

**3.2: COMMUNITY SPORTING AND RECREATION FACILITIES FUND  
2012/13 SMALL GRANT APPLICATIONS ROUND TWO**

**Proponent** : City of Albany  
**Attachments** : • Merrifield Park Tennis Club Inc Assessment Sheet  
**Responsible Officer** : Acting Executive Director Community Services  
(Cameron Woods)

**IN BRIEF**

To seek Council endorsement of the priority ranking for the submitted Country Sport and Recreation Facility Fund (CSRFF) applications

**RECOMMENDATION**

**ITEM 3.2: RESPONSIBLE OFFICER RECOMMENDATION  
VOTING REQUIREMENT: SIMPLE MAJORITY**

**THAT Council requests the applicant review their application so that it meets the current requirement of providing two thirds funding from its own reserves and resubmits in the Small Grants Round 2 in January 2013.**

**BACKGROUND**

1. The Community Sport and Recreation Facilities Fund (CSRFF) is administered by the Department of Sport and Recreation. CSRFF have three rounds of available funds including two small grant funding rounds per year and its annual and forward planning funding round.
2. The current round of funding applications is for the small grant round with the financial value of the total project being from \$5,000 up to \$150,000.
3. Applicants must be either a local government authority or a not-for-profit sport, recreation or community organisation incorporated under the WA Associations Incorporation Act 1987.
4. Clubs must demonstrate equitable access to the public on a short term and casual basis.
5. 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.
6. Applicants must liaise with their Local Government regarding planning and building approvals pertinent to their project.
7. The Local Government has an opportunity to assess all relevant applications and to rank applications in priority order for the municipality.
8. 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.

**\*\*REFER DISCLAIMER\*\***

9. 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 31 August 2012.
10. Once the assessment process from Local Government Authorities are complete all applications received from Western Australian organisations are assessed by 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**

11. The grant guidelines require Council to provide a ranking for the projects.
12. A total of one (1) application was received prior to the submission deadline.
13. 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.

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

| <b>RANK</b> | <b>ORGANISATION</b>             | <b>PROJECT DETAIL</b>            | <b>OVERALL PROJECT RATING</b>           |
|-------------|---------------------------------|----------------------------------|---|
| 1           | Merrifield Park Tennis Club Inc | Refurbishment of Courts 1 and 2. | Needed by applicant more work required. |

15. A completed Project Assessment Sheet for the application is attached:

- Merrifield Park Tennis Club Inc Project Assessment Sheet (Attachment 3.1.1)

### **GOVERNMENT CONSULTATION**

16. The Department of Sport and Recreation's Regional Manager for the Great Southern was consulted on site.
17. The Department and the City has previously supported this applicant with the resurfacing of courts 3 and 4. These courts are now in poor condition and will require additional funding to repair.
18. The Department of Sport and Recreation have advised that they would not consider any funding for resurfacing of courts 3 and 4. The City would also support this view.

### **PUBLIC CONSULTATION / ENGAGEMENT**

19. A total of one (1) application was received from Merrifield Park Tennis Club. The Manager of Recreation Services Cameron Woods met the applicant on site at the Merrifield Park Tennis Club to discuss the application.
20. At this meeting the club was advised that the City of Albany still had a moratorium on funding assistance for CSRFF grants and therefore the applicant would be required to provide two thirds of the funding.

### **STATUTORY IMPLICATIONS**

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

### **STRATEGIC IMPLICATIONS**

23. This item directly relates to the following element from the Albany Insight – Beyond 2020 Corporate Plan.
1. Lifestyle and Environment
    - 1.2 *Young adults are well catered for*
    - 1.3 *Recreation facilities provide a diverse range of sporting and exercise opportunities*
    - 1.5 *Development...*
      - *Incorporates healthy lifestyle activities and access to green spaces.*

4. Governance

4.3 *Deliver excellent community services that meet the needs and interests of our diverse communities.*

**POLICY IMPLICATIONS**

24. The Recreation Planning Strategy adopted in 2008 has been applied in ranking the submission.

**RISK IDENTIFICATION & MITIGATION**

The risk identification and categorisation relies on the City's Risk Management Framework.

| <b>Risk</b>  | <b>Likelihood</b> | <b>Consequence</b> | <b>Risk Analysis</b> | <b>Mitigation</b>   |
|--|-------------------|--------------------|----------------------|---|
| <i>Council does not support the applicant and the condition of the courts deteriorates over time to an unsafe condition which affects the ability of the club to service its members and conduct junior development.</i> | <i>Possible</i>   | <i>Minor</i>       | <i>Medium</i>        | <i>Request club resubmit in round two with further funding.</i> |

**FINANCIAL IMPLICATIONS**

25. Approximately eight hours (\$640) of a staff members time has been utilised reviewing the proposal.

26. The following table provides detail of the application received and indicates that the applicant has requested a one third City of Albany financial contribution.

27. The City of Albany has a moratorium on funding for CSRFF grants therefore Council would need to reconsider this moratorium if it was to support this application in its current form.

| <b>Organisation</b>             | <b>Project detail</b>            | <b>Total project cost (ex GST)</b> | <b>Applicant contribution (ex GST) [inc voluntary component]</b> | <b>CSRFF Grant (ex GST)</b> | <b>Proposed Other state or federal funding (ex GST)</b> | <b>Proposed Council contribution (ex GST)</b> |
|---------------------------------|----------------------------------|------------------------------------|--|-----------------------------|---|---|
| Merrifield Park Tennis Club Inc | Refurbishment of Courts 1 and 2. | \$36560                            | \$12816  | 12186                       | 12186   | Nil   |

**LEGAL IMPLICATIONS**

Nil

**ALTERNATE OPTIONS**

- 28. That Council ranks this application 1 of 1 and supports the applicants request for one third funding in this round.
- 29. Should Council consider the alternate option and support the application, the City will be required to rescind the current moratorium on CSRFF funding support and communicate this to all registered sporting clubs and incorporated associations.

**SUMMARY CONCLUSION**

- 30. The Department of Sport and Recreation has provided the City of Albany with an opportunity to assess the received application and to rank applications in priority order for the municipality.
- 31. The application submitted by the Merrifield Park Tennis Club to refurbish the run off areas on the playing surfaces and improve drainage for courts one and two only, satisfactorily meets the criteria provided by the Department of Sport and Recreation. This project's rating is considered needed by the applicant but more planning is required.
- 32. The applicant was advised that the City of Albany still has a moratorium on all CSRFF funding applications and would be required to fund two thirds of the project cost. The application was submitted requesting one third contribution from the City.
- 33. Should Council consider the alternate option and support the application, the City will be required to rescind the current moratorium on CSRFF funding support and communicate this to all registered sporting clubs and incorporated associations.
- 34. The Department of Sport and Recreation requires a response from the City of Albany on the priority ranking order by 31 August 2011.

|                                   |   |
|-----------------------------------|---|
| <b>Consulted References</b>       | City of Albany Recreation Planning Strategy                   |
| <b>File Number (Name of Ward)</b> | GR.STL.13   |
| <b>Previous Reference</b>         | This CSRFF round has not previously been presented to Council |