



File Code OR.MTG 6/3/2

29 September 2016

NOTICE OF MEETING

Dear Committee Member

The next Grants Selection Committee meeting will be held on **Tuesday 11 October 2016** commencing at **5.30pm** in the Committee Meeting Room.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Shane Purdy".

Shane Purdy
A/CHIEF EXECUTIVE OFFICER

Please Note

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



AGENDA

GRANTS SELECTION COMMITTEE MEETING

11 OCTOBER 2016

ATTENTION/DISCLAIMER

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

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

LEGEND

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

Item	Example	Description
Page Numbers	GSC1.OCTOBER 2016 (GSC2, GSC3 etc)	Sequential page numbering of GSC Agenda or Minutes for October 2016
Item Numbers	8.1 (8.2, 8.3 etc)	Sequential numbering of reports under the heading "8.0 Reports of Officers"
Committee Decision Reference	DGSC3.10.16	Committee Decision number 3 from GSC meeting October 2016

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**GRANTS SELECTION COMMITTEE MEETING
COMMITTEE MEETING ROOM**

1.0 OPENING PROCEDURES

1.1 Announcement of Visitors

1.2 Record of Attendance/Apologies/Approved Leave of Absence

Members	Cr Jeans (Presiding Person)	Central Ward
	Cr Daw (Deputy Presiding)	East Ward
	Cr Cuccaro	West Ward
	Cr Martin	South Ward

Staff	Kaye Abel	Manager Libraries & Community Engagement
	Tracey Peacock	Grants & Volunteers Advisor

**Leave of
Absence**

Apologies	Cr Lavell	South Ward
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Absent

Guests

**Members of
the Public**

**Members of
the Press**

**2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT
DISCUSSION**

3.0 DECLARATION OF INTEREST

3.1 Disclosure of Financial Interest and Proximity Interests

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

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

3.2 Disclosure of Interest Affecting Impartiality

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

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

5.0 PUBLIC QUESTION TIME

(LIMIT OF 15 MINUTES)

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

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

6.0 CONFIRMATION OF MINUTES

That the minutes of the meeting of the Grants Selection Committee held 16 May 2016 be confirmed.

7.0 PRESENTATIONS

7.1 Deputations

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

7.2 Petitions

- (1) A petition is to –
 - a) be addressed to the President;
 - b) be made by electors of the district;
 - c) state the request on each page of the petition;
 - d) contain the legible names, addresses and signatures of the electors making the request;
 - e) contain a summary of the reasons for the request;
 - f) state the name of the person to whom, and an address at which, notice to the petitioners can be given; and
 - g) not contain offensive or insulting language.

- (2) On the presentation of a petition –
 - a) the member presenting it or the CEO is confined to reading the petition; and
 - b) the only motion that is in order is that the petition be received and that it be referred to the CEO for action.

- (3) At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless –
 - a) The matter is the subject of a report included in the agenda; and
 - b) The Council has considered the issues raised in the petition.

7.3 Presentations

Nil.

8.0 REPORTS OF EMPLOYEES

8.1 Matching Grant Applications

Date of Report	12 September 2016
Author	Tracey Peacock, Grants & Volunteers Advisor
Senior Employee	Megan Griffiths, Director Strategic & Community Services
Disclosure of Any Interest	Nil

SUMMARY:

The 2016/2017 Matching Grant program was allocated a budget of \$29,045. This is the first round of this grant, to which a total of \$14,522.50 was allocated, being 50% of the overall annual budget. Applications closed on 2 September 2016.

Six applications were received, with the requests totalling \$8799.

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

- Sacred Heart Parents and Friends Association \$2000
- Riding for the Disabled Association Hills Group \$927
- Mount Helena Residents and Ratepayers Progress Association..... \$500
- Sawyers Valley Volunteer Bush Fire Brigade..... \$1669
- Sawyers Valley Primary School Parents & Citizens Association.... \$2000
- Hills Outside School Care Association..... \$1703

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

It is recommended that all applications be accepted.

The request for funds can be met within the allocated budget.

BACKGROUND:

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

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

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

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

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

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

STATUTORY / LEGAL IMPLICATIONS:

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

POLICY IMPLICATIONS:

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

FINANCIAL IMPLICATIONS:

The funding applications can be met within the allocated budget.

STRATEGIC IMPLICATIONS:

Supports Strategic Community Plan 2026:

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

SUSTAINABILITY IMPLICATIONS

- Social

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

RISK IMPLICATIONS:

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

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

CONSULTATION:

Consultation was undertaken with applicant groups and referees as required.

COMMENT:

It is anticipated that a second round of the Matching Grant will be made available in March/April 2017 and that the budget will be expended by the end of the financial year.

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

All applications meet the eligibility and limitation requirements as outlined in the guidelines. Referees were contacted and where possible applications were discussed.

- Sacred Heart Parents and Friends Association seek funds to run an Innovative Engagement Club for students.
- Riding for the Disabled Association Hills Group seeks funds to purchase a portable dressage arena.
- Mount Helena Residents and Ratepayers Progress Association seek funds to hold a recruitment and awareness drive.
- Sawyers Valley Volunteer Bush Fire Brigade seeks funds to purchase an automatic hose reel for their light tanker.
- Sawyers Valley Primary School Parents and Citizens Association seek funds to purchase and install a shade structure.

- Hills Outside School Care Association seeks funds to upgrade their information technology.

In the current round 17% of applications received were from groups located in Central Ward, 17% from South Ward and 66% from East Ward. There were no applications received from groups located in West Ward.

VOTING REQUIREMENT:

Simple Majority.

RECOMMENDATION

That the Committee resolves to award Matching Grants to the total value of \$8799 to:

- Sacred Heart Parents and Friends Association\$2000
- Riding for the Disabled Association Hills Group..... \$927
- Mount Helena Residents and Ratepayers Progress Association..... \$500
- Sawyers Valley Volunteer Bush Fire Brigade..... \$1669
- Sawyers Valley Primary School Parents & Citizens Association.... \$2000
- Hills Outside School Care Association..... \$1703

8.2 Community Event Grant Applications

Date of Report	12 September 2016
Author	Tracey Peacock, Grants & Volunteers Advisor
Senior Employee	Megan Griffiths, Director Strategic & Community Services
Disclosure of Any Interest	Nil

SUMMARY:

The 2016/2017 Community Event Grant Program was allocated a budget of \$38,730, with \$23,730 remaining for allocation. This is the first round of this grant, with a closing date of 2 September 2016. Ten applications were received, with requests totalling \$41,311. One application from the Silver Tree Steiner School Parents and Friends Association was ineligible as it requested retrospective funding for an event held in September.

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

- Mount Helena Primary School Parents and Citizens \$6102
- Mundaring in Transition \$1500
- Glen Forrest Christmas Gathering \$1500
- Darlington Concerts \$4000
- Rotary Club of Mundaring \$5000
- Swan View Primary School Parents and Citizens \$5000
- Maida Vale Masters Swimming Club \$4326
- Mundaring Sporting Club \$9091
- Helena College Junior School Parents and Friends..... \$2550

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

It is recommended that the Committee approve grants to eight of the nine eligible applicant groups. It is not recommended that Swan View Primary School Parents and Citizens Association are awarded the requested funds as insufficient information was provided in the application.

Funds have been allocated from the budget towards funding agreements with the Darlington Arts Festival (DAF, \$10,000) and the Swan View & Districts Agricultural and Arts Society (SVDAAS, \$5000) as per a previous Council decision (C12.06.16 and C13.06.16). The requests under consideration cannot be met within the remaining allocated budget of \$23,730. Recommendations for how the budget can equitably be expended are outlined in the attached report.

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 \$10,000 (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 meeting the selection criteria the Grants Selection Committee, as outlined in the program guidelines, will also take into consideration:

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

The 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 your project through:
 - At least one media article.
 - Including the Shire's name or logo on any promotional or program material produced for the event.
 - Displaying Shire of Mundaring signage during the event.
 - Verbally acknowledging the Shire's support during speech activities.

The Community Event Grant round was promoted in the community through advertisements in two local newspapers, on Shire of Mundaring Community Grant page and through the community group email network.

STATUTORY / LEGAL IMPLICATIONS:

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

POLICY IMPLICATIONS:

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

FINANCIAL IMPLICATIONS:

The funding applications cannot be met within the allocated budget. Grants in this round have been recommended to fit within budget, with a number of reductions made in allocated amounts compared to what has been requested.

As the allocation to DAF and SVDAAS is provided from the Community Grants Program, the Grants Selection Committee may consider reducing the maximum grant available. The current maximum value of \$10,000 will be difficult to award to any one group whilst attempting to support a range of community events, maintain equity and meet the needs of the community.

STRATEGIC IMPLICATIONS:

Supports Strategic Community Plan 2026:

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

SUSTAINABILITY IMPLICATIONS

- Social

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

RISK IMPLICATIONS:

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

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

CONSULTATION:

Consultation was undertaken with applicant groups and referees as required.

COMMENT:

All applications have been reviewed and a report compiled (**Attachment 2**). A summary of all applications is noted below:

- Mount Helena Primary School Parents and Citizens seek funds to hold a Christmas Fete.
- Mundaring in Transition seeks funds to hold their monthly educational events.
- Glen Forrest Christmas Gathering auspiced by the Glen Forrest Fire Brigade seeks funds to hold the annual Glen Forrest Christmas Gathering.
- Darlington Concerts seek funds to hold the 2016 Darlington Chamber Music Spring Festival.
- Rotary Club of Mundaring seeks funds to hold the Rotary Mundaring Sunday Markets.
- Swan View Primary School Parents and Citizens seek funds to hold their 75th Anniversary Family Fun Day.
- Maida Vale Masters Swimming Club seeks funds to hold the 30th Lake Leschenaultia Open Water Swim.
- Mundaring Sporting Club seeks funds to hold the 2017 Aussie Open Disc Golf Tournament.
- Helena College Junior School Parents and Friends seek funds to hold the Annual School Christmas Markets.

Nine applications meet the eligibility and limitation requirements as outlined in the guidelines. Where possible, applications were discussed with principal members of the organisations and referees.

In the current round 50% of applications received were from groups located in Central Ward, 20% from South Ward, 20% from East Ward and 10% from West Ward.

VOTING REQUIREMENT:

Simple Majority.

RECOMMENDATION:

That the Committee resolves to award Community Event Grants to the total value of \$23,659 to:

- Mount Helena Primary School P&C\$4102
- Mundaring in Transition\$750
- Glen Forrest Christmas Gathering\$1500
- Darlington Concerts\$2100
- Rotary Club of Mundaring.\$5000
- Maida Vale Masters Swimming Club\$2157
- Mundaring Sporting Club\$5500
- Helena College Junior School P&F\$2550

8.3 Update on Previous Grant Recipients

The 2015/2016 Community Event Grant round had eleven applicants, 10 of which were awarded grants. All of these events have now been successfully completed, including another successful Darlington Arts Festival, Mount Helena Whim Festival and a number of other small fetes, markets and events. All of these grants have now been successfully acquitted.

This is the first round of Matching Grants for the financial year. The last round for 2015/2016, held in May, had nine successful applications including the provision of equipment and signage to a number of groups, the development of a half court for use by young people at Eastgate Church and a kitchen appliance upgrade at the Mundaring Scout Hall. Approximately one third of these grants have been acquitted to date.

The second round of Quick Grants for the 2015/2016 financial year, held in June, had 15 successful applications for a range of equipment, promotional and group development activities. To date only one of these grants has been acquitted by Parkerville Bushrangers Senior Football Club who have put their new line marker to good use. Acquittal of the remaining grants will be followed up in due course.

The Eastern Hills Branch of the Wildflower Society was awarded the 2015/2016 Milestone Event Grant to celebrate their fortieth anniversary. The group was presented with the award at the July Council meeting. The group has acquitted the grant for the event held at the Hub of the Hills and photographs can be viewed in the "Grant Program Outcomes" book.

8.4 Update on Grant Program

The Youth Sponsorship program has received four applications for this financial year, expending 8% of the budget.

One Volunteer Recognition grant has been awarded to Darlington Junior Football Club, who received \$300 towards an event recognising the efforts of their volunteers.

The next round of \$500 Quick Grants will open on 14 October 2016 and will aim to provide funds for a range of small projects.

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

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

9.0 URGENT BUSINESS (LATE REPORTS)

10.0 CONFIDENTIAL REPORTS

11.0 CLOSING PROCEDURES

11.1 Date, Time and Place of the Next Meeting

Date to be determined.

11.2 Closure of the Meeting

12.0 ATTACHMENTS

ATTACHMENT NO.	ITEM NO.	SUBJECT
1	8.1	Matching Grant Applications
2.	8.2	Community Event Grant Applications



ATTACHMENTS

GRANTS SELECTION COMMITTEE

11 October 2016

ATTACHMENT NO.	ITEM NO.	SUBJECT
1	8.1	Matching Grant Applications
2.	8.2	Community Event Grant Applications

Attachment No. 1

13 Pages

Refer to Item 8.1

Matching Grant Assessment against Selection Criteria

There are six applicants for the first grant round for the financial year 2016/17, seeking funds to the total of \$8799. These requests can be met within the allocated budget of \$14,522.

The applications are summarised below:

Applicant Group: Sacred Heart Parents and Friends Association

Project: Innovative Engagement Club

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

Year	Grant	Purpose	Amount
2015	Matching Grant	iPad Extension Program	\$1500
2015	Quick Grant	Splash of History Project	\$500
2014	Matching Grant	Outdoor Learning Area	\$2000
2012	Quick Grant	Camera	\$500
2011	Matching Grant	Library Books	\$1500
2007	Seed Funding	Community Fair	\$3000

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

Community

5. **Brief Description of Project**

The Innovative Engagement Club will use Lego and other resources to assist with the learning and development of students at Sacred Heart Primary School. The Club will be run at lunch time and will offer activities that will enable students to expand their creative thinking and engineering skills.

6. **Project Rationale**

In the last year, Sacred Heart School has worked hard to develop groups and purchase resources to expand the opportunities for students to express their creativity. With the support of the Parents and Friends Association, the School has started a Ukulele Club and a Choir.

It has now become apparent that there is a need for a creative outlet for children without an interest in music. The objective of the Innovative Engagement Club is to allow students to express their creativity in another way, through the use of Lego.

The use of Lego has been proven to assist children with learning difficulties, particularly in the area of mathematics. The Club will provide a safe, fun and

engaging environment for students to increase their social circle and express their creativity individually and in a group setting. These resources will also be used throughout the school at other times, including the extension and support classes at the School.

7. Addresses Access and Inclusion

The Innovative Engagement Club will expand lunch time play opportunities for all students, but it will be especially helpful for students with a disability, including a student who uses a wheelchair. This student will be accommodated through provision of a suitable table to use.

Students with a visual impairment will be assisted to participate through the use of magnifying glasses, clear large print labels and instructions, consistent layout of the room and audio instruction.

8. In Kind Contribution by Members

Members of the Parents and Friends Association will liaise with the School to purchase the equipment and begin the Club at the start of the 2017 school year.

9. Project Plan

- October 2016 - meeting of P&F Executive and Principal with Teachers and Teaching Assistants who will use the resources and run the Innovative Engagement Club.
- November 2016 - purchase of the equipment.
- February 2017 - commencement of the Club.
- March 2017 - equipment will begin to be used in extension and support classrooms and other classes.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged in print media, Facebook and the School newsletter.

11. Demonstrated Success of the Project

It is expected that students will build relationships with others from different year levels through sharing similar interests, increasing their engagement, sense of belonging and happiness in the school environment.

In addition, an increase in maths and design skills may be evident, as well as increased concentration and learning of students who experience difficulty in this area. The project will offer new opportunities for students to express their creativity and engage their imagination.

It is expected there will be an increase in the engagement of male students as the Club offers another avenue for them to express themselves in a creative way.

12. Project Budget

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

13. Referee

Jane Goddard, Sacred Heart School, Finance Officer

14. Comments

The group has a solid history of submitting good applications and successfully acquitting grant funds. This project will allow the group to further support School activities, supplementing their fundraising efforts to the benefit of students.

15. Recommendation

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

Applicant Group: Riding for the Disabled Association Hills Group

Project: Portable Dressage Arena

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

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

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

Community

5. **Brief Description of Project**

The group seeks funds to purchase a 20m x 60m portable dressage arena for its venue in Sawyers Valley. A portable arena provides spaces and challenges that replicate those of a competition arena for dressage, a highly complex riding activity. In order to train for dressage competition, a rider and horse must train in the specific confines of the dressage arena.

6. **Project Rationale**

The arena has become necessary to the riding program because some riders have reached a high skill level and are ready to train for Dressage competitions. One rider has reached the pre-Paralympic level, an outstanding achievement. Her progress is limited due to the lack of a competition arena in which to train.

The group strives to provide appropriate challenges to all riders from beginner to advanced levels. With appropriate facilities, more riders can reach this level of readiness for Dressage.

7. **Addresses Access and Inclusion**

The dressage arena presents no negative issues of access and inclusion. Its inclusion will provide riders with a disability the opportunity to train and compete in "mainstream" dressage competitions.

8. **In Kind Contribution by Members**

Members will be involved in all aspects of sourcing, purchasing and arranging installation of the portable arena. Members will also develop and present a training program to educate parents and riders on the benefits of Dressage training.

9. Project Plan

The overall program will be expanded once the arena is set up. This is likely to commence in 2017.

A parent awareness program, educating parents and riders on how Dressage training can extend the physical, emotional and intellectual capacity of the rider, will be delivered in November and December 2016 and February 2017.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged through Facebook and a media release to local papers.

11. Demonstrated Success of the Project

It is expected that the pre-Paralympic rider will continue to develop and apply for inclusion in the National Paralympic training program. This means the rider will continue to train three times a week at RDA Hills Group and will attend national programs twice a year. The rider already attracts specialist coaching interest and it is likely that with this equipment, national-class coaches will be attracted to provide increased involvement in the Hills Group Dressage program.

At least two other RDA Hills group riders will commence Dressage training, with a maximum of four riders due to limited time and resources.

The Dressage program will continue to expand in rider numbers and attendance at Dressage events around the state and country.

12. Project Budget

The total budget is \$3260. The applicant is seeking \$927 from Shire of Mundaring, being 28% of the total cost. Other funding will be sourced through the Department of Sport and Recreation (\$500), Rotary (\$500), and the groups own funds.

13. Referee

Maxwell Williams, Shire of Mundaring, Freeman

14. Comments

The group has a good history of acquitting grants and continue to put funds towards the upgrade of equipment and the expansion of their programs, to the benefit of riders with a disability.

15. Recommendation

That a Matching Grant to the value of \$927 be awarded to the applicant.

Applicant Group: Sawyers Valley Volunteer Bushfire Brigade

Project: Automatic Hose Reel

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

Year	Grant	Purpose	Amount
2015	Quick Grant	Community Fire Fighting Trailer Signage	\$500

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

Community, Natural Environment, Built Environment

5. **Brief Description of Project**

The group seeks funds to purchase an automatic hose reel for their light tanker. The group currently uses a hand-wound hose reel. Hand-winding a 30 metre hose is much slower and more tiring than using an automatic one.

6. **Project Rationale**

The group aims to increase speed and safety with the purchase of the automatic reel. Use of the reel will allow a quicker response on the fire-ground. Spot fires will be put out faster and Firefighters will be able to work longer on the fire ground without becoming tired. As the automatic winder winds the hose onto the reel more accurately and neatly than a tired Firefighter, it also contributes to a faster and smoother unwinding when a Firefighter is hurrying to reach the next target.

Safety will be increased as Firefighters will be able to keep their hands away from the reel as they will not have to manually feed it in. Crews will also be able to leave an area more quickly, if a change in threat level is perceived.

7. **Addresses Access and Inclusion**

An automatic hose reel will reduce fatigue and increase safety for all members of the brigade at both controlled burns and bushfires. For active and associate Firefighters who are getting older, or for those who are less physically fit or recovering from injury still wanting to be of value at controlled burns, the ability to keep working longer will increase accessibility and inclusion and allow them to be valued active members for longer.

8. **In Kind Contribution by Members**

A member of the group is supplying the hose reel to the group at cost price. Members will ensure installation, safe use and ongoing maintenance of the hose reel.

9. Project Plan

- October 2016 – purchase of Qikcorp Self-Guided Reel, Model RFR3.
- Installation before the 2016-2017 fire season begins in November.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged through Facebook and the group's website.

11. Demonstrated Success of the Project

The expected outcome of this project is that the light tanker will be fitted with an automatic hose reel that functions smoothly and rapidly and excludes the need for repeated and tiring hand-winding. This will increase accessibility for older and less fit members of the Brigade, which will help them to continue their valued service to the community and maintain their sense of purpose.

At a bushfire, members will be able to move quickly and neatly between working areas of a fire and remain for longer periods of time. Members will be able to roll up the hose and go quickly in the event of a change in conditions bringing possible danger to the light tanker and its crew. The hose reel will be wound up neatly and smoothly every time, allowing for faster deployment of the hose next time. Members will be safe due to not having to place hands near the reel to guide the hose.

12. Project Budget

The total budget is \$4920. The applicant is seeking \$1669 from Shire of Mundaring, being 34% of the total cost. Other funding will be sourced from the group's own funds and a \$200 BankWest grant.

13. Referee

John Duff, Mundaring Firefighter School, Fire Training Coordinator

14. Comments

The group has undertaken a number of fundraising activities to enable the project to go ahead, with Shire support. This has included hosting two events, holding two raffles, selling promotional items and securing a BankWest Easy Grant. The automatic reel will be a valuable asset to the Brigade and the community coming into the 2016/17 fire season.

15. Recommendation

That a Matching Grant to the value of \$1669 be awarded to the applicant.

Applicant Group: Sawyers Valley Primary School P & C Association Inc
Project: Shade Structure

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

Year	Grant	Purpose	Amount
2015	Quick Grant	BBQ	\$500
2013	Matching Grant	History Project	\$2000
2011	Quick Grant	Thank a Mentor Luncheon	\$300
2009	Giving Back Grant	125th Anniversary	\$2500

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

Community, Built Environment

5. **Brief Description of Project**

The group seeks funds to install two shade sails over their terraced seating area adjacent to the sports oval. The seating is used by students and parents during school events. Currently there is only limited shade provided by trees and thus the majority of people are forced to sit in the sun. The sails are designed to be easily removed at the end of the event and stored away safely, so that they will not be left open to vandalism or damage.

6. **Project Rationale**

As a 'Sun Smart' School, members are keenly aware of the harmful damage caused by sun exposure. Many families with younger children who attend events, particularly in the summer, struggle to keep cool and sheltered from the sun. Long events such as sporting carnivals mean families are in the sun for an entire day. The limited shade that is available does not last the whole day, nor is it large enough to cater for all families.

The proposed shade structures will improve usage of an established area, where parents will be able to relax on the terrace and watch their children without the stress of sun and heat.

7. **Addresses Access and Inclusion**

Access and Inclusion addressed.

8. **In Kind Contribution by Members**

The group has liaised with the School over a number of years regarding the issue of sun exposure on the oval. Other options have been discussed and it has been determined that removable shade sails are the most effective way to provide shade for spectators whilst maintaining line of sight for duty teachers. Members have undertaken fundraising towards the purchase of the shade

sails and will source, purchase and arrange their installation as well as tend to ongoing care and maintenance.

9. Project Plan

- October 2016 – shade sails purchased and installed.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged through the School newsletter, website and Facebook page.

11. Demonstrated Success of the Project

Installation of the shade sails will improve the usefulness and value of the site to the school and community. During sporting carnivals and school events more parents will come to watch and support their children as they will no longer be uncomfortable sitting in the sun. This support will have a positive effect on the welfare and wellbeing of the students.

12. Project Budget

The total budget is \$7630. The applicant is seeking \$2000 from Shire of Mundaring, being 26% of the total cost. Other funding will be sourced through funds raised by the group.

13. Referee

Alison Charman, Sawyers Valley Primary School, Teacher

14. Comments

The group is undertaking fundraising towards the project through a Quiz Night, a cake stall at their Athletic Carnival and a stall at Trek the Trail. They anticipate raising enough funds to cover the remaining cost of the project, with residual to be retained for other group purposes.

15. Recommendation

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

Applicant Group: Hills Outside School Care Association Inc.

Project: Office Information Technology Upgrade

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

Year	Grant	Purpose	Amount
2016	Matching Grant	Lounge Suites	\$1535
2015	Matching Grant	Storage and Decking	\$1650
2015	Quick Grant	Document Storage and Digital Camera	\$399
2012	Matching Grant	Air-conditioning	\$1685
2011	Community Event Grant	Launch	\$500
2010	Quick Grant	Storage	\$500

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

Community

5. **Brief Description of Project**

The group seeks funds to upgrade their existing desktop computer, software, laptop and printer.

6. **Project Rationale**

The group has managed for many years with one computer and printer which are now outdated. The outdated software results in slow processing of information and slow printer output. There is a strong need for an up-to-date desktop computer with a faster computer processor and more hard drive storage and an additional printer.

Staff experience delays and periodic breakdowns and routinely make call outs for the current system to be fixed. The new computing equipment will allow more flexibility in operations and benefit the families that the group support.

It is also important to have a portable hard disk drive for increased security to protect the information about families, as well as critical accounting information.

7. **Addresses Access and Inclusion**

Access and Inclusion addressed.

8. **In Kind Contribution by Members**

Members will source, purchase and have the equipment installed by the supplier, for use by staff and members of the Association.

9. Project Plan

- October 2016 – purchase and install new equipment, transfer existing data, train and hand over to staff.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged through social media and minutes of Committee meetings.

11. Demonstrated Success of the Project

Expected outcomes include a competent operating computer system, more effective communication with families and a solid accounting system. The group will also save money by reducing the need to call out IT support.

With new backup software and portable hard disk drive, the group will be able to do automatic data backups as well as manual data backups. In addition, with the new portable hard drive information will be on a 'hard copy' rotation for improved office security.

12. Project Budget

The total budget is \$3746. The applicant is seeking \$1703 from Shire of Mundaring, being 45% of the overall cost. Other funding will be sourced from the groups own funds.

13. Referee

Renae Mahar, Atwell Partners

14. Comments

Consultation between the Committee and staff identified the Information Technology upgrade project as a priority. Feedback received from parents and IT support staff led to the decision that to allow HOSCA to continue to communicate with, service and support families effectively, the upgrade was necessary.

The group has a solid history of acquitting grants in an effective and timely manner.

15. Recommendation

That a Matching Grant to the value of \$1703 be awarded to the applicant.

Applicant Group: Mount Helena Residents and Ratepayers Progress Association
Event: Recruitment and Awareness Drive

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

Year	Grant	Purpose	Amount
2015	Community Event Grant	Whim Festival	\$3915
2014	Matching Grant	Promotional Flyers and Volunteer Training	\$1108
2013	Matching Grant	Whim Festival Promotions	\$525
2013	Community Event Grant	Whim Festival	\$5122
2012	Quick Grant	Website development	\$500
2012	Volunteer Recognition Event		\$300
2011	Community Event Grant	Whim Festival	\$3053
2011	Quick Grant	Whim Festival Volunteer Thank you	\$500
2010	Quick Grant	Website development	\$500
2009	Quick Grant	Whim Festival - Security	\$480
2008	Seed Funding	Whim Festival	\$3000

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

5. **Brief Description of Project**

The group seeks funds to create awareness within the Mount Helena community of the goals and objectives of the Mount Helena Ratepayers Association, with a view to increasing membership. This will be achieved through a mail out and a “meet and greet” event.

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

The group will conduct a mail out to all residents of Mount Helena. The mail out will include a letter introducing the Association and its present Committee and explaining the role of the Association within the local community. The mail out will include options for residents to join the Association online, by post or in person at an event to be held in Pioneer Park.

In addition, signage will be produced displaying the time and venue of Ratepayers Association meetings to make it easier for residents to attend.

Funds will be used for postage costs and catering for events.

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

Mount Helena is a small family community. In the past few years, many new housing developments have been established. Many of these new residents are not aware of the Ratepayers Association. The group wishes to promote

their activities to new residents as well as other members of the community to ensure the Association is active and has a strong voice. The group is seeking feedback from local residents on what works well in their community and what needs to be done to make it better.

At past Committee meetings there has been considerable discussion regarding how to make the community aware of the Mount Helena Ratepayers Association and what can be done to get younger residents and new residents actively involved.

Presently, there is only a very small sign on top of the community noticeboard at IGA. It is envisioned that this campaign will not only increase residents' awareness but will also present an opportunity to promote the Whim Festival for 2017 and local volunteer groups such as Friends of Pioneer Park, Friends of Alps St Reserve, Jane Brook Catchment group and the CWA.

8. Access and Inclusion

The park is accessible, including an accessible toilet. Any issues that arise will be further discussed with the Shire's Access Advisor.

9. Project Plan and Timeline

Project Plan provided.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged in the mail out to residents and on the group's website.

11. Demonstrated success of the project

Expected outcomes of the project include an increased awareness of the role of the Association, an increase in membership and involvement of residents in the work of the Association and a subsequent strong community focus on local issues, along with a sense of purpose and pride.

It is anticipated that there will be more traffic on the group's website and social media pages, meaning communication with residents will be easier and information more accessible. The group will be able to notify residents of important issues and ask for feedback through these mediums.

12. Event Budget

The total budget is \$2303. The applicant is seeking \$500 from Shire of Mundaring, being 22% of the budget. Other funding will be sourced from the group's own funds and in-kind contributions.

13. References

James Wallington, Shire of Mundaring Resident

14. Comment

The group has a good history of acquitting Shire grants. The Whim Festival is one of the only major events held in the East Ward and as such it is important to support the Mount Helena Ratepayers to maintain a strong volunteer group.

15. Recommendation

That a Matching Grant to the value of \$500 be awarded to the applicant.

Attachment No. 2

20 Pages

Refer to Item 8.2

Community Event Grant Assessment against Selection Criteria

There are 10 applicants for the first grant round of the financial year 2016/17, seeking funds to the total of \$41,311.

The allocated budget for Community Events is \$38,730. \$10,000 has been allocated from this budget to the Darlington Arts Festival and \$5000 to the Swan View & Districts Agricultural and Arts Society, as per their approved two year funding agreements (C12.06.16 and C13.06.16), leaving a remaining budget of \$23,730. Therefore, requests made in this grant round cannot be met within the allocated budget.

Recommendations for how applications can be managed within budget are included below:

Applicant Group: Mount Helena Primary School Parents and Citizens Association
Event: Christmas Fete

1. Meets eligibility requirements?

Yes

2. Applicant Grant History

Year	Grant	Purpose	Amount
2011	Matching Grant	Outdoor Area Upgrade	\$1500

3. Meets Shire Strategic Community Plan objectives

Community.

4. Brief Description of Project

The group seeks funds to assist in holding a Christmas themed Fete on Sunday 13 November 2016. This is the first Fete to be held at the school in over 10 years.

A number of community groups will be in attendance including the Mount Helena Volunteer Bush Fire Brigade, Rotary Club and CWA. The Mount Helena Vintage Car Club will also hold a static display.

5. Activities to be funded by this grant

In preparation for the Fete, the students of Mount Helena Primary School have been working hard to produce items to sell. Each class has been given a different task to complete such as making lucky dips, creating a Super Sleuth activity, wrapping prizes and creating quizzes. Students have also been encouraged to contribute to the colouring and poem writing competitions that will be displayed at the Fete. The class stalls will wind their way through the school up to the top oval to the main Fete.

The group have invited many small businesses and community groups to attend, sell and promote their wares throughout the day. Many of these groups have donated gift vouchers and promotional material. A Silent Auction will run throughout the day offering items that have been donated by local businesses and community groups.

Entertainment will include inflatables, rides, dunk tank, show bags, food stalls, food vans, local wares, pony rides, a reptile encounter and a scavenger hunt. In addition, there will be performances by local dance groups, karate club and the Eastern Hills Concert Band and Choir.

6. Priority of Project/Community Consultation/Benefit

The event will attract the residents of Mount Helena and surrounding local areas. Given that the Whim Festival will not be held in 2016, there is an opportunity for the school to hold an event for the community, promoting its activities and those of local community groups and businesses.

Consultation regarding the event was undertaken with P&C members, the school Principal, community members and Mr Frank Alban MLA, Member for Swan Hills, who all gave support for the project. Event management advice was obtained from a contact that ran the recent Whim Festival.

Volunteer, sporting groups and small businesses will benefit from the promotional exposure gained on the day. In addition, the group have chosen to support the Starlight Children's Foundation through sales of community donated scarecrows and Starlight Foundation merchandise.

7. Access and Inclusion

Access and Inclusion addressed.

8. Project Plan and Timeline

Project Plan provided.

9. Risks Identified and Managed

Risk Management Plan provided.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged on the event program, on social media, school newsletter and media release.

11. Demonstrated success of the project

Success will be demonstrated through the level of engagement of families, stall holders, sporting groups, volunteer groups and businesses.

The students of Mount Helena Primary School will have an increased sense of belonging and achievement. They will be able to proudly display their school to their peers, neighbours and family members.

The group will benefit from fundraising efforts, allowing the upgrade of outdated uniforms and air conditioning at the school.

12. Event Budget

The total budget is \$15,140. The applicant is seeking \$6102 from Shire of Mundaring, being 40% of the total cost. Other funding is sourced from Bendigo Bank Grant (\$648), donations (\$600), the group's own funds (\$8990) and a number of in kind contributions.

13. Referees

Leanne Alderman, Mount Helena Primary School, Principal
Frank Alban MLA, Member for Swan Hills

14. Comment

The group have received little funding through the Community Grants Program in the past. Given the Mount Helena Whim Festival does not run in 2016, the group have taken the initiative to fill that gap with their own community and fundraising event. Due to budget restrictions it is recommended to award the lesser amount of \$4102 to fund entertainment, catering, insurance, hire of generators and tables/chairs and attendance by St John Ambulance.

15. Recommendation

That a Community Event Grant to the value of \$4102 be awarded to the applicant.

Applicant Group: Mundaring in Transition
Event: Transition Monthly Events

1. Meets eligibility requirements?

Yes

2. Applicant Grant History

Year	Grant	Purpose	Amount
2015	Matching Grant	2015 Film Season	\$670

3. Meets Shire Strategic Community Plan objectives

Community and Natural Environment.

4. Brief Description of Project

The group seeks funds to host a free monthly event featuring films on topics related to the environment, sustainability and energy use. The films will be screened at the Connection Centre, Stoneville Road, Mundaring.

5. Activities to be funded by this grant

Grant funds will be used to purchase the films along with the screening rights. The films will have a focus on building resilient communities, energy saving strategies and environmental care. Presentations by qualified individuals will also be offered on these topics and group discussion will be facilitated following the films and presentations.

6. Priority of Project/Community Consultation/Benefit

It is estimated that approximately 30 to 50 participants will attend each film session, using attendance figures from the 2015 season. The participants will benefit from an increased awareness of environmental issues facing their community. This in turn will benefit the community as a whole.

7. Access and Inclusion

Access and Inclusion has been addressed.

8. Project Plan and Timeline

Project Plan and Timeline provided.

9. Risks Identified and Managed

Risk Management Plan provided.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged verbally prior to the screening of each film, on print material, Facebook and in the group's newsletter.

11. Demonstrated success of the project

It is expected that attendees will gain an increased awareness of the future threats facing the environment, some positive solutions to these issues, the potential value of local community and the value of the international transition movement.

Success of the initiative will be measured by an increase in attendance, feedback received from attendees and through self-evaluation methods.

12. Event Budget

The total budget is \$1950. The applicant is seeking \$1500 from Shire of Mundaring, being 77% of the total cost. The remaining amount will be sourced from the group's own funds.

13. Referees

Ross Mars, Candlelight Farm Permaculture Centre, Permaculture Teacher
Lee Roberts, Eastern Hills Branch Wildflower Society, President

14. Comment

The group wishes to continue their successful 2015/2016 initiative, running a new series of films throughout this financial year. The applicant is seeking a significant portion of the overall budget from Shire of Mundaring. The Grants Selection Committee may opt to reduce the amount of funding awarded to the applicant to achieve dollar for dollar matching.

15. Recommendation

That a grant to the value of \$750 be awarded to the applicant.

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

Event: Glen Forrest Christmas Gathering

1. Meets eligibility requirements?

Yes

2. Applicant Grant History

Year	Grant	Purpose	Amount
2012	Community Event Grant	Christmas Gathering	\$1500
2013	Community Event Grant	Christmas Gathering	\$1500
2014	Community Event Grant	Christmas Gathering	\$1500
2015	Community Event Grant	Christmas Gathering	\$1500

3. Meets Shire Strategic Community Plan objectives

Community.

4. Brief Description of Project

The 2016 Glen Forrest Christmas Gathering will be held at Burkinshaw Park, Glen Forrest on 23 December. The event is led by the Hills Youth Choir, a group of volunteers aged eight to 18 from the Hills area. The Carols have become a regular family focused event in the Hills. The provision of games and a choir involving many local school children and musicians fulfils the need for a free, relaxing and enjoyable attraction at this time of the year.

5. Activities to be funded by this grant

Funds will be used to cover the costs of sound, lighting and staging. These services, provided at cost price by a local company, have remained unchanged for some years.

The park is set up with facilities including a sausage sizzle, ice cream truck and coffee van. Families often bring their own picnic. There are games organised for the children and Santa arrives on a fire truck, then the main event of the tug of war, 'east vs west', follows. After sunset the carols begin and the park lights up with glow ware, which is available for purchase.

6. Priority of Project/Community Consultation/Benefit

This event has been held for over 25 years and has grown steadily each year, gaining support from the community as a major part of their Christmas celebrations. Each year the programme is changed to maintain interest, support and growth.

It is estimated that between 1000 and 1500 people will attend the event. The event is of benefit to many groups including local businesses, Clubs, Schools and community services including Seen and Heard and the Glen Forrest Volunteer Bush Fire Brigade, who through their sponsorship or presence at the event increase their profile in the community.

- 7. Access and Inclusion**
Access and Inclusion has been addressed. One of the carols is signed by the whole choir using Auslan, and the whole event is signed by an Auslan interpreter.
- 8. Project Plan and Timeline**
Project Plan provided.
- 9. Risks Identified and Managed**
Risk Management Plan provided.
- 10. Acknowledgement of the Shire's support**
Shire support will be acknowledged in promotional material, signage and verbally at the event.
- 11. Demonstrated success of the project**
Success will be demonstrated through the ongoing support shown by the community in numbers attending. In addition, the group will monitor growing local business involvement and feedback from attendees and participants (choir/musicians/volunteers).
- 12. Event Budget**
The total budget is \$4403. The applicant is seeking \$1500 from Shire of Mundaring, being 34% of the total cost. Other funds will be sourced through sale of Gloware (\$1200), Grants (\$500), business sponsorships (\$700) and donations (\$500).
- 13. Referees**
Graeme Bissett, Glen Forrest Volunteer Bush Fire Brigade, President
Ann Slaven, Glen Forrest Volunteer Bush Fire Brigade, Secretary
- 14. Comment**
The group has a history of successfully acquitting grants, securing other sponsorship and running a successful event, that is valued by the community.
- 15. Recommendation**
That a Community Event Grant to the value of \$1500 be awarded to the applicant.

Applicant Group: Darlington Concerts Inc.

Event: 2016 Darlington Chamber Music Spring Festival

1. Meets eligibility requirements?

Yes

2. Applicant Grant History

Year	Grant	Purpose	Amount
2010	Community Event Grant	Concert Performance Fees	\$6000
2011	Community Event Grant	Musician Fees	\$4800
2013	Community Event Grant	Concerts	\$3200
2015	Quick Grant	Social Media Development	\$500

3. Meets Shire Strategic Community Plan objectives

Community.

4. Brief Description of Project

The group seeks funds to hold a series of three Chamber Music concerts over the weekend of 22 – 23 October 2016. The concerts will be held at St Cuthbert's Church Darlington, Guildford Grammar Chapel and Darlington Estate Winery. The first concert will comprise a String Quartet Recital followed by informal lunch; the second, a Chamber Music recital featuring world renowned soprano Sara Macliver and the third, a Chamber Music recital followed by gourmet lunch.

5. Activities to be funded by this grant

Darlington Concerts would like to create a partnership with Shire of Mundaring to help sustain this culturally important event in the field of live music performance. The group will use the grant money toward the cost of engaging the artists for the concerts. Darlington Concerts is committed to engaging the highest calibre of performers and to providing artists with proper remuneration for their time and expertise. The group will subsidise the cost of tickets, as the standard of the performers and the artistic direction is not mirrored in the ticket price, meaning the event will remain accessible to as many people as possible. It is anticipated that at least 450 people will attend each concert, however venue spaces may restrict attendance numbers.

6. Priority of Project/Community Consultation/Benefit

The target audience of this event is primarily music lovers of all ages, seniors and those with limited capacity to travel to concerts in the city. The group wishes to offer the Hills and surrounding communities a weekend of fine music with world class professional performers. The only other Chamber Music festival in Western Australia is held in Bridgetown.

The continued success of the Darlington Chamber Music Series has been welcomed in the community. As the Darlington Hall has limited capacity it is felt that with the addition of a Spring Festival, the group can provide their audience with further opportunities to experience fine music here in the Hills.

The group has formed partnerships with Bendigo Bank who offer in kind support and printing, St Cuthbert's Ladies Guild who supply afternoon tea and the Darlington Review who provide sponsorship.

7. Access and Inclusion

Access and Inclusion has been addressed.

8. Project Plan and Timeline

Project Plan and Timeline provided.

9. Risks Identified and Managed

Risks identified.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged on promotional material, through social media and on the group's website.

11. Demonstrated success of the project

Outcomes of the project will include the Spring Festival becoming an annual event, further adding to the cultural life of the Mundaring area. The event will create an opportunity for other organisations to participate including St Cuthbert's Ladies Guild, Darlington Review, Bed & Breakfast operators in the Shire, and the Darlington Winery.

Measures of success will include ticket sales and feedback from patrons and performers.

12. Event Budget

The total budget is \$29,000. The applicant is seeking \$4000 from Shire of Mundaring, being 14% of the total cost. Other sources of funding include ticket sales (\$25,000), business sponsorships (\$3000), grants (\$1000).

13. Referees

John Day, WA State Government, Member of Parliament
Neville Crohn, WA Newspapers, Music Critic

14. Comment

The group seeks funds to expand their annual concert series to include a Spring Festival. The group has a history of successfully acquitting grants and providing a valued service to the community, strongly supporting arts and culture. It is recommended that the grant is awarded in the lesser amount of \$2100 to fund printing and some catering costs, rather than the musician's fees, which can be covered through ticket sales.

15. Recommendation

That a Community Event Grant to the value of \$2100 be awarded to the applicant.

Applicant Group: Rotary Club of Mundaring Inc.

Event: Rotary Mundaring Sunday Markets

1. Meets eligibility requirements?

Yes

2. Applicant Grant History

Year	Grant	Purpose	Amount
2005	Seed Funding	Nursery and Garden Project	\$1500
2007	Quick Grant	Brochures	\$500
2009	Quick Grant	Brochures	\$500
2011	Community Event Grant	Sunday Markets	\$3000
2012	Community Event Grant	Sunday Markets	\$3000
2013	Community Event Grant	Sunday Markets	\$3000
2014	Community Event Grant	Sunday Markets	\$3000
2015	Community Event Grant	Sunday Markets	\$3000

3. Meets Shire Strategic Community Plan objectives

Community.

4. Brief Description of Project

The Mundaring Sunday Markets are held in Nichol Street, Mundaring, on the second Sunday of each month (except January). The Markets comprise 80-90 stalls of local hand crafts and produce and are now in their 11th year of operation.

5. Activities to be funded by this grant

The group has a number of initiatives requiring funds including:

- Refurbishment/replacement of frequently vandalised signage and banners used to advertise the event;
- Replacement of ageing gazebos used as stall shelters;
- Promotion and advertising of the markets in the print media and on the radio;
- Traffic Management Accreditation training for Club Members who set-out and retrieve road closure signage (a requirement of Main Roads WA);
- Hire of occasional equipment (e.g. generators);
- Purchase of additional signage to placard reduced speed limits in the vicinity of the markets;
- Upgrade/repairs to the Club's food van used at every market.

6. Priority of Project/Community Consultation/Benefit

The Markets attract approximately 1500-2000 people per month. The influx of visitors to the Mundaring town site is of benefit to the local community as a whole, as well as local businesses and tourist attractions.

There is frequent participation by local volunteer fire brigades, church groups and Land Care. The Bendigo Bank provides a stall free of charge to community groups to assist them in their fundraising. There are frequent added attractions such as local bands, school orchestras, classic car and motorcycle exhibitions. The Rotary Club provides a free Bouncy Castle for the entertainment of children visiting the market.

7. Access and Inclusion

Access and Inclusion has been addressed.

8. Project Plan and Timeline

Event Management Plan has been provided.

9. Risks Identified and Managed

Risk Management Plan provided. The upgrade of Nichol Street has caused the loss of 25 stall sites, thereby preventing any expansion of the event and a potential loss of income for the Rotary Club of an estimated \$9500.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged through signage, media release, verbally, local newspapers, Curtin 100.1 FM, the Club web page and the distribution of brochures to advertise the event.

11. Demonstrated success of the project

Success will be demonstrated through increased custom to local cafes, Mundaring Arts Centre, Visitor's Centre and the Mundaring Hotel to name a few. Funds raised from the Markets will enable the Rotary Club to continue providing support to many causes and groups that apply to them for assistance.

Success will be measured through continued requests for access to the event by regular and new stall holders, by the continued support of people enjoying the markets and by feedback received from stall holders and the community.

12. Event Budget

The total budget is \$18,963. The applicant is seeking \$5000 from Shire of Mundaring, being 26% of the total cost. The remaining costs will be covered by the Rotary Club.

13. Referees

Jenny Haynes, Mundaring Arts Centre, Manager
Jim Middleton, Mundaring Hotel, Manager

14. Comment

The group has continued to run a highly successful event whilst not requesting an increase in funding support from Shire of Mundaring for many years. The group has requested additional funds in this round for printing costs to replace an outdated brochure, to upgrade the Club's food van and to supplement a loss of stall space.

15. Recommendation

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

Applicant Group: Swan View Primary School Parents and Citizens Association
Event: 75th Anniversary Family Fun Day

1. Meets eligibility requirements?

Yes

2. Applicant Grant History

Year	Grant	Amount
2014	Volunteer Recognition Event Grant	\$300

3. Meets Shire Strategic Community Plan objectives

Community.

4. Brief Description of Project

The group seeks funds to hold their 75th Anniversary Family Fun Day in April 2017.

5. Activities to be funded by this grant

Activities to be funded include school stalls, community stalls, rides, vendors, entertainment, face painting, sausage sizzles and cake stalls. Shire funds will be used for entertainment, rides and food costs.

6. Priority of Project/Community Consultation/Benefit

It is anticipated that approximately 400 people will attend the event to the benefit of the Swan View Primary School and its community.

7. Access and Inclusion

The School is compliant with State Government regulations regarding accessibility.

8. Project Plan and Timeline

The event program has not yet been finalised as the group is in the early stages of planning.

9. Risks Identified and Managed

The group has identified sun burn and dehydration as potential risks and have indicated that first aid facilities will be available. No risk management plan has been provided.

10. Acknowledgement of the Shire's support

The group has not indicated how Shire support will be acknowledged.

11. Demonstrated success of the project

Expected outcomes of the event include bringing the school community closer. The group has not indicated how this would be measured.

12. Event Budget

The total budget is \$5000. The applicant is seeking \$5000 from Shire of Mundaring, being 100% of the total cost.

13. Referees

Kay-Ann Byrne, Swan View & Districts Agricultural and Arts Society,
Secretary
Toni Wilton, Munted Tops, Owner

14. Comment

While the 75th Anniversary celebration is a worthwhile event, the group has failed to provide sufficient information in their application for a fair assessment to be made. The group was contacted and supplied with tips on what further information would support their application and were also provided with an example of a good application. The group were given a deadline for resubmission of their application, which was not received. The group have requested 100% of the total cost of the event and have not given an indication that they will seek to match the Shire's contribution.

It is not recommended that the group receives the \$5000 grant. It is recommended that the group receive further support to source funds elsewhere, including the possibility of seeking funds through the next Shire of Mundaring Quick Grant round.

15. Recommendation

That a Community Event Grant to the value of \$5000 not be awarded to the applicant.

Applicant Group: Maida Vale Masters Swimming Club Inc.

Event: 30th Lake Leschenaultia Open Water Swim 2016

1. Meets eligibility requirements?

Yes

2. Applicant Grant History

Year	Grant	Purpose	Amount
2012	Community Event Grant	Stop Watch	\$1000
2014	Community Event Grant	Lake Leschenaultia Open Water Swim	\$715
2015	Community Event Grant	Lake Leschenaultia Open Water Swim	\$2966

3. Meets Shire Strategic Community Plan objectives

Community.

4. Brief Description of Project

The Lake Leschenaultia Open Water Swim has been held on the second weekend of November, at Lake Leschenaultia in Chidlow for the past 29 years. The event is part of the Masters Swimming WA Open Water Swim series, which is now allied with Swimming WA's Open Water Swim series.

The event comprises two swims. The first is a 400m novice swim specifically targeting newcomers to open water swimming; the second is a 1600m swim which attracts upwards of 140 competitors.

Following the completion of the main events, there are two mini open water swims for the children. The Lake Swim is the only open water swim which offers this type of event for children.

5. Activities to be funded by this grant

The Grant will be used to cover on-line registration fees, the event sanction fee, venue hire, insurance, bottled water and attendance by St John Ambulance.

The group will also provide a 30th Anniversary Commemorative Registration pack which will include a swimmers cap and a towel containing sponsor logos together with Maida Vale Masters Swimming Club's logo.

6. Priority of Project/Community Consultation/Benefit

It is estimated that approximately 400-500 people will attend the event, including competitors, officials, support crew, spectators and visitors.

The event is of benefit to the competitors as swimming is beneficial to the wellbeing and health of everyone who participates in the sport. Shire of Mundaring benefits from the increased number of visitors to the Lake to either participate in the event, support competitors or to spectate.

Masters Swimming WA and Swimming WA have recently entered into a Memo of Understanding whereby both organisations are collaborating to increase the awareness of swimming in Western Australia and to encourage participation in events. A pathway from junior swimming into adult swimming is also being developed to encourage young swimmers to continue competitive swimming into adulthood.

7. Access and Inclusion

Access and Inclusion has been addressed.

8. Project Plan and Timeline

Project Plan provided.

9. Risks Identified and Managed

Risk Management Plan provided.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged on the website, event flyer and local newspapers.

11. Demonstrated success of the project

Success will be demonstrated through successful completion of the event by swimmers, an increased awareness of the event and its sponsors, an increase in the number of people taking up open water swimming and an increased number of visitors to the Lake.

Success will be measured by the number of competition entrants, the amount of sponsorship received, assessment from the Chief Referee on the manner in which the event was conducted, the number of non-competitor visitors to the Lake and feedback received from competitors and visitors.

12. Event Budget

The total budget is \$8782. The applicant is seeking \$4326 from Shire of Mundaring, being 49% of the total cost. Remaining funds will be sourced through registration fees (\$5640), merchandise sales (\$1650), raffle (\$300), and sponsorships (\$1750).

13. Referees

Ken Sanderson, Retired Police Detective, WA Police
Les Smith, AGC Surveying, Surveyor

14. Comment

Although the group operates outside of the Shire, this event is of benefit to the Shire and to the local community, utilising and promoting Lake Leschenaultia and bringing visitors and business to the Chidlow community. However, funds raised from the event go back into the Club's annual administrative costs. In light of this and due to budget restrictions, it is recommended that the grant is awarded at the lesser amount of \$2157 to cover venue hire, St John Ambulance, insurance, catering, stationery and swimmer's caps.

15. Recommendation

That a Community Event Grant to the value of \$2157 be awarded to the applicant.

Applicant Group: Mundaring Sporting Club Inc.

Event: 2017 Aussie Open Disc Golf Tournament

1. Meets eligibility requirements?

Yes

2. Applicant Grant History

Year	Grant	Purpose	Amount
2013	Matching Grant	Ride on Lawn Mower	\$2000
2014	Recognition Event Grant		\$300
2014	Community Event Grant	Aussie Open Disc Golf Tournament	\$8400
2015	Quick Grant	Visual Training and Presentation Display Equipment	\$500
2015	Community Event Grant	Bowls Competition	\$450

3. Meets Shire Strategic Community Plan objectives

Community, Natural Environment.

4. Brief Description of Project

The Aussie Open Disc Golf Tournament is a world class event, a Professional Disc Golf Association (PDGA) Major Tournament and part of the Disc Golf World Tour, the only event of its type in the Southern Hemisphere. The event will be held at the Mundaring Sporting Club with assistance from the PDGA, Australian Disc Golf Association, Disc Golf World Tour, Discmania, Innova Discs and more.

The event is a four day tournament. Entrants will compete to determine who will be the Aussie Open Champion across multiple divisions including Women's and Men's Open, Advanced and Masters. The event attracts professional disc golfers from all over the world, who as well as competing, will be involved in a number of community activities such as clinics for local schools and community groups.

5. Activities to be funded by this grant

The Club will host "Edge" disc golf clinics where local residents and visitors will be able to try the sport under the tutelage of touring and local professional players. Seasoned players and people new to the sport will all benefit from having access to professional advice and tips from some of the best players in the world.

With financial support for this event the group can promote the sport locally and provide pathways and opportunities for the community to become active and enjoy the healthy lifestyle offered through participation in disc golf. In particular, they aim to help children become physically active and learn important life skills about leadership, discipline and skill development.

Grant funds will be used for marketing, catering, advertising, merchandise, volunteer uniforms, event website and administration fees.

6. Priority of Project/Community Consultation/Benefit

Mundaring Sporting Club was host of the 2015 Aussie Open, the first PDGA Major tournament in the Southern Hemisphere in January 2015. The event attracted 76 players from across Australia and around the world, including USA, Canada, Germany, Finland and New Zealand. The event had the aim of increasing the sport's profile in Australia and raising awareness of the existence of a world class facility in the Shire of Mundaring. It gathered support from local businesses in the form of sponsorship, was covered in the Community news and on the SpinTV YouTube channel and Innova Champion Discs' video streaming website.

A warm up disc golf tournament was held on the weekend before the main event to offer those who did not play in the main event an opportunity to interact with the professionals and participate in a free disc golf clinic. The event attracted a number of local spectators to the event and this has led to locals discovering and becoming involved in the sport at the Mundaring course.

In addition to being a PDGA Major tournament, the 2017 Aussie Open will be a part of the newly established Disc Golf World Tour (DGWT). The DGWT includes events in USA, Sweden, Finland, Czech Republic and Australia. As a part of the DGWT, the event will include increased levels of media exposure and professionalism in its management.

As a part of the increased media focus on the event, an increased interest in community 'come and try' events in the lead up to and following the event is expected. The group would like to increase the level of volunteering from the local community for the 2017 tournament.

It is estimated that approximately 500 people will attend the event, based on up to 168 competitors, 70-100 volunteers and several hundred spectators across the four days. This estimate is based on attendance figures from the 2015 event.

The Aussie Open is an event designed to promote the sport of disc golf in Australia, with a focus on creating awareness of the sport to the local Mundaring community. In turn, this exposure will provide an opportunity to engage people in a local facility that offers an inexpensive lifetime sport for people of all ages and abilities. The event will offer the community an opportunity to join a club, socialise and enjoy the health benefits of a sport that encourages outdoor exercise and promotes social connection. The event will bring increased trade for local businesses, including worldwide exposure for Shire of Mundaring and Perth as a tourist destination.

7. Access and Inclusion

Access and Inclusion has been addressed.

8. Project Plan and Timeline

Project Plan provided.

9. Risks Identified and Managed

Risk Management Plan provided.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged through print media (advertising in hard copy publications throughout the USA, Europe and Australia), website (listing on homepage and sponsor page of tournament website), social media (Facebook, Twitter, Instagram), event player's handbook, opening ceremony, banners (strategically placed throughout event location) and the award ceremony.

11. Demonstrated success of the project

Success will be demonstrated by increased community participation in the sport of disc golf, an increase in membership of the Mundaring Sporting Club, creation of self-sustainable disc golf in the Shire through education of the sport, and an increase in 'disc golf tourism' from interstate and overseas.

Success will be measured by the number of registered players entering the tournament, of which a significant number will be international visitors; significant media coverage of the event via social, print and television media; a 25–50% rise in membership numbers for the Mundaring Disc Golf Club over a one year period; a profit made from the event which will then be invested into further growing the sport locally through free clinics for schools and community groups.

12. Event Budget

The total budget is \$78,500. The applicant is seeking \$9091 from Shire of Mundaring, being 11% of the total cost. Remaining funds will be sourced through entry fees (\$15,000) and sponsorships (\$53,500).

13. Referees

Suzanne Browne, Town of Victoria Park, Communications Manager
Anton Oud, PSS Group, Managing Director

14. Comment

The group successfully acquitted the Community Event Grant awarded for the 2015 Aussie Open event. It is anticipated that this year's event will expand on the previous one, in terms of promotional exposure and participation by local residents. The event has many benefits to the community and to the Shire due to the associated international exposure. It is recommended that the grant is awarded to cover promotional costs (\$1500) and the "Edge" disc golf clinics (\$4000), with the aim of increasing membership of the Mundaring Sporting Club and engaging local residents in the sport. This will provide and promote volunteer opportunities associated with this and future events.

15. Recommendation

That a Community Event Grant to the value of \$5500 be awarded to the applicant.

Applicant Group: Helena College Junior School Parents and Friends Association
Event: Annual School Christmas Markets

1. Meets eligibility requirements?

Yes

2. Applicant Grant History

Year	Grant	Purpose	Amount
2012	Matching Grant	Shade Sails	\$2000
2013	Recognition Event Grant		\$300
2014	Milestone Event Grant	50th Anniversary	\$2500
2014	Quick Grant	Christmas Markets and Carols Event	\$500
2015	Community Event Grant	Christmas Markets and Carols Event	\$2450

3. Meets Shire Strategic Community Plan objectives

Community.

4. Brief Description of Project

Helena College Junior School will host its fourth Christmas Markets and Carols evening in November 2016. The event will comprise market stalls and food stalls as well as the school choir performing Carols by Candlelight.

5. Activities to be funded by this grant

The grant will be used to fund the hire of lighting, Choir costumes, fairy floss and popcorn machines, Christmas themed decorations, promotional material, printing of song books, hire of side-show entertainment and provision of craft materials for children's Christmas craft activities.

6. Priority of Project/Community Consultation/Benefit

Based on attendance from previous events, it is estimated that approximately 800 people will attend the event. The Christmas Markets and Carols night brings the school and local community together to share a night of music, festivities and community spirit.

In addition, the school community donates various items to the "Sharing a Hills Christmas" program, providing food and gift items to needy hills families.

Many of the stall holders from last year's event will be returning this year. The layout of the Markets has been slightly altered on last year to better integrate entertainment and children's activities. The event will be more widely advertised to increase attendance, especially from the local community and stall holders.

7. Access and Inclusion

Access and Inclusion has been addressed.

- 8. Project Plan and Timeline**
Project Plan provided.
- 9. Risks Identified and Managed**
Risk Management Plan provided.
- 10. Acknowledgement of the Shire's support**
Shire support will be acknowledged on flyers, signage, verbally on the night and on social media.
- 11. Demonstrated success of the project**
Success of the event will be demonstrated by the creation of stronger relationships between the school and the community. Community members will feel welcomed into the school environment and will become more familiar with the school and the facilities that it offers to the wider community.

Success will be measured through attendance levels, feedback from the local community and from stall holders, and from increased enquires about school facilities.
- 12. Event Budget**
The total budget is \$5250. The applicant is seeking \$2550 from Shire of Mundaring, being 48% of the total cost. Remaining funds will be sourced through stall holder fees (\$700), school contribution (\$500) and the group's own funds (\$1500).
- 13. Referees**
Robyn Smart, Helena College Junior School Parents & Friends, Member
Greg Miller, Helena College Junior School, Principal
- 14. Comment**
The group has successfully acquitted previous grants including a Community Event Grant for the same event last year. This event was successful and enabled the group to engage in some useful "friend raising", to the benefit of the school and its students.
- 15. Recommendation**
That a Community Event Grant to the value of \$2550 be awarded to the applicant.