



MINUTES

COMMUNITY SERVICES COMMITTEE

4 August 2015

5.30pm

City of Albany Council Chambers

**CITY OF ALBANY
COMMUNITY STRATEGIC PLAN (ALBANY 2023)**

VISION

Western Australia's most sought after and unique regional city to live, work and visit.

VALUES

All Councillors, Staff and Volunteers at the City of Albany will be...

Focused: on community outcomes

This means we will listen and pay attention to our community. We will consult widely and set clear direction for action. We will do what we say we will do to ensure that if it's good for Albany, we get it done.

United: by working and learning together

This means we will work as a team, sharing knowledge and skills. We will build strong relationships internally and externally through effective communication. We will support people to help them reach their full potential by encouraging loyalty, trust, innovation and high performance.

Accountable: for our actions

This means we will act professionally using resources responsibly; (people, skills and physical assets as well as money). We will be fair and consistent when allocating these resources and look for opportunities to work jointly with other directorates and with our partners. We will commit to a culture of continuous improvement.

Proud: of our people and our community

This means we will earn respect and build trust between ourselves, and the residents of Albany through the honesty of what we say and do and in what we achieve together. We will be transparent in our decision making and committed to serving the diverse needs of the community while recognising we can't be all things to all people.

TERMS OF REFERENCE

(1) Function:

The Community Services Committee is responsible for the delivery of the following Sense of Community Objectives contained in the City of Albany Strategic Plan:

- (a) To build resilient and cohesive communities with a strong sense of place and community spirit;
- (b) To create interesting places, spaces and events that reflect our community's identity, diversity and heritage
- (c) To develop and support an inclusive and accessible community.

(2) It will achieve this by:

- (a) Developing policies and strategies;
- (b) Establishing ways to measure progress;
- (c) Receiving progress reports;
- (d) Considering officer advice;
- (e) Debating topical issues;
- (f) Providing advice on effective ways to engage and report progress to the Community ; and
- (g) Making recommendations to Council.

(3) Chairperson: Cr S Bowles

(4) Membership: Minimum of 4 and a maximum of 7 elected members

(5) Meeting Schedule: First Tuesday of the Calendar Month

(6) Meeting Location: Council Chambers

(7) Executive Officer: Executive Director Community Services & Executive Director Economic and Commercial Services

(8) Delegated Authority: None

COMMUNITY SERVICES COMMITTEE
MINUTES-04/08/2015

TABLE OF CONTENTS

	Details	Pg#
1.	DECLARATION OF OPENING	4
2.	PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LAND OWNERS	4
3.	RECORD OF APOLOGIES AND LEAVE OF ABSENCE	4
4.	DISCLOSURES OF INTEREST	5
5.	REPORTS OF MEMBERS	5
6.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	5
7.	PUBLIC QUESTION TIME	5
8.	APPLICATIONS FOR LEAVE OF ABSENCE	5
9.	PETITIONS AND DEPUTATIONS	5
10.	CONFIRMATION OF MINUTES	5
11.	PRESENTATIONS	5
	SERVICE DELIVERY SUMMARIES	
	MAJOR PROJECT UPDATES	
12.	UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS	5
13.	MINUTES AND RECOMMENDATIONS OF COMMITTEES	5
CS	Community Services Committee	
CS022	INTERIM COUNCIL POLICY - COMMUNITY SPORT AND RECREATION FACILITIES SMALL GRANT FUNDING.	6-10
CS023	COMMUNITY SPORTING AND RECREATION FACILITIES FUND 2015/2016 SMALL GRANT ROUND APPLICATIONS	11-18
14.	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL	19
15.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	19
16.	REPORTS OF CITY OFFICERS	19
17.	MEETING CLOSED TO PUBLIC	19
18.	CLOSURE	19

1. **DECLARATION OF OPENING** The chair declared the meeting open at 5.40pm.

2. **PRAYER AND ACKNOWLEDGEMENT OF TRADITIONAL LAND OWNERS**

“Heavenly Father, we thank you for the peace and beauty of this area. Direct and prosper the deliberations of this Council for the advancement of the City and the welfare of its people. Amen.”

“We would like to acknowledge the Noongar people who are the Traditional Custodians of the Land.

We would also like to pay respect to Elders both past and present”.

3. **RECORD OF APOLOGIES AND LEAVE OF ABSENCE**

Councillors:

Member	S Bowles (Chair)
Member	A Hortin JP (Deputy Chair)
Member	A Goode JP
Member	N Mulcahy (Williams)
Observer	R Sutton
Observer	G Gregson

Staff:

Chief Executive Officer	A Sharpe
Executive Director Economic Development and Commercial Services	C Woods
Acting Executive Director Community Services	A Cousins
Manager Recreation Services	S Stevens
Minutes	C Crane

Apologies:

Mayor	Mayor D Wellington (Member)
Member	B Hollingworth

4. DISCLOSURES OF INTEREST

Name	Committee/Report Item Number	Nature of Interest
Nil.		

5. REPORTS OF MEMBERS Nil.

6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE Nil

7. PUBLIC QUESTION TIME Nil.

8. APPLICATIONS FOR LEAVE OF ABSENCE Nil.

9. PETITIONS AND DEPUTATIONS Nil.

10. CONFIRMATION OF MINUTES

RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR MULCHAY

SECONDED: COUNCILLOR HORTIN

THAT the minutes of the Community Services Committee Meeting held on 7 July 2015, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 4-0

11. PRESENTATIONS

Service Delivery Summaries – ALAC & Recreation Services
Major Project Updates – Recreation Services

12. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

CS022: INTERIM COUNCIL POLICY - COMMUNITY SPORT AND RECREATION FACILITIES SMALL GRANT FUNDING

Proponent : City of Albany
Attachments : Draft Interim Council Policy – Community Sport and Recreation Small Grant Funding
CSRFF LGA Project Assessment Sheet
Correspondence ICR15184747
Report Prepared by : Manager Recreation Services (S Stevens)
Responsible Officer : Executive Director Economic Development and Commercial Services (C Woods)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2014-2018:
 - a. **Key Theme:** A Sense of Community
 - b. **Strategic Objective:** To create interesting places, spaces and events that reflects our community's identity, diversity and heritage.
 - c. **Strategic Initiative:** A balanced and equitable range of sport and recreation facilities which are appropriate for users

In Brief:

- Provide an equitable and transparent framework for the assessment and ranking of all Department of Sport and Recreation (DSR) Community Sporting and Recreation Facilities Funds (CSRFF) Small Grant applications received from within its boundaries.
- Provide a framework for the allocation of the City of Albany Capital Seed Funds to assist with leveraging other funding opportunities and maximising the outcomes for the community.
- Provide a framework for the allocation of the Capital Seed Funds, should an applicant be unsuccessful in their application to Department Sport and Recreation (DSR) CSRFF.
- This policy exists to ensure all applications are part of a planned approach to facility provision and limits Councils contribution to one third of the project cost.

RECOMMENDATION

CS022: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR HORTIN
SECONDED: COUNCILLOR HORTIN

THAT Council ADOPT the attached Interim Community Sport and Recreation Facilities Small Grant Funding Council Policy.

CARRIED 4 – 0

CS022: RESPONSIBLE OFFICER RECOMMENDATION

MOVED: COUNCILLOR HORTIN

SECONDED: COUNCILLOR HORTIN

THAT Council ADOPT the attached Interim Community Sport and Recreation Facilities Small Grant Funding Council Policy.

CARRIED 4 – 0

BACKGROUND

2. The City of Albany has considerable investment in the provision of sport and recreation facilities and supporting infrastructure and acknowledges the key role those provisions play in influencing health, well being and quality of life at a local level.
3. To adequately and appropriately plan, invest in and support the sport and recreation needs of our community requires strong strategic direction and clear and realistic planning.
4. The Department of Sport and Recreation (DSR) provides financial assistance to community groups and LGA's to develop basic infrastructure for sport and recreation through the Community Sporting and Recreation Facilities Fund (CSRFF).
5. The Community Sporting and Recreation Facilities Fund (CSRFF) administered by the Department of Sport and Recreation (DSR) will be reduced from an annual \$20 million program to a \$7 million program commencing in February 2016/2017. There will continue to be three rounds of available funds, including two small grant funding rounds per year and an annual and forward planning funding round.
6. The Small Grants Round targets community sport projects where the financial value of the total project is from \$5,000 up to \$200,000 and is delivered within a 12 month period. The Annual Grant Round targets community sport projects where the financial value of the total project is from \$150,000 up to \$500,000 and is delivered within a 12 month period
7. The land on which the facility is to be developed must be one of the following:
 - Crown reserve
 - Land owned by a public authority
 - Municipal property
 - Land held for public purposes by trustees under a valid lease, title or trust deed that adequately protects the interests of the public.
8. CSRFF applicants must liaise with their Local Government regarding planning and building approvals pertinent to their project and demonstrate equitable access to the public on a short term and casual basis.
9. The Local Government is required to assess all relevant CSRFF applications and to rank applications in priority order for the municipality and benefit to the community.
10. Whilst there is no obligation for Local Government to contribute to the community sporting project, local government is viewed as a key funding partner in supporting improved community sporting amenities.
11. The current financial contribution from DSR for 'standard' successful applications is a maximum of one third of the total estimated project costs (excluding GST). The Capital Seed Fund was established to help sport and recreation groups to leverage CSRFF with a 'matching contribution' of a maximum of one third of the total estimated project costs (excluding GST).

12. The applicant must provide a minimum of one third of the total estimated project costs (excluding GST), which may be a combination of cash, voluntary labour and donated materials. Within the CSRFF guidelines the applicant's non cash contribution cannot exceed the applicant's cash contribution to the total project cost.
13. The City is currently developing a comprehensive and integrated **City of Albany Sport and Recreation Futures Plan (2015 – 2030)** which will guide strategic planning for the sport and recreation facilities and programs for the next 15 years. This project will be completed by December 2015.

DISCUSSION

14. The Community Sporting and Recreation Facilities Fund (CSRFF) is a state wide, competitive tender process. It is important that sporting and recreational clubs and groups align with the DSR priorities and guidelines to ensure eligibility. All three rounds of CSRFF are oversubscribed and clubs may need to reapply on a number of occasions to be successful. Recreation Services provides guidance and assists clubs with the application process.
15. A key component of the funding process is the engagement of key stakeholders in the facility planning process. Applicants must contact their LGA, their DSR regional office and their State Sporting Association (SSA) to show strong community consultation and forward planning. An important part of the funding process is to make sure the community can bear the true cost of running and maintaining a facility well into the future.
16. From 2006 – 2013 (7 years) the City did not financially contribute to the Department's CSRFF funding program model. In the 2013/2014 budget the City of Albany established a *Capital Seed Fund* (Community Sporting Infrastructure Funding Support program) to assist and support community sport and recreation groups to develop basic sport and recreation infrastructure.
17. The City of Albany is starting to receive increased requests for financial support and at present there is no strategic direction or policies to assist with identifying the priority projects for the *Capital Seed Fund*, how best to leverage CSRFF or other funding for the sport and recreation community. The proposed policy provides a framework for the application of the Capital Seed Funds and to assist officers with managing community expectations.
18. In addition, there is limited direction or policies to assist with guiding applicants or provision of financial support, should they be unsuccessful with their application. The proposed policy provides a framework for applicants should they be unsuccessful and how Council may consider their application.
19. Until the City of Albany Sport and Recreation Futures Plan is adopted, it is recommended this Policy be ADOPTED to provide a planned, equitable and transparent framework for the assessment and ranking of CSRFF and Capital Seed Funds, which aligns with Council's strategic objectives.

GOVERNMENT & PUBLIC CONSULTATION

20. The Department of Sport and Recreation's Regional Manager - Great Southern has been consulted on the proposed policy and process for assessment and ranking of CSRFF applications.
21. The policy has been tabled and acknowledged at the Department of Sport and Recreation's Regional Manager's State Wide annual meeting for review and comment.
22. The City of Albany is preparing a communication strategy and risk register to identify and managing potential risks.

23. The Presidents Forum will be used to consult and inform key sport and recreation clubs about the policy.

STATUTORY IMPLICATIONS

24. While there is no statutory requirement, Council has the opportunity to provide a recommendation that ranks sport and recreation clubs applications in priority order for the City of Albany. It should be noted that the Department of Sport and Recreation will make the final decision on CSRFF funding allocation for any applications.

POLICY IMPLICATIONS

25. The City of Albany’s Recreation Planning Strategy expired in 2013. At present there is broad strategic direction through the City of Albany Strategic Community Plan. However, there is no direct sport and recreation strategic direction or policies to assist with identifying the priority projects for the capital seed funding and how best to leverage CSRFF and other funding for the community.
26. The City is currently developing a comprehensive and integrated **City of Albany Sport and Recreation Futures Plan (2015 – 2030)** which will guide strategic planning for the sport and recreation facilities and programs for the next 15 years. This project will be completed by December 2015.

RISK IDENTIFICATION & MITIGATION

27. The risk identification and categorisation relies on the City’s Enterprise Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Community & Reputation <i>Failure to provide an equitable framework & allocation may result in community backlash and dissatisfaction.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Support the policy, or work with City officers to address issues.</i>
Reputation & Community Property. <i>Failure to contribute & secure required funding may result in the condition of community amenities deteriorating to an unsafe condition.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Support the policy, or work with City officers to source other funding streams.</i>
Reputation & Financial. <i>Failure to upgrade facilities may result in missed economic and social opportunities that result from attracting and hosting events.</i>	<i>Possible</i>	<i>Major</i>	<i>High</i>	<i>Support the policy or work with City officers to source other funding streams.</i>

FINANCIAL IMPLICATIONS

28. The Capital Seed Reserve Fund has been established to assist with leveraging CSRFF for sporting and recreational clubs.
29. Funds from unsuccessful grant applications are returned to the Capital Seed Reserve Fund to be reused for other grant applications.

LEGAL IMPLICATIONS

30. N/A

ENVIRONMENTAL CONSIDERATIONS

31. N/A

ALTERNATE OPTIONS

32. Council can choose not to adopt the policy.

33. Council can modify or request changes to the policy.

SUMMARY CONCLUSION

34. The Department of Sport and Recreation requires local government to rank, in order of priority, all CSRFF applications received from within its boundaries.

35. This policy provides an equitable and transparent framework for the assessment and ranking of CSRFF and capital seed funds that aligns with Councils strategic objectives.

36. This policy exists to ensure all applications are part of a strategic approach to facility provision.

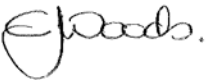
37. This policy will assist with guiding applicants and allocation of City funds should an applicant be unsuccessful.

38. This policy will be reviewed, amended and included as part of the City of Albany Sport and Recreation Futures Plan (2015 – 2030) broader suite of assets.

Consulted References	:	Nil
File Number (Name of Ward)	:	(All Wards)
Previous Reference	:	Nil

**CS023:COMMUNITY SPORTING AND RECREATION FACILITIES FUND
2015/2016 SMALL GRANT ROUND APPLICATIONS**

Proponent : City of Albany
Attachments : Greenrange Country Club Correspondence and Project Assessment Sheet
 Manypeaks Cricket Club Correspondence and Project Assessment Sheet
 Elleker Progress Association (City of Albany) Correspondence and Project Assessment Sheet
 Albany Golf Club Project Correspondence and Assessment Sheet
Report Prepared by : Manager Recreation Services (S Stevens)
Responsible Officer : Executive Director Economic Development and Commercial Services (C Woods)

Responsible Officer's Signature:	
-----------------------------------------	-----------------------------------------------------------------------------------

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2014-2018:
 - a. **Key Theme:** A Sense of Community
 - b. **Strategic Objective:** To create interesting places, spaces and events that reflect our community's identity, diversity and heritage
 - c. **Strategic Initiative:** Sport & Recreation Infrastructure

In Brief:

- To seek Council endorsement of the priority ranking for the submitted Community Sport and Recreation Facility Fund (CSRFF) small grant funding round applications.
- Seek Council's support to provide funding assistance in line with the draft Council Policy: Community Sports & Recreation Facilities to the Manypeaks Cricket Club, Greenrange Country Club, Elleker Progress Association (City of Albany) and Albany Golf Club upon return of successful CSRFF small grant applications.

RECOMMENDATION

CS023: COMMITTEE RECOMMENDATION 1

THAT Council RANK the CSRFF Small Grant Applications in the following order for the August 2015 Funding Round:

1. **Greenrange Country Club – Ablution Replacement (ranked one of four)**
2. **Manypeaks Cricket Club – Oval Refurbishment (ranked two of four)**
3. **Elleker Progress Association - Oval Upgrade (City of Albany) (ranked three of four)**
4. **Albany Golf Club – Replacement of the Greenkeepers Shed (ranked four of four)**

CS023: RESPONSIBLE OFFICER RECOMMENDATION

MOVED: COUNCILLOR MULCAHY
SECOND: COUNCILLOR HORTIN

THAT Council RANK the CSRFF Small Grant Applications in the following order for the August 2015 Funding Round:

5. Greenrange Country Club – Ablution Replacement (ranked one of four)
6. Manypeaks Cricket Club – Oval Refurbishment (ranked two of four)
7. Elleker Progress Association - Oval Upgrade (City of Albany) (ranked three of four)
8. Albany Golf Club – Replacement of the Greenkeepers Shed (ranked four of four)

CARRIED 4 – 0

CS023:COMMITTEE RECOMMENDATION 2

That subject to the Department of Sport and Recreation allocating CSRFF funds to the applicants, Council ALLOCATES the following funding amounts to the successful applicants from the 2015/2016 budget:

1. Greenrange Country Club - \$32,500
2. Manypeaks Cricket Club - \$14,266
3. Elleker Progress Association - \$8,233
4. Albany Golf Club - \$25,000

CS023: RESPONSIBLE OFFICER RECOMMENDATION 2

MOVED: COUNCILLOR HORTIN
SECONDED: COUNCILLOR MULCHAY

That subject to the Department of Sport and Recreation allocating CSRFF funds to the applicants, Council ALLOCATES the following funding amounts to the successful applicants from the 2015/2016 budget:

5. Greenrange Country Club - \$32,500
6. Manypeaks Cricket Club - \$14,266
7. Elleker Progress Association - \$8,233
8. Albany Golf Club - \$25,000

CARRIED 4 – 0

BACKGROUND

1. The Community Sport and Recreation Facilities Fund (CSRFF) administered by the Department of Sport and Recreation (DSR) has three rounds of available funds including:
 - Small grant funding round (Winter) - Current
 - Small grant funding round (Summer) - Pending
 - Annual and forward planning funding round (September)
2. The CSRFF program is currently a \$20 million program. The program will be reduced to \$7 million in the next financial year. All three rounds are often oversubscribed and clubs may need to reapply on a number of occasions to be successful.
3. The Small Grants Round targets community sport projects where the financial value of the total project is from \$5,000 up to \$200,000 and is delivered within a 12 month period.
4. Applicants must be either a local government authority or a not-for-profit sport or community organisation incorporated under the WA Associations Incorporation Act 1987.
5. Clubs must demonstrate equitable access to the public on a short term and casual basis.
6. The land on which the facility is to be developed must be one of the following:
 - Crown reserve
 - Land owned by a public authority
 - Municipal property
 - Land held for public purposes by trustees under a valid lease, title or trust deed that adequately protects the interests of the public.
7. Applicants must liaise with their Local Government regarding planning and building approvals pertinent to their project.
8. The Local Government has an opportunity to assess all relevant applications and to rank applications in priority order for the municipality.
9. Whilst there is no obligation for Local Government to contribute to the community sporting projects local government is viewed as a key funding partner in supporting improved community sporting amenities.
10. The Department of Sport and Recreation application form calls for applications to be initially submitted to the Local Government within which the project proposal is located.
11. An element of the assessment process involves Council consideration and priority ranking of applications received. The applications are then submitted to the Department of Sport and Recreation on behalf of the applicants prior to August 29 2015.
12. Once the assessment process from Local Government Authorities are complete all applications received from Western Australian organisations are assessed by the relevant State Sporting Association and the Department of Sport and Recreation CSRFF Committee against a number of criteria, with the final decision on funding being at the discretion of the Minister for Sport and Recreation.

DISCUSSION

13. The grant guidelines require Council to provide a ranking for the projects.
14. The Department of Sport and Recreation provides guidance for Local Government Authorities to assess each submission. This assessment uses the following criteria and a project rating of satisfactory/unsatisfactory or not relevant:
 - Project justification
 - Planned approach
 - Community input
 - Management planning
 - Access and opportunity
 - Design
 - Financial viability
 - Coordination
 - Potential to increase physical activity
 - Sustainability

With overall project rating, being:

- Well planned and needed by municipality
 - Well planned and needed by applicant
 - Needed by municipality, more planning required
 - Needed by applicant, more planning required
 - Idea has merit, more planning work needed
 - Not recommended.
15. Applications have been ranked on the strength of the applications, participation numbers, ability to increase physical activity and potential impact as well as consultation with the Department of Sport and Recreation and the applicant.
 16. The following additional information is provided about the projects and funding application:

Greenrange Country Club – Ablution Replacement and Upgrade

- The funding application is a small grants application to demolish and rebuild the toilets to meet the disabled toilet standards (\$195,076).
- Located 70 km out of Albany the Greenrange Country Club is the social and sporting hub of the community. The country club has a membership of approx 100.
- The toilets have reached the end of the life and at larger functions overflow and stop working.
- The Country Club is used by a number of clubs including cricket, bowls, golf and hosts numerous community group meetings. The club has a disabled person in a wheelchair that requires access to the toilets.
- The replacement of the ablutions will increase the clubs capacity to attract and retain members.
- Current Financial Statements: Total of \$115,156 as per bank statements.
- Greenrange is contributing both cash and volunteer labour to the project.
- Greenrange has discussed the project with GSDC and been advised that the project is eligible for funding. If the club applies and is successful in an application to Royalties for Regions Application it may reduce the City's contribution.
- Application was well written and well researched.
- DSR Great Southern Regional Manager assessed the project as having a high priority.

Manypeaks Cricket Club – Oval Refurbishment Installation of Reticulation and a Bore

- The funding application is a small grants application to install reticulation on the oval and the sinking of a bore for water supply (\$42,799.99)
- Located 40km out of Albany the Manypeaks Cricket Club has a membership of approx. 50.
- The club forms part of the Albany Senior Cricket Association and regularly host competition games as part of the regional competition.
- The refurbishment of the oval directly relates to and impacts on the club's ability to deliver their sport and competitions.
- Current Financial Statements: \$16,256 as per bank statements.
- Manypeaks is contributing cash - one third of the project costs.
- Application was well written and well researched.
- DSR Great Southern Regional Manager assessed the project as having a high priority.

Elleker Progress Association (City of Albany) – Upgrade existing oval surface, drainage, soil and turf cover require improvement

- The funding application is a small grants application to upgrade the existing oval including installation of drainage and improvements to the turf (\$23,000).
- Located 15 km out of Albany the Elleker Oval is the social and sporting hub of the community. The progress has a membership of approx 45. There is currently 1 oval with a cricket pitch.
- The oval is unusable in winter months and is of a poor quality. This project directly relates to and impacts on the association's ability to deliver their community's sporting activities.
- This infrastructure has the potential to increase the activity on the oval and provide an alternative venue to relocate sports to during the redevelopment of Centennial Park. The works will provide ongoing positive benefits to the community.
- Current Financial Statements: \$4,135 as per bank statements
- Elleker Progress Association is contributing cash and volunteer labour. Just less than one third of the project costs. Requesting that the City contribute the balance.
- DSR Great Southern Regional Manager assessed the project as having a medium priority.

Albany Golf Club – Replacement of the Greenkeepers Shed

- The funding application is a small grants application to replace the Greenkeepers Shed with a larger more contemporary shed (\$150,400).
- Located at Middleton Beach the club has a membership of approx 515.
- The shed is no longer fit for purpose. A new shed would allow staff to work in a safe environment and ensure the efficient running of the golf course.
- Current Financial Statements: Indicates that the Golf Club can draw down on its business loan \$435,846.64 (April 2015). The club has an operating account of \$17,000.
- Albany Golf Club is contributing cash and volunteer labour.
- DSR Great Southern Regional Manager assessed the project as having a medium priority.

17. The below ranking recommendation has been provided based on the applicant meeting the required criteria and its overall project ranking:

Rank	Organisation	Project Detail	Overall Project Rating
1.	Greenrange Country Club	Ablution replacement and upgrade (Disability Standards)	Well planned and needed by applicant.
2.	Manypeaks Cricket Club	Upgrade to the existing oval surface including reticulation and water bore	Well planned and needed by applicant.
3.	Elleker Progress Association (City of Albany)	Upgrade existing oval surface including drainage, soil and turf cover	Well planned and needed by applicant.
4.	Albany Golf Club	Replacement of the Greenkeepers Shed	Well planned and needed by applicant.

18. The below ranking recommendation has been provided based on the applicant meeting the required criteria and its overall project ranking:

19. Correspondence requesting financial assistance and a completed Officers Project Assessment Sheet for each application is attached:

- Greenrange Country Club
- Manypeaks Cricket Club
- Elleker Progress Association
- Albany Golf Club

GOVERNMENT & PUBLIC CONSULTATION

20. The Department of Sport and Recreation’s Regional Manager for the Great Southern has been consulted with by all applicants and the City of Albany.
21. The City of Albany has conducted site visits and has provided advice on the council processes and support with the grant applications for all applicants.

STATUTORY IMPLICATIONS

22. There is no statutory requirement.
23. Council Officers assess each project and makes a recommendation for the ranking of projects based on the DSR criteria and strategic overview.
24. Council has the opportunity to provide a recommendation that ranks applications in priority order for the City of Albany.
25. It should be noted that the Department of Sport and Recreation will make the final decision on funding allocation.

POLICY IMPLICATIONS

26. The Recreation Planning Strategy adopted in 2008 has been applied in ranking the submissions.
27. Numbered paragraph.

RISK IDENTIFICATION & MITIGATION

28. The risk identification and categorisation relies on the City’s Enterprise Risk Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputation & Community Property. Failure to secure required funding may result in the condition of the amenities deteriorating to an unsafe condition.	Possible	Moderate	Medium	Support the funding application, or work with City officers to source other funding streams.
Reputation & Financial. Failure to upgrade facilities may result in missed economic and social opportunities.	Possible	Moderate	Medium	Support the funding application, or work with City officers to source other funding streams.
Reputation & Financial. Failure to distribute the Councils Financial Support in an equitable and sustainable manner may result in community dissatisfaction or projects not going ahead.	Possible	Moderate	Medium	Support the officer’s recommendation, or work with City officers to deliver an equitable allocation of funding.

FINANCIAL IMPLICATIONS

- 29. The City allocated a total of \$75,000 Capital Seed Funding for Sporting Clubs in the 15/16 financial year to assist in the development and maintenance of community sporting infrastructure as determined through the CSRFF funding process.
- 30. The Capital Seed Reserve Fund has been established to assist with leveraging State Government funds for sporting clubs. Funds from unsuccessful grant applications are returned to the Capital Seed Reserve Fund to be reused for other grant applications. There is a closing balance of \$5,841 from the 2014/2015 budget. A total of \$80,841 is available for this financial year.
- 31. The projected total cost for all four projects is \$411,275.99. The clubs have requested a total of \$137,657.70 from Council.
- 32. The club requests exceed the amount of the Capital Seed Reserve Fund by \$56,816.70.
- 33. There is still one remaining small grants round for 2015/2016 financial year and it is likely that Council will receive further requests for financial contributions for that round.
- 34. The following table provides the budget detail and requests for financial support from the applications received:

35.

Organisation	Total project cost (ex GST)	Applicant contribution (ex GST) [inc voluntary component]	CSRFF Grant (ex GST)	Proposed Other state or federal funding (ex GST)	Request for Council Financial Support (ex GST)
Manypeaks Cricket Club	\$42,799.99	\$14,266.59	\$14,266.70	Nil	\$14,266.70
Greenrange Country Club	\$195,076	\$65,026	\$65,025	Nil	\$65,025
Elleker Progress Association (City of Albany)	\$23,000	\$7,100	\$7,667	Nil	\$8,233
Albany Golf Club	\$150,400	\$50,134	\$50,133	Nil	\$50,133
TOTAL	\$411,275.99	\$136,526.59	\$137,091.70		\$137,657.70

36. The officers recommendation is based on the following methodology:

- Both the Greenrange Country Club and the Albany Golf Club projects will qualify for other grants such as Royalty for Region Grants and Lotterywest Grants.
- Both Greerange Country Club and the Albany Golf Clubs have the ability to contribute more than one third from Club reserves or borrowings.
- The recommendation therefore is for the City to provide 16.5% of the total project cost to these applications which is half of the remaining one third contribution. The other two remaining projects will be funded as per the current Capital Seed Funding and CSRFF guidelines i.e. one third Council contribution. Please see the table below for a budget overview.

37. If all applications are successful there will be \$5,842 remaining for the next small grant round.

38. If applicants are unsuccessful, the Council contribution returns to the Capital Seed Funding Pool and clubs must reapply in the next round.

Organisation	Total project cost (ex GST)	Applicant contribution (ex GST) [inc voluntary component]	CSRFF Grant (ex GST)	Potential Other state or federal funding (ex GST)	Officer Recommendation - Council contribution (ex GST)
Manypeaks Cricket Club	\$42,799.99	\$14,266.59	\$14,266.70	Nil	\$14,266.70 (33%)
Greenrange Country Club	\$195,076	\$97,551	\$65,025	R4R &/or Lotterywest	\$32,500 (\$16.5%)
Elleker Progress Association (City of Albany)	\$23,000	\$7,100	\$7,667	Nil	\$8,233 (33%)
Albany Golf Club	\$150,400	\$75,267	\$50,133	R4R	\$25,000 (\$16.5%)
TOTAL	\$411,275.99	\$194,184.59	\$137,091.70		\$79,999.70

LEGAL IMPLICATIONS

39. Nil.

ENVIRONMENTAL CONSIDERATIONS

40. There are no environmental impacts associated with the, Manypeaks Cricket Club, Greenrange Country Club, Elleker Progress Association (City of Albany) and Albany Golf Club projects.

ALTERNATE OPTIONS

- 41. Council can change the priority order of the responsible officers recommended ranking for the projects.
- 42. Council can choose not to provide funding assistance to one or any of the four projects.
- 43. Council can choose to provide more or less funding assistance to one or any of the four projects.

SUMMARY CONCLUSION

- 44. The Department of Sport and Recreation provides local government with an opportunity to assess received applications and to rank applications in priority order for the municipality.
- 45. All four projects meet the criteria provided by the Department of Sport and Recreation. They are considered well planned and needed by the applicant. Council is required to endorse the officers ranking. City officers have ranked applications in the following order:
 - 1. Greenrange Country Club – Ablution Replacement (ranked one of four)
 - 2. Manypeaks Cricket Club – Oval Refurbishment (ranked two of four)
 - 3. Elleker Progress Association - Oval Upgrade (City of Albany) (ranked three of four)
 - 4. Albany Golf Club – Replacement of the Greenkeepers Shed (ranked four of four)
- 46. All four clubs have requested financial support from Council. There are currently insufficient funds in the Capital Seed Funding to cover the requested Council contribution. Council is not obliged to fund any of the projects.
- 47. Council may consider capping its financial contribution or sourcing alternate means to meet budget allocations.
- 48. The Department of Sport and Recreation requires a response from the City of Albany on the priority ranking order by 30 August 2015.

Consulted References	:	Nil.
File Number (Name of Ward)	:	RC.PRG.26 (All Wards)
Previous Reference	:	Nil.

14. **NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL – Nil**
15. **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN. – Nil.**
16. **REPORTS OF CITY OFFICERS Nil.**
17. **MEETING CLOSED TO PUBLIC**
18. **CLOSURE** The Chair declared the meeting closed at 6.11pm