

# Community Grants Committee

## Meeting Agenda

### Community Grants Program – Round 27



<b>Meeting Name</b>	Community Grants Program – Round 27 Committee Meeting	<b>Meeting No.</b>	1 – 2022/23
<b>Meeting Date</b>	Tuesday 27 September 2022		
<b>Meeting Time</b>	2:00pm		
<b>Meeting Location</b>	Civic Centre, Greenough Room		
<b>Attendees</b>	Cr Simon Keemink Cr Jennifer Critch Cr Michael Librizzi Cr Michael Reymond Cr Victor Tanti Brooke Rafferty	<b>By Invitation</b>	Mark Adams Peter Treharne Renee Doughty Paul Radalj Temba Machukera
		<b>Apologies</b>	Renee Doughty
		<b>Leave of Absence</b>	
		<b>Distribution</b>	As above
<b>Purpose of Committee</b>	To allocate funds provided by Council to Community Groups servicing the Greater Geraldton area in accordance with determined guidelines.		
<b>Attachments (Confidential)</b>	<ol style="list-style-type: none"> <li>2021-22 Community Funding Programs March 2022 Meeting Minutes (<a href="#">D-22-040713</a>)</li> <li>2022-23 Community Grants Program Round 27 Application Summary (<a href="#">D-22-088431</a>)</li> <li>2022 Shore Leave Acquittal (<a href="#">D-22-091198</a>)</li> <li>Geraldton Greenough Sunshine Festival Cancellation of 2022 Event (<a href="#">D-22-115824</a>)</li> <li>Awarded Community Funding Report (<a href="#">D-22-120422</a>)</li> </ol>		

All Committee Members, including external members, are subject to the same rules as a Council Meeting concerning confidentiality, public statements, conflicts of interest and behaviours of members, pursuant to the [Local Government \(Model Code of Conduct\) Regulations 2021](#).

The Presiding Member is to refer to the following Policy, Meeting Procedures and Regulations when chairing a meeting.

[Meeting Procedures Local Law 2011](#)  
[Council Policy 4.4. Operation of Advisory Committees](#)  
[Local Government \(Model Code of Conduct\) Regulations 2021](#).

#### 1. Welcome & Apologies

#### 2. Disclosure of Interests

Member	Reference	Applicant & Project	Details
Cr Keemink	22/23CGR27-08	Rangeway Utakarra Progress Association – RUKPA Rebrand	As a Councillor I am on the RUKPA Committee but still intend to vote on this item as I feel some of us Councillors are on the Committee
Cr Tanti	22/23CGR27-19	Walkaway Station Museum – Newspaper Revival	Closely associated person - I have known Mrs Jupp for many

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			years and think very highly of her organisational abilities and regard her as a warm acquaintance.
Cr Librizzi	22/23CGR27-22	Railway Football Club – Railway Football Club Rooms Re-Roofing	Member and sponsor of the Railways Football Club, past player and past assistant coach 2017-2021
Cr Keemink	22/23CGR27-30	Young Change Agents Limited – Discover and Explore Entrepreneurship	I work at the high school this project will target so would prefer not to be present when voting occurs

**3. Confirmation of Previous Minutes**

Refer Attachment 1 – 2021-22 Community Funding Programs March 2022 Meeting Minutes.

**OFFICER RECOMMENDATION:**

Minutes of the Community Grants Committee held on Tuesday 29 March 2022 as previously circulated, be adopted as a true and correct record of proceedings.

**COMMITTEE DECISION:**

**MOVED:**

**SECONDED:**

**4. Community Grants Program Round 27**

The Community Grants Program aims to provide assistance to not-for-profit community groups, clubs and organisations to implement projects, activities and programs that enhance and promote community wellbeing within the Greater Geraldton region.

The Community Grants Program has an annual budget of \$150,000 to be allocated over two (2) rounds during the financial year. The total recommended amount available for disbursement in Round 27 is \$75,000, being 50% of the 2022-23 budget allocation.

Applications opened for the City’s Community Grants Program Round 27 on 4 July 2022 and closed on 24 August 2022.

A total of 11 applications have been received, requesting funding of \$104,586 for projects worth \$289,415

All applications have been deemed **eligible** based on the criteria in the Community Funding Guidelines. Discussion of the individual committee member assessments will form the basis of the Committee decision for recommendations to the CEO for endorsement as per Council Policy 1.8 Community Funding Programs.

Full applications have been provided to the Committee through SmartyGrants for assessment and will be attached as Confidential Attachments to the minutes.

**OFFICER RECOMMENDATION:**

That the Community Grants Committee RECOMMENDS the following allocation of funding to eligible projects to the Chief Executive Officer for endorsement as per Council Policy 1.8 Community Funding Programs:

1. APPROVE funding to Railway Football Club for Railway Football Club Rooms Re-Roofing of \$16,667, subject to the following condition/s:
  - a. Funds are to be allocated to building works.
  - b. Provision of updated insurance certificates by December 2022.
2. APPROVE funding to North Midlands Project Incorporated (T/a The Geraldton Project) for Creative Labs: Where Creativity & Science Meet of \$11,640, subject to the following condition/s:
  - a. Funds are to be allocated to workshop materials and local facilitator costs.
3. APPROVE funding to Geraldton Carol by Candlelight for Geraldton Christian Churches Carols by Candlelight of \$4,625 with in-kind support of up to \$156, subject to the following condition/s:
  - a. Funds are to be allocated to marketing / booklets, security, generators, toilets, lighting towers, electrical distributors and safety barrier costs.
  - b. In-kind support is approved for the waiver of park and ground hire fees for Maitland Park.
4. APPROVE funding to Geraldton Surf Lifesaving Club for Waterproofing the Clark Training Room and Gym of \$12,240, subject to the following condition/s:
  - a. Funds are to be allocated to building works.
  - b. Provision of updated insurance certificates by November 2022.
5. APPROVE funding to RSPCA WA for RSPCA WA Community Action Day of \$3,000 with in-kind support of up to \$78, subject to the following condition/s:
  - a. Funds are to be allocated to dog & cat food supplies, parasite treatments, VMS sign, travel, microchip and online registrations, venue hire, advertising and accommodation costs.
  - b. In-kind support is approved for the waiver of hire fees for the Queens Park Theatre.
6. APPROVE funding to Youth Change Agents Limited for Discover and Explore Entrepreneurship of \$10,500, subject to the following condition/s:
  - a. Funds are to be allocated to travel, marketing, videography and eLearning costs.
7. APPROVE funding to HeartKids for Two Feet & A Heartbeat Charity Walk of \$767, subject to the following condition/s:
  - a. Funds are to be allocated to speaker system, face painter, bouncy castle and promotional costs.
8. APPROVE funding to Surfing Western Australia for Aboriginal Surfing and Cultural Leadership Program of \$7,880 subject to the following condition/s:
  - a. Funds are to be allocated to surf school, surfers rescue and coaching development clinics costs.
  - b. Provision of updated insurance certificates by October 2022.
9. APPROVE funding to Rangeway Utakarra Karloo Progress Association for RUKPA Rebrand of \$1,260, subject to the following condition/s:
  - a. Funds are to be allocated to rebranding costs.
10. APPROVE funding to Mission to Seafarers Geraldton for MTS Geraldton Ventilation Upgrades of \$2,467, subject to the following condition/s:
  - a. Funds are to be allocated to ventilation upgrade costs.
  - b. Provision of updated insurance certificates by November 2022.
11. APPROVE funding to Walkaway Station Museum for Newspaper Revival of \$1,875, subject to the following condition/s:
  - a. Funds are to be allocated to purchase and freight of acid free plastic.
  - b. Provision of updated insurance certificates prior to Funding Agreement being issued.
12. INVITE Geraldton Carol by Candlelight to apply for recurrent funding through the 2023-24 Festival and Event Funding Program.

**COMMITTEE DECISION:**

**MOVED:**

**SECONDED:**

## 5. 2023 Shore Leave

At the Ordinary Meeting of Council on 23 February 2021 (CE0070), Council resolved to:

1. APPROVE and AUTHORISE the budget transfer of \$60,000 in existing funds allocated in the 2020-21 Current Budget from the WoW Festival to the proposed Festival and Event in Geraldton (Shore Leave), subject to the following conditions:
  - a. Provision of a minimum of one COVID-19 compliant free family friendly event per day for the community;
  - b. Provision of evidence demonstrating approval of all required applications and permits;
  - c. Provision of final Program of Events and Budget;
  - d. Review of the annual acquittal to be endorsed by the Committee prior to subsequent years funding being issued. Acquittal to include evidence demonstrating economic impact, financial sustainability and community benefit;
  - e. Review of the annual budget and event program to be endorsed by the Committee prior to subsequent years funding being committed. Information is to include evidence demonstrating increased economic impact, financial sustainability and community benefit;
2. APPROVE and AUTHORISE the integration of the \$40,000 Night Laser Show to include integration of elements in the WA Regional Tourism Conference and the Shore Leave Festival to be delivered by the applicant in line with the REDS funding guidelines and conditions under an MOU with the City;
3. DELEGATE approval to the CEO for in kind support to the value of \$20,000 for venue hire;
4. MAKE PROVISION in the 2021-22 to 2030-31 Long Term Financial Plan to conditionally allocate \$100,000 in Year 1 and Year 2 of the plan (being Year 2 and Year 3 of the event), subject to 1 (d) and (e) above;
5. DELEGATE authority to the Chief Executive Officer to negotiate an Agreement with Tourism Geraldton Midwest regarding expenditure of the above funds; and
6. DETERMINE future funding of the Wind on Water (WoW) Festival as part of the 2021-22 budget deliberations.

Project 3 submitted the 2021-22 Acquittal for Shore Leave 2022 on 26 July 2022. City Officers have reviewed the acquittal and have noted the following:

Shore Leave 2022 saw 35 events jammed into five action-packed days of dining, music, art, performance and conversation with 14,028 attendees across all events. Events held included:

- The Helm - 9,000 attendees (free community event)
- Iluka Welcome to Port - 450 attendees (free community event)
- Abrolhos Long Table Lunch - 202 attendees (61% from outside the Geraldton and Mid West region). Social media marketing reached 2,832
- Midwest Paddock to Plate - 210 attendees (55% from outside the Geraldton and Mid West region). Social media marketing reached 4,880
- Foreshore Feast - 274 attendees (36% from outside the Geraldton and Mid West region). Social media marketing reached 5,769
- Beach Price Markets - 4,500 attendees (free community event). Social media marketing reached 4,120
- Star Dreaming Under the Dome Experience - 422 attendees
- Mingenew Space Centre Stargazing - 30 attendees
- Bob's Ginstronomy - 77 attendees (52% from outside the Geraldton and Mid West region).
- Skeeta's Long Lunch - 31 attendees (16% from outside the Geraldton and Mid West region).
- Midwest Food Marketplace - 1,500 attendees (free community event)
- Live & Local Presented by Regional Sounds - 2,000 attendees (free community event)
- Ilkua Community Program - 500 attendees (free community event).
- Sustainable Futures Forum - 50 attendees

61% Out of Region attendance at Premier Ticketed Events.

92% of contracted suppliers were from the Midwest region. There was a \$700k direct economic impact to the Midwest, with \$1m out of region visitor impact to the Midwest with an overall economic impact of \$2m.

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Shore Leave 2022 returned a loss of \$60,399 with revenue of \$947,320 and expenditure of \$1,007,719. Financial breakdown is as follows:

### **Income - \$947,320**

Tourism Geraldton Midwest	\$455k
CGG	\$100k
Mid West Ports	\$100k
Western Rock Lobster Council	\$50k
Iluka Resources	\$40k
Buy West East Best	\$8k
Rigters Supermarket	\$5k
Marine Stewardship Council	\$2,500
Other Income	\$48,179 (includes additional \$2k from CGG for photography & videography)
Ticket Sales	\$138,641.

It is noted that Geraldton Fisherman's Co-operative is listed as a Presenting Partner but no financial contribution received.

### **Expenditure - \$1,007,719**

Administration	\$237,961
Marketing	\$89,269
Operations	\$679,801
Meeting Expenses	\$343
Parking	\$39
Postage	\$28
Printing & Stationary	\$279

Audit Report received from Reliance Auditing Services.

City logo was used in all major promotions acknowledging the Presenting Partner rights (programs, posters, website, signage and promotional flyers and schedules). City was acknowledged multiple times across Facebook and Instagram with dedicated posts and shared content. Bow flag banners were created to promote the City as a presenting partner as well as signage on fences erected at the Geraldton Foreshore and Beach Price Markets. Mayor addressed guests at the official welcome at the Iluka Welcome to Port event on the opening night. City's contribution was acknowledged by official MC's and event hosts throughout each event. Evidence provided to satisfy acknowledgement conditions.

Hallmark events will once again be delivered for Shore Leave 2023 (The Helm, Welcome to Port, Abrolhos Long Table Lunch, Sea Shanty Challenge, Beach Price Markets at the Fishermen's Wharf, Midwest Paddock to Plate, Midwest Mess Hall and Closing Celebrations). Recipient aims to increase out of region ticket sales, increase content across the Mid West region, increase attendance and introduce one new ticket profile event. Promotional opportunities to remain the same. Draft Budget for Shore Leave 2023 has been received showing an expected profit of \$5,300, with \$977,200 anticipated to be generated through income with event expenditure of \$971,900. Draft Program for Shore Leave 2023 has not been provided.

Community Grants Committee to review the 2022 Acquittal including the Shore Leave 2023 Budget (refer Attachment 3) and endorse the 2022-23 allocation to be made available to the recipient.

Current conditions of funding are as follows:

1. Provision of a minimum of one COVID compliant free family friendly event per day for the community.
2. Provision of evidence demonstrating approval of all required applications and permits.
3. Provision of a final Program of Events and Budget.
4. Review of the annual acquittal to be endorsed by the Committee prior to the following years funding being issued. Acquittal to include evidence demonstrating economic impact, financial sustainability and community benefit.

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5. Review of the annual budget and event program to be endorsed by the Committee prior to the following years funding being committed. Information is to include evidence demonstrating increased economic impact, financial sustainability and community benefit.
6. Provision of evidence of Public Liability Insurance, Personal Accident Insurance, and if applicable, Workers Compensation Insurance.
7. Provision of current Risk Management Plan and / or COVID Safe Plan.
8. Tourism Geraldton Midwest (auspiced by Geraldton Fisherman's Cooperative) ASSIGN all obligations and financial responsibility under this Funding Agreement to Project 3, and Project 3 accepts the assignment of transfer.
9. Advise that if, for whatever reason, the Shore Leave Festival is not delivered in 2022 calendar year, the Recipient will be required to repay the funding.

In April 2022 correspondence was provided regarding the transfer of obligations and financial responsibility of this Funding Agreement to Project 3. The 2021-22 Funding Agreement was issued to Project 3 and all subsequent dealings and reporting requirements have been managed by Project 3.

2022-23 is the final allocation of the current agreement.

### OFFICER RECOMMENDATION:

1. ACCEPT the 2022 Shore Leave Festival Acquittal and 2023 Shore Leave Festival Budget.
2. APPROVE the 2022-23 funding allocation of \$100,000 upon meeting of the following conditions:
  - a) Provision of a minimum of one COVID compliant free family friendly event per day for the community.
  - b) Provision of evidence demonstrating approval of all required applications and permits.
  - c) Provision of a final Program of Events and Budget.
  - d) Review of the annual acquittal to be endorsed by the Committee. Acquittal to include evidence demonstrating economic impact, financial sustainability and community benefit.
  - e) Provision of evidence of Public Liability Insurance, Personal Accident Insurance, and if applicable, Workers Compensation Insurance.
  - f) Provision of current Risk Management Plan and / or COVID Safe Plan.
- 2) ADVISE that if, for whatever reason, the Shore Leave Festival is not delivered in 2023 calendar year, the Recipient will be required to repay the funding.
- 3) ADVISE the Recipient that 2022-23 is the final year of the current agreement.
- 4) INVITE Project 3 to apply for recurrent funding through the 2023-24 Festival and Event Funding Program.

### COMMITTEE DECISION:

**MOVED:**

**SECONDED:**

### 6. 2022 Geraldton Greenough Sunshine Festival

GGSF were approved funding of \$20,000 for a three (3) year period in June 2019 being for 2019-20, 2021-22 and 2022-23.

The 2019-20 allocation has been successfully acquitted with the event returning a loss of \$2,965 (total project cost \$50,493 with income of \$47,528). The City's funding was acknowledged accordingly and the financials were audited by an independent auditor.

In September 2020 the City was advised that the 2020 Geraldton Greenough Sunshine Festival was cancelled due to COVID-19. It was confirmed with GGSF that the 2020-21 allocation would not be paid, but term of funding extended to 2022-23 as per the below:

Financial Year	Event	Amount
2019-20	2019 Geraldton Greenough Sunshine Festival	\$20,000
2020-21	N/A	N/A

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2021-22	2021 Geraldton Greenough Sunshine Festival	\$20,000
2022-23	2022 Geraldton Greenough Sunshine Festival	\$20,000

In June 2021 the City was advised that the 2021 Geraldton Greenough Sunshine Festival was once again cancelled due to COVID-19. It was confirmed with GGSF that the 2021-22 allocation would not be paid, but term of funding extended to 2023-24 as per the below:

Financial Year	Event	Amount
2019-20	2019 Geraldton Greenough Sunshine Festival	\$20,000
2020-21	N/A	N/A
2021-22	N/A	N/A
2022-23	2022 Geraldton Greenough Sunshine Festival	\$20,000
2023-24	2023 Geraldton Greenough Sunshine Festival	\$20,000

In June 2022 the City was advised that the 2022 Geraldton Greenough Sunshine Festival has been cancelled for a third consecutive year due to COVID-19. With large local events back up and running following COVID-19, further information was requested from GGSF regarding the decision to cancel the event and the delivery of the Sunshine Festival moving forward.

The City of Greater Geraldton received correspondence from the Geraldton Greenough Sunshine Festival (GGSF) in September 2022 as follows:

The decision to cancel this year's festival was made back around May when it looked like the COVID situation was getting worse with official reports saying another wave was likely. The committee didn't want to run a festival that potentially could be a super-spreader event infecting a large number of people. Also, there were a number of potential restrictions that made running the festival more expensive and logistically tricky. Eg fencing requirements, mask wearing, checking vaccination status and check-in procedures.

We had been in contact with other committees and they had told us that there was a lot of back and forth between them and the council due to the state rules being changed or updated on a regular basis. This made running those events far more stressful and time-consuming.

We do not have a COVID plan at this stage as the festival has been cancelled and feel that it was too much for our committee of volunteers to put in place.

At this stage, the committee feels that the festival will go ahead next year and it now looks like the restrictions are relaxing and the effects of the virus are not as severe as they were in the past, so we do not see any reason why the festival won't go ahead next year.

The committee is looking forward to running the festival and hopes to make a comeback with a large impact. We anticipate that the family fun day and float parade will be bigger and better than previous years as we think the Geraldton community will really get behind the event and support it after a break of 3 years. There is still a lot of goodwill for the Sunshine Festival amongst the Geraldton population and local businesses, and we hope to carry on for many years to come.

### **OFFICER RECOMMENDATION:**

That the Committee APPROVE the extension of the GGSF funding to 2024-25 with the following conditions:

1. Provision of a COVID Plan or Risk Management Plan for the 2023 Geraldton Greenough Sunshine Festival.
2. Provision of a full Budget for the 2023 Geraldton Greenough Sunshine Festival.
3. Provision of a full Program for the 2023 Geraldton Greenough Sunshine Festival.
4. If the 2023 Geraldton Greenough Sunshine Festival is cancelled, the 2023-24 funding will be withdrawn and no further extension to the term of funding will be offered.

### **COMMITTEE DECISION:**

**MOVED:**

**SECONDED:**

**7. Update on Awarded Community Funding**

Refer Attachment 5 – Awarded Community Funding Report.

This report has been developed to provide an update to the Committee on projects that have previously been awarded funding through the Community Grants, Community Project Support, Festival and Event Funding and Service Agreements programs.

This provides the status of all current funding including details for projects acquitted since the previous report in March 2022.

**COMMITTEE DECISION**

**MOVED:**

**SECONDED:**

**8. General Business**

Round 28 of the Community Grants Program will open 3 January 2023 with applications to be submitted by 22 February 2023. The Community Grants Committee Meeting will be held 28 March 2023.

**COMMITTEE DECISION**

**MOVED:**

**SECONDED:**

**9. Close**