



18 May 2023

## **NOTICE OF MEETING**

Dear Committee Member,

The next Grants Selection Committee meeting will be held at 5.15pm on Monday, 29 May 2023 in the Council Chamber, 7000 Great Eastern Highway, Mundaring.

The attached agenda is presented for your consideration.

Yours sincerely

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

### **Please Note**

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



**AGENDA**  
**GRANTS SELECTION COMMITTEE MEETING**  
**29 MAY 2023**

**ATTENTION/DISCLAIMER**

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

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

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

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**1.0 OPENING PROCEDURES**

Acknowledgement of Country

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

Recording of Meeting

Members of Council and guests are advised that this meeting will be audio-recorded.

**1.1 Announcement of Visitors**

**1.2 Attendance/Apologies**

|                         |   |  |
|-------------------------|---|--|
| <b>Members</b>          | Cr James Martin (President)             | South Ward                                     |
|                         | Cr Neridah Zlatnik (Presiding Person)   | East Ward                                      |
|                         | Cr Doug Jeans (Deputy Presiding Person) | Central Ward                                   |
|                         | Cr Matthew Corica                       | West Ward                                      |
|                         | Cr Luke Ellery                          | South Ward                                     |
| <b>Delegate Members</b> | Cr Jo Cicchini                          | West Ward                                      |
|                         | Cr Karen Beale                          | West Ward                                      |
| <b>Staff</b>            | Megan Griffiths                         | Director Strategic & Community Services        |
|                         | Shannon Foster                          | Manager Libraries, Communications & Engagement |
|                         | Lauren Pedferri                         | Community Engagement Facilitator – Youth       |
|                         | Paula Heath                             | Minute Secretary                               |

**Apologies**

**Guests**

|                              |               |                            |
|------------------------------|---------------|----------------------------|
| <b>Members of the Public</b> | Kate Kendrick | Fast Fit ROAR Program Inc. |
|------------------------------|---------------|----------------------------|

**2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

**3.0 DECLARATION OF INTEREST**

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

Council Members must disclose the nature of their interest in matters to be discussed at the meeting (*Part 5 Division 6 of the Local Government Act 1995*).

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

### **3.2 Declaration of Interest Affecting Impartiality**

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

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

Nil

### **5.0 PUBLIC QUESTION TIME**

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

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

|                       |
|-----------------------|
| <b>RECOMMENDATION</b> |
|-----------------------|

That the Minutes of the Grants Selection Committee Meeting held 18 April 2023 be confirmed.

### **7.0 PRESENTATIONS**

#### **7.1 Deputations**

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

#### **7.2 Petitions**

- (1) A petition is to –
  - a) be addressed to the President;
  - b) be made by electors of the district;

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

### **7.3 Presentations**

## 8.0 REPORTS OF EMPLOYEES

### 8.1 Youth Engagement Partnership Fund applications

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|                                   |  |
|-----------------------------------|--|
| <b>File Code</b>                  | GS.COM2.08   |
| <b>Author</b>                     | Lauren Pedefferri, Community Engagement Facilitator - Youth                                |
| <b>Senior Employee</b>            | Megan Griffiths, Director Strategic & Community Services                                   |
| <b>Disclosure of Any Interest</b> | NIL  |
| <b>Attachments</b>                | 1. Attachment 1 - 2022-23 Youth Engagement Partnership Fund Applications <a href="#">↓</a> |

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#### SUMMARY

The 2022/2023 Youth Engagement Partnership Fund has a budget of \$35,000. During this financial year one application was received and presented at the Grants Selection Committee meeting on 18 April 2023. At this meeting the Grants Selection Committee resolved (GSC5.04.23) '*that the Committee defers consideration of funding for the Youth Engagement Partnership Fund to the next Grants Selection Committee meeting to be held within the 2022/23 financial year*' with the rationale being to allow further consideration of the application and scrutiny of the budget.

As a result of that decision all funds remain for allocation. Applications closed on 30 April 2023. Three eligible applications totalling \$58,753.30 are to be considered by the Grants Selection Committee, being \$23,753.30 over the allocated budget.

All applications received meet the grant guidelines.

Following review of each application against the grant guidelines and objectives of the Shire's Youth Services Model it is recommended that the Grants Selection Committee award a Youth Engagement Partnership Fund grant of \$20,098.10 to the Fast Fit ROAR Program and \$13,655.20 to the Youth Production – Newsies Jr and 2023/4 MYTh program

#### BACKGROUND

The Youth Engagement Partnership Fund was developed to financially assist local community groups to deliver a range of events and programs for young people in the Shire of Mundaring. These events and programs are designed to meet identified need in the community and to deliver services and programs which align with the Youth Informing Strategy 2017-2022. This Strategy has guiding principles of youth connection, strengthening of strategic partnerships, focussing on skills development and enabling peer support opportunities.

Eligible community groups can apply for up to \$25,000 in funding with a maximum of \$15,000 able to be attributed to salary costs.

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; and
- The equitable distribution of funds across the geographic communities of the Shire of Mundaring.

The Youth Engagement Partnership Fund provides the Shire with opportunities for positive promotion. The grant guidelines and agreement outline the requirement that, on the acceptance of funding, 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.
- Publicise the Shire’s financial support for the project through:
  - At least one media article;
  - The Shire’s name or logo on any promotional or program material produced for the event;
  - The display of Shire of Mundaring signage during the event; and/or
  - Verbal acknowledgement of the Shire’s support during speech activities.

The Youth Engagement Partnership Fund was promoted in the community through advertisement in the local newspaper, Shire website, community group email network, social media, posters at Shire sites, community noticeboards and through the Community Engagement Facilitator – Youth actively promoting through networks.

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

|   |             |
|---|-------------|
| Fast Fit ROAR Program                                 | \$20,238.90 |
| DAFYEP! 2023  | \$25,000.00 |
| Youth Production – Newsies Jr and 2023/4 MYTh program | \$13,655.20 |

**STATUTORY / LEGAL IMPLICATIONS**

The Grants Selection Committee has the authority to allocate funding to eligible not for profit groups who have applied to the Community Grants Program which includes the Youth Engagement Partnership Fund.

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

There is \$35,000 available within the Youth Engagement Partnership Fund grant pool for the 2022/23 financial year. The funding applications received total \$58,753.30, which exceeds the available budget by \$23,753.30.

**STRATEGIC IMPLICATIONS**

Mundaring Strategic Community Plan 2020 - 2030

Priority 1 - Community

Objective 1.3 – Everyone belongs

Strategy 1.3.2 - Provide and support youth facilities and activities

**SUSTAINABILITY IMPLICATIONS**

**Social**

Shire of Mundaring has developed this financial assistance program in order to effectively and as far as possible equitably provide funds to local community groups to undertake



projects in the Shire. Such projects meet identified community needs, promote active participation of local residents, build community strength and enhance the image of the Shire.

## RISK IMPLICATIONS

|  |                    |               |
|--|--------------------|---------------|
| <b>Risk: <u>Reputation</u></b> – Council faces a reputational risk if the Community Grants Program budget is not expended in an effective, strategic and equitable manner. |                    |               |
| <b>Likelihood</b>  | <b>Consequence</b> | <b>Rating</b> |
| Unlikely   | Moderate           | Moderate      |
| <b>Action / Strategy</b>   |                    |               |
| The risk is mitigated through ongoing and periodic review of the program.  |                    |               |

|   |                    |               |
|---|--------------------|---------------|
| <b>Risk: <u>Financial</u></b> – The risk of funds mismanagement by grant recipients.  |                    |               |
| <b>Likelihood</b>   | <b>Consequence</b> | <b>Rating</b> |
| Unlikely  | Minor              | Low           |
| <b>Action / Strategy</b>  |                    |               |
| The risk is mitigated through the eligibility and assessment process, where groups must provide evidence of their capacity to complete and acquit the project or event. |                    |               |

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

## EXTERNAL CONSULTATION

Consultation was undertaken with applicant groups, the current Youth C.R.E.W. member and referees as required.

## COMMENT

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

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

- Fast Fit ROAR program – ROAR Program seek funds to facilitate a free 10 week youth program that teaches the young people the core principles of an athlete-mindset, physical challenges, as well as acts of service.
- Darlington Arts Festival - DAFYEP! 2023 seek funds to facilitate three streams of artistic activities which include: sculptural work, digital/animated artwork and an artistic/professional development workshop.

- Darlington Theatre Players - Youth Production – Newsies Jr and 2023/4 MYTh program seek funds to facilitate a program to upskill young people in the technical aspects for theatre production.

Given the limited funds available, and with demand in this round unable to be fully met, the Community Engagement Facilitator – Youth liaised with the various groups to ascertain if a reduction in budget was possible. All applicants advised that their initiatives could not be delivered if there was a reduction in budget.

The table below illustrates each of the applicant programs and how they address the objectives of the youth service model. Each objective is rated on a scale of one to three ticks. The application of one tick is associated with meeting the objective whilst three ticks demonstrates exceeding the required outcomes.

| <b>Youth Model Objectives</b>   | <b>Fast Fit ROAR</b> | <b>Darlington Arts Festival - DAFYEP!</b> | <b>Darlington Theatre Players</b> |
|---|----------------------|---|-----------------------------------|
| Improve young people's access to a broad spectrum of services across the Shire, particularly young people living in the Outer Eastern Region and closer to Mundaring. | ✓                    | ✓   | ✓ ✓                               |
| Provide opportunities for young people to connect with and contribute to the broader community  | ✓ ✓                  | ✓   | ✓ ✓ ✓                             |
| Provide activities that enable young people to explore their interests and participate in learning opportunities.   | ✓                    | ✓   | ✓ ✓                               |
| Encourage young people to be physically and mentally healthy  | ✓ ✓                  | ✓   | ✓ ✓                               |
| Develop resilience in young people and empower them to make quality decisions about their health and wellbeing  | ✓                    |   | ✓                                 |

|   |     |   |       |
|---|-----|---|-------|
| Engage young people in the planning and delivery of activities where appropriate.                                     | ✓   | ✓ | ✓ ✓   |
| Engage young people in teamwork opportunities.  | ✓   | ✓ | ✓     |
| Work collaboratively with youth based organisations to plan and deliver youth services and activities                 | ✓   | ✓ | ✓ ✓   |
| Ensure all local youth based organisations are included in networking activities and meetings.                        | ✓   | ✓ | ✓ ✓   |
| Ensure the Shire's youth services complement and where possible, add value to existing youth services.                | ✓ ✓ | ✓ | ✓ ✓   |
| Grow funds through the development of grant submissions in partnership with other local and youth based organisations |     |   |       |
| Ensure the opportunities and services available to young people are well publicised across the Shire.                 | ✓   | ✓ | ✓ ✓   |
| Provide opportunities for peer learning and support.  | ✓ ✓ | ✓ | ✓ ✓ ✓ |
| Support and / or initiate study support initiatives.  | ✓   |   | ✓     |

Whilst each of the applicant programs have met various aspects of the youth services model objectives, both Fast Fit ROAR and Darlington Theatre Players have done so to a greater degree.

Darlington Arts Festival seek to deliver an engaging series of creative workshops, however acquittal of a previous grant received for delivery of the same initiative in 2022 demonstrated a limited ability to attract the anticipated numbers of young people to the program. It was anticipated that each workshop would see 60 young people attending, however only 28 participants attended the workshops prior to the festival, with 150 attending the festival workshop. The group have advised that to address their previous challenge they plan to engage with their previous at risk participants and ask how it is best to engage with them. Concerns remain in relation to the appeal of this initiative to their target audience. There is no suggestion of amendments to the program to address this challenge so concerns remain in relation to the appeal of this initiative to their target audience.

Given reach, maintenance of an ongoing presence in the community and the number of objectives in the youth services model addressed through their activities it is recommended that both Fast Fit ROAR and Darlington Theatre Players be awarded the full amount of funding sought. It is open for DAF to reapply and are encouraged to do so in the next financial year, working with Community Engagement Facilitator – Youth to strengthen their application and address areas of concern.

#### **VOTING REQUIREMENT**

Simple Majority

|                       |
|-----------------------|
| <b>RECOMMENDATION</b> |
|-----------------------|

That the Committee awards a Youth Engagement Partnership Fund grant to a total value of \$20,098.10 to the Fast Fit ROAR Program and \$13,655.20 plus GST to Darlington Theatre Players.

**Youth Engagement Partnership Fund Assessment against Selection Criteria**

The 2022/2023 Youth Engagement Partnership Fund grant program has a budget of \$35,000. During this financial year one previous application was received and presented at the Grants Selection Committee on 18 April 2023. At this meeting the Committee determined (GSC5.04.23) *‘that the Committee defers consideration of funding for the Youth Engagement Partnership Fund to the next Grants Selection Committee meeting to be held within the 2022/23 financial year’* with the rationale being to allow further consideration of the application and scrutiny of the budget.

As a result of that decision all funds remain for allocation. Applications closed on 30 April 2023. Three eligible applications totalling \$58,753.30 are to be considered by Grants Selection Committee, being \$23,753.30 over the allocated budget.

The applications are summarised below:

**Applicant Group:** Fast Fit ROAR Program  
**Project:** ROAR Program

**1. Meets eligibility requirements?**  
 Yes

**2. Applicant Grant History**

| Year | Grant | Purpose | Amount |
|------|-------|---------|--------|
|------|-------|---------|--------|

N/A

**3. Meets Shire Strategic Community Plan objectives and the Youth Informing Strategy?**

Strategic Community Plan 2020/2030:

- Goal 1: Community
- Objective 1.1 Healthy, safe, sustainable and resilient community
- Objective 1.1.2 Provision and support for arts, culture and events
- Objective 1.1.4 Support community collaboration and community-led initiatives and activities
- Strategy 1.3.2 Provide and support family and children’s facilities and activities.

Youth Informing Strategy:

Youth connections – The Activity will provide an opportunity for young people to connect with and contribute to the broader community.  
 Partnerships – Fast Fit ROAR Program are working collaboratively with local schools and businesses as well as the local community to support young people.  
 Skill development - Resilience, empowerment and learning opportunities.  
 Peer support – Enabling opportunities for young people to feel connected, collaborate with their peers and encourage them to pursue their goals.

Community Health and Wellbeing Informing Strategy 2020/2025

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

Youth engagement and support

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

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

**4. Brief Description of Project**

The Fast Fit ROAR Program aims to engage young people between the ages of 12 to 17 years old and features a 10-week program consisting of ten 90-minute sessions teaching young people the core principles of an athlete-mindset, physical challenges as well as acts of service. The programs core principles include attitude, goal setting, people skills, self-talk, visualisation, dealing effectively with emotions, focus and concentration as well as sportsmanship. All of these core principles help shape young people to build resilience. During the program the young person will face four physical challenges and will work towards these goals to earn wristbands once they have achieved their set physical goals. Each young person is given a diary to track their progress and record one act of kindness per day. The journal is used to encourage daily habits of journal writing and self-reflection.

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

- Head Coach wages
- Assistant Coach wages
- Advertising
- Customised wrist bands
- Diaries
- Administrative costs
- Equipment hire

**6. Community Consultation/Benefit**

The group has worked with and received feedback from over 300 young people over the past 30 months. This feedback has then been used to refine this program to meet the needs of young people in the shire. The program has morphed from an exclusive program for elite athletes in 2020 to an inclusive program for young people all ages and diversities, who are interested in fitness and a positive mindset.

The young people currently participating in the program regularly make suggestions about ways to improve the program (often about merchandising) and about the content of the program. An example of a change they have brought about is the introduction of running games to warm up, rather than a series of activation drills, which is definitely a lot more fun for all participants.

The group is open to feedback and applying small modifications to the program at the request of the participants. Giving the participants a sense of pride and ownership of the program.

**7. Access and Inclusion**

The group has indicated the sessions will be run either after school, at a central location in the Mundaring Shire (Parkerville Oval,) or during school hours, on school campus or where transport will be provided by the school. The central location should make it easy for parents to transport their children, and there is a bus stop at Parkerville Oval. The program currently has a number of neuro-diverse young people participating in the program who find it difficult to participate in regular structured team sporting activities.

**8. Project Plan and Timeline**

Project Promotion: 7/08/23 - 9/10/2023

Project commencement: 10/10/2023

Project Completion: 12/12/2023

Project Acquittal: 13/12/2023

**9. Risks Identified and Managed**

With any exercise, there is a risk of injury. All of the physical activities have been carefully selected to ensure they are as low-risk as possible, with attention and instruction being given to correct biomechanics and form during every exercise.

Additionally, the coaches will always walk the oval prior to training, or as part of the warm-up, inspecting the surface, removing any trip hazards (honky nuts) and identifying any holes that can cause falls or sprained ankles which are then covered by cones to mark out the hazardous areas.

If a young person does present with an injury, the group has several referral systems in place for Perth Hills Physiotherapy and Helena Valley Chiropractic.

If a young person communicates that they are not coping emotionally or mentally, the current strategy is to speak to the parents/ carer and to then connect the young person to Amanda Genetti, a Clinical Psychologist at Maia House in Midland, who supports the program and is brilliant with young people.

The group will abide by the latest State Government guidelines in regards to the management of Covid-19 in workplaces and the community. These guidelines are updated regularly and the group will ensure they are across any new updates as they arise.

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

Social media, organisation website (coming soon), verbally, invitations to events, the Shire logo will be displayed on all advertising and promotional material.

**11. Demonstrated success of the project**

- Greater physical strength
- Improved self-esteem
- Connections with new young people

**12. Event Budget**

The total program budget is \$24,238.90. The applicant is seeking \$20,238.90 from Shire of Mundaring, being 83.5% of the budget. A breakdown of the budget is provided in the table below:

| Income                             | \$                 | Expenditure            | \$                 | Notes  |
|------------------------------------|--------------------|------------------------|--------------------|--|
| YEPF Grant                         | \$20,238.90        | Head Coach             | \$15,000.00        |  |
| Assistant Coach supplemented wages | \$4,000.00         | Assistant Coach        | \$5,000.00         |  |
|                                    |                    | Advertising            | \$500.00           |  |
|                                    |                    | Customised wrist bands | \$999.10           |  |
|                                    |                    | Diaries                | \$999.00           |  |
|                                    |                    | Administration         | \$100.00           |  |
|                                    |                    | Equipment Hire         | \$1,500.00         |  |
|                                    |                    | Incorporation Costs    | \$140.80           | Item not considered in total amount as this is retrospective to program. |
| <b>Total</b>                       | <b>\$24,238.90</b> | <b>Total</b>           | <b>\$24,238.90</b> |  |

**13. Youth Advisory Group Comments:**

The Youth C.R.E.W (TYC) member provided feedback advising they were in support of this project as it has a strong focus on goal setting and dealing effectively with emotions. TYC member advised this program would have a positive impact on the young people participating.

**14. Community Engagement Facilitator –Youth Comments:**

Although a large portion of the grant is going towards wages (\$15,000) it is important to note that within this program young people are employed to help facilitate the training sessions. This in itself sees an outcome for young people and is in line with achieving objectives of the Youth Informing Strategy.



The Shire is aware this group has previously operated as a business to implement similar programs. The proposed program is operating under their newly incorporated not for profit model. This activity is at no cost to participants and is aimed at providing an opportunity for young people experiencing financial hardship and those in home schooling groups that face challenges to participate in mainstream sports.

The ROAR Program is aligned with the objectives of the Youth Engagement Partnership Fund. It has a strong focus on inclusion, engagement of young people as well as supporting the young people within the Shire of Mundaring.

Under the Youth Engagement Partnership Fund guidelines retrospective costs are not eligible to be funded. Given the costs related to becoming incorporated have already been incurred, this item is not eligible for funding. It is therefore recommended to provide funding towards this project to the lesser amount of \$20,098.10.

**15. Recommendation**

The Community Engagement Facilitator – Youth recommends the Youth Engagement Partnership Fund Grant to the value of \$20,238.90 be awarded to the applicant.

**Applicant Group:** Darlington Arts Festival Association Inc.  
**Project:** DAFYEP! 2023

**1. Meets eligibility requirements?**

Yes

**2. Applicant Grant History**

| Year                           | Grant                              | Purpose                                     | Amount  |
|--------------------------------|------------------------------------|---|---|
| 2021/2022                      | Youth Engagement Partnership Fund  | Facilitate a youth program                  | \$25,000.00   |
| 1 July 2021 until 30 June 2024 | Multi-Year Event Funding agreement | Delivery of annual Darlington Arts Festival | \$11,455.00 plus Consumer Price Index on a yearly basis |

**3. Meets Shire Strategic Community Plan objectives and the Youth Informing Strategy?**

Mundaring Strategic Community Plan 2020/2030:

Goal 1: Community

Objective 1.1 Healthy, safe, sustainable and resilient community

Objective 1.1.2 Provision and support for arts, culture and events

Objective 1.1.4 Support community collaboration and community-led initiatives and activities

Strategy 1.3.2 Provide and support family and children's facilities and activities

Youth Informing Strategy:

Youth connections – The Activity will provide an opportunity for young people to connect with their community and peers.

Partnerships – Darlington Arts Festival Association Inc. are working collaboratively with local Treetops Montessori School, Disability in the Arts (DADAA), Mundaring Arts Centre and Midland Junction Arts Centre.

Skill development - Resilience, empowerment and learning opportunities.

Peer support – Enabling opportunities to feel a sense of belonging.

Community health and wellbeing informing strategy 2020/2025

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

Youth Engagement and support

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

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

**4. Brief Description of Project**

This program will target young people aged between 12 – 17 years old who live, attend school or spend recreational time in the Shire of Mundaring. The program will have a particular focus on at risk young people, children in care, children who are unable to afford creative extra-curricular activities and children who have difficulties engaging in traditional art forms. The program will be made up of a sculptural, digital/animated and a professional development series of workshops. The sculptural workshop will involve one large component and individual smaller sculptures created by the participants to be viewed as one complete work, with a potential to develop a creative station at the festival to add to the larger work. The digital/animated workshops will be projected onto the youth sculptural work and trees in the sculpture on the scarp site. This digital work will be enhanced and activated further by musicians at evening events on the festival weekend. The professional development series will be facilitated by Mundaring Arts Centre (MAC) specifically for the older cohort targeting 15 – 18 years of age. This series of workshops will aid development as an artist on topics such as: how to photograph your artwork, how to write artist statements and using social media for artwork promotion.

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

- Lighting Sculpture and Digital Stage
- Stabiliser, fixings, adhesive, hanging materials
- Coordinator Fee (development and implementation)
- Coordinator Fee (evaluation and acquittal)
- Facilitator Digital
- Facilitator Sculpture (including materials)
- Professional Development Series
- Administration fee
- Building Hire (Shire)
- Print and Paid advertising
- Insurance
- Working With Children Check costs
- Electrical costs
- Projectors
- Marquee hire
- Screen and speaker hire
- Tables/chairs/music stands

**6. Community Consultation/Benefit**

It is intended that young people will be intimately involved in the development of the content and outcomes of each workshop such that relevant themes are addressed, the experience is fun and both participants and the wider youth community feels a sense of ownership over the outcomes in each stream.

The digital stream will involve youth decision making on the final outcome of the projection and in the themes and content of that outcome. The sculptural stream will involve youth decision making around the final outcome (collaborative work, exhibition of the smaller works or upskilling to provide have-a-go workshops at the festival) and in the themes and content to be included in the final outcome. These two streams will work together to

combine the sculpture and digital components for exhibition. The artistic/professional development stream will be developed with input from the Darlington Arts Festival (DAF) Committee and in consultation with youth in the target age group (15-18) who participated in the DAFYEP! Program in 2022.

**7. Access and Inclusion**

DAF addresses Access and Inclusion across all of its activities and the project aims to provide opportunities to people with disabilities affecting their participation in other art forms associated with sensory and skill-based difficulties. DAF will consult and collaborate with Disability in the Arts (DADAA) as required depending on participants involved. DAF will also support interested parties with information that meets their needs and with support to be involved in the projects as needed.

**8. Project Plan and Timeline**

- Funding approval: 30/05/2023 - 06/06/2023
- Appointment of coordinator: 07/06/2023 - 14/06/2023
- Confirm artists/facilitators: 14/06/2023 - 28/06/2023
- Reach out to youth via social media and survey links: 14/06/2023 – 14/07/2023
- Consult with past participants: 14/06/2023 – 14/07/2023
- Recruitment of participants: 01/06/2023 - 29/09/2023
- Scheduling of workshops: 24/07/2023 - 11/08/2023
- Obtain/book equipment and materials: 14/09/2023 - 06/10/2023
- Engage in street consultation with youth: 01/07/2023 – 06/11/2023
- Undertake workshops: 01/07/2023 - 06/11/2023
- Exhibiting/unveiling final works: 02/11/2023 - 06/11/2023
- Evaluate outcomes: 01/09/2023 - 30/11/2023
- Acquitting grant: 30/11/2023 - 28/02/2024

**9. Risks Identified and Managed**

Risks related to use of digital equipment (property damage, access to inappropriate content) identified and will be managed in accordance with Treetops Montessori School's policies, DAF WWCC policy and DAF Risk Management Policy. Risks related to behavioural issues identified in relation to providing opportunities to at risk youth and youth in care will be managed according with Treetops Montessori School's policies, DAF WWCC policy and DAF Risk Management Policy and working specifically with Peter Zylstra (Treetops and DADAA) and in the careful selection of volunteers to assist. Safety risks in relation to sculptural project and across all three projects identified and will be managed in accordance with Treetops Montessori School's policies, DAF safety and volunteer policies with each facilitator taking responsibility for the safe execution of their workshops with the assistance of DAF and Treetops.

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

Out print publicity, Darlington Review, weekend Notes, social media and through the group's website.

**11. Demonstrated success of the project**

- Sculptural work: one large component and individual smaller sculptures to be created by participants to be viewed as one complete work; there is potential to add a family creation station teaching the same processes at the festival to add to the larger work.
- Digital/animated artwork: to be projected onto the youth sculptural work and trees in the Sculpture on the Scarp site. This digital work will be enhanced and activated further by musicians at evening events on the festival weekend.
- Artistic/Professional Development: a practical series of workshops for older participants 15-18 to aid development as an artist either presented by MAC or privately sourced presenters with topics such as 'How to photograph your artwork', 'How to write artist statements', 'Using social media for artwork promotion' etc.
- Improvements to the resilience and empowerment of the specific participants.
- Reduction of a sense of disenfranchisement in this age group at the time of the festival.
- Foster a sense of belonging and real-time social connectedness for the specific participants and indirectly to the cohorts they represent and 12–17-year-olds more broadly.
- Providing specific opportunities for 12–17-year-olds to physically and mentally engage in activities leading up to and during the Darlington Arts Festival that involve planning, engaging with the natural and community environment, building social connections and achieving a set goal.
- Upskilling the specific participants both creatively and through the development of skills associated with planning and executing a community project.
- Strengthen DAF's partnerships with local community groups and grassroots organisations servicing 12-17 year old in a holistic, organic fashion (specifically Treetops, DADAA, MAC/MJAC).
- Providing real connections between youth and existing community groups that they may become involved in.
- Providing opportunities for youth in care to gain or increase connection to the community at a grassroots level.
- Including specific qualities in the physical infrastructure of public spaces and events that meet the needs of 12-17 year olds through the use of their own artwork in a fun and relevant way.
- Reduce minor incidents of antisocial behaviour at night at the time of the festival.

**12. Event Budget**

The total budget is \$27,500. The applicant is seeking \$25,000 from Shire of Mundaring, being 90.1% of the budget. A breakdown of the budget is provided in the table below:

| Income     | \$          | Expenditure                          | \$       | Notes |
|------------|-------------|--------------------------------------|----------|-------|
| YEPF Grant | \$25,000.00 |                                      | \$       |       |
| Redbubble  | \$100.00    | Lighting Sculpture and Digital Stage | \$450.00 |       |

|             |            |   |            |  |
|-------------|------------|---|------------|--|
| Sponsorship | \$2,000.00 | Stabliser, Fixings, adhesive, hanging materials                 | \$499.00   |  |
| Donations   | \$400.00   | Coordinator Fee (development and Implementation)                | \$1,000.00 |  |
|             |            | Coordinator Fee (evaluation and acquittal)                      | \$1,000.00 |  |
|             |            | Facilitator - Digital   | \$7,750.00 |  |
|             |            | Facilitator - Sculpture (inc materials)                         | \$7,750.00 |  |
|             |            | Professional Development Series (MAC) - content to be confirmed | \$5,000.00 |  |
|             |            | Administration Fee  | \$500.00   |  |
|             |            | Building Hire (Shire)   | \$200.00   | The group have advised they are aware of fee waiver for YEPF recipients. They have added this to have the flexibility if they aren't able to access Shire buildings for allocated times. |
|             |            | Print and Paid Advertising                                      | \$499.00   |  |
|             |            | Insurance   | \$500.00   |  |
|             |            | Working With Children Check                                     | \$70.00    |  |
|             |            | Electrical  | \$400.00   |  |

|              |                    |                            |                    |  |
|--------------|--------------------|----------------------------|--------------------|--|
|              |                    | Projectors                 | \$500.00           |  |
|              |                    | Marquee Hire               | \$500.00           |  |
|              |                    | Screen & Speaker Hire      | \$500.00           |  |
|              |                    | Tables/chairs/music stands | \$382.00           |  |
| <b>Total</b> | <b>\$27,500.00</b> | <b>Total</b>               | <b>\$27,500.00</b> |  |

**13. Youth Advisory Group Comments:**

The current Youth C.R.E.W. member provided feedback advising they were in support of the sculptural and digital/animated workshops for the proposed program however, advised they had some reservations on the professional development workshop series as it was targeting a niche age group noting group feedback about their previous similar program (funded by the Shire YEPF) outlined recruitment/retention of this age group as being a challenge.

**14. Community Engagement Facilitator –Youth Comments:**

The Darlington Arts Festival Association Inc. proposed project is aligned with the objectives of the Youth Engagement Partnership Fund. It has a focus on providing at-risk young people with opportunities to belong and connect with their peers and the wider community.

Darlington Arts Festival previously received \$25,000 to facilitate a similar program in the 2021/2022 financial year. In reviewing the previous grant acquittal it was noted that the group faced challenges to retain at risk young people and youth in care, despite having connections and networks with relevant local organisations and youth in the local area. The grant application submitted by the group estimated 60 young people to attend the workshops. DAF confirmed the number of attendees for the workshops was 28, of which 10 were at-risk young people. There were 150 attendees during the festival period. To address the challenges in their previous acquittal, the group plans to engage with previous participants and ask how they can increase at-risk/youth in care engagement in their proposed program. The group will also rely on their networks to help engage this cohort.

**15. Recommendation**

Based on the previous acquittal received and Youth C.R.E.W. feedback, the Community Engagement Facilitator – Youth recommends the Youth Engagement Partnership Fund Grant not be awarded to the applicant. It is open for the group to reapply and are encouraged to do so in the next financial year following working with Community Engagement Facilitator – Youth to strengthen their application and address areas of concern.

**Applicant Group:** Darlington Theatre Players

**Project:** Youth Production - Newsies Jr and 2023/4 MYTh program

**1. Meets eligibility requirements?**

Yes

**2. Applicant Grant History**

| Year      | Grant                             | Purpose                    | Amount     |
|-----------|-----------------------------------|----------------------------|------------|
| 2018/2019 | Youth Engagement Partnership Fund | Facilitate a youth program | \$9,552.00 |

**3. Meets Shire Strategic Community Plan objectives and the Youth Informing Strategy?**

Mundaring Strategic Community Plan 2020/2030:

Goal 1: Community

Objective 1.1 Healthy, safe, sustainable and resilient community

Objective 1.1.2 Provision and support for arts, culture and events

Objective 1.1.4 Support community collaboration and community-led initiatives and activities

Strategy 1.3.2 Provide and support family and children's facilities and activities

Youth Informing Strategy:

Youth connections – The Activity will provide an opportunity for young people to connect with their community and peers.

Partnerships – Darlington Theatre Players are working collaboratively with WAAPA students, Global Creatures Australia, existing members of the Darlington Theatre Players, The Independent Theatre Association of Western Australia, MYTh and MYTh Tech graduates.

Skill development – Agency, empowerment, learning opportunities, and ownership.

Peer support – Enabling opportunities to feel a sense of belonging to the theatre world, encourages the young people to upskill their knowledge and to collaborate with a wide variety of people with various skills.

Community health and wellbeing informing strategy 2020/2025

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

Youth Engagement and support

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

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



**4. Brief Description of Project**

Darlington Theatre Players are seeking funds to facilitate the production of a Youth Musical, provide technical contemporary training to young people and upgrade their sound and lighting infrastructure. The technical training will be in the form of two hour workshops held on Saturdays across a 12 week period in the lead up to the production. These workshops will be facilitated by a range of volunteers internally from the Darlington Theatre Players group as well as inviting guests from within the Perth community and professional theatre scenes. The training will consist of upskilling young people on the following: how to correctly use and manage sound, lighting and audio equipment, such as stage headset microphones, sound mixing and editing, sound and lighting software as well as the design theory behind stage management, stage lighting, fixtures, basic rigging and plotting, set and costume design and stage construction. This training will equip the young people involved to have the necessary skills for the upcoming production as well as other relevant performances.

Providing this technical training will enable young performers to stage manage and work backstage with confidence and autonomy and to design and construct their own costumes and sets. This will lead to the end production developed and run by a higher percentage of young people. Providing technical training is vital to the long term sustainability of the current MYTh program and the longevity of the arts and cultural resource within the community theatre.

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

- Rehearsal materials from MTI
- Royalty Fees
- Radio microphones for cast
- Moving lights
- Wheels for set
- Cast and Crew production shirts
- Promotion and publicity
- Printing costs for evaluation tools
- Base costumes for showcases
- Cable and clamp sets for hanging moving lights
- Power distribution racks

**6. Community Consultation/Benefit**

The group has consulted current members of their program in what they would like to see moving forward. After a successful run of a full-scale production that was a play, they had some interest in the possibility of a youth musical. This has been well received in its current level of information dissemination, which will continue throughout the year as they progress closer to auditions and then production. The group has also enquired with the young people of the program about the interest within the current group around technical skills which lead to an overwhelming outcry for training within the 13-18 year old group. So far the group has taken 20 students to the "Get Technical" information session at Crown with many walking away super excited to learn more about the technical aspects of live performance. So far some of the young people have participated in basic light and sound operation however they want to learn more about the design and rigging of elements like lighting.

Within the Perth community theatre scene, there has been an identified need for technicians within the local neighbouring theatres (Garrick Theatre and Kalamunda Dramatic Society) repeatedly putting the call out for lighting and sound operators and those able to design and construct sets. There are only two current lighting designers and operators. This training will not only provide opportunity to expand the skills of the young people within Darlington Theatre Players, but will also provide assistance to other clubs. There is a lack of trained and experienced technical staff and an urgent need to find the next generation of production creatives. Technicians are integral to the performance.

**7. Access and Inclusion**

Marloo Youth Theatre is accessible by any youth aged 12-18, provided the group has the space for them to participate in the program. Three of the leaders of the program are Secondary Teachers, one is a Primary School Teacher, and one is a Primary School Educational Assistant. The sixth member works in a school environment. As such, the leaders have highly effective, tried and tested scaffolding and instructional strategies that enable them to deliver the program to include all learning styles and types and learning disabilities.

**8. Project Plan and Timeline**

Upgrade of equipment: 17/06/2023 – 30/10/2023  
Technical training: 17/06/2023 – 30/04/2024  
Preparation for Newsies Jr: 1/10/2023 – 31/01/2024  
Public Performance - Newsies Jr: 1/02/2024 – 17/03/2024

**9. Risks Identified and Managed**

Participants in the proposed program have already been screened for their capacity to engage in the proposed activities and have been deemed suitable to participate in the technical training. Specific risks pertaining to each area of the proposed program will be addressed during the program, prior to the commencement of each activity. MYTh team leaders (Four of whom are qualified teachers, one is an educational assistant and one of which is an experienced technician who also works in a school context) will be present throughout any activities undertaken by outside providers. The MYTh leaders all possess current and valid WWCC.

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

In print: May Showcase, Marloo Theatre Newsletter, acknowledgement in YouthFest entry, Media release to the Darlington Review, On the pin-up board in the foyer; social media, email out to all parents of participating MYTh members, Newsies Jr Program.

Verbally: May Showcase opening address, Marloo Theatre Presentation and awards night, General Meeting, and incidentally across communications with parents, and community members.

**11. Demonstrated success of the project**

- Upskill young people to be able to use theatrical technical equipment proficiently
- Through the learnt skills support the local community in local events
- Build positive relationships and networks of young people between themselves and the wider theatre community
- Increase the number of trained professional theatre technicians within Shire of Mundaring and broader Perth community
- Work on a production set
- Participate in a performance to the residents of the Shire of Mundaring
- Provide opportunity for youth networking that intent to pursue a career in the performing arts

## 12. Event Budget

The total budget is \$14,135.20. The applicant is seeking \$13,655.20 from Shire of Mundaring, 96.6% of the budget. A breakdown of the budget is provided in the table below:

| Income          | \$                 | Expenditure                                    | \$                 | Notes |
|-----------------|--------------------|--|--------------------|-------|
| YEPF Grant      | \$13,655.20        | Rehearsal materials from MTI                   | \$935.00           |       |
| Membership fees | \$480.00           | Royalty fees                                   | \$5,000.00         |       |
|                 |                    | Radio microphones                              | \$834.00           |       |
|                 |                    | Moving lights                                  | \$1992.00          |       |
|                 |                    | Wheels for set                                 | \$263.20           |       |
|                 |                    | Cast, Crew and production shirts               | \$630.00           |       |
|                 |                    | Promotion and publicity                        | \$450.00           |       |
|                 |                    | Printing costs for evaluation tools            | \$150.00           |       |
|                 |                    | Base costumes for showcases                    | \$915.00           |       |
|                 |                    | Cable and clamp sets for hanging moving lights | \$168.00           |       |
|                 |                    | Power distribution racks                       | \$2,798.00         |       |
| <b>Total</b>    | <b>\$14,135.20</b> | <b>Total</b>                                   | <b>\$14,135.20</b> |       |

## 13. Youth Advisory Group Comments:

The current Youth C.R.E.W. member provided feedback advising they were in support of this project as it will have a positive impact and enables the young people to learn new skills and participate in activities which they wouldn't normally have the opportunity to engage in.

**14. Community Engagement Facilitator –Youth Comments:**

Darlington Theatre Players proposed application is aligned with the objectives of the Youth Engagement Partnership Fund (YEPF) having a strong focus on skill development, youth connections, supporting local young people and sustainability, which are the core objectives of YEPF funding.

The group have identified there is a community need to increase the number of young people with the technical skills and knowledge of theatre production. This also provides an opportunity for participants to build their networks to assist in their endeavours to pursue a career in the performing arts.

To support Darlington Theatre Payers to deliver a sustainable program for young people will increase the potential for future volunteerism in the shire, as the participants remain connected to the Theatre group.

**15. Recommendation**

The Community Engagement Facilitator – Youth recommends the Youth Engagement Partnership Fund Grant to the value of \$13,655.20 be awarded to the applicant.

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

## **10.0 CLOSING PROCEDURES**

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

The date of the next Grants Selection Committee meeting will be advised

### **10.2 Closure of the Meeting**