



13 July 2021

## **NOTICE OF MEETING**

Dear Committee Member,

The next Grants Selection Committee meeting will be held at 5.15pm on Tuesday 3 August 2021 in the Council Chamber, 7000 Great Eastern Highway, Mundaring.

The attached agenda is presented for your consideration.

Yours sincerely

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

### **Please Note**

If an Elected Member has a query regarding a report item or requires additional information in relation to a report item, please contact the senior employee (noted in the report) prior to the meeting.

## **AGENDA**

### **GRANTS SELECTION COMMITTEE MEETING**

### **3 AUGUST 2021**

#### **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.

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**GRANTS SELECTION COMMITTEE MEETING  
COUNCIL CHAMBER, 7000 GREAT EASTERN HIGHWAY, MUNDARING – 5.15PM**

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**1.0 OPENING PROCEDURES**

Acknowledgement of Country

Shire of Mundaring respectfully acknowledges the Whadjuk people of the Noongar Nation, who are the traditional custodians of this land. We wish to acknowledge Elders past, present and emerging and respect their continuing culture and the contribution they make to the region.

Record of Meeting

Members of this Committee and members of the public are advised that this meeting will be audio-recorded.

**1.1 Announcement of Visitors**

**1.2 Attendance/Apologies**

<b>Members</b>	Cr James Martin (Presiding Person)	South Ward
	Cr John Daw (President)	East Ward
	Cr Doug Jeans	Central Ward
	Cr Matthew Corica	West Ward
	Cr Simon Cuthbert	East Ward
<b>Staff</b>	Shannon Foster	Manager Libraries & Community Engagement
	Tracey Peacock	Community Capacity Building Officer
	Paula Heath	Minute Secretary

**2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

**3.0 DECLARATION OF INTEREST**

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

Elected Members must disclose the nature of their interest in matters to be discussed at the meeting (*Part 5 Division 6 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 Declaration of Interest Affecting Impartiality**

An Elected Member or an employee who has an interest in a matter to be discussed at the meeting must disclose that interest (*Shire of Mundaring Code of Conduct, Local Government (Admin) Reg. 34C*).

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

Nil

## **5.0 PUBLIC QUESTION TIME**

Procedures for asking and responding to questions are determined by the Presiding Person and in accordance with the Shire's Meeting Procedures Local Law 2015. Questions must relate to a function of the Committee.

## **6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

<b>RECOMMENDATION</b>
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That the Minutes of the Grants Selection Committee Meeting held 4 May 2021 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**

## 8.0 REPORTS OF EMPLOYEES

### 8.1 Community Event Grant Applications 2021/22 Round One

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<b>File Code</b>	GS.COM 2.03
<b>Author</b>	Tracey Peacock, Community Capacity Building Officer
<b>Senior Employee</b>	Megan Griffiths, Director Strategic & Community Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	1. Community Event Grant Applications

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#### SUMMARY

The 2021/2022 Community Event Grant Program budget is \$30,600. This is the first round of this grant, with applications closing on 21 June 2021. Seven eligible applications were received, with requests totalling \$15,756.

The applicants are seeking funds to run a variety of community events including music events and Christmas Carols. All activities fall within the grant guidelines.

It is recommended that Community Event Grants to the value of \$15,756 be awarded to the seven applicants, as outlined in Attachment 1.

#### BACKGROUND

The Community Event Grant was developed to financially assist local community groups, which deliver a range of events that meet identified community need, promote active participation of local residents, build community strength and enhance the image of the Shire. The grants are funded at two levels:

- Event grants to the value of \$500 for small community events.
- Event grants to the maximum value of \$5000 (plus GST where applicable) for annual community events where the group is able to match or exceed the grant amount, from fundraising, sponsorship or other grants.

In addition to assessing whether or not the applications meet 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 Community Event 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:

- Provide a written invitation to a Council representative to attend the project launch. Invitations should be received at least two weeks prior to the launch.
- Publicise the Shire's financial support for the project through:
  - At least one media article;
  - Including the Shire's name or logo on any promotional or program material;
  - Displaying Shire of Mundaring signage during the event;
  - Verbally acknowledging the Shire's support during speeches;
  - Promoting the event on the event calendar on the Shire's website.

The Community Event Grant round was promoted in the community through advertising in the local newspaper, Shire website, community group email network, social media and posters at Shire sites and community noticeboards.

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

- Darlington History Group..... \$1015
- Glen Forrest Resident & Ratepayer Association.....\$5000
- Darlington Sports and Recreation Association.....\$5000 (+GST)
- Glen Forrest Christmas Gathering (auspiced by Glen Forrest Volunteer Bush Fire Brigade.....\$1500
- Glen Forrest Primary School Parents & Citizen's Association..... \$741
- Darlington Community Garden (auspiced by Darlington Sports & Recreation Association)..... \$1500 (+GST)
- Chidlow Progress Association..... \$1000

## **STATUTORY / LEGAL IMPLICATIONS**

Council has provided the Grants Selection Committee, through its Terms of Reference, with authority to grant Milestone Event Grants, Community Event Grants and Matching Grants.

## **POLICY IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

The 2021/2022 Community Event Grant Program budget is \$30,600. The funding applications recommended for approval can be met within the allocated budget, leaving an amount of \$14,844 available for the second round of the financial year.



## STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 1 - Community

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.2 – Provision and support for arts, culture and events

Community Health & Wellbeing Informing Strategy 2020/25

Goal: Proactively support positive mental health promotion in individuals and the community.

Objective 2 – Increase participation in activities that yield mental health benefits.

Commitment 2.3 – Support groups and organisations that host community events.

## 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 project 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

<b>Risk: <u>Reputation</u></b> – Council faces a reputational risk if the Community Grants Program budget is not expended in an effective, strategic and equitable manner.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Unlikely	Moderate	Moderate
<b>Action / Strategy</b>		
The risk is mitigated through ongoing and periodic review of the program.		
<b>Risk: <u>Financial</u></b> – The risk of funds mismanagement by grant recipients.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Unlikely	Minor	Low
<b>Action / Strategy</b>		
The risk is mitigated through the eligibility and assessment process, where groups must provide evidence of their capacity to complete and acquit the project or event.		

Risk: <u>Reputation and Financial</u> – Council faces a reputational and financial risk if Community Grants are awarded to groups that do not meet the grant assessment criteria.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Unlikely	Moderate	Moderate
<b>Action / Strategy</b>		
The risk is mitigated through not awarding grants to groups that do not meet the assessment criteria.		

## EXTERNAL CONSULTATION

Consultation was undertaken with applicant groups and referees as required.

## COMMENT

All applications have been reviewed and a report compiled (Attachment 1). A summary of all applications is noted below:

- Darlington History Group seeks funds to celebrate the group's 10<sup>th</sup> anniversary
- Glen Forrest Resident & Ratepayer Association seeks funds to run the seventh annual Day in the Forrest music event
- Darlington Sports and Recreation Association seeks funds to run the fourth Darlington Pavilion Music Gig event
- Glen Forrest Christmas Gathering (auspiced by Glen Forrest Volunteer Bush Fire Brigade seeks funds to run the annual Glen Forrest Christmas Gathering on 23 December
- Glen Forrest Primary School Parents & Citizen's Association seeks funds to hold a community quiz night
- Darlington Community Garden (auspiced by Darlington Sports and Recreation Association) seeks funds to hold a launch of the Darlington Community Garden
- Chidlow Progress Association seeks funds to hold the Chidlow Christmas Carol event

43% of applications were received from groups in the Central Ward, 43% from South Ward, 14% from East Ward. No applications were received from groups in West Ward.

## VOTING REQUIREMENT

Simple Majority

## RECOMMENDATION

That the Committee resolves to award Community Event Grants to the total value of \$15,756 to:

- Darlington History Group.....\$1015
- Glen Forrest Resident & Ratepayer Association.....\$5000
- Darlington Sports and Recreation Association.....\$5000 (+GST)
- Glen Forrest Christmas Gathering (auspiced by Glen Forrest Volunteer Bush Fire Brigade).....\$1500
- Glen Forrest Primary School Parents & Citizen's Association.....\$741
- Darlington Community Garden (auspiced by Darlington Sports and Recreation Association).....\$1500 (+GST)
- Chidlow Progress Association.....\$1000

### Community Event Grant Assessment against Selection Criteria

There are seven eligible applicants for the first grant round for the financial year 2021/22, seeking funds to the total value of \$15,756. These requests can be met within the allocated budget of \$30,600.

The applications are summarised below:

**Applicant Group 1:** Darlington History Group Inc.  
**Event:** A Birthday Celebration Afternoon Tea– 10 Years of researching, listening, recording and writing Darlington's past

1. **Meets eligibility requirements?**  
Yes.

2. **Applicant Grant History**

Year	Grant	Purpose	Amount	Acquitted
2020	Matching Grant	Arts on the Edge: History	\$2000	Yes
2019	Quick Grant	Gazebo	\$428	Yes
2017	Volunteer Recognition Event Grant	Volunteer Recognition Event	\$300	N/A
2015	Matching Grant	Computer and Display Equipment	\$1997	Yes

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

#### Strategic Community Plan 2020/2030

Goal 1: Community – Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.2 – provision and support of arts, culture and events

Strategy 1.1.4 – Support community collaboration and community-led initiatives and activities

Strategy 1.1.6 – Promote and recognise volunteering within the Shire

Objective 1.3 – Everyone belongs

Strategy 1.3.8 – Increase awareness and celebration of the cultural diversity within the Shire

#### SOM Community Health and Wellbeing Informing Strategy 2020/2025

Goal: Proactively support positive mental health promotion in individuals and the community

Objective 1 – increase awareness and knowledge about activities that strengthen and retain mental health and wellbeing

Objective 2 – increase participation in activities that yield mental health

benefits

Commitment 2.1 – promote participation in volunteering opportunities

Commitment 2.2 – Acknowledge and celebrate the efforts of volunteers

Commitment 2.3 – support groups and organisations that host community events.

Objective 9: Engage older people to participate in activities and events

**4. Brief Description of Project**

The group seeks funds to hold an afternoon tea to celebrate 10 years since the group was formalised. The event, to be held in September, will attract members of the wider Darlington community and current and past members of the Darlington History Group. The group would like to invite the wider community to celebrate their journey through local history research, and enhance awareness of the vision that has carried over since 2010.

The group would like to energise present members as they look to the future, and encourage others to join the group to help make local history happen. This will be achieved through interactive displays, committee members interacting with the public, and a video showing.

**5. Activities to be funded by this grant**

The event will incorporate photo displays, videos, and other memorabilia displays as well as short talks from special guests. The group's website will be viewable on a large screen. Afternoon tea will be provided. The birthday celebration will be an opportunity to invite people from the community that are in care, and those who have moved from the district but were instrumental in those early days. Of significance are the organisations with which the group are working to bring to the fore heritage projects, such as the nomination of the Stage 2 Eastern Railway with the Midland and Districts Historical Society Inc. and the Mundaring and Hills Historical Society.

Catering will be provided by the CWA.

**6. Priority of Project/Community Consultation/Benefit**

It is anticipated that at least 80 people will attend, including the group's 74 financial members plus other Darlington residents. The Darlington community is generally very interested in their local history and on other occasions/events the group has previously conducted, community engagement has been high. The event will raise awareness of Darlington's history, the work of the Darlington History Group and potentially increase the group's membership. It will provide the opportunity for volunteers to be recognised and celebrated for their 10 years of service to the community.

**7. Access and Inclusion**

The event will be held at the Darlington Hall which is an accessible venue with ramps and railing, accessible parking and toilet facilities. Printed copies of the order of procedures will be provided. Promotion of the event will advise of how access has been considered to encourage attendance.

**8. Compliance with COVID-19 guidelines**

As it is anticipated far less than 500 visitors will attend, the group does not have a COVID-19 plan. Presently there is no restriction on the number of

people permitted in the Darlington Hall. If COVID-19 restrictions resume, the group will inform all invitees and prospective participants by email that the event/celebration will be restricted and guests must register to attend.

If COVID-19 restrictions are in place at the time of the event, social distancing will be monitored.

Three sanitising stations will be provided and guests advised to use prior to entering.

There is presently a QR code on the Darlington Hall doors, provided by the Shire of Mundaring. Guests will be encouraged to check-in via the QR code, or written registration.

**9. Promotional activities**

The event will be promoted on social media, newspaper advertising, through media release, with banners, posters and on the group's website.

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

Shire support will be acknowledged on event invitations, media release and on social media, as well as verbally at the event and on all printed material.

**11. Demonstrated success of the project**

Success of the event will be demonstrated through the following outcomes:

- Raised awareness of the Darlington History Group and the valuable work that they do in researching, recording and preserving the heritage of Darlington and surrounds; and
- Increased membership of and support for ongoing and future projects related to the preservation of history in Darlington.

Success will be measured through the number of people who attend the event, number of new members, membership renewals and anecdotal feedback from attendees.

**12. Event Budget**

The total budget is \$2030. The applicant is seeking \$1015 from Shire of Mundaring, being 50% of the budget. Matching funds will be sourced from existing group funds.

J & K Hopkins	Purchase Lectern	\$230
Amazon (Web)	Purchase microphone holder	\$120
Forrest Darlings CWA	Provide catering	\$1600
Be Prepared Party Hire	Provide cutlery & plates	\$80
Total		\$2030

**13. Referees**

Chris Pemberton, Secretary, Darlington Ratepayers and Residents Association  
Patricia Cook, Chair, Darlington Community Recreation Advisory Group

**14. Comment**

Whilst the group's official ten year anniversary fell in 2020, due to COVID restrictions and the lack of opportunity to apply for the Milestone Event Grant to assist with an anniversary celebration, the group does not wish to let the opportunity pass to celebrate this significant achievement. The event will allow the group to celebrate and recognise their many achievements over the past 10 years and to thank current and past members and volunteers for their efforts. The event will not only raise awareness of the group's activities, but also provide an opportunity to recruit new members and retain existing volunteers following a difficult 18 months of the COVID-19 pandemic.

**15. Recommendation**

That a Community Event Grant to the value of \$1015 be awarded to the applicant.

**Applicant Group 2:** Glen Forrest Residents and Rate Payers Association  
**Event:** Day in the Forrest Festival 2021

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**1. Meets eligibility requirements?**

Yes.

**2. Applicant Grant History**

Year	Grant	Purpose	Amount	Acquitted
2020	COVID Relief and Recovery Fund Reconnect Grant	Projector/Laptop	\$2500	No
2020	Community Event Grant	Day in the Forrest	\$5000	Yes
2019	Community Event Grant	Day in the Forrest	\$5000	Yes
2019	Community Event Grant	Bark in the Park	\$2000	Yes

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

**Strategic Community Plan 2020/2030**

Goal 1: Community – Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.2 – Provision and support of arts, culture and events

Strategy 1.1.4 – Support community collaboration and community-led initiatives and activities

Strategy 1.1.5 – Encourage and promote neighbourliness

Objective 1.2 - Flourishing local businesses

Strategy 1.2.2 Encourage 'buy local'

Objective 1.3 - Everyone belongs

Strategy 1.3.3 - Provide and support family and children's facilities and activities

Strategy 1.3.4 - Encourage opportunities for interaction between generations

Strategy 1.3.9 - Promote Noongar language and culture

Goal 3: Built Environment - transport, infrastructure and planning for liveable, connected communities

Objective 3.1 – Shire assets and facilities that support services and meet community need.

**Community Health & Wellbeing Informing Strategy 2020/2025**

Goal: Proactively support positive mental health promotion in individuals and the community

Objective 2 – Increase participation in activities that yield mental health benefits.

Commitment 2.1 – Promote participation in volunteering opportunities.

Commitment 2.3 – Support groups and organisations that host community events.



Commitment 6.3 – Promote and support local organised recreation and sporting clubs and groups.

Objective 9 – Engage older people to participate in activities and events.

Goal: Building and maintaining safe places to live, work and play

Objective 6 – Engage with and support our young people and wider community to become more connected

**4. Brief Description of Project**

The group seeks funds to run the annual Day in the Forrest (DITF) festival in Glen Forrest. The event is a music and food festival that showcases local talent and brings the community and local business together. The event aims to support emerging artists and musicians by giving them a platform to showcase their talent and a space for artisans to display their products.

This year will be the seventh year of DITF, and the third year it will be held at Morgan John Morgan Reserve. The event will be held on 4 December 2021.

**5. Activities to be funded by this grant**

The grant funds will specifically be spent on staging, sound, musicians, portable toilets and security.

Musical performance:

The DITF team of the Glen Forrest Residents and Ratepayers Association aim to bring some of Perth's best music to the hills and engage a variety of musicians.

Line-up for 2021 (may be subject to some change)

Jack Davies  
Izatang  
Kill Devil Hills Mo Hippa  
Daniel Susnjar Afro Peruvian Jazz Group  
Sylvia Malano  
Grand Remedy  
The Stoops  
Unheard Notes

Food Trucks

Food trucks will be serving multi-cultural cuisine, coffee, and non-alcoholic drinks from 2pm until approximately 8.30pm. There will be something for everyone's taste, including vegans and vegetarians.

Festoon Lighting and Stage

This will be setup by licensed electrician Ben Smeeton, to create mood and ambience into the evening.

Dancing & Family Time

Sofas, chairs and rugs will be setup around the food trucks and stage to provide the perfect atmosphere for friends and family to connect and share a meal together, or to bring a picnic (strictly no BYO alcohol permitted).

Market Stalls & Merchandise

Community groups will be invited to setup stalls.

Day in the Forrest/GFRRA will showcase its very own merchandise stall, selling past and current t-shirts and will also be inviting other clothes stalls to join in.

Beer And Wine Tent

The bar will be serving beer, cider and wine and will be set under some tall shady trees directly in front of the grand Magpie Stage so the public can view the music without leaving the licensed area if they are enjoying a beverage. There will be security guards at the entrance to the bar area.

Time Frame

The festival will commence at 2pm and finish at 10pm.

Local residents will be encouraged to walk or ride to the event. Visitors will also be encouraged to car pool.

**6. Priority of Project/Community Consultation/Benefit**

It is anticipated that between 400 and 500 people will attend the event, based on past attendance figures.

The event has been held in December for the past six years. In previous years it has attracted upwards of 400 attendees, nearly all from neighbouring local areas. 2020 was the most successful DITF to date.

**7. Access and Inclusion**

The event is held in the Morgan John Morgan Reserve which has access points suitable for those requiring support. This reserve has accessible parking, toilets and pathways.

**8. Compliance with COVID-19 guidelines**

Various precautions will be undertaken, including hand-sanitising stations for all volunteers and attendees, regular cleaning of toilets and surfaces, and promotion of physical distancing as required. An event log-in QR code will be set up at the main entrances of the event, the entrance of the bar, at the bar and at the event merchandise tent. These log-in stations will include an option to hand write your details.

**9. Promotional activities**

The event will be promoted on social media, in newspaper advertising, media release, posters and on the group's website.

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

Shire contribution will be acknowledged on the group's website, social media, local newspapers and verbally at the event. Shire banners will be used at the event and the Shire's logo will be placed on all promotional material. The Shire's contribution will also be acknowledged in media post event, including website and social media.

**11. Demonstrated success of the project**

Success of the event will be demonstrated by the number of attendees at the event. The event brings the community together and would expect to see many residents participating in the event (as has been the case in past festivals).

The event is promoted primarily in the Perth Hills, so attendees tend to be local. Therefore, high numbers of attendees signifies a great result. Feedback on the Facebook page setup for the event is also a good indicator of how the community respond to the event.

**12. Event Budget**

The total budget is \$11,093.79. The applicant is seeking \$5000 from Shire of Mundaring, being 45% of the budget. Matching funds will be sourced from Healthways and Lotterywest Grants, Bendigo Bank Mundaring.

Public Liability Insurance for \$20m	Insurance	\$670
Security Team	Security	\$1108.80
Toilets	Toilets	\$642.49
Performers	Arts	\$4070
Tables	Hire	\$347.50
Advertising	Advertising	\$375
Stage and Sound	Hire	\$3880
Total		\$11,093.79

**13. Referees**

Tony Melacco, Owner, IGA Glen Forrest  
Dan Hookham, Community member

**14. Comment**

The event delivery team has evolved, with the GFRRPA taking a more active role in the event and the applicant looking at other funding options to support the large portion of personal funding that has been contribute to prior events.

The applicant has submitted a thorough project milestone document which clearly identifies key tasks and deadlines as well as having completed the Shire Events Questionnaire. Being the 7th DITF, the applicant is an experienced operator who has partnered with the necessary resource pool to deliver the event.

The applicant has already started determining the line-up for the event to ensure that they can secure high calibre performers who complement each other, creating an engaging live music event. They are looking at incorporating more food options over an extended period of time in line with

feedback from previous events (this was downgraded for 2021 due to COVID restrictions).

With a limited number of local, free/low cost events run within the Shire, these events meet the need for the community to gather and connect, this has become increasingly important post-COVID restrictions. The community's need for local community events was identified in the Community Strategic Plan.

Support for the event is clearly demonstrated with attendance numbers averaging 400 at past events and regular local business sponsors.

The timing of the event complements the Shire's Summer of Entertainment events as well as others in the community being held in the summer months.

The applicant has the required skills and capacity to deliver the event, as well as community and business support, and a strong relationship with the wider Perth music community enabling access to a wide range of performers who may not normally perform in the area.

**15. Recommendation**

That a Community Event Grant to the value of \$5000 be awarded to the applicant.

**Applicant Group 3:** Darlington Sports and Recreation Association (WA) Inc.  
**Event:** Darlington Pavilion Music Gig

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**1. Meets eligibility requirements?**

Yes.

**2. Applicant Grant History**

Year	Grant	Purpose	Amount	Acquitted
2020	Quick Grant	Darlington Community Music Gig	\$500	Yes
2020	Community Event Grant	Darlington Bonfire	\$1280	Yes
2019	Community Event Grant	Darlington Youth Community Bonfire	\$1575	Yes
2018	Quick Grant	Australia Day Weekend Music Gig	\$500	Yes

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

**Strategic Community Plan 2020/2030**

Goal 1: Community – Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.2 – Provision and support of arts, culture and events

Strategy 1.1.4 – Support community collaboration and community-led initiatives and activities

Strategy 1.1.5 – Encourage and promote neighbourliness

Objective 1.2 - Flourishing local businesses

Strategy 1.2.2 Encourage 'buy local'

Objective 1.3 - Everyone belongs

Strategy 1.3.3 - Provide and support family and children's facilities and activities

Strategy 1.3.4 - Encourage opportunities for interaction between generations

Strategy 1.3.9 - Promote Noongar language and culture

Goal 3: Built Environment - transport, infrastructure and planning for liveable, connected communities

Objective 3.1 – Shire assets and facilities that support services and meet community need.

**Community Health & Wellbeing Informing Strategy 2020/2025**

Goal: Proactively support positive mental health promotion in individuals and the community

Objective 2 – Increase participation in activities that yield mental health benefits.

Commitment 2.1 – Promote participation in volunteering opportunities.

Commitment 2.3 – Support groups and organisations that host community events.

Commitment 6.3 – Promote and support local organised recreation and sporting clubs and groups.

Objective 9 – Engage older people to participate in activities and events.  
Commitment 6.3 – Promote and encourage participation in local activities and events.

Goal: Building and maintaining safe places to live, work and play  
Objective 6 – Engage with and support our young people and wider community to become more connected

**4. Brief Description of Project**

At significant community request DaSRA is proposing to hold its 4th Pavilion Music Gig on the weekend on or around Australia Day 2022. This event promotes the community coming together to enjoy an evening of music. The evening starts with an Acknowledgement of Country progressing through three emerging local performers (with the emphasis of promoting youth and young adults) through to an experienced band to finish off the night. Two of the significant benefits are that the emerging performers have an opportunity to have a paid performance as well as meet and be mentored by the experienced performers.

**5. Activities to be funded by this grant**

Besides the engagement of local performers/bands, the event engages with the local Whadjuk Noongar community to deliver the Acknowledgement of Country (which can take the form of a performance). In addition DaSRA sources local businesses to provide food and associated refreshments to the audience and local businesses to provide support services such as security, first aid and waste removal.

The grant will be used primarily to pay for the hire of equipment and/or payments to the performers/bands attending.

**6. Priority of Project/Community Consultation/Benefit**

It is anticipated that approximately 400 people will attend, based on previous event attendance.

The number of performers has remained stable, with between four and five acts across the six hour event, maximising local emerging and experienced professional performers.

DaSRA has always used local vendors and service suppliers as a priority for its events and this will be the case for this event.

It is also expected that up to five food and refreshment vans will attend the event to maximise the participation of local business.

**7. Access and Inclusion**

The event is located at and in front of the Darlington Community Pavilion. This area has been specifically designed for universal accessibility. The Access & Inclusion Checklist has been filled out and DaSRA has a high level of compliance.

**8. Compliance with COVID-19 guidelines**

The COVID-19 guidelines can change quickly and without much notice.

DaSRA has worked to address COVID restrictions in the delivery of previous events and has always complied with the guidelines as they are issued and confirmed by the Shire. The group will prepare a COVID-19 management plan, and submit it to the Shire closer to the event.

**9. Promotional activities**

The event will be promoted on social media, media release, banners, posters and on the event website.

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

Shire contribution will be acknowledged on social media, in the Darlington Review, with a media release and on all promotional material.

**11. Demonstrated success of the project**

DaSRA has an Evaluation Plan that emphasises the importance of achieving audience satisfaction, performer satisfaction, food van satisfaction and DaSRA general satisfaction. This has been achieved to a high degree in all three past events.

During the event the committee interview attendees, businesses, performers and committee members. At the conclusion of the event people are asked for feedback and suggestions, which are always taken into consideration in the review of the event and a final report to the DaSRA Committee.

**12. Event Budget**

The total budget is \$14,000. The applicant is seeking \$5000 from Shire of Mundaring, being 36% of the budget. Matching funds will be sourced from a Lotterywest grant, and through donations and business sponsorship.

PA and Sound	Equipment Hire	\$1700
Stage and Lighting	Hire	\$3250
Performers & Musicians	Performance	\$4000
Rubbish and Fencing	Services	\$500
Security and First Aid	Services	\$2000
Specialist Electrical	Hire of 3 Phase power	\$1000
Publicity and Promotion	Signs, printing, advertising	\$1175
Miscellaneous	DaSRA Costs	\$375
Total		\$14,000

**13. Referees**

Matthew Hughes, MLA, Parliament of WA  
Trish Cook, DCRAG Chairperson, Darlington Community

**14. Comment**

The applicant has now run this event for three years with increasing community support and demand. It complements the strong arts and music culture in Darlington and engages with a wide segment of the immediate and surrounding communities.

The applicant has run the event successfully in the past, and have provided a clear report on the delivery of the 2021 event with the view that the 2022 event will be delivered in a similar manner, refining elements that had been modified due to COVID restrictions.

They have identified key milestones, expected attendance numbers, key activities and logistical considerations.

With limited number of local, free/low cost events run within the Shire, these events meet the need for the community to gather and connect, this has become increasingly important post-COVID restrictions. The community's need for local community events was identified in the Community Strategic Plan.

Support for the event is clearly demonstrated with attendance numbers averaging 400 at past events and regular local business sponsors.

The event meets the community demand for more live music events, which has been evidenced by the popularity of the Shire's Twilight Tunes program.

The applicant has the required skills and capacity to deliver the event, as well as community and business support.

**15. Recommendation**

That a Community Event Grant to the value of \$5000 (plus GST) be awarded to the applicant.



**Applicant Group 4:** Glen Forrest Christmas Gathering (under auspices of  
Glen Forrest Volunteer Bush Fire Brigade)  
**Event:** Glen Forrest Christmas Gathering

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**1. Meets eligibility requirements?**  
Yes.

**2. Applicant Grant History**

Year	Grant	Purpose	Amount	Acquitted
2019	Community Event Grant	Glen Forrest Christmas Gathering	\$1500	Yes
2018	Community Event Grant	Glen Forrest Christmas Gathering	\$1500	Yes
2017	Community Event Grant	Glen Forrest Christmas Gathering	\$1500	Yes
2016	Community Event Grant	Glen Forrest Christmas Gathering	\$1500	Yes
2015	Community Event Grant	Glen Forrest Christmas Gathering	\$1500	Yes

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

**Strategic Community Plan 2020/2030**

Goal 1: Community – Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.2 – provision and support of arts, culture and events

Strategy 1.1.4 – Support community collaboration and community-led initiatives and activities

Strategy 1.1.5 – Encourage and promote neighbourliness

Strategy 1.1.6 – Promote and recognise volunteering within the Shire.

Objective 1.3 – Everyone belongs

Strategy 1.3.1 – Engage with and support the Shire's young leaders

Strategy 1.3.3 – Provide and support family and children's facilities and activities

Strategy 1.3.4 – Encourage opportunities for interaction between generations

Strategy 1.3.8 – Increase awareness and celebration of the cultural diversity within the Shire

**Community Health and Wellbeing Informing Strategy 2020/2025**

Goal: Proactively support positive mental health promotion in individuals and the community

Objective 2 – increase participation in activities that yield mental health benefits

Commitment 2.1 – promote participation in volunteering opportunities

Commitment 2.3 – Support groups and organisations that host community events.

Goal: Empowering and enabling our people and community to make healthy lifestyle choices

Objective 6 – Facilitate a more active community by increasing participation in physical activity.

Commitment 6.2 – Promote and encourage participation at local recreational places

Commitment 6.3 – promote and support local organised recreation and sporting clubs and groups

Objective 9 – Engage older people to participate in activities and events

Commitment 9.3 – Promote and encourage participation in local activities and events

Objective 2: Increase participation in activities that yield mental health benefits

Objective 6: Engage with and support our young people and wider community to become more connected.

**4. Brief Description of Project**

The Glen Forrest Christmas Gathering is held every Christmas in Glen Forrest at Burkinshaw Park. The event is led by the Hills Youth Choir, made up of local volunteers aged eight to 18. They rehearse in the Glen Forrest Hall. This is now a traditional annual family event in Glen Forrest that takes place on the 23 December.

**5. Activities to be funded by this grant**

The park is set up with facilities including sausage sizzle, coffee truck, ice-cream truck and sales in glow ware used for the carols. There are some games organised for the children and Santa arrives on a fire truck and throws lollies. There is an annual event of the tug-o-war "East vs West" and after sunset the carols begin and the park glows with happy faces and the glow ware. The Shire funds pay for the sound and lighting and staging setup. This external cost, provided at cost price by a local company have remained unchanged for some years. The annual grant from the Shire has demonstrated the Shire support to the community

**6. Priority of Project/Community Consultation/Benefit**

It is estimated that between 1500 and 1800 people will attend the event, based on previous year's attendance.

This event has been held for over 25 years and has grown steadily each year, gaining support from the community as the 'go to' place for many families every year on 23 December as part of their Christmas celebrations.

Each year the programme is changed to maintain interest, support and growth. The event will not expand in time of duration, however in terms of content and presentation changes are made every year.

**7. Access and Inclusion**

As the Glen Forrest Oval facilities are designed for large crowds and have excellent access for all participants and attendees, there have not been any previous issues. The very object and function of the overall facilities are of great value to the arrangement of this community event. Volunteers are present at the main entrance to ensure that the facilities are operating to their designed functional purposes. As this event has been held for so many years

and involves many people very familiar with the event and the facilities, this allows for a smooth running of the operation.

**8. Compliance with COVID-19 guidelines**

To comply with State Government guidelines related to the current Stage 4 COVID-19 restrictions the group will ensure:

- QR Code to be scanned or sign in sheet to be completed for all attendees
- Choir members will be distanced 1.5 metres from each other
- Santa will not be allowed to crowd around the children
- Lines for vans, Scouts & toilets will be controlled with dots or X's to stand on while they wait in queue
- A possibility of a Facebook Livestream to provide viewers at home a chance to watch the choir without having to come to the physical event
- Plans to scale down the numbers and calm down the energy of the event
- Gathering limits only determined by WA's reduced 2 square metre rule
- 2 square metre rule will only include staff at venues that hold more than 500 patrons
- Hand sanitiser provided at all stations
- Posters outlining COVID-19 safe practices
- Public announcements at beginning, middle and end of event stating COVID-19 requirements

**9. Promotional activities**

The event will be promoted on social media, with posters and through word of mouth.

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

Shire contribution will be acknowledged in all promotional material, with signage and verbally at the event

**11. Demonstrated success of the project**

This event serves the community of Mundaring at a key time of the year with a Christmas function that involves families, including the young children and older people. The provision of games, a choir involving many local school children and musicians, fulfils the need for a relaxing, enjoyable free attraction for all.

The ongoing support shown by the community and demonstrated by the numbers attending is the most obvious measure of success. Growing local business involvement and feedback from attendees and participants (choir/musicians/volunteers) is always positive and enthusiastic.

**12. Event Budget**

The total budget is \$4300. The applicant is seeking \$1500 from Shire of Mundaring, being 35% of the budget. Matching funds will be sourced from sale of Gloware, donations and business sponsorship.

Choir Conductor	Cost of Event	\$250
Music Guitar	Cost of Event	\$250
Music Drummer	Cost of Event	\$250
Music Pianist	Cost of Event	\$250
Insurance	Purchase	\$650
Sound Lighting Staging	Cost of Event	\$1500
Flowers & Acknowledgement	Cost of Event	\$150
Candles & Glow Sticks	Purchase	\$1000
Total		\$4300

**13. Referees**

Graeme Bisset, President, Glen Forrest Volunteer Fire Brigade  
Ann Slaven, Secretary, Glen Forrest Volunteer Fire Brigade

**14. Comment**

It is recommended that this event is supported after being cancelled in 2020 due to the impact of COVID and the uncertainty around event requirements.

The event has been held for over 25 years with a committed group of volunteers coordinating the event. Rehearsals for the community choir begin in October with service providers and suppliers confirmed well before the event.

With the event organisers deciding to not go ahead in 2020 in response to the uncertainty caused by COVID restrictions and the group's inability to wear the cost of a cancelled event if it happened, there was a swell of community feedback on social media expressing the community's disappointment though understanding of the decision. The event has historically been well attended with crowds averaging 500 each year, it is a calendar fixture always occurring on the 23 December each year, regardless of the day.

The group has not requested increased funds from the Shire for a number of years, yet has managed to not only sustain, but also grow the event. They have taken on feedback from the Shire in previous years and incorporated adjustments to continually improve the event's management. The event has run for 25 years and throughout has been diverse and inclusive in its organisation and delivery. It reaches out to the Shire's young leaders through their inclusion in the organisation of the event with the carols being led by the Hills Youth Choir and it creates an engaging, low-tech family friendly/intergenerational event, which encourages connection and interaction.

**15. Recommendation**

That a Community Event Grant to the value of \$1500 be awarded to the applicant.

**Applicant Group 5:** Glen Forrest Primary School P&C Inc.  
**Event:** Community Quiz Night

**1. Meets eligibility requirements?**

Yes.

**2. Applicant Grant History**

Year	Grant	Purpose	Amount	Acquitted
2020	Rebuild Grant	Cinema under Starlight	\$5000	Yes
2018	Community Event Grant	Fete and Art Auction	\$5000	Yes
2017	Matching Grant	Oven	\$2000	Yes
2015	Quick Grant	Gardening and land care	\$500	Yes
2015	Community Event Grant	Fete and Art Auction	\$6500	Yes

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

**Strategic Community Plan 2020/2030**

Goal 1: Community – Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs.

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.2 – Provision and support of arts, culture and events.

Strategy 1.1.4 – Support community collaboration and community-led initiatives and activities.

Strategy 1.1.5 – Encourage and promote neighbourliness.

Objective 1.2 - Flourishing local businesses

Strategy 1.2.1 - Support business collaboration and be a business-friendly local government.

Strategy 1.2.2 - Encourage 'buy local'.

Objective 1.3 - Everyone belongs

Strategy 1.3.3 - Provide and support family and children's facilities and activities.

Strategy 1.3.4 - Encourage opportunities for interaction between generations.

**Community Health & Wellbeing Informing Strategy 2020/2025**

Goal: Proactively support positive mental health promotion in individuals and the community

Objective 2 – Increase participation in activities that yield mental health benefits.

Commitment 2.1 – Promote participation in volunteering opportunities.

Commitment 2.3 – Support groups and organisations that host community events.

Goal: Empowering and enabling our people and community to make healthy lifestyle choices.

Objective 8 – Prevent harms associated with smoking, alcohol and drugs in the community.

Commitment 8.1 – Promote and encourage facilities, environments and events which are free from smoking, alcohol and other drugs.

Goal: Building and maintaining safe places to live, work and play

Objective 4 – Support people with disability and their families, friends and carers to feel welcomed, valued and included in the Shire community.

Objective 6 – Engage with and support our young people and wider community to become more connected.

Commitment 6.3 – Provide grant funding to community groups and organisations that deliver programs and activities for young people.

Objective 9: Engage older people to participate in activities and events

**4. Brief Description of Project**

The aim of this event is to promote a sense of belonging and build local relationships by holding a fun, community-building quiz night to raise funds for the Glen Forrest Primary School P&C. The event will be held on 20 November 2021.

The event is to be held in the Glen Forrest Primary School gymnasium, making use of the adjacent canteen. A professional Quiz Master is being arranged, as well as food and beverage service.

Grant funds will assist the group to engage the wider community, increase the quality and scale of the event and enhance the fundraising element.

**5. Activities to be funded by this grant**

The quiz is to include the standard general knowledge and trivia questions, with a focus on the values of the local community, and including local history (to coincide with the 130th anniversary of GFPS). The group will engage a professional quiz master to run the event.

The grant will be used towards the cost of promotions, equipment hire (including tables, chairs, food service equipment) and the quiz master.

The grant funds will have a multiplier effect on the event. It will allow a higher quality event and larger scale that can double the participation and triple the fundraising potential.

**6. Priority of Project/Community Consultation/Benefit**

It is anticipated that approximately 96 – 120 people will attend the event, based on 12-15 tables of 8 people per table. The group has informally polled a number of local families for interest in the event and received positive responses.

Similar events have been successfully held by other local community organisations in the last couple of years, with positive feedback and enthusiasm in the community to run additional similar events.

**7. Access and Inclusion**

The event planning will be informed by the Accessible Events Guide and Checklist. The Glen Forrest Primary School is already equipped with designated accessible parking bays and has continuous accessible pathways

from the Tillbrook and Smith Street car parks for wheelchair access to the event. The event itself will be held in the undercover area/gymnasium, which is wheelchair accessible. There is also ramp access throughout the school. Refreshments will be available throughout the event and easily accessible to all.

Accessible toilets are available at the school and will be clearly signposted. Accessibility information will be included on promotional material. The school is accessible by public transport.

**8. Compliance with COVID-19 guidelines**

The school and P&C have a COVID-19 Safety Plan in place. Event organisers will ensure that current State government guidelines are complied with including the provision of hand sanitiser, additional cleaning of high touch areas and enforcing of physical distancing.

The event falls under the 'Unfixed Seated' classification and will abide by the associated guidelines.

The gymnasium / under cover area that the event is to be held in is 380m<sup>2</sup> (this excludes the canteen and stage area) allowing a capacity of 190 persons. We are capping attendance at 120 (3m<sup>2</sup> per person).

The venue already has in place additional cleaning services and appropriate health promotion material (e.g. hand washing posters) are already in place.

**9. Promotional activities**

The event will be promoted on social media, newspaper advertising, on the website, on community notice boards, in school newsletters and with posters. Posters will be displayed on community noticeboards, shared with other school's for their newsletter and on local social media chat pages

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

Shire of Mundaring will be acknowledged in all promotional material, verbally on the night, in advertising, in the group's newsletter, on social media and with signage at the event.

**11. Demonstrated success of the project**

Success of the event will be demonstrated through improved community wellbeing, improved sense of community, increased participation and the creation of new friendships. Funds raised will allow the group to support the wellbeing of students at Glen Forrest Primary School and run further community events. In particular, funds raised will contribute to a community fete to celebrate the 130<sup>th</sup> anniversary of the school.

The event will provide support to local businesses who will benefit from supplying goods and services to the event.

Success will be measured with a feedback survey on the night to gauge satisfaction of event attendees, attendee numbers and the amount of funds raised.

**12. Event Budget**

The total budget is \$1481. The applicant is seeking \$740.80 from Shire of Mundaring, being 50% of the budget. Matching funds will be sourced through the group's own funds.

Table hire (12 * \$22)	Equipment hire	\$264
Chair hire (120 * \$1.98)	Equipment hire	\$237
Hire: Glassware, tea cups (180pc * \$0.44)	Equipment hire	\$79.20
Hire: crockery & cutlery	Equipment hire	\$184.80
Hire: serving trays (24 * \$2)	Equipment hire	\$48
Hire: quiz master and questions	quiz production	\$300
Pizzas x 24	Food	\$168
Advertising	Advertising	\$200
Total		\$1481

**13. Referees**

Tony Merlacco, Owner, IGA Glen Forrest  
Jan Jost, Community Member

**14. Comment**

The applicant appears well equipped to deliver the event and to promote it more widely to the Glen Forrest and surrounding communities. With the November event date they have plenty of time to secure all required services and approvals on confirmation of a successful grant application.

The need for events which connect and engage the community has been clearly identified post COVID restrictions. In addition many community groups were impacted with reduced fundraising opportunities due to the inability to host large scale community events. This family-friendly event provides a great opportunity for inter-generational activities with quiz nights appealing to all ages.

The opportunity that the funding provides to expand the event to encompass a wider segment of the community supports the Shire's community strategic plan by creating connections and intergenerational activities.

**15. Recommendation**

That a Community Event Grant to the value of \$741 be awarded to the applicant.



**Applicant Group 6:** Darlington Community Garden (under auspices of Darlington Sports & Recreation Association)  
**Event:** Spring Blessing - Launch of Darlington Community Garden

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1. **Meets eligibility requirements?**  
 Yes.

2. **Applicant Grant History**

Year	Grant	Purpose	Amount	Acquitted
2020/21	Reconnect Grant	Garden equipment	\$2495	No

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

**Strategic Community Plan 2020/2030**

Goal 1: Community – Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.2 – Provision and support of arts, culture and events

Strategy 1.1.4 – Support community collaboration and community-led initiatives and activities

Strategy 1.1.5 – Encourage and promote neighbourliness

Objective 1.2 - Flourishing local businesses

Strategy 1.2.1 - Support business collaboration and be a business-friendly local government

Strategy 1.2.2 - Encourage 'buy local'

Objective 1.3 - Everyone belongs

Strategy 1.3.3 - Provide and support family and children's facilities and activities

Strategy 1.3.4 - Encourage opportunities for interaction between generations

**Community Health & Wellbeing Informing Strategy 2020/2025**

Goal: Proactively support positive mental health promotion in individuals and the community

Objective 2 – Increase participation in activities that yield mental health benefits.

Commitment 2.1 – Promote participation in volunteering opportunities.

Commitment 2.3 – Support groups and organisations that host community events.

Goal: Empowering and enabling our people and community to make healthy lifestyle choices.

Objective 6 – Facilitate a more active community by increasing participation in physical activity.

Commitment 6.2 – Promote and encourage participation in local recreational places

Objective 8 – Prevent harms associated with smoking, alcohol and drugs in the community.

Commitment 8.1 – Promote and encourage facilities, environments and events which are free from smoking, alcohol and other drugs.

Objective 9 – Engage older people to participate in activities and events.  
Commitment 6.3 – Promote and encourage participation in local activities and events.

Goal: Building and maintaining safe places to live, work and play  
Objective 4 – Support people with disability and their families, friends and carers to feel welcomed, valued and included in the Shire community.  
Objective 6 – Engage with and support our young people and wider community to become more connected  
Objective 7: Foster healthy eating in our community  
Objective 9: Engage older people to participate in activities and events

**4. Brief Description of Project**

This event marks the formal opening of the Darlington Community Garden. It will also be a celebration of the completion of significant works under the Lower Area Master Plan - construction of Grand Arbour, upgrade of skate park and pump track. By this event it is anticipated Stage 1 plantings will be completed, some hard landscaping (garden beds/seating built and potentially a Railway Wagon storage/meeting area) will be installed.

The event is an important means of welcoming the wider community into the garden space, providing information about the plans for the space and how to get involved, and celebrating the hard work of the volunteers so far. VIPs will be invited to speak, a garden artwork created in situ by children, young people and elderly residents of "the Glen", led by a local artist, and a symbolic tree planted. Dr Noel Nannup has agreed to welcome us to the land and tell stories of place, educating us about how to respect Indigenous culture and history as we work in and enjoy the space.

There will be focused engagement of seniors, schools and skate park/sports pavilion users. This is seen as an important moment in supporting the vision of intergenerational connectedness in the Darlington Lower Recreational Area as the area is developed.

The event will take place on 26 September 2021.

**5. Activities to be funded by this grant**

The grant will assist with the cost of the Welcome to Country and blessing of the garden, live entertainment, Indigenous education / storytelling, making of garden art by community members, tree planting and catering.

**6. Priority of Project/Community Consultation/Benefit**

It is anticipated that up to 400 people will attend the event. Several rounds of community consultation have occurred since 2017 regarding the plans and design for the Darlington Community Garden, beginning with initial survey of support for the idea of a community garden, including three open meetings, design input via stalls at other community events and most recently an open workshop held on the 6 March attended by 27 community members, at which the proposal for a Spring Open Day was discussed and supported. At this meeting, attendees committed to one of three working groups, one of which focuses on events and education. The event details in this proposal have

been developed in consultation with the coordinator of the Events and Education working group, representing its members.

**7. Access and Inclusion**

The site is accessible via ramps, accessible toilets are onsite. Accessibility will be considered in the event layout plan. Event promotion will consider accessibility guidelines with regards to colours, fonts and language.

**8. Compliance with COVID-19 guidelines**

The Darlington Pavilion has a SafeWA QR Code posters installed - we will ensure copies are posted throughout the event and facilitators / volunteers will be asked to ensure people sign in or checking using Safe WA on arrival.

COVID-19 restrictions and physical distancing requirements will be considered at the time of the event.

Hand sanitiser will be provided.

Given the anticipated size of the event, the group will be required to prepare and submit a COVID event plan.

**9. Promotional activities**

The event will be promoted on social media, in newspaper advertising, through a media release and with posters.

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

Shire contribution will be acknowledged on all promotional material, social media, media release, signage at the event and verbally on the day.

**11. Demonstrated success of the project**

Success of the event will be demonstrated through increased community awareness of the new Community Garden, its vision, key stakeholders and how to become involved. Beautiful artwork in the garden made by Elders and young people, a symbol of inter-generational collaboration and creativity will be produced. Positive associations for nearby residents will be built with the Community Garden space, infrastructure and people, which will assist with navigating any future concerns they may have.

Increased community knowledge about indigenous history of the Darlington / Mundaring area, including Noongar names for local flora and fauna will be achieved. An increase in the number of people on the Community Garden mailing and membership lists, building additional capacity for the necessary care and development of the garden.

Outcomes will be measured through an increase in traffic to the group's Facebook page and the number of people signing up to mailing lists, feedback received on social media and in the Darlington Review. A follow up poll will be conducted on the Darlington Hub Facebook page. The artwork will be completed and installed.

**12. Event Budget**

The total budget is \$3500. The applicant is seeking \$1500 from Shire of Mundaring, being 43% of the budget. Matching funds will be sourced from the group's existing funds.

Welcome to Country	service	\$350
art workshop	artist and materials	\$500
entertainment	musicians	\$500
marquees	equipment hire	\$450
coffee van (free coffee for people with reusable cups)	catering	\$400
food	catering	\$500
trees to plant	plants	\$500
tables/chairs	equipment hire	\$300
Total		\$3500

**13. Referees**

Chris Bedding, Rector, St Cuthbert's Anglican Church  
Patricia Cook, Chairperson, Darlington Community Recreation Advisory Committee

**14. Comment**

The event grant provides value for money to the Shire with the expected engagement of the community and also the cross community partnerships the group have secured for the event. The incorporation of Indigenous elements into the event supports the Shire's goal to increase community engagement and knowledge about Noongar culture. The event also supports the identified need in the Community Strategic Plan for increased opportunities for intergenerational activities.

**15. Recommendation**

That a Community Event Grant to the value of \$1500 (plus GST) be awarded to the applicant.

**Applicant Group 7:** Chidlow Progress Association  
**Event:** Chidlow Christmas Carols

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**1. Meets eligibility requirements?**

Yes.

**2. Applicant Grant History**

Year	Grant	Purpose	Amount	Acquitted
2021	Rebuild Grant	Community garden infrastructure	\$9009	No
2021	Quick Grant	Kitchen equipment	\$500	No
2021	Matching Grant	Kitchen benches and software	\$581	No
2021	Community Event Grant	Insurance for markets	\$1331	Yes
2019	Community Event Grant	Christmas Carols	\$4340	Yes
2019	Quick Grant	Community Garden fencing	\$500	Yes
2018	Quick Grant	Under stage storage	\$500	Yes
2018	Matching Grant	Stage repair	\$2000	Yes
2018	Matching Grant	Chidlow Hall windows	\$2000	Yes
2017	Quick Grant	Carols at Lake Leschenaultia	\$500	Yes
2016	Quick Grant	Hall painting	\$500	Yes

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

**Strategic Community Plan 2020/2030**

Goal 1: Community – Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.2 – Provision and support for arts, culture and events

Strategy 1.1.4 – Support community collaboration and community-led initiatives and activities

Strategy 1.1.5 – Encourage and promote neighbourliness

Strategy 1.1.6 – Promote and recognise volunteering within the Shire

Objective 1.2 – Flourishing local businesses

Strategy 1.2.1 – Support business collaboration and be a business-friendly local government

Objective 1.3 – Everyone belongs

Strategy 1.3.3 – Provide and support family and children's facilities and activities

**Community Health and Wellbeing Informing Strategy 2020/2025**

Goal: Proactively support positive mental health promotion in individuals and the community

Objective 2 – increase participation in activities that yield mental health benefits

Commitment 2.1 – promote participation in volunteering opportunities

Commitment 2.3 – Support groups and organisations that host community events.

Goal: Empowering and enabling our people and community to make healthy lifestyle choices

Objective 6 – Facilitate a more active community by increasing participation in physical activity.

Commitment 6.2 – Promote and encourage participation at local recreational places

Commitment 6.3 – promote and support local organised recreation and sporting clubs and groups

Objective 9 – Engage older people to participate in activities and events

Commitment 9.3 – Promote and encourage participation in local activities and events

Objective 6: Engage with and support our young people and wider community to become more connected.

**4. Brief Description of Project**

The group seeks funds to hold a Christmas event for the Chidlow community on the Chidlow Village Green. The event is an opportunity for the Chidlow community to connect and celebrate at the end of the year. It is also an opportunity for local community organisations and businesses to come together, support each other and deliver a family event. The event will be held on 18 December 2021.

**5. Activities to be funded by this grant**

The grant will assist with the cost of musicians, portable toilets and the provision of first aid.

**6. Priority of Project/Community Consultation/Benefit**

It is anticipated that approximately 1000 people will attend the event. This event is usually held annually, however the event was unable to be held in 2020 due to COVID-19 restrictions. It has previously been very well attended and supported and involves students from Chidlow Primary School. The Chidlow Tavern is one of the local businesses that is involved with a contribution to the stage and sound for the event.

**7. Access and Inclusion**

The railway Heritage path is accessible. Accessible toilets will be provided. Seating will be provided in shaded areas to accommodate older people and to offer cooler places to sit. Promotional material will consider accessibility guidelines.

**8. Compliance with COVID-19 guidelines**

The group will arrange a check in QR code. Sanitiser stations and written check in will also be available. The event will be held in an outdoor setting with volunteers available to ensure social distancing is maintained where required.

**9. Promotional activities**

The event will be promoted via social media, in newspaper advertising, on the group's website and with banners and posters.

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

Shire contribution will be acknowledged in the Chidlow Chatter, on social media and with signage at the event.

**11. Demonstrated success of the project**

Success of the event will be evident when the group is able to provide an opportunity for the Chidlow community to come together and celebrate, for local community groups to attend and partner. Success will be measured through the number of community groups and businesses involved, the level of volunteer contribution and commitment to run the event and through attendance numbers.

**12. Event Budget**

The total budget is \$3000. The applicant is seeking \$1000 from Shire of Mundaring, being 33% of the budget. Matching funds will be sourced from the group's own funds and local business sponsorship.

Band	Entertainment	\$1000
Hills Choir	Cover expenses for entertainment	\$100
School Choir	Cover expenses for entertainment	\$50
Portable toilets	Amenities	\$500
First aid	Amenities	\$250
Sound Engineer and staging	Equipment hire	\$1000
Soloist	Entertainment	\$100
Total		\$3000

**13. Referees**

Norm Brewer, Manager, Chidlow Tavern  
Jessica Shaw, Member for Labour, WA Labour

**14. Comment**

The event will be a valuable addition to the summer calendar of events, particularly as a Christmas event (most of which were cancelled in 2020 due to COVID-19 restrictions), and one which will be held in the Shire's eastern regions. The event will provide an opportunity for the community to connect and celebrate, to volunteer and to build partnerships between local businesses and community groups.

**15. Recommendation**

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



## 8.2 Matching Grant Applications 2021/22 Round One

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<b>File Code</b>	GS.COM 2.01
<b>Author</b>	Tracey Peacock, Community Capacity Building Officer
<b>Senior Employee</b>	Megan Griffiths, Director Strategic & Community Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	1. Matching Grant Applications

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### SUMMARY

The 2021/22 Matching Grant Program budget is \$30,070. This is the first round of this grant, with applications closing on 21 June 2021. Five eligible applications were received, with requests totalling \$8085.

It is recommended that the Grants Selection Committee awards Matching Grants to the six applicants as outlined in Attachment 1.

### BACKGROUND

The Matching Grant provides up to a maximum of \$2000 or 50% of the total project cash cost, whichever is the lesser amount. For grants over \$500, 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 round was promoted in the community through the local newspaper, Shire website, social media, community group email network and posters at Shire sites and community noticeboards.

In addition to assessing whether or not applications meet 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 the broader community understand one of the ways Shire revenue is spent. It may also encourage other community organisations undertaking similar activities to consider approaching the Shire for a grant. Examples of Shire acknowledgement include:

- A Council representative being invited to attend the launch of a completed project;
- Verbal acknowledgement of the Shire's support during speeches;
- Media articles about Shire support of the project;
- Use of Shire logo on promotional material;

- Display of Shire signage at the site of the project.

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

- Darlington Tennis Club.....\$2000
- Mundaring Toy Library.....\$2000
- Parkerville Playgroup.....\$700
- Hills Outside School Care Association.....\$2000 (+GST)
- Chidlow Volunteer Bush Fire Brigade.....\$1385

The applicants are seeking funds to purchase equipment, undertake minor capital upgrades of facilities and implement projects that benefit the local community. All of these activities fall within the grant guidelines.

## **STATUTORY / LEGAL IMPLICATIONS**

Council has provided the Grants Selection Committee, through its Terms of Reference, with authority to grant Milestone Event Grants, Community Event Grants and Matching Grants.

## **POLICY IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

The funding applications recommended for approval can be met within the allocated budget, with \$21,985 remaining for allocation in round two of the financial year.

## **STRATEGIC IMPLICATIONS**

Mundaring Strategic Community Plan 2020 - 2030

Priority 1 - Community

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.4 – Support community collaboration and community-led initiatives and activities

Community Health & Wellbeing Informing Strategy 2020/25

Goal: Proactively support positive mental health promotion in individuals and the community.

Objective 6 – Facilitate a more active community by increasing participation in physical activity.

Commitment 6.3 – Promote and support local organised recreation and sporting clubs and groups

## 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

<b>Risk: Reputation</b> – Council faces a reputational risk if the Community Grants Program budget is not expended in an effective, strategic and equitable manner.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Unlikely	Moderate	Moderate
<b>Action / Strategy</b>		
The risk is mitigated through ongoing and periodic review of the program.		
<b>Risk: Financial</b> – The risk of funds mismanagement by grant recipients.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Unlikely	Minor	Low
<b>Action / Strategy</b>		
The risk is mitigated through the eligibility and assessment process, where groups must provide evidence of their capacity to complete and acquit the project or event.		

## EXTERNAL 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.

- Darlington Tennis Club seeks funds to construct a hit up wall
- Mundaring Toy Library seeks funds to purchase toys, shelving, storage and a TV/DVD wall mount
- Parkerville Playgroup seeks funds to purchase sensory play equipment
- Hills Outside School Care Association seeks funds to purchase interactive play equipment and new soft fall
- Chidlow Volunteer Bush Fire Brigade seeks funds to purchase and install a new oven and range hood

In this round, 40% of eligible applications received were from groups located in Central Ward, 40% from South Ward and 20% from East Ward. No application were received from groups located West Ward.

## VOTING REQUIREMENT

Simple Majority

<b>RECOMMENDATION</b>
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That the Committee resolves to award Matching Grants to the total value of \$8085 to:

- Darlington Tennis Club .....\$2000
- Mundaring Toy Library .....\$2000
- Parkerville Playgroup.....\$700
- Hills Outside School Care Association.....\$2000 (+GST)
- Chidlow Volunteer Bush Fire Brigade.....\$1385

### Matching Grant Assessment against Selection Criteria

There are five applicants for the first grant round for the financial year 2021/22, seeking funds to the total of \$8085. These requests can be met within the allocated budget of \$30,070.

The applications are summarised below:

**Applicant Group 1:** Darlington Tennis Club  
**Project:** Hit up wall court construction

**1. Meets eligibility requirements?**

Yes. Applicant has secured required Shire approvals for project and has the funds to complete the project.

**2. Applicant Grant History**

Year	Grant	Purpose	Amount	Acquitted
2019	Quick Grant	Event equipment	\$500	Yes
2018	Volunteer Recognition Event Grant	Volunteer Recognition Event	\$300	N/A
2017	Quick Grant	Tennis ball machine	\$500	Yes
2015	Volunteer Recognition Event Grant	Volunteer Recognition Event	\$300	N/A

**3. Meets Shire Strategic Community Plan objectives  
Strategic Community Plan 2020/2030**

Goal 1: Community – Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.1 – Provision of sport, recreation and community facilities

Goal 3: Built environment – Transport, infrastructure and planning for liveable, connected communities

Objective 3.1- Shire assets and facilities that support services and meet community need

**Community Health & Wellbeing Informing Strategy 2020/2025**

Goal: Empowering and enabling our people and community to make healthy lifestyle choices

Objective 6: Facilitate a more active community by increasing participation in physical activity

Commitment 6.1 – Provide a broad range of recreation and leisure facilities across the district

Commitment 6.2 – Promote and encourage participation at local recreational places

**4. Brief Description of Project**

The group seeks funds for construction of a concrete half court of approximately 8 x 11m abutting the outside of the hit up wall at the tennis club. The half court and existing wall will allow for tennis practise and warm up without requiring access to the courts, and can also be used for handball, hopscotch and other games by all members of the community. The area is currently vacant ground.

**5. Project Rationale**

The project was proposed initially by members of the tennis club who wanted a hit up wall that would not impede court use. It was subsequently approved by the tennis committee even though the area is outside the current tennis club lease, as the project was considered beneficial to the whole community as well as members. The proposal was subsequently raised with other community groups (Darlington Resident & Ratepayer Association, Darlington Community Recreation Advisory Group, Darlington Arts Festival and the Shire) and was supported by all. The Shire has already given approval for the project to go ahead.

**6. Project Plan**

Construction of hit up court including:  
Supply a 900 X 900 concrete liner and grate with galvanised 450 square grate lockable (bolted)  
150 Sn8 pipe to approximately 26m  
Install pipe and pit to grade  
Supply and install compacted road base to develop levels for concrete pad  
Supply and install 90 cubic metres of concrete, mesh  
Fill area around court from 100mm to 0 with Ferricrete (supplied) and roll  
Shire, as discussed on site with David Piercy to mark power cable location  
Supply approximately 10 cubic metres Ferricrete for around court.

Timeline depends on access for trucks over the Darlington Oval so may need to wait until it dries out in the spring. Note that all the above has been signed off by an engineer and approved by the Shire.

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

Shire contribution will be acknowledged on social media, website, and email to membership.

**8. Demonstrated Success of the Project**

A vacant area adjacent to Darlington oval that is currently not used for any purpose will become freely available for all members of the community to use for tennis, handball, hopscotch and other ball games requiring a hard surface and adjacent hit up wall.

The tennis club will benefit as players will have an area to practise on and warm-up without using a court, which is of particular benefit to a club with high

membership (100-160) and only four tennis courts. The hit up wall can also be used by a single player so players without a partner can benefit. The area is away from vehicle traffic so provides a safe place for younger children to play ball games on a hard surface. When courts are fully booked there will still be an additional area available for practise. The Shire have indicated they will connect the new half court area with existing footpaths, which would also enable players with a disability to have access to the hit up wall.

The group is confident the outcomes will be achieved because of the demand and support for the project both from within the tennis club and the wider community. Coaches, social captains, and pennants captains will have an additional half court available for use and will be asked to provide feedback on usage via the club meetings. The membership will be notified by email and asked for feedback. General use by the public will be monitored on a casual basis.

**9. Project Budget**

The total budget is \$13,430. The applicant is seeking \$2000 from Shire of Mundaring, being 15% of the budget. Matching funding will be sourced through the tennis club's existing funds.

**10. Referee**

Glen Whisson, Research Director, Aqua Research and Monitoring Services

**11. Comments**

The project adds value for not only Club members but also the wider community and encourages participation in activities that promote both physical and mental health at both a competitive and social level. The project provides a multi-use facility suitable for all ages and abilities. The applicant has worked closely with Shire Officers in planning and infrastructure to ensure that the project has the appropriate approvals and safety measures in place. They have considered a wide range of factors in the placement and construction of the half court as well as community needs.

**12. Recommendation**

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

**Applicant Group 2:** Mundaring Toy Library Inc.  
**Project:** Purchase of Toys, Shelving and Storage Solution and Purchase and Installation of TV & DVD mount

**1. Meets eligibility requirements?**

Yes.

**2. Applicant Grant History**

Year	Grant	Purpose	Amount	Acquitted
2020-21	Reconnect Grant	Equipment and promotion	\$2500	No

**3. Meets Shire Strategic Community Plan objectives  
Strategic Community Plan 2020/2030**

Goal 1: Community – Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.4 – Support community collaboration and community-led initiatives and activities.

Strategy 1.1.6 – Promote and recognise volunteering within the Shire.

Objective 1.3 – Everyone belongs

Strategy 1.3.3 – Provide and support family and children's facilities and activities.

Strategy 1.3.4 – encourage opportunities for interaction between generations

**Community Health and Wellbeing Informing Strategy 2020/2025**

Goal: Proactively support positive mental health promotion in individuals and the community

Objective 1 – increase awareness and knowledge about activities that strengthen and retain mental health and wellbeing

Objective 2 – increase participation in activities that yield mental health benefits

Commitment 2.1 – promote participation in volunteering opportunities

Goal: Building and maintaining safe places to live, work and play

**4. Brief Description of Project**

The group seeks funds to purchase new toys, shelving and storage and for purchase and installation of a TV and DVD mount.

The Mundaring Toy Library (MTL) has a number toys that are still in circulation, but are outdated, and so not very popular. The group has not had the ability to purchase some of the popular toys as they are very expensive. The money from this grant will be used to procure good quality large toys, which are appealing to children. Funds will also be used to purchase material which will result in a solution for better shelving and storage. In addition the



installation of a TV and DVD mount will eliminate the risk associated with injury due to these being touched by children.

**5. Project Rationale**

The MTL committee meets monthly and the issue of purchasing new and contemporary toys is an ongoing item on the agenda. Discussions are also held with parents visiting the MTL regarding the type of toys they would like to borrow.

The Committee has also discussed the need to purchase new shelving and boxes for storage, as well as a mount for the TV/DVD so that children can safely be left to watch TV while their volunteer parents are busy with MTL jobs.

**6. Project Plan**

Once the grant has been approved the indicative timelines are:

- August 2021 - source toys, shelving and storage, TV & DVD mount
- September 2021 - make a decision regarding the best options
- October 2021 - purchase toys and install shelving and storage, TV & DVD mount

It should be noted that the above timelines are indicative and the purchase may be completed prior to October 2021

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

Shire contribution will be acknowledged verbally, on social media and in the group's newsletter.

**8. Demonstrated Success of the Project**

The purchase of new toys and implementing a shelving and storage solution will result in the following benefits to the Mundaring Toy Library:

- Replace older, outdated toys with new and popular toys
- The new toys will be appealing to current members (parents and children)
- There is also the additional benefit of encouraging prospective members to join the MTL, particularly when they see that the toy stock comprises of good quality, appealing toys
- Purchase of deep wire baskets to hold puzzles eliminating the need for coat hangers and reducing the amount of hanging space required
- Half height shelves to reduce amount of floor space taken up with large baby and role play items by stacking them instead, leading to a larger/safer walking area and more organised appearance
- New shelving for dress ups making this easy to browse through
- A TV and DVD mount enhances safety as there is no danger that these will topple over.

There are a number of indicators which will demonstrate that the outcomes have been achieved:

- Increase in the number of large toys available for borrowing by members
- Increase in member satisfaction with the MTL as a result of variety of toys available
- Improved safety as toys currently placed on the floor will be placed on shelves or within storage containers
- Increase in parents' confidence that their children are able to watch TV safely whilst in the library
- Level of parents' satisfaction with the quality and educational value of DVDs available for viewing

**9. Project Budget**

The total budget is \$4200. The applicant is seeking \$2000 from Shire of Mundaring, being 48% of the budget. Matching funding will be sourced from the group's existing funds.

**10. Referee**

Jennifer May Johnston, President, Mundaring & Hills Historical Society Inc.

**11. Comments**

This project complements the Shire's Strategic Community Plan, providing support for young families, encouraging sustainable resource use (through the borrowing of toys vs purchase), supports the value of volunteer commitments (as MTL is wholly volunteer run) to the community and the individual.

**12. Recommendation**

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

**Applicant Group 3:** Parkerville Playgroup Inc.  
**Project:** Small World and Sensory Play Equipment

1. **Meets eligibility requirements?**  
 Yes.

2. **Applicant Grant History**

Year	Grant	Purpose	Amount	Acquitted
2021	Quick Grant	Replace reticulation	\$500	No
2020	Reconnect Grant	Maintenance and development of outdoor play spaces	\$1990	No
2020	Quick Grant	Baby sensory area	\$500	Yes
2019	Matching Grant	Cubby house	\$1905	Yes

3. **Meets Shire Strategic Community Plan objectives**  
**Strategic Community Plan 2020/2030**

Goal 1: Community – Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.1 – provision of sport, recreation and community facilities.

Strategy 1.1.4 – Support community collaboration and community-led initiatives and activities.

Strategy 1.1.6 – Promote and recognise volunteering within the Shire.

Objective 1.3 – Everyone belongs

Strategy 1.3.3 – Provide and support family and children's facilities and activities.

Strategy 1.3.4 – encourage opportunities for interaction between generations

**Community Health and Wellbeing Informing Strategy 2020/2025**

Goal: Proactively support positive mental health promotion in individuals and the community

Objective 2: Increase participation in activities that yield mental health benefits

4. **Brief Description of Project**

The group wishes to purchase play equipment which is specific to Small World play and Sensory Play. Large, sturdy, shallow trays rest on a height-adjustable frame and contain terrain mats on which children can use toys such as sets of sea creatures, dinosaurs or Australian animals to build a landscape, create a tableau, act out stories and role play everyday tasks. The trays can be filled with substances for sensory exploration, such as shaving cream, playdough, cloud dough, or kinetic sand. In addition, sensory experiences can be matched with toys to create unlimited exciting play opportunities, such as blue jelly to play with plastic sea creatures, or edible "mud" to arrange a farmstead, or water to wash dolls.

The group will invest in these items to offer children fun, fresh, open-ended and themed learning opportunities indoors throughout winter (and hotter days), where they can explore, investigate, imagine and develop important skills along the way.

**5. Project Rationale**

Playgroup members will occasionally organise sensory activities to the best of their ability for a playgroup session, even though they do not currently have the ideal equipment. On every occasion, the uptake amongst attending children is very high, demonstrating that there is great interest from children in playing in these fascinating and unusual ways.

Particularly for messy play, the enthusiasm from grown-ups is frequently expressed as a sense of appreciation for the opportunity, as they watch their child become deeply engaged in an activity, alongside guilt that they feel they should be doing such things at home with their little ones, but never do, as they don't have the equipment and can't face the preparation and clean-up by themselves.

**6. Project Plan**

All of the equipment identified is very high quality, durable and functional and will be purchased from a single, well-regarded on-line educational equipment supplier. On receiving the grant, the order will be placed with the supplier and it will be delivered to the home address of the committee, a much safer place to receive large and valuable deliveries than at Playgroup. Within a week of delivery, the receiving family will transport all the equipment to Playgroup where committee and attending members will unpack, check contents against the order form, and construct the tables. Young members will then undoubtedly perform rigorous play-testing of the different surface mats, toy sets and table heights as soon as possible. The equipment will be used weekly during Playgroup sessions.

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

Shire contribution will be acknowledged through email to members, on social media and at the group's end of year celebration event.

**8. Demonstrated Success of the Project**

Small World and Sensory types of play help children to develop language and communication skills, promote creativity and imagination, and provide opportunities for social and emotional development such as cooperation and negotiation. In addition, it is expected to see development of fine motor skills, scientific exploration, and problem-solving, and that it will help build nerve connections in young brains and bodies that improve a child's ability to integrate more complex learning activities in the future.

This specific equipment with its height adjustable legs will provide access at a functional working height for children from standing age (approx.12m) right through to older child members of five and six. It is expected that to younger children will engage with the activities in a very different, yet still developmentally appropriate manner, to the older children. Over several years

of membership the same child will continue to engage with the same equipment in different ways and benefit from the many and varied types of play it offers.

These types of play can involve some preparation and significant clean-up, and the amount of work involved can be quite daunting for a parent at home alone with one or several children on their own. The pay-off for this work is enormous, however, when there are multiple children benefiting from it as well as many adult hands involved in the supervision and clean-up. As such, it is a perfect activity for regular use at playgroup, and it meets a specific, identified need of the organisation. The enthusiastic participation of both children and adults will indicate the outcomes have been achieved. There will be mud on faces, shaving cream on clothes, jelly on the floor, starfish on the tree stump, scientific evaluation of volumetric measurement tools with spillage of legumes onto the floor and all these things will tell us it was worth it.

In addition, members bring with them life experience that cannot be anticipated, and I expect that some parents and grandparents, on seeing this equipment, will be inspired to organise activities and combinations of activities that those of us on committee can not anticipate. We will know the equipment is performing as hoped when we are surprised and pleased by the way others choose to use it.

**9. Project Budget**

The total budget is \$1,399.41. The applicant is seeking \$699.70 from Shire of Mundaring, being 50% of the budget. Matching funding will be sourced from the group's existing funds

**10. Referee**

Michelle Roberts, Development Officer, Playgroup WA

**11. Comments**

The project aligns strongly with the purpose of the applicant and the Shire's Strategic Community Plan. Enabling the group to expand interactive, play based learning provides support to young families in the Shire and supports the mental and physical well-being of children and families, by creating a supportive and engaging environment for them to interact and connect.

**12. Recommendation**

That a Matching Grant to the value of \$700 be awarded to the applicant.

**Applicant Group 4:** Hills Outside School Care Association Incorporated  
**Project:** Soft fall and safe interactive play equipment

**1. Meets eligibility requirements?**

Yes.

**2. Applicant Grant History**

Year	Grant	Purpose	Amount	Acquitted
2020	Quick Grant	New oven	\$500	Yes
2019	Quick Grant	Gardening/landscaping supplies	\$500	Yes
2018	Matching Grant	Child protection training	\$603	Yes
2017	Quick Grant	Painting	\$500	Yes
2016	Matching Grant	Information technology upgrade	\$1703	Yes
2016	Matching Grant	Lounge suites	\$1535	Yes
2015	Quick Grant	Document storage cupboard and digital camera	\$399	Yes
2015	Matching Grant	Storage and decking	\$1650	Yes

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

**Strategic Community Plan 2020/2030**

Goal 1: Community – Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.1 – provision of sport, recreation and community facilities

Strategy 1.1.5 – Encourage and promote neighbourliness

Objective 1.3 – Everyone belongs

Strategy 1.3.3 – Provide and support family and children's facilities and activities

**SOM Community Health and Wellbeing Informing Strategy 2020/2025**

Goal: Proactively support positive mental health promotion in individuals and the community

Objective 1 – increase awareness and knowledge about activities that strengthen and retain mental health and wellbeing

Objective 2 – increase participation in activities that yield mental health benefits

Goal: Building and maintaining safe places to live, work and play

Objective 6 – Engage with and support our young people and wider community to become more connected.

Commitment 6.3 – provide grant funding to community groups and organisation that deliver programs and activities for young people.

**4. Brief Description of Project**

The group seeks funds to purchase and install new play equipment and soft fall. The current playground is in constant need of repair and no longer meets the children's needs. The new play equipment will enhance the children's play opportunities and the new soft fall is imperative to offer a safe play environment.

**5. Project Rationale**

The Education and Care Regulatory Unit (upon a service visit) recognised the need for improved soft fall to the playground for the safety of the children that utilise the area. The playground equipment is old and in need of constant repair, hence the decision to replace it with new play equipment. In consultation with children, their families, staff and committee the play equipment chosen has the requirements reflected by the children; monkey bars, climbing equipment and swings.

**6. Project Plan**

The soft fall and new play equipment will be installed by Wild Leaf Gardening Services, they will also organised to remove the old play equipment from the site. The time frame will depend on delivery of the play equipment, removal of the old play equipment and availability of the company doing the work. It is hoped that this will be achieved by the end of August.

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

Shire contribution will be acknowledged on social media, website and HOSCA newsletter.

**8. Demonstrated Success of the Project**

Success will be demonstrated through the following outcomes:

- Increased safety of children at HOSCA
- development of children's fine and large motor skills
- more physical play outdoors and social interaction with peers
- enhancement of children's creativity and confidence as they invent games to play

Success will be measured through observation of the children using the new equipment, asking the children about their experiences. Evidence will be provided to the Education and Care Regulatory Unit to show how the safety of the children has been met with the soft fall and safer play equipment.

**9. Project Budget**

The total budget is \$5290. The applicant is seeking \$2000 from Shire of Mundaring, being 38% of the budget. Matching funding will be sourced from the group's existing funds.

**10. Referee**

Lynda Humphreys, Executive Assistant, Helena College Junior Campus

**11. Comments**

The project supports HOSCA's activities with the children engaging in activities that enrich the development of fine and gross motor skills while they are at the centre. The new space will encourage more physical outdoor play as well as increase social interaction with peers, developing good social skills amongst the children. The group has investigated the need for the project and sought external advice, ensuring that they are well informed and able to deliver the project as outlined.

**12. Recommendation**

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



**Applicant Group 5:** Chidlow Volunteer Bushfire Brigade (CVBFB)  
**Project:** Purchase and install new oven and range hood

**1. Meets eligibility requirements?**

Yes. CVBFB will need to ensure that they have approval from Shire for installation of oven and range hood prior to purchase of items.

**2. Applicant Grant History**

Year	Grant	Purpose	Amount	Acquitted
2018	Matching Grant	Built in storage	\$2000	Yes
2018	Volunteer Recognition Event Grant	Volunteer Recognition Event	\$300	N/A

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

**Strategic Community Plan 2020/2030**

Strategic Community Plan 2020/2030

Goal 1: Community – Healthy, safe, sustainable and resilient community, where businesses flourish and everyone belongs

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.1 – Provision of sport, recreation and community facilities

Strategy 1.1.4 – Support community collaboration and community-led initiatives and activities.

Strategy 1.1.5 – Encourage and promote neighbourliness.

Strategy 1.1.6 – Promote and recognise volunteering within the Shire

Strategy 1.1.8 – Ensure safety and amenity standards are upheld

Objective 1.3 – Everyone belongs

Strategy 1.3.2 – provide and support youth facilities and activities

Strategy 1.3.3 – Provide and support family and children's facilities and activities.

Strategy 1.3.4 – encourage opportunities for interaction between generations

Strategy 1.3.5 – provide and support seniors' facilities and activities

**Community Health and Wellbeing Informing Strategy 2020/2025**

Goal: Proactively support positive mental health promotion in individuals and the community

Objective 2 – increase participation in activities that yield mental health benefits

Commitment 2.1 – promote participation in volunteering opportunities

Commitment 2.3 – Support groups and organisations that host community events.

Goal: Empowering and enabling our people and community to make healthy lifestyle choices

Objective 6 – Facilitate a more active community by increasing participation in physical activity

Commitment 6.3 – Promote and support local organised recreation and sporting clubs and groups

Objective 9 – Engage older people to participate in activities and events

Commitments – Provide facilities that cater for activities attractive to older people

Goal: Building and maintaining safe places to live, work and play

Objective 6 – engage with and support our young people and wider community to become more connected

Commitment 6.3 – Provide grant funding to community groups and organisations that deliver programs and activities for young people.

**4. Brief Description of Project**

The group seeks funds to purchase and install a new oven and range hood in the Chidlow Fire Station. The existing electric oven and cooktop is too small, with Brigade member numbers growing steadily. The oven is required for catering for volunteer training, catering for firefighters at extended response to bushfires, and brigade meetings and social events.

**5. Project Rationale**

The inadequacy of the previous small electric stove has been discussed by members for some years. Various options have been debated. Increasing numbers of volunteers have increased the demand on station infrastructure. A decision to proceed with a larger electric oven with gas cook-top was arrived by resolution at the general meeting.

**6. Project Plan**

- Research options to enhance capacity of station kitchen facilities.
- Seek approval from Shire to install larger stove.
- Reach member agreement on preferred oven and cooktop option and configuration.
- Bring quotes for stove and range hood to general meeting.
- Obtain member resolution to proceed.
- Purchase and install oven and range hood.

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

Shire contribution will be acknowledged verbally and on social media.

**8. Demonstrated Success of the Project**

Improved capacity of fire station kitchen facilities will assist in enabling the Brigade to provide adequate catering for Brigade members at various functions including:

- Catering for members at Brigade meetings and in-house training events

- Catering for members of other Brigades at occasional Mundaring Fire School training courses held at Chidlow Fire Station, eg. Pump Operations courses are regularly held at Chidlow Station
- Catering for members at extended fire emergency responses. For example at the recent Wooroloo Fire, members turned out to crew appliances around the clock for four shifts daily for seven consecutive days, and then on day shifts for several more days. Catering at the Incident Control Point was not always available. Food and drink for tired and hungry volunteers was supplied at Chidlow station by other members, family members and community members and the kitchen was constantly in use.
- Catering for Brigade members at regular social events.

Catering for Brigade members will be able to be served safely and in a timely manner in adequate quantities for the number of volunteers requiring it. Previously observed bottlenecks and delays in preparing and serving food will no longer occur. Members providing catering services will have more options on the nature and variety of catering provided. The Brigade will be better equipped to provide more options for members with particular dietary requirements.

**9. Project Budget**

The total budget is \$3370. The applicant is seeking \$1385 from Shire of Mundaring, being 41% of the budget. Matching funding will be sourced from the Brigade's existing funds.

**10. Referee**

Blue Inder - Smith, Owner, Chidlow Growers Mart

**11. Comments**

The applicant has canvassed input from members over a period of time with regard to the needs of the group; with increasing membership the need for a suitable oven to accommodate required catering needs for volunteer training, during bushfire response and for brigade meetings and social events has become a priority.

If approved, payment of the grant will be conditional on all relevant approvals for the work being sought and granted.

**12. Recommendation**

That a Matching Grant to the value of \$1385 be awarded to the applicant.

**9.0 URGENT BUSINESS (LATE REPORTS)**

**10.0 CLOSING PROCEDURES**

**10.1 Date, Time and Place of the Next Meeting**

**10.2 Closure of the Meeting**