

# CITY OF COCKBURN

## SUMMARY OF MINUTES OF THE GRANTS & DONATIONS COMMITTEE MEETING HELD ON TUESDAY, 19 APRIL 2016 AT 6:00 PM

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# CITY OF COCKBURN

## MINUTES OF THE GRANTS & DONATIONS COMMITTEE MEETING HELD ON TUESDAY, 19 APRIL 2016 AT 6:00 PM

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### PRESENT:

Mr L. Howlett	-	Mayor (Presiding Member)
Mrs C. Reeve-Fowkes	-	Deputy Mayor
Mrs L. Sweetman	-	Councillor
Mr S. Portelli	-	Councillor
Ms L. Smith	-	Councillor

### IN ATTENDANCE:

Mr R. Avard	-	Manager, Recreation & Community Safety
Ms M. Bolland	-	Grants & Research Officer
Ms K. Green	-	Grants & Research Support Officer

### 1. DECLARATION OF MEETING

The Manager, Recreation and Community Safety declared the meeting open, the time being 6:14pm.

### 2. APPOINTMENT OF PRESIDING MEMBER (If required)

The Manager, Recreation and Community Safety advised that in the absence of the appointed Presiding Member, and pursuant to Section 5.44 of the Local Government Act, 1995 he had been delegated the power to preside at the Grants and Donations Committee Meeting held on 19 April 2016 and to conduct the election to determine the Presiding Member of the Committee, in accordance with Schedule 2.3 Division 1 of the Act.

The Manager, Recreation and Community Safety called for nominations and received a nomination for Mayor Logan Howlett to be appointed Presiding Member for the meeting from Cllr Steven Portelli.

There being no further nominations, Mayor Logan Howlett was duly declared Presiding Member.



**3. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS & CONFLICT OF INTEREST (BY PRESIDING MEMBER)**

Nil

**4. (GAD 19/4/2016) - APOLOGIES & LEAVE OF ABSENCE**

Clr Stephen Pratt	-	Apology
Clr Philip Eva	-	Apology
Clr Bart Houwen	-	Apology

**5. CONFIRMATION OF MINUTES**

**5.1 (MINUTE NO 92) (GAD 19/4/2016) - MINUTES OF THE GRANTS AND DONATIONS COMMITTEE MEETING - 29/10/2015 (ATTACH)**

**RECOMMENDATION**

That the minutes of the Grants and Donations Committee Meeting held on 29 October 2015 be adopted as a true and accurate record.

**COMMITTEE DECISION**

MOVED Deputy Mayor C Reeve-Fowkes SECONDED Clr S Portelli that Council adopt the Minutes of the Grants and Donations Committee Meeting held on 29 October 2015 as a true and accurate record.

**CARRIED 5/0**

**6. DEPUTATIONS & PETITIONS**

Nil

**7. BUSINESS LEFT OVER FROM THE PREVIOUS MEETING (IF ADJOURNED)**

Nil

**8. DECLARATION OF COUNCILLORS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS IN THE BUSINESS PAPER**

Nil



9. COUNCIL MATTERS

9.1 **(MINUTE NO 93) (GAD 19/4/2016) - GRANTS AND DONATIONS COMMITTEE RECOMMENDED ALLOCATIONS 2015/16 (162/003) (R AVARD) (ATTACH)**

**RECOMMENDATION**

That Council adopt the revised grants, donations and sponsorship allocations for 2015/16 as attached to the agenda.

**COMMITTEE RECOMMENDATION**

MOVED Deputy Mayor C Reeve-Fowkes SECONDED Cllr S Portelli that the recommendation be adopted subject to the following amendments as shown in the attachment to the minutes:

- (1) Recommended \$0 Donation to Business Foundations, with a request for additional information to be provided to all Elected Members prior to the May 2016 Council Meeting;
- (2) Recommended \$0 Sponsorship to MACA Ride to Conquer Cancer;
- (3) Recommended \$0 Sponsorship to Woolkabunning Kiaka (Outback Academy Red Dust Healers); and
- (4) Recommended revised allocation of \$0 for the Safety House School Program, with a request for a report to be presented on this program at the next Grants and Donations Committee Meeting in July 2016.

**CARRIED 5/0**

**COUNCIL DECISION**

**Reason for Decision**

Business Foundations

The Grants and Donations Committee requested additional information to be sought from Business Foundations and provided to all Elected



Members prior to the May 2016 Council Meeting, including how many of the new businesses assisted in the last year were NEIS funded, a list of the businesses from Cockburn (new and existing) that were assisted, and clarity about how funding from the City of Cockburn would be used to create a new way to measure the impact of the services provided by Business Foundations.

MACA Ride to Conquer Cancer

The Committee did not support this request based on the inferior application.

Woolkabunning Kiaka (Outback Academy Red Dust Heelers)

The Committee did not support this request based on the unsatisfactory application and requested feedback be provided to the applicant.

Safety House School Program

The Committee recommended a revised allocation of \$0 for the Safety House School Program until further information has been received about the program including: policies, procedures, budgets and State Government funding, monitoring, reporting and compliance (Working with Children Checks), school participation rates and long-term sustainability. A report on this program has been requested (under Item 13.1) to be presented at the next Grants and Donations Committee Meeting in July 2016.

**Background**

Council approved a budget for Grants and Donations for 2015/16 of \$1,200,000. The Grants and Donations Committee is empowered to recommend to Council how these funds are to be distributed.

At its meeting of 29 July 2015, the Committee recommended a range of allocations of grants, donations and sponsorship, which were duly adopted by Council on 13 August 2015.

Following the September 2015 round of grants, donations and sponsorship funding opportunities, the Committee, at its meeting of 29 October 2015, recommended a revised range of allocations which were duly adopted by Council on 12 November 2015.

The March funding round was advertised to close on 31 March 2016. A total of 28 applications were received, including 15 applications for Community Grants, which will be reviewed under delegated authority of the Manager of Recreation and Community Safety. The Committee is to consider the remaining seven applications for Donations and six



applications for Sponsorship, as well as revised allocations for the 2015/16 grants, donations and sponsorship budget.

### **Submission**

Coogee Beach Progress Association (CBPA), Perth Modern School, and Safety House Cockburn.

### **Report**

In the Summary of Grants, Donations and Sponsorship Recommended Allocations Budget 2015/16, attached to the agenda, there are the following items for the Committee to consider:

- 2 proposed adjustments to the committed/contractual donations
- 7 applications for donations
- 6 applications for sponsorship, and
- 3 proposed adjustments to grant funding allocations.

The proposed adjustments and applications for donations and sponsorship are described in brief below.

### **COMMITTED AND CONTRACTUAL**

As can be seen in the attachment, a number of donations are deemed to be committed by legal agreements, such as leases, or by Council decision.

The total proposed for committed/contractual donations will be \$470,000 for 2015/16.

There is one adjustment and one new proposed commitment highlighted:

#### **South Lake Leisure Fee Subsidy**

There has been an increase in uptake of the South Lake Leisure Fee Subsidy for the South Lake Dolphins Swimming Club (SLDSC), a year-round swimming club based in South Lake. The subsidy is based on membership numbers and has been oversubscribed, so it is proposed to increase the allocation for this subsidy from \$110,000 to \$125,000.

#### **Coogee Beach Progress Association - Defibrillator**

Please see attached request from Coogee Beach Progress Association (CBPA) for a one-off donation for the purchase of a Defibrillator (\$2,450) from the Defib For Life Organisation ([www.defibforlife.org.au](http://www.defibforlife.org.au)) for installation in the Coogee Community Hall.



CBPA have advised in their request letter that “Defibrillators are specifically designed for the layman in mind and no training is required because simple user instructions are integral to the device”, however, one of their members “who has intimate knowledge and operation of defibrillators is a retired nurse and is happy to arrange for training at the hall, as she did at her tennis club, through Sports Medicine who run a certified CPR/DEFIB course run by paramedics. Those who use the hall on a regular basis could be invited to attend.”

It is proposed to support this request as a pilot project and, if successful, develop a subsidy scheme for shared cost of defibrillators through an allocation in the Grants and Donations budget so that other community and sporting groups can afford to have defibrillators in future, if the subsidy scheme is approved by Council.

Perth Modern School – “Raise the Roof” Project

Please see attached request from Perth Modern School for the "Raise the Roof" project to build a new 700 seat multi-purpose auditorium. This request is not recommended for funding as it is located out of the Cockburn district and deemed an Education Department responsibility.

DONATIONS

The proposed total for donations for 2015/16 is \$161,500, following are the latest round of application summaries for consideration.

**Applicant:                      Hamilton Hill YouthCARE Council**

**Requested:                      \$9,000**

**Recommended:                \$9,000**

The Hamilton Hill YouthCARE Council supports a full time chaplain at Hamilton Hill Senior High School.

The City has provided annual donations for this program for a number of years:

October 2006	\$9,000
March 2008	\$9,000
March 2009	\$9,000
March 2010	\$9,000
March 2011	\$9,000
March 2012	\$9,000
March 2013	\$9,000
March 2014	\$9,000



March 2015                      \$9,000

The YouthCARE mission is to provide pastoral care, and provide personal and professional development to staff and volunteers.

Hamilton Hill YouthCARE Council has requested a donation of \$9,000 to assist with their aim to serve the school community and provide positive benefits for the whole community. It is recommended to support this application.

**Applicant: South Lake Ottey Family and Neighbourhood Centre**

Requested: \$10,000

Recommended: \$10,000

The South Lake Ottey Family and Neighbourhood Centre provide diverse programs and outreach activities in the community in collaboration with solid partnerships and networks. The Centre works closely with the City of Cockburn, St. John of God Murdoch, One Healthy Community, Uniting Care West and local disability services.

The Centre is available to individuals and families in Cockburn and surrounds, offering support and activities in response to demonstrated community needs. The Centre aims to provide an integrated service and is seen as a 'one stop shop' by centre users and external stakeholders. In responding to needs, the Centre sees 'the whole person' and seeks to provide a mix of formal and informal programs and interactions.

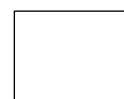
The centre has previously received a number of donations for operating costs and community grants for specific projects from the City:

Donations:

March 2007	\$5,000
March 2008	\$5,000
March 2009	\$5,000
March 2010	\$5,000
March 2011	\$5,000
March 2012	\$10,000
March 2013	\$7,000
March 2014	\$10,000
March 2015	\$10,000

Community Grants:

October 2001	\$1,000
March 2003	\$1,000
March 2008	\$1,500





September 2009     \$1,260

This round, the group has requested a donation of \$10,000 towards general operating costs. This group is well supported by operating grants from Department for Communities and Lotterywest. It is recommended to support this application for \$10,000.

**Applicant:                    EdConnect Australia**  
**(trading as the School Volunteer Program)**

Requested:                    \$13,500

Recommended:             \$13,500

EdConnect Australia connects volunteers who want to make a difference with young people in school who need extra help. The organisation trains volunteers to provide mentoring and learning support in schools for young people who are at risk of not fulfilling their educational potential. It's about inspiring older generations to inspire the next. It's about raising literacy and numeracy standards, but also equipping young people with the life skills they need.

The organisation (as the School Volunteer Program) received a donation for \$15,000 in March 2009 to assist with the initial engagement, recruitment and ongoing support of volunteers within the City.

The organisation has partnered with six schools in the Cockburn community (Atwell, Bibra Lake, Harmony, South Coogee, Success, Yangebup), and the City of Cockburn has acknowledged the work of EdConnect Australia with two awards presented at the Get Connected Expo in November 2015.

Arising from recent service improvements the organisation is making available a range of programs to the Cockburn community such as the Learning Support Program, Mentor Me Program, and Mentor Mates Program, which are all complemented by high quality volunteer training. These programs are designed to improve the social, emotional and academic outcomes of young people who need help the most with the added benefit of creating volunteer health and wellbeing benefits.

Benefits to the Cockburn community will be many and varied;

- Young people will benefit by reporting improved self-esteem, confidence, improved relationships with peers and improved academic performance.
- Volunteers will report improved mental health and wellbeing benefits and report how they feel more connected to their community.



- Volunteers will have the opportunity to gain new skills by accessing high quality training (at no cost) in topics such as Mentoring, Communication skills, Resiliency, Child Protection, Literacy.
- Local volunteers will have the opportunity to access a range of morning teas, additional workshops and symposiums further enhancing their sense of community.
- Older members of the Cockburn community will be less socially isolated through engagement with EdConnect Australia and their local school communities.
- Young people will be more likely to succeed in school, have improved self-esteem, and confidence which in turn will help them become more responsible community members. Research evidence for example cites a lack of school engagement and educational attainment in greater incidences of involvement in the criminal justice system, drug use, anti-social behaviour etc. which impacts on local communities and quality of life.

With support from a donation, EdConnect Australia will connect at least 40 older Australians from the City of Cockburn as Mentors or Learning support volunteers to their local school communities and who in turn will support over 80 local young people who need help the most. It is recommended to support this request.

**Applicant:                      Second Harvest Inc.**

Requested:                      \$20,000

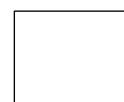
Recommended:                \$16,000

The objective of Second Harvest is to relieve hardship in the community, which is achieved by:

- Offering a wide range of low cost food lines, including general grocery, frozen goods, dairy produce and other household commodities.
- Emergency food relief.
- Opportunities for volunteering.
- Work for the Dole and Community Youth Programmes and Advocacy.

Second Harvest has a long history of working in the community to achieve immediate assistance to families and individuals via low cost food centres and emergency food relief.

Emergency Relief (ER) is a vetted process that sees individuals and families experiencing financial hardship provided with food hampers to feed themselves and their families with 3 - 4 days of basic grocery lines. More recently Second Harvest opened an Op Shop that will assist with providing funds to the ER program and a soon to be opened



Community Centre. Throughout their programs they seek to provide employment to individuals via the support of work for the dole programs and an avenue for volunteering for retirees or people wanting to get back to the community.

By opening the Community Centre this will provide a much needed space to allocate the ER hampers, provide the community with ongoing (3 days per week) opportunities to purchase low cost basic food items and allow individuals to feel a part of the community. Second Harvest aim to service the community with the required empathy to make it a safe and compassionate place for people to come. To increase the community spirit they will provide tea and coffee facilities, free sausage sizzle Fridays and a space where they can meet others.

The projected numbers that will benefit from this are:

Average family for ER = 3 (1 adult and 2 children)

No. of scheduled appointments per week = 36

Centre will be opened 50 weeks of the year = 5,400 people for ER

Projected at least 8 additional people per day to visit the community centre = 24 per week x 50 weeks = 1,200

Total anticipated numbers annually = 6,600.

Second Harvest has received the following funding from the City to assist with their ongoing costs in providing emergency relief food hampers:

March 2012	\$8,850 (Community Grant for fridge and freezer)
March 2013	\$10,000 (Donation)
March 2014	\$12,000 (Donation)
March 2015	\$14,000 (Donation)

Second Harvest is also supported through Lotterywest, Westpac and Commonwealth Bank grants. It is recommended to support this application for \$16,000.

**Applicant: Port Community High School**

Requested: \$15,000

Recommended: \$15,000

Port School is an independent school that caters for at risk youth, with the student intake coming mainly through referrals from Schools, Juvenile Justice, and Child Protection and Family Services. The school serves students that have not been able to achieve success in mainstream schooling, including some students that have very specific needs and are severely disadvantaged.



The school has 75 students, of which 30 have a diagnosed mental health condition with the majority fitting into the areas of PTSD, Autism, Anxiety and Foetal Alcohol Spectrum disorder. The school offers the students a safe environment with small classes and caring staff who deliver academic work that is at the student's level.

The core subject areas are Numeracy, Literacy and Health and Wellbeing and the classes are based on ability rather than age. Option classes are woodwork, art, healthy eating and physical education.

The school has four arms:

1. Main School Campus
2. Bus Programme
3. Outreach Programme
4. Young Parent and Early Learning Centre.

The school has previously received the following donations:

September 2010	\$9,000
September 2011	\$15,000
September 2012	\$15,000
March 2014	\$15,000
March 2015	\$15,000

Community Grants:

September 2014	\$15,000
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This is the second year the school has employed their chaplain full-time rather than an arrangement with YouthCARE. This arrangement means that the chaplain can put more time and energy into the highly successful and dynamic team sport and community service programme, which takes at-risk youth and gives them the skills to coach and mentor upper primary students from surrounding schools. Also, having the chaplain's time freed from some of the other pastoral care duties allows him the time to coordinate an extension programme for our older students to do certified coaching and umpiring courses and for these students to be placed at local primary schools to help with their team sport programme. Thus, this extra day would also allow Port students to be more involved in community service through a volunteer programme.

Having a full-time chaplain as well as a full-time counsellor gives the school a greater ability to cater for its emotionally needy clientele. Port School currently has five students that are school-phobic and who need constant emotional and academic support to reengage them back into a school programme. The chaplain would take a pivotal role in working with these students through phone, Skype and contact visits in the home.



The application is supported by the WA Police Youth Policing Operations and Southwell Primary School.

The chaplain has been a huge asset to Port School and continued support from the City through a donation for the Chaplaincy program helps the school to deliver a service to a section of the community that is in dire need. The requested donation of \$15,000 will continue to support extra chaplaincy hours so the school community has access to a full-time chaplain. It is recommended to support this request.

**Applicant: Volunteer Home Support Inc.**

Requested: \$5,000

Recommended: \$5,000

Volunteer Home Support (VHS) was established 33 years ago and provides Government subsidised domestic cleaning, transport, handyman, lawn and gardening services to around 940 people that are frail, aged and with disabilities. In their fourth bi-annual client satisfaction survey, preliminary results are indicating an outcome in excess of 98% in all service areas. They currently have around 45 volunteers and subsidise other independent programmes such as weekly 'Movies with Lunch' and distant outings, which are heavily subsidised by VHS with no Government contribution. Paid staff provide all services except transport, which is provided by the 45 volunteers who, in 2015, contributed 10,665 hours at an average of 215 hours per week or 43 hours per day.

VHS has been able to dump waste material arising from gardening activities at clients' homes at the Henderson Waste Management site for many years. In the past there were no tip fees charged, but that changed in May 2012 when tip fees were applied to VHS.

The City has seen fit to make an annual donation of \$5,000 since the introduction of tip dumping charges so that VHS didn't have to pass on the cost of these fees to Cockburn residents. However, residents of Fremantle, East Fremantle and Melville don't enjoy the same level of consideration from their respective Councils so VHS must charge them a tip fee after each lawn or gardening service.

The City has provided the following donations to cover some of the costs towards their waste disposal from the Cockburn homes that VHS service.

October 2006	\$5,000
May 2012	\$5,000



March 2013	\$5,000
March 2014	\$5,000
March 2015	\$5,000

Following a review of the VHS database, there are 408 client households within the boundaries of the City of Cockburn. VHS has again requested a \$5,000 donation and it is recommended to support this application.

**Applicant: Business Foundations Inc.**

**Requested: \$10,000**

**Recommended: \$10,000**

Business Foundations Inc. is a not-for-profit provider of business development services to owners of small businesses in Cockburn. Their services benefit the local community and economy through employment creation. Clients range from people wanting to start a small business to existing small to medium sized businesses wanting to grow. The services are provided for free or low cost and they include one-to-one advisory sessions, small business mentoring and small group training.

Business Foundations provides an important service to people wanting to start in business or become self-employed and to existing business owners that require professional business management know-how. As the downturn in the Western Australian economy bites harder, more people will find that self-employment is the only way to generate an income and this will increase demand for their services. Also, existing business people will be facing challenging economic conditions and will require better management skills and professional management support to assist in making the right decisions to ensure survival.

Business Foundations continue to innovate, providing new services every year, including training seminars regarding on-line business, specific support program for Home Based (small office/home office SOHO) businesses, early stage ventures and technology business incubation.

In 2015, Business Foundations assisted over 100 existing businesses and 25 new businesses to start with an economic impact of approximately \$6.25 million, which is an increase on the 2014 figures of 81 existing businesses, 10 new businesses, and \$2.2 million of economic value.

The organisation has received funding from the City in previous years, as follows:



October 2007	\$10,000
March 2009	\$10,000
March 2010	\$10,000
March 2011	\$10,000
March 2012	\$10,000
March 2013	\$10,000
March 2014	\$10,000
March 2015	\$10,000

Business Foundations is supported by major State and Federal Government funding bodies, receiving \$277,000 from the Small Business Development Corporation, and \$250,000 from New Enterprise Incentive Scheme.

Business Foundations will make use of the support from the City of Cockburn to create a new way to measure the impact of their services. There have been many changes to the way not-for-profits demonstrate their benefit to the communities they serve and it is now time for Business Foundations to better determine the impact of their support for small business.

Business Foundations also utilises the support from the City of Cockburn to ensure that the one to one advisory service is provided to the residents of Cockburn. The funding allows a staff member of Business Foundations to maintain a presence at Melville Cockburn Chamber of Commerce events promoting the services available to Cockburn business people. The funding also allows for delivery of workshops within the City to focus the services on the Cockburn community. It is recommended to support this application for \$10,000.

#### SPONSORSHIP

The proposed total for sponsorship is \$102,604, please see following the latest round of proposal summaries.

**Applicant:            MACA Ride to Conquer Cancer**

**Proposal:            'Pit Stop Sponsor'**

**Requested:         \$10,000**

**Recommended:    \$5,000 ('Official Sponsor')**

The MACA Ride to Conquer Cancer is a two-day cycling fundraising event for the registered charity Harry Perkins Institute of Medical Research. Participants must each raise \$2,500. To be held on October 15-16, the 200-kilometre Perth event includes a lunchtime 'pit stop' at



Coogee Beach Reserve. The applicant advises that City of Cockburn sponsorship will enable them to offset costs associated with the setup of the Coogee pit stop, including permit fees, popup marquees, toilets, water etc. They intend to use a small portion of the funding for bean bags and lawn games volunteers and participants.

The applicant advises that in return, the branding benefits to 'Pit Stop' sponsors are website recognition, social media coverage; the City's logo on the event homepage and sponsors page, selected emails, promo material, signage and crew apparel; and the opportunity to distribute the City's promotional material.

The applicant has provided an inferior application in that: they declined to provide a requisite financial statement (however, a financial statement to December 2014 was able to be downloaded from the Australian Charities website) and did not provide: 1) letters of support, 2) cost breakdown of the event or the Coogee pit stop, and 3) Certificate of Incorporation (however, evidence of the organisation as a registered charity was obtained from the Australian Government website).

An alternative to the category of 'Pit Stop' sponsorship (\$10,000-\$30,000) is 'Official' sponsorship (\$5,000), for which the branding benefits are: logo on sponsors' page of event website; logo on selected event signage and other communications; logo on back of crew and volunteer captain shirts. It is therefore recommended to support this application for \$5,000.

**Applicant: Melville Cockburn Chamber of Commerce**

**Proposal: Partnership Sponsorship**

**Requested: \$20,000**

**Recommended: \$20,000**

The City has funded MCCC for many years to assist with the cost of delivering information and networking events to the City of Cockburn's business community. Previous funding includes:

October 2006	\$20,000
October 2007	\$20,000
September 2008	\$20,000
September 2009	\$20,000
August 2010	\$10,000 (interim funding)
March 2011	\$20,000
March 2012	\$20,000
March 2013	\$20,000





March 2014           \$20,000  
March 2015           \$20,000

The MCCC has applied for \$20,000 for a Partnership Sponsorship to provide 10-12 large scale business networking events over the following year, with at least half of all events conducted in the City of Cockburn. The applicant advises that in return the City will receive: City logo on Partnership Position on MCCC website, 'ShoutOut' newsletter (distributed to 1000 businesses), mail-outs and on their big screen at events; and public acknowledgement at MCCC events.

The 2015 Sponsorship arrangement was for MCCC's office accommodation (24.3m<sup>2</sup>) rent at the Cockburn Health and Community facility and outgoings be deducted from the approved sponsorship. In 2015 Council responded to concerns from the Grant and Donations area that MCCC were not meeting their acquittal requirements, and requested that the Conditions of Sponsorship also include a "detailed Sponsorship Report outlining all aspects of the Joint Principal Partnership Sponsorship Proposal including lessons learned".

To date, the MCCC has not met its acquittal responsibilities for the 2015 Sponsorship of \$20,000. In addition, the MCCC has not provided prerequisite documents for assessing the current Sponsorship application, including confirmation of the City of Melville's sponsorship. A letter of support for the applicant is provided by Business Foundations.

It is recommended that the current Sponsorship application be approved and paid in instalments direct to MMJ (the City's Cockburn Health and Community Facility Property Manager) for MCCC's office accommodation (24.3m<sup>2</sup>) rent at the Cockburn Health and Community facility and outgoings, conditional on the 2015/16 Sponsorship Conditions of Funding being met and the outstanding documents for the current Sponsorship application for 2016/17 be received and satisfactory.

**Applicant:            A Cappella West**

**Proposal:            'Partners in Harmony'**

**Requested:         \$10,000**

**Recommended:    \$5,000**

A Cappella West is a women's 'barbershop' chorus with one-quarter of the chorus's 99 members being Cockburn residents. The group's rehearsal venue is at Murdoch University. The chorus performs at many community events throughout the year; in the past 12 months the



chorus performed at Cockburn Gateway Shopping Centre, at St John of God Hospital, at the Cockburn Spring Fair, St Ives Nursing Home and the Mater Christi Church concert.

In 2015, the chorus won a national competition of significance and will represent Australia at the subsequent international competition in the USA in October 2016. The chorus is applying for sponsorship to assist with the cost of attending this event (accommodation, registration and meals).

In return, the applicant advises that 1) chorus members will provide up to four performances for City of Cockburn community events (according to availability) or for community events recommended by the City's Community Development area, 2) the City's support will be promoted via the applicant's website, social media and newsletter, and at performances and in radio interviews and other media, 3) the City of Cockburn logo will be displayed at performances and included on marketing materials, and 4) the City will be able to distribute publications at A Cappella West performances. Letters of support for the applicant are provided by Mater Christi, Hammond Park resident Richard Kilmartin and four Cockburn chorus members.

It is recommended to support this application for \$5,000.

**Applicant:                      Western Australian Figure Skating Club**

**Proposal:                      Western Australian Figure Skating Development Camp and Performance**

**Requested:                      \$3,000**

**Recommended:                      \$3,000**

The Western Australian Figure Skating Club was founded two years ago at Cockburn Ice Arena. Current membership is 74, with the majority from the Cockburn area. The club now hosts two competitions annually as well as training workshops, and a development camp supported by Cockburn Ice Arena and the Western Australian Ice Skating Association, for which an experienced coach or high-level figure skater is engaged (usually from overseas or interstate). Skaters from all skill levels are encouraged to participate.

The Club has applied for Sponsorship of the 2016 development camp, which will comprise a four-day workshop for about 50 figure skaters at Cockburn Ice Arena to be held in July. The club has secured four-time U.S. national champion and Olympic bronze medallist Jeremy Abbott to coach and facilitate the workshop, which will see increase substantially the profile of figure skating in WA. In addition to the workshop, Jeremy



will undertake an exhibition performance at Cockburn Ice Arena, which will open to the public and promoted widely. Given his high standing, the club is expected the performance to attract 200-300 spectators, which will both raise awareness of the sport and benefit Cockburn Ice Arena by attracting new participants and customers to this local business.

In return for Sponsorship, the City of Cockburn's support will be promoted via the club's website, social media, in local newspapers, in all advertising of the event and via signage at the Cockburn Ice Arena. The City of Cockburn will receive two tickets to the public performance by Jeremy Abbott and will be invited to distribute publications at this event.

Letters of support are provided by the Western Australian Ice Skating Association and Cockburn Ice Arena.

It is recommended to support this application.

**Applicant: Hamilton Hill Community Group**

**Proposal: 'Back to Country – Celebrating our History'**

**Requested: \$16,604**

**Recommended: \$16,604**

The Hamilton Hill Community Group was re-formed in 2011; the group's mission statement states that they "promote and drive initiatives that further develop Hamilton Hill as the 'Heart of Cockburn'", and "...work with our community to preserve and take pride in our cultural heritage and environment".

The HHCG and the Randwick Stables Community Garden are proposing that, following the Randwick Stables Open Day held in 2009 and 2013, the City of Cockburn sponsor the *Back to Country – Celebrating our History* event that aims to "celebrate the Aboriginal, colonial, and post-colonial history of Hamilton Hill". To be held on 5 June, during Western Australia Heritage Week, the event also aims to host a free family fun day; consult with the community about HHCG and RSCG priorities such as a community hub in Hamilton Hill; raise environmental awareness of the remnant heritage-listed tuart trees behind Clontarf Hill; and to potentially name and acknowledge the Hamilton Hill (swamp) Wetlands Heritage Precinct.

For its sponsorship, the City will be recognised in all promotional material (flyers, posters, banners, social media and websites), and via radio interviews and newspaper articles.



Letters of support are provided by the Historical Society of Cockburn and Friends of Clontarf Hill.

It is recommended to support this application.

**Applicant: Woolkabunning Kiaka Inc.  
Outback Academy Red Dust Healers**

**Proposal: Official Sponsor**

**Requested: \$15,255**

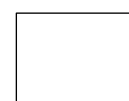
**Recommended: \$5,000**

Woolkabunning Kiaka Inc. (WKI) is part of the Outback Academy Foundation (OA) that was formed to accelerate economic development, employment and wellbeing with Indigenous communities and landholders across Australia. The Red Dust Healers (RDH) wheelchair basketball team was formed under the OA banner to bring together athletes with disabilities (Aboriginal and non-Aboriginal) to raise awareness about disability within communities, as well as levels of social inclusion and participation in sports and recreation, education and employment. The team's home base is Wally Hagan Stadium in Hamilton Hill.

The sponsorship proposal is for the City to sponsor 1) the Healers' four National Wheelchair Basketball League (NWBL) home games at Wally Hagan Stadium in May and June; 2) a major event called 'Rio Goes to Cockburn' (May 2016) collaborating with the City's Recreation Services team and DAIP officer to deliver a 'come and try' Paralympic sports and concluding with a wheelchair basketball game (expected attendance 200-300); and 3) six clinics at Wally Hagan Stadium for children/youth with disability.

The sponsorship proposal (from WKI as OA is not an incorporated organisation) is that in return for combined events' sponsorship of \$15,255 the City will receive branding benefits through promotion via the RDH website, social media, signage/posters/flyers, media interviews and joint media release. The Mayor will be requested to open the first NWBL game played at Cockburn. The applicant is also offering to provide the City with a customised DAIP workshop.

Upon checking with the Basketball Association's NWBL coordinator, it appears the budget provided by the applicant is inaccurate, with the cost of hosting NWBL games being overestimated. City's Recreation Services and Disability and Access Inclusion Officer have not been contacted by the applicant. A letter of strong support has been provided



by the Cockburn Basketball Association. This applicant also provided an inadequate application in the same round last year and has not followed feedback provided.

The organisation and proposed events appear worthwhile for the Cockburn community, so it is recommended to provide \$5,000 in this instance to see what the organisation can deliver, conditional on the outstanding requirements of the application being met.

## GRANTS

As can be seen in the attachment, there are a number of grants for which there are established criteria and processes in place.

The total proposed for grant programs is \$465,896 with the following recommended amendments to the allocations.

### Emergency Disaster Fund

An increase in allocation from \$15,000 to \$30,000, as there have been two large donations made under Delegated Authority ACS13 "Emergency Relief Fund" to the Esperance and Waroona/Yarloop Fire Appeals for a current total of \$22,500.

### Cockburn Community Group Volunteer Insurance

The actual premium for this year's insurance was \$8,511.28, so a small increase from the \$8,500 allocation.

### Safety House School Program

An increase in allocation from \$500 to \$1,000 as to the attached proposal from the Safety House Cockburn Committee. Safety House Cockburn would like to increase participation from 8 schools to 15 schools by the end of 2017 and use the increased allocation for Annual Group Affiliation fee (\$300), Annual Safety House Show fee (\$200) and Safety House merchandise and promotion to be divided between the schools (\$500).

## **Strategic Plan/Policy Implications**

### **Community & Lifestyle**

- Community environments that are socially cohesive and embrace diversity.
- Communities that are connected, inclusive and promote intergenerational opportunities.



- Communities that take pride and aspire to a greater sense of community.
- Promotion of active and healthy communities.

### **Leading & Listening**

- A responsive, accountable and sustainable organisation.

### **Budget/Financial Implications**

Council approved a budget for Grants and Donations for 2015/16 of \$1,200,000. Following is a summary of the proposed grants, donations and sponsorship allocations.

#### Summary of Proposed Allocations

Committed/Contractual Donations	\$470,000
Specific Grant Programs	\$465,896
Donations	\$161,500
Sponsorship	\$102,604
<b>Total</b>	<b>\$1,200,000</b>
Total Funds Available	\$1,200,000
<u>Less Total of Proposed Allocations</u>	<u>\$1,200,000</u>
Balance	\$0

### **Legal Implications**

N/A

### **Community Consultation**

In the lead up to the March 2016 round, grants, donations and sponsorship funding opportunities were promoted through the local media and Council networks. The promotional campaign has comprised:

- Three advertisements running fortnightly in the Cockburn Gazette City Update on 23/02/16, 08/03/16 and 22/03/16.
- Two advertisements in the City of Cockburn Email Newsletter on 24/02/16 and 08/03/16.
- Advertised in the City Staff email banner from 13 to 31 March 2016.
- Advertisement in the February Edition of the Cockburn Soundings.
- Advertisement in the 2016 Sustainable Living Booklet distributed in January.
- All members of the Cockburn Community Development Group, Regional Parents Group and Regional Seniors Group have been encouraged to participate in the City's grants program.



- Additional Advertising through Community Development Promotional Channels:
  - Community Development Calendar distributed to all NFP groups in Cockburn.
  - Cockburn Community Group ENews March 2016 edition.
- Closing dates advertised in the 2016 City of Cockburn Calendar.
- Information available on the City of Cockburn website.
- Reminder email sent to regular applicants.

### **Risk Management Implications**

The Council allocates a significant amount of money to support individuals and groups through a range of funding arrangements. There are clear guidelines and criteria established to ensure that Council's intent for the allocation funds are met. To ensure the integrity of the process there is an acquittal process for individuals and groups to ensure funds are used for the purpose they have been allocated.

The reputation of the City of Cockburn could be seriously compromised should funds allocated to individuals or groups who did not meet the criteria and guidelines and or did not use the funds for the purposes they were provided. Adherence to these requirements is essential.

### **Attachment(s)**

1. Grants, Donations and Sponsorship Recommended Allocations Budget 2015/16.
2. Coogee Beach Progress Association (CBPA) request for Defibrillator.
3. Perth Modern School – “Raise the Roof” Project request.
4. Safety House Cockburn Committee Proposal.

### **Advice to Proponent(s)/Submissioners**

Applicants have been advised that they will be notified of the outcome of their applications following the 12 May 2016 Council Meeting.

### **Implications of Section 3.18(3) Local Government Act, 1995**

Nil



**9.2 (MINUTE NO 94) (GAD 19/4/2016) - PARTICIPATORY BUDGETING (162/003) (G BOWMAN)**

**RECOMMENDATION**

That Council

1. Support in principle that a Participatory Budgeting model is developed, adopted and implemented;
2. Support the development of a Policy and Guidelines to be approved by the DAPPS Committee; and
3. Consider an allocation for the Participatory Budgeting project in the 2016/17 financial year Grants and Donations budget.

**COMMITTEE RECOMMENDATION**

MOVED Clr L Sweetman SECONDED Clr L Smith that a more detailed report is to be provided to the Grants and Donations Committee for consideration, on a Participatory Budgeting model for the City of Cockburn, including Budget and Financial implications.

**CARRIED 5/0**

**COUNCIL DECISION**

**Reason for Decision**

The Committee would like more information and details about what the proposed Participatory Budgeting model for the City of Cockburn would be like, including what sorts of projects would be eligible, how the system would work, the budget and financial implications, and if there is scope for a separate budget from the Grants and Donations budget.

**Background**

Participatory budgeting is a partnership approach to the budgeting process. It was first implemented in Brazil and has since been used in many places and organisations. The process in its most basic form is providing residents with the opportunity to brain storm spending ideas and projects. They are then required to develop a proposal and budget.





These proposals are then promoted to the wider public and residents vote on their preferred proposal. The chosen proposals will then receive either a pre-determined share of the budget or an allocated amount. It can then be implemented either by the group or by the Local Government depending on the project.

### **Submission**

N/A

### **Report**

The City of Cockburn is investigating the possibility of implementing a Participatory Budgeting Model in the 2016/17 Financial Year and would like the Committee's support in principle toward progressing this.

As in other participatory budgeting models, the City is proposing to develop a process where the community are invited to identify community ideas and projects that will benefit City of Cockburn residents. The City will then work in partnership with the community members to identify each proposal's details and requirements. The City will also provide advice on technical requirements, how risks could be managed, identify operational costs, and any legal issues with the proposed projects. Subject to the development of the Policy and guidelines, it is likely that the projects that demonstrate benefit to the community, are deemed safe, sustainable, and are lawful will then be approved for advertising and voting. The guidelines will also need to include how to ensure a level playing field, so that there is equity of access to funds by diverse groups and that projects are spread across the District.

The participatory budgeting model will require additional staff resources and it is proposed that this project would be administered by the soon to be appointed Community Engagement Officer. The Community Engagement Officer would manage community and staff liaison, development of project details, assessment of the projects against the criteria, advertising, and the management of the Engagement HQ Software program enabling on-line voting for the projects that have been approved.

A number of Local Governments in Australia have implemented some form of Participatory Budgeting. Some well-known examples include the City of Melville Robin Hood Project which started in 2012, where they provided \$100,000 in grants of up to \$20,000 per project developed by the community. They used an online budget allocator tool to coordinate voting from the community on the projects.



The City of Melville found the benefits of the project to be encouraging community participation, supporting creative and community owned ideas and improving relationships between the community and the Council.

Similarly, the City of Fremantle recently announced its interest in implementing a Participatory Budgeting Process. Their model would include a Citizen Jury to make final decisions on a set amount of Council expenditure.

The Participatory Budgeting Project, a not-for-profit that specialises in Participatory Budgeting processes, suggests six benefits to implement a participatory budgeting process:

1. **Deeper Democracy:** Ordinary people have a real say—and they get to make real political decisions. As a result, Participatory Budgeting tends to engage many people who are otherwise cynical about government. Politicians build closer relationships with their constituents, and community members develop greater trust in government.
2. **Transparency & Accountability:** Budgets are policy without the rhetoric—what a government actually does. When community members decide spending through a public process, there are fewer opportunities for corruption, waste, or backlash.
3. **Public Education:** Participants become more active and informed citizens. Community members, staff, and officials learn democracy by doing it. They gain a deeper understanding of complex political issues and community needs.
4. **More Informed Decisions:** Budget decisions are better when they draw on residents' local knowledge and oversight. Once they are invested in the process, people make sure that money is spent wisely.
5. **Fairer Spending:** Everyone gets equal access to decision making, which levels the playing field. When people spend months discussing project ideas, they end up prioritising projects that address the greatest community needs.
6. **Community Building:** Through regular meetings and assemblies, people get to know their neighbours and feel more connected to their city.

The proposed participatory budgeting model will provide increased community engagement through community voting on Council funding which also aligns with the City's Community Engagement Policy.

It is likely that this new model will attract considerable community interest and generate many community ideas which will then require staff resources to assist in developing many detailed project briefs.



If approved, a policy and procedure will be developed and submitted to the DAPPS Committee, with an allocation of funds potentially up to \$200,000 to be considered by the Grants and Donations Committee from the Grants and Donations 2016/17 budget.

### **Strategic Plan/Policy Implications**

#### **Community & Lifestyle**

- Community environments that are socially cohesive and embrace diversity.
- Communities that are connected, inclusive and promote intergenerational opportunities.
- Communities that take pride and aspire to a greater sense of community.
- People of all ages and abilities to have equal access to our facilities and services in our communities.

#### **Leading & Listening**

- Effective and constructive dialogue with all City stakeholders.

### **Budget/Financial Implications**

An allocation from within the Grants and Donations Budget for the 2016/17 Financial Year.

### **Legal Implications**

Nil

### **Community Consultation**

Community working group to be set up to assist with development of the Participatory Budgeting Model.

### **Risk Management Implications**

As this has not yet been adopted, this is not on the City Operational Risk Register.

### **Attachment(s)**

Nil

### **Advice to Proponent(s)/Submissioners**



Nil

**Implications of Section 3.18(3) Local Government Act, 1995**

Nil

**10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**11. NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING**

Nil

**12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING BY COUNCILLORS OR OFFICERS**

Nil

**13. (GAD 19/4/2016) - MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE**

**13.1 Mayor Logan Howlett** requested a detailed report be prepared for the next Grants and Donations Committee Meeting in July 2016 on the Safety House School Program including: policies, procedures, budgets and State Government funding, monitoring, reporting and compliance (Working with Children Checks), school participation rates and long-term sustainability.

**14. CONFIDENTIAL BUSINESS**

Nil

**15. (GAD 19/4/2016) - CLOSURE OF MEETING**

7:36pm

**CONFIRMATION OF MINUTES**

I, ..... (Presiding Member) declare that these minutes have been confirmed as a true and accurate record of the meeting.

Signed: ..... Date: ...../...../.....

