



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Agenda

Community Grants Assessment Committee

20 November 2023



NOTICE PAPER

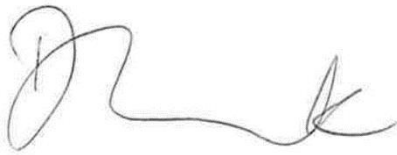
Community Grants Assessment Committee

20 November 2023

Committee Members

I inform you that a Community Grants Assessment Committee will be held in the Council Chambers, located at 395 Fitzgerald Street, Northam on 13 November 2023 at 5:30 pm.

Yours faithfully



**Debbie Terelinck
Chief Executive Officer**

DISCLAIMER

This committee has been delegated authority by Council to receive and assess grant applications; and make a final determination on all grant applications received as part of the Community Grants Scheme.

This agenda has yet to be dealt with by the committee. The Recommendations shown at the foot of each item have yet to be considered by the committee and are not to be interpreted as being the position of the committee. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Council.

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The Shire of Northam advises that anyone who has any application lodged with the Shire of Northam must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Northam in respect of the application.

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Contents

1	DECLARATION OF OPENING.....	7
2	ELECTION OF PRESIDING MEMBER & DEPUTY PRESIDING MEMBER	7
2.1	ELECTION OF PRESIDING MEMBER & DEPUTY PRESIDING MEMBER.....	7
3	ACKNOWLEDGEMENT OF COUNTRY	7
4	ATTENDANCE.....	7
4.1	ATTENDEES	7
4.2	APOLOGIES	7
4.3	APPROVED LEAVE OF ABSENCE.....	8
4.4	ABSENT	8
5	DISCLOSURE OF INTERESTS.....	8
6	PUBLIC QUESTIONS	9
7	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	9
8	RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS.....	9
8.1	PETITIONS	9
8.2	PRESENTATIONS.....	9
8.3	DEPUTATIONS	9
9	ITEMS BROUGHT FORWARD FOR THE CONVENIENCE OF THOSE IN THE PUBLIC GALLERY.....	10
10	CONFIRMATION OF MINUTES	11
10.1	CONFIRMATION OF MINUTES FROM THE COMMUNITY GRANTS ASSESSMENT COMMITTEE MEETING HELD 31 OCTOBER 2023.....	11
11	COMMITTEE REPORTS.....	11
11.1	COMMUNITY DEVELOPMENT GRANT PROGRAM APPLICATIONS.....	11
11.2	APPLICATION FOR 3 YEAR COMMUNITY EVENT FUNDING	24
11.3	QUICK RESPONSE GRANT UPDATE	34
11.4	UPDATE ON PREVIOUSLY AWARDED COMMUNITY DEVELOPMENT GRANTS.....	39
12	URGENT BUSINESS APPROVED BY DECISION	43
13	DATE OF NEXT MEETING.....	43
14	DECLARATION OF CLOSURE	43

1 DECLARATION OF OPENING

2 ELECTION OF PRESIDING MEMBER & DEPUTY PRESIDING MEMBER

In accordance with section 5.12 of the Local Government Act 1995, the members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1.

In accordance with recent changes to the Local Government Act 1995, if there is more than one nomination, the election of Committee Presiding Member will be conducted by secret Ballot and determined using an optional preference voting system, if required.

The members of a committee may elect a deputy presiding member from amongst themselves, but any such election is to be in accordance with Schedule 2.3, Division 2. This does not require the use of optional preferential voting.

Should the presiding member not be available or is unable or unwilling to perform the functions of presiding member, then the deputy presiding member may perform the functions of presiding member.

3 ACKNOWLEDGEMENT OF COUNTRY

The Shire of Northam would like to acknowledge the Traditional Owners of the land on which we meet, the Ballardong and Whadjuk people of the Nyoongar nation and pay our respects to Elders, past present and emerging.

4 ATTENDANCE

4.1 ATTENDEES

Council:

Shire President
Councillors

C R Antonio
H J Appleton
L C Biglin
A J Mencshelyi
D A Hughes

Staff:

Chief Executive Officer
Acting Executive Manager Community Services
Manager Community Development & Tourism

D Terelinck
D A Emery
J Hawkins

4.2 APOLOGIES

Nil.

4.3 APPROVED LEAVE OF ABSENCE

Nil.

4.4 ABSENT

Nil.

5 DISCLOSURE OF INTERESTS

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

*As defined in section 5.60A of the Local Government Act 1995, a **financial interest** occurs where a Councillor / Committee Member, or a person with whom the Councillor / Committee Member is closely associated, has a direct or indirect financial interest in the matter. That is, the person stands to make a financial gain or loss from the decision, either now or at some time in the future.*

*As defined in section 5.61 of the Local Government Act 1995, an **indirect financial interest** includes a reference to a financial relationship between that person and another person who requires a Local Government decision in relation to the matter.*

*As defined in section 5.60B of the Local Government Act 1995, a person has a **proximity interest** in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; or a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.*

*As defined in clause 22 of the Local Government (Model Code of Conduct) Regulations 2021, an **impartiality interest** means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.*

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Update on Quick Response Grants	11.3	Jaime Hawkins	Impartiality	Son received support through Quick Response Grant for travel assistance.

6 PUBLIC QUESTIONS

7 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

8 RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

8.1 PETITIONS

Local Government Act 1995 s6.10

Shire of Northam Standing Orders Amendment Local Law 2018

- (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 name, address and signature of each elector making the request, and the date each elector signed;
 - (e) contain a summary of the reasons for the request; and Page 13
 - (f) state the name of the person to whom, and an address at which, notice to the petitioners can be given.
- (2) Upon receiving a petition, the Local Government is to submit the petition to the relevant officer to be included in his or her deliberations and report on the matter that is the subject of the petition, subject to subclause (3).
- (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.

8.2 PRESENTATIONS

Local Government Act 1995 s6.11

Shire of Northam Standing Orders Amendment Local Law 2018

- (1) In this clause, a “presentation” means the acceptance of a gift or an award by the Council on behalf of the Local Government or the community.
- (2) A presentation may be made to the Council at a meeting only with the prior approval of the CEO.

8.3 DEPUTATIONS

Local Government Act 1995 s6.9

Shire of Northam Standing Orders Amendment Local Law 2018

- (1) Any person or group wishing to be received as a deputation by the Council is to either-
 - (a) apply, before the meeting, to the CEO for approval; or
 - (b) with the approval of the Presiding Member, at the meeting, address the Council.
- (2) The CEO may either-
 - (a) approve the request and invite the deputation to attend a meeting of the Council; or
 - (b) refer the request to the Council to decide by simple majority whether or not to receive the deputation.
- (3) Any matter which is the subject of a deputation to the Council is not to be decided by the Council until the deputation has completed its presentation.

9 ITEMS BROUGHT FORWARD FOR THE CONVENIENCE OF THOSE IN THE PUBLIC GALLERY

10 CONFIRMATION OF MINUTES

10.1 CONFIRMATION OF MINUTES FROM THE COMMUNITY GRANTS ASSESSMENT COMMITTEE MEETING HELD 31 OCTOBER 2022

RECOMMENDATION

That the minutes of the Community Grants Assessment Committee Meeting held on 31 October 2022 be confirmed as a true and correct record of that meeting.

11 COMMITTEE REPORTS

11.1 Community Development Grant Program Applications

File Reference:	8.2.5.26
Reporting Officer:	Jaime Hawkins (Manager Community Development & Tourism)
Responsible Officer:	David Emery (Acting Executive Manager Community Services)
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For the Committee to assess and make a determination on grant applications received as part of the 2023/24 Community Grant Program.

ATTACHMENTS

1. C 18 Bakers Hill R SI Grant Assessment [11.1.1 - 5 pages]
2. C19 Northam Country Club Golf Grant Assessment (1) [11.1.2 - 4 pages]

A. BACKGROUND / DETAILS

The Community Grants Program aims to strengthen and enhance the social wellbeing, development, and sustainability of the Shire of Northam community. Grants are awarded to local not-for-profit community organisations to support projects that will benefit specific target groups and the broader community.

The 'Community Grants Program' is governed by Council's Community Support Policy, which provides guidelines for requesting funds and/or sponsorship from the Shire of Northam, and provides Council a framework to ensure a consistent and equitable decision-making process in the allocation of funds.

The Community Development Grant category is to support the strategic development and organisational capacity building of local community groups and sporting clubs. Applications for funding between \$5,000 - \$20,000 are invited from incorporated not-for-profit local community groups and sporting clubs.

The Community Development Grant funding round opened on 18 September and closed on 29 October 2023.

Council approved within the annual budget an allocation of \$40,000 in 2023/24 towards Community Development Grants, with Council already allocating \$10,000 of this to the 2023 Northam Heritage & Multicultural Festival at the Special Council Meeting held 9 August 2023, Minute Number C.4818.

The remaining budget of \$30,000 is available for allocation by this Committee.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: People.

Outcome 3: A happy, healthy, and connected community.

Objective 3.4: Grow community capacity by supporting community groups and volunteers.

Priority Action 3.4.4: Provide support for community groups to build their capacity in governance, marketing, and grant acquisition.

B.2 Financial / Resource Implications

Council has \$30,000 of funding in the 2023/24 budget towards the Community Development Grants Program.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Community Support C3.1 Community Grants Scheme

B.5 Stakeholder Engagement / Consultation

The grants were advertised to the community via the Shire of Northam website and social media networks.

B.6 Risk Implications

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Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Not enough funding to support all submissions.	Possible (3) x Minor (2) = Moderate (6)	The council policy ensures a robust decision-making process is undertaken. Officers continue to work with applicants to assist in securing funds from external resources.
Health & Safety	Community organisations not experienced in delivering safe public events.	Unlikely (2) x Minor (2) = Low (4)	Ensure any funding for public events is subject to relevant public event approvals including food and stall holder permits.
Reputation	Funding allocations perceived to be allocated unfairly	Possible (3) x Insignificant (1) = Moderate	Grant applications assessed in accordance with Council Policy. Feedback provided to unsuccessful applicants and the opportunity given for them to reply in future years.
Service Interruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

B.7 Natural Environment Considerations

Nil.

C. OFFICER'S COMMENT

The following applications were received and are being presented for assessment:

C18 – Bakers Hill Golf Club/RSLWA Sub Branch Extension

Applicant	Project Summary	Amount requested
Bakers Hill RSL Sub Branch	To bring the club room building up to standard to meet current building codes. Includes: <ul style="list-style-type: none"> • Exit Doors / Fittings & Fixture • 2 x Disabled access toilet upgrades • Kitchen stainless steel benches & oven. 	\$20,000

C19 – Northam Country Club Golf

Applicant	Project Summary	Amount requested
Northam Country Club	To reconstruct the number 1 & 10 tee boxes which are unstable and unsafe. Project includes retaining and earth works with synthetic turf finishes.	\$11,960

The funding requests total \$31,960, which is \$1,960 than available budget.

The Committee can consider either:

- a) Reduce the awarded amounts to the maximum budgeted allowance for 2023/24; or
- b) Recommending both submissions be approved for full funding and direct the CEO to find the additional funds at the mid-year budget review.

The suggestion from Officers is that both grants be reduced by 50% of the over budget request, i.e. application C18 be awarded \$19,020 and application C19 awarded \$10,980 on the basis that both Clubs may have the capacity to contribute the unfunded amount of \$980 each.

RECOMMENDATION

That the Community Grants Assessment Committee approves 2023 Community Development Grants for:

- 1. Bakers Hill RSL Sub Branch up to \$19,020 (excl. GST) for extensions to the Bakers Hill Golf/RSL Club on the condition that all relevant planning, building and health approvals are obtained.**
- 2. Northam Country Club – Golf of up to \$10,980 (excl. GST) for the rebuild of the No. 1 & 10 Tee Boxes.**

COMMUNITY DEVELOPMENT GRANT ASSESSMENT

Application C18 – Bakers Hill Golf Club/RSLWA Sub Branch Extension	
Applicant	Bakers Hill Returned Services League Sub Branch
Project Summary	<p>The Bakers Hill RSL Sub Branch in collaboration with the Bakers Hill Golf Club and Tennis Club are seeking to bring the current Golf Club building which is leased from the Shire up to compliance level that is required by the Shire, as the building does not meet the current building codes.</p> <p>They have a registered Builder, Mr Mark Lomma from Century Park Construction that will be overseeing the project.</p> <p>They will be drawing upon the skills and trade qualifications of their membership base to perform the necessary work and have indications of support from businesses able to donate products. The Woorloo Prison Farm will be assisting with the fabrication of the wall cupboards and stainless steel benches.</p> <p>This project benefits the community including the three clubs that use the premises. It also brings the Shire owned building to compliance.</p> <p>The Bakers Hill RSL Sub Branch has had the plans drafted for their extension, along with the engineering completed and the ground has been tested for the extension.</p> <p>This project will enhance the existing building and bring more people in to use and benefit from this project.</p>
Project Dates	As soon as approved with 12 – 18 months construction time.
Amount requested	\$20,000
Detailed project budget	<p>Total Project Cost - \$20,000</p> <p>Exit Doors / Fittings & Fixture - \$3,000</p> <p>2 x Disabled access toilet upgrade - \$11,000</p>

COMMUNITY DEVELOPMENT GRANT ASSESSMENT

	Kitchen stainless steel benches & oven - \$7,000 Total Project Income - \$20,000 SON Request - \$20,000 Applicant cash - Nil Other grants & sponsorship – Nil Applicant in-kind – Nil specified in budget, however conversations with the applicant indicate a large amount of in-kind support will be provide through their membership base.	
Quotes provided for expenses over \$500	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/> The RSL were not able to obtain written quotes within the timeframe, and indicated that the costs will be mostly materials with their members conducting the building works in kind.
Financial statements provided	YES <input checked="" type="checkbox"/> 2022/2023 Financial Report was provided & requested to be kept confidential. There were no concerns identified by Shire Officers.	NO <input type="checkbox"/>
Eligibility Criteria		
Not-for-profit community organisation or sporting club?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Located within the Shire of Northam municipality	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Project meets eligibility criteria as specified in Community Support Policy	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

COMMUNITY DEVELOPMENT GRANT ASSESSMENT

Has no outstanding Shire of Northam funding acquittals	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Assessment Criteria		
Aligns with Shire of Northam Council Plan	<p>3.2 Grow participation in port, recreation and leisure activities with quality regional facilities.</p> <p>3.2.7 Provide additional Bakers Hill Recreation Precinct infrastructure with consideration for a skate park, BMX track, outdoor exercise equipment and improved, safer access to external toilets.</p> <p>3.4 Grow community capacity by supporting community groups & volunteers</p>	
Demonstrated management and financial capacity to deliver	<p>The applicants management capacity to deliver the project and administer the grant is unknown as Council have not worked with the group in this capacity before.</p> <p>Positive indications that they have appointed a registered builder to oversee the works and have had designs and engineering completed and the ground tested.</p> <p>Incorporated under the RSL WA Branch & WA Sub Branches</p> <p>Public liability cover of \$50,000,000</p>	
Access, opportunity & participation	The space is shared by 3 local cubs and will provide a meeting place for members, veterans and veterans families.	
Collaboration with others	<p>Bakers Hill Golf Club</p> <p>Bakers Hill Tennis Club</p>	
Evidence that other funding/support is being sought	<p>No evidence provided.</p> <p>Application does state indications of support have been provided by businesses to donate products.</p>	

COMMUNITY DEVELOPMENT GRANT ASSESSMENT

Procuring from local suppliers	Where possible.
Project Justification	
What is the need for the project?	<p>Membership of the Bakers Hill RSL Sub Branch has increased & the group identified the need to support people in their local community.</p> <p>The Shire of Northam Building Inspector identified the issues with the facility not meeting current codes and the group is seeking to rectify this, which will benefit not only the RSL, but also the golf and tennis club who also use the facility.</p>
How will the project benefit the Shire of Northam Community?	A community facility in Bakers Hill that is accessible, compliant, and able to be used and enjoyed by the community.
What planning has been undertaken?	<p>Consultation with the Shire's Building Inspector.</p> <p>Appointment of a registered builder.</p> <p>Plans developed.</p> <p>Engineering completed</p>
How will the success of the project be measured?	<p>Increase of membership of the Bakers Hill RSL Sub Branch.</p> <p>Increased community accessibility & use</p>
Comments	<p>The Bakers Hill RSL Sub Branch required support with their application from Shire Officers to articulate the purpose of their project and how it will benefit 3 community groups/clubs operating in Bakers Hill.</p> <p>Although it would have been beneficial for them to have obtained written quotes for materials and works, they have demonstrated a good understanding of the works required and will work to achieve what is possible within the budget they have.</p>

COMMUNITY DEVELOPMENT GRANT ASSESSMENT

	As the works are being conducted on a Shire owned facility if conducted correctly it will be of benefit to the Shire of Northam. If approved it is recommended that it be on the condition that any relevant planning, building and health approvals are obtained.	
Recommend for approval	YES <input checked="" type="checkbox"/> AMOUNT: \$20,000 (excluding GST)	NO <input type="checkbox"/>

COMMUNITY DEVELOPMENT GRANT ASSESSMENT

Application C19 – Northam Country Club No. 1 & 10 Tee Boxes		
Applicant	Northam Country Club Golf	
Project Summary	<p>This funding application is to rebuild Tee Box No. 1 & 10 at the Northam Country Club Golf Course.</p> <p>Current No 1 Tee box is unstable and requires urgent repair or rebuild. This will require it to be demolished and rebuilt with a suitable retaining wall. No 10 Tee Box requires a rebuild.</p> <p>Both Tee boxes are currently grass and scheme water is used to reticulate it - both T-Boxes will be modified, and the grass will be replaced with synthetic turf.</p>	
Project Dates	1/1/2024 – 30/5/2024	
Amount requested	\$11,960	
Detailed project budget	<p>Total Project Cost - \$17,940</p> <p>Total Project Income - \$20,000</p> <p>SON Request - \$11,960</p> <p>Applicant cash - 5,980</p> <p>Other grants & sponsorship – Nil</p> <p>Applicant in-kind – Club members will lay the synthetic turf.</p>	
Quotes provided for expenses over \$500	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Financial statements provided	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Eligibility Criteria		

COMMUNITY DEVELOPMENT GRANT ASSESSMENT

Not-for-profit community organisation or sporting club?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Located within the Shire of Northam municipality.	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Project meets eligibility criteria as specified in Community Support Policy	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Has no outstanding Shire of Northam funding acquittals	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Assessment Criteria		
Aligns with Shire of Northam Council Plan	<p>3.2 Grow participation in port, recreation, and leisure activities with quality regional facilities.</p> <p>3.2.14 Provide an investigation to provide year-round golf facilities in Northam (considering alternative options for watering fairways during summer, such as water reuse and desalination.</p> <p>3.4 Grow community capacity by supporting community groups & volunteers</p>	
Demonstrated management and financial capacity to deliver	<p>Northam Country Club are an established community group.</p> <p>Successfully administered previous funding.</p> <p>Financial statements show no concern.</p> <p>Public Liability \$20,000 000</p> <p>Are Incorporated.</p> <p>All required paperwork submitted.</p>	

COMMUNITY DEVELOPMENT GRANT ASSESSMENT

Access, opportunity & participation	<p>The space is open to the public all year-round including summer and winter golf competitions.</p> <p>Ladies Golf Tuesdays, Scroungers Wednesdays, and Saturday Golf and Junior Coaching, Learn to Play clinics.</p> <p>Hosting Golf WA events including 2024 Women's State Rural Bronze and 2025 Men's State Sands competitions.</p>
Collaboration with others	Northam Golf Club
Evidence that other funding/support is being sought	No.
Procuring from local suppliers	Yes.
Project Justification	
What is the need for the project?	<p>The course is a community-based property open to the public for those wanting to play golf. It is also used by local school groups for physical education activities and nearby local residents for passive recreation including walking and exercising dogs.</p> <p>As the course is used by the public the retaining wall in its current form is both unstable and unsafe for users. Both Tee boxes are currently maintained by using scheme water for the turf and the upgrade to synthetic turf will substantially reduce the use and cost of scheme water.</p>
How will the project benefit the Shire of Northam Community?	<p>The facility will be significantly safer for both current members and players along with those community members who use the course for passive recreation. Maintaining the course at a high standard enables the club to host golf events attracting players statewide. This brings an economic benefit to the</p>

COMMUNITY DEVELOPMENT GRANT ASSESSMENT

	town and region while also showcasing other attractions while visiting.	
What planning has been undertaken?	Quotes have been obtained and provided with workforce organised to complete the project by 30 th May 2024.	
How will the success of the project be measured?	<p>Replacing the turf with synthetic will significantly reduce the use of scheme water and maintenance.</p> <p>Provide a safe environment for golf players and public.</p> <p>Continue to host Regional and State Golf WA events with a safe and consistent facility.</p>	
Comments	<p>The provision of a community based, open to the public golf course is integral for the wellbeing of the community with golf being a popular sport for young and old and all abilities.</p> <p>The provision of year-round golf in Northam has been identified in the Council Plan and these works will likely assist in delivering this objective with the use of synthetic turf not requiring reticulating over the summer.</p> <p>These are urgent works required for the safety of players and golf has been identified</p>	
Recommend for approval	YES <input checked="" type="checkbox"/> AMOUNT: \$11,960	NO <input type="checkbox"/>

11.2 Application for 3 Year Community Event Funding

File Reference:	8.2.5.26
Reporting Officer:	Jaime Hawkins (Manager Community Development & Tourism)
Responsible Officer:	David Emery (Acting Executive Manager Community Services)
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For the Committee to consider a request from the Northam Army Camp Heritage Association to be granted a 3-year recurring grant of \$20,000 per year for the Northam Heritage & Multicultural Festival.

ATTACHMENTS

1. Request for reoccurring funding [**11.2.1** - 1 page]
2. NACHA Strategic Plan 2024 to 2029 [**11.2.2** - 4 pages]

A. BACKGROUND / DETAILS

In 2022, the Council reinstated recurring funding of regular, annual community events with 3 to 5 year recurring partnership funding agreements.

These agreements were temporarily paused during the Covid pandemic and were recommended by Council to recommence in 2023/24.

Events currently on a funding agreement are outlined below:

Funding Recipient	Event	Amount	Expiry
Northam Agricultural Society	Northam Farmers Show	\$10,000	2025/26
Northam RSL Sub Branch	ANZAC Day commemorations	\$3,000	2025/26
Bridgeley Church of Christ & Northam Chamber of Commerce	Carols on Fitzgerald	\$10,000	2025/26
Wundowie Progress Association	Wundowie Iron Festival	\$20,000	2025/26

Avon Valley Vintage Vehicle Association	Avon Valley Vintage Swap Meet	\$3,300	2025/26
Bakers Hill Progress & Recreation Association	Community Christmas Fair	\$7,000	2025/26
Vintage Sports Car Club of WA	Northam Motorsport Festival	\$25,000	2027/28
Avon Valley Arts Society	Northam Art Prize	\$3,000	2025/26
Northam Theatre Group	Theatre performances	\$3,000	2025/26

The NACHA Northam Heritage & Multicultural Festival was first held in 2021 on the 'World Day of Migrants & Refugees' (Migrant Sunday) with a Shire of Northam grant of \$5,000 awarded to NACHA. Shire Officers attended the event and believed it showed potential, however unfortunately due to severe weather and clashes with other activities occurring in the region attendance numbers were low. NACHA estimated an attendance at 500 – 750.

In 2022, NACHA were awarded a \$20,000 community development grant to help establish the event. NACHA were also successful in obtaining additional external funds from Healthway, Act Belong Commit and a Regional Arts WA grant. This was to activate the town the night before the festival with a music trail at local pubs and restaurants. In 2022 the event was further boosted by the attendance of the German Car Club on their annual club drive. NACHA estimated an attendance at 3,500 in addition to those that attended the music trail.

For the more recently held 2023 event, the Community Grants Assessment Committee awarded NACHA \$10,000 to deliver the festival for a third year however it had requested \$20,000. The decision to reduce the funding was based upon providing equitable support for events proportionate to the size, exposure and economic value, especially when compared to the support given to other community groups to deliver larger events in the Shire, such as the Wundowie Progress Association for the Wundowie Iron Festival.

Following a petition to Council, an additional \$10,000 was approved as unbudgeted expenditure at the meeting held 9 August 2023 (Motion No. C4818), increasing the Council funding to \$20,000 for the 2023 Northam Heritage & Multicultural Festival. NACHA estimate attendance at this year's event to be 3,500, including invited delegates from the Western Australian Consuls who participated in a tour of the Army Camp facility.

There are no documented Council policies or guidelines for the assessment of recurring funding agreements. Recurrent funding agreements were introduced in 2016 with the Council Report at the time recommending a 3-year agreement to be introduced for these established events that seek Council funding through the Community Grants Program each year.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: People.

Outcome 3: A happy, healthy, and connected community.

Objective 3.3: Grow participation in arts, culture and community activities.

Priority Action 3.3.1: Provide an Events Strategy to activate community places and facilities, covering signature, Shire and community events.

Performance Area: People.

Outcome 3: A happy, healthy, and connected community.

Objective 3.4: Grow community capacity by supporting community groups and volunteers.

Priority Action 3.4.4: Provide support for community groups to build their capacity in governance, marketing, and grant acquisition.

B.2 Financial / Resource Implications

\$20,000 will need to be allocated in the 2024/25, 2025/26, and 2026/27 Council budgets if approved.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Community Support C3.1 Community Grants Program

B.5 Stakeholder Engagement / Consultation

The grants were advertised to the community via the Shire of Northam website, local Newspaper, radio announcements and social media networks.

B.6 Risk Implications

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Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Unforeseen pressure on the Shire budget	Possible (3) x Minor (2) = Moderate (6)	Review community grant contributions in annual budget

Health & Safety	Risks associated with public gatherings.	Possible (3) x Medium (3) = Moderate (9)	A full event application is required to be submitted prior to event being approved. Shire event and health staff will assist with ensuring event organisers and aware and comply with stringent health & safety requirements for public events.
Reputation	The funding allocation could be perceived to be awarded unfairly The funding allocation is awarded and the event is unsuccessful	Possible (3) x Minor (2) = Moderate (6)	Funding is award transparently and following Council Policy.
Service Interruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

B.7 Natural Environment Considerations

Nil.

C. OFFICER'S COMMENT

Shire Officers understand NACHA's well-meaning intent for the Heritage & Multicultural Festival and commend them on their drive and passion to make the festival bigger and better, however apprehension remains over whether NACHA has proven that there is demand for the event to be run annually, whether they have the capacity to professionally deliver a large scale event that brings people to Northam, and whether Council are getting a justifiable return for investment on funding contribution per year.

With Northam's rich heritage and multicultural history, it aligns to have such a festival in town. Officers propose that Council consider funding the festival for a further year, with the Shire Events team working closely with NACHA to provide event management, activation and marketing assistance. In collaboration with the Shire, the success of the event and attendance numbers will be reviewed to make an assessment on recurring funding in 2024/25.

RECOMMENDATION

That the Community Grants Assessment Committee endorses the following recommendation being presented to Council:

That Council:

- 1. NOT SUPPORT a 3-year recurrent funding agreement with the Northam Army Camp Heritage Association (NACHA) starting in 2024/25; and**
- 2. CONSIDER provision for funding of up to \$20,000 (excl. GST) in the 2024/25 Council Budget for the Northam Army Camp Heritage Association for delivery of the 2024 Northam Heritage & Multicultural Festival, subject to NACHA agreeing to work in collaboration with the Shire of Northam on event management, activation and marketing.**

Northam Army Camp Heritage Association Inc

ABN 32 042 372 294

www.northamarmycamp.org.au

PO Box 225

NORTHAM WA 6401

Mr. Chadd Hunt
Acting CEO
Shire of Northam
Fitzgerald Street
Northam WA 6401



Re: Recurring Shire of Northam Community Grants

Dear Chadd

The Northam army Camp Heritage Association Inc is completing a grant to Regional Events which Tourism.

The committee is seeking a 3 year recurring grant. We had to explain the strategic planning for the request.

So that the Northam Army Camp Heritage Association Inc committee and all funding bodies are on the same page I am attaching the Strategic plan for 2024-2029.

Should have any queries please do not hesitate to contact me.

Kind regards

Genny Budas
Chair
Northam Army Camp Heritage Association Inc
0428 322 898
2nd October 2023

Chair: Genoefa Budas
Mob: 0428 322 898
Email: genoefa@westnet.com.au

Northam Army Camp Heritage Association Inc (NACHA)

Event Strategic Plan 2024 -2026 (Draft 2027 – 2029)



In 2021 NACHA prepared a five year strategic Plan with a focus on events. The first three years have highlighted the challenges of sourcing grants on an annual basis. The need for recurrent grants has resulted in a review of the strategic events plan and preparing a future draft plan based on three year cycles.

The preference is still to partner with the Act Belong Commit branding as the Heritage and Multicultural Festival is primarily about mental health in Northam for all migrants. Recurrent grant applications to the Shire of Northam and Regional Events Scheme will be used to establish an important event for Northam, WA and at an international level.

The themes from the strategic plans are listed below.

Act Belong Commit Northam Heritage and Multicultural Festival 2024 – Populate or Perish

‘Populate or Perish’ was the slogan used following WWII to encourage more migrants to come to Australia. This theme has been chosen to cover the many different programs in place since settlement in the Swan colony in 1829. These include:

- Initial settlement in a non-penal colony
- Convict transport 1850 – 1868 in WA.
 - 10 year old George Throssell arrived on the first ship with his family. His father was one of the guards.
- 1893 Discovery of Gold and population boom. Many migrants came from the Eastern States and were involved in the building boom.
- Building the railway
- 1901 Federation
- Goldfields Water Pipeline
- Discharged Soldiers Settlement Act 1918
- The Great Depression 1929 – 1939
- German and Italian POW's WWII
- Soldier Settlement post WWII
- Displaced Persons. 30,000 people through the Northam Army Camp and Holden Camp in Northam.
- 10 Pound POMS
- Vietnamese boat people
- China's one child policy
- Yongah Hills detention centre
- Working holiday visas

There will be special displays about many of these programs as well as opportunities for people to have reunions of those who came by different boats or were part of different programs.

Act Belong Commit Northam Heritage and Multicultural Festival 2025 – Looking to the future

Northam is a service town and whilst it has highlighted the heritage buildings from the gold rush era there has continued to be building and replacement across the years including:

- The library and former Chamber offices designed by Iwan Iwanof in the 1970's and recognised by the Australian Institute of Architects with an award for enduring architecture in 2021.
- The Boulevard shopping centre that is located where the old railway line went through the town. The innovative use of solar panels by the Boulevard shopping centre to provide shade and reduce power bills.
- Bilya Koort Boodja Centre for Nyoongar Culture and Environmental Knowledge and the Visitor's Centre that have been built with connections to the river and high enough to avoid the risk of flooding.
- The Northam Village Square providing more shops following the demolition of the old hospital.
- More demolition of the Fitzgerald hotel resulted in the Northam Village Green and the linking of the river to Fitzgerald Street. This is a wonderful event space.
- The Silo Art trail is a major attraction for tourists in WA. Northam started the trail in 2015 when Artists: Phlegm and Hence painted their murals on the CBH silos at the Avon depot. Other art has been added to the town and is well worth exploring.

Northam has always looked to the future and continues to support sustainable development.

Act Belong Commit Northam Heritage and Multicultural Festival 2026 – Military connections

2026 is an important year for military recognition in WA. Major Edmund Lockyer arrived on the brig Amity in Albany and established a military outpost in King George Sound. In January 1827 Albany was recognised as the first settlement in WA. The State recognises 2029 as the bicentennial with the establishment of the Swan Colony in 1829.

Northam and Albany have close links with regards to ANZAC troops who trained in Northam and were deployed from Albany. The railway provided an important link between the two towns.

To understand more about Northam and the Northam Army Camp the following timeline has been written:

- 1879 Northam became a municipality and the council was granted 2,100 acres west of Mt Ommanney as "Commonage".
- 1896 a volunteer Mounted Rifle Troop was formed. Became part of the Australian Military Forces in 1903 following Federation.
- 1910 Northam was a cadet training site following the introduction of National Training for young boys.
- 1914 the 10th Light Horse was formed in WA and trained at Northam.
 - Captain Hugo Throssell was the only light horseman to be awarded the Victoria Cross during World War One.
- 1935 the Department of the Army decided to establish a permanent camp at Northam because of its strategic position near major transport routes and access to the Golden Pipeline. Part of the town common was leased from the Northam Municipal Council for this purpose. Major requirements:
 - reliable water supply for 5,000 men,

- 1st class rail and road,
- facilities for artillery and small arms practice,
- railway sidings and other rail facilities,
- reasonable concealment.
- 1935-1939 The camp was planned, cleared and some permanent buildings erected. With the announcement of WWII 175 huts were built in one month.
- 1939-1945 Northam Army Camp was the brigade training camp for the Second Australian Imperial Force, which left for Britain on 10 January 1940, and played an important role in the British offensive in the Middle East and North Africa in 1940/1941.
- 1946 3,500 Italian Prisoners of war were housed at the Northam Army Camp. The prisoners at the camp built the parade ground, all the culverts, drainage at the camp. A memorial built by the prisoners is still located next to the parade ground and is unique in Australia.
- 1949-1951 Northam Army Camp began to operate as the Department of Immigration Accommodation Centre. Initially a centre for Displaced Persons from eastern Europe and then a Migrant Reception Centre for other post-war non-British immigrants, it is estimated that approximately 30,000 men, women and children passed through the Northam camp and the Holden Camp in Northam.
- 1951-1953 Northam Army Camp reverted to the Department of the Army and was again used by Western Command to train personnel, this time for the Korean War.
- 1953- 1960s From this period Northam Army Camp fell into decline and a large number of buildings were removed from the site. Some were donated to local farmers following the 1968 Meckering earthquake or demolished due to termite damage.
- 1997 Northam Army Camp Heritage Association Inc formed to protect, preserve and promote the heritage of the Northam Army Camp as the continual removal of buildings and possibility of disposal of site were giving rise to public concern.
- 1999/2000 Northam Army Camp added to the State Register of Heritage Places.
- 2010 On 18 October, the Australian Government announced the establishment of an immigration detention centre at the site.
- Present Day - Northam Army Camp is still used for military training.

In recognition of the Military connection, NACHA will work with The Australian Light Horse Association for event preparation and special displays.

Draft Events 2027 -2029

Act Belong Commit Northam Heritage and Multicultural Festival 2027 – The depression years wheat and wool

The importance of agriculture in getting Australia through the depression years. These included the founding of Cooperative Bulk Handling (CBH) in April 1933. Woolmark began with the establishment of the Australian Wool Board in 1936 and a six pence per bale tax for research and promotion purposes. Both organisations have a strong link to Northam.

Act Belong Commit Northam Heritage and Multicultural Festival 2028 – The invisible migrants

The White Australia Policy had a lot of influence on who came to WA. In the case of Northam, the Afghans came with the camels and were needed for transport. Chinese migrants came to work on the water pipeline scheme and remained as market gardeners. Many descendants are still living and working in the Avon Valley region.

Act Belong Commit Northam Heritage and Multicultural Festival 2029 – 200 years of the Swan Colony

The Official Bicentenary year for WA is 2029. Looking for ideas to celebrate ALL cultures is Northam.

11.3 Quick Response Grant Update

File Reference:	8.2.5.26
Reporting Officer:	Jaime Hawkins (Manager Community Development & Tourism)
Responsible Officer:	David Emery (Acting Executive Manager Community Services)
Officer Declaration of Interest:	Jaime Hawkins - Impartiality
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

To update the Committee with the applications for Quick Response Grants over 2022/23.

ATTACHMENTS

Nil

A. BACKGROUND / DETAILS

Quick Response Grants support innovative responses to community and individual needs, either as a whole or target groups (children, youth, seniors, people with disability, culturally or linguistically diverse). These grants are intended for ad hoc and smaller scale projects, or to assist one off projects, or to assist the delivery of projects/events for which opportunity has arisen.

Projects must take place within the Shire of Northam and significantly benefit the community. Funding can be utilised for a wide range of purposes, including, but not limited to:

- One off community event.
- Community projects that address a clearly defined community need
- Sponsorship of regional or state level sporting tournaments or competitions hosted in the Shire of Northam (i.e. not for the regular season)
- Funding can be applied for by individuals, 18 years or under and still at school who have qualified to participate in recognised State, National or International level events.

Quick Response Grants can be applied for year-round and are assessed by Officers with approval delegated to the Chief Executive Officer.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: People.

Outcome 3: A happy, healthy, and connected community.

Objective 3.4: Grow community capacity by supporting community groups and volunteers.

Priority Action 3.4.1: Partner with local sporting clubs to improve volunteering and capacity.

Priority Action 3.4.4: Provide support for community groups to build their capacity in governance, marketing, and grant acquisition.

B.2 Financial / Resource Implications

\$20,000 was budgeted for quick response grants in 2022/23, noting the Community Grants Program Policy provides for grants up to a maximum of \$5,000.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Community Support C 3.1 Community Grants Program

To support innovative responses to community and individual needs, either as a whole or target groups (sports, children, youth, seniors, persons with a disability, culturally or linguistically diverse). These grants are intended for ad hoc and smaller scale projects or to assist the delivery of projects/programs for which opportunity or need has arisen.

B.5 Stakeholder Engagement / Consultation

The grants were advertised to the community via the Shire of Northam website, social media networks, and local sporting club networks.

B.6 Risk Implications

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Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	The grants program is oversubscribed	Likely (4) x Insignificant (1) = Low (4)	The Executive Manager will make a determination on

	with more requests for funding received greater than the funding available through the 2023/2024 Council Budget		all applications and award grants to those who best demonstrate that they meet the funding objectives.
Health & Safety	N/A	N/A	N/A
Reputation	There is disagreement over the committee's decision to award/not award funding	Possible (3) x Insignificant (1) = Low (3)	Assessments were made following the grant guidelines and against the Shire of Northam Council Plan and Community Plans.
Service Interruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

B.7 Natural Environment Considerations

Nil.

C. OFFICER'S COMMENT

The following quick response grants were approved during the 2022/23 financial year:

APPLICANT	PROJECT SUMMARY	AMOUNT APPROVED	ACQUITTAL COMPLETE	PEOPLE INVOLVED DIRECTLY	PEOPLE INVOLVED INDIRECTLY
Wundowie Golf Club	2022 Ranger Cup Day	\$500	YES		
Northam Highland Dancers	2022 Highland Dancing Competition at Northam Farmers Show	\$550	YES	12	200

Avon Valley Environmental Society	2023 Rehabilitation of Riparian Zone Avon River	\$600	YES	12	12
Explorability	2022 Turn Up In Blue Day	\$500	YES	2	Unsure
Silverwings Seniors Club Wundowie	Seniors Week Outing	\$600	YES	3	37
Northam Swimming Club	2023 Country Pennants	\$5,000	YES	1600	200
Avon Valley Environmental Society	2023 Fauna Survey of Islands in Avon River	\$2,500	NO		
Northam Lawn Tennis Club	2023 Mens Open Day & Mixed Doubles Open Day	\$1,000	YES	44	5
Northam Bowling Club	2023 Ladies Classic Day	\$500	NO		
Northam Hockey Club	2023 Junior Hockey Development Coaching	\$3,700	YES	140	200
Kale Treloar	2023 Travel Assistance for International Athletics Tour	\$500	YES	1	35
Northam Country Club – Golf Club	2023 Kennedy Cup/Open Weekend and Ladies Open Day	\$1000	NO		
Northam & Districts Gun/Clay Target Club	2023 59 th Annual Avon Valley Trap Carnival	\$750	YES	71	35
Northam Highland Dancers	2023 Highland Dancing Competition at Northam Show	\$500	NO		
Northam Springfield Football Club	2023 Football West Coaching Clinics	\$1,000	NO		

Wundowie Golf Club	2023 Ranger Cup	\$500	YES	51	MANY
TOTAL		\$19,700		1,936	689

RECOMMENDATION

That the Community Grants Assessment Committee endorses the following recommendation being presented to Council:

That Council accepts the update of Quick Response Grant Applications for 2022/23.

11.4 Update on Previously Awarded Community Development Grants

File Reference:	8.2.5.26
Reporting Officer:	Jaime Hawkins (Manager Community Development & Tourism)
Responsible Officer:	David Emery (Acting Executive Manager Community Services)
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

To update the Committee with the progress of previously awarded Community Development Grants since their introduction in 2021/22.

ATTACHMENTS

Nil

A. BACKGROUND / DETAILS

Community Development Grants were introduced in 2021/22 following a review of Council's Community Support Policy.

The Community Development Grants aim to support the strategic development and organisational capacity building of local community groups and sporting clubs.

These grants are open for one grant round per year for applications between \$5,000 - \$20,000 for larger scale or longer-term projects that can be achieved over an 18-month period.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: People.

Outcome 3: A happy, healthy, and connected community.

Objective 3.4: Grow community capacity by supporting community groups and volunteers.

Priority Action 3.4.4: Provide support for community groups to build their capacity in governance, marketing, and grant acquisition.

B.2 Financial / Resource Implications

There was a budgeted allocation of \$80,000 for Community Development Grants in the 2021/22 and 2022/23 Council Budget.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Community Support C3.1 Community Grants Program.

B.5 Stakeholder Engagement / Consultation

The grants were advertised to the community via the Shire of Northam website, local Newspaper, radio announcements and social media networks.

B.6 Risk Implications

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Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A	N/A	N/A
Health & Safety	N/A	N/A	N/A
Reputation	There is disagreement over the committee's decision to award/not award funding	Possible (3) x Insignificant (1) = Low (3)	Assessments were made following the grant guidelines and against the Shire of Northam Council Plan and Community Plans.
Service Interruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

B.7 Natural Environment Considerations

Nil.



C. OFFICER'S COMMENT

The following applications were approved in 2021 & were due for completion by June 2023:

APPLICANT	PROJECT SUMMARY	AMOUNT APPROVED	ACQUITTAL COMPLETED	PEOPLE INVOLVED DIRECTLY	PEOPLE INVOLVED INDIRECTLY
Northam Army Camp Heritage Association	Significance assessment of NACHA collection	\$3,365.46	Yes		
Northam Toy Library	Northam Early Years Hub – upgrades to the Old Northam Fire Station building	\$15,450.00	Yes	20	47
Northam Theatre Group	Link Theatre upgrades	\$6,975.00	Yes	25	18
Northam Amateur Basketball Association	NABA Hoops Pathways – Northam & Wheatbelt junior basketball development	\$18,000	No – extension granted to June 2024.		
Northam Army Camp Heritage Association	2022 Northam Heritage & Multicultural Festival	\$20,000	Yes		3,500
TOTAL		\$63,790.46		45	3,565

Note: Numbers for people directly involved & indirectly involved are supplied by the applicant and may not be accurate.

The following applications were approved in 2022. These grants are not due for acquittal until 30 June 2024.

APPLICANT	PROJECT SUMMARY	AMOUNT APPROVED	ACQUITTAL COMPLETED	PEOPLE INVOLVED DIRECTLY	PEOPLE INVOLVED INDIRECTLY
Northam Army Camp Heritage Association	2023 Northam Heritage & Multicultural Festival	\$10,000 + \$10,000	YES	300	3000



Spencers Brook Progress Association	Station Master House	\$20,000	NO		
Earth Solutions Avon Valley Inc.	Sustainability Workshops	\$1,000	NO		
Northam & Districts Little Athletics Inc.	Coaching & Skills Development	\$20,000	NO		
TOTAL		\$51,000		300	3,000

Note: Numbers for people directly involved & indirectly involved are supplied by the applicant and may not be accurate.

Success Story

Shire staff and Councillors were invited to the re-launch of the Northam Toy Library on 7 October 2023 to view and celebrate the completion of their renovations to the Old Northam Fire Station building. Using the \$15,450 awarded through Community Grants Program along with some donations and assistance from local businesses, the committee and volunteers have truly transformed the space into an inviting and functional facility that not only improves the operation of the toy library, it has the potential to be used as a shared space for early childhood services. The Australian Breastfeeding Association is the first group that will co-use the facility to host their Wheatbelt meetings.

RECOMMENDATION

That the Community Grants Assessment Committee endorses the following recommendation being presented to Council:

That Council accept the update of the progress of the Community Development Grants

12 URGENT BUSINESS APPROVED BY DECISION

Nil.

13 DATE OF NEXT MEETING

To be confirmed.

14 DECLARATION OF CLOSURE