteria and bring benefits to the local community, however only one grant can be awarded. Refer to **Attachment 2** for a summary of the applications against the selection criteria.

#### **VOTING REQUIREMENT:**

Simple Majority.

<b>OFFICER RECOMMENDATION</b>
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That the Committee resolves to:

1. award the Milestone Event Grant (\$2500) to Swan View Primary School Parents & Citizens Association.
2. not award the Milestone Event Grant (\$2500) to Riding for the Disabled Association Hills Group.

#### **8.3 Update on Previous Grant Recipients**

The first round of the 2016/2017 Matching Grant had six applicants, all of which were awarded grants, and 50% of these grants have now been acquitted. Successfully completed projects thus far include the Innovative Engagement project run by Sacred Heart Parents & Friends Association, the purchase of a portable round yard by Riding for the Disabled Association Hills Group and the acquisition of an automatic hose reel for use by the Sawyers Valley Volunteer Bush Fire Brigade.

The recipient of the Milestone Event Grant for 2015/2016 was Eastern Hills Branch of the Wildflower Society. A celebratory lunch was held on 16 July 2016 at The Hub of the Hills in recognition of the 40 years of the branch and its volunteers. The grant has been successfully acquitted.

#### **8.4 Update on Grant Program**

The Youth Sponsorship program has received 31 applications so far this financial year, expending 77% of the budget.

Four Volunteer Recognition grants have been awarded, each receiving \$300 towards an event recognising the efforts of their volunteers, expending 40% of the budget.

Six of the 14 Quick Grants awarded in the first round for the financial year have been acquitted including Swan Hill Karate Fundraising Association, who purchased a new freestanding boxing dummy for use by students in training,

Eastern Hills Horse and Pony Club who purchased a PA System for use at pony club rallies and Mundaring Tennis Club who are now using a new microwave oven to improve their catering capacity. The Chidlow Cats Basketball Club purchased a number of new basketballs; Mundaring Girls' Brigade are now using various new pieces of equipment and Riding for the Disabled Hills Group are putting their new commercial washing machine to good use. The next round of \$500 Quick Grants will open on 21 April 2017 and will aim to provide funds for a range of small projects.

The "Good News from Shire Grants" scrapbook will continue to be updated and made available to elected members. This scrapbook contains copies of photos and thank you letters submitted by groups as part of their acquittal requirements. A copy of this scrapbook is available for Councillors to peruse in the Elected Members' Common Room.

Shire staff will continue to seek opportunities to promote the Shire's involvement in community funding wherever possible.

## **9.0 URGENT BUSINESS (LATE REPORTS)**

## **10.0 CONFIDENTIAL REPORTS**

## **11.0 CLOSING PROCEDURES**

### **11.1 Date, Time and Place of the Next Meeting**

Date to be determined.

### **11.2 Closure of the Meeting**

## **12.0 ATTACHMENTS**

<b>ATTACHMENT NO.</b>	<b>ITEM NO.</b>	<b>SUBJECT</b>
1	8.1	Matching Grant Applications
2.	8.2	Giving Back Milestone Event Grant Applications





## **ATTACHMENTS**

### **GRANTS SELECTION COMMITTEE**

**11 April 2017**

<b>ATTACHMENT NO.</b>	<b>ITEM NO.</b>	<b>SUBJECT</b>
1	8.1	Matching Grant Applications
2.	8.2	Community Event Grant Applications

**Attachment No. 1**

**20 Pages**

**Refer to Item 8.1**

## Matching Grant Assessment against Selection Criteria

There are nine eligible applications for the second grant round for the financial year 2016/17, seeking funds to the total of \$12,077. These requests can be met within the allocated budget of \$20,246.

The applications are summarised below:

**Applicant Group 1:** Perth Hills and Wheatbelt Band  
**Project:** Music Equipment Trailer

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1. **Meets eligibility requirements?** Yes

2. **Acquitted previous Shire funding?** Yes

3. **Applicant Grant History**

Year	Grant	Purpose	Amount
2011	Matching Grant	Registration to Music Festival	\$1975

4. **Meets Shire Strategic Community Plan objectives**

Community

5. **Brief Description of Project**

The band wishes to purchase an enclosed 10ft x 5ft trailer to transport musical instruments and other equipment to events both within and outside of the Shire. It is envisaged that the trailer should adequately provide for the band's transport needs for at least the next fifteen years.

6. **Project Rationale**

The group is growing in size (forty piece band) and requires more equipment to be transported to and from performances. This has been done by car in the past but large items such as percussion instruments are difficult to accommodate in domestic cars and box trailers. This has led to some damage to private vehicles and limits the amount of equipment that can be taken to each event.

The trailer will improve efficiency and make it easier for the band to participate in more local and regional events. Equipment will be better protected whilst being transported. The design of the trailer allows a banner to be attached, which will serve as a stage backdrop.

7. **Addresses Access and Inclusion**

Increased efficiency in transporting equipment will make it easier for the band to take musical experiences to locations where people with a disability are located. The trailer will also allow the transport of any specialised equipment required on behalf of members with a disability, making it easier for them to participate.

**8. In Kind Contribution by Members**

Members have consulted with other organisations requiring transport of large and fragile items to establish suitable trailer specifications. Members will source, purchase, store and maintain the trailer. Signage will also be commissioned by members, from local sign-writers.

**9. Acknowledgement of the Shire's support**

Shire support will be acknowledged by including the Shire logo on the trailer and providing a link from the group's website to the Shire's website as part of the "Friends of the Band" program.

**10. Demonstrated Success of the Project**

Demonstrated outcomes will include an increase in the band's ability to attend events, an increase in the number of performances they can give and increased safety in transporting heavy/large items in private vehicles and uncovered trailers.

Ramp access at the rear of the trailer will help to reduce the chances of injuries sustained from the lifting of heavy items from road level into the trailer. This will increase the number of people who can be involved in loading as the physical strength necessary to load the equipment will be reduced, given that nearly all the relevant equipment has wheels.

It is anticipated that there will be a reduction in the time taken to set up and pack up from performances. The band will also be able to transport equipment that would otherwise not be used at performances (e.g. timpani). The life expectancy of the equipment will also be prolonged.

**11. Project Budget**

The total budget is \$5690. The applicant is seeking \$1590 from Shire of Mundaring, being 28% of the budget. Matching funds will be sourced through the band's own funds (\$2100) and a contribution from the Mandurah Rotary Club (\$2000).

**12. Referee**

Christopher Gibbs, World Projects South Pacific, Managing Director

**13. Comments**

Other funding sources have been confirmed. The group has only received one grant from the Shire previously and this was successfully acquitted. This project will enable the group to ensure the longevity of their equipment and expand the reach of their performances.

**14. Recommendation**

That a Matching Grant to the value of \$1590 be awarded to the applicant.

**Applicant Group 2:** Perth Hills United Football Club  
**Project:** Line Marking Machine

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1. **Meets eligibility requirements?** Yes

2. **Acquitted previous Shire funding?** Yes

3. **Applicant Grant History**

Year	Grant	Purpose	Amount
2016	Matching Grant	Signage	\$503
2014	Matching Grant	Portable Soccer Goal	\$1233
2011	Matching Grant	Training for Coaches	\$2000
2008	Quick Grant	Team Shirts	\$400
2007	Quick Grant	Umpire/Coaching Training	\$200

4. **Meets Shire Strategic Community Plan objectives**

Community

5. **Brief Description of Project**

The Club seeks funds to purchase a line marking machine to reduce the costs associated with hiring contractors to mark out pitches. The Club currently operates from both Harry Riseborough Oval and Glen Forrest Oval and requires an additional machine to avoid the need to transport the existing one between grounds, each time the lines need repainting.

6. **Project Rationale**

Perth Hills United currently has one line marking machine to paint three full-sized soccer pitches at Harry Riseborough Oval in Mundaring, plus two junior pitches and two training areas at Glen Forrest Oval.

This regular operation throughout the season involves transporting the line marking machine between grounds, which wastes valuable time and money. Club members carry out the work, offering significant savings on hiring a contractor.

The purchase of a second, more efficient machine will make the line marking process much quicker and easier, saving money on paint usage and reducing the number of times the pitches need remarking throughout the training and playing season. Cost savings will mean the Club has funds available to purchase other equipment such as training balls, bibs, pumps and whiteboards for coaches.

The Club Committee was consulted on the merits of this application and compared its needs against other projects required at the Club. There was also consultation with the person who has undertaken this line marking role for the last year, to obtain feedback, costings and requirements for making the job more cost-effective.

- 7. Addresses Access and Inclusion**  
N/A
- 8. In Kind Contribution by Members**  
Members will source, purchase and maintain the line marking machine.
- 9. Acknowledgement of the Shire's support**  
Shire support will be acknowledged on the Club's website, Facebook page, newsletter and at the AGM.
- 10. Demonstrated Success of the Project**  
Success of the project will be demonstrated through the purchase of the machine; cost savings; an increase in the quality of the work achieved; and an improved playing experience for Club members, visiting teams and referees.
- 11. Project Budget**  
The total budget is \$2145. The applicant is seeking \$1072 from Shire of Mundaring, being 50% of the budget. Matching funding will be sourced through the Club's own funds.
- 12. Referee**  
Christina Norris, Ex Committee Member, Perth Hills United Football Club
- 13. Comments**  
The Club has successfully acquitted previous grants. Provision of grant funding for the purchase of the line marking machine will enable the Club to use savings for the purchase of other items of need.
- 14. Recommendation**  
That a Matching Grant to the value of \$1072 be awarded to the applicant.

**Applicant Group 3:** Darlington Primary School P&C Association Incorporated  
**Project:** Nature Play Connection Zone

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1. **Meets eligibility requirements?** Yes

2. **Acquitted previous Shire funding?** Yes

3. **Applicant Grant History**

Year	Grant	Purpose	Amount
2014	Volunteer Recognition Event Grant		\$300
2012	Volunteer Recognition Event Grant		\$300
2011	Quick Grant	Ampitheatre Upgrade	\$500

4. **Meets Shire Strategic Community Plan objectives**

Community, Natural Environment

5. **Brief Description of Project**

The group seeks funds to create a nature play connection zone in an existing unused area of the School. This zone will provide an engaging and challenging connection between the upper sandpit and lower flying fox play areas in the junior school (years one to three).

The zone will be installed on an embankment, enabling students to pull up along a rope while stepping up a felled, crafted tree trunk and strategically placed tyres.

6. **Project Rationale**

In 2015 the Darlington Primary School Parents & Citizens Association established a Grounds Project Improvement Subcommittee (GPI Subcommittee) to address the increasing needs of a swelling student population; and teacher requests for more engaging outdoor play areas, further opportunities to improve gross motor skills, outdoor classrooms and facilities to assist in achieving their teaching goals.

The GPI Subcommittee has designed an entire school grounds improvement plan to create improved outdoor play areas to further engage and challenge students and facilitate use of the outdoors during class time. This plan has been created in consultation with the school community and will be implemented over a number of years, one zone/area at a time.

This zone will provide students with a physical challenge and an opportunity to improve gross motor skills. The area will also address the needs of those students who are affected by Sensory Processing Disorders, enabling them access to an activity which has been shown to improve the level of concentration and attention in the classroom. Teachers will have a new aid to assist with behavioural and concentration difficulties.

**7. Addresses Access and Inclusion**

Access to the area is via existing pathways accessible by wheelchair and adjacent to several play areas that are used by all junior school students. Due to the steep slope, the area is not suited to those with some forms of mobility impairment; however in cases where it is possible, teachers may assist students in using the equipment.

**8. In Kind Contribution by Members**

The GPI Subcommittee is made up of teachers, school staff and parents. The group has undertaken various fundraising events towards the project and the community has participated in working bees to assist with the creation of other zones.

**9. Acknowledgement of the Shire's support**

Shire support will be acknowledged through an invitation to a Shire representative to an opening event, in the school newsletter, Darlington Review article and the presentation of a certificate of recognition.

**10. Demonstrated Success of the Project**

Success will be demonstrated through the construction and subsequent use of the new play area. It is expected that children will be engaged and physically challenged while moving between the sandpit and flying fox. This will provide the opportunity for students to improve gross motor skills; in particular jumping, balance and upper arm strength, as well as opportunities to negotiate low level risk.

As the area is currently a steep unusable sandy bank, this project will increase play areas for children. With the planting of native grasses and low shrubs, it will provide a more beautiful, engaging, interactive natural space for children to play in.

Feedback will be sought from teachers on the level of engagement and use of the area and associated improved concentration/learning outcomes.

**11. Project Budget**

The total budget is \$4180. The applicant is seeking \$2000 from Shire of Mundaring, being 48% of the budget. Matching funding will be sourced through the group's own funds.

**12. Referee**

Naomi D'Arcy, Darlington Primary School, Manager Corporate Services

**13. Comments**

The group has submitted a good application clearly demonstrating the significant positive outcomes of the project, for children in the junior classes.

**14. Recommendation**

That a Matching Grant to the value of \$2000 be awarded to the applicant.



**Applicant Group 4:** Anglican Parish of Darlington-Bellevue

**Project:** St Cuthbert's Signage

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1. **Meets eligibility requirements?** Yes

2. **Acquitted previous Shire funding?** Yes

3. **Applicant Grant History**

Year	Grant	Purpose	Amount
2014	Quick Grant	Restoration Brochure	\$500
2012	Quick Grant	Music Program	\$500
2012	Matching Grant	Furniture	\$2000
2011	Quick Grant	Web Development	\$320

4. **Meets Shire Strategic Community Plan objectives**

Community

5. **Brief Description of Project**

The group seeks funds to erect two signs. The signs will ensure the visibility of St Cuthbert's Church in a way that does not detract from the heritage character of the area. The signs have been designed to complement signage at the Darlington Station Reserve and other sites around Darlington.

6. **Project Rationale**

St Cuthbert's Church is listed on the State Heritage Register, and the Mundaring Shire Heritage List. It is open daily and receives many visitors. The Church hosts weddings, funerals and baptisms as well as a range of community events throughout the year. These include parenting seminars, sustainability meetings, public lectures, meals, concerts and fetes. Often, people are travelling from outside the area and find it difficult to locate the church. In addition, the existing signage is aged and damaged and not visible to the general public.

The parish promotes events in many ways, including the erection of small banners. To date, these banners have been attached to trees and star pickets. In future, it is anticipated that the banners will be attached to clips on the new sign. This will look tidier and be much safer and simpler.

The signage will complement the existing signage around Darlington, creating a consistent 'feel' to the area. Rather than modern, computer-designed signage, the proposed signage is professionally-made but with a 'rustic' and 'hand-made' feel. It is anticipated that this will blend well with the local area and enhance the heritage character of the precinct.

**7. Addresses Access and Inclusion**

The group provided a copy of the design of the proposed signage for review by the Access Advisor. Recommendations were made regarding revision of the church icon to be more accessible to people from non-English speaking backgrounds.

**8. In Kind Contribution by Members**

The elected Parish Council was consulted about and has approved the design of the signage. In addition, the parish's nominated Heritage Consultant, Fiona Bush, has given approval for the design. Members will seek quotes, purchase and install the signage by May 2017.

**9. Acknowledgement of the Shire's support**

Shire's support will be acknowledged in the newsletter, Facebook page, website, Darlington Review article and verbally in church notices.

**10. Demonstrated Success of the Project**

Demonstrated outcomes will include the installation of the signage and the site being more visible to visitors and to the local community. When people attend for weddings, funerals and community events, they often report difficulty in locating the church itself and/or the entrance point. The signage is being designed so as to make the church visible and direct people to the entry point.

The group will seek evidence of the enhanced visibility of the site, and consider additional steps to increase visibility without detracting from the heritage character of the precinct.

**11. Project Budget**

The total budget is \$2934. The applicant is seeking \$1320 from Shire of Mundaring, being 45% of the budget. Matching funding will be sourced from the groups own funds.

**12. Referee**

Basil Hanna, Parkerville Children and Youth Care, CEO

**13. Comments**

The group has undertaken consultation to determine the need for new signage, as well as the type and design of signage that will complement the existing heritage character in Darlington.

**14. Recommendation**

That a Matching Grant to the value of \$1320 be awarded to the applicant.

**Applicant Group 5:** Darlington Junior Football Club  
**Project:** Replacement of Stolen Canteen Equipment

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1. **Meets eligibility requirements?** Yes

2. **Acquitted previous Shire funding?** Yes

3. **Applicant Grant History**

Year	Grant	Purpose	Amount
2016	Volunteer Recognition Event Grant		\$300
2015	Milestone Event Grant	50 <sup>th</sup> Season Presentation	\$2500

4. **Meets Shire Strategic Community Plan objectives**

Community

5. **Brief Description of Project**

The group seeks funds to purchase a coffee machine and deep fryer. In 2016 these items were stolen from the canteen at Darlington Oval and the group seeks assistance in replacing them.

6. **Project Rationale**

The Club relies heavily on canteen sales to assist in fundraising. Funds raised go towards purchase of equipment, apparel, team photos, trophies, coaching courses for parents and volunteers, first aid supplies, umpire fees, members insurance and the general running of the Club.

The Club requires a replacement coffee machine and deep fryer for the commencement of the 2017 season to enable this to continue.

7. **Addresses Access and Inclusion**

N/A.

8. **In Kind Contribution by Members**

Members will source, purchase and maintain the equipment and ensure the equipment is stored safely off premises when not in use.

9. **Acknowledgement of the Shire's support**

Shire contribution will be acknowledged on the Club's website, Facebook page and in a Darlington Review article.

10. **Demonstrated Success of the Project**

Purchase of the equipment will enable the Club to continue to run a successful canteen for members and visitors. The Club will be able to continue to generate income from canteen sales, to the benefit of players and their families. Success will be demonstrated through an increase in income from the sale of good quality coffee and hot chips made with the new deep fryer.

**11. Project Budget**

The total budget is \$2000. The applicant is seeking \$1000 from Shire of Mundaring, being 50% of the budget. Matching funding will be sourced from the Club's own funds.

**12. Referee**

Cambell Giles, Darlington Community Pavilion Project

**13. Comments**

Members will ensure the equipment is stored safely to the benefit of the Club, its members and game day visitors.

**14. Recommendation**

That a Matching Grant to the value of \$1000 be awarded to the applicant.

**Applicant Group 6:** Mundaring Netball Club  
**Project:** Player Uniform Upgrade - Bibs Purchase

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1. **Meets eligibility requirements?** Yes

2. **Acquitted previous Shire funding?** Yes

3. **Applicant Grant History**

Year	Grant	Purpose	Amount
2015	Quick Grant	Uniforms and Kits	\$500

4. **Meets Shire Strategic Community Plan objectives**

Community

5. **Brief Description of Project**

The Mundaring Netball Club has been working on creating a stronger Club identity and the next stage is an upgrade of player's uniforms to a dress. With the move to a dress it was identified that Velcro game bibs were a preferred option over elastic waisted bibs.

The Club will cover the cost of the bibs and offer a discount on dresses in the first year to assist with the changeover and lessen the burden on families. This is in keeping with the Club ethos of encouraging participation in team sports at an affordable cost. The Club will need to purchase 20 sets of bibs at a total cost of \$1100.

6. **Project Rationale**

As part of the ongoing development of the Club and to promote a sense of belonging and team spirit, the Club has been working on raising its profile and presentation to meet member expectations. In recent years, the Club has introduced a range of merchandise to help build Club pride and cohesiveness.

The new dresses have been well researched, sourced from a reliable local supplier, and are made of good quality fabric at a reasonable cost. With the introduction of the dresses, the Club also needs to upgrade all of its game bibs to Velcro bibs, rather than elastic waisted bibs. These bibs are neater and avoid the hazards associated with elastic waisted bibs, with girls (particularly in the younger age brackets) hooking their arms through loose fitting bibs of other players. They are also a better fit for women players, who at times have difficulty with elastic waisted bibs being restrictive of upper body movement.

The Club has been retaining a small portion of player fees to cover the costs associated with the change. This includes the cost of the new design for the dresses, the dress subsidy for the first year (since purchasing second hand dresses is not an option for members) and the purchase of new bibs. It is estimated that the cost of the dress subsidy will be between \$1230 and \$1600 depending on player registrations in 2017.

**7. Addresses Access and Inclusion**

The Club welcomes all players regardless of gender (within competition guidelines), age and/or ability. New game bibs can assist with issues of inclusion and access given they will be less restrictive and therefore more acceptable for players with Autism, Down Syndrome or ADHD.

**8. In Kind Contribution by Members**

Members have consulted with players and other Clubs to determine the best style of dress and fabric. At the 2016 Club AGM, three designs were presented to members for feedback. Along with ordering the dresses, members will source and purchase 20 new sets of bibs. These will be distributed to teams in late April.

**9. Acknowledgement of the Shire's support**

Shire support will be acknowledged in the welcome information pack that goes out to all players at the start of the season and again at the Club's AGM and Windup in September. It will also be posted on social media with photos of players in their new uniforms.

**10. Demonstrated Success of the Project**

Demonstrated outcomes will include an increase in Club pride and increased visibility on game days. The Club has been behind in regard to player presentation in the Hills competition and it is anticipated that the new uniform will last for the next generation of players.

The Club anticipates attracting high calibre players who will go on to participate in the Eastern Hills Netball Association Development program, contributing to the development of netball in the Hills. Player comfort and pride contributes to this and complements the 'family' nature of the Club.

The use of Velcro bibs will eliminate the risk of injury from becoming entangled in the old-fashioned elastic waisted bibs.

Increased membership will demonstrate that the Club is making positive steps to ensure the continued success and viability of the Club.

Club member satisfaction will be canvassed through informal feedback at the end of each season from coaches, team managers and players. Increased attendance at the end of season wind-up and AGM and participation at committee level will also be signs of an increased level of pride in the Club.

**11. Project Budget**

The total budget is \$2330. The applicant is seeking \$720 from Shire of Mundaring, being 31% of the budget. Matching funding will be sourced through the Club's own funds.

**12. Referee**

Fiona Malloch, Eastern Hills Netball Association, President

**13. Comments**

The group has undertaken fundraising with the aim of being able to subsidise this project, lessening the burden on families. The applicant has successfully demonstrated the benefits the new uniform will have for the Club and its members.

**14. Recommendation**

That a Matching Grant to the value of \$720 be awarded to the applicant.

**Applicant Group 7:** Eastern Hills Horse and Pony Club  
**Project:** Laser Pistol Sports Equipment

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1. **Meets eligibility requirements?** Yes

2. **Acquitted previous Shire funding?** Yes

3. **Applicant Grant History**

Year	Grant	Purpose	Amount
2016	Quick Grant	Public Address System	\$500
2014	Matching Grant	Jump Wings and Breakaway Cups	\$1000
2012	Quick Grant	Fence	\$500

4. **Meets Shire Strategic Community Plan objectives**

Community

5. **Brief Description of Project**

The group seeks funds to purchase two laser pistols for members to use in shooting training for Tetrathlon events.

6. **Project Rationale**

Members of Pony Club throughout the world take part in Tetrathlon events which involve participants running, riding, swimming and shooting.

In International Tetrathlons and in all Australian Tetrathlons, except in Western Australia, the shooting phase involves the use of laser pistols. This year will be the last year that Western Australia uses .22 rifles and Clubs throughout the State will need to transition to the use of pistols. It is anticipated that the pistols will be purchased in November 2017 following the Club's final fundraiser, a show jumping event to be held in September.

The use of laser pistols is being sanctioned by The Pony Club Association of Western Australia (PCAWA). This has many advantages:

- Moving into line with the global Tetrathlon community means improved continuity for WA competitors and levels the playing field;
- Competitor safety is enhanced with no live rounds being fired;
- Clubs will no longer require the attendance of emergency services at shooting events, reducing their costs;
- Expenses on consumables will be greatly reduced (no live ammunition or single use paper targets required and no rifle maintenance necessary);
- Ease of training, with a WA Police approved shooting venue no longer required for training;
- Ease of transport of the pistols with no restrictions as is the case with the .22 rifles;
- Increased inclusion for people with a disability as laser pistols are much lighter than the current rifles and can be fired from standing or sitting positions (rather than lying prone as is the case with .22 rifles).



## **7. Addresses Access and Inclusion**

The current .22 rifle system involves lying prone and holding the rifle butt against the cheek with two hands to steady the weapon. The chamber is opened with a bolt action and a single round loaded into the chamber which is then closed using the bolt. The weapon is fired, the breach opened and the spent shell removed before repeating the process six more times. Following this, the participant must move to the target and retrieve the target for scoring purposes. There are issues with access and inclusion at many levels here as the shooter must be able to lie prone. They must possess a certain level of dexterity to hold the heavy weapon, load and unload the weapon and handle the small bullets used in the process. The shooter must then be able to move to the target area to retrieve the paper target that has been shot.

The laser pistol system being adopted means that;

- A participant is no longer faced with a long and heavy rifle, but instead a lightweight laser pistol. This can be fired from a seated position meaning participants with leg weakness or using wheelchairs can still fire the weapon;
- The absence of bullets means participants with reduced manual dexterity are able to use the system;
- The absolute safety of the system means children at a younger age can be encouraged to participate, safe in the knowledge that there is no risk again as no live bullets are fired.

## **8. In Kind Contribution by Members**

Members have undertaken significant fundraising towards the purchase of the equipment. Members will continue to be involved in the project by sourcing and purchasing the equipment, maintaining and storing the equipment and acquitting grant funds.

## **9. Acknowledgement of the Shire's support**

Shire contribution will be acknowledged through an invitation to the Shire President to present the equipment to the Club. Acknowledgement will also be made on the Club noticeboard, newsletter and in a thank you letter.

## **10. Demonstrated Success of the Project**

Eastern Hills Horse and Pony Club will acquire two new laser pistols with electronic target systems. Club members will no longer have to travel to Walliston for rifle shooting practice.

Club members will be able to train in safety in the Club rooms during a rally with no requirements to have a safety officer or medical cover on site.

The pistols are expensive and not all Clubs will raise funds to acquire them. In line with the Club's constitution which states the aim to "promote the very highest ideals of sportsmanship, citizenship and loyalty, cultivating strength of character and self-discipline", other Club's will be offered the opportunity to use the new equipment.

**11. Project Budget**

The total budget is \$4000. The applicant is seeking \$2000 from Shire of Mundaring, being 50% of the budget. Matching funding will be sourced through the Club's own funds.

**12. Referee**

Liz Johns, Former Committee Member, Eastern Hills Horse and Pony Club

**13. Comments**

The group has demonstrated the many benefits the purchase of the equipment will bring to the Club and its members and shows a willingness to share these benefits with other Clubs, widening the impact of the project.

**14. Recommendation**

That a Matching Grant to the value of \$2000 be awarded to the applicant.

**Applicant Group 8:** Helena Valley Primary School Parents & Citizens  
**Project:** The Shed!

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1. **Meets eligibility requirements?** Yes

2. **Acquitted previous Shire funding?** Yes

3. **Applicant Grant History**

Year	Grant	Purpose	Amount
2015	Community Event Grant	Fete	\$4822
2013	Community Event Grant	Fete	\$2905
2013	Quick Grant	Long Jump Upgrade	\$500
2010	Quick Grant	Faction Banners	\$500

4. **Meets Shire Strategic Community Plan objectives**

Community

5. **Brief Description of Project**

The group seeks funds to purchase a storage shed for event signage, decorations, BBQ and other equipment. The shed will be installed on school grounds, for the use of the P&C.

6. **Project Rationale**

Due to the increasing expansion of Helena Valley as a suburb, student numbers have been increasing at Helena Valley Primary School. Storage spaces that have been used in the past are now allocated for classroom space and school storage. The disabled toilet and the sports storage shed is overflowing with P&C items such as props, decorations, signage for events, BBQ supplies and other items. Members are also storing P&C items at their houses, making it difficult to keep track of the whereabouts of equipment.

7. **Addresses Access and Inclusion**

N/A.

8. **In Kind Contribution by Members**

Members have consulted with the school Principal and will secure a contractor to build the shed. Members will ensure all P&C equipment is collected and stored in the shed.

9. **Acknowledgement of the Shire's support**

Shire contribution will be acknowledged in the school newsletter, Facebook pages and school smartphone app. Signage will also be applied to the shed, acknowledging the grant funds.

#### **10. Demonstrated Success of the Project**

Helena Valley Primary School P&C prides itself on providing a supportive, well-equipped volunteering experience that will keep volunteers happily engaged. A storage shed will contribute to volunteers feeling that they are valued and can successfully carry out their P&C duties without continually having to negotiate the use of shared spaces with the school staff.

Outcomes will include:

- Increased volunteer satisfaction;
- Ease of access to P&C items;
- Members will no longer have to use their own personal storage for P&C items;
- P&C items will be easily found as they will be stored on site.

Success of the project will be measured by the installation of the shed, a volunteer satisfaction survey and the observation that the shed is being utilised for storage.

#### **11. Project Budget**

The total budget is \$6000. The applicant is seeking \$2000 from Shire of Mundaring, being 33% of the budget. Matching funding will be sourced through the group's own funds.

#### **12. Referee**

Tamala Wilkinson, Helena Valley Primary School, Principal

#### **13. Comments**

The applicant has demonstrated the impact the current lack of storage is having on the school as well as the group's volunteers. Appropriate storage for the group's equipment will have a positive impact on the experience of volunteers who will no longer need to use their own premises for storage, as well as enabling the group to operate to full effect.

#### **14. Recommendation**

That a Matching Grant to the value of \$2000 be awarded to the applicant.

**Applicant Group 9:** Darlington Pony Club  
**Project:** Show Jumping Equipment

1. **Meets eligibility requirements?** Yes

2. **Acquitted previous Shire funding?** Yes

3. **Applicant Grant History**

Year	Grant	Purpose	Amount
2015	Quick Grant	Cross Country Jumps	\$500
2013	Matching Grant	Jumping and Riding Equipment	\$450
2012	Quick Grant	Yards	\$500
2010	Quick Grant	Website	\$500

4. **Meets Shire Strategic Community Plan objectives**  
Community

5. **Brief Description of Project**

The group seeks funds to purchase 100 jump cups of an approved standard and a toolbox for safe storage of the equipment. The jump cups are specifically designed to fit the light weight jump wings being used at the Parkerville Equestrian Centre (PEC).

6. **Project Rationale**

The benefit of using light weight jump wings is to ensure the safety of both horse and rider as they fall over easily if knocked and do not cause injury if they fall on a horse or rider. Volunteers setting up the equipment also benefit as they are easy to carry. The cups required are designed to allow the pole that sits on them to come off easily and unhook if horse or rider happen to fall on them. They are pony Club approved for the safety of the horse and rider.

The Club hosts a monthly rally where one of the lessons is show jumping. The jump wings and cups are also used at an annual camp. Small show jumps are also used in some dressage tests and in active riding sessions.

The cups, once purchased, can be shared with other Clubs that utilise the PEC. The goal of purchasing approved equipment is to enable the Club to instruct members on the safest way to jump.

7. **Addresses Access and Inclusion**

The PEC is an accessible venue. There are no further access and inclusion issues that directly relate to the purchase and use of the equipment.

8. **In Kind Contribution by Members**

Members will source, purchase and maintain the equipment. The equipment will be stored in a locked shed.

9. **Acknowledgement of the Shire's support**

Shire contribution will be acknowledged on the Club's Facebook page and newsletter, as well as verbally at a rally meeting.

**10. Demonstrated Success of the Project**

Success of the project will be demonstrated through the purchase of the safe show jumping cups and the use of these with the new light weight show jumping wings. The old show jumping wings will be removed as they are no longer safe.

The Club will be able to set up a full show jumping course with a variety of jumps for the children to utilise, instead of using poles on the ground or small drums. This will enable them to jump higher as their skill improves.

**11. Project Budget**

The total budget is \$750. The applicant is seeking \$375 from Shire of Mundaring, being 50% of the budget. Matching funding will be sourced from the Club's own funds.

**12. Referee**

Althea Horn, Previous Member Darlington Pony Club

**13. Comments**

The Club has demonstrated a need for the requested equipment to ensure the safety of riders whilst assisting in developing their skills. Members of the group will manage the project and have consulted with the PEC Committee regarding the purchase of the appropriate equipment. The equipment will be accessible to other Clubs, therefore being of benefit to a number of riders over and above the membership of this particular Club.

**14. Recommendation**

That a Matching Grant to the value of \$375 be awarded to the applicant.

**Attachment No. 2**

**6 Pages**

**Refer to Item 8.2**

**Giving Back Milestone Event 2017**  
**SUMMARY OF APPLICATION AGAINST SELECTION CRITERIA**

There are two eligible applicants for this grant round, seeking funds to the total of \$5000. These requests cannot be met within the allocated budget and only one award of \$2500 can be made. The details of the two applications are summarised below.

**Applicant Group One:** Swan View Primary School Parents & Citizens Association  
**Project Title:** 75th Anniversary Celebration Activities

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**1. Previous grants**

Year	Grant	Purpose	Amount
2014	Volunteer Recognition Event Grant	Recognition Event	\$300

**2. Brief description of event**

In 2017 Swan View Primary School will be celebrating its 75th Anniversary. The group will hold a Fete on Sunday 22 October 2017. The Fete is will run from 10am to 3pm, commencing with an official acknowledgement and celebration of the milestone. Past and current students, teachers, parents and the wider community will be invited to attend. It is expected that approximately 1000 people will attend the event.

The fete will include a 1940's section, with a classroom set up from that era, games for families to participate in and a vintage car display. There will also be entertainment throughout the day including rides and stalls from various community groups and organisations.

In the lead up to this event, the group will undertake three activities that link to the milestone and will become part of the event to be held in October.

- *Commemorative Kite Project*

One of the recreation activities of students in the 1940's would have been flying kites and to celebrate this, the school would like to create a kite to commemorate the milestone. The proposed Kite Project, facilitated by Michael Alvares from Kite Kinetics, will be carried out prior to the Fete day. All 320 of the current students will create an artwork to be included on the kite. At the Fete, the kite will be flown as part of the celebrations. Following the event, the kite will be displayed at the school and flown again in the future. Funds will be put towards a package which includes a facilitated workshop with students, creation of the kite and flying of the kite on the day of the event.

- *Time Capsule*

The school will create a 75th Anniversary Time Capsule which will be displayed in the school library and will be opened at the 100th Anniversary. Funds will be allocated to the purchase of a medium cylinder time capsule.



- *Photo Exhibition*

A photo exhibition celebrating 75 years of education at the school will be displayed in the 1940's section of the Fete. Photos will be printed on card around the 1940's classroom. A Facebook Page named "Swan View Primary School 75<sup>th</sup> Anniversary" has been created which requests photos from past students to be used on the day. The page has 850 members to date. Funds will be allocated to the cost of printing photographs.

**3. Other financial contributions**

The total budget for the event is \$7500. The group will contribute \$1000 from their own funds and source \$4000 from community sponsorships. Sponsorship funds are not yet confirmed; however a sponsorship package has been developed by the planning committee and is now being distributed.

**4. What will the funds be used for?**

The funds will be used towards the cost of the kite project (\$1500), photo exhibition (\$500) and time capsule (\$500).

**5. How will members of the organisation benefit from the event?**

Students will benefit as they will learn about education and life in the 1940's and development up until the present day. Students will have the opportunity to make a contribution to the time capsule and work with a world renowned kite designer.

Parents will benefit as many are past students and will have the opportunity to participate in gathering items for the time capsule, contributing photographs and celebrating the history of the school.

The event and associated activities will provide an opportunity for past students/families and teachers to reconnect with the Swan View community and celebrate the achievements of the school.

**6. What consultation took place with members regarding their support for the event?**

A 75th Anniversary planning committee has been established with representation from parents, teachers and community organisations. The role of the planning committee is to plan anniversary activities and the logistics of the school fete.

Each stakeholder is liaising with the wider school community for feedback and in sourcing funding from community sponsorship and grants.

The event has the support of the school Principal, School Council and staff.

**7. How have issues of Access & Inclusion been addressed?**

All activities will take place at Swan View Primary School which is an accessible location for all members of the community.

**8. How will the organisation measure the success of the event?**

Success will be measured by the number of people who attend the Fete.

Students, teachers and parents will be surveyed to measure how engaged they felt with the 75<sup>th</sup> Anniversary activities and if their view of education has changed as a result of the photo exhibition and time capsule.

The number of new community organisations that participate and contribute to the 75th Anniversary events and fete will be captured as well as the number of new partnerships that continue following the conclusion of the event.

**9. How will the Shire's contribution be recognised?**

Shire contribution will be acknowledged in fete advertising material, in the school newsletter, Facebook page and School App. Acknowledgement will also be given on the day of the Fete, and a Shire logo can be placed on the kite, time capsule and near the photo exhibition display.

**10. Recommendation**

That a Milestone Event Grant to the value of \$2500 be awarded to the applicant.

**Applicant Group Two:** Riding for the Disabled Association Hills Group Inc.  
**Project Title:** Horse Yarning

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**1. Previous grants**

Year	Grant	Purpose	Amount
2016	Quick Grant	Washing Machine	\$500
2016	Matching Grant	Portable Dressage Arena	\$927
2016	Matching Grant	Arena Poles	\$1503
2015	Quick Grant	Horse Blankets	\$500
2015	Matching Grant	Portable Round Yard	\$1145
2014	Quick Grant	Fly Sheets & Head Veils	\$450
2014	Matching Grant	Horse	\$2000
2013	Quick Grant	Saddle	\$500

**2. Brief description of event**

Riding for the Disabled Association Hills Group has operated in 13 different locations in the Shire of Mundaring, benefitting more than 800 riders and their families. Over 900 volunteers, mostly Shire of Mundaring residents, have contributed their time to the group.

To celebrate its 40th anniversary, the group wishes to hold an event that will assist with its future goals. Rather than hold a traditional event of sharing a meal, the group anticipates holding a “yarning” session with all past and present volunteers, supporters, riders and families.

The event will be held during "The Habits of Horses" community arts event in late August/early September 2017. This will add profile to the event, enabling it to draw a larger number of attendees. It is anticipated that approximately 60 to 100 plus people will attend.

The group will cover the cost of catering, asking attendees to bring a plate and seek donations from local businesses to cover any other costs. This will enable the group to offer the event free of charge to participants. The group envisages that the event will be less about sharing a meal and more about telling stories.

Shire Councillors will be invited to attend along with local MLAs, MPs, Riding for the Disabled WA representatives and community stakeholders.

Weather permitting, the event will be held outdoors on a Sunday afternoon, with a campfire and stools. The venue is to be determined but could be the Parkerville Equestrian Centre or Sunninghill Equestrian Centre.

Stories told at the yarning session will be memories of RDWA Hills Group events, people and horses past and present, as well as stories of what the future may hold. Group storytelling will be facilitated in one or more groups, depending on the numbers in attendance.

The yarning will provide the foundation for a 40th Anniversary History of the Hills Group with a professional videographer and an oral historian capturing the yarning on film. The goal is to produce a short video which can be used later to stimulate memories and further contributions. The video will have long-term value to RDA Hills Group. It will be used as a supporting document in making the case for future sponsorship and donations to the group.

**3. Other financial contributions**

All other costs will be contributed by the group, or through in-kind support.

**4. What will the funds be used for?**

The funds will be used to contract the services of a professional videographer to film, edit and produce the final video.

**5. How will members of the organisation benefit from the event?**

Members can enjoy the company of like-minded volunteers at the yarning. It can be motivating for newer and younger volunteers to feel part of a group that has a significant history and has made a large contribution to the community. 25% of the group's current volunteers are under the age of 23.

Members will learn about the group's history, how challenges have continually been met and progress has been made. Past members may be motivated to become supporters of the group again in a voluntary capacity.

Production of a video that tells the group's story will make fundraising easier as volunteers will have good knowledge of the group's value to the community and a resource to show to potential donors and supporters.

**6. What consultation took place with members regarding their support for the event?**

The project has been discussed by members for two years, knowing that the anniversary date was fast approaching. Initial work has been done by members to locate historic documents and photos and to list past members and supporters contact details.

The documents will be valuable 'yarning starters' at the event, as a photo can stimulate a memory worth sharing.

**7. How have issues of Access & Inclusion been addressed?**

The group is organised for the purposes of supporting people with access and inclusion issues. Venues are chosen to ensure that all participants can be involved.

**8. How will the organisation measure the success of the event?**

Success will be measured in the following ways:

- Increased level of donations, grants, sponsorship and support in kind;
- Retention of members for longer periods;
- Recruitment of past members to resume active participation in the group;
- Increased willingness of members to become involved in committee work and group development projects;
- Media coverage of this unique event in two community newspapers;

- Presentation of the outcomes including the video, with other RDAWA centres in WA, as a model for creating a centre oral history.

**9. How will the Shire's contribution be recognised?**

Elected members will be invited to the event and the grant funding verbally acknowledged. Photos of the event will be posted on the group's Facebook page with recognition of the Shire's contribution.

**10. Recommendation**

That a Milestone Event Grant to the value of \$2500 not be awarded to the applicant.