

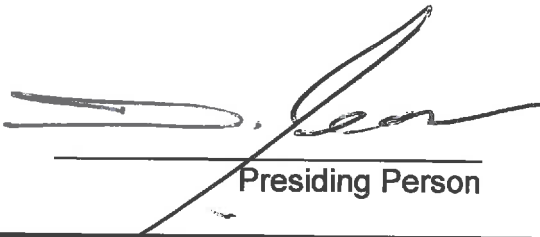


MINUTES

GRANTS SELECTION COMMITTEE MEETING

16 MAY 2016

I certify that the minutes of the meeting of the Grants Selection Committee held 16 May 2016 GSC1 to GSC18 were confirmed on 11 October 2016.



Presiding Person



CONFIRMED MINUTES
GRANTS SELECTION COMMITTEE MEETING
16 MAY 2016

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.MAY 2016 (GSC2, GSC3 etc)	Sequential page numbering of GSC Agenda or Minutes for May 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	DGSC3.05.16	Committee Decision number 3 from GSC meeting May 2016

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**GRANTS SELECTION COMMITTEE MEETING
COMMITTEE MEETING ROOM**

1.0 OPENING PROCEDURES

The Presiding Person declared the meeting open at 5.43pm.

1.1 Election of Presiding Person & Deputy Presiding Person

As this is the first Grants Selection Committee meeting since the elections held in October 2015, the Manager Libraries & Community Engagement chaired the meeting and called for nominations for the position of Presiding Person of the Grants Selection Committee.

Cr Jeans was nominated by Cr Cuccaro and seconded by Cr Daw. Cr Jeans accepted the nomination of Presiding Person of the Grants Selection Committee. As there were no further nominations, the Manager Libraries & Community Engagement declared Cr Jeans elected as Presiding Person of the Grants Selection Committee.

The Manager Libraries & Community Engagement invited Cr Jeans to take the chair.

The Presiding Person called for nominations for the position of Deputy Presiding Person of the Grants Selection Committee.

Cr Daw was nominated by Cr Cuccaro and seconded by Cr Jeans. Cr Daw accepted the nomination of Deputy Presiding Person of the Grants Selection Committee. There being no further nominations, the Presiding Person declared Cr Daw elected as Deputy Presiding Person of the Grants Selection Committee.

1.2 Announcement of Visitors

Nil.

1.3 Record of Attendance/Apologies/Approved Leave of Absence

Members	<i>Cr Cuccaro</i>	<i>West Ward</i>
	<i>Cr Daw</i>	<i>East Ward</i>
	<i>Cr Jeans</i>	<i>Central Ward</i>
Staff	<i>Kaye Abel</i>	<i>Manager Libraries & Community Engagement</i>
	<i>Tracey Parker</i>	<i>Grants Advisor</i>
Leave of Absence	<i>Nil</i>	
Apologies	<i>Cr Martin</i>	<i>South Ward</i>
	<i>Cr Lavell</i>	<i>South Ward</i>
Absent	<i>Nil</i>	

Guests Nil

**Members of
the Public** Nil

**Members of
the Press** Nil

2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

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*).

Nil

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).

Tracey Parker declared an interest being "I have two children attending Eastern Hills Senior High School, an applicant for the Matching Grant".

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

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.

Nil

6.0 CONFIRMATION OF MINUTES

COMMITTEE DECISION RECOMMENDATION	DGSC1.05.16
<i>Moved by: Cr Cuccaro</i>	<i>Seconded by: Cr Daw</i>

That the minutes of the meeting of the Grants Selection Committee held 21 September 2015 be confirmed.

CARRIED 3/0

For: *Cr Cuccaro, Cr Daw, Cr Jeans*

Against: *Nil*

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.

Nil

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.

Nil

7.3 Presentations

Nil.

8.0 REPORTS OF EMPLOYEES

8.1 Matching Grant Applications

Date of Report	21 April 2016
Author	Tracey Parker, Grants Advisor
Senior Employee	Megan Griffiths, Director Strategic & Community Services
Disclosure of Any Interest	The author has two children attending Eastern Hills Senior High School. The Eastern Hills Senior High School Parent and Citizen Association has applied for a Matching Grant.

SUMMARY:

The 2015/2016 Matching Grant program was allocated a budget of \$28,616. The remaining funds to be expended in this round are \$18,940. This is the second round of this grant, with a closing date of 15 April 2016. Ten applications were received, with requests totalling \$17,041.

The 10 applications to be considered by the Committee are as follows:

- Wooroloo Primary School Parents and Citizens Association \$2000
- Perth Hills United Football Club. \$503
- Eastern Hills Guide and Scout Group \$2000
- Hills Outside School Care Association \$1535
- Panthers Basketball Club Incorporated..... \$1500
- Riding for the Disabled Association Hills Group \$1503
- Eastern Hills Senior High School Parent and Citizens Association.... \$2000
- Eastgate Church \$2000
- Anglican Parish of Darlington-Bellevue \$2000
- 1st Mundaring Scout Group \$2000

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 nine of the ten applications be accepted.

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 and the Shire of Mundaring messages on hold system.

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 draft Strategic Community Plan 2026:

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

SUSTAINABILITY IMPLICATIONS:

- Social

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

RISK IMPLICATIONS:

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

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

CONSULTATION:

Consultation was undertaken with applicant groups and referees as required.

COMMENT:

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

- Wooroloo Primary School Parents and Citizens Association seeks funds to purchase electronic tablets to support students with special needs and other educational activities.
- Perth Hills United Football Club seeks funds to install signage at two venues to promote the Club and its non-smoking/responsible use of alcohol policy.
- Eastern Hills Guide and Scout Group seeks funds to replace ageing camping equipment so that all children can be included in camping activities.
- Hills Outside School Care Association seeks funds to replace ageing lounge suites in their entertainment room.
- Panthers Basketball Club seeks funds to continue implementing their successful coaching development program.
- Riding for the Disabled Association Hills Group seeks funds to purchase new poles for use in horse riding activities.

- Eastern Hills Senior High School Parent and Citizen Association seeks funds to install a propagation nursery with heat pads and a rain water tank to further their horticultural program.
- Eastgate Church seeks funds to erect a half court, paving and lighting for use by their Friday night youth group.
- Anglican Parish of Darlington-Bellevue seeks funds to host a Summer Soirée concert series in 2017.
- 1st Mundaring Scout Group seeks funds to install a range hood and replace ageing appliances in the Mundaring Scout Hall.

All 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 first round of the 2015/16 year 67% of applications received were from groups located in Central Ward, 16.5% from West Ward and 16.5% from East Ward. There were no applications received from groups located in South Ward.

In the current round 50% of applications received were from groups located in East Ward, 30% from Central Ward and 20% from South Ward. There were no applications received from groups located in West Ward.

A Matching Grant to the value of \$2000 is not recommended to the Anglican Parish of Darlington-Bellevue. The applicant will be advised to apply for the 2016/17 Community Event Grant as the project better fits those criteria and can still be managed within the group's project time frame.

VOTING REQUIREMENT:

Simple Majority

COMMITTEE DECISION		DGSC2.05.16	
RECOMMENDATION			
<i>Moved by:</i>	<i>Cr Cuccaro</i>	<i>Seconded by:</i>	<i>Cr Daw</i>

That the Committee resolves to

1. award Matching Grants to the total value of \$15,041 to:

- Wooroloo Primary School Parents and Citizens Association\$2000
- Perth Hills United Football Club\$503
- Eastern Hills Guide and Scout Group\$2000

- Hills Outside School Care Association.....\$1535
- Panthers Basketball Club Incorporated.....\$1500
- Riding for the Disabled Association Hills Group.....\$1503
- Eastern Hills Senior High School Parent and Citizen Association ...\$2000
- Eastgate Church\$2000
- 1st Mundaring Scout Group\$2000

2. not award a Matching Grant to the Anglican Parish Darlington-Bellevue.

CARRIED 3/0

For: *Cr Cuccaro, Cr Daw, Cr Jeans*

Against: *Nil*

8.2 Giving Back Milestone Event Grant Applications

Date of Report	21 May 2016
Author	Tracey Parker, Grants Advisor
Senior Employee	Megan Griffiths, Director Strategic & Community Services
Disclosure of Any Interest	Nil

SUMMARY:

The 2015/2016 Annual Milestone Event Grant program was allocated a budget of \$2500. Applications closed on 15 April 2016.

Two applications were received, with the requests totalling \$5000.

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

- Eastern Hills Branch of the Wildflower Society of WA \$2500
- The Hills Choir \$2500

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

It is recommended that the application from Eastern Hills Branch of the Wildflower Society of WA be approved. It is recommended that the application from The Hills Choir not be approved.

BACKGROUND:

As part of its commitment to volunteering in the local community, Shire of Mundaring adopted a Volunteer Support Policy in 2004. In response to this policy, the Giving Back Program was developed and originally launched in March 2005. Previous applications for this grant program have been presented to Council for its decision on the successful applicant. The Grants Selection Committee (GSC) was delegated the authority to determine the recipient/s of the Milestone Event Grant in April 2010 (COM-48).

This round is the twelfth occasion this grant has been offered to the community. This program recognises volunteer contributions to the community by providing Council funding to support the following initiatives:

Recognition Events

Council has in this current financial year expended \$1800 of the \$3000 allocated for the Recognition Event Grants. Six community organisations received this grant to the value of \$300 each, to assist them to hold an event that highlights the contribution their work has made to their local community. The Chief Executive Officer approved these grants under delegated authority (CE-144).

Milestone Events

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

Judging Process

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

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

Council may decide not to approve any applications.

STATUTORY / LEGAL IMPLICATIONS:

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

POLICY IMPLICATIONS:

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

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

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

FINANCIAL IMPLICATIONS:

The funding applications can be met within the allocated budget.

STRATEGIC IMPLICATIONS:

Supports draft Strategic Community Plan 2026:

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

SUSTAINABILITY IMPLICATIONS

- Social

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

- Economic

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

RISK IMPLICATIONS:

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

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

CONSULTATION:

Consultation was undertaken with applicant groups and referees as required.

COMMENT:

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

- Eastern Hills Branch of the Wildflower Society of WA seeks funds to host a 40th Anniversary Celebration to recognize the contribution of past and present volunteers.
- The Hills Choir seeks funds to hold a 30th Anniversary Concert to celebrate the continuity and growth of the Choir.

Both applicants meet the eligibility criteria of the grant, have addressed the grant criteria and bring benefits to the local community, however only one grant can be awarded. The Hills Choir has not successfully demonstrated their intent to hold an event that celebrates the history of the organisation and contribution of their volunteers, to the same extent as the other applicant. Refer to **Attachment 2** for a summary of the applications against the selection criteria.

VOTING REQUIREMENT:

Simple Majority.

COMMITTEE DECISION		DGSC3.05.16	
RECOMMENDATION			
<i>Moved by:</i>	<i>Cr Cuccaro</i>	<i>Seconded by:</i>	<i>Cr Daw</i>

That the Committee resolves to:

- award the Milestone Event Grant (\$2500) to Eastern Hills Branch of the Wildflower Society of WA.
- not award the Milestone Event Grant (\$2500) to The Hills Choir.

CARRIED 3/0

For: *Cr Cuccaro, Cr Daw, Cr Jeans*

Against: *Nil*

8.3 Update on Previous Grant Recipients

The 2015/2016 Community Event Grant round had eleven applicants, 10 of which were awarded grants. All but one of these events has now been successfully completed at the time of writing, including another successful Darlington Arts Festival, Mount Helena Whim Festival and a number of other small fetes, markets and events. The funded Community Events culminate in the final event to be held by Glen Forrest Primary School Parents and Citizens. The group will hold their School Fete and Art Auction on 1 May 2016. 70% of these grants have been acquitted with follow up occurring on the others in due course.

The first round of Matching Grants for the financial year had six applications all of which were successful. All but one of these grants have been acquitted and included a number of successful projects including the purchase of new laptops for use in computing classes at Mustard Seed – Discovering Computers and a new photocopier making things easier for the Glen Forrest Community Kindergarten and Playgroup.

Six of the 11 Quick Grants awarded in the first round for the financial year have been acquitted including Silver Tree Steiner School, who have new wheelbarrows to use in their gardening program; Mount Helena Tennis Club who are enjoying playing with new nets; Hills Outside School Care Association who have new storage capacity; Mundaring Girls Brigade who have new equipment for use by their members; Glen Forrest Community Garden who have installed new tap infrastructure for the garden and held a successful event to celebrate; and the Citizens Advice Bureau whose volunteers are now more comfortable assisting people from their new office chairs.

Noted by those present.

8.4 Update on Grant Program

The Youth Sponsorship program has received 30 applications so far this financial year, expending 57% of the budget.

Six Volunteer Recognition grants have been awarded, each receiving \$300 towards an event recognising the efforts of their volunteers.

The next round of \$500 Quick Grants will open on 29 April 2016 and will aim to provide funds for a range of small projects.

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

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

Noted by Councillors present. Councillors thanked staff for the work involved in providing this information.

9.0 URGENT BUSINESS (LATE REPORTS)

Nil

10.0 CONFIDENTIAL REPORTS

Nil

11.0 CLOSING PROCEDURES

11.1 Date, Time and Place of the Next Meeting

Date to be determined.

11.2 Closure of the Meeting

The Presiding Person declared the meeting closed at 5.55pm.

12.0 ATTACHMENTS

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



ATTACHMENTS

GRANTS SELECTION COMMITTEE

16 May 2016

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

Attachment No. 1

20 Pages

Refer to Item 8.1

Matching Grant Assessment against Selection Criteria

There are 10 applicants for the second grant round for the financial year 2015/16, seeking funds to the total of \$16,218 (excluding GST). These requests can be met within the allocated budget of \$18,940. At the time the groups applied, the Strategic Community Plan Objectives which the groups had to address were from the 2013-2023 Strategic Community Plan. The applications are summarised below:

Applicant Group: Wooroloo Primary School Parents & Citizens Association

Project: Tablet Technologies in School

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

2014 Matching Grant	\$2000	Audio-visual Program Upgrade
2012 Quick Grant	\$500	Website
2012 Matching Grant	\$2000	Musical Instruments
2011 Matching Grant	\$2000	Robotics Program
2010 Quick Grant	\$500	Naming Wall Project
2010 Community Event Grant	\$500	Launch of Values Program

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

Thriving Community.

5. **Brief Description of Project**

The Wooroloo Primary School Parents and Citizens Association wishes to purchase five tablets for use in classrooms. The tablets will support special needs students with autism apps, assist students participating in out-of-school coding programs and promote positive behaviour in the school by using educational apps for rewards.

6. **Project Rationale**

Tablets are now standard technology in the community and exposing students to this technology will ensure they are familiar and comfortable in the use of these devices. Students will benefit from the use of the tablets in a range of activities designed to assist in their educational outcomes.

The development of positive behaviour in students benefits the community as a whole by assisting students to be positive role models and community members.

Students with special needs will benefit from the use of Autism apps on the tablets and it will assist them to meet their educational outcomes and integration into the community.

The school currently runs a voluntary out-of-school coding program called CoderDojo. The use of the tablets by coding students will enhance their learning of coding and prepare them for coding's inclusion in the curriculum as they further their education.

7. Addresses Access and Inclusion

Access and Inclusion addressed.

8. In Kind Contribution by Members

Members will contribute through the purchasing of the tablets, development of usage guidelines, evaluation of the project and acquittal of the funds.

9. Project Plan

June 2016 - Tablets and child proof covers will be purchased.

July 2016 - Guidelines will be created for tablet use, in conjunction with Principal and teachers. Tablet use will begin in classrooms.

August 2016 - Project will be evaluated and acquittal submitted.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged in newsletters, on the tablets, website and Facebook page.

11. Demonstrated Success of the Project

Expected outcomes include:

- Improved educational outcomes for students with special needs;
- Improved transition from CoderDojo to curriculum based coding in future education;
- Improved positive behaviour due to the use of tablets as a reward.

Outcomes will be measured through feedback from teachers, students and members of the wider community gathered at the end of 2016 with a view to increasing the number of tablets in 2017.

12. Project Budget

The total budget is \$4250. The applicant is seeking \$2000 from Shire of Mundaring, being 47% of the budget. Matching Funds will be sourced from existing group funds.

13. Referee

Ricci Ball, Wooroloo Primary School, Principal.

14. Comments

Consultation was undertaken with the school Principal, parents and members of the P&C. The group has a good history of successfully acquitting grants.

15. Recommendation

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

Applicant Group: Perth Hills United Football Club

Project: Club Signage

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

2014 Matching Grant	\$1233	Portable Soccer Goal
2011 Matching Grant	\$2000	Training
2010 Quick Grant	\$498	Gazebo
2008 Quick Grant	\$400	Team Shirts
2007 Quick Grant	\$200	Umpire/Coach Training

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

Thriving Community

5. **Brief Description of Project**

Perth Hills United Football Club (PHUFC) uses Harry Riseborough Oval in Mundaring and Glen Forrest Oval for training and matches, but there is currently no Club signage (either temporary or permanent) at either venue to indicate this to members or visitors.

The Club also has a non-smoking policy and maintains "Good Sports" accreditation with its limited alcohol policy. Signage to reflect this has been removed from Harry Riseborough Oval and needs replacing.

6. **Project Rationale**

Members of the PHUFC will benefit through an increased sense of belonging to the Club. Visiting teams and new players will have improved access to the Club with visible signage indicating that Harry Riseborough Oval and Glen Forrest Oval are the grounds of PHUFC. Signage will also assist in promotion of the Club to the wider community.

The Club wishes to further promote their message of healthy sporting through the use of signage educating members and visitors about the Club's expectations regarding smoking and the responsible use of alcohol.

The Club will use portable signage at community events such as the Mundaring Community Day in March, increasing the Club's profile in the community and attracting new members.

7. **Addresses Access and Inclusion**

Both venues are accessible. The Club will ensure signage takes into account accessibility issues.

8. In Kind Contribution by Members

Members have sourced quotes for the signage, will organise artwork and production of signage, erect signage at both ovals and evaluate the project.

9. Project Plan

April 2016 - Committee discussed signage details, format, quantity and approved the layout. Quotes sourced for each signage format. Obtain Shire approval to erect any permanent signage at Harry Riseborough Oval.

May 2016 - Await grant decision. Organise artwork and production of signage.

May/June 2016 - Erect signage at both clubs (permanent or temporary).

10. Acknowledgement of the Shire's support

Shire support will be acknowledged on the Club website, in the monthly newsletter, on signage and at the Club's Annual General Meeting.

11. Demonstrated Success of the Project

Permanent and temporary signage at Harry Riseborough Oval in Mundaring and Glen Forrest Oval will provide PHUFC with an identity and association with these two venues. It will also promote the Club to the wider community who use these facilities for sporting and social purposes. This will result in the Club becoming a stronger and more sustainable sports club and a positive influence in the Perth Hills community.

No Smoking and No Alcohol signs will promote healthy initiatives and role model responsible sporting to younger players, as well as assisting the Club to maintain status as a Good Sports accredited Club. The Club will be eligible for future Healthway funding with this status.

An increase in the Club's profile may also see an increase in membership, which will be monitored. The Club will no longer need to inform visitors that they are in the right place, when they arrive for games. Feedback will be sought from members and visitors.

12. Project Budget

The total budget is \$1006. The applicant is seeking \$503 from Shire of Mundaring, being 50% of the budget. Matching Funding will be sourced from the Club's existing funds.

13. Referee

Christina Norris, Perth Hills United Football Club, Former Member.

14. Comments

It is recommended that the grant be awarded on the condition that all necessary approvals (if any) are confirmed before proceeding with the project.

15. Recommendation

That a Matching Grant to the value of \$503 be awarded to the applicant.

Applicant Group: Eastern Hills Guide and Scout Group

Project: Replacing Camping Equipment

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

2013 Volunteer Recognition Event	\$300	
2011 Quick Grant	\$400	BBQ and Cooler

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

Thriving Community.

5. **Brief Description of Project**

The group seeks funds to replace current camping equipment, including leaking tents with broken poles and ropes. The group also seeks to replace ground sheets that are threadbare and unsuitable for their intended use.

6. **Project Rationale**

Appropriate camping equipment is integral to children having a positive camping experience. The aim of the group is achieved through a strong and active program that inspires young people to do their best and to always be prepared. Taking the children into a camping environment enables them to find their independence, while developing a sense of personal identity and self-worth which leads to responsibility for oneself and one's actions as a citizen.

The Scouts and Guides learn the importance of mutual support and help between members of a community to maximise the quality of life for all. They learn the importance of respect for and equity in dealings with all people, irrespective of culture, gender, religion or impairment and that young people are able and willing to take responsibility and contribute to society.

Currently there is not enough fully functioning camping equipment to take all members to each camp, so some children miss out on this valuable experience.

7. **Addresses Access and Inclusion**

N/A.

8. **In Kind Contribution by Members**

Members will source and purchase the new equipment and evaluate the project.

9. Project Plan

Camps happen in each section once a term, so the camping equipment is always being used. The next camp will be held at the end of April 2016, with regular camps happening for each group throughout the year. It is expected that the new camping equipment will be used for at least the next five years.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged in the group's newsletter and Facebook page and a media release to local newspapers.

11. Demonstrated Success of the Project

The expected outcomes include the purchase of the new equipment, enabling the group to take all members on camps. Having suitable equipment will make the whole camping experience for the children a more positive and enjoyable one, where they can fully engage in all of the activities without spending time trying to re-erect broken tents.

It is also expected that membership will increase due to the promotion of the new equipment.

Outcomes will be measured by the increase in the number of children attending camps. Group Leaders will be asked to complete a questionnaire about the experience and how the new tents were specifically able to improve their camp.

12. Project Budget

The total budget is \$4000. The applicant is seeking \$2000 from Shire of Mundaring, being 50% of the budget. The applicant has applied for a Serco Community Grant for \$2000; however funds have not yet been awarded.

13. Referee

Geoff Francis, Mundaring Chamber of Commerce, Chairman

14. Comments

The grant is recommended on the basis that evidence of the approval of the Serco grant has been received or the group can provide another source of Matching funds.

15. Recommendation

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

Applicant Group: Hills Outside School Care Association Inc

Project: Lounge Suite Replacement

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

2015 Quick Grant	\$399	Storage and Digital Camera
2015 Matching Grant	\$1650	Storage and Decking Upgrade
2012 Matching Grant	\$1685	Air Conditioning
2011 Community Event Grant	\$500	Launch
2010 Quick Grant	\$500	Storage

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

Thriving Community.

5. **Brief Description of Project**

Hills Outside School Care Association (HOSCA) hopes to upgrade existing lounge suites in their entertainment room at the facility in Glen Rd, Darlington from old, stained, fabric covered lounge suites to new, comfortable and serviceable vinyl lounge suites.

6. **Project Rationale**

The entertainment room at HOSCA is utilised daily for watching movies during vacation care, afternoon rest time during school term or in wet weather when the children are unable to play outside. The current lounges in the entertainment room are old and fabric covered. Although cleaned as well as possible by HOSCA staff, the lounges are no longer suitable for children, staff and parents to sit on. Replacing the old lounges with vinyl covered lounges will ensure ease of cleaning for good hygiene and promote longevity, as well as provide a comfortable environment for children to rest and relax.

7. **Addresses Access and Inclusion**

Access and Inclusion has been addressed.

8. **In Kind Contribution by Members**

Members will source, purchase and install the new lounge suites and evaluate the project.

9. **Project Plan**

Staff of HOSCA will purchase the suitable vinyl lounge suites and arrange delivery and installation within two to eight weeks of receipt of grant monies, dependent on availability of lounge suites.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged on social media and the minutes of committee meetings.

11. Demonstrated Success of the Project

The expected outcomes include the purchase and installation of the new lounge suites which will be used and enjoyed by the children. Parents and staff will also be able to enjoy and promote the use of the entertainment room, secure in the knowledge that the vinyl lounge suites are easy to clean. This will promote longevity of use in the entertainment room through ease of maintenance and comfort for all.

12. Project Budget

The total budget is \$3069. The applicant is seeking \$1535 from Shire of Mundaring being 50% of the budget. Matching Funding will be sourced through existing group funds.

13. Referee

Renae Mahar, Attwell Partners

14. Comments

HOSCA has a good history of successfully acquitting previous grants.

15. Recommendation

That a Matching Grant to the value of \$1535 be awarded to the applicant.

Applicant Group: Panthers Basketball Club Incorporated

Project: Coaching Development

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

2015 Matching Grant	\$1500	Coaching Development Program
2015 Volunteer Recognition Event	\$300	
2015 Quick Grant	\$500	Equipment
2014 Volunteer Recognition Event	\$300	
2014 Matching Grant	\$1300	Coaching Development Program
2013 Quick Grant	\$500	Equipment
2013 Volunteer Recognition Event	\$300	

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

Thriving Community.

5. **Brief Description of Project**

The Club will engage a Development Officer throughout the season on a contract basis to work with coaches during normal training times on Monday nights between 4pm and 6pm. The Development Officer will structure a program to offer support to coaches on an "as need" basis, depending on the playing group age, coach's experience and technical know-how. It is envisaged this will involve working with individual coaches/teams and or age groups during normal training sessions and on games nights.

6. **Project Rationale**

The objectives of the program are to support coach and player development to enable them to reach their potential; to improve the overall quality of the Panthers team playing standard; and to develop and retain coaches for the continued success of the Club. To enable the Club to fulfil the objectives of the program it is believed that the program should run for several years. As a predominately junior club, there are constantly new players and coaches coming into the system. The Development Officer's role is vital in ensuring new coaches can be effectively trained. Due to the success of the program so far, the Club is hoping to continue with this initiative for the next few seasons, with a view to training existing experienced coaches to take on mentoring roles within the Club.

7. **Addresses Access and Inclusion**

N/A.

8. In Kind Contribution by Members

Members will contribute by overseeing the Development Officer role, evaluating the success of the program and acquitting funds accordingly.

9. Project Plan

The Development Officer will continue to assist the coaches in developing their understanding of the game and the important role they play in the development of players, from basic skills through to advanced play and tactics. The program is to reinforce and assist in the “Staged Development” of players. The key aspect of this program is to offer support for coaches to facilitate their own development, giving them the skills to ensure players have the opportunity to reach their potential.

10. Acknowledgement of the Shire’s support

Shire support will be acknowledged on the Club website, in newsletters, at official functions and in the Annual Report.

11. Demonstrated Success of the Project

It is expected that the objectives of the program will continue to be met. By achieving these objectives, the Club will continue to provide a great experience for members, particularly Junior members. By keeping involved in local sport, young people feel a greater sense of belonging to the community. The Club has many members that have played through their junior years and are currently playing seniors, coaching, umpiring and remaining involved within the Club/community. Looking to the future of the sport and advent of the new indoor stadium, the Club feels it is imperative to keep developing coaches so as to provide the best opportunity for the younger players.

Outcomes will be evaluated through feedback from coaches verbally as well as a formal survey, feedback from players and supporting members and through observation of player and team development.

12. Project Budget

The total budget is \$3000. The applicant is seeking \$1500 from Shire of Mundaring, being 50% of the budget. Matching Funds will be sourced through existing group funds.

13. Referee

Bob Little, Hills Raiders Basketball Association, President.

14. Comments

Shire of Mundaring has provided Matching funding twice previously towards this project including the pilot of the project and one further season, to the value of \$2800.

15. Recommendation

That a Matching Grant to the value of \$1500 be awarded to the applicant.
That the Club be advised in writing that this funding will not be available for the same purpose in future years.

Applicant Group: Riding for the Disabled Association Hills Group

Project: Poles Galore

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

2015 Matching Grant	\$1145	Portable Round Yard
2014 Quick Grant	\$450	Flysheets and Head Veils
2014 Matching Grant	\$2000	Horse
2013 Quick Grant	\$500	Equipment - Saddle

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

Thriving Community

5. **Brief Description of Project**

The group is seeking funds to replace existing poles at the arena in Sawyers Valley. The poles have several uses including being positioned flat on the ground to delineate a safe passage way along the perimeter of the arena, so that a group of riders can 'warm up' themselves and the horses, by following along the passage way in a line between the horizontal poles and the fence. Additional poles are positioned during the riding session to create obstacles to ride through, around and over.

6. **Project Rationale**

The current stock of poles is more than a decade old and is degraded through constant use, thus posing a safety risk. Having an unchanging perimeter of poles as a barrier is an essential safety aspect of the riding program, as it creates a sense of security for riders and horses about where it is safe to warm up.

The obstacle poles come in different colours, weights and lengths and this variety is used to challenge riders at their particular riding level. Progressing riders onto more challenging stages in riding is an integral strategy of the riding program.

More experienced riders will occasionally use the Competition Weight poles to replicate the highest levels of Dressage competition or similar advanced riding challenges.

Practice weight poles are chosen by the Coach to challenge the riders or to suit the physical environment or physical task, so a variety of two metre and three metre poles are required.

7. Addresses Access and Inclusion

The riding centre has good disabled access including toilet, mounting ramp, horses and volunteers who are trained to support riders with disabilities. An accredited program is delivered by a specially trained and accredited coach that is specific to accessing horses by people with a disability.

8. In Kind Contribution by Members

Members will contribute by sourcing and purchasing the new poles and evaluating their use.

9. Project Plan

Old poles will be removed by volunteers over a non-riding long weekend in June. The new poles will be installed along the perimeter. Finally, a storage system will be devised so that access to poles of varying colours, weights and lengths will be simplified for volunteers during the riding sessions.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged on Facebook and Web pages and in a newsletter to parents and volunteers.

11. Demonstrated Success of the Project

Expected outcomes include all riders, especially those with a visual disability, being better able to manage their horses within the perimeter of the arena due to the bright colours of the new poles lying flat on the ground.

Riders will make progress with a higher degree of satisfaction by using the new poles in their bright colours as the new colours will appeal to children. The horses will be stimulated by the new poles that enable new riding challenges to be undertaken.

All riders will be able to progress to their highest level as the poles represent three categories of challenge. The new supply of a variety of sizes and weights of poles will expand the program offering at Hills RDA.

12. Project Budget

The total budget is \$3006. The applicant is seeking \$1503 from Shire of Mundaring, being 50% of the budget. Matching Funds will be sourced from the groups existing funds.

13. Referee

Max Williams, Freeman, Shire of Mundaring

14. Comments

The group has a good history of successfully completing and acquitting previous grants.

15. Recommendation

That a grant to the value of \$1503 be awarded to the applicant.

Applicant Group: Eastern Hills Senior High School Parent and Citizen Association
Project: Extension to Sustainable Horticulture Program

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**
No previous grants.

4. **Meets Shire Strategic Community Plan Objectives**
Valued Natural Environment.

5. **Brief Description of Project**

The group requests funds to install a propagation nursery with heat pads and a rain water tank. The group would also like to add more garden beds to the existing garden at the school to allow for a wider variety of plants to be grown and larger crops to be farmed.

6. **Project Rationale**

The installation of a propagation nursery will allow plants and seedlings to be grown all year round as it will enable a more consistent environment as well as protecting seedlings from pests and animals. It will also enable more exotic types of plants to be grown and studied that would not normally survive the harsh environment experienced in the hills. The hope is to provide a heat pad for the nursery to enable this consistent temperature to be achieved.

The water tank will allow the collection and use of rain water to provide a more sustainable approach to horticulture. This will further add to the students learning capacity and provide a more environmentally friendly approach to horticulture.

The addition of more garden beds will enable more fruit and vegetables to be produced and a better crop rotation to be maintained, as well as providing more space for a wider variety of plants to be grown.

7. **Addresses Access and Inclusion**

Access and Inclusion has been addressed.

8. **In Kind Contribution by Members**

Members will source and purchase the equipment and oversee installation. Members will monitor and measure outcomes for acquittal of the grant.

9. **Project Plan**

June 2016 - school and P&C to get final prices on all equipment necessary for project.

July 2016 - Purchase of equipment.

August 2016 to October 2016 - Installation and construction of equipment and resources.

November 2016 to December 2016 - Final stages of fit out, including delivery of soil for garden beds.

February 2017 – Acquittal of grant.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged in the group's newsletter, on the website and Facebook page.

11. Demonstrated Success of the Project

It is expected that a wider variety of plants will be produced, rain water will be collected effectively and more space will be available for larger yields. The project will enable teaching of sustainable living and increase the hands on experience student's gain in this area. It is anticipated that the project will also assist in raising the profile of the P&C within the school community to encourage more parent support so that the group can increase its activity and support of students.

12. Project Budget

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

13. Referee

John Dunning, Eastern Hills Senior High School, Principal

14. Comments

The group has experienced a decline in membership and has been looking for new ways to support the school community. The group has had no prior support from the Community Grant Program. It is recommended that this Matching Grant be awarded as a capacity building platform for the group to achieve their goal of becoming more active in the school community, whilst contributing to a worthy learning activity undertaken by students.

15. Recommendation

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

Applicant Group: Eastgate Church

Project: Half Court

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

2014 Matching Grant	\$2000	Grounds Improvement
2012 Matching Grant	\$2000	Facilities Upgrade
2011 Quick Grant	\$500	Christmas Carols
2010 Quick Grant	\$500	Sound Equipment
2009 Quick Grant	\$500	Portable Stage

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

Thriving Community.

5. **Brief Description of Project**

The group seeks funds to erect a half court for use by Eastgate Youth, a youth group which runs on Friday nights in Mount Helena. The court will be used for basketball and other sports, games and activities as well as for other programs run by the Church.

6. **Project Rationale**

Eastgate Church does not currently have an outdoor facility suitable for physical activities. Exercise and physical activity is important for young people, so having a half court will help the group to promote physical activity and provide it in a safe and nurturing environment as part of the youth group program. This will help to further promote a healthy lifestyle. The current program has a large component based around social, emotional and mental health aspects, so having a space for physical activity will help to further include a physical health dimension to the program.

Physical activity is also used as a positive coping strategy for many young people, so having this component of the program will result in positive mental health outcomes.

7. **Addresses Access and Inclusion**

Access and Inclusion have been addressed.

8. **In Kind Contribution by Members**

Members will source and supervise contractors to carry out the construction of the half court and arrange the purchase of new sporting equipment.

9. Project Plan

The area for the court has already been cleared, so a concrete slab will be laid, basketball ring erected, court labelled and lighting placed. Paving will be laid from the youth room to the court. New sporting equipment will also be purchased. It is anticipated that the project will take approximately one month and all works will be carried out by contractors.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged in youth group promotional material, through verbal acknowledgement at the church and youth group, written acknowledgement in church newsletters and on the church Facebook page.

11. Demonstrated Success of the Project

It is expected that an increase in physical activity will occur at the Friday night youth group. There will also be an increase in social interaction and connection between young people, especially during the free time activities, not organised by leaders but initiated by the young people.

The young people will also connect more with the adult leaders, developing positive intergenerational relationships and having positive role models. They will also learn positive coping strategies for life, increasing self-esteem and resiliency.

The use of physical activity in the program will also enable the group to reach out to more young people, especially those with an interest in sport, seeing attendance increase.

Feedback will be sought from the young people attending the Friday night program, and an increase in attendance and positive relationships will be observed.

12. Project Budget

The total budget is \$5000. The applicant is seeking \$2000 from Shire of Mundaring, being 40% of the budget. Matching funds will be sourced through funds already raised.

13. Referee

Justin Van der Westhuizen, Eastern Hills Senior High School, Chaplain

14. Comments

The applicant has been advised that Planning approval is necessary for completion of this project. Grant funds to be provided on the condition that Planning approval is awarded, prior to expenditure of funds.

15. Recommendation

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

Applicant Group: Anglican Parish of Darlington-Bellevue
Project: Summer Soirée Series

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

2014 Quick Grant	\$500	Promotional material
2013 Matching Grant	\$1500	Volunteer training
2012 Quick Grant	\$500	Music Program
2012 Matching Grant	\$2000	Furniture
2011 Quick Grant	\$320	Website

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

Thriving Community.

5. **Brief Description of Project**

The group seeks funds to host the Summer Soirée Series over three Friday nights in January, February and March 2017. The grounds of St Cuthbert's Church will play host to more than a hundred people who will enjoy refreshments and most importantly, live music in a variety of styles.

It is anticipated that the series will feature a big band, a soul band and a Jazz trio.

6. **Project Rationale**

Darlington would benefit from a signature evening concert series to complement the existing Darlington Concert series later in the year. The village is recognised as a hub for the Arts, and the group believes it has a role to play in providing a high-quality, accessible music event for the community.

St Cuthbert's Church is currently seeking funds for its restoration. This series will enhance the already significant place of St Cuthbert's in the local community, and encourage contributions to the tax-deductible restoration fund.

St Cuthbert's now has an iconic 'Nine Lessons and Carols' event each December, featuring community choir and organ. Two years ago, a highly successful jazz concert was staged in the church. The group hopes to serve the community by regularly producing good quality events of this nature.

This series will be targeted at a younger demographic, in order to complement the existing performing arts opportunities for older people in the Darlington village, and wider Shire of Mundaring. It is planned to offer special pricing for under thirties to encourage younger people to consume the arts in their local area.

7. Addresses Access and Inclusion

Access and Inclusion has been addressed.

8. In Kind Contribution by Members

Members will be involved in all aspects of organising and hosting the event series.

9. Project Plan

July 2016 - Book and confirm acts. Book caterer.

August 2016 - Graphic design and production of promotional materials.

Recruit volunteers. Develop risk assessment and emergency procedures.

September 2016 - media launch and 'early bird season tickets' on sale. Media and social media publicity campaign.

October 2016 - Single tickets on sale.

December 2016 - Finalise planning. Safety and role training.

January to March 2017 - Concert series.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged through promotional materials, on social media, parish newsletter and media releases.

11. Demonstrated Success of the Project

Success will be demonstrated through the number of people attending the concert series, particularly those aged under 30. The series will enhance the character of Darlington and surrounding areas as a hub for the Arts. The project will build skills and confidence in existing and new volunteers.

Feedback will be collected from guests and the local community through surveys. Volunteers will undergo debriefing and feedback will be sought to ensure best practice is applied to future events.

12. Project Budget

The total budget is \$11,000. The applicant is seeking \$2000 from Shire of Mundaring, being 18% of the budget. Matching funds will be sourced through ticket sales to cover the cost of performers and catering.

13. Referee

Michelle Taylor, Clayton View Primary School, Principal.

14. Comments

As the event is a Community Event with ticketed sales, the project better fits the criteria for a Community Event Grant. The project can still be achieved as per the timeline provided, with the 2016/2017 Community Event Grant round scheduled for August 2016.

15. Recommendation

That a Matching Grant to the value of \$2000 not be awarded to the applicant. That the applicant be advised to apply for the 2016/17 Community Event Grant as the project better fits those criteria.

Applicant Group: 1st Mundaring Scout Group

Project: Kitchen Appliance Upgrade

1. **Meets eligibility requirements?** Yes

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

3. **Applicant Grant History**

2014 Community Event Grant	\$500	Queens Scout Award
2005 Seed Funding Grant	\$1500	Scout Hall Repairs

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

Thriving Community.

5. **Brief Description of Project**

The group seeks funds to upgrade appliances in the Mundaring Scout Hall as part of a kitchen refurbishment project. The group has purchased an IKEA kitchen package which they intend to install in July. This project will involve the replacement of the existing fridge to a more modern and efficient one; replacement of the existing oven for a more reliable, efficient and spacious one; installation of a range hood; and replacement of the existing microwave and kettle.

6. **Project Rationale**

All members of the Scout group and users of the Hall will benefit from this project. The kitchen appliances in the current kitchen are old, inefficient and unreliable and need to be replaced. The current oven does not heat evenly and often burns part of what is being cooked. The oven is also very small and does not accommodate the cooking requirements of the various users. The fridge is old and needs replacement. There is no range hood at present and so cooking emissions merely vent straight into the room. Installing a range hood will also protect the new cupboards and newly painted walls from grease build up and subsequent damage. The existing microwave is also quite old and a new one would be safer to use.

7. **Addresses Access and Inclusion**

Access and Inclusion addressed.

8. **In Kind Contribution by Members**

Members will contribute through sourcing, purchasing and installing the equipment; evaluating and acquitting the project.

9. **Project Plan**

The items will be purchased and installed following the completion of the kitchen upgrade in July 2016.

10. Acknowledgement of the Shire's support

Shire support will be acknowledged through a letter of thanks, in newsletters, and at an upcoming Queens Scout Award presentation being held later this year.

11. Demonstrated Success of the Project

The new fridge will be more energy efficient and better suited to its purpose as well as looking more aesthetic in the new kitchen. The new oven will offer a greater cooking capacity and will also cook more evenly. The new microwave will also offer a more efficient version of the existing appliance. With the installation of a range hood, there will be an extraction system for the cooking emissions. This will provide for a healthier and cleaner kitchen environment.

Volunteers have operated in a deteriorating kitchen with ageing appliances so the project will contribute greatly to a positive working environment for them.

12. Project Budget

The total budget is \$4005. The applicant is seeking \$2000 from Shire of Mundaring being 50% of the budget. Matching funds will be sourced from the groups existing funds.

13. Referee

Mikki Venon, Devine Hair & Beauty Supplies, Proprietor.

14. Comments

The applicant has been contacted and asked to send an email to the Shire account requesting approval to undertake kitchen upgrade works. Funding is dependent on approval being awarded prior to grant funds being spent.

15. Recommendation

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

Attachment No. 2

4 Pages

Refer to Item 8.2

Giving Back Milestone Event 2016
SUMMARY OF APPLICATION AGAINST SELECTION CRITERIA

Grants Advisor, Tracey Parker

There are two applicants for this grant round, the details of which are summarised below.

Applicant Group: Eastern Hills Branch of the Wildflower Society of WA
Project Title: 40th Anniversary Celebration

1. Brief description of event

The Eastern Hills Branch of the Wildflower Society WA has been in operation since 1976. In 2016, their 40th year, the group wishes to hold a celebration luncheon to acknowledge their history and achievements.

The luncheon will be held at the Hub of the Hills on 16 July 2016. It is expected that approximately 80 to 100 people will attend the event, both past and present members of the branch. Invitations will also be extended to Shire of Mundaring Councillors and staff, which the branch has worked in collaboration with. The group will invite representatives of Landcare, as well as "friends" groups that the branch has worked with in the provision of free local plant seeds.

In addition to the luncheon, the group has also organised and funded a free public presentation by Professor Kingsley Dixon from the University of Western Australia (Plant Biology), to be held on 14 April at the Shire of Mundaring Civic Reception Centre.

The anniversary year is also seeing the group promote its activities in the community through attendance at three Mundaring Rotary Markets and a previously highly successful plant sale to be held on 7 May (providing a wide range of local plants that complements the Tree and Canopy Program) at affordable prices for the community.

2. Other financial contributions

The group will make a contribution of \$1073 from existing funds.

3. What will the funds be used for?

Funds will be used for catering, hall hire and hire of audio equipment.

4. How will members of the organisation benefit from the event?

Members both past and present will be recognised for their volunteer work and many achievements. In the eight years between 2007 and 2014, 48,624 plants were sold. Members grow these plants at home all year round to provide a diverse range of plants for the community.

The planning and preparation for the Annual Plant Sale commences in January of each year. The culmination of the work sees members volunteer their time in a day of preparation and on the day of the sale, sharing their passion and extensive knowledge of wildflowers (including a comprehensive plant catalogue with planting information).

During the year members provide workshops on the propagation of plants, monthly informative lectures and maintain the Octagonal Hall and surrounds to a high standard.

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

Members were surveyed in early 2015 for feedback on ideas of ways to celebrate the anniversary. It was determined that the three preferred options were attendance at the Mundaring Rotary Markets three times in the anniversary year, the free public presentation by Professor Kingsley Dixon and the celebratory lunch.

The Branch Committee has been formulating and planning for these three activities since February 2015.

6. How have issues of Access & Inclusion been addressed?

The Hub of the Hills is accessible with ramps and automatic doors. A sound system will be used for those hard of hearing. On the invitation to members to the event people will be asked if they need transport to get to the venue and if so this will be arranged with them.

7. How will the organisation measure the success of the event?

The group will seek feedback from attendees, monitor the engagement of members in environmental activities and groups in the community such as the planned Botanical Art Workshop, Cutting (July 16) and Seed Propagation (September 16) workshops. The group will monitor any increase in membership, both new and renewed.

8. How will the Shire's contribution be recognised?

Shire support will be acknowledged via an invitation to the Shire President and Environment and Sustainability Officers to the event, in the Eastern Hills Branch newsletter, Facebook page and directly to members at meetings.

9. Comment

The applicant has successfully demonstrated their intent to hold a range of events that directly involve and celebrate the contribution of both past and present volunteers, as per the criteria of the grant.

10. Recommendation

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

Applicant Group: The Hills Choir
Project Title: 30th Anniversary

1. Brief description of event

The Hills Choir will celebrate their 30th Anniversary over two main events, being the Anniversary Concert on 12 June 2016 and the closing concert in December, which is traditionally a Christmas Concert.

In order to mark the 30th Anniversary in their concerts, the group are engaging external performers and a professional accompanist. Among the performers are students from local schools.

2. Other financial contributions

The group will cover the remaining costs through ticket sales of \$6000 across the two events.

3. What will the funds be used for?

Venue Costs	\$1600
Accompanist	\$1200
Musical Director	\$500
Guest Artists	\$800
Refreshments	\$600
Music Hire/Copy	\$250
Sundry Expenses	\$400

4. How will members of the organisation benefit from the event?

This event celebrates the continuity and growth of the Choir. The Choir will be performing more complex pieces, resulting in the need to engage a professional accompanist. Members will benefit from the extra training required, and from successfully performing these works.

By making the Anniversary Concerts more challenging and as a result more rewarding, members will receive a boost in their confidence and satisfaction.

It is also anticipated that the event will attract a larger audience, which will boost morale and confidence of choir members.

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

Choir members were consulted about the possibility of conducting 30th Anniversary events and were invited to suggest which items they would like to perform. This consultation resulted in a large programme with a wide variety of music.

6. How have issues of Access & Inclusion been addressed?

The performance venue is a modern building that complies with access requirements. Although the auditorium seating is tiered, the floor level seats are reserved for those people unable to use the stairs. There is adequate space for wheelchairs.

7. How will the organisation measure the success of the event?

Feedback will be sought from members on their perception of the success of the event and the performances. Audiences will be surveyed for their opinion on the quantity and quality of performances and their overall enjoyment of the event. It is expected that membership of the choir will continue to rise following these events.

8. How will the Shire's contribution be recognised?

Shire support will be acknowledged on the concert program, the group's website, by announcement on the night and through signage displayed at the event.

9. Comment

The applicant has not successfully demonstrated their intent to hold an event that celebrates the history of the organisation and contribution of their volunteers, to the same degree as the other applicant.

10. Recommendation

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