



MINUTES

COMMUNITY GROWTH FUND COMMITTEE HELD IN COUNCIL CHAMBERS, STUART STREET CARNARVON ON
FRIDAY 17TH JUNE 2022 COMMENCING AT 9:00AM

1.0 ATTENDANCES AND APOLOGIES:

Cr MaslenCouncillor
Cr Langley.....Councillor
Cr FerreirinhaCouncillor
Kate MedhurstExecutive Assistant Development & Community
Kristine Adcock..... A/Community Services Coordinator

Apologies:

Cr Skender.....Councillor
Cr VandeleurCouncillor
Harriet Murphy Senior Manager Economic Development & Community

Observers:.....1

2.0 CONFIRMATION OF PREVIOUS MINUTES:

2.1 Confirmation of Minutes of Meeting held on 13 May 2022

CGFC 1/6/22

COMMITTEE RESOLUTION

Cr Ferreirinha /Cr Langley

That the minutes of the Community Growth Fund Meeting's held on 13 May 2022 be confirmed as a true record of proceedings.

CARRIED
F3/A0

3.0 REPORTS:

3.1 COMMUNITY GROWTH FUND – COMMUNITY SUPPORT GRANT APPLICATIONS

File No:	ADM0080
Date of Meeting:	17 June 2022
Location/Address:	3 Francis Street, Carnarvon
Name of Applicant:	1. Carnarvon Tennis Club 2. Church of Christ Carnarvon Inc. 3. Carnarvon Golf Club 4. Norwest Boardriders 5. Damon Lyall 6. Carnarvon Bowling Club 7. Gascoyne Food Council 8. Kelly Capewell
Name of Owner:	Shire of Carnarvon
Author/s:	Kristine Adcock, A/Community Services Coordinator
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previous Reports:	Nil
Schedules:	3.1 (a) 30 May Community Support Grant Applications 3.2 (b) Grant Assessment Matrix

Summary of Item:

To consider the applications received in the Community Support Grant funding round in Community Growth Fund which closed on 30 May 2022 as per the Grant Assessment Matrix in schedule 3.2 (b). In total, there were 8 (eight) applications comprising of:

1. Carnarvon Tennis Club for Continuing Youth Tennis Engagement
2. Church of Christ Carnarvon Inc. for Carnarvon Carols by Candlelight 2022
3. Carnarvon Golf Club for the Carnarvon Golf Club 2022 Open
4. Norwest Boardriders for North West Youth Surfing Program
5. Damon Lyall for Australian Street Stock Title
6. Carnarvon Bowling Club for the June Bowls Carnival
7. Gascoyne Food Council for A Celebration of Italian Heritage and Culture
8. Kelly Capewell for a Basketball Carnival

It is recommended the Committee only approve to support the Officer's recommendations in the Grant Assessment Matrix in schedule 3.2 (b) and provide sufficient feedback to the unsuccessful applications.

Statutory Environment:

The Council allocates a percentage of the gross yield of rates income each year to form the Community Growth Fund. The fund provides Shire of Carnarvon the opportunity to support and assist services, activities and programmes throughout the Shire.

Relevant Plans and Policy:

Shire of Carnarvon Community Growth Fund Policy C025.

Consultation:

The Community Growth Fund Committee members – who have delegated authority (Delegation 3023) as adopted by Council on 22 October 2019.

Council delegates its authority and power to the Community Growth Fund Committee to allocate the annual donations budget, subject to:

- (1) The donations granted not exceeding the allocation approved in the Adopted Budget; and
- (2) Compliance with any relevant Council policy.

Shire staff have reviewed the applications against the eligibility criteria, to inform this report.

Financial Implications:

There is a total of \$36,000 remaining for this funding round. This is the final funding round for the Community Support Grant for the financial year of 2021/22. It is recommended that the remaining funds be carried over to the 2022/23 financial year.

Risk Assessment:

		STEP 3 – Risk Tolerance Chart Used to Determine Risk				
Consequence		Insignificant 1	Minor 2	Major 3	Critical 4	Extreme 5
Likelihood						
Almost certain	A	High	High	Extreme	Extreme	Extreme
Likely	B	Moderate	High	High	Extreme	Extreme
Possible	C	Low	Moderate	High	Extreme	Extreme
Unlikely	D	Low	Low	Moderate	High	Extreme
Rare	E	Low	Low	Moderate	High	High

Risk Category	Description	Rating (Consequence x likelihood)	Mitigating Action/s
Financial	Allocated budget amounts may vary significantly between each financial year.	Moderate	Ensure adherence to presented policy and guidelines.
Health & Safety	N/A		
Reputation	The community groups may be unhappy with short funding period and may make comments about the Shire.	Moderate	Ensure that the reasoning is correctly explained to each group with sufficient clarification.
Service disruption	N/A		
Compliance	Noncompliance of Community Growth Fund policy.	High	All applications are reviewed by Council staff to ensure they meet requirements set out in Community Growth Fund policy.
Property	N/A		
Environment	N/A		
Fraud	N/A		

Community & Strategic Objectives:

The Community Growth Fund accords with the following Shire desired outcomes as expressed in the *Community Strategic Plan 2018-2028*:

Goal 3: Social

Healthy, safe and resilient community, where everyone belongs.

ITEM	OUTCOMES AND STRATEGIES
3.3	Caring, self-reliant community
3.3.1	Support groups to deliver community-led initiatives and activities through liaison and grants

Comment:

Each application has been assessed by the Shire staff against the criteria outlined in the Community Growth Fund policy, they have been assessed and scored against the detailed objectives provided, if the activities target all of community, provided a detailed budget, has significant benefit to the Carnarvon Community and addresses the acknowledgment of the Shire of Carnarvon.

OFFICER'S RECOMMENDATION:

1. That the Community Growth Fund Committee approve only the applications recommended in the attached grant assessment matrix for the 2021-2022 financial year only, and that the Officer provides sufficient feedback to applications that are unsuccessful. All successful applications are subject to the provisions outlined in the grant agreement.
2. That the Community Growth Fund Committee recommend to Council that the remaining funds in the Community Growth Fund account be carried over into the 2022/2023 financial year.

CGFC 2/6/22

COMMITTEE RESOLUTION & OFFICER'S RECOMMENDATION:

Cr Langley /Cr Ferreirinha

1. That the Community Growth Fund Committee approve the following applications, and that the Officer provides sufficient feedback to applications that are unsuccessful. All successful applications are subject to the provisions outlined in the grant agreement.
 - a. Norwest Boardriders for \$5,000
 - b. Carnarvon Golf Club for \$2,000
 - c. Church of Christ Carnarvon Inc for \$1,000
 - d. Carnarvon Tennis Club for \$1,000
2. That the Community Growth Fund Committee recommend to Council that the remaining funds in the Community Growth Fund account be carried over into the 2022/2023 financial year.

CARRIED
F3/A0

5.0 CLOSURE

The committee chair declared the meeting closed at 9.04am.