



AGENDA

ORDINARY MEETING OF COUNCIL

24th June 2020
Commencing at 3:30pm

Council Chambers
Yougenup Road, Gnowangerup WA 6335

COUNCIL'S VISION


Gnowangerup Shire – A progressive, inclusive and prosperous community built on opportunity

Shire of Gnowangerup

NOTICE OF AN ORDINARY MEETING OF COUNCIL

Dear Council Member

The next Ordinary Meeting of the Shire of Gnowangerup will be held on Wednesday 24th June 2020, at the Gnowangerup Town Hall, Yougenup Road Gnowangerup, commencing at 3:30pm.



Signed: _____

Bob Jarvis
CHIEF EXECUTIVE OFFICER

Meaning of and CAUTION concerning Council's "In Principle" support:

When Council uses this expression it means that:

- (a) Council is generally in favour of the proposal BUT is not yet willing to give its consent; and*
- (b) Importantly, Council reserves the right to (and may well) either decide against the proposal or to formally support it but with restrictive conditions or modifications.*

Therefore, whilst you can take some comfort from Council's "support" you are clearly at risk if you act upon it before Council makes its actual (and binding) decision and communicates that to you in writing.



DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Gnowangerup for any act, omission or statement or intimation occurring during Council or committee meetings.

The Shire of Gnowangerup disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does so at that person's or legal entity's own risk.

In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Gnowangerup during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Gnowangerup.

The Shire of Gnowangerup advises that anyone who has any application lodged with the Shire of Gnowangerup shall obtain and should only rely on **written confirmation** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Gnowangerup in respect of the application.

These minutes are not a verbatim record but include the contents pursuant to Regulation 11 of Local Government (Administration) Regulations 1996.

Signed:  _____

Bob Jarvis
CHIEF EXECUTIVE OFFICER



DECLARATION OF INTEREST FORM

To: Chief Executive Officer
Shire of Gnowangerup
28 Yougenup Road
GNOWANGERUP WA 6335

I,(1) _____ wish to declare an interest in the following item to be considered by Council at its meeting to be held on (2) _____

Agenda Item(3) _____

The **type** of Interest I wish to declare is (4).

- Financial pursuant to Section 5.60A of the Local Government Act 1995
- Proximity pursuant to Section 5.60B of the Local Government Act 1995
- Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995
- Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007.

The **nature** of my interest is (5) _____

The **extent** of my interest is (6) _____

I understand that the above information will be recorded in the minutes of the meeting and placed in the Disclosure of Financial and Impartiality of Interest Register.

Yours sincerely

Signed

Date

Notes:

1. Insert your name (print).
2. Insert the date of the Council Meeting at which the item is to be considered.
3. Insert the Agenda Item Number and Title.
4. Tick box to indicate type of interest.
5. Describe the nature of your interest.
6. Describe the extent of your interest (if seeking to participate in the matter under S. 5.68 & 5.69 of the Act)..

DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE)

A Member, who has a Financial Interest in any matter to be discussed at a Council or Committee Meeting that will be attended by the Member, must disclose the nature of the interest:

- a) In a written notice given to the Chief Executive Officer before the Meeting or;
- b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- a) Preside at the part of the Meeting, relating to the matter or;
- b) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the Local Government Act 1995.

NOTES ON FINANCIAL INTEREST (NOTES FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest** in a matter. These notes will be included in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measured in money terms. There are exceptions in the Local Government Act 1995 but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc.), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
- 4. If in doubt declare.**
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The only exceptions are:
 - 6.1 Where the Councillor discloses the extent of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or
 - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the Local Government Act, with or without conditions.

INTERESTS AFFECTING IMPARTIALITY

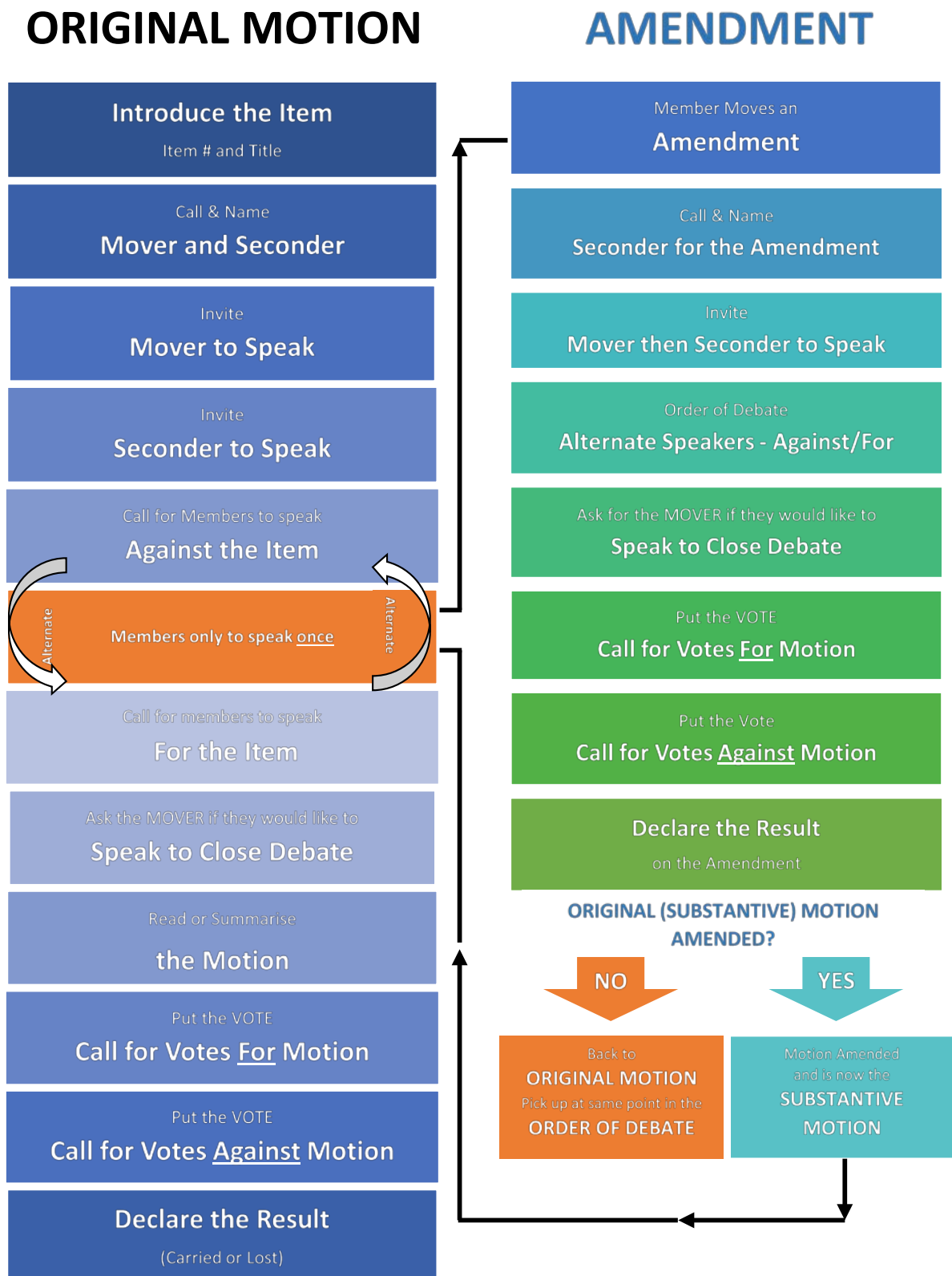
DEFINITION: An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'. A member who has an Interest Affecting Impartiality in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- (a) in a written notice given to the Chief Executive Officer before the Meeting; or
- (b) at the Meeting, immediately before the matter is discussed.

IMPACT OF AN IMPARTIALITY DISCLOSURE

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote. With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.

Process of Motions



Slight clarification of wording of motion: A minor amendment of the motion can be done at any time through the President with the approval of the Mover and the Secunder. The Minor amendment must be minuted.

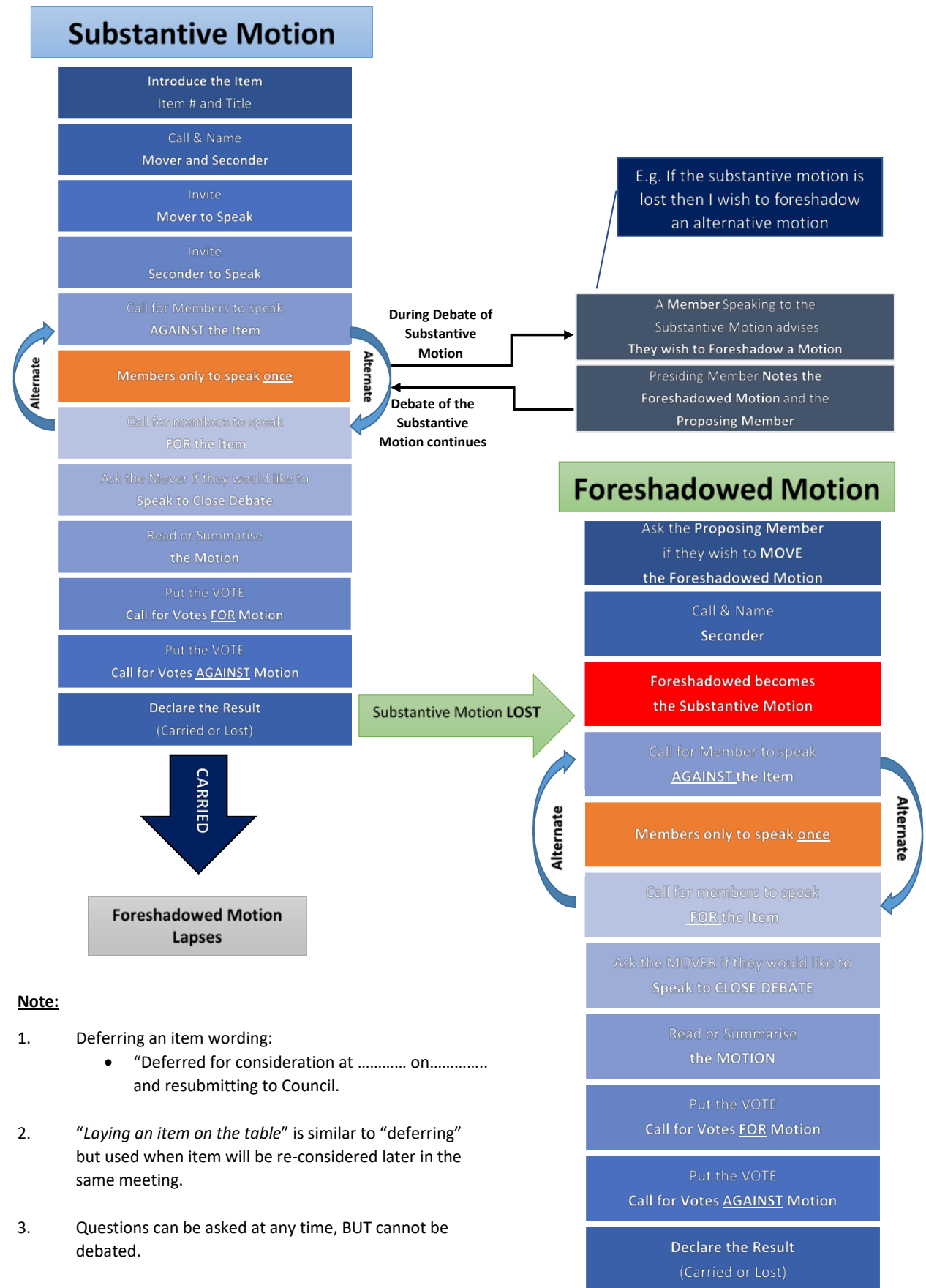


TABLE OF CONTENTS

OPENING PROCEDURES

1. OPENING AND ANNOUNCEMENT OF VISITORS	1
2. ACKNOWLEDGEMENT OF COUNTRY	1
3. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE	1
3.1. ATTENDANCE	1
3.2. APOLOGIES	1
3.3. APPROVED LEAVE OF ABSENCE	1
4. APPLICATION FOR LEAVE OF ABSENCE	1
5. RESPONSE TO QUESTIONS TAKEN ON NOTICE	1
6. PUBLIC QUESTION TIME	1
7. DECLARATION OF FINANCIAL INTERESTS AND INTERESTS AFFECTING IMPARTIALITY	1
8. PETITIONS / DEPUTATIONS / PRESENTATIONS	1
8.1. PETITIONS	1
8.2. DEPUTATIONS	1
8.3. PRESENTATIONS	1
9. CONFIRMATION OF PREVIOUS MEETING MINUTES	1
9.1. ORDINARY MEETING OF COUNCIL MINUTES 27 th MAY 2020	1
10. ANNOUNCEMENTS BY ELECTED MEMBERS WITHOUT DISCUSSION	2
10.1. ELECTED MEMBERS ACTIVITY REPORTS	2

REPORTS FOR DECISION

11. COMMITTEES OF COUNCIL	3
12. STRATEGY AND GOVERNANCE	3
12.1 DROUGHT COMMUNITIES EXTENSION PROGRAMME – FINAL GRANT SUBMISSION	3
13. CORPORATE SERVICES & COMMUNITY DEVELOPMENT	12
13.1 COMMUNITY FINANCIAL ASSISTANCE GRANTS SCHEME 2020/2021	12
13.2 SPORTING COMPLEXES OPERATIONAL SUPPORT 2020/21	161
14. INFRASTRUCTURE AND ASSET MANAGEMENT	166
15. STATUTORY COMPLIANCE	166
16. FINANCE	166
16.1 ACCOUNTS FOR PAYMENT AND AUTHORISATION – MAY 2020	166
16.2 MAY 2020 MONTHLY FINANCIAL REPORT	176
17. CONFIDENTIAL ITEMS	189

OTHER BUSINESS AND CLOSING PROCEDURES

18. URGENT BUSINESS INTRODUCED BY DECISION OF COUNCIL	189
19. MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	189
20. DATE OF NEXT MEETING	189
21. CLOSURE	189

OPENING PROCEDURES

1. OPENING AND ANNOUNCEMENT OF VISITORS

Shire President, Fiona Gaze welcomed Councillors, staff and visitors and opened the meeting at _____pm.

2. ACKNOWLEDGEMENT OF COUNTRY

The Shire of Gnowangerup would like to acknowledge the Goreng people who are the Traditional Custodians of this land. The Shire of Gnowangerup would also like to pay respect to the Elders both past and present of the Noongar Nation and extend that respect to other Aboriginals present.

3. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

3.1 ATTENDANCE

3.2 APOLOGIES

3.3 APPROVED LEAVE OF ABSENCE

4. APPLICATION FOR LEAVE OF ABSENCE

5. RESPONSE TO QUESTIONS TAKEN ON NOTICE

6. PUBLIC QUESTION TIME

7. DECLARATION OF FINANCIAL INTERESTS AND INTERESTS AFFECTING IMPARTIALITY

8. PETITIONS / DEPUTATIONS / PRESENTATIONS

8.1 PETITIONS

8.2 DEPUTATIONS

8.3 PRESENTATIONS

9. CONFIRMATION OF PREVIOUS MEETING MINUTES

9.1 ORDINARY MEETING OF COUNCIL MINUTES 27th MAY 2020

OFFICER RECOMMENDATION:

0620. That the minutes of the Ordinary Council Meeting held on 27th May 2020 be confirmed as a true record of proceedings.

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

10.1	ELECTED MEMBERS ACTIVITY REPORT
Date of Report:	24 th June 2020
Councillors:	Various

Attended the following meetings/events

REPORTS FOR DECISION

11. COMMITTEES OF COUNCIL

Nil

12. STRATEGY AND GOVERNANCE

12.1 DROUGHT COMMUNITIES EXTENSION PROGRAMME – FINAL GRANT SUBMISSION

Location: N/A
Proponent: N/A
File Ref: ADM0084
Date of Report: 16th June 2020
Business Unit: Strategy and Governance
Officer: Chief Executive Officer
Disclosure of Interest: Nil

ATTACHMENTS

Budget Table for the project: Relocation of Ongerup Child Care from asbestos clad unsuitable building to renovated Ongerup Sporting Complex.

PURPOSE OF THE REPORT

To seek Council's approval to submit an application for all of the projects summarised in this report to the Federal Government's Grant Communities Extension Project.

BACKGROUND

Council is aware that the Shire has been offered \$1million as a grant from the Federal Government as an extension of its Drought Communities Programme. At its Ordinary Meeting in March 2020 Council resolved the following:

0320.23 That Council:

- 1. Advises the community that any public projects put forward for Council's consideration for inclusion in the Drought Communities Programme Extension will not be considered unless they; not only meet the eligibility requirements of the Programme, but also demonstrate strong community support; and**
- 2. Advises the community that the Shire will be lodging projects that meet its current and future asset planning needs and/or contribute to securing the water security of the Shire, and because of the requirement to lodge all projects at the same time, and the end date of June 2021, by which time all projects must be completed, projects will need to be prepared and approved by Council prior to the end of the current financial year so that major capital projects can commence early enough to meet that deadline; and**

3. Will organise community consultation events in each town to assess their priorities for other projects for the grant - unless there is a prohibition imposed on public gatherings because of the Corona Virus pandemic in which case the Shire will seek an alternative consultation process.

UNANIMOUSLY CARRIED: 8/0

Indeed, COVID 19 restrictions were imposed shortly after this meeting which made it impossible to organise community meetings. The Shire posted public requests for projects which met the criteria and applicants were asked to demonstrate considerable community support.

Some projects which were submitted initially were the subject of correspondence to the Federal Department to seek clarification about eligibility and the advice received suggested strongly that these would not be approved because of land ownership issues and planning elements which were not eligible. There was initially an over subscription issue of around \$400,000, but with the projects excluded that did not qualify, and some adjustments by applicants, a final list which approximated \$1million dollars was presented to councillors at a workshop on the 11th June 2020 to confirm that these were the final projects for Council's approval.

Pursuant to Council's resolution of March 2020, the project list includes Shire developed projects which delivered on Water projects and asset priorities.

These projects are:

TOOMPUP DAM RENEWAL PROJECT

Construction of sand pads	\$12,000 local contractor
Supply of 2x 250kl tanks	\$40,000 quote
Solar pump, pipeline and tank plumbing	\$31,500 quote and local plumber
Dozer Hire	\$15,000 local contractor
Catchments and road grading	\$14,000 local contractor
TOTAL	\$112,500 EXC. GST

MAGITUP DAM RENEWAL PROJECT

Catchment and road repair	\$14,000 local contractor
Dozer hire Dam repair	\$50,000 local contractor
Plumbing and concrete work	\$17,500 local contractor
TOTAL	\$81,500 EXC. GST

GNOWANGERUP DEPOT WATER HARVESTING

Supply 1x250kl tank	\$20,000 quote
Construction of sand pads and plumbing	\$12,000 local contractor
TOTAL	\$32,000 EXC. GST

GNOWANGERUP PRECINCT RENEWAL

Renovation of public toilet block	\$78,623 formal quote provided
Historic old Police Station exterior painting	\$18,500 local contractor
Renovation and paint historic steam tractor	\$10,000 local contractor
TOTAL	\$107,123 EXC. GST

GNOWANGERUP CEMETERY PROJECT

Supply and construct toilet block with plumbing	\$53,727 formal quote provided
Fencing	\$11,550 formal quote provided
Path	\$2,880 formal quote provided
TOTAL	\$68,157 EXC. GST

PLAYGROUND AT GNOWANGERUP SPORTING COMPLEX

Essentials Timber Range playground	\$58,810 EXC. GST
------------------------------------	--------------------------

ADVERSE EVENT PLAN (MANDATORY)

Shire's insurer: design and development of plan	\$14,000 EXC. GST formal quote provided
---	--

TOTAL FOR SHIRE INITIATED PROJECTS: \$474,090

COMMUNITY INITIATED PROJECTS

AMELUP POTABLE WATER SUPPLY AND FIREFIGHTING TANK

Site works (Salt River School site)	\$2,800
290,362 litre tank with fittings including ladder	\$21,522 quote local supplier
Initial potable water fill including cartage	\$1,000
TOTAL	\$25,322 EXC. GST

BORDEN PAVILION MULTIPURPOSE SHED AND SHELTER

Electrical services	\$4,115.15 formal quote local supplier
12mx5m shed site prep and installation	\$16,950 formal quote local contractor
Supply of shed	\$15,263 formal quote supplier
2500l water tank	\$1,050 formal quote supplier
Cage Shelving	\$1,500 estimate
TOTAL	\$38,878 EXC. GST

**STIRLINGS TO WARPERUP BORDEN GROUP
BORDEN STREETScape PROJECT**

Landscape design	\$2,000	regional contractor quote
Sculptures x2 local artist	\$2,000	Quote provided
Garden mix	\$5,681.82	Quote provided
Freight	\$2,500	Quote provided
Native Mulch	\$4,090.91	Quote provided
Cartage	\$2,000	Quote provided
Labour	\$8,727.27	Quote provided
Machinery Hire	\$3,000	Quote provided
Grundfos Pressure Pump	\$5,160	Quote provided
Supply and install poly tank	\$3,318	Quote provided
Supply and install water pump	\$786	Quote provided
Irrigation system	\$7,790	
Travelling time contractor	\$563	
Trees 5x500 litre mature trees	\$3,000	
Plants 400 @\$5	\$2,000	
Labour	In kind Borden community	
LED lighting	\$1,200 quote included	
Plant signs	\$500 estimate	
Borden sign	\$500 materials only,	
Subtotal	\$54,817	
Contingencies for site issues	\$5,500	
TOTAL	\$60,317 EXC. GST	

AMELUP TOURISM COMMUNITY MARKETING CAMPAIGN

Development of material	\$5,500	
Photography and video	\$1,550	
Creating advertisements	\$24,000 (\$2,000 per month)	
Placement of media	\$24,000 (\$2,000per month)	
Editorial and cooperative advertising/product		
Promotion with local Tourism organisation	\$10,000 (will be matched \$for\$)	
Website and social platform inclusion	\$5,000 (matched \$for\$)	
Maps and walking and driving trail inclusions	\$5,000 (matched \$for\$)	
Trail tracker app for Stirling Ranges	\$50,000	
Search engine optimisation	\$2, 000	
All components are the subject of formal quotes received, \$ for \$ will be funded by The Amazing South Coast		
TOTAL	\$127,050 EXC. GST	

**NORTH STIRLING PALLINUP NATURAL RESOURCE GROUP
REPAIRS AND RENOVATION FOR SAFETY**

External works: painting and repairs	
Roof sheeting, gutter leaks, painting	
Awnings	\$10,490 formal quote
Internal works: replace ceilings, repair floors'	
Replace flooring, fixture and fittings repairs, painting	\$9,620 formal quote
Toilet with basin extension	\$18,000 formal quote
Landscape works; mulching weed control, plants	
Table and bird bath	\$5,000 (plus \$3,000 in kind)
TOTAL	\$43,110 EXC. GST

**RELOCATION OF ONGERUP CHILD CARE FROM ASBESTOS CLAD UNSUITABLE BUILDING TO
RENOVATED ONGERUP SPORTING COMPLEX**

(See attached table which outlines community support and donations for various parts of the project. Total project \$95,278)

TOTAL (FROM GRANT) \$73,335 with quotes provided

ONGERUP 2020 PLAN FOR THE FUTURE - STREETScape AND SIGNAGE WORKS

Water projects

Tanks x2	\$30,000
Pumps x2	\$1,500
Fittings	\$300
Labour	\$3,000

Signage

10 signs	\$4,300
Design	\$5,000
Installation	\$500
Entry Statements and labour	\$20,000
Entry Design	\$3,000
Installation	\$3,000

Main Street

Reticulation including labour	\$1,000
Mulch and new plants including labour	\$4,000
Tree pruning	\$4,000
Weed spraying chemicals and labour	\$4,000
Solar Light	\$600
Gazebo repairs materials and labour	\$500
New picnic bench	\$400

TOTAL \$85,100 EXC GST.

TOTAL COMMUNITY INITIATED GRANTS \$453, 112.00

PROJECT MANAGER

Necessary resource to manage delivery of all projects including liaison with suppliers and contractors, liaison with the funding body, and support for community groups involved with the project. Local employment opportunity on an as required basis (casual) with rate including payment in lieu of leave entitlements.

TOTAL **\$65,000**

SPECIALIST OVERSIGHT FOR WATER CONTRACTS

Purchase of specialist oversight with knowledge of catchment rehabilitation, and hydrologist.

Estimated cost based on contractors' rates provided **\$8,000**

FINAL GRANT TOTAL **\$1,000,202.00**

COMMENTS

The projects listed, once approved, will be submitted in one application, and it is understood from the experience of several Shires which have just lodged their applications that the Department staff are very supportive and assist in the process including seeking clarification of any matters prior to the application being finalised.

The projects, along with other major capital works from other grants and brought forward projects will need to be managed and will stretch staff resources. These include several additional major road projects, and a Community Water Supply project. It is necessary to employ some additional assistance to cover the projects in this application to ensure that the grant is acquitted properly and that purchasing probity and governance issues are covered. It should be noted that the grant guidelines provide for the employment of new staff for project management but does not include payment for existing shire staff.

CONSULTATION

Extensive advertising of the availability of the grant took place and with additional support from the CEO and other officers. This has resulted in a wide range of community projects being submitted for consideration. Further consultation took place to fine tune some projects.

LEGAL AND STATUTORY REQUIREMENTS

Grant funding guidelines apply as well as the Shire's procurement policy. The 2020/2021 budget will need to include the receipt of \$1million dollars and the corresponding expenditure.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Considerable capital and renewal works, and strategic water projects will be completed at little or no cost to the Shire in what is a major funding opportunity for the Shire and community.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Financial sustainability

Objective: To effectively plan for the funding and delivery of major projects.

Strategic Initiative: Effectively prioritise major capital projects to facilitate long-term financial sustainability.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

The large influx of funding for asset renewal and construction of Shire and community assets, as well as the positive contribution to securing the water future of the Shire, will have a significant positive impact on capacity.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council could choose alternative projects, or choose not to apply for all or part of the funding available. There is considerable time available if the Council wish to delete a project and develop a replacement. However, given that all projects have to be lodged at the same time and some community projects have an expectation that they will be able to start as soon as possible, there may be some community disappointment if the application is delayed.

CONCLUSION

It is recommended that the application be lodged as soon as possible so that projects can commence. There will be shortage of available contractors in the Great Southern given that all of our neighbouring Shires received a similar grant.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION:

0620 That Council:

- 1. Submits an application for \$1million dollars to the Federal Government's Drought Communities Extension Programme for the projects listed in this report, and**
- 2. Includes provision for the income from the grant, and expenditure for the projects, in the 2020/2021 budget**

Relocation of Child Care to Ongerup Sporting Complex Budget

	Shire Grant	Ong Community Centre	Complex Cont.	Volunteer Cont.	Other grants i.e. CBH	Comments
Demolition						
Strip internal features (bench seats, hooks, mirrors, partial brick wall)				\$250.00		2 people @ 1/2 day labour
Strip external features (existing fence and reuse later, 3x outside brick walls)				\$250.00		2 people @ 1/2 day labour
Remove concrete floor						*please see attached detailed quote from R.M. Smith & Sons Rural Builders
Remove Northern window and replace with sliding glass door with security grill						*please see attached detailed quote from R.M. Smith & Sons Rural Builders
Removal building materials & rubbish				\$500.00		2 people @ full day labour
Construction						
New Baby Sleeping Room (including closing in current veranda, re-concreting area, bricking up external walls, installing internal walls, dryline walls, painting)	\$22,935.00					*please see attached detailed quote from R.M. Smith & Sons Rural Builders
Additional Renovations (including installing glass sliding door & awning, kitchenette, insulating ceiling in main room, bricking in window)	\$22,257.00					*please see attached detailed quote from R.M. Smith & Sons Rural Builders
Electrical	\$8,700.00					*please see attached detailed quote from R.M. Smith & Sons Rural Builders
Fencing & gates	\$6,893.00					*please see attached detailed quote from R.M. Smith & Sons Rural Builders
Fire extinguisher			\$137.00			Not sure if we may need company that does Shire Contract
Paper towel & handwash dispensers			\$91.00			
Keylock all doors the same			\$380.00			Albany Security
Blinds & curtains incl. fire retardant material			\$1,400.00			Brocks, Albany
Floorcoverings carpet & mat inc installation & travel			\$1,500.00	\$700.00		Great Southern Flooring (Katanning) + carpet donation
Paving duct for storage			\$900.00			KA Paving
Pavers for above paving				\$500.00		Donated
Additional Electrical: external electrical box to be raised and earth cable to be moved outside the fenced area	\$800.00					
Painting bathrooms	\$3,800.00					Skeigh Weston (painter based in Ongerup)
Addition items not yet quoted (estimate only)						
Purchase & install 2 new flick mixers and install hand basin donated by Community	\$500.00			\$150.00		Oceanside Plumbing (Bremer Bay)
Sleep Room: change internal door so swinging inwards or slides (will depend on cost)	\$500.00					
Extra tiling around basins & tiling to overhead kitchen cupboards	\$200.00			\$100.00		Community donating tiles
Extra pool fencing new entry	\$1,000.00					
Skirting boards around main area	\$250.00					Use jarrah seat planks from changeroom

Patch lino & tiled floors where walls were			\$300.00			
Extend 2x toilet walls (floor to ceiling), install exhaust fans & lighting	\$1,500.00					
Child toilet seat & step up			\$50.00			
Rain water tank					\$3,000.00	
Miscellaneous						
Building fees	\$2,000.00					*please see attached detailed quote from R.M. Smith & Sons Rural Builders
Builders contingency	\$2,000.00					*please see attached detailed quote from R.M. Smith & Sons Rural Builders
Alter gateway for current playground to face Child Care and add gate				\$250.00		
Outdoor play equipment (swings etc.)					\$5,000.00	CBH Applications open 1- 31 August 2020
Microwave, kettle, crockery				\$180.00		
Cleaning equipment: vacuum cleaner, mop				\$270.00		
Bar Fridge			\$335.00			
Shade Sail		\$3,000.00				
Administration costs for committee				\$2,500.00		100 hours for 3 committee volunteers
First Aid Kit				\$200.00		
SUB TOTAL	\$73,335.00	\$3,000.00	\$5,093.00	\$5,850.00	\$8,000.00	Excludes GST

Grand Total

\$95,278.00

*Items in red have been altered from the original budget

13. CORPORATE SERVICES & COMMUNITY DEVELOPMENT

13.1 COMMUNITY FINANCIAL ASSISTANCE GRANTS SCHEME 2020/2021

Location:	Shire of Gnowangerup
Proponent:	Various
File Ref:	ADM0408
Date of Report:	12th June 2020
Business Unit:	Corporate Services & Community Development
Officer:	K Buchanan – Community Development Coordinator
Disclosure of Interest:	Gnowangerup Giant Tractor Group Committee Member

ATTACHMENTS

- Community Financial Assistance Grants Overview
- Community Financial Assistance Grant Applications 2020/2021 (**tabled separately**)

PURPOSE OF THE REPORT

For Council to consider the allocation of the 2020/2021 round of the Community Financial Assistance Grants scheme (CFAG).

BACKGROUND

CFAG funding is allocated for activities which show clear benefits for the local community. Applicants can apply for a CFAG in the annual funding round which takes place March – May each year, prior to confirmation of the annual budget. Successful CFAG applications are subject to acquittal and are required to meet a predetermined set of criteria.

COMMENTS

As per the attachments, Council has been provided with full copies of all CFAG applications for 2020/2021. Below is a summary of the Community Financial Assistance Grants applications that were received:

Full Organisation Name: Gnowangerup Community Resource Centre Inc
Title: Great Southern Arts Festival Opening Night
Requested Amount: \$500.00

Full Organisation Name: Ongerup and Needilup District Museum
Title: Maintenance and Improvements to Building
Requested Amount: \$3,920.00

Full Organisation Name: Gnowangerup Giant Tractor Group Inc
Title: Tractoberfest 2020 Transport/Bus Service
Requested Amount: \$3,654.50

Full Organisation Name: A Smart Start Great Southern Inc.
Title: A Smart Start Gnowangerup
Requested Amount: \$2,000.00

Full Organisation Name: Borden Pavilion Committee
Title: Borden X Cup 2021
Requested Amount: \$5,000.00

Full Organisation Name: North Stirling's Pallinup Natural Resources
Title: Pallinup River Monitoring
Requested Amount: \$11,317.60

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

A budget allocation of \$26,392.10 has been added to the 2020/21 draft budget.

STRATEGIC IMPLICATIONS

All Community Financial Assistance Grants have been required to align with objectives detailed in the *Shire of Gnowangerup Strategic Community Plan 2017 – 2027*. Part B question 5 of each application details the strategic alignment of each project/activity for which funds are being requested. All applications have been assessed using a multi-criterion analysis tool which includes a component related to strategic direction. All applications have received above average multi-criterion analysis scores for strategic alignment.

IMPACT ON CAPACITY

The CFAG Process allows the Shire to fund the provision of community driven and operated services and activities across the Shire. This structure for service delivery encourages greater community ownership of facilities and increases community participation in projects and events. Without this multiplier effect the Shire would not have the resources to deliver such a wide range of services across all three communities.

The mechanisms for the distribution of community funding, put in place by Council, ensure the equitable distribution of funds for community projects, activities and sport and recreation services across the Shire. This process provides high value for each dollar invested. Shire funds often form the basis for community groups to leverage additional funding for local activities from external funding bodies. This funding process allows the Shire to allocate its limited resources to high value activities that encourage and enhance local community activities.

RISK MANAGEMENT CONSIDERATIONS

The Shire has requested that all CFAG applicants consider the fact that licences and/or permits may be required for the activities and events they are undertaking. The Shire works closely with applicants to ensure that Occupational Health and Safety requirements have been considered,

however it is the responsibility of the applicant to maintain the health and safety of volunteers, staff and the general public and ensure any other matters of compliance have been adhered to.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

The 2020/2021 round of Community Financial Assistance Grants was greatly received by the community. It is recommended that the following projects are awarded the full amount requested:

Full Organisation Name: Gnowangerup Community Resource Centre Inc
Title: Great Southern Arts Festival Opening Night
Requested Amount: \$500.00

Full Organisation Name: Ongerup and Needilup District Museum
Title: Maintenance and Improvements to Building
Requested Amount: \$3,920.00

Full Organisation Name: Gnowangerup Giant Tractor Group Inc
Title: Tractoberfest 2020 Transport/Bus Service
Requested Amount: \$3,654.50

Full Organisation Name: A Smart Start Great Southern Inc.
Title: A Smart Start Gnowangerup
Requested Amount: \$2,000.00

Full Organisation Name: Borden Pavilion Committee
Title: Borden X Cup 2021
Requested Amount: \$5,000.00

Full Organisation Name: North Stirling's Pallinup Natural Resources
Title: Pallinup River Monitoring
Requested Amount: \$11,317.60

VOTING REQUIREMENTS

Absolute majority

OFFICER RECOMMENDATION

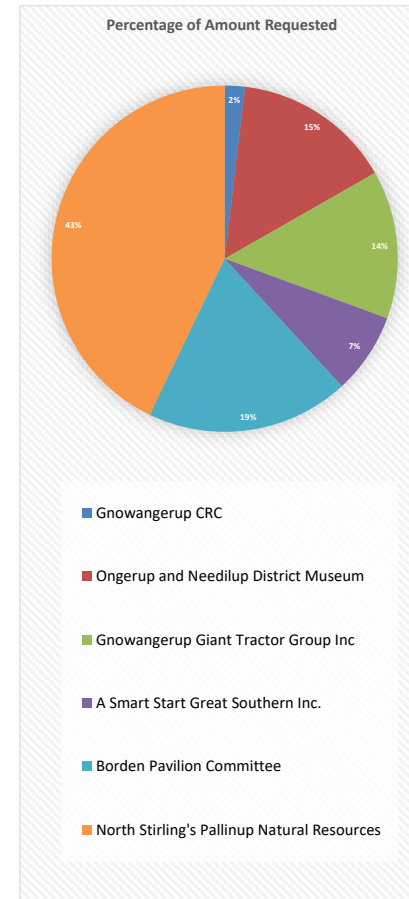
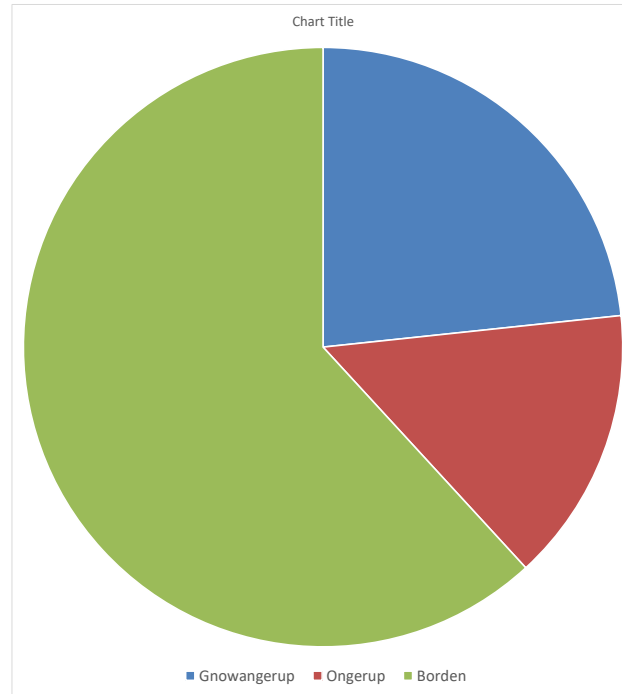
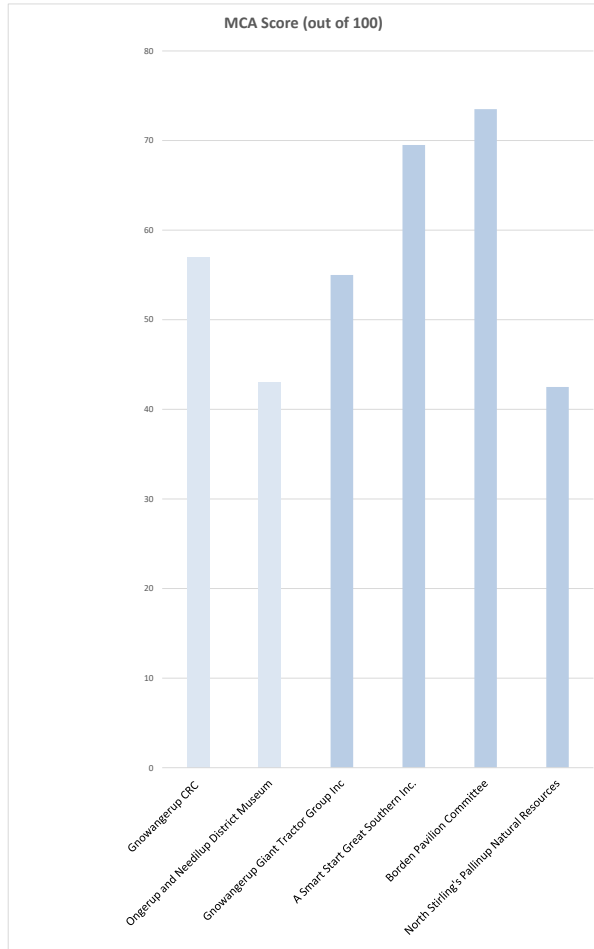
0620. That Council:

Consider the approval of the following Community Financial Assistance Grants amounts, subject to sufficient funds being available in the 2020/2021 annual budget for this purpose.

Applicant	Amount	Project Name
Gnowangerup Community Resource Centre Inc	\$500.00	Great Southern Arts Festival Opening Night
Ongerup and Needilup District Museum	\$3,920.00	Maintenance and Improvements to Building
Gnowangerup Giant Tractor Group Inc	\$3654.50	Tractoberfest 2020 Transport/Bus Service
A Smart Start Great Southern Inc	\$2,000.00	A Smart Start in the Shire of Gnowangerup
Borden Pavilion Committee Inc	\$5,000.00	Borden X Cup 2021
North Stirling's Pallinup Natural Resources	\$11,317.60	Pallinup River Monitoring
TOTAL	\$26,392.10	

Community Financial Assistance Grants 2020/21

Category	Group	Title Project	Shire funds for:	Community Benefits	Multi Criterion Analysis Score (out of 100)	Amount Requested 2020/21	Recommended	Amount Received Previously 19/20	Amount Received Previously 18/19	Amount Received Previously 17/18
Under \$500	Gnowangerup CRC	Great Southern Arts Festival Opening Night	Funding to hold an opening night and Peoples' Choice Award for the Annual Exhibition – Opening.	Art and Culture	57	\$ 500.00	\$ 500.00	\$500.00	\$ 500.00	\$ 500.00
\$501-\$5000	Ongerup and Needilup District Museum	Maintenance and Improvements to Building	Door replacement, lighting and power points.	Community Infrastructure	43	\$3,920.00	\$ 3,920.00	\$ -	\$ -	\$ -
	Gnowangerup Giant Tractor Group Inc	Tractoberfest 2020 Transport/Bus Service	To provide a Free bus service for patrons attending the 2020 Tractoberfest event.	Art and Culture	55	\$3,654.50	\$3,654.50	\$ -	\$ -	\$ -
	A Smart Start Great Southern Inc.	A Smart Start Gnowangerup	Birthday Books for kids across the Shire and funds to support 4 activities a year in Gnowangerup.	Educational	69.5	\$ 2,000.00	\$ 2,000.00	\$2,000.00	\$ 2,000.00	\$ 2,000.00
	Borden Pavilion Committee	Borden X Cup 2021	Increase spectators for sporting event - Securing a spectator bus from Albany to bring people to and from event. Advertise in newspapers.	Art and Culture	73.5	\$5,000.00	\$5,000.00	\$5,000.00	\$ -	\$ -
\$5001-\$20000	North Stirling's Pallinup Natural Resources	Pallinup River Monitoring	Deliver 14 additional strategically located water-monitoring /reference points	Educational	42.5	\$ 11,317.60	\$ 11,317.60	\$ -	\$ -	\$ -
Total						\$ 26,392.10	\$ 26,392.10			



PART A – APPLICANT AND ORGANISATION INFORMATION

1. Applicant's Details:

Name of Organisation: Gnowangerup CRC

Name of Applicant and position: Janean Moulden Events CO-Ordinator

Name of Chairperson/Chief Executive Officer: Lola Hayward.

Postal Address: 47 Youngenup road.

Telephone: 0898271635

Email: tourism

Website: www.gnowangerup

2. Requested grant amount (up to \$500): \$500_____

If your organisation is incorporated – Please go to question 5

If your organisation is NOT incorporated – please answer question 4 then 5

3. Tick the box which best describes the organisation:

Incorporated, not-for-profit

Individual or Community Group (non – incorporated but auspiced by an incorporated body)

Commercial / For Profit (undertaking a not for profit activity)

4. Auspice Body (IF APPLICABLE)

A sponsoring body is where an eligible organisation applies for a grant on your behalf. If the application is successful, the sponsoring organisation is responsible for abiding by the Terms and Conditions as stated in the Guidelines, for keeping financial records and providing a financial acquittal of the grant.

Confirmation in writing is required from the sponsoring body.

Sponsoring Organisation: _____

Contact Person: _____

Address: _____

Phone: _____ Email: _____

5. Organisation's ABN: 61514051182

5.1. Is your organisation registered for GST?

YES



NO

*You must attach a copy of the Incorporation certificate (or that of the auspicing body)

6. Does your Organisation involve volunteers? How many and in what roles do they serve?

Yes, anywhere from 2-10. Various roles.

What is the main purpose and funding sources for your organisation?

Community based organisation for the use of all members of the community. Funding is from DPIRD and donations.

Who are your main clients/service users?

The community as whole

7. Has your organisation received a grant from Council in the past 3 years? If so, please give details.

Year	Amount	Project Funded
2020	\$5000	The Summer Fair.
2019	\$500	Great Sothern Arts Festival opening night.
2020	\$5000	The Summer fair.

7.1. Has this grant been reported on and acquitted? YES NO N/A

Successful applicants will be required to invoice the Shire of Gnowangerup before payment can be made. Please outline your preferred payment method on the invoice.

PART B – DETAILS OF THE PROJECT/EVENT

1. Name of the project/event: Great Southern Arts festival, Opening Night. _____

2. Brief summary of the project/event (include details of what the Community Grant will be used for):

_The CRC will be hosting the Great Southern arts trail opening night. The Grant will be used to supply a light supper for those attending. _____

Where will your project/event be held?

GNOWANGERUP:

BORDEN:

ONGERUP:

AMELUP

OTHER: Please specify _____

Start date: 3rd October _____ End Date: ___13th October___ Venue: _Gnowangerup CRC_____

3. In which category does your project fall? (You may tick more than one box)

Sport and Recreation		Art and Culture	<input checked="" type="checkbox"/>
Senior Citizens or Youth or Children		Education	
Environment		Health and Welfare	
Town Enhancement/Infrastructure		Tourism	

4. What area of the Shire's Strategic Community Plan does your project align with? Please tick box(s)

Health and Wellbeing

- Health, Education and Family Support Services
- Participation in Sport, Recreation and Leisure
- Supportive Community
- Safe Community

Built Environment

- Planning and Development
- Safe and Reliable Transport
- Attractive Townscapes and Streetscapes
- Service Related Assets that Support Community Needs
- Sustainable Asset and Infrastructure Base

Natural Environment

- Protected Natural Environment
- Water Security
- Sustainable Waste Management

Local Economy and Business

- Vibrant and Growing Economic Base
- Providing Local Employment
- Growing Tourism Industry

Note: the **Governance** section of the current Strategic Community Plan is not applicable to CFAG.

5. What are the main aims and intended outcomes of your project/event? In particular, how will it benefit the community (long term and short term)?

Our main goal is to encourage the community to create some art to display. We also encourage artists from outside of Gnowangerup to also participate in showing of their creative skill's. We believe that this brings the community together in a positive way, as it gives them something different to look forward to each year.

6. Is your project/event open and accessible to the wider community?

YES NO N/A

7. Does your project encourage participation from disadvantaged groups in the community?

YES NO N/A

8. How will the progress of your event/project be monitored and its effectiveness evaluated E.g. satisfaction surveys, measure community connectedness, disability access etc?

We conduct community based survey's with every event we hold.

9. Have any partnerships, sponsorships and other funding sources been sought to assist with the project/event? If yes, please give details and whether funding approved includes in-kind contributions).

YES NO N/A

10. Where required, have you applied for all relevant licences, permits and approvals? *i.e Road Closure approval, storefront stall permit, event insurance etc.*

YES NO N/A

Licence/permit/approval	Date approved/pending

11. How will you make sure your event/project/activity is designed to incorporate disability access and inclusion principles? Tick the box(s) with applicable statements about your project's access and inclusion.

- People with disability have the same opportunities as other people to access or take part in the project/event/service offered.
- People with disability have the same opportunities as other people to access the buildings and other facilities associated with the project/event/service offered.
- People with disability receive information about the project/event/service offered in a format that will enable them to access the information as readily as other people are able to access it.
- People with disability have the same opportunities as other people to be a volunteer with your organization.

12. If successful in your funding application, how will you promote the Gnowangerup Shire during your project or at your event? Tick applicable option (s).

**Please email a copy of your event details and flier to the Community Development Coordinator, Kirsty Buchanan at kirsty.buchanan@gnowangerup.wa.gov.au*

- Event/Project details on Shire website and Facebook page (Note: this is a grant requirement.)
 - Display Shire Banner
 - Shire Logo on all promotional material
 - Announcement by MC / Event Host
 - Acknowledgement in media (Radio, TV and Print)
 - Acknowledgment on Social Media (if applicable)
 - Acknowledgement Plaque
 - Invitation for a staff member or Councillor to attend the opening/event
 - Other (please specify)
-

13. Will your organisation promote the Act Belong Commit Campaign (optional)?

YES NO N/A

The Shire is an Act Belong Commit Campaign Partner Site and has access to a range of merchandise and information about ways to improve mental health and wellbeing. The Shire is committed to supporting the community to actively maintain their mental health by promoting the Act Belong Commit message. Applicants can work with the Shire to promote the Act Belong Commit messages at Shire funded events and activities.

Please contact the Shire for further information about how you can access free merchandise and information to use as part of your project. Please note that all Act Belong Commit support is subject to availability and negotiation between the Shire and the applicant.

For more information visit <http://www.actbelongcommit.org.au/>



PART C – FINANCIAL INFORMATION/PROJECT BUDGET

- Applicants are required to provide details of how the grant will be spent and detail any other income or support the project will receive.

PROJECT INCOME	AMOUNT (\$)
Earned Income (E.g. ticket sales, merchandise etc)	
Subtotal	0
Other Project income (E.g Other grant funding)	\$
Subtotal	0
Your Organisation's Financial Contribution (please itemise)	\$
Subtotal	0
Fundraising, Sponsorship, Cash donations (please itemise)	\$
Subtotal	0
TOTAL INCOME (Exclusive of Community Grant)	0
Requested Community Grant	500
TOTAL INCOME	500

PROJECT EXPENDITURE	AMOUNT (\$)
Professional Fees (E.g on costs, travel, accommodation)	
Subtotal	0
Production Costs (E.g materials, venue hire, equipment)	\$
Venue Hire	129.00
Light Supper	250.00
Subtotal	379.00
Administration Costs (Wages, fees, licences, stationary)	\$
Subtotal	0
Marketing, Promotion and Documentation (please itemise)	\$
Advertising	121.00
Subtotal	121.00

NOTE: The total INCOME and EXPENDITURE columns should total the same.

TOTAL EXPENDITURE	500
--------------------------	------------

PART D – CHECKLIST AND DECLARATION

✓	Please attach any additional information about your organisation or project that would support your application. Please read, tick ALL boxes and sign where indicated.
✓	I have contacted the Shire of Gnowangerup to discuss my application prior to submission.
✓	I have read and agree to the funding requirements/guidelines, have answered all questions and completed the budget as accurately as possible.
✓	I acknowledge that I am authorised to make this application on behalf of the organisation.
✓	I acknowledge that the information in this application is true and correct.
✓	I acknowledge I may be required to supply further information prior to consideration of this application by the Shire of Gnowangerup.
✓	I acknowledge that I will complete the acquittal report and submit it by June 30 2020 .
✓	I give the Shire of Gnowangerup permission to promote this Quick Community Grant as part of any communications and public relations activities.
✓	I acknowledge I have allowed for six weeks' notice before my project/event (retrospective payments for a previously run event or paid for project are not permitted).
✓	I have attached a copy of the Certificate of Incorporation or a copy of the auspicing organisation's Certificate of Incorporation.

1. Declaration

On behalf of Gnowangerup CRC I declare that the information provided in this application is complete and correct and the application has the full endorsement of the current executive. We have read the funding guidelines and agree to abide by these should this application be successful.

Signature

Janean Moulden

23/04/2020

Date

Print Name

Please post, email or deliver your completed application form to:

Chief Executive Officer

Shire of Gnowangerup

28 Yougenup Road, Gnowangerup WA 6335

Email: gnpshire@gnowangerup.wa.gov.au

BORDEN PAVILLION COMMITTEE – Borden X Games - \$5000

SCORE: 73.5

Community Financial Assistance Grants

Multi Criterion Analysis

		Score (out of 10)	Weight	Adjusted Score
Strategic alignment	1. Contribution to achievement of the Shire's Strategic Plan for the Future	8	15%	12
	2. Community Benefit	8	5%	4
Community benefit	1. Increased/improved delivery of services and measured deliveries	6	15%	9
	2. Community expectation	8	5%	5
Resourcing	1. Financial capability	7	15%	10.5
	2. Recurrent costs	4	5%	2
	3. Human resourcing	10	5%	5
	4. Physical resourcing?	10	5%	5
Risk exposure	1. Measure of risk to the Shire	6	15%	9
	2. Measure of risk to the community	8	15%	12
TOTAL SCORE (out of 100)				73.5

Multi Criteria Analysis (MCA) Tool for Project Prioritisation

1. STRATEGIC ALIGNMENT		Weighting = 20%
CRITERIA	PARAMETERS	COMMENT
<p>1.1 Meets the Strategic Intent of the Shire's current Strategic Plan</p> <p>Does the project align with the strategic intent of the current Strategic Plan</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon linkage to the Strategic Plan</p> <p>0 = No linkage</p> <p>2 = Minimal - Project is not core business or does not match the strategic intent of the Strategic Plan</p> <p>4 = Minor contribution (contributes with other projects, to a strategy which supports Strategic Plan)</p> <p>6 = Intermediate contribution (contributes to the achievement of a strategy that supports the Strategic Plan)</p> <p>8 = Major contribution (project core to the achievement of a key element of the Strategic Plan)</p> <p>10 = Fundamental to achievement of strategic intent of more than one key element of the Strategic Plan</p>	<p>Assess the projects strategic alignment, that is, whether it meets the strategic intent of one or more of the key elements of the Shire's current Strategic Plan.</p>
<p>1.2 Community Benefit</p> <p>Will the project impact positively on the wider community?</p> <p>Weighting = 5%</p>	<p>Score 0-10</p> <p>0 = No wider community benefit</p> <p>2 = Minimal - Project has minimal benefit for the wider community</p> <p>4 = Minor contribution (minor benefit for the wider community)</p> <p>6 = Intermediate contribution (contributes to the benefit for the wider community)</p> <p>8 = Major contribution (project is identified as a major strategy to benefit the wider community)</p> <p>10 = Significantly benefits the entire community.</p>	<p>Assess benefit of the project for the wider community.</p> <p>Does the project reach hard to reach groups?</p> <p>Will the project benefit multiple demographics?</p>

2. COMMUNITY BENEFIT		Weighting = 20%
CRITERIA	PARAMETERS	COMMENT
<p>2.1 Increased/improved delivery of services</p> <p>Will there be an increased or improved level of program or service with the introduction of the project, and does the program have clearly identified and measured deliverables?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the benefit to the community</p> <p>0 = No improvements to the community 2 = Minimal - improvements to a neighbourhood or group 4 = Minor - improvements to locality or small number of groups 6 = Intermediate - improvements across a number of groups or district 8 = Major - improvements across a large number of groups or a whole district 10 = Benefits are community wide</p>	<p>Assess the impact on community of improved delivery of service</p>
<p>2.2 Community Expectation</p> <p>Is there an expectation on behalf of the community that this project will commence and be completed for the Shire community?</p> <p>Weighting = 5%</p>	<p>Score 0-10</p> <p>0 = No expectation to proceed 2 = Minimal - limited expectation within the community 4 = Minor - expectation by local groups within the locality 6 = Intermediate - expectation across a number of groups within the locality 8 = Major - expectation across a large number of groups within the shire 10 = Community wide expectation across the whole shire that the project will commence</p>	<p>Assess the level of community expectation that the project will commence</p>

3. RESOURCING		Weighting = 30%
CRITERIA	PARAMETERS	COMMENT
<p>3.1 Financial Capability</p> <p>Does the Applicant have the financial resources to undertake this project?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the % of external funding (Guaranteed) or Reserve Account funding</p> <p>0 = 0% external funding 1 = 10% external funding 2 = 20% external funding 3 = 30% external funding 4 = 40% external funding 5 = 50% external funding 6 = 60% external funding 7 = 70% external funding 8 = 80% external funding 9 = 90% external funding 10 = 100% external funding</p>	<p>Assess the financial capacity of the applicant to conduct this project.</p> <p><i>Projects with external, guaranteed funding would score more positively, depending on %, as this means less call on Shire funds. However, ongoing future costs for the project need to be identified.</i></p>
<p>3.2 Recurrent Costs</p> <p>Will the project require recurrent funding from the Shire in future years?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon recurrent cost as a % of total project cost (over 3 years)</p> <p>10 = no recurrent funding 8 = less than 5% recurrent funding 6 = less than 25% recurrent funding 4 = less than 50% recurrent funding 2 = less than 75% recurrent funding 0 = more than 75% recurrent funding</p>	<p>Assess the impact of the ongoing cost of the project.</p> <p><i>Projects with low recurrent costs would score more positively, depending on %, as this means less call on Shire funds.</i></p>
<p>3.2 Human Resourcing</p> <p>Will the project require involvement of Shire staff or additional Shire human resources to ensure it is developed and implemented?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon the level of human resourcing required</p> <p><i>Resource Involvement</i></p> <p>10 = Minimal (most work to be done by project proponent) 8 = Minor - small number of shire staff involved across the Shire 6 = Intermediate - significant number of Shire staff involved across the Shire 4 = Major - substantial involvement of shire staff across the Shire. 2 = Organisation-wide involvement of all Shire staff or a number of new staff required.</p>	<p>Assess the benefits and impact of the project on Shire resources.</p> <p><i>Projects with less in-kind commitment from the Shire will rate higher.</i></p>
<p>3.3 Physical Resourcing</p> <p>Will the project require additional physical resources (facilities, equipment etc.) to ensure it is developed and implemented?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon the level of physical resources</p> <p>10 = Minimal - minimal level of resources required 8 = Minor – requires minor use of facilities or equipment 6 = Intermediate – significant use of facilities or equipment 4 = Major - substantial use of facilities or equipment 2 = Total new facilities required 0 = Total new facility and ongoing resources required (e.g. on-going maintenance).</p>	<p>Assess the level of physical resourcing from the Shire (in-kind or paid) e.g. facilities, equipment, system support, etc required for the project.</p>

4. RISK EXPOSURE		
Weighting = 30%		
CRITERIA	PARAMETERS	COMMENT
<p>4.1 Measure the risk to the Shire if the project does NOT commence</p> <p>Will there be risks to the Shire if the project does NOT commence?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the level of impact on the Shire</p> <p>10 = Very high risk - organisational integrity or statutory compliance depends on the project</p> <p>8 = Significant risk</p> <p>6 = Moderate risk</p> <p>4 = Minor risk</p> <p>2 = Negligible risk</p> <p>0 = No risk</p>	<p>Assess the consequences to the Shire if the project does not commence.</p> <p><i>Projects that mitigate risks are given a higher priority than other projects. For example, complying with legislation will score highly. Has a risk analysis been considered for the project?</i></p>
<p>4.2 Measure the risk to the community if the project does not commence</p> <p>Will there be risks to the community if the project does NOT commence?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the impact upon the community</p> <p>10 = Severe risk</p> <p>8 = Significant risk</p> <p>6 = Moderate risk</p> <p>4 = Minor risk</p> <p>2 = Negligible risk to community</p> <p>0 = No risk to community</p>	<p>Assess the consequences to the community if the project does not commence.</p> <p><i>Projects that mitigate risks to the community are rated highly. For example, addressing a Safety & Health issue in a public venue will score highly.</i></p>

PART A – APPLICANT AND ORGANISATION INFORMATION

1. Applicant’s Details:

Name of Organisation: Ongerup and Needilup District Museum
Name of Applicant and position: Judy Major. Secretary
Name of Chairperson/Chief Executive Officer: Sandy Vaux. Chairperson
Postal Address: PO Box 90 Ongerup WA 6336
Telephone: 0427356020
Email: jkm@westnet.com.au
Website:

2. Requested grant amount (\$501 -\$5,000): \$ 3,920.00
If your organisation is incorporated –Please go to question 5

If your organisation is NOT incorporated – please answer question 4 then 5

3. Tick the box which best describes the organisation:

- Incorporated, not-for-profit
- Individual or Community Group (unincorporated but Auspiced by an incorporated body)
- Commercial / For Profit (undertaking a not for profit activity)

4. Auspice Body (IF APPLICABLE)

A sponsoring body is where an eligible organisation applies for a grant on your behalf. If the application is successful, the sponsoring organisation is responsible for abiding by the Terms and Conditions as stated in the Guidelines, for keeping financial records and providing a financial acquittal of the grant.

Confirmation in writing is required from the sponsoring body.

Sponsoring Organisation: _____

Contact Person: _____

Address: _____

Phone: _____ Email: _____

5. Organisation’s ABN:

5.1. Is your organisation registered for GST? YES NO

***You must attach a copy of the Incorporation certificate (or that of the Auspicing body)**

6. Does your Organisation involve volunteers? How many and what roles do they serve?

The Ongerup and Needilup Museum is made up entirely of volunteers.

They make up the Committee that runs the Association in accordance with the Associations Incorporation Act 2015.

They maintain and care for the Museum and it's surrounds and any educational exhibits it carries out.

7. What is the main purpose and funding sources for your organisation?

The Association's purpose is to collect, preserve, interpret, display or store items which relate to the history of the area.

Each year the Museum Committee facilitates a Wildflower Show and charges a nominal entry fee and this is our only funding source.

8. Who are your main clients / service users?

Travelling visitors and local residents.

9. Has your organisation received a grant from Council in the past 3 years? If so, please give details.

Year	Amount	Project Funded
2018	\$500.00	Items for use during the Wildflower Show. Small fridge, kettle, large urn.

9.1. Has this grant been reported on and acquitted? YES NO N/A

Successful applicants will be required to invoice the Shire of Gnowangerup before payment can be made. Please outline your preferred payment method on the invoice.

PART B – DETAILS OF THE PROJECT/EVENT

1. Name of the project/event: Maintenance and Improvement to Buildings

2. Brief summary of the project/event (include details of what the Community Grant will be used for):
The central building maintains the herbarium wildflower data base and is the display area for the Wildflower Show (part of the Bloom Festival). The railway carriages display the static history of the area and the donga holds the curator's research information. These buildings require an electrical and lighting upgrade. The Cumuldarnup house entrance doors need replacing as they are no longer weather proof. That building displays natural history and Noongar culture.

3. When and where will your project/event be held?

GNOWANGERUP: BORDEN: ONGERUP: AMELUP

OTHER: Please specify

Start date: 31.08.20 End Date: 18.09.20 Venue: Museum Buildings

4. In which category does your project fall? (You may tick more than one box)

Sport and Recreation		Art and Culture	x
Senior Citizens or Youth or Children		Education	x
Environment	x	Health and Welfare	
Town Enhancement/Infrastructure	x	Tourism	x

5. What area of the Shire’s Strategic Community Plan does your project align with? Please tick box(s)

Health and Wellbeing

- Health, Education and Family Support Services
- Participation in Sport, Recreation and Leisure
- Supportive Community
- Safe Community

Built Environment

- Planning and Development
- Safe and Reliable Transport
- Attractive Townscapes and Streetscapes
- Service Related Assets that Support Community Needs
- Sustainable Asset and Infrastructure Base

Natural Environment

- Protected Natural Environment
- Water Security
- Sustainable Waste Management

Local Economy and Business

- Vibrant and Growing Economic Base
- Providing Local Employment
- Growing Tourism Industry

Note: the **Governance** section of the current Strategic Community Plan is not applicable to CFAG.

6. What are the main aims and intended outcomes of your project/event? In particular, how will it benefit the community (long term and short term)?

To preserve and maintain the Museum's buildings and historical items.

To respect the past, present and future development of the local community.

To continue to exhibit this history to the local community and to the visitors who travel through.

7. Is your project/event open and accessible to the wider community?

YES NO N/A

8. Does your project encourage participation from disadvantaged groups in the community?

YES NO N/A

9. How will the progress of your event/project be monitored and its effectiveness evaluated E.g. satisfaction surveys, measure community connectedness, disability access, etc.?

Our project is a one-off maintenance task. The Chairperson will be liaising with the contractors and monitoring progress.

The project's effectiveness will be immediately evaluated because it is expected to successfully provide better lighting, a safer electricity supply and stop weather damage.

10. Have any partnerships, sponsorships and other funding sources been sought to assist with the project/event? If no, please explain why not. If yes, please give details and whether funding approved includes in-kind contributions.

No.

The Committee chose to make this application as we represent a small volunteer group that is trying to maintain and promote a community asset.

11. Where required, have you applied for all relevant licences, permits and approvals? *i.e Road Closure approval, storefront stall permit, event insurance, etc.*

YES NO N/A

Licence/permit/approval	Date approved/pending

12. How will you make sure your event/project/activity is designed to incorporate disability access and inclusion principles? Tick the box(s) with applicable statements about your project’s access and inclusion.

- People with disability have the same opportunities as other people to access or take part in the project/event/service offered?
- People with disability have the same opportunities as other people to access the buildings and other facilities associated with the project/event/service offered?
- People with disability receive information about the project/event/service offered in a format that will enable them to access the information as readily as other people are able to access it?
- People with disability have the same opportunities as other people to be a volunteer with your organization.

13. If successful in your funding application, how will you promote the Gnowangerup Shire during your project or at your event? Tick applicable option (s)

**Please email a copy of your event details and flier to the Community Development Coordinator, Kirsty Buchanan at kirsty.buchanan@gnowangerup.wa.gov.au*

- Event/Project Details on Shire website and Facebook page (Note: this is a grant requirement.)
- Display Shire Banner
- Shire Logo on all promotional material
- Announcement by MC / Event Host
- Acknowledgement in media (Radio, TV and Print)
- Acknowledgment on Social Media (if applicable)
- Acknowledgement Plaque
- Invitation for a staff member or Councillor to attend the opening/event ...view at any stage or on completion
- Other (please specify)
 As part of the Bloom Festival advertising.....

14. Will your organisation promote the Act Belong Commit Campaign (optional)?

YES NO N/A

The Shire is an Act Belong Commit Campaign Partner Site and has access to a range of merchandise and information about ways to improve mental health and wellbeing. The Shire is committed to supporting the community to actively maintain their mental health by promoting the Act Belong Commit message. Applicants can work with the Shire to promote the Act Belong Commit messages at Shire funded events and activities.

Please contact the Shire for further information about how you can access free merchandise and information to use as part of your project. Please note that all Act Belong Commit support is subject to availability and negotiation between the Shire and the applicant.



For more information visit <http://www.actbelongcommit.org.au/>

PART C – FINANCIAL INFORMATION/PROJECT BUDGET

Applicants are required to provide details of how the grant will be spent and detail any other income or support the project will receive.

- Please attach a copy of two (2) quotes for single expenditure items over \$3,000.

PROJECT INCOME	AMOUNT (\$)
Earned Income (E.g ticket sales, merchandise etc)	
Subtotal	
Other Project income (E.g Other grant funding)	\$
Subtotal	
Your Organisation's Financial Contribution (please itemise)	\$
Subtotal	
Fundraising, Sponsorship, Cash donations (please itemise)	\$
Subtotal	
TOTAL INCOME (Exclusive of Community Grant)	
Requested Community Grant	3,920.00
TOTAL INCOME	3,920.00

PROJECT EXPENDITURE	AMOUNT (\$)
Professional Fees (E.g on costs, travel, accommodation)	
Subtotal	
Production Costs (E.g materials, venue hire, equipment)	\$ 3,920.00
Subtotal	3,920.00
Administration Costs (Wages, fees, licences, stationery)	\$
Subtotal	
Marketing, Promotion and Documentation (please itemise)	\$
Subtotal	3,920.00

NOTE: The total INCOME and EXPENDITURE column should total the same.

TOTAL EXPENDITURE	3,920.00	inc GST
--------------------------	----------	------------

PART D – CHECKLIST AND DECLARATION

✓	Please attach any additional information about your organisation or project that would support your application. Please read, then tick ALL boxes and sign where indicated.
✓	I have contacted the Shire of Gnowangerup to discuss my application prior to submission.
✓	I have read and agree to the funding requirements/guidelines, have answered all questions and completed the budget as accurately as possible.
✓	I acknowledge that I am authorised to make this application on behalf of the organisation.
✓	I acknowledge that the information in this application is true and correct.
✓	I acknowledge I may be required to supply further information prior to consideration of this application by the Shire of Gnowangerup.
✓	I acknowledge that I will complete the acquittal report and submit it by June 30 2020.
✓	I give the Shire of Gnowangerup permission to promote this Community Grant as part of any communications and public relations activities.
✓	I acknowledge I have allowed for six weeks' notice before my project/event (retrospective payments for a previously run event or paid for project are not permitted).
✓	I have attached two (2) quotes for single item expenditure over \$3,000.
✓	I have attached a copy of the Certificate of Incorporation or a copy of the auspicing organisation's Certificate of Incorporation.

15. Declaration

On behalf of Ongerup & Needilup Museum (name of organisation), I declare that the information provided in this application is complete and correct and the application has the full endorsement of the current executive. We have read the funding guidelines and agree to abide by these should this application be successful.

J.C. Major

Signature



15 / 05 / 2020

Date

Judy Major

Print Name

Please post, email or deliver your completed application form to:

Chief Executive Officer

Shire of Gnowangerup

28 Yougenup Road, Gnowangerup WA 6335

Email: gnpshire@gnowangerup.wa.gov.au

17



Our Ref: Job No. 1722900
Enquiries: Telephone 1300 30 40 74

08 August 2018

Ms Judy Major
PO Box 90
ONGERUP WA 6336

By Email jkm@westnet.com.au

Dear Ms Major,

ASSOCIATIONS INCORPORATION ACT 2015
ONGERUP AND NEEDILUP DISTRICT MUSEUM (INC.) - A1000057C

I refer to the Notice of Special Resolution received by this office on 07 August 2018. The amendments to ONGERUP AND NEEDILUP DISTRICT MUSEUM (INC.)'s rules have been accepted effective 08 August 2018 and placed on our records.

Should you require any further information in relation to this matter please contact the Associations Registration staff on 1300 30 40 74.

Yours sincerely

for
Commissioner for Consumer Protection

QUOTE

Ongerup Museum

Date
5 May 2020

Expiry
4 Jun 2020

Quote Number
QU-0184

ABN
42 630 440 774

JERRAMUNGUP
ELECTRICAL
SERVICE
PO BOX 123
JERRAMUNGUP
WA 6337
jmpelectrical@bigpon
d.com
EC004534
08 98351171
ABN: 42630440774

Item	Description	Quantity	Unit Price	GST	Amount AUD
	changeover 12 x old lights to new Led in main shed	1.00	1,600.00	10%	1,600.00
	add 3 new power points to the main shed to get rid of multiple extension leads with one being a dedicated circuit for the donga	1.00	950.00	10%	950.00
	replacement of 6 x old batten lights with new Led in the train carriage	1.00	450.00	10%	450.00
Subtotal					3,000.00
TOTAL GST 10%					300.00
TOTAL AUD					3,300.00

Ongerup and Needilup District Museum Improvements - \$3920.00

SCORE: 43

Community Financial Assistance Grants

Multi Criterion Analysis

		Score (out of 10)	Weight	Adjusted Score
Strategic alignment	1. Contribution to achievement of the Shire's Strategic Plan for the Future	4	15%	6
	2. Community Benefit	6	5%	3
Community benefit	1. Increased/improved delivery of services and measured deliveries	4	15%	6
	2. Community expectation	2	5%	1
Resourcing	1. Financial capability	0	15%	0
	2. Recurrent costs	10	5%	5
	3. Human resourcing	10	5%	5
	4. Physical resourcing?	10	5%	5
Risk exposure	1. Measure of risk to the Shire	4	15%	6
	2. Measure of risk to the community	4	15%	6
TOTAL SCORE (out of 100)				43

Multi Criteria Analysis (MCA) Tool for Project Prioritisation

1. STRATEGIC ALIGNMENT		Weighting = 20%
CRITERIA	PARAMETERS	COMMENT
<p>1.1 Meets the Strategic Intent of the Shire's current Strategic Plan</p> <p>Does the project align with the strategic intent of the current Strategic Plan</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon linkage to the Strategic Plan</p> <p>0 = No linkage</p> <p>2 = Minimal - Project is not core business or does not match the strategic intent of the Strategic Plan</p> <p>4 = Minor contribution (contributes with other projects, to a strategy which supports Strategic Plan)</p> <p>6 = Intermediate contribution (contributes to the achievement of a strategy that supports the Strategic Plan)</p> <p>8 = Major contribution (project core to the achievement of a key element of the Strategic Plan)</p> <p>10 = Fundamental to achievement of strategic intent of more than one key element of the Strategic Plan</p>	<p>Assess the projects strategic alignment, that is, whether it meets the strategic intent of one or more of the key elements of the Shire's current Strategic Plan.</p>
<p>1.2 Community Benefit</p> <p>Will the project impact positively on the wider community?</p> <p>Weighting = 5%</p>	<p>Score 0-10</p> <p>0 = No wider community benefit</p> <p>2 = Minimal - Project has minimal benefit for the wider community</p> <p>4 = Minor contribution (minor benefit for the wider community)</p> <p>6 = Intermediate contribution (contributes to the benefit for the wider community)</p> <p>8 = Major contribution (project is identified as a major strategy to benefit the wider community)</p> <p>10 = Significantly benefits the entire community.</p>	<p>Assess benefit of the project for the wider community.</p> <p>Does the project reach hard to reach groups?</p> <p>Will the project benefit multiple demographics?</p>

2. COMMUNITY BENEFIT		Weighting = 20%
CRITERIA	PARAMETERS	COMMENT
<p>2.1 Increased/improved delivery of services</p> <p>Will there be an increased or improved level of program or service with the introduction of the project, and does the program have clearly identified and measured deliverables?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the benefit to the community</p> <p>0 = No improvements to the community 2 = Minimal - improvements to a neighbourhood or group 4 = Minor - improvements to locality or small number of groups 6 = Intermediate - improvements across a number of groups or district 8 = Major - improvements across a large number of groups or a whole district 10 = Benefits are community wide</p>	<p>Assess the impact on community of improved delivery of service</p>
<p>2.2 Community Expectation</p> <p>Is there an expectation on behalf of the community that this project will commence and be completed for the Shire community?</p> <p>Weighting = 5%</p>	<p>Score 0-10</p> <p>0 = No expectation to proceed 2 = Minimal - limited expectation within the community 4 = Minor - expectation by local groups within the locality 6 = Intermediate - expectation across a number of groups within the locality 8 = Major - expectation across a large number of groups within the shire 10 = Community wide expectation across the whole shire that the project will commence</p>	<p>Assess the level of community expectation that the project will commence</p>

3. RESOURCING		Weighting = 30%
CRITERIA	PARAMETERS	COMMENT
<p>3.1 Financial Capability</p> <p>Does the Applicant have the financial resources to undertake this project?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the % of external funding (Guaranteed) or Reserve Account funding</p> <p>0 = 0% external funding 1 = 10% external funding 2 = 20% external funding 3 = 30% external funding 4 = 40% external funding 5 = 50% external funding 6 = 60% external funding 7 = 70% external funding 8 = 80% external funding 9 = 90% external funding 10 = 100% external funding</p>	<p>Assess the financial capacity of the applicant to conduct this project.</p> <p><i>Projects with external, guaranteed funding would score more positively, depending on %, as this means less call on Shire funds. However, ongoing future costs for the project need to be identified.</i></p>
<p>3.2 Recurrent Costs</p> <p>Will the project require recurrent funding from the Shire in future years?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon recurrent cost as a % of total project cost (over 3 years)</p> <p>10 = no recurrent funding 8 = less than 5% recurrent funding 6 = less than 25% recurrent funding 4 = less than 50% recurrent funding 2 = less than 75% recurrent funding 0 = more than 75% recurrent funding</p>	<p>Assess the impact of the ongoing cost of the project.</p> <p><i>Projects with low recurrent costs would score more positively, depending on %, as this means less call on Shire funds.</i></p>
<p>3.2 Human Resourcing</p> <p>Will the project require involvement of Shire staff or additional Shire human resources to ensure it is developed and implemented?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon the level of human resourcing required</p> <p><i>Resource Involvement</i></p> <p>10 = Minimal (most work to be done by project proponent) 8 = Minor - small number of shire staff involved across the Shire 6 = Intermediate - significant number of Shire staff involved across the Shire 4 = Major - substantial involvement of shire staff across the Shire. 2 = Organisation-wide involvement of all Shire staff or a number of new staff required.</p>	<p>Assess the benefits and impact of the project on Shire resources.</p> <p><i>Projects with less in-kind commitment from the Shire will rate higher.</i></p>
<p>3.3 Physical Resourcing</p> <p>Will the project require additional physical resources (facilities, equipment etc.) to ensure it is developed and implemented?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon the level of physical resources</p> <p>10 = Minimal - minimal level of resources required 8 = Minor – requires minor use of facilities or equipment 6 = Intermediate – significant use of facilities or equipment 4 = Major - substantial use of facilities or equipment 2 = Total new facilities required 0 = Total new facility and ongoing resources required (e.g. on-going maintenance).</p>	<p>Assess the level of physical resourcing from the Shire (in-kind or paid) e.g. facilities, equipment, system support, etc required for the project.</p>

4. RISK EXPOSURE		
Weighting = 30%		
CRITERIA	PARAMETERS	COMMENT
<p>4.1 Measure the risk to the Shire if the project does NOT commence</p> <p>Will there be risks to the Shire if the project does NOT commence?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the level of impact on the Shire</p> <p>10 = Very high risk - organisational integrity or statutory compliance depends on the project</p> <p>8 = Significant risk</p> <p>6 = Moderate risk</p> <p>4 = Minor risk</p> <p>2 = Negligible risk</p> <p>0 = No risk</p>	<p>Assess the consequences to the Shire if the project does not commence.</p> <p><i>Projects that mitigate risks are given a higher priority than other projects. For example, complying with legislation will score highly. Has a risk analysis been considered for the project?</i></p>
<p>4.2 Measure the risk to the community if the project does not commence</p> <p>Will there be risks to the community if the project does NOT commence?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the impact upon the community</p> <p>10 = Severe risk</p> <p>8 = Significant risk</p> <p>6 = Moderate risk</p> <p>4 = Minor risk</p> <p>2 = Negligible risk to community</p> <p>0 = No risk to community</p>	<p>Assess the consequences to the community if the project does not commence.</p> <p><i>Projects that mitigate risks to the community are rated highly. For example, addressing a Safety & Health issue in a public venue will score highly.</i></p>

PART A – APPLICANT AND ORGANISATION INFORMATION

1. Applicant's Details:

Name of Organisation: Gnowangerup Tractoberfest Committee

Name of Applicant and position: Gemma Mickan, Rebecca Kiddle, Grants Team

Name of Chairperson/Chief Executive Officer:

Postal Address: PO Box 357 Gnowangerup WA 6335

Telephone: 0409448992

Email: gem_gaze@hotmail.com

Website: NA

2. Requested grant amount (\$501 - \$5,000): \$ 3654.50

If your organisation is incorporated – Please go to question 5

If your organisation is NOT incorporated – please answer question 4 then 5

3. Tick the box which best describes the organisation:

Incorporated, not-for-profit

Individual or Community Group (unincorporated but Auspiced by an incorporated body)

Commercial / For Profit (undertaking a not for profit activity)

4. Auspice Body (IF APPLICABLE)

A sponsoring body is where an eligible organisation applies for a grant on your behalf. If the application is successful, the sponsoring organisation is responsible for abiding by the Terms and Conditions as stated in the Guidelines, for keeping financial records and providing a financial acquittal of the grant.

Confirmation in writing is required from the sponsoring body.

Sponsoring Organisation: Shire of Gnowangerup

Contact Person: Carol Shaddick

Address: 17 Yougenup Road Gnowangerup

Phone: 98271117 Email: _____

5. Organisation's ABN: **72653858899**

5.1. Is your organisation registered for GST? YES NO

***You must attach a copy of the Incorporation certificate (or that of the Auspicing body)**

6. Does your Organisation involve volunteers? How many and what roles do they serve?

The Giant Tractor Committee is solely made up of volunteers. This committee was developed to work together to bring a Giant Tractor to the townsite of Gnowangerup.

7. What is the main purpose and funding sources for your organisation?

The main purpose of our committee is to install a tourist attraction, 'The Giant Tractor' into the townsite of Gnowangerup. This project will be funded through a combination of fundraising, sponsorship, donations and grant funding.

8. Who are your main clients / service users?

This tractor will become a tourist attraction for the Shire of Gnowangerup. It will therefore service visitors to Gnowangerup and as a result, increase business and profits for local businesses such as tourism, accommodation and food and beverage providers within the shire.

9. Has your organisation received a grant from Council in the past 3 years? NO

9.1. Has this grant been reported on and acquitted? YES € NO € N/A €

Successful applicants will be required to invoice the Shire of Gnowangerup before payment can be made. Please outline your preferred payment method on the invoice.

PART B – DETAILS OF THE PROJECT/EVENT

1. Name of the project/event: Tractoberfest 2020 – Transport/bus service

2. Brief summary of the project/event (include details of what the Community Grant will be used for):

In 2019, the Giant Tractor committee developed a subcommittee to host a fundraising event, titled Tractoberfest 2019. This event hosted brilliant live music, showcased local wineries/breweries and served beautiful food. It was extremely successful in that it raised vital funds for the project while also providing a fun and social, pre-harvest event for the Gnowangerup Community and visitors from further afield and we are therefore planning to host it again. To increase our profitability as well as the overall success of the event, we are seeking funding to run bus services from neighbouring towns, to safely transport attendees to and from the event, free of charge. This was a very popular service at the 2019 event, however it was expensive for both the attendees and the organising committee. We believe this is the best way to make the event more accessible to the community, maximize our bar and food sales and also ensuring the safety of our guests. The concept of a fun bus-ride with friends also makes the trip less daunting for

people travelling from towns a little further away and we believe this will allow us to maximise attendance numbers safely.

3. When and where will your project/event be held?

GNOWANGERUP: BORDEN: € ONGERUP: € AMELUP €
 OTHER: € Please specify

The planned date is October 10, 6pm onwards however this date is subject to change depending on Covid-19 and we have plans in place to host the event in any month of late 2020 or early 2021 as long as covid-19 safety guidelines have been met.

Venue: Gnowangerup Sporting Complex

4. In which category does your project fall? (You may tick more than one box)

Sport and Recreation	<input type="checkbox"/>	Art and Culture	<input type="checkbox"/>
Senior Citizens or Youth or Children	<input type="checkbox"/>	Education	<input type="checkbox"/>
Environment	<input type="checkbox"/>	Health and Welfare	<input type="checkbox"/>
Town Enhancement/Infrastructure	<input type="checkbox"/>	Tourism	<input type="checkbox"/>

5. What area of the Shire’s Strategic Community Plan does your project align with? Please tick box(s)

Health and Wellbeing

- Health, Education and Family Support Services
- Participation in Sport, Recreation and Leisure
- Supportive Community
- Safe Community

- Planning and Development
- Safe and Reliable Transport
- Attractive Townscapes and Streetscapes
- Service Related Assets that Support Community Needs
- Sustainable Asset and Infrastructure Base

Natural Environment

- Protected Natural Environment
- Water Security
- Sustainable Waste Management

Local Economy and Business

- Vibrant and Growing Economic Base
- Providing Local Employment
- Growing Tourism Industry

Note: the **Governance** section of the current Strategic Community Plan is not applicable to CFAG.

Built Environment

6. What are the main aims and intended outcomes of your project/event? In particular, how will it benefit the community (long term and short term)?

The short Term outcome of this project is to:

- a) Host a fun, entertaining and social event for our community,
- b) To provide the safe and free transportation to and from this event, and
- c) raise funds for the Giant Tractor Project

The long term outcomes of this project are to economically and socially enhance the businesses and community of the Shire of Gnowangerup by increasing visitation and tourism to the region. We believe our Tractor, which will become part of the worlds 'list of Big Things', will drive visitors into the Great Southern, but more importantly, off Albany Highway and into our Shire, which will also increase visitation to our Stirling ranges which are desperately recovering from the 2019 Christmas Bushfire, and the Borden & Ongerup towns.

7. Is your project/event open and accessible to the wider community?

YES NO N/A

8. Does your project encourage participation from disadvantaged groups in the community?

YES NO N/A

9. How will the progress of your event/project be monitored and its effectiveness evaluated E.g. satisfaction surveys, measure community connectedness, disability access, etc.?

The easiest way to measure the success of our project will be through the number of bus bookings, number of ticket sales to the event and the overall amount of money raised by the event. The committee openly accepted constructive feedback on 2019's event on how we can improve, which we have taken into consideration and actioned where possible. For example we received hugely positive feedback about the bus services provided, however one criticism we received was that the cost of the buses impacted people's spending budget on the night. NB the cost of buses went back to the owners and drivers and was not part of the proceeds raised last year.

10. Have any partnerships, sponsorships and other funding sources been sought to assist with the project/event? A huge number of partnerships were made for the 2019 event. Many of these will be fostered for the success of the event in 2020. Some examples of these included free use of the venue from the Gnowangerup Sporting Complex, donated Meat from Beaufort River Meats which was then processed into burgers by Saddlers Butchers. Catering was also a fundraising opportunity for the Catholic Church. An incredible level of sponsorship was obtained by local and regional businesses eg: ANZ Bank, Beaufort River Meats, x, x, x,

We are also excited to make new partnerships with different wineries, and are excited to increase our sponsorship from other businesses to increase our fundraising abilities this year.

11. Where required, have you applied for all relevant licences, permits and approvals? A Liquor Licence will again be obtained for the event. This is something than can not be done until closer to the event as it requires very specific details regarding numbers, quantities and types of alcohol served.

YES NO N/A

Licence/permit/approval	Date approved/pending
Liquor Licence	Pending - TBC

12. How will you make sure your event/project/activity is designed to incorporate disability access and inclusion principles? Tick the box(s) with applicable statements about your project’s access and inclusion.

- People with disabilities have the same opportunities as other people to access or take part in the project/event/service offered?
- People with disabilities have the same opportunities as other people to access the buildings and other facilities associated with the project/event/service offered?
- People with disabilities receive information about the project/event/service offered in a format that will enable them to access the information as readily as other people are able to access it?
- People with disabilities have the same opportunities as other people to be a volunteer with your organization.

13. If successful in your funding application, how will you promote the Gnowangerup Shire during your project or at your event? Tick applicable option (s)

**Please email a copy of your event details and flier to the Community Development Coordinator, Kirsty Buchanan at kirsty.buchanan@gnowangerup.wa.gov.au*

- Event/Project Details on Shire website and Facebook page (Note: this is a grant requirement.)
- Display Shire Banner
- Shire Logo on all promotional material
- Announcement by MC / Event Host
- Acknowledgement in media (Radio, TV and Print)
- Acknowledgment on Social Media (if applicable)
- Acknowledgement Plaque
- Invitation for a staff member or Councillor to attend the opening/event
- Other (please specify)

.....

14. Will your organisation promote the Act Belong Commit Campaign (optional)?

YES NO N/A

The Shire is an Act Belong Commit Campaign Partner Site and has access to a range of merchandise and information about ways to improve mental health and wellbeing. The Shire is committed to supporting the community to actively maintain their mental health by promoting the Act Belong Commit message. Applicants can work with the Shire to promote the Act Belong Commit messages at Shire funded events and activities.

Please contact the Shire for further information about how you can access free merchandise and information to use as part of your project. Please note that all Act Belong Commit support is subject to availability and negotiation between the Shire and the applicant.

For more information visit <http://www.actbelongcommit.org.au/>



PART C – FINANCIAL INFORMATION/PROJECT BUDGET

Applicants are required to provide details of how the grant will be spent and detail any other income or support the project will receive.

- Please attach a copy of two (2) quotes for single expenditure items over \$3,000.

PROJECT INCOME	AMOUNT (\$)
Earned Income (E.g ticket sales, merchandise etc)	
Subtotal	
Other Project income (E.g Other grant funding)	\$
Subtotal	
Your Organisation's Financial Contribution (please itemise)	\$
Subtotal	
Fundraising, Sponsorship, Cash donations (please itemise)	\$

Subtotal	
TOTAL INCOME (Exclusive of Community Grant)	
Requested Community Grant	3654.50
TOTAL INCOME	3654.50
PROJECT EXPENDITURE	AMOUNT (\$)
Professional Fees (E.g on costs, travel, accommodation)	
Nichols – 2 Coaches for Katanning, Broomehill and Gnowangerup Region	2200.00
Pingrup Community Bus - \$1.75per km x 394km + \$70 Cleaning	789.50
Borden Community Bus - \$1.70 per km x 100km	170.00
Groves Bus – Gnowangerup/Tambellup Region. \$1.75 per km x 100km + \$70 Cleaning	245.00
Subtotal	3404.50
Administration Costs (Wages, fees, licences, stationery)	\$
Hire of Pingrup Community Bus Driver 3 x hours at \$50 per hour	150.00
Hire of Borden Community Bus Driver 2 x hours at \$50 per hour	100.00

Subtotal	250.00
Subtotal	3654.50

TOTAL EXPENDITURE	3654.50
--------------------------	----------------

NOTE: The total INCOME and EXPENDITURE column should total the same.

PART D – CHECKLIST AND DECLARATION

✓	Please attach any additional information about your organisation or project that would support your application. Please read, then tick ALL boxes and sign where indicated.
✓	I have contacted the Shire of Gnowangerup to discuss my application prior to submission.
✓	I have read and agree to the funding requirements/guidelines, have answered all questions and completed the budget as accurately as possible.
✓	I acknowledge that I am authorised to make this application on behalf of the organisation.
✓	I acknowledge that the information in this application is true and correct.
✓	I acknowledge I may be required to supply further information prior to consideration of this application by the Shire of Gnowangerup.
✓	I acknowledge that I will complete the acquittal report and submit it by June 30 2020.
✓	I give the Shire of Gnowangerup permission to promote this Community Grant as part of any communications and public relations activities.
✓	I acknowledge I have allowed for six weeks' notice before my project/event (retrospective payments for a previously run event or paid for project are not permitted).
✓	I have attached two (2) quotes for single item expenditure over \$3,000.
✓	I have attached a copy of the Certificate of Incorporation or a copy of the auspicng organisation's Certificate of Incorporation.

15. Declaration

On behalf of Gnowangerup Tractoberfest Committee, I declare that the information provided in this application is complete and correct and the application has the full endorsement of the current executive. We have read the funding guidelines and agree to abide by these should this application be successful.

RA Kiddle

Signature

29/05/2020

Date

Rebecca Kiddle _____

Print Name

Please post, email or deliver your completed application form to:

Chief Executive Officer
Shire of Gnowangerup
28 Yougenup Road, Gnowangerup WA 6335
Email: gnpshire@gnowangerup.wa.gov.au



Government of Western Australia
Department of Mines, Industry Regulation and Safety
Consumer Protection

DUPLICATE

WESTERN AUSTRALIA
Associations Incorporation Act 2015
(Section 10)

IARN: A1034424Z

Certificate of Incorporation

This is to certify that

GNOWANGERUP GIANT TRACTOR GROUP INC.

is an association incorporated under the
Associations Incorporation Act 2015

The date of incorporation is the
thirtieth day of April 2020

Lanie Chopping
Commissioner for Consumer Protection

CERTIFICATE

Nicholls Bus and Coach Service Pty Ltd

6 Quigley Street (PO Box 1150) Narrogin WA 6312

Phone: 1800 199447 Fax: 1300 884610

Email: leone@niccoach.com.au;

charmaine@niccoach.com.au

www.niccoach.com.au

A.B.N. 57 160 442 311 A.C.N. 160 442 311

ODBS Authorisation #1001168 MRB 6742



Quote

Invoice No.: 00002258

Date: 15/05/2020

Your Order No: Bec Kiddle

Bill To:

Gnowangerup 360 Co-operative
PO Box 40
Gnowangerup WA 6335

DESCRIPTION	AMOUNT	CODE
October - Hire of 2 coaches, 50 seats each, departing Narrogin to Gnowangerup by 6pm, via Katanning, Broomehill, Tie Line Rd and Eastwood Rd and return trips at 11pm with our drivers. \$1100 per coach	\$2,200.00	GST

Please note change of banking details below

Once you have made a decision, could you please let us know whether you wish to proceed with this booking or not.

Terms: C.O.D.

Code	Rate	GST	Sale Amount
GST	10%	\$200.00	\$2,000.00

Freight: \$0.00 GST
 GST: \$200.00
 Total Inc GST: \$2,200.00
 Amount Applied: \$0.00

Balance Due: \$2,200.00

Direct Deposit Details

Nicholls Bus and Coach Service Pty Ltd
BSB: 016-770
ACC: 347257577

We also have an EFTPOS facility which will incur a 2.6% finance charge

Pingrup Lions Community Bus Quote

Octoberfest

pingrupcrcmanager@gmail.com

Apr 29, 2020, 8:58 AM

Hi Rebecca

Thank you for your email.

The cost to hire the Pingrup Lions Community Bus is as follows:

\$ 1.75 per kilometre travelled – from pickup to drop off – last year 394 kms = \$689.50

Cleaning charge – standard - \$70.00 per hour = \$70.00

Total for last year hire was \$759.50

I can tentatively book the bus for you if you like.

Thank you

Kind regards

Rosi Lathwell

Coordinator

Pingrup Community Resource Centre

2 Burston Street

Pingrup WA 6343

P: 98201101

pingrupcrc@gmail.com

www.pingrupcrc.com.au

Working days – Tuesdays, Wednesdays & Thursdays 9am – 12pm

Hi Bec

Hope you are all well in this crazy time.

The bus will be the same price as last year \$1.70 per Km , which includes your fuel.

I think you did 85 Km last year which worked out around \$145 .

Cheers

Nola

Garry & Nola Bungey

Highdenup Farms

PO Box 38 Borden, WA, 6338

bungey@bigpond.com

Garry – 0428 276 010

Nola – 0428 276 036

21st May 2020

To whom it may concern,

RE: LETTER OF SUPPORT FOR SHIRE COMMUNITY GRANT

I understand the Gnowangerup Giant Tractor Group are applying for a Shire of Gnowangerup Community Financial Assistance Grant for their Tractoberfest event later in the year. This letter is to express our support to this application.

The purpose of the grant is to provide a free bus service to patrons attending this event. This enables people who live outside the Gnowangerup town site to attend and do so safely.

You may not be aware that there were 164 fatalities on WA roads in 2019. Events like this having a bus pick up and drop off service ensures they are keeping their community safe.

Please contact me on 0487 569 673 should you require further information.

Kind Regards

Robyn Crabbe
Chairperson



WESTERN AUSTRALIA POLICE FORCE
GNOWANGERUP POLICE STATION

		3 CORBETT STREET, GNOWANGERUP
Your Ref:		WESTERN AUSTRALIA 6335
Our Ref:		
Inquiries:		TELEPHONE: (08) 98272800

To Whom it may concern,

RE: Letter of Support for Shire of Gnowangerup Financial Assistance Community Grant

I am the officer in Charge at the Gnowangerup Police Station.

I am writing to express my support for the Gnowangerup Giant Tractor Committee's application to provide free bus services to and from the 2020 Tractoberfest event for members of the Shire of Gnowangerup and surrounding regions.

Western Australian Police place great importance on improving the safety of our roads by targeting speeding, fatigue and drink driving to reduce accidents and fatalities.

These bus services make the event more accessible to the community, while also ensuring everyone gets home safely at the end of the night.

I wish the Giant Tractor Committee the best of luck in their endeavour to host this event.

Please do not hesitate to contact me for more information.

Regards,

Randall Moulden | 8876 | Officer In Charge
Gnowangerup Police Station | Western Australia Police Force
3 Corbett Street, Gnowangerup WA 6335
T: (08) 98272800 | F: (08) 98271438
E: randall.moulden@police.wa.gov.au

**GNOWANGERUP COMMUNITY RESOURCE CENTRE –
ArtGN - \$500**

SCORE: 57

Community Financial Assistance Grants

Multi Criterion Analysis

		Score (out of 10)	Weight	Adjusted Score
Strategic alignment	1. Contribution to achievement of the Shire's Strategic Plan for the	6	15%	9
	2. Community Benefit	6	5%	3
Community benefit	1. Increased/improved delivery of services and measured deliveries	6	15%	9
	2. Community expectation	6	5%	4
Resourcing	1. Financial capability	0	15%	0
	2. Recurrent costs	0	5%	4
	3. Human resourcing	10	5%	5
	4. Physical resourcing?	10	5%	5
Risk exposure	1. Measure of risk to the Shire	6	15%	9
	2. Measure of risk to the community	6	15%	9
TOTAL SCORE (out of 100)				57

Multi Criteria Analysis (MCA) Tool for Project Prioritisation

1. STRATEGIC ALIGNMENT		Weighting = 20%
CRITERIA	PARAMETERS	COMMENT
<p>1.1 Meets the Strategic Intent of the Shire's current Strategic Plan</p> <p>Does the project align with the strategic intent of the current Strategic Plan</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon linkage to the Strategic Plan</p> <p>0 = No linkage</p> <p>2 = Minimal - Project is not core business or does not match the strategic intent of the Strategic Plan</p> <p>4 = Minor contribution (contributes with other projects, to a strategy which supports Strategic Plan)</p> <p>6 = Intermediate contribution (contributes to the achievement of a strategy that supports the Strategic Plan)</p> <p>8 = Major contribution (project core to the achievement of a key element of the Strategic Plan)</p> <p>10 = Fundamental to achievement of strategic intent of more than one key element of the Strategic Plan</p>	<p>Assess the projects strategic alignment, that is, whether it meets the strategic intent of one or more of the key elements of the Shire's current Strategic Plan.</p>
<p>1.2 Community Benefit</p> <p>Will the project impact positively on the wider community?</p> <p>Weighting = 5%</p>	<p>Score 0-10</p> <p>0 = No wider community benefit</p> <p>2 = Minimal - Project has minimal benefit for the wider community</p> <p>4 = Minor contribution (minor benefit for the wider community)</p> <p>6 = Intermediate contribution (contributes to the benefit for the wider community)</p> <p>8 = Major contribution (project is identified as a major strategy to benefit the wider community)</p> <p>10 = Significantly benefits the entire community.</p>	<p>Assess benefit of the project for the wider community.</p> <p>Does the project reach hard to reach groups?</p> <p>Will the project benefit multiple demographics?</p>

2. COMMUNITY BENEFIT		Weighting = 20%
CRITERIA	PARAMETERS	COMMENT
<p>2.1 Increased/improved delivery of services</p> <p>Will there be an increased or improved level of program or service with the introduction of the project, and does the program have clearly identified and measured deliverables?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the benefit to the community</p> <p>0 = No improvements to the community 2 = Minimal - improvements to a neighbourhood or group 4 = Minor - improvements to locality or small number of groups 6 = Intermediate - improvements across a number of groups or district 8 = Major - improvements across a large number of groups or a whole district 10 = Benefits are community wide</p>	<p>Assess the impact on community of improved delivery of service</p>
<p>2.2 Community Expectation</p> <p>Is there an expectation on behalf of the community that this project will commence and be completed for the Shire community?</p> <p>Weighting = 5%</p>	<p>Score 0-10</p> <p>0 = No expectation to proceed 2 = Minimal - limited expectation within the community 4 = Minor - expectation by local groups within the locality 6 = Intermediate - expectation across a number of groups within the locality 8 = Major - expectation across a large number of groups within the shire 10 = Community wide expectation across the whole shire that the project will commence</p>	<p>Assess the level of community expectation that the project will commence</p>

3. RESOURCING		Weighting = 30%
CRITERIA	PARAMETERS	COMMENT
<p>3.1 Financial Capability</p> <p>Does the Applicant have the financial resources to undertake this project?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the % of external funding (Guaranteed) or Reserve Account funding</p> <p>0 = 0% external funding 1 = 10% external funding 2 = 20% external funding 3 = 30% external funding 4 = 40% external funding 5 = 50% external funding 6 = 60% external funding 7 = 70% external funding 8 = 80% external funding 9 = 90% external funding 10 = 100% external funding</p>	<p>Assess the financial capacity of the applicant to conduct this project.</p> <p><i>Projects with external, guaranteed funding would score more positively, depending on %, as this means less call on Shire funds. However, ongoing future costs for the project need to be identified.</i></p>
<p>3.2 Recurrent Costs</p> <p>Will the project require recurrent funding from the Shire in future years?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon recurrent cost as a % of total project cost (over 3 years)</p> <p>10 = no recurrent funding 8 = less than 5% recurrent funding 6 = less than 25% recurrent funding 4 = less than 50% recurrent funding 2 = less than 75% recurrent funding 0 = more than 75% recurrent funding</p>	<p>Assess the impact of the ongoing cost of the project.</p> <p><i>Projects with low recurrent costs would score more positively, depending on %, as this means less call on Shire funds.</i></p>
<p>3.2 Human Resourcing</p> <p>Will the project require involvement of Shire staff or additional Shire human resources to ensure it is developed and implemented?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon the level of human resourcing required</p> <p><i>Resource Involvement</i></p> <p>10 = Minimal (most work to be done by project proponent) 8 = Minor - small number of shire staff involved across the Shire 6 = Intermediate - significant number of Shire staff involved across the Shire 4 = Major - substantial involvement of shire staff across the Shire. 2 = Organisation-wide involvement of all Shire staff or a number of new staff required.</p>	<p>Assess the benefits and impact of the project on Shire resources.</p> <p><i>Projects with less in-kind commitment from the Shire will rate higher.</i></p>
<p>3.3 Physical Resourcing</p> <p>Will the project require additional physical resources (facilities, equipment etc.) to ensure it is developed and implemented?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon the level of physical resources</p> <p>10 = Minimal - minimal level of resources required 8 = Minor – requires minor use of facilities or equipment 6 = Intermediate – significant use of facilities or equipment 4 = Major - substantial use of facilities or equipment 2 = Total new facilities required 0 = Total new facility and ongoing resources required (e.g. on-going maintenance).</p>	<p>Assess the level of physical resourcing from the Shire (in-kind or paid) e.g. facilities, equipment, system support, etc required for the project.</p>

4. RISK EXPOSURE		
Weighting = 30%		
CRITERIA	PARAMETERS	COMMENT
<p>4.1 Measure the risk to the Shire if the project does NOT commence</p> <p>Will there be risks to the Shire if the project does NOT commence?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the level of impact on the Shire</p> <p>10 = Very high risk - organisational integrity or statutory compliance depends on the project</p> <p>8 = Significant risk</p> <p>6 = Moderate risk</p> <p>4 = Minor risk</p> <p>2 = Negligible risk</p> <p>0 = No risk</p>	<p>Assess the consequences to the Shire if the project does not commence.</p> <p><i>Projects that mitigate risks are given a higher priority than other projects. For example, complying with legislation will score highly. Has a risk analysis been considered for the project?</i></p>
<p>4.2 Measure the risk to the community if the project does not commence</p> <p>Will there be risks to the community if the project does NOT commence?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the impact upon the community</p> <p>10 = Severe risk</p> <p>8 = Significant risk</p> <p>6 = Moderate risk</p> <p>4 = Minor risk</p> <p>2 = Negligible risk to community</p> <p>0 = No risk to community</p>	<p>Assess the consequences to the community if the project does not commence.</p> <p><i>Projects that mitigate risks to the community are rated highly. For example, addressing a Safety & Health issue in a public venue will score highly.</i></p>

PART A – APPLICANT AND ORGANISATION INFORMATION

1. Applicant's Details:

Name of Organisation: A Smart Start Great Southern Inc

Name of Applicant and position: Sarah Taylor, Coordinator

Name of Chairperson/Chief Executive Officer: Mrs Jo Webb

Postal Address: PO Box 871 Katanning WA 6317

Telephone: 9821 6259 Mob: 0417941799

Email: asmartstart_gs2@outlook.com

Website: N/A

2. Requested grant amount (\$501 - \$5,000): \$2000

If your organisation is incorporated – Please go to question 5

If your organisation is NOT incorporated – please answer question 4 then 5

3. Tick the box which best describes the organisation:

Incorporated, not-for-profit

Individual or Community Group (unincorporated but Auspiced by an incorporated body)

Commercial / For Profit (undertaking a not for profit activity)

4. Auspice Body (IF APPLICABLE)

A sponsoring body is where an eligible organisation applies for a grant on your behalf. If the application is successful, the sponsoring organisation is responsible for abiding by the Terms and Conditions as stated in the Guidelines, for keeping financial records and providing a financial acquittal of the grant.

Confirmation in writing is required from the sponsoring body.

Sponsoring Organisation: _____

Contact Person: _____

Address: _____

Phone: _____

Email: _____

5. Organisation's ABN: 21 242 482 194

5.1. Is your organisation registered for GST?

YES

NO

***You must attach a copy of the Incorporation certificate (or that of the Auspicing body)**

6. Does your Organisation involve volunteers? How many and what roles do they serve?

The A Smart Start regional committee comprises of 6 volunteers and one representative from the GSDC. The Gnowangerup local working party are all volunteers. Caroline Sprigg is the Chair and the rest of the Committee consists of Penny Cleland, Kate Oliver and Amber Crichton. They connect with the local community to organise workshops and information sessions and help distribute the birthday books and resources.

7. What is the main purpose and funding sources for your organisation?

The main purpose of ASSGS is to empower parents with skills and knowledge in recognition that they are their child’s first teacher and play a key role in providing their child with an optimal learning environment and to ensure families have access to community-based networks, professional support agencies and their local schools. The funding for ASSGS comes from a grant from the Great Southern Development Commission and from all Local Governments within the Great Southern. This assists with the delivery of birthday books and resources and organisation of information/activity sessions.

8. Who are your main clients / service users?

All families with children from birth to four years old in the Great Southern. Registrations primarily come through the local Child Health Nurse who introduces The A Smart Start initiative to all families at the birth of their child. Local playgroups and other service groups also provide registrations.

In the Shire of Gnowangerup, we currently have **67** children registered:

- Gnowangerup – 59 children
- Borden – 6 children
- Ongerup – 2 children

9. Has your organisation received a grant from Council in the past 3 years? If so, please give details.

Year	Amount	Project Funded
2019/20	\$2000	A Smart Start delivery in Shire of Gnowangerup
2018/19	\$2000	A Smart Start delivery in Shire of Gnowangerup
2017/18	\$2000	A Smart Start delivery in Shire of Gnowangerup

9.1. Has this grant been reported on and acquitted? YES NO N/A

Successful applicants will be required to invoice the Shire of Gnowangerup before payment can be made. Please outline your preferred payment method on the invoice.

PART B – DETAILS OF THE PROJECT/EVENT

1. **Name of the project/event:** A Smart Start in the Shire of Gnowangerup

2. **Brief summary of the project/event (include details of what the Community Grant will be used for):**

The funding will be used to support the activities of A Smart Start in the Shire of Gnowangerup, including the delivery of birthday books and resources and the delivery of up to 4 information sessions in Gnowangerup, Ongerup and Borden communities. The Shire of Gnowangerup communities (from local working party's suggestions) had a NAIDOC activity morning at Gnowangerup DHS, PND free Pilates and morning tea and a nature-based play morning. Suggested activities for 2020/21 include speech development, a teddy bear's picnic and toddler language development.

3. **When and where will your project/event be held?**

GNOWANGERUP: BORDEN: ONGERUP: AMELUP:

OTHER: Please specify _____

Start date: 1/7/2020 **End Date:** 30/6/2021 **Venue:** To be confirmed

4. **In which category does your project fall? (You may tick more than one box)**

Sport and Recreation		Art and Culture	
Senior Citizens or Youth or Children	<input checked="" type="checkbox"/>	Education	<input checked="" type="checkbox"/>
Environment		Health and Welfare	<input checked="" type="checkbox"/>
Town Enhancement/Infrastructure		Tourism	

5. **What area of the Shire's Strategic Community Plan does your project align with? Please tick box(s)**

Health and Wellbeing

- Health, Education and Family Support Services
- Participation in Sport, Recreation and Leisure
- Supportive Community
- Safe Community

Built Environment

- Planning and Development
- Safe and Reliable Transport
- Attractive Townscapes and Streetscapes
- Service Related Assets that Support Community Needs
- Sustainable Asset and Infrastructure Base

Natural Environment

- Protected Natural Environment
- Water Security
- Sustainable Waste Management

Local Economy and Business

- Vibrant and Growing Economic Base
- Providing Local Employment
- Growing Tourism Industry

Note: the **Governance** section of the current Strategic Community Plan is not applicable to CFAG.

6. What are the main aims and intended outcomes of your project/event? In particular, how will it benefit the community (long term and short term)?

Short term – hold local community information sessions in Gnowangerup, Borden and Ongerup, continue to gift birthday books and resources and to increase registrations for ASSGS.

Long term – continue to provide a conduit between Wanslea, Amity, Playgroup, Day Care Centre, Child Health and the Gnowangerup DHS, empower parents with skills and knowledge to improve their child’s school readiness and increase accessibility of families to community networks and local support groups.

7. Is your project/event open and accessible to the wider community?

YES NO N/A

8. Does your project encourage participation from disadvantaged groups in the community?

YES NO N/A

9. How will the progress of your event/project be monitored and its effectiveness evaluated E.g. satisfaction surveys, measure community connectedness, disability access, etc.?

A Smart Start delivery will be evaluated through a survey of the Local Working Parties and Local Champions, together with details around the number of families attending, general feedback on the sessions, number of new families registering with ASSGS, comparisons to previous attendance records and feedback forms from participating families at ASSGS sessions.

10. Have any partnerships, sponsorships and other funding sources been sought to assist with the project/event? If no, please explain why not. If yes, please give details and whether funding approved includes in-kind contributions.

Yes, in addition to the grant from the Great Southern Development Commission, we are also seeking financial support from Minderoo Foundation and other local Shires- Broomehill-Tambellup, Kojonup, Katanning, Woodanilling and Kent.

11. Where required, have you applied for all relevant licences, permits and approvals? *i.e Road Closure approval, storefront stall permit, event insurance, etc.*

YES NO N/A

Licence/permit/approval	Date approved/pending

12. How will you make sure your event/project/activity is designed to incorporate disability access and inclusion principles? Tick the box(s) with applicable statements about your project's access and inclusion.

- ✓ People with disability have the same opportunities as other people to access or take part in the project/event/service offered?
- ✓ People with disability have the same opportunities as other people to access the buildings and other facilities associated with the project/event/service offered?
- People with disability receive information about the project/event/service offered in a format that will enable them to access the information as readily as other people are able to access it?
- ✓ People with disability have the same opportunities as other people to be a volunteer with your organization.

13. If successful in your funding application, how will you promote the Gnowangerup Shire during your project or at your event? Tick applicable option (s)

**Please email a copy of your event details and flier to the Community Development Coordinator, Kirsty Buchanan at kirsty.buchanan@gnowangerup.wa.gov.au*

- ✓ Event/Project Details on Shire website and Facebook page (Note: this is a grant requirement.)
- Display Shire Banner
- ✓ Shire Logo on all promotional material
- ✓ Announcement by MC / Event Host
- ✓ Acknowledgement in media (Radio, TV and Print)
- ✓ Acknowledgment on Social Media -Facebook and Instagram
- Acknowledgement Plaque
- Invitation for a staff member or Councillor to attend the opening/event
- ✓ Other – Shire logo sticker on back of all birthday books and resource envelopes

14. Will your organisation promote the Act Belong Commit Campaign (optional)?

YES NO N/A

The Shire is an Act Belong Commit Campaign Partner Site and has access to a range of merchandise and information about ways to improve mental health and wellbeing. The Shire is committed to supporting the community to actively maintain their mental health by promoting the Act Belong Commit message. Applicants can work with the Shire to promote the Act Belong Commit messages at Shire funded events and activities.

Please contact the Shire for further information about how you can access free merchandise and information to use as part of your project. Please note that all Act Belong Commit support is subject to availability and negotiation between the Shire and the applicant.



For more information visit <http://www.actbelongcommit.org.au/>

PART C – FINANCIAL INFORMATION/PROJECT BUDGET

Applicants are required to provide details of how the grant will be spent and detail any other income or support the project will receive.

- Please attach a copy of two (2) quotes for single expenditure items over \$3,000.

PROJECT INCOME	AMOUNT (\$)
Earned Income (E.g ticket sales, merchandise etc)	
Subtotal	
Other Project income (E.g Other grant funding)	
Subtotal	
Your Organisation's Financial Contribution (please itemise)	\$5100
Coordinator	4900
Incidental	200
Subtotal	5100
Fundraising, Sponsorship, Cash donations (please itemise)	\$
Subtotal	
TOTAL INCOME (Exclusive of Community Grant)	5100
Requested Community Grant	2000
TOTAL INCOME	7100

PROJECT EXPENDITURE	AMOUNT (\$)
Professional Fees (E.g on costs, travel, accommodation)	
Subtotal	
Production Costs (E.g materials, venue hire, equipment)	\$2200
Resources/Consumables/Advertising for Shire of Gnowangerup sessions	700
Birthday books and resources	1500
Delivery of Birthday books and resources (In kind)	
Subtotal	2200
Administration Costs (Wages, fees, licences, stationery)	\$4900
Coordinator (Organisation/Planning time, travel to GNP sessions and attendance at sessions)	4900
Subtotal	
Marketing, Promotion and Documentation (please itemise)	\$4900
Subtotal	7100

NOTE: The total INCOME and EXPENDITURE column should total the same.

TOTAL EXPENDITURE	7100
--------------------------	-------------

PART D – CHECKLIST AND DECLARATION

✓	Please attach any additional information about your organisation or project that would support your application. Please read, then tick ALL boxes and sign where indicated.
✓	I have contacted the Shire of Gnowangerup to discuss my application prior to submission.
✓	I have read and agree to the funding requirements/guidelines, have answered all questions and completed the budget as accurately as possible.
✓	I acknowledge that I am authorised to make this application on behalf of the organisation.
✓	I acknowledge that the information in this application is true and correct.
✓	I acknowledge I may be required to supply further information prior to consideration of this application by the Shire of Gnowangerup.
✓	I acknowledge that I will complete the acquittal report and submit it by June 30 2020.
✓	I give the Shire of Gnowangerup permission to promote this Community Grant as part of any communications and public relations activities.
✓	I acknowledge I have allowed for six weeks' notice before my project/event (retrospective payments for a previously run event or paid for project are not permitted).
N/A	I have attached two (2) quotes for single item expenditure over \$3,000.
✓	I have attached a copy of the Certificate of Incorporation or a copy of the auspicing organisation's Certificate of Incorporation.

15. Declaration

On behalf of A Smart Start Great Southern, I declare that the information provided in this application is complete and correct and the application has the full endorsement of the current executive. We have read the funding guidelines and agree to abide by these should this application be successful.



Signature

Jo Webb

Chairperson (ASSGS)

27/5/2020

Date

Please post, email or deliver your completed application form to:

Chief Executive Officer
 Shire of Gnowangerup
 28 Yougenup Road, Gnowangerup WA 6335
 Email: gnpshire@gnowangerup.wa.gov.au



WESTERN AUSTRALIA

Associations Incorporation Act 1987
(Section 10)

Registered No: A1020689Y

Certificate of Incorporation

This is to certify that

A SMART START GREAT SOUTHERN INC

has on this day been incorporated
under the *Associations Incorporation Act 1987*

Dated this first day of July 2016

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke.

Acting Commissioner for Consumer Protection

26 May 2020



Government of Western Australia
WA Country Health Service

To: The Chairperson of A Smart Start Great Southern

Re: Funding of A Smart Start Great Southern in the Shire of Gnowangerup

I am the Child Health Nurse for Gnowangerup, Ongerup, Borden and Tambellup. In regards to A Smart Start, my role is to register newborns, provide the manual and first reading book, and assist on occasions with events held by A Smart Start. I fully support the concept of the A Smart Start program, it provides a valuable parenting resource to local families.

There are currently 67 children within the Shire of Gnowangerup registered with A Smart Start. These children and their parents/carers have had the opportunity to attend NAIDOC day activities held at Gnowangerup DHS, an Earth nature-based play morning and a PND Week Pilates and morning tea. All these events have been very well attended. Future events planned by the local committee include a teddy bear's picnic, NAIDOC Day activities and a Protective Behaviours workshop.

These events are selected by the local committee and then co-ordinated by A Smart Start staff. The ability of the A Smart Start team to produce events including looking at funding options, providing a crèche if required, providing administration and organising presenters is invaluable. I am unaware of any other organisation within the Shire that has the capacity to provide the same. Equally as important is the provision of the reading books and manuals, both promoting early learning literacy and the recognition of age appropriate milestones. Family access to parenting resources at a local level is a promotion of family wellbeing and therefore community wellbeing.

A Smart Start were recently successful in a Covid-19 grant application from the Minderoo Foundation. All families with children aged 3,4 and 5 in the Shire of Gnowangerup received a health and education pack to support them through the current difficult times.

Kind regards,

Amber Crichton

Child Health Nurse

Gnowangerup District High School
Yougenup Road
Gnowangerup WA 6335

25 May 2020

Chairperson
A Smart Start Great Southern Regional Committee
PO Box 871
KATANNING WA 6317

To whom it may concern,

Seeking continued A Smart Start support for the Shire of Gnowangerup

I am an Early Childhood Teacher at Gnowangerup District High School and have been involved with A Smart Start for five and a half years now, as a committee member for the A Smart Start in Gnowangerup. I am writing seeking support as I have done in the past, as I am keen to see this service continue in the Shire of Gnowangerup. I will reiterate my past sentiments, as it is an invaluable service to both the Gnowangerup School and community.

I can assist and support A Smart Start in encouraging parents to prepare their children for school. One of the greatest issues I have as an early childhood teacher is children who come to Kindy that have never been to the school before and often have never separated from their parents for any length of time. This causes anxiety for both children and parents. By being involved in A Smart Start, I have been able to liaise with the group to host some events at the school. These events are very beneficial for children to become familiar with the school environment prior to orientation. The Kindy class also attend events that A Smart Start has hosted which assists children in forming relationships with the cohort of children they will be closely involved with when they get to school. Another great benefit for me as an educator, is that I am able to start building relationships with parents before I have any involvement with them in a formal role as their child's teacher. This assists me in learning about the child's family and interests, therefore having a greater understanding of the child before they are even at school.

In my role, I am able to share information with school parents about upcoming workshops and encourage them to attend. Parents who have attended have found these information sessions very useful. If parents are worried about their child for a particular reason, for example their child is not sleeping at night, A Smart Start is another avenue of assistance and support that I can refer them to.

At our school, about 25% of our population is indigenous and we have in the last couple of years seen a rapid rise in the number of ESL students attending. Research tells us that our indigenous students often lack school readiness skills, so any support for these children to become ready for school is beneficial. The books and milestone resources children receive on their birthdays is a great example of this support. Our ESL children have often had little exposure to English, so books and other support offered by A Smart Start will be very beneficial for these children too. The most recent backing that we have received from A Smart Start, in conjunction with the Minderoo

Foundation, were packs aimed at giving children things to do whilst in isolation, ensuring that they had appropriate things to play with and do. As these kinds of initiatives are invaluable for our children in the Early Years, I am really keen to see A Smart Start carry on on into the future.

I look forward to my continued partnership with A Smart Start, should our Shire continue to be included in the service.

Kind Regards,

Kate Oliver
Early Childhood Teacher
Gnowangerup District High School

A SMART START
Great Southern Families

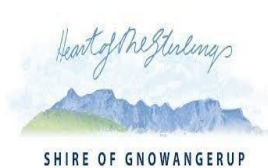
Gnowangerup Nature Play



Wednesday 23rd October 2019
10am – 12 noon

Gnowangerup Playgroup
Please bring a change of clothes.

Supported by



GNOWANGERUP NATURE PLAY 23/10/19 #1



GNOWANGERUP NATURE PLAY 23/10/19 #2





A Smart Start & Gnowangerup Playgroup

would like to invite
all 0-4-year old's (and their parents/carers)
to a

Teddy Bears' Picnic

Wednesday 18th March
9.30am-11.30am

Gnowangerup Playgroup
(Old Kindy Building)

The fun includes story time, craft, bubbles and a bear hunt!!
Everyone welcome, bring your favourite teddy bear and some fruit to
share.

A SMART START
Great Southern Families



A SMART START – A Smart Start in the Shire of Gnowangerup - \$2000

SCORE: 69.5

Community Financial Assistance Grants

Multi Criterion Analysis

		Score (out of 10)	Weight	Adjusted Score
Strategic alignment	1. Contribution to achievement of the Shire's Strategic Plan for the	8	15%	12
	2. Community Benefit	8	5%	4
Community benefit	1. Increased/improved delivery of services and measured deliveries	8	15%	12
	2. Community expectation	8	5%	4
Resourcing	1. Financial capability	7	15%	10.5
	2. Recurrent costs	4	5%	2
	3. Human resourcing	10	5%	5
	4. Physical resourcing?	10	5%	5
Risk exposure	1. Measure of risk to the Shire	4	15%	6
	2. Measure of risk to the community	6	15%	9
TOTAL SCORE (out of 100)				69.5

Multi Criteria Analysis (MCA) Tool for Project Prioritisation

1. STRATEGIC ALIGNMENT		Weighting = 20%
CRITERIA	PARAMETERS	COMMENT
<p>1.1 Meets the Strategic Intent of the Shire's current Strategic Plan</p> <p>Does the project align with the strategic intent of the current Strategic Plan</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon linkage to the Strategic Plan</p> <p>0 = No linkage</p> <p>2 = Minimal - Project is not core business or does not match the strategic intent of the Strategic Plan</p> <p>4 = Minor contribution (contributes with other projects, to a strategy which supports Strategic Plan)</p> <p>6 = Intermediate contribution (contributes to the achievement of a strategy that supports the Strategic Plan)</p> <p>8 = Major contribution (project core to the achievement of a key element of the Strategic Plan)</p> <p>10 = Fundamental to achievement of strategic intent of more than one key element of the Strategic Plan</p>	<p>Assess the projects strategic alignment, that is, whether it meets the strategic intent of one or more of the key elements of the Shire's current Strategic Plan.</p>
<p>1.2 Community Benefit</p> <p>Will the project impact positively on the wider community?</p> <p>Weighting = 5%</p>	<p>Score 0-10</p> <p>0 = No wider community benefit</p> <p>2 = Minimal - Project has minimal benefit for the wider community</p> <p>4 = Minor contribution (minor benefit for the wider community)</p> <p>6 = Intermediate contribution (contributes to the benefit for the wider community)</p> <p>8 = Major contribution (project is identified as a major strategy to benefit the wider community)</p> <p>10 = Significantly benefits the entire community.</p>	<p>Assess benefit of the project for the wider community.</p> <p>Does the project reach hard to reach groups?</p> <p>Will the project benefit multiple demographics?</p>

2. COMMUNITY BENEFIT		Weighting = 20%
CRITERIA	PARAMETERS	COMMENT
<p>2.1 Increased/improved delivery of services</p> <p>Will there be an increased or improved level of program or service with the introduction of the project, and does the program have clearly identified and measured deliverables?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the benefit to the community</p> <p>0 = No improvements to the community 2 = Minimal - improvements to a neighbourhood or group 4 = Minor - improvements to locality or small number of groups 6 = Intermediate - improvements across a number of groups or district 8 = Major - improvements across a large number of groups or a whole district 10 = Benefits are community wide</p>	<p>Assess the impact on community of improved delivery of service</p>
<p>2.2 Community Expectation</p> <p>Is there an expectation on behalf of the community that this project will commence and be completed for the Shire community?</p> <p>Weighting = 5%</p>	<p>Score 0-10</p> <p>0 = No expectation to proceed 2 = Minimal - limited expectation within the community 4 = Minor - expectation by local groups within the locality 6 = Intermediate - expectation across a number of groups within the locality 8 = Major - expectation across a large number of groups within the shire 10 = Community wide expectation across the whole shire that the project will commence</p>	<p>Assess the level of community expectation that the project will commence</p>

3. RESOURCING		Weighting = 30%
CRITERIA	PARAMETERS	COMMENT
<p>3.1 Financial Capability</p> <p>Does the Applicant have the financial resources to undertake this project?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the % of external funding (Guaranteed) or Reserve Account funding</p> <p>0 = 0% external funding 1 = 10% external funding 2 = 20% external funding 3 = 30% external funding 4 = 40% external funding 5 = 50% external funding 6 = 60% external funding 7 = 70% external funding 8 = 80% external funding 9 = 90% external funding 10 = 100% external funding</p>	<p>Assess the financial capacity of the applicant to conduct this project.</p> <p><i>Projects with external, guaranteed funding would score more positively, depending on %, as this means less call on Shire funds. However, ongoing future costs for the project need to be identified.</i></p>
<p>3.2 Recurrent Costs</p> <p>Will the project require recurrent funding from the Shire in future years?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon recurrent cost as a % of total project cost (over 3 years)</p> <p>10 = no recurrent funding 8 = less than 5% recurrent funding 6 = less than 25% recurrent funding 4 = less than 50% recurrent funding 2 = less than 75% recurrent funding 0 = more than 75% recurrent funding</p>	<p>Assess the impact of the ongoing cost of the project.</p> <p><i>Projects with low recurrent costs would score more positively, depending on %, as this means less call on Shire funds.</i></p>
<p>3.2 Human Resourcing</p> <p>Will the project require involvement of Shire staff or additional Shire human resources to ensure it is developed and implemented?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon the level of human resourcing required</p> <p><i>Resource Involvement</i></p> <p>10 = Minimal (most work to be done by project proponent) 8 = Minor - small number of shire staff involved across the Shire 6 = Intermediate - significant number of Shire staff involved across the Shire 4 = Major - substantial involvement of shire staff across the Shire. 2 = Organisation-wide involvement of all Shire staff or a number of new staff required.</p>	<p>Assess the benefits and impact of the project on Shire resources.</p> <p><i>Projects with less in-kind commitment from the Shire will rate higher.</i></p>
<p>3.3 Physical Resourcing</p> <p>Will the project require additional physical resources (facilities, equipment etc.) to ensure it is developed and implemented?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon the level of physical resources</p> <p>10 = Minimal - minimal level of resources required 8 = Minor – requires minor use of facilities or equipment 6 = Intermediate – significant use of facilities or equipment 4 = Major - substantial use of facilities or equipment 2 = Total new facilities required 0 = Total new facility and ongoing resources required (e.g. on-going maintenance).</p>	<p>Assess the level of physical resourcing from the Shire (in-kind or paid) e.g. facilities, equipment, system support, etc required for the project.</p>

4. RISK EXPOSURE		
Weighting = 30%		
CRITERIA	PARAMETERS	COMMENT
<p>4.1 Measure the risk to the Shire if the project does NOT commence</p> <p>Will there be risks to the Shire if the project does NOT commence?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the level of impact on the Shire</p> <p>10 = Very high risk - organisational integrity or statutory compliance depends on the project</p> <p>8 = Significant risk</p> <p>6 = Moderate risk</p> <p>4 = Minor risk</p> <p>2 = Negligible risk</p> <p>0 = No risk</p>	<p>Assess the consequences to the Shire if the project does not commence.</p> <p><i>Projects that mitigate risks are given a higher priority than other projects. For example, complying with legislation will score highly. Has a risk analysis been considered for the project?</i></p>
<p>4.2 Measure the risk to the community if the project does not commence</p> <p>Will there be risks to the community if the project does NOT commence?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the impact upon the community</p> <p>10 = Severe risk</p> <p>8 = Significant risk</p> <p>6 = Moderate risk</p> <p>4 = Minor risk</p> <p>2 = Negligible risk to community</p> <p>0 = No risk to community</p>	<p>Assess the consequences to the community if the project does not commence.</p> <p><i>Projects that mitigate risks to the community are rated highly. For example, addressing a Safety & Health issue in a public venue will score highly.</i></p>

PART A – APPLICANT AND ORGANISATION INFORMATION

1. Applicant's Details:

Name of Organisation: Borden Pavilion Committee Inc.

Name of Applicant and position: Pip Moir, Coordinator

Name of Chairperson/Chief Executive Officer: David Bungey

Postal Address: Stone St, Borden, WA 6338

Telephone: 0401 915 016

Email: admin@bordenpavilion.com.au

Website:

2. Requested grant amount (\$501 - \$5,000): \$ 5000.

If your organisation is incorporated – Please go to question 5

If your organisation is NOT incorporated – please answer question 4 then 5

3. Tick the box which best describes the organisation:

Incorporated, not-for-profit

Individual or Community Group (unincorporated but Auspiced by an incorporated body)

Commercial / For Profit (undertaking a not for profit activity)

4. Auspice Body (IF APPLICABLE)

A sponsoring body is where an eligible organisation applies for a grant on your behalf. If the application is successful, the sponsoring organisation is responsible for abiding by the Terms and Conditions as stated in the Guidelines, for keeping financial records and providing a financial acquittal of the grant.

Confirmation in writing is required from the sponsoring body.

Sponsoring Organisation: _____

Contact Person: _____

Address: _____

Phone: _____ Email: _____

5. Organisation's ABN: 74358230293

5.1. Is your organisation registered for GST?

YES

NO

*You must attach a copy of the Incorporation certificate (or that of the Auspicing body)

6. Does your Organisation involve volunteers? How many and what roles do they serve?

Borden Pavilion is managed by a small, voluntary committee consisting of 7~~8~~ community members. Members include President, Vice President, Secretary, Treasurer, Grounds Coordinator, Catering Coordinator + Shire Rep. The wider community is called upon to volunteer for some events.

7. What is the main purpose and funding sources for your organisation?

Borden Pavilion primarily exists as a regular meeting place for small community. It is also one of the region's premier function venues with several spaces for hire. The primary funding sources are Gnowangerup Shire, donations and fundraising.

8. Who are your main clients / service users?

Borden community
 Borden cricket club (junior + senior)
 Borden bowling club
 Gnowangerup Family Support Assoc.

9. Has your organisation received a grant from Council in the past 3 years? If so, please give details.

Year	Amount	Project Funded
2020	\$5000	Borden X Cup (cancelled)

9.1. Has this grant been reported on and acquitted? YES NO N/A

(currently with the Shire)

Successful applicants will be required to invoice the Shire of Gnowangerup before payment can be made. Please outline your preferred payment method on the invoice.

PART B – DETAILS OF THE PROJECT/EVENT

1. Name of the project/event: Borden X Cup 2021

2. Brief summary of the project/event (include details of what the Community Grant will be used for):

Borden X Cup is a one-day carnival featuring AFLX & FAST 5 tournaments (both shortened versions of football & netball). We host 12 AFLX sides + 8 FAST5 sides, from as far as Esperance, Narrogin & Albany. The community grant would be used for chartering a bus to/from Albany to increase spectators, all forms of advertising and merchandise/uniforms for Borden.

3. When and where will your project/event be held?

GNOWANGERUP:

BORDEN:

ONGERUP:

AMELUP

OTHER: Please specify _____

Start date: TBA

End Date: Same day

Venue: Borden Pavilion

End March
Early April 2021

4. In which category does your project fall? (You may tick more than one box)

Sport and Recreation	<input checked="" type="checkbox"/>	Art and Culture	<input type="checkbox"/>
Senior Citizens or Youth or Children	<input type="checkbox"/>	Education	<input type="checkbox"/>
Environment	<input type="checkbox"/>	Health and Welfare	<input checked="" type="checkbox"/>
Town Enhancement/Infrastructure	<input type="checkbox"/>	Tourism	<input type="checkbox"/>

5. What area of the Shire's Strategic Community Plan does your project align with? Please tick box(s)

Health and Wellbeing

- Health, Education and Family Support Services
- Participation in Sport, Recreation and Leisure
- Supportive Community
- Safe Community

Natural Environment

- Protected Natural Environment
- Water Security
- Sustainable Waste Management

Built Environment

- Planning and Development
- Safe and Reliable Transport
- Attractive Townscapes and Streetscapes
- Service Related Assets that Support Community Needs
- Sustainable Asset and Infrastructure Base

Local Economy and Business

- Vibrant and Growing Economic Base
- Providing Local Employment
- Growing Tourism Industry

Note: the **Governance** section of the current Strategic Community Plan is not applicable to CFAQ.

6. What are the main aims and intended outcomes of your project/event? In particular, how will it benefit the community (long term and short term)?

- 1. See return of winter sport in Border, following closure in 2016
- 2. Pave the way for county sport by instigating new initiatives
- 3. Generate good feeling + pride among community.

Short term - create fantastic event we can be proud of

Long term - spark conversation about future of county sport and whether these shortened versions of game could be the future.

7. Is your project/event open and accessible to the wider community?

YES NO N/A

8. Does your project encourage participation from disadvantaged groups in the community?

YES NO N/A

9. How will the progress of your event/project be monitored and its effectiveness evaluated E.g. satisfaction surveys, measure community connectedness, disability access, etc.?

Asking for feedback from community post-event
Digital satisfaction survey will also be sent to competing teams and sponsors following event to assess event's success + whether we can improve in future years.

10. Have any partnerships, sponsorships and other funding sources been sought to assist with the project/event? If no, please explain why not. If yes, please give details and whether funding approved includes in-kind contributions.

Not yet, planning for 2021 event has not commenced. we will approach same or similar local businesses as approached in previous years. will be roughly \$5000.

11. Where required, have you applied for all relevant licences, permits and approvals? i.e Road Closure approval, storefront stall permit, event insurance, etc.

YES NO N/A

Licence/permit/approval	Date approved/pending
JLT insurance	will do late 2020
WAFC approval	will do late 2020
Netball WA approval	will do late 2020.

12. How will you make sure your event/project/activity is designed to incorporate disability access and inclusion principles? Tick the box(s) with applicable statements about your project's access and inclusion.

- People with disability have the same opportunities as other people to access or take part in the project/event/service offered?
- People with disability have the same opportunities as other people to access the buildings and other facilities associated with the project/event/service offered?
- People with disability receive information about the project/event/service offered in a format that will enable them to access the information as readily as other people are able to access it?
- People with disability have the same opportunities as other people to be a volunteer with your organization.

13. If successful in your funding application, how will you promote the Gnowangerup Shire during your project or at your event? Tick applicable option (s)

**Please email a copy of your event details and flier to the Community Development Coordinator, Kirsty Buchanan at kirsty.buchanan@gnowangerup.wa.gov.au*

- Event/Project Details on Shire website and Facebook page (Note: this is a grant requirement.)
- Display Shire Banner
- Shire Logo on all promotional material
- Announcement by MC / Event Host
- Acknowledgement in media (Radio, TV and Print) ** where appropriate to do so / if space time allows)*
- Acknowledgment on Social Media (if applicable)
- Acknowledgement Plaque
- Invitation for a staff member or Councillor to attend the opening/event
- Other (please specify)

14. Will your organisation promote the Act Belong Commit Campaign (optional)?

YES NO N/A

The Shire is an Act Belong Commit Campaign Partner Site and has access to a range of merchandise and information about ways to improve mental health and wellbeing. The Shire is committed to supporting the community to actively maintain their mental health by promoting the Act Belong Commit message. Applicants can work with the Shire to promote the Act Belong Commit messages at Shire funded events and activities.

Please contact the Shire for further information about how you can access free merchandise and information to use as part of your project. Please note that all Act Belong Commit support is subject to availability and negotiation between the Shire and the applicant.



For more information visit <http://www.actbelongcommit.org.au/>

PART C – FINANCIAL INFORMATION/PROJECT BUDGET

Applicants are required to provide details of how the grant will be spent and detail any other income or support the project will receive.

- Please attach a copy of two (2) quotes for single expenditure items over \$3,000.

PROJECT INCOME	AMOUNT (\$)
Earned Income (E.g ticket sales, merchandise etc)	
Team registrations	4800
Merch	600
Bar + canteen	4000
Subtotal	9400
Other Project income (E.g Other grant funding)	\$
n/a	
Subtotal	
Your Organisation's Financial Contribution (please itemise)	\$
Insurance	700
Subtotal	700
Fundraising, Sponsorship, Cash donations (please itemise)	\$
Local biz sponsorship	5000
Subtotal	5000
TOTAL INCOME (Exclusive of Community Grant)	15,100
Requested Community Grant	5000
TOTAL INCOME	20,100

PROJECT EXPENDITURE	AMOUNT (\$)
Professional Fees (E.g on costs, travel, accommodation)	
Bus hire	1500.
Subtotal	1500.
Production Costs (E.g materials, venue hire, equipment)	\$
Prizes (cash)	7000
Equipment	2000
Merch / uniforms	1000
Subtotal	10000
Administration Costs (Wages, fees, licences, stationery)	\$
Insurance	700
Umpire wages	2500
Volunteer hours	1000
Netball WA rego	150
Subtotal	4350.
Marketing, Promotion and Documentation (please itemise)	\$
Social media	500
Printing	250.
Newspaper ads	2500
Radio ads	1000
Subtotal	4250.
TOTAL EXPENDITURE	20,100

NOTE: The total INCOME and EXPENDITURE column should total the same.

PART D – CHECKLIST AND DECLARATION

✓	Please attach any additional information about your organisation or project that would support your application. Please read, then tick ALL boxes and sign where indicated.
/	I have contacted the Shire of Gnowangerup to discuss my application prior to submission.
/	I have read and agree to the funding requirements/guidelines, have answered all questions and completed the budget as accurately as possible.
/	I acknowledge that I am authorised to make this application on behalf of the organisation.
/	I acknowledge that the information in this application is true and correct.
/	I acknowledge I may be required to supply further information prior to consideration of this application by the Shire of Gnowangerup.
/	I acknowledge that I will complete the acquittal report and submit it by June 30 2020.
/	I give the Shire of Gnowangerup permission to promote this Community Grant as part of any communications and public relations activities.
/	I acknowledge I have allowed for six weeks' notice before my project/event (retrospective payments for a previously run event or paid for project are not permitted).
/	I have attached two (2) quotes for single item expenditure over \$3,000.
/	I have attached a copy of the Certificate of Incorporation or a copy of the auspicing organisation's Certificate of Incorporation.

15. Declaration

On behalf of Borden Pavilion Inc. (name of organisation), I declare that the information provided in this application is complete and correct and the application has the full endorsement of the current executive. We have read the funding guidelines and agree to abide by these should this application be successful.



Signature

25 / 5 / 2020

Date

Pip Moir

Print Name

Please post, email or deliver your completed application form to:

Chief Executive Officer
 Shire of Gnowangerup
 28 Yougenup Road, Gnowangerup WA 6335
 Email: gnpshire@gnowangerup.wa.gov.au

17

BORDEN PAVILLION COMMITTEE – Borden X Games - \$5000

SCORE: 73.5

Community Financial Assistance Grants

Multi Criterion Analysis

		Score (out of 10)	Weight	Adjusted Score
Strategic alignment	1. Contribution to achievement of the Shire's Strategic Plan for the Future	8	15%	12
	2. Community Benefit	8	5%	4
Community benefit	1. Increased/improved delivery of services and measured deliveries	6	15%	9
	2. Community expectation	8	5%	5
Resourcing	1. Financial capability	7	15%	10.5
	2. Recurrent costs	4	5%	2
	3. Human resourcing	10	5%	5
	4. Physical resourcing?	10	5%	5
Risk exposure	1. Measure of risk to the Shire	6	15%	9
	2. Measure of risk to the community	8	15%	12
TOTAL SCORE (out of 100)				73.5

Multi Criteria Analysis (MCA) Tool for Project Prioritisation

1. STRATEGIC ALIGNMENT		Weighting = 20%
CRITERIA	PARAMETERS	COMMENT
<p>1.1 Meets the Strategic Intent of the Shire's current Strategic Plan</p> <p>Does the project align with the strategic intent of the current Strategic Plan</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon linkage to the Strategic Plan</p> <p>0 = No linkage</p> <p>2 = Minimal - Project is not core business or does not match the strategic intent of the Strategic Plan</p> <p>4 = Minor contribution (contributes with other projects, to a strategy which supports Strategic Plan)</p> <p>6 = Intermediate contribution (contributes to the achievement of a strategy that supports the Strategic Plan)</p> <p>8 = Major contribution (project core to the achievement of a key element of the Strategic Plan)</p> <p>10 = Fundamental to achievement of strategic intent of more than one key element of the Strategic Plan</p>	<p>Assess the projects strategic alignment, that is, whether it meets the strategic intent of one or more of the key elements of the Shire's current Strategic Plan.</p>
<p>1.2 Community Benefit</p> <p>Will the project impact positively on the wider community?</p> <p>Weighting = 5%</p>	<p>Score 0-10</p> <p>0 = No wider community benefit</p> <p>2 = Minimal - Project has minimal benefit for the wider community</p> <p>4 = Minor contribution (minor benefit for the wider community)</p> <p>6 = Intermediate contribution (contributes to the benefit for the wider community)</p> <p>8 = Major contribution (project is identified as a major strategy to benefit the wider community)</p> <p>10 = Significantly benefits the entire community.</p>	<p>Assess benefit of the project for the wider community.</p> <p>Does the project reach hard to reach groups?</p> <p>Will the project benefit multiple demographics?</p>

2. COMMUNITY BENEFIT		Weighting = 20%
CRITERIA	PARAMETERS	COMMENT
<p>2.1 Increased/improved delivery of services</p> <p>Will there be an increased or improved level of program or service with the introduction of the project, and does the program have clearly identified and measured deliverables?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the benefit to the community</p> <p>0 = No improvements to the community 2 = Minimal - improvements to a neighbourhood or group 4 = Minor - improvements to locality or small number of groups 6 = Intermediate - improvements across a number of groups or district 8 = Major - improvements across a large number of groups or a whole district 10 = Benefits are community wide</p>	<p>Assess the impact on community of improved delivery of service</p>
<p>2.2 Community Expectation</p> <p>Is there an expectation on behalf of the community that this project will commence and be completed for the Shire community?</p> <p>Weighting = 5%</p>	<p>Score 0-10</p> <p>0 = No expectation to proceed 2 = Minimal - limited expectation within the community 4 = Minor - expectation by local groups within the locality 6 = Intermediate - expectation across a number of groups within the locality 8 = Major - expectation across a large number of groups within the shire 10 = Community wide expectation across the whole shire that the project will commence</p>	<p>Assess the level of community expectation that the project will commence</p>

3. RESOURCING		Weighting = 30%
CRITERIA	PARAMETERS	COMMENT
<p>3.1 Financial Capability</p> <p>Does the Applicant have the financial resources to undertake this project?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the % of external funding (Guaranteed) or Reserve Account funding</p> <p>0 = 0% external funding 1 = 10% external funding 2 = 20% external funding 3 = 30% external funding 4 = 40% external funding 5 = 50% external funding 6 = 60% external funding 7 = 70% external funding 8 = 80% external funding 9 = 90% external funding 10 = 100% external funding</p>	<p>Assess the financial capacity of the applicant to conduct this project.</p> <p><i>Projects with external, guaranteed funding would score more positively, depending on %, as this means less call on Shire funds. However, ongoing future costs for the project need to be identified.</i></p>
<p>3.2 Recurrent Costs</p> <p>Will the project require recurrent funding from the Shire in future years?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon recurrent cost as a % of total project cost (over 3 years)</p> <p>10 = no recurrent funding 8 = less than 5% recurrent funding 6 = less than 25% recurrent funding 4 = less than 50% recurrent funding 2 = less than 75% recurrent funding 0 = more than 75% recurrent funding</p>	<p>Assess the impact of the ongoing cost of the project.</p> <p><i>Projects with low recurrent costs would score more positively, depending on %, as this means less call on Shire funds.</i></p>
<p>3.2 Human Resourcing</p> <p>Will the project require involvement of Shire staff or additional Shire human resources to ensure it is developed and implemented?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon the level of human resourcing required</p> <p><i>Resource Involvement</i></p> <p>10 = Minimal (most work to be done by project proponent) 8 = Minor - small number of shire staff involved across the Shire 6 = Intermediate - significant number of Shire staff involved across the Shire 4 = Major - substantial involvement of shire staff across the Shire. 2 = Organisation-wide involvement of all Shire staff or a number of new staff required.</p>	<p>Assess the benefits and impact of the project on Shire resources.</p> <p><i>Projects with less in-kind commitment from the Shire will rate higher.</i></p>
<p>3.3 Physical Resourcing</p> <p>Will the project require additional physical resources (facilities, equipment etc.) to ensure it is developed and implemented?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon the level of physical resources</p> <p>10 = Minimal - minimal level of resources required 8 = Minor – requires minor use of facilities or equipment 6 = Intermediate – significant use of facilities or equipment 4 = Major - substantial use of facilities or equipment 2 = Total new facilities required 0 = Total new facility and ongoing resources required (e.g. on-going maintenance).</p>	<p>Assess the level of physical resourcing from the Shire (in-kind or paid) e.g. facilities, equipment, system support, etc required for the project.</p>

4. RISK EXPOSURE		
Weighting = 30%		
CRITERIA	PARAMETERS	COMMENT
<p>4.1 Measure the risk to the Shire if the project does NOT commence</p> <p>Will there be risks to the Shire if the project does NOT commence?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the level of impact on the Shire</p> <p>10 = Very high risk - organisational integrity or statutory compliance depends on the project</p> <p>8 = Significant risk</p> <p>6 = Moderate risk</p> <p>4 = Minor risk</p> <p>2 = Negligible risk</p> <p>0 = No risk</p>	<p>Assess the consequences to the Shire if the project does not commence.</p> <p><i>Projects that mitigate risks are given a higher priority than other projects. For example, complying with legislation will score highly. Has a risk analysis been considered for the project?</i></p>
<p>4.2 Measure the risk to the community if the project does not commence</p> <p>Will there be risks to the community if the project does NOT commence?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the impact upon the community</p> <p>10 = Severe risk</p> <p>8 = Significant risk</p> <p>6 = Moderate risk</p> <p>4 = Minor risk</p> <p>2 = Negligible risk to community</p> <p>0 = No risk to community</p>	<p>Assess the consequences to the community if the project does not commence.</p> <p><i>Projects that mitigate risks to the community are rated highly. For example, addressing a Safety & Health issue in a public venue will score highly.</i></p>

PART A – APPLICANT AND ORGANISATION INFORMATION

1. Applicant's Details:

Name of Organisation: North Stirlings Pallinup Natural Resources Incorporated

Name of Applicant and position: Freya Spencer (Executive Natural Resource Management Officer)

Name of Chairperson/Chief Executive Officer: Kevin Wise

Postal Address: 89 Moir Street, Borden, WA 6338

Telephone: 9828 1086 or 0437 248 206

Email: freya@nspnr.com.au

Website: nspnr.com.au

2. Requested grant amount (\$5,000 - \$20,000): \$11,317.60.00 (ex GST)

If your organisation is incorporated – Please go to question 5

If your organisation is NOT incorporated – please answer question 4 then 5

3. Tick the box which best describes the organisation:

Incorporated, not-for-profit

Commercial / For Profit (undertaking a not for profit activity)

Please note: funding for the Special Request Grants category is not offered to organisations that are not incorporated (except Commercial / For Profit organisations undertaking a not for profit activity). Please refer to the 'Community Grant or Quick Grant Category' if you are an organisation that will require funds to be auspiced by another organisation on your behalf.

4. Auspice Body (IF APPLICABLE)

A sponsoring body is where an eligible organisation applies for a grant on your behalf. If the application is successful, the sponsoring organisation is responsible for abiding by the Terms and Conditions as stated in the Guidelines, for keeping financial records and providing a financial acquittal of the grant.

Confirmation in writing is required from the sponsoring body.

Sponsoring Organisation: _____

Contact Person: _____

Address: _____

Phone: _____

Email: _____

5. Organisation's ABN: 81533865751

5.1. Is your organisation registered for GST? YES NO

***You must attach a copy of the Incorporation certificate (or that of the Auspicing body)**

6. What is the main purpose of your organisation?

North Stirlings Pallinup Natural Resources (NSPNR) is based in the Shire of Gnowangerup, within the South Coast region of WA, covering a total area of more than 541,629 hectares. The group aims to improve the sustainability of the region by bringing together people and organisations to inspire current and future generations through coordination, education and demonstration of sustainable agriculture and Natural Resource Management.

7. Who are your main clients'/service users?

The agricultural industry and business servicing the industry form the major economic activity for the sub-region and therefore represent the majority of our membership (service users). NSPNR is also a key community organisation providing services for the agricultural and environmental departments of DPIRD, DWER and DBCA, as well as State NRM and South Coast NRM.

7.1 Where is your organisation based and which geographical areas do you deliver your service to? If services are provided in various locations, please indicate the percentage of service delivery in each location.

GNOWANGERUP: 25% BORDEN: 25% ONGERUP: 25%

AMELUP 25% OTHER: Please specify _____ %

8. Does your organisation involve volunteers and/or paid staff? How many and what roles do they serve?

NSPNR currently has one paid Executive NRM Officer (0.4 FTE), two NRM Officers (0.4 FTE and 0.2 FTE) and one office administrator (0.2 FTE). Our volunteers consist of community members, industry experts and department staff. NSPNR has 12 committee members (5 executive members) as part of the group. Nine of the committee members have their own family farming business, with the Shire of Gnowangerup, DPIRD and South Coast NRM representatives also on the committee. Our organisation is made up of over 65 active community members. Our members contribute to the organisation in various ways, through busy-bees, machinery maintenance and on-ground works.

9. Please document your main sources of funding (e.g. funding bodies, fundraising, corporate support) and where applicable provide an indication of where existing funding is allocated within your organisation's operational budget.

State NRM (DPIRD) – Funding through Community Stewardship Grants

South Coast NRM (Federal Government) – Funding through the Regional Landcare Partnership

Membership – Funding through annual membership drives

15% of funding – Operations / 85% of funding into on-ground works for the community

10. What is your organisation's annual turnover?

\$60,000.00 annual average turnover.

11. Why are you seeking funding from the Shire of Gnowangerup (e.g. lack of alternative funding sources)?

Our project builds off a pre-existing initiative which is currently designing and implementing a water-quality monitoring framework in collaboration with specialised consultants, providing an insight into the Pallinup River's current health (funded through the State NRM Stewardship Grants). Our monitoring framework currently consists of only two monitoring points along the river which is not adequate to accurately measure or understand the health of the 250km long system. Our project will deliver 14 additional, strategically located water-monitoring/reference points to strengthen current research efforts, and then through planned educational workshops educate and promote the river's health and cultural significance within our communities, encouraging a 'whole catchment' approach to restoration. NSPNR is focusing the majority of research efforts along the Warperup Creek as it is the largest creek line running into the Pallinup River (exclusively through the Gnowangerup Shire), spanning 69km long. NSPNR is seeking additional funding from the Gnowangerup Shire as we believe the river's declining health, being a common resource, should be of high importance to the local government and community.

12. Has your organisation unsuccessfully attempted to access funds from other funding sources? If so which sources?

No, we have been successful in all attempts, see question B 10.

13. Has your organisation obtained funding from other Councils in the last 3 years? If so which Councils and how much has been confirmed/received?

No.

14. Has your organisation received a grant from Council in the past 3 years? If so, please give details.

N/A

14.1. Has this grant been reported on and acquitted? YES NO N/A **X**

Successful applicants will be required to invoice the Shire of Gnowangerup before payment can be made. Please outline your preferred payment method on the invoice.

PART B – DETAILS OF THE PROJECT/EVENT

1. Name of the project/event: Pallinup River Monitoring – Connecting our Community and Culture to Science

2. Brief summary of the project/event (include details of what the Community Grant will be used for):

The Pallinup River currently shows signs of degradation due to livestock grazing, landscape fragmentation, erosion, sediment transport, salinity, and nutrient leeching. With over 90% of native vegetation cleared in the sub-region and 2016/17 flood events, our river’s health is at a critical point and this has prompted great concern within our community. Our project builds off a pre-existing initiative which is currently designing and implementing a water-quality monitoring framework and Warperup Creek Improvement Plan Feasibility Report in collaboration with specialised consultants, providing an insight into the river's current health. Our monitoring framework currently consists of only two monitoring points along the river which is not adequate to accurately measure or understand the health of the 250km long system.

Our project will deliver 14 additional (20 total), strategically located water-monitoring/reference points to strengthen current research efforts, to be monitored and analysed in year 1 (July 2020 - June 2021) and year 2 (July 2021 – June 2022). The majority of research efforts will be focused along the Warperup Creek as it is the largest creek line running into the Pallinup River (exclusively through the Gnowangerup Shire), spanning 69km long. Aspect of monitoring at each point will include: Basic water quality variables: salinity, pH, turbidity, temperature, Total P and Total N, Macroinvertebrate composition, Channel and floodplain condition, Riparian vegetation condition and Photo points. Furthermore, this project, through planned educational events (engaging youth, adults, and the Noongar community) will educate and promote the river's health and cultural significance within our communities, encouraging a 'whole catchment' approach to restoration.

Event 1: “River Health” Community meeting to discuss the project, the river and obtain community input into monitoring framework, community survey and feasibility study (year 1)

Event 2: Citizen Science monitoring day with microbiologists and Borden, Ongerup and Gnowangerup Schools (year 2)

3. When and where will your project/event be held?

GNOWANGERUP: X

BORDEN: X

ONGERUP: X

AMELUP X

Start date: 1 September 2020

End Date: 1 June 2021

Venue: Pallinup River (Upper

Catchment within the Gnowangerup Shire)

4. In which category does your project fall? (You may tick more than one box)

Sport and Recreation		Art and Culture	X
Senior Citizens or Youth or Children		Education	X
Environment	X	Health and Welfare	
Town Enhancement/Infrastructure		Tourism	X

5. What area of the Shire’s Strategic Community Plan does your project align with? Please tick box(s)

Health and Wellbeing

- Health, Education and Family Support Services
- Participation in Sport, Recreation and Leisure
- Supportive Community
- Safe Community

Built Environment

- Planning and Development
- Safe and Reliable Transport
- Attractive Townscapes and Streetscapes
- Service Related Assets that Support Community Needs
- Sustainable Asset and Infrastructure Base

Natural Environment

- Protected Natural Environment
- Water Security
- Sustainable Waste Management

Local Economy and Business

- Vibrant and Growing Economic Base
- Providing Local Employment
- Growing Tourism Industry

6. What are the main aims and intended outcomes of your project/event? In particular, how will it benefit the community (long term and short term)?

The Pallinup River is the largest river system on Western Australia’s south coast and is incredibly significant to the Noongar people (Goreng people). The river and its tributaries pass through a range of natural ecosystems and valuable farmlands. There are many people who still remember swimming lessons and boat races in the river and for the Goreng people it was a major travel route and source of food. There is community appetite to see the river's health improved and the cultural values maintained. Waterways and their associated riparian vegetation systems form natural habitat pathways through the landscape. Their management and restoration is an important part of achieving habitat connectivity and maintaining the water asset for current and future generations to enjoy. Using science, this project aims to bring together landholders, researchers, Goreng people and the wider community to share and learn about the river and how we can preserve it.

7. Is your project /event open and accessible to the wider community?

YES NO N/A

8. Does your project encourage participation from disadvantaged groups in the community?

YES NO N/A

9. How will the progress of your event/project be monitored and its effectiveness evaluated E.g. satisfaction surveys, measure community connectedness, disability access etc?

Our project's approach and methodology is based on substantial research, evidence, previous on-ground success and current bio-regional conservation plans (Gondwana Link, the South Coast Macro-Corridor, Southern Prospects and the Fitz-Stirling Conservation Action Plan etc.). The river monitoring points will comprise of the follow aspects: Basic water quality variables: salinity, pH, turbidity, temperature, Total P and Total N, Macroinvertebrate composition, Channel and floodplain condition, Riparian vegetation condition and Photo points. This will be conducted by local microbiologists – Janicke Environmental Investigations. This results we be analysed and reported through an annual interim report, while also providing core information for the Warperup Creek Improvement Plan Feasibility Report (funded through the large State NRM grant above).

Through workshop attendance and surveys, we hope to promote the social, economic, environmental, and cultural values of the Pallinup River within the wider community and its generations, encouraging a 'whole catchment'

approach to its management. We also hope the research and associated reports to be produced from this project will promote the importance of the Pallinup River's conservation at this critical point in time, attracting further support and resources from varied sources.

10. Have any partnerships, sponsorships and other funding sources been sought to assist with the project/event? If no, please explain why not. If yes, please give details and whether funding approved includes in-kind contributions).

NSPNR currently has a large State NRM funded project: Waterways Restoration - Connecting the Pallinup River, its People and Culture. This 3-year project is currently funding a monitoring framework (detailed above) which will inform the development of a feasibility report for a Warperup Creek Improvement Plan. In addition, this project is also delivering the strategic restoration of fragmented sections of the Pallinup River through protective fencing (conserving 389 hectares of remnant vegetation and exposed creek lines) and establishing 34 hectares of native vegetation. NSPNR has also applied for additional, complimentary monitoring points through the FRRR Sally Foundation Trailblazer grants, which has recently been approved. In addition, ABC's Landline will be doing a feature on the current State NRM project in June 2020. This project has further support for local Albany company Nail'd, Threshold Environmental and Carbon Neutral Charitable Fund.

11. Where required, have you applied for all relevant licences, permits and approvals? *i.e Road Closure approval, storefront stall permit, event insurance etc.*

YES NO N/A

12. Please provide additional documentation to support your application. Below are some examples of suggested documentation that you could provide to support your application.

- A copy of the latest audited financial statements for your organisation (the minimum requirement is the organisation's most recent profit and loss statement);
- A Project Plan, a Running Sheet and/or a Business Plan;
- A Risk Management Plan;
- Insurance information – e.g. public liability.
- Information about the Project Manager (relevant qualifications/experience).
- Quotes (for individual allocations of over \$3000 a minimum of two written quotes are required)
- Plans or diagrams that clearly illustrate your request.
- Any additional information that you believe will assist this application.

Please note: The Shire of Gnowangerup reserves the right to request additional documentation to support your application at their discretion.

13. How will you make sure your event/project/activity is designed to incorporate disability access and inclusion principles? Tick the box(s) with applicable statements about your project's access and inclusion.

- X People with disability have the same opportunities as other people to access or take part in the project/event/service offered.
- X People with disability have the same opportunities as other people to access the buildings and other facilities associated with the project/event/service offered.
- X People with disability receive information about the project/event/service offered in a format that will enable them to access the information as readily as other people are able to access it.

X People with disability have the same opportunities as other people to be a volunteer with your organization.

14. If successful in your funding application, how will you promote the Gnowangerup Shire during your project or at your event? Tick applicable option(s).

**Please email a copy of your event details and flier to the Community Development Coordinator, Kirsty Buchanan at kirsty.buchanan@gnowangerup.wa.gov.au*

- X Event/Project Details on Shire website and Facebook page (Note: this is a grant requirement.)
- X Display Shire Banner
- X Shire Logo on all promotional material
- X Announcement by MC / Event Host
- X Acknowledgement in media (Radio, TV and Print) – Landline (pending approval)
- X Acknowledgment on Social Media (if applicable)
- Acknowledgement Plaque
- X Invitation for a staff member or Councillor to attend the opening/event
- X Other (please specify)

15. Will your organisation promote the Act Belong Commit Campaign (optional)?

YES NO N/A

The Shire is an Act Belong Commit Campaign Partner Site and has access to a range of merchandise and information about ways to improve mental health and wellbeing. The Shire is committed to supporting the community to actively maintain their mental health by promoting the Act Belong Commit message. Applicants can work with the Shire to promote the Act Belong Commit messages at Shire funded events and activities.

Please contact the Shire for further information about how you can access free merchandise and information to use as part of your project. Please note that all Act Belong Commit support is subject to availability and negotiation between the Shire and the applicant.

For more information visit <http://www.actbelongcommit.org.au/>



PART C – FINANCIAL INFORMATION/PROJECT BUDGET

- Applicants are required to provide details of how the grant will be spent and detail any other income or support the project will receive.
- Please attach a copy of two (2) quotes for single expenditure items over \$3,000.

PROJECT INCOME	AMOUNT (\$)
Earned Income (E.g. ticket sales, merchandise, etc)	
N/A	
Subtotal	
Other Project income (E.g. Other grant funding)	\$
FRRR Sally Foundation (4 monitoring points)	\$2180.00
State NRM Grant (river monitoring event – schools)	\$3,530.00
State NRM Grant (“River Health” Community Meeting Evening) – Consultant in-kind	\$2,500.00
Subtotal	\$8,210.00
Your Organisation’s Financial Contribution (please itemise)	\$
Project Officer FTE (Freya Spencer)	\$4,336.00
Subtotal	\$4,336.00
Fundraising, Sponsorship, Cash donations (please itemise)	\$
Subtotal	
TOTAL INCOME (Exclusive of Community Grant)	\$12,546.00
Requested Community Grant	\$11,317.60
TOTAL INCOME	\$23,863.60

PROJECT EXPENDITURE	AMOUNT (\$)
Professional Fees (E.g. on costs, travel, accommodation)	
Janicke Consultants - River Monitoring Site Assessments & Sampling X 16 (Channel and floodplain condition, Riparian vegetation condition and Photo points)	\$6,975.00
Janicke Consultants – Travel X 16 Sites	\$516.60
Janicke Consultants - Laboratory Analysis X 16 (salinity, pH, turbidity, temperature, Total P, Total N and Macroinvertebrate composition)	\$886.00
Janicke Consultants - Interim Analysis and Write Up	\$3,120.00
Subtotal	\$11,497.60
Production Costs (E.g. materials, venue hire, equipment)	\$
School River Monitoring Event (Catering, Consultant fees (+travel), venue, advertising, learning materials)	\$4,530.00
“River Health” Community Meeting Evening (Catering, Consultant fees (+travel), venue, advertising)	\$3,500.00
Subtotal	\$8,030.00
Administration Costs (Wages, fees, licences, stationary)	\$
Project Officer FTE (Freya Spencer)	\$4,336.00
Subtotal	\$4,336.00
Marketing, Promotion and Documentation (please itemise)	\$
N/A	
Subtotal	

TOTAL EXPENDITURE	\$23,863.60
--------------------------	--------------------

NOTE: The total INCOME and EXPENDITURE columns should total the same.

PART D – CHECKLIST AND DECLARATION

✓	Please attach any additional information about your organisation or project that would support your application. Please read, then tick ALL boxes and sign where indicated.
X	I have contacted the Shire of Gnowangerup to discuss my application prior to submission.
X	I have read and agree to the funding requirements/guidelines, have answered all questions and completed the budget as accurately as possible.
X	I acknowledge that I am authorised to make this application on behalf of the organisation.
X	I acknowledge that the information in this application is true and correct.
X	I acknowledge I may be required to supply further information prior to consideration of this application by the Shire of Gnowangerup.
X	I acknowledge that I will complete the acquittal report and submit it by June 30 2020.
X	I give the Shire of Gnowangerup permission to promote this Special Requests Community Grant as part of any communications and public relations activities.
X	I acknowledge I have allowed for six weeks' notice before my project/event (retrospective payments for a previously run event or paid for project are not permitted).
X	I have attached two (2) quotes for single item expenditure over \$3,000. (1 quote has been approved)
X	I have attached a copy of the Certificate of Incorporation or a copy of the auspicing organisation's Certificate of Incorporation.

1. Declaration

On behalf of North Stirlings Pallinup Natural Resources, I declare that the information provided in this application is complete and correct and the application has the full endorsement of the current executive. We have read the funding guidelines and agree to abide by these should this application be successful.

Signature

____/____/____

Date

Print Name

Please post, email or deliver your completed application form to:

Chief Executive Officer
 Shire of Gnowangerup
 28 Yougenup Road, Gnowangerup WA 6335
 Email: gnpshire@gnowangerup.wa.gov.au

THE WIRE
**TRAIL
BLAZERS**



Not-For-Profit - Association Report

North Stirlings Pallinup Natural Resources Inc.

ABN 81533865751

For the year ended 30 June 2019

Prepared by Only Solutions WA

Committee's Report

North Stirlings Pallinup Natural Resources Inc. For the year ended 30 June 2019

Committee's Report

Your committee members submit the financial report of North Stirlings Pallinup Natural Resources Inc. for the financial year ended 30 June 2019.

Committee Members

The names of committee members throughout the year and at the date of this report are:

Committee Member	Position	Date Started	Experience	Qualification
Kevin Wise	Chairman	16/10/2018		
Jamie Spence	Treasurer	16/10/2018		
Tim O'Meehan	Vice Chairman	16/10/2018		
Sarah Bungey	Executive Secretary	16/10/2018		
Liz Bungey	Executive Committee	16/10/2018		
Kingsley Vaux	Committee	16/10/2018		
Emily Jaekel	Committee	16/10/2018		
Mick Lance	Committee	16/10/2018		

Principal Activities

To bring together people, organisations and information, so that communities in the North Stirlings Pallinup Region are able to drive the better management of Natural Resources, resulting in social, economic and environmental sustainability. To inspire current and future generations through coordination, education and example, the benefits accruing from sustainable management of the region's natural resources.

Significant Changes

Adoption of new Constitution

Going Concern

This financial report has been prepared on a going concern basis which contemplates continuity of normal business activities and the realisation of assets and settlement of liabilities in the ordinary course of business. The ability of the association to continue to operate as a going concern is dependent upon the ability of the association to generate sufficient cashflows from operations to meet its liabilities. The members of the association believe that the going concern assumption is appropriate.

Signed in accordance with a resolution of the Members of the Committee on:

Kevin Wise (Chairman)

Date / /

Jamie Spence (Treasurer)

Date / /

Profit and Loss

North Stirlings Pallinup Natural Resources Inc. For the year ended 30 June 2019

2019

Trading Income

Business Operations	1,846.89
Contractor/Consultant/Technical Specialist	142,143.31
Feral Control	7,896.00
Field Days/Events/WorkShops	3,360.00
Interest Received	115.08
Memberships	2,090.87
NRM Officer	8,932.00
Revegetation	3,722.25
Sponsorship/Donations	514.80
Total Trading Income	170,621.20

Gross Profit 170,621.20

Operating Expenses

Accountant Fees & Audits	1,909.09
Bank Interest/Fees	10.90
Building Lease - Overheads	600.00
Catering	478.58
Contractor/Consultant	26,747.87
Electricity	871.00
Equipment Reserve - Expenses	2,431.33
Fencing - Expenses	39,937.09
Feral Control - Expenses	4,677.19
Field Days/Events/WorkShop Expenses	321.87
Insurance	7,793.24
Marketing/Advertising - Expenses	1,393.47
Office Exp/Stat/Post	6,710.75
Revegetation - Expenses	44,130.87
Staff Training	18.18
Superannuation	36,198.98
Telephone	4,632.91
Vehicle Fuel /Fuel Reimbursements	3,171.63
Vehicle Maintenance - Expenses	2,514.36
Wages	53,906.00
Total Operating Expenses	238,455.31

Net Profit (67,834.11)

Income and Expenditure Statement

North Stirlings Pallinup Natural Resources Inc.
For the year ended 30 June 2019

2019

Income

Business Operations	1,847
Contractor/Consultant/Technical Specialist	142,143
EOFY Balancing Revenue	67,834
Feral Control	7,896
Field Days/Events/WorkShops	3,360
Interest Received	115
Memberships	2,091
NRM Officer	8,932
Revegetation	3,722
Sponsorship/Donations	515
Total Income	238,455

Gross Surplus

238,455

Expenditure

Accountant Fees & Audits	1,909
Bank Interest/Fees	11
Building Lease - Overheads	600
Catering	479
Contractor/Consultant	26,748
Electricity	871
Equipment Reserve - Expenses	2,431
Fencing - Expenses	39,937
Feral Control - Expenses	4,677
Field Days/Events/WorkShop Expenses	322
Insurance	7,793
Marketing/Advertising - Expenses	1,393
Office Exp/Stat/Post	6,711
Revegetation - Expenses	44,131
Staff Training	18
Superannuation	36,199
Telephone	4,633
Vehicle Fuel /Fuel Reimbursements	3,172
Vehicle Maintenance - Expenses	2,514
Wages	53,906
Total Expenditure	238,455

Current Year Surplus/ (Deficit) Before Income Tax Adjustments

-

Current Year Surplus/(Deficit) Before Income Tax

-

Net Current Year Surplus After Income Tax

-

Assets and Liabilities Statement

North Stirlings Pallinup Natural Resources Inc.

As at 30 June 2019

NOTES 30 JUN 2019

Assets

Current Assets

Trade and Other Receivables	3	32,142
GST Receivable		3,840
Total Current Assets		35,982

Non-Current Assets

Other Non-Current Assets		150,501
Total Non-Current Assets		150,501

Total Assets 186,483

Liabilities

Current Liabilities

Trade and Other Payables	4	12,408
Total Current Liabilities		12,408

Non-Current Liabilities

Other Non-Current Liabilities

PAYG Withholdings Payable		1,929
Superannuation Payable		1,082
Total Other Non-Current Liabilities		3,011

Total Non-Current Liabilities 3,011

Total Liabilities 15,419

Net Assets 171,064

Member's Funds

Capital Reserve		171,064
Total Member's Funds		171,064

Balance Sheet

North Stirlings Pallinup Natural Resources Inc.

As at 30 June 2019

30 JUN 2019

Assets

Bank

Cash Management	101,409.94
Cheque Account	14,635.07
Credit Card	281.95
Middle Pallinup Account	34,326.96
Total Bank	150,653.92

Current Assets

Accounts Receivable	32,142.00
Petty Cash (Credit Card)	(152.90)
Total Current Assets	31,989.10

Total Assets 182,643.02

Liabilities

Current Liabilities

Accounts Payable	12,407.88
GST	(3,840.00)
PAYG Withholdings Payable	1,929.00
Superannuation Payable	1,081.80
Total Current Liabilities	11,578.68

Total Liabilities 11,578.68

Net Assets 171,064.34

Equity

Retained Earnings	171,064.34
Total Equity	171,064.34

Notes to the Financial Statements

North Stirlings Pallinup Natural Resources Inc. For the year ended 30 June 2019

1. Summary of Significant Accounting Policies

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act Western Australia. The committee has determined that the association is not a reporting entity.

The financial statements have been prepared on an accruals basis and are based on historic costs and do not take into account changing money values or, except where stated specifically, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of these financial statements.

Property, Plant and Equipment (PPE)

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

Employee Provisions

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee provisions have been measured at the amounts expected to be paid when the liability is settled.

Provisions

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Cash on Hand

Cash on hand includes cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

Accounts Receivable and Other Debtors

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt.

If conditions are attached to the grant that must be satisfied before the association is eligible to receive the contribution, recognition of the grant as revenue will be deferred until those conditions are satisfied.

All revenue is stated net of the amount of goods and services tax.

Leases

Leases of PPE, where substantially all the risks and benefits incidental to the ownership of the asset (but not the legal ownership) are transferred to the association, are classified as finance leases.

Finance leases are capitalised by recording an asset and a liability at the lower of the amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for that period.

Leased assets are depreciated on a straight-line basis over the shorter of their estimated useful lives or the lease term. Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the assets and liabilities statement.

Financial Assets

Investments in financial assets are initially recognised at cost, which includes transaction costs, and are subsequently measured at fair value, which is equivalent to their market bid price at the end of the reporting period. Movements in fair value are recognised through an equity reserve.

Accounts Payable and Other Payables

Accounts payable and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

2019

2018

2. Cash on Hand

	2019	2018
3. Trade and Other Receivables		
Trade Receivables		
Accounts Receivable	32,142	-
Total Trade Receivables	32,142	-
Total Trade and Other Receivables	32,142	-

	2019	2018
4. Trade and Other Payables		
Trade Payables		
Accounts Payable	12,408	-
Total Trade Payables	12,408	-
Total Trade and Other Payables	12,408	-

Statement of Cash Flows - Direct Method

North Stirlings Pallinup Natural Resources Inc.

For the year ended 30 June 2019

2019

Operating Activities

Cash Receipts From Other Operating Activities	221,347
Cash Payments From Other Operating Activities	(238,912)
Net Cash Flows from Operating Activities	(17,565)

Investing Activities

Other Cash Items From Investing Activities	(150,501)
Net Cash Flows from Investing Activities	(150,501)

Other Activities

Other Activities	168,066
Net Cash Flows from Other Activities	168,066

Net Cash Flows

-

Cash and Cash Equivalents

Cash and cash equivalents at beginning of period	-
Cash and cash equivalents at end of period	-
Net change in cash for period	-

True and Fair Position

North Stirlings Pallinup Natural Resources Inc. For the year ended 30 June 2019

Annual Statements Give True and Fair View of Financial Position and Performance of the Association

We, Kevin Wise - Chairman, and Jamie Spence - Treasurer, being members of the committee of North Stirlings Pallinup Natural Resources Inc., certify that -

The statements attached to this certificate give a true and fair view of the financial position and performance of North Stirlings Pallinup Natural Resources Inc. during and at the end of the financial year of the association ending on 30 June 2019.

Signed:

Dated: / /

Signed:

Dated: / /

Auditor's Report

North Stirlings Pallinup Natural Resources Inc. For the year ended 30 June 2019

Independent Auditors Report to the members of the Association

We have audited the accompanying financial report, being a special purpose financial report, of North Stirlings Pallinup Natural Resources Inc. (the association), which comprises the committee's report, the assets and liabilities statement as at 30 June 2019, the income and expenditure statement for the year then ended, cash flow statement, notes comprising a summary of significant accounting policies and other explanatory information, and the certification by members of the committee on the annual statements giving a true and fair view of the financial position and performance of the association.

Committee's Responsibility for the Financial Report

The committee of North Stirlings Pallinup Natural Resources Inc. is responsible for the preparation and fair presentation of the financial report, and has determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of the Associations Incorporations Act (Western Australia) and is appropriate to meet the needs of the members. The committee's responsibility also includes such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the association's preparation and fair presentation of the financial report, in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

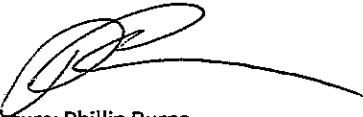
Opinion

In our opinion, the financial report presents fairly, in all material respects (or gives a true and fair view –refer to the applicable state/territory Act), the financial position of North Stirlings Pallinup Natural Resources Inc. as at 30 June 2019 and (of) its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the requirements of the Associations Incorporations Act (Western Australia) .

Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial report has been prepared to assist North Stirlings Pallinup Natural Resources Inc. to meet the requirements of the Associations Incorporations Act (Western Australia) . As a result, the financial report may not be suitable for another purpose.

Auditor's Report



Auditor's signature: Phillip Burns

Auditor's address: Unit 9 , 69 Lockyer Ave, Centennial Park, WA 6330

Dated: 17/09/2019

Certificate By Members of the Committee

North Stirlings Pallinup Natural Resources Inc.

For the year ended 30 June 2019

I, Kevin Wise of

WA, Australia, certify that:

1. I attended the annual general meeting of the association held on [/ /].
2. The financial statements for the year ended 30 June 2019 were submitted to the members of the association at its annual general meeting.

Dated: / /

3 December 2019

Certificate of Currency							
Name of Insured	NORTH STIRLINGS PALLINUP RESOURCES INC						
Interested Party	NONE NOTED						
Policy Number	QE.QAI.1991520						
Type of Policy	VOLUNTARY WORKERS						
Insurer/Underwriter	QBE Insurance (Australia) Limited						
Cover effective from	05/08/2019						
Cover expires 4.00 pm	05/08/2020						
Description of risk insured	VOLUNTARY WORKERS Persons performing unpaid voluntary work on behalf of the insured.						
Risk address	ANYWHERE IN AUSTRALIA						
Aggregate Limit of Liability	\$1,000,000						
Maximum Benefit Limits	<table border="1"> <tbody> <tr> <td>CAPITAL BENEFITS</td> <td>\$30,000</td> </tr> <tr> <td>WEEKLY BENEFITS - INJURY</td> <td>\$ 300</td> </tr> <tr> <td>INJURY ASSISTANCE BENEFITS</td> <td>\$ 300</td> </tr> </tbody> </table>	CAPITAL BENEFITS	\$30,000	WEEKLY BENEFITS - INJURY	\$ 300	INJURY ASSISTANCE BENEFITS	\$ 300
CAPITAL BENEFITS	\$30,000						
WEEKLY BENEFITS - INJURY	\$ 300						
INJURY ASSISTANCE BENEFITS	\$ 300						

The above information is extracted from our issued insurance policy and is certified as correct. Please refer to the Policy and Schedule documents for complete details of the insurance evidenced by this Certificate of Currency.

Ashlee Williamson
Sales Support Officer
Elders Insurance Albany
Authorised Representative #472668



CERTIFICATE OF CURRENCY

NATURAL RESOURCES INCORPORATED
PO BOX 41
BORDEN
WA 6338

The following insurance policy covers the employers liability under the Workers Compensation & Injury Management Act 1981.

(1) Coverage

The Certificate is Valid from: to

The Information provided in this certificate is correct at:

(2) Employers Information

Policy Number: Workcover Number:

Legal Name:

Trading Name:

ABN:

Premium (Industry) Classification:

Full Business Description:

(3) IMPORTANT INFORMATION

This policy commences and finishes at 4.00pm on the dates specified above

Common law limited to \$50 million any one person and \$50 million in the aggregate any one event.

QBE Insurance (Australia) Limited

Workers Compensation

Employers are required to ensure a valid certificate of currency is available for inspection at their principal office or place of business.



Department of Consumer & Employment Protection
Government of Western Australia

WESTERN AUSTRALIA
Associations Incorporation Act 1987
(Section 9(1))

Registered No: A1011109R

Certificate of Incorporation

This is to certify that

NORTH STIRLINGS PALLINUP NATURAL RESOURCES INC.

was on the thirtieth day of July 2003
incorporated under the
Associations Incorporation Act 1987.

Dated this thirtieth day of July 2003

Commissioner for Fair Trading

CERTIFICATE

CONFIRMATION OF PLACEMENT OF COVER

From: Mark Lynch NFP

We hereby confirm that we have arranged the insurance cover mentioned below:

North Stirlings Pallinup Natural Resources Inc
PO Box 41
BORDEN WA 6338

Date: 4/02/2020

Our Reference: NTH STIRLI

RENEWAL

Page 1 of 6

Class of Policy: Business Package
Insurer: Ansvr Insurance
Level 12, 432 St Kilda Road, Melbourne Vic 3004
ABN: 21 007 216 506
The Insured: North Stirlings Pallinup Natural Resources Inc

Policy No: 06.400.0607916
Invoice No: 78429
Period of Cover:
From 31/01/2020
to 31/01/2021 at 4:00 pm

Details:

See attached schedule for a description of the risk insured

IMPORTANT INFORMATION

The Proposal/Declaration:

- is to be received and accepted by the Insurer
- has been received and accepted by the Insurer

The total premium as at the above date is:

- to be paid by the Insured
- part paid by the Insured
- paid in full by the Insured
- paid by monthly direct debit

Premium Funding

- This policy is premium funded

Please note that the policy defined above is subject to the receipt of the Proposal Declaration and acceptance by the Insurer (if not already completed and accepted) and subject to the full receipt and clearance of the total premium payable by the insured.

Class of Policy: Business Package	Policy No: 06.400.0607916
The Insured: North Stirlings Pallinup Natural Resources Inc	Invoice No: 78429
	Our Ref: NTH STIRLI

IMPORTANT NOTICES

The Schedule of Insurance that follows provides only brief details of the insurance cover provided to you. The full terms and conditions are contained in the policy documents and it is essential that these be read carefully and in conjunction with the Schedule of Insurance. Should any doubt rise as to the scope of cover provided, please contact ACI Broking (WA) Pty Ltd office for an explanation.

INSURANCE CONTRACTS ACT 1984

The law relating to insurance is regulated by the above Act. We ask you to read the following notices in relation to the Act as they bear upon your rights to recover under the policy(ies).

1. YOUR DUTY OF DISCLOSURE

Before you enter into a contract of general insurance with an insurer you have a duty, under the Insurance Contracts Act 1984, to disclose the insurer every matter you know, or could reasonably be expected to know, is relevant to the insurer's decision whether to accept the risk of the insurance and, if so, on what terms.

You have the same duty to disclose those matters to the insurer before you renew, extend, vary or reinstate a contract of general insurance.

Your duty however does not require disclose of matter:

- That diminishes the risk to be undertaken by the insurer;
- That is of common knowledge;
- That your insurer knows or, in the ordinary course of its business, ought to know;
- As to which compliance with your duty is waived by the insurer.

Non-Disclosure

If you fail to comply with your duty of disclosure, the insurer may be entitled to reduce its liability under the contract in respect of a claim or may cancel the contract. If your non-disclosure is fraudulent, the insurer may also have the option of avoiding the contract from its beginning.

2. UTMOST GOOD FAITH

Every contract of insurance is based on the utmost good faith requiring each party (ie. you and the insurer) to act towards the other party in respect of any matter arising under the contract, with the utmost good faith. If you fail to do so you may prejudice any claim.

3. AVERAGE OR CO-INSURANCE COMMERCIAL RISKS

If the subject matter of the insurance outlined overleaf or part thereof relates to Fire Insurance, ISR Insurance or Business Interruption Insurance, then the policy (or part thereof) may be subject to average. This means that if the sum insured which you nominate for the buildings, plant machinery or stock be less than 80% of the replacement value at the time the insurance was effected (or renewed), part of the loss will not be covered by your policy.

The effect of the Average Provision is, for instance, where a building is insured on the day of commencement of the period of insurance at \$100,000 and the reinstatement cost of the building at the time is \$150,000. A claim is made for \$50,000 damage to the building. In this instance your Insurers may only be obliged to pay pursuant to the terms and conditions of your policy, an amount of \$33,333 (i.e., in proportion that the Sum Insured bears to the replacement value) and you will become responsible for the balance of the claim.

It is essential, therefore, that you ensure that the property the subject of this insurance, is insured for its full and correct replacement value at the time you enter into this contract of insurance.

DOMESTIC RISKS – Home and Contents)

Average may apply to certain domestic insurance contracts and operate as per the above example.

4. SUBROGATION – HOLD HARMLESS – WAIVER CLAUSES

Some policies contain a provision that has the effect of limiting or excluding the insurer's liability in respect of a loss when you have restricted their subrogation rights by entering into an agreement that limits or excludes your right to recover damages from a third party.

You should not sign any agreement which contains such a clause without reference to ACI Broking (WA) Pty Ltd.

5. LIABILITY ASSUMED UNDER AGREEMENT

This insurance policy excludes liability arising out of any obligation assumed by way of warranty, guarantee or indemnity to the extent that such liability exceeds the liability which would have been incurred in the absence of such obligation.

Schedule of Insurance

Class of Policy: Business Package	Policy No: 06.400.0607916
The Insured: North Stirlings Pallinup Natural Resources Inc	Invoice No: 78429
	Our Ref: NTH STIRLI

-

Name of Insured:	North Stirlings Pallinup Natural Resources Inc and/or subsidiaries
Policy Number:	06.400.0607916
Insurer:	ANSVAR Insurance Limited ACN: 007216506
Period of Insurance:	31 January 2020 to 31 January 2021 at 4pm
Description of Business:	Natural Resource Management Group bringing together people, organisations and information so that communities in the North Stirling Pallingup Sub Region are able to drive the better management of natural resources resulting in social, economic and environmental sustainability.
Situation and/or Premises:	Borden WA 6338

SECTION 7 – PROFESSIONAL INDEMNITY INSURANCE

Retroactivity allowed to: 31st January 2007

This retroactive date is allowed from the information supplied to us provided we receive evidence of prior uninterrupted insurance coverage with a maximum retroactivity of 10 years. Retroactive date will be the start date of the policy if there was no previous or non-continuous cover in place.

Limits of Indemnity and Extensions

- Limit of liability (any one claim) \$5,000,000
- Aggregate limit of liability (any one period of insurance) \$
- Contractual Liability \$ 1,000

Excess any one claim

Geographical limits
Anywhere in world excluding USA and/or Canada

Special terms & conditions

None

Schedule of Insurance

Class of Policy: Business Package	Policy No: 06.400.0607916
The Insured: North Stirlings Pallinup Natural Resources Inc	Invoice No: 78429
	Our Ref: NTH STIRLI

SECTION 7 – LIABILITY OF OFFICIALS

Retroactivity allowed to: 31st January 2007

This retroactive date is allowed from the information supplied to us provided we receive evidence of prior uninterrupted insurance coverage with a maximum retroactivity of 10 years. Retroactive date will be the start date of the policy if there was no previous or non-continuous cover in place.

Limits of Indemnity and Extensions

- Limit of liability any one claim and any one official \$ 5,000,000
- Aggregate limit any one year of insurance \$
- Indemnifiable fines and penalties \$

Excess any one claim Nil

Geographical limits
Anywhere in world excluding USA and/or Canada

Special terms & conditions

None

SECTION 9 – EMPLOYMENT PRACTICES LIABILITY INSURANCE

Retroactivity allowed to: 31st January 2007

This retroactive date is allowed from the information supplied to us provided we receive evidence of prior uninterrupted insurance coverage with a maximum retroactivity of 10 years. Retroactive date will be the start date of the policy if there was no previous or non-continuous cover in place.

Limits of Indemnity and Extensions

- Limit of liability any one claim and any one official \$ 5,000,000
- Aggregate limit any one year of insurance \$
- Indemnifiable fines and penalties \$

Excess any one claim \$ 5000

Geographical limits
Anywhere in world excluding USA and/or Canada

Special terms & conditions

None

Class of Policy: Business Package	Policy No: 06.400.0607916
The Insured: North Stirlings Pallinup Natural Resources Inc	Invoice No: 78429
	Our Ref: NTH STIRLI

INSOLVENCY EXCLUSION;

The following special exclusion applies to this policy:

'We will not cover any claim under this policy arising from or attributable to the insolvency, bankruptcy or liquidation of the company/entity as the case may be'

All other terms & conditions of this policy are otherwise unchanged.

80 – General Public & Products Liability**Type of Cover** Broadform Liability

Public Liability Products Liability - \$20,000,000

Property in Care/Custody/Control limited to \$250,000

Molestation/Sexual Abuse Not Insured

Excess \$1,000

Claims Pers Inj to Labour Hire;

CLAIMS FOR PERSONAL INJURY TO LABOUR HIRE AND/OR SUBCONTRACTORS EXCESS ENDORSEMENT

It is hereby agreed and declared that any claims for personal injury to labour hire personnel, subcontractors or contractors who are performing services on behalf of the Insured will be subject to an excess of \$5,000 each and every claim.

Claims Pers Inj to Volunteers;

CLAIMS FOR PERSONAL INJURY TO VOLUNTEERS EXCESS ENDORSEMENT

It is hereby agreed and declared that any claims for personal injury to volunteers will be subject to an excess of \$1,250 each and every claim unless the Insured has an Voluntary Workers Personal Accident Policy with Ansvar Insurance Limited in which case the standard policy excess will apply.

Sexual Abuse Exclusion;

This Policy does not cover any claim arising from:

Any actual or alleged Sexual Abuse, (as defined in the policy wording) committed, attempted, or allegedly committed or attempted by an Insured Person.

Schedule of Insurance

Class of Policy: Business Package	Policy No: 06.400.0607916
The Insured: North Stirlings Pallinup Natural Resources Inc	Invoice No: 78429
	Our Ref: NTH STIRLI

POLICY WORDING:

Policy wording (excluding sections within individual wordings noted above) Ansvr Insurance Limited Community Services Organisations policy document comservpolv1.4 July 2012

Freya Spencer

9 Toowong St, Bayswater, Perth WA, 6053

Phone: 0431664571

E-Mail: freya.s@live.com.au

www.linkedin.com/in/freya-denae-spencer

C Class Manual Full Drivers License

Executive Statement

Meticulous and well-organised person who meets deadlines and delivers superior work. Operates with confidence, enthusiasm and energy, attributes that have led to prosperous leadership roles and ensuring positive relationships with colleagues. Excellent communication skills both written and oral. A genuine passion for the field encourages personal intrigue and an eagerness to learn.

Education

The University of Western Australia

Graduated November 2016

Perth, Western Australia

Bachelor of Science, Majoring in Environmental Science and Natural Resource Management

Mount Lawley Senior High School

Graduated November 2013

Skills/Qualifications

Technical

- Project Management & Acquittals
- Grant Writing
- Project Development
- Event Management
- Business Management
- Microsoft Excel, Word, Access and PowerPoint (Windows and Mac)
- Geographical Information System (GIS)
- Statistical Computing (R)
- Inorganic Chemistry Testing (Soil, Air and Waters)
- Scientific Report Writing
- Equipment Calibration
- Current West Australian White Card
- Current Police Clearance
- Current Working with Clearance Card

Employment History

North Stirlings Pallinup Natural Resources, Borden, WA

April 2019 - Current

Executive Natural Resource Management Officer (Part-time)

Main Duties and Key Responsibilities:

- Executive Management
- Strategic Planning
- Project development
- Grant Writing
- Project Management & Acquittal
- Community Extension (workshops, training, events etc.)
- Event Management
- Agricultural trial development and management
- Research
- Development of information materials for community education

The Gillamii Centre, Cranbrook, WA

June 2019 - Current

Executive Natural Resource Management Officer (Part-time)

Main Duties and Key Responsibilities:

- Executive Management
- Strategic Planning
- Project development
- Grant Writing
- Project Management & Acquittal
- Community Extension (workshops, training, events etc.)
- Event Management
- Agricultural trial development and management
- Research
- Development of information materials for community education

QED Environmental Services, Perth, WA

February 2018 - Current

Environmental Consultant

Main Duties and Key Responsibilities:

- Indoor Air Quality Assessments
- Microbial Sampling
- Quantitative Water Sampling
- Calibration of Analytical Equipment
- Compliance Reporting
- Development of Management Plans
- Data Management (Collection and Analysis)
- Direct Client Relationships
- Extensive Site Work

Field Technician

Main Duties and Key Responsibilities:

- Quantitative Soil and Vegetation Sampling
- Botanical Identification
- Microscopy Identification of Ecological Specimens
- Full Responsibility for Method Protocols and Procedures
- Data Management- Entry, Reporting and QA/QC
- Planning and Scheduling Field Expeditions (Journey Management, Risk and Hazard Management and Government Authority Signoffs)
- Remote Fieldwork
- Calibration of Analytical Equipment

Volunteer Work

Yongergnow Malleefowl Centre Board Member, Ongerup WA**Current**

Yongergnow Australian Malleefowl Centre was the brainchild of the Ongerup Community Development and the Malleefowl Preservation Group (MPG Inc.). The MPG was founded in 1992 and operated until 2015. It came as a result of the rarity of Malleefowl in the Gnowangerup Shire, of which the Malleefowl is the fauna emblem. The MPG's primary focus was doing surveys and on ground conservation work, but felt that education and awareness raising for Malleefowl and the mallee was an aspect of Malleefowl conservation which would best be done from a conservation and eco-tourism centre in Ongerup: Yongergnow Australian Malleefowl Centre, or Yongergnow in short.

Safari Park Open Zoo, Kanchanaburi, Thailand**July 2014**

I spent a week assisting in the care of the animals, including feeding, cleaning, rehabilitating and studying a variety of species. This allowed me to gain first-hand experience in the conservation and rehabilitation efforts being employed in Thailand and thus helped me spread awareness of the issues surrounding black market trading, interbreeding and illegal capture of wild and protected species.

Building and Teaching Development, Cambodia**July 2012**

This volunteering experience encompassed three weeks of intensive construction of a school in addition to English teaching at the *New Futures Orphanage* in Takeo. Breaks were spent playing soccer with the local children, learning about the culture and building life-changing friendships. After two weeks at the orphanage we took the children to Phnom Penh, a city where the children got to experience the history and culture of their country through temples and museums.

Referees

Kevin Wise

Chair of North Stirlings Pallinup Natural Resources
0427 271 074

Sarah Studd

Ecologist, National Park Service- Department of Interior, USA
(+1) 520 751 6869
Reference Letter Attached

Edward Kuklinski

Biological Science Technician, National Park Service- Department of Interior, USA
edward_kuklinski@nps.gov

Reference Letter Attached



United States Department of the Interior
NATIONAL PARK SERVICE

Sonoran Desert Network
12661 E. Broadway Blvd.
Tucson, Arizona. 85748



Sarah Studd
Ecologist
NPS - Sonoran Desert Network
520-751-6869
sarah_studd@nps.gov

To whom it may concern,

I am delighted to write this recommendation for Freya Spencer. I feel confident that Freya has both the skills, experience and foremost the potential, to make her an applicant worthy of strong consideration.

Freya recently completed a 6-month internship position with me at the National Park Service, Inventory and Monitoring Network located in Tucson, Arizona, USA. I was familiar with her background through her application and was excited to have an international intern with a degree in environmental science and natural resource management, with academic experience ranging from biology to environmental policy and planning. The six month internship with my office required her to conduct quantitative vegetation and soils sampling at long term monitoring sites using complex protocols and stringent data management strategies. Also our work is, by necessity, conducted entirely in the backcountry of the national parks, over 8-day tours, which required intense logistical planning and physical rigor.

These field situations required attention to the data being collected but also the ability to communicate clearly, to problem solve and to work with the same small group of people, all of which she did very well and with an obviously growing aptitude. She is bright and thoughtful, and would offer insightful improvements to data collection and management methods. I grew to trust that she could be tasked with any new challenge and that she would go forth independently to figure it out and to do it with integrity and high standards. Freya definitely has a can-do attitude and always pulled more than her weight on the team.

Over the six months she was here, Freya vastly improved her botanical identification skills and was able to identify by sight most of the plant species common to the Sonoran Desert environs. She was also tasked with conducting sampling of soils to assess their aggregate stability and to survey for biological soil crusts at each site, both of which require specific careful technique and concentration. She continued to show exuberance for the opportunity to work in new environments and to learn new skills.

There were equal occasions where Freya was required to work independently or work closely with others (both in the field setting and in the office). Being a gregarious person she likes company but worked equally well alone. She has a great personality, working very well with others and is quick to take difficult situations in stride. Overall she was a stellar part of our multi-disciplinary science team.



Freya quickly absorbs new knowledge and can then adaptively apply it. She can bring her flexibility and enthusiasm to your program coupled with a growing number of work experiences that have broadened her outlook and knowledge base. She has shown me that she will work hard and learn quickly and maintain strong positive relationships with peers and partners alike - something that is very important to team cohesiveness. I hope I have touched on her ability to excel in all situations and hope that you will consider her for a position.

Sincerely yours,

A handwritten signature in cursive script that reads "S. Studd".

Sarah E Studd
12/12/2017



Ed Kuklinski

Biological Sciences Technician (Lead)

United States National Park Service, Sonoran Desert Network

12661 E Broadway Blvd

Tucson, Arizona, USA 85748

edward_kuklinski@nps.gov

December 11, 2017

To whom it may concern,

I am writing to highly recommend Freya Spencer for any of her future employment or academic endeavours. I had the privilege of serving as Freya's supervisor on the Sonoran Desert Network's vegetation monitoring crew from May to November 2017. Freya was an outstanding intern, and I truly cannot speak highly enough of her efforts and contributions to our field season. Especially considering that she traveled back and forth to the United States on her own expense and logged hundreds of hours in an unpaid status, her performance as an integral member of our staff, who readily exceeded all of her job expectations, was particularly impressive.

The 2017 field season had our crew traveling to 5 national parks in Arizona and New Mexico. Extensive traveling was routine, while staying in government housing or sleeping in tents in the backcountry, for up to 8 consecutive days. Our field work activities were challenging, requiring long days in the field hiking many kilometers over difficult terrain, and oftentimes in extreme heat (>40° C). Freya collected and recorded data on vegetation, soil structure and diversity, assisted with monitoring plot set]up, and performed office data management tasks as well. Essentially, she functioned in the equivalent capacity of a paid field technician.

Throughout the course of her internship, Freya showed a positive attitude, a willingness to learn, and keen attention to detail. Her exceptional work ethic meant that I could count on her to perform all tasks required of her with minimal supervision. Freya is a pleasure to work with and supervise, and her infectious personality allowed her to interact very well with all of her co]workers. Her enthusiasm and charm made her a stand]out intern for SODN. I absolutely recommend Freya as an employee, and am very confident she will be successful in any pursuit of her choice.

If you require any further information, please do not hesitate to contact me at the above email address.

Sincerely,

Ed Kuklinski

Janicke Environmental Investigations Expertise and Qualifications

Steve and Geraldine Janicke (Janicke Environmental Investigations) are best placed to design and develop the water quality and biodiversity-value monitoring framework/Improvement Plan as carried out by them on the Pallinup River in 2001 and 2017, detailing the environmental condition of the Middle Pallinup Floodway (Middle Pallinup Survey 2017). In conjunction with investigations by UWA CENRM, detailed water quality and biodiversity values assessments in the sub-catchment (2018), these reports paint a detailed picture of the state of the Pallinup and its tributaries, and their likely trajectory. The Janickes are familiar with the area and have legitimate history and experience.

STEVE JANICKE



Steve's experience covers stream protection and management in a wide range of fields associated with riparian condition, geomorphological assessment and water quality issues. Steve has been active in community and agency liaison and contributed to a number of Natural Resource Management (NRM) committees. He is keen to see a greater appreciation of river and wetland values across the community at a regional, state and national levels. Steve has project management skills, both logistical and administrative as well as an extensive knowledge and firsthand experience of most of the South Coast waterways.

GERALDINE JANICKE



Geraldine has worked in the field of aquatic ecology for many years and has experience in management of projects for both consultancy and academia. She has a broad knowledge of the aquatic fauna of both fresh and saline river systems on the south coast of Western Australia. She also has experience in the identification and condition assessment of riparian and aquatic vegetation.

NSPNR has been advised by the Gnowangerup Shire, through Kirsty Buchanan that due to the consultant's local expertise and the specialised nature of the project work that one quote from Janicke Environmental Investigations would be adequate for this application.

Geraldine Janicke

Environmental Investigations

Steve ABN 12 646 056 856

Geraldine ABN 30 451 281 966



29 May 2020

Freya Spencer, Executive NRM Officer
North Stirlings Pallinup Natural Resources

Additional sites for Warperup monitoring

Hi Freya,

Here is our quote for monitoring additional sites as part of the Warperup Creek Improvement Plan (WCIP) report over three years. Note: daily rates have been scaled up in 2022 according to an estimated 3% CPI. Similarly travel costs which are based on ATO allowable mileage rates have been increased marginally each year.

Monitoring additional sites on Warperup	2020	2021
	4 extra sites	8 extra sites
Warperup Field assessment 2 sites	\$1,825.00	\$3,325.00
Travel costs	\$169.00	\$347.60
Laboratory analysis TN&TP 2 sites	\$197.00	\$354.00
Interim analysis and write up	\$1,105.00	\$2,015.00
Sub-totals	\$3,296.00	\$6,041.60
Total ex GST		\$9,337.60

Yours sincerely

Geraldine Janicke

Janicke Environmental Investigations

PO Box 740, Albany DC, 6331

ABN Steve 12 646 056 856 Geraldine 30 451 281 966




Mobile Steve 0467 077 749 Geraldine 0428 414 468

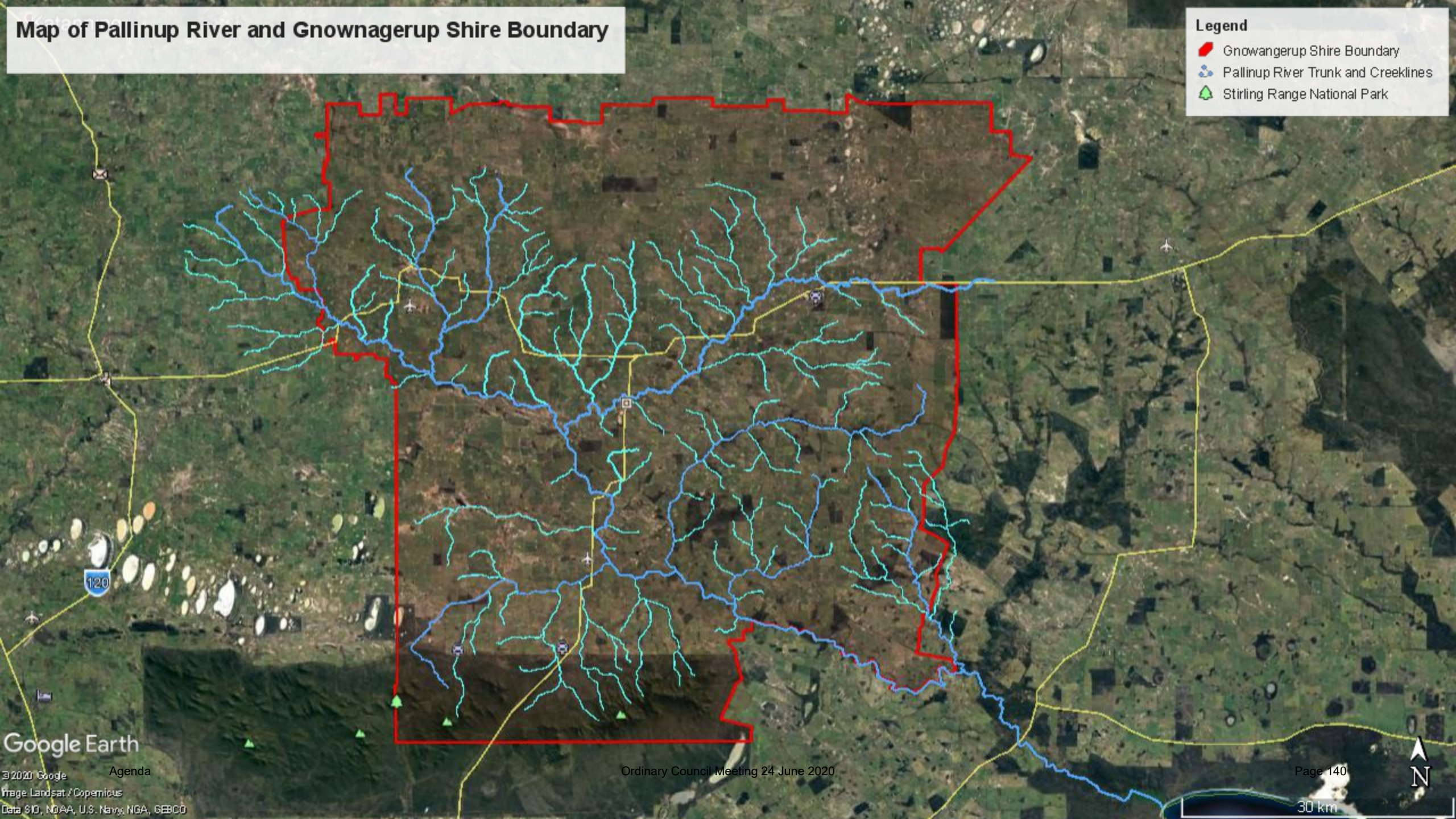
Email steve@janicke.com.au, geraldine@janicke.com.au

www.janicke.com.au

Map of Pallinup River and Gnowangerup Shire Boundary

Legend

-  Gnowangerup Shire Boundary
-  Pallinup River Trunk and Creeklines
-  Stirling Range National Park



Google Earth

©2020 Google
Image Landsat / Copernicus
Data SIO, NOAA, U.S. Navy, NGA, GEBCO

Ordinary Council Meeting 24 June 2020

Page 140

30 km



CONFIRMATION OF PLACEMENT OF COVER

From: Mark Lynch NFP

We hereby confirm that we have arranged the insurance cover mentioned below:

North Stirlings Pallinup Natural Resources Inc
PO Box 41
BORDEN WA 6338

Date: 10/06/2019
Our Reference: NTH STIRLI
RENEWAL

Page 1 of 5

Class of Policy: Business Package
Insurer: Ansvr Insurance
Level 12, 432 St Kilda Road, Melbourne Vic 3004
ABN: 21 007 216 506
The Insured: North Stirlings Pallinup Natural Resources Inc

Policy No: 06.400.0607916
Invoice No: 12453
Period of Cover:
From 31/01/2019
to 31/01/2020 at 4:00 pm

Details:

See attached schedule for a description of the risk insured

IMPORTANT INFORMATION

The Proposal/Declaration:

- is to be received and accepted by the Insurer
- has been received and accepted by the Insurer

The total premium as at the above date is:

- to be paid by the Insured
- part paid by the Insured
- paid in full by the Insured
- paid by monthly direct debit

Premium Funding

- This policy is premium funded

Please note that the policy defined above is subject to the receipt of the Proposal Declaration and acceptance by the Insurer (if not already completed and accepted) and subject to the full receipt and clearance of the total premium payable by the insured.

Class of Policy:	Business Package	Policy No:	06.400.0607916
The Insured:	North Stirlings Pallinup Natural Resources Inc	Invoice No:	12453
		Our Ref:	NTH STIRLI

IMPORTANT NOTICES

The Schedule of Insurance that follows provides only brief details of the insurance cover provided to you. The full terms and conditions are contained in the policy documents and it is essential that these be read carefully and in conjunction with the Schedule of Insurance. Should any doubt rise as to the scope of cover provided, please contact ACI Broking (WA) Pty Ltd office for an explanation.

INSURANCE CONTRACTS ACT 1984

The law relating to insurance is regulated by the above Act. We ask you to read the following notices in relation to the Act as they bear upon your rights to recover under the policy(ies).

1. YOUR DUTY OF DISCLOSURE

Before you enter into a contract of general insurance with an insurer you have a duty, under the Insurance Contracts Act 1984, to disclose the insurer every matter you know, or could reasonably be expected to know, is relevant to the insurer's decision whether to accept the risk of the insurance and, if so, on what terms.

You have the same duty to disclose those matters to the insurer before you renew, extend, vary or reinstate a contract of general insurance.

Your duty however does not require disclose of matter:

- That diminishes the risk to be undertaken by the insurer;
- That is of common knowledge;
- That your insurer knows or, in the ordinary course of its business, ought to know;
- As to which compliance with your duty is waived by the insurer.

Non-Disclosure

If you fail to comply with your duty of disclosure, the insurer may be entitled to reduce its liability under the contract in respect of a claim or may cancel the contract. If your non-disclosure is fraudulent, the insurer may also have the option of avoiding the contract from its beginning.

2. UTMOST GOOD FAITH

Every contract of insurance is based on the utmost good faith requiring each party (ie. you and the insurer) to act towards the other party in respect of any matter arising under the contract, with the utmost good faith. If you fail to do so you may prejudice any claim.

3. AVERAGE OR CO-INSURANCE

COMMERCIAL RISKS

If the subject matter of the insurance outlined overleaf or part thereof relates to Fire Insurance, ISR Insurance or Business Interruption Insurance, then the policy (or part thereof) may be subject to average. This means that if the sum insured which you nominate for the buildings, plant machinery or stock be less than 80% of the replacement value at the time the insurance was effected (or renewed), part of the loss will not be covered by your policy.

The effect of the Average Provision is, for instance, where a building is insured on the day of commencement of the period of insurance at \$100,000 and the reinstatement cost of the building at the time is \$150,000. A claim is made for \$50,000 damage to the building. In this instance your Insurers may only be obliged to pay pursuant to the terms and conditions of your policy, an amount of \$33,333 (i.e., in proportion that the Sum Insured bears to the replacement value) and you will become responsible for the balance of the claim.

It is essential, therefore, that you ensure that the property the subject of this insurance, is insured for its full and correct replacement value at the time you enter into this contract of insurance.

DOMESTIC RISKS – Home and Contents)

Average may apply to certain domestic insurance contracts and operate as per the above example.

4. SUBROGATION – HOLD HARMLESS – WAIVER CLAUSES

Some policies contain a provision that has the effect of limiting or excluding the insurer's liability in respect of a loss when you have restricted their subrogation rights by entering into an agreement that limits or excludes your right to recover damages from a third party.

You should not sign any agreement which contains such a clause without reference to ACI Broking (WA) Pty Ltd.

5. LIABILITY ASSUMED UNDER AGREEMENT

This insurance policy excludes liability arising out of any obligation assumed by way of warranty, guarantee or indemnity to the extent that such liability exceeds the liability which would have been incurred in the absence of such obligation.

Schedule of Insurance

Class of Policy: Business Package	Policy No: 06.400.0607916
The Insured: North Stirlings Pallinup Natural Resources Inc	Invoice No: 12453
	Our Ref: NTH STIRLI

-

Name of Insured:	North Stirlings Pallinup Natural Resources Inc and/or subsidiaries
Policy Number:	06.400.0607916
Insurer:	ANSVAR Insurance Limited ACN: 007216506
Period of Insurance:	31 January 2019 to 31 January 2020 at 4pm
Description of Business:	Natural Resource Management Group bringing together people, organisations and information so that communities in the North Stirling Pallingup Sub Region are able to drive the better management of natural resources resulting in social, economic and environmental sustainability.
Situation and/or Premises:	Borden WA 6338

SECTION 7 – PROFESSIONAL INDEMNITY INSURANCE

Retroactivity allowed to: 31st January 2007

This retroactive date is allowed from the information supplied to us provided we receive evidence of prior uninterrupted insurance coverage with a maximum retroactivity of 10 years. Retroactive date will be the start date of the policy if there was no previous or non-continuous cover in place.

Limits of Indemnity and Extensions

- Limit of liability (any one claim) \$5,000,000
- Aggregate limit of liability (any one period of insurance) \$
- Contractual Liability \$ 1,000

Excess any one claim

Geographical limits

Anywhere in world excluding USA and/or Canada

Special terms & conditions

None

Schedule of Insurance

Class of Policy: Business Package	Policy No: 06.400.0607916
The Insured: North Stirlings Pallinup Natural Resources Inc	Invoice No: 12453
	Our Ref: NTH STIRLI

SECTION 7 – LIABILITY OF OFFICIALS

Retroactivity allowed to: 31st January 2007

This retroactive date is allowed from the information supplied to us provided we receive evidence of prior uninterrupted insurance coverage with a maximum retroactivity of 10 years. Retroactive date will be the start date of the policy if there was no previous or non-continuous cover in place.

Limits of Indemnity and Extensions

- Limit of liability any one claim and any one official \$ 5,000,000
- Aggregate limit any one year of insurance \$
- Indemnifiable fines and penalties \$

Excess any one claim Nil

Geographical limits
Anywhere in world excluding USA and/or Canada

Special terms & conditions

None

SECTION 9 – EMPLOYMENT PRACTICES LIABILITY INSURANCE

Retroactivity allowed to: 31st January 2007

This retroactive date is allowed from the information supplied to us provided we receive evidence of prior uninterrupted insurance coverage with a maximum retroactivity of 10 years. Retroactive date will be the start date of the policy if there was no previous or non-continuous cover in place.

Limits of Indemnity and Extensions

- Limit of liability any one claim and any one official \$ 5,000,000
- Aggregate limit any one year of insurance \$
- Indemnifiable fines and penalties \$

Excess any one claim \$ 2,500

Geographical limits
Anywhere in world excluding USA and/or Canada

Special terms & conditions

None

Schedule of Insurance

Class of Policy: Business Package	Policy No: 06.400.0607916
The Insured: North Stirlings Pallinup Natural Resources Inc	Invoice No: 12453
	Our Ref: NTH STIRLI

INSOLVENCY EXCLUSION;

The following special exclusion applies to this policy:

'We will not cover any claim under this policy arising from or attributable to the insolvency, bankruptcy or liquidation of the company/entity as the case may be'

All other terms & conditions of this policy are otherwise unchanged.

POLICY WORDING:

Policy wording (excluding sections within individual wordings noted above) Ansvar Insurance Limited Community Services Organisations policy document comservpolv1.4 July 2012



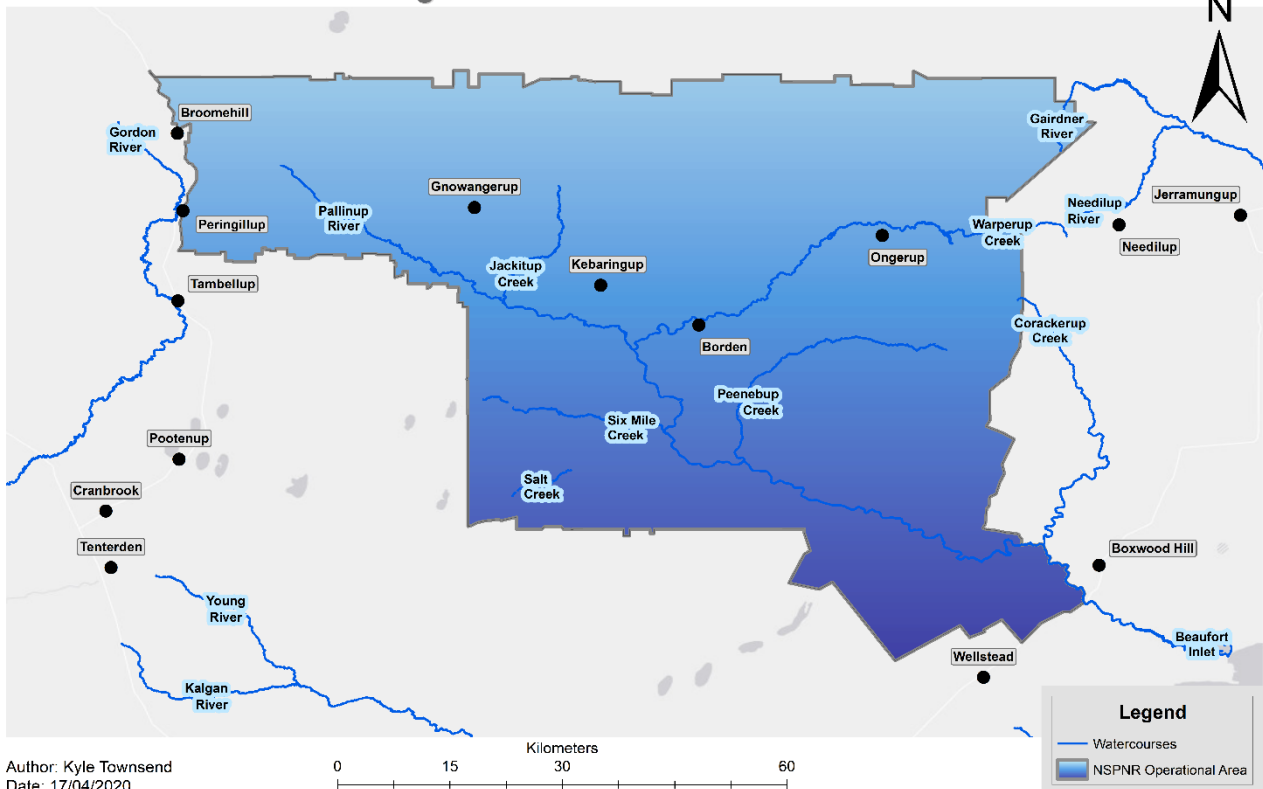
Pallinup River Monitoring – Connecting our Community and Culture to Science (July 2020 – June 2022)

Project Management Plan

North Stirlings Pallinup Natural Resources

Freya Spencer

North Stirlings Pallinup Natural Resources Operational Area, Regional Towns and Rivers



Contents

1. Summary.....	2
2. Budget	3
3. Project Tasks.....	5
4. Stakeholder Engagement & Communication Plan	6
5. Risk Management	8

Project Management Plan

1. Summary

Project Title: Pallinup River Monitoring – Connecting our Community and Culture to Science

Project Code: N/A

Total Funding Amount: \$23,863.60

Organisation Name: North Stirlings Pallinup Natural Resources Inc.

Document history

Version number	Date	Section(s) revised	Nature of revisions	Revised by	Date of next revision	Approval
r0	27 May 2020	Original documentation	N/A	Freya Spencer	TBC	Freya Spencer

Project Description

The Pallinup River currently shows signs of degradation due to livestock grazing, landscape fragmentation, erosion, sediment transport, salinity and nutrient leeching. With over 90% of native vegetation cleared in the sub-region and 2016/17 flood events, our river's health is at a critical point and this has prompted great concern within our community. Our project builds off a pre-existing initiative which is currently designing and implementing a water-quality monitoring framework and Warperup Creek Improvement Plan Feasibility Report in collaboration with specialised consultants, providing an insight into the river's current health. Our monitoring framework currently consists of only two monitoring points along the river which is not adequate to accurately measure or understand the health of the 250km long system.

Our project will deliver 14 additional (20 total), strategically located water-monitoring/reference points to strengthen current research efforts, to be monitored and analysed in year 1 (July 2020 - June 2021) and year 2 (July 2021 – June 2022). The majority of research efforts will be focused along the Warperup Creek as it is the largest creek line running into the Pallinup River (exclusively through the Gnowangerup Shire), spanning 69km long. Aspect of monitoring at each point will include: Basic water quality variables: salinity, pH, turbidity, temperature, Total P and Total N, Macroinvertebrate composition, Channel and floodplain condition, Riparian vegetation condition and Photo points. Furthermore, this project, through planned educational events (engaging youth, adults, and the Noongar community) will educate and promote the river's health and cultural significance within our communities, encouraging a 'whole catchment' approach to restoration.

Event 1: "River Health" Community meeting to discuss the project, the river and obtain community input into monitoring framework, community survey and feasibility study (year 1)

Event 1: Citizen Science monitoring day with microbiologists and Borden, Ongerup and Gnowangerup Schools (year 2)

Key Outputs

- 16 Monitoring/Reference points to be added to the current Warperup Monitoring Framework in years 2020 and 2021, totalling 10 per year
- Establish baseline data (salinity, pH, turbidity, temperature, Total P and Total N, Macroinvertebrate composition, Channel and floodplain condition, Riparian vegetation condition and Photo points) to develop interim reports and develop the Warperup Creek Improvement Plan Feasibility Report
- Conduct 2 Community Engagement Events
 - Event 1: "River Health" Community meeting to discuss the project, the river and obtain community input into monitoring framework, community survey and feasibility study (year 1)
 - Event 2: Citizen Science monitoring day with microbiologists and Borden, Ongerup and Gnowangerup Schools (year 2)

2. Budget

Budget Year 1 (July 2020 – June 2021)

Output	Budget Total (\$)	Spent (\$)	Item	Remaining (\$)
Janicke Consultants - River Monitoring Site Assessments & Sampling X 8 (Channel and floodplain condition, Riparian vegetation condition and Photo points)	\$3,650.00	\$0	8 units	\$3,752.00
Janicke Consultants – Travel X 8 Sites	\$169.00	\$0	8 units	\$986.25.00
Janicke Consultants - Laboratory Analysis X 8 (salinity, pH, turbidity, temperature, Total P, Total N and Macroinvertebrate composition)	\$532.00	\$0	8 units	\$728.00
Janicke Consultants - Interim Analysis and Write Up	\$1,105.00	\$0	1 unit	\$703.50
Event 1: “River Health” Community meeting to discuss the project, the river and obtain community input into monitoring framework, community survey and feasibility study	\$3,500.00	\$0	1 unit	\$3,500.00
Project Officer Coordination FTE	\$2,168.00	\$0	N/A	\$2,168.00

Total Year 1 Project Budget: \$11,124.00

Total Remaining: \$11,124.00

Budget Year 2 (July 2021 – June 2022)

Output	Budget Total (\$)	Spent (\$)	Item	Remaining (\$)
Janicke Consultants - River Monitoring Site Assessments & Sampling X 8 (Channel and floodplain condition, Riparian vegetation condition and Photo points)	\$3,325.00	\$0	4 units	\$3,752.00
Janicke Consultants – Travel X 8 Sites	\$347.60	\$0	4 units	\$986.25.00
Janicke Consultants - Laboratory Analysis X 8 (salinity, pH, turbidity, temperature, Total P, Total N and Macroinvertebrate composition)	\$354.00	\$0	4 units	\$728.00
Janicke Consultants - Interim Analysis and Write Up	\$2,015.00	\$0	1 unit	\$703.50
Event 2: Citizen Science monitoring day with microbiologists and Borden, Ongerup and Gnowangerup Schools (year 2)	\$4,530.00	\$0	1 unit	\$4,530.00
Project Officer Coordination FTE	\$2,168.00	\$0	N/A	\$2,168.00

Total Year 1 Project Budget: \$12,739.60

Total Remaining: \$12,739.60

3. Project Tasks

Year 1 (July 2020 – June 2021)

Output	Date to be Conducted
Janicke Consultants - River Monitoring Site Assessments & Sampling X 8 (Channel and floodplain condition, Riparian vegetation condition and Photo points)	September 2020 Date TBC
Janicke Consultants – Travel X 8 Sites	September 2020 Date TBC
Janicke Consultants - Laboratory Analysis X 8 (salinity, pH, turbidity, temperature, Total P, Total N and Macroinvertebrate composition)	September 2020 Date TBC
Janicke Consultants - Interim Analysis and Write Up	October 2020
Event 1: “River Health” Community meeting to discuss the project, the river and obtain community input into monitoring framework, community survey and feasibility study	March 2021

Year 2 (July 2021 – June 2022)

Output	Date to be Conducted
Janicke Consultants - River Monitoring Site Assessments & Sampling X 8 (Channel and floodplain condition, Riparian vegetation condition and Photo points)	September 2021 Date TBC
Janicke Consultants – Travel X 8 Sites	September 2021 Date TBC
Janicke Consultants - Laboratory Analysis X 8 (salinity, pH, turbidity, temperature, Total P, Total N and Macroinvertebrate composition)	September 2021 Date TBC
Janicke Consultants - Interim Analysis and Write Up	October 2021
Event 2: Citizen Science monitoring day with microbiologists and Borden, Ongerup and Gnowangerup Schools	September 2021

4. Stakeholder Engagement & Communication Plan

Stakeholder	Power	Interest	What are we aiming to achieve by engaging this stakeholder?	What is the key message(s) we want to convey	What will be the method of engaging with this stakeholder?	When?	How will you test the effectiveness of the engagement?	Who is responsible?
Funding Body (Gnowangerup Shire and FRRR Sally Foundation)	High	High	The Gnowangerup Shire and FRRR are the funding bodies for this project	Communication will indicate how the project is proceeding and to express any issues and/or variations as well as the achievement of deliverables throughout the project's lifetime	Reporting as per grant guidelines	Annually (minimum)	Project deliverables are achieved on time and within budget, both effectively and efficiently	Project Officer
Project Landholders	High	High	Engagement of landholders for on ground works – Monitoring Sites	Encourage involvement in this project as it is mutually beneficial for the landholder and NSPNR (environment)	Face to face, phone calls, emails, social media, community events	In April 2020 (Initial Contact) - <i>Ongoing as required</i>	Adequate engagement for on ground works, with the capacity to achieve project deliverables	Project Officer
Committee	Moderate	Moderate	Regular project updates, support and involvement	Project progress/deliverables	Regular meetings, emails and phone calls	6 X Annually	The committee understand the project and its deliverables to a level in which they can offer support and/or be involved it day to day operations	Project Officer
Local Community	Low	Moderate	To increase awareness of the project amongst the community and show our continual commitment to natural resource management in our catchment	The benefits of this project in relation to NRM within the community	Face to face conversations, Newsletters, Facebook, Website, community events (workshops/field days)	At least monthly through one of the methods indicated	Increased attendance at workshops/field days, increases in Memberships and day to day engagement (face to face, emails, phone calls and social media)	Project Officer

ABC Landline (Wider Community)	Low	Moderate	To increase awareness of the project amongst the wider community and show our continual commitment to natural resource management in our shires and the Landcare movement	The benefits of this project in relation to NRM within the community	Through the ABC Landline Program	Date TBC	Increased support for our NRM work through financial and/or in-kind support	Project Officer
Janicke Consultants	Low	Moderate	Janicke Consultants have been contracted to conduct river monitoring and develop a Warperup Creek Improvement Plan Feasibility Study	Receive the expertise needed understand the Warperup Creek's health and use to develop further projects' for future improvement	Face to Face, Email, Phone Calls	Ongoing	Project deliverables are achieved on time and within budget, both effectively and efficiently	Project Officer



Figure 1: Power/Interest Matrix

5. Risk Management

Threat Description	Likelihood	Consequence	Rating (Prior to Mitigation Actions)	Management actions	Rating (Post Mitigation Actions)
People Resources (Staff Retention)	Possible	Moderate	Medium	<p>Proactive - Ensure current staff have adequate support, work/life balance and access to benefits and facilities.</p> <p>Reactive - In the case of staff turn-over, use community-based network for recruitment to expedite the process. Ensure an appropriate handover is conducted and adequate training and support for new staff is provided.</p>	Low
People Resources (FTE Hours – Financial)	Unlikely	Major	Medium	Ensure thorough project budgeting and appropriate analysis of the contract that there is adequate FTE for a project officer to manage the project and deliver all outcomes.	Low
Stakeholder Disengagement (Landholders)	Unlikely	Major	Medium	Ensure Landholders are engaged adequately through promotions and expressions of interest. In addition, implement methods and documentation to explain project expectations and associated outcomes (i.e. education, consolation, landholder agreements/contracts, appropriate incentives etc.).	Low
Stakeholder Disengagement (Community)	Possible	Moderate	Medium	Ensure project information is expressed regularly to public through face to face interactions, emails, newsletters, website, social media, workshops/field days.	Low
Performance - Contractor Reliability and Accountability	Possible	Moderate	Medium	Thorough planning/budgeting prior to contracted works, in combination with adequate documentation and management of contracts depicting the timeframe and expectations.	Low
Natural Environment – Introduction of Dieback into project sites	Possible	Major	High	Follow Dieback Hygiene Guidelines in <i>North Stirlings and Pallinup River Catchments Revegetation Guide</i> (pg.9).	Low
Natural Environment – Introduction of Weeds of National Significance onto sites	Possible	Moderate	Medium	Follow Weed and Pest Control Guidelines in <i>North Stirlings and Pallinup River Catchments Revegetation Guide</i> (pg. 9).	Low

Threat Description	Likelihood	Consequence	Rating (Prior to Mitigation Actions)	Management actions	Rating (Post Mitigation Actions)
Financial – Mismanagement of Budget	Unlikely	Critical	High	Finances are administered and monitored by both NSPNR’s Project Officer and Administration Officer under NSPNR’s governance process.	Low
Financial – In-kind commitments and not met	Possible	Critical	Severe	Ensure parties contributing in-kind commitments are engaged adequately through methods and documentation to explain project expectations and associated outcomes (contracts/landholder agreements etc.)	Medium
Workplace Health & Safety	Possible	Moderate	Medium	Follow NSPNRs Workplace Health & Safety Policy in accordance with the Work Health and Safety Act 2011 (Aust. Gov.) and the Occupational Safety and Health Act 1984 (Gov. of WA .	Low

➔ CONSEQUENCE ➔

		Insignificant	Minor	Moderate	Major	Critical
↑ LIKELI- HOOD ↑	Almost Certain	Low	Medium	High	Severe	Severe
	Likely	Low	Medium	Medium	High	Severe
	Possible	Low	Low	Medium	High	Severe
	Unlikely	Low	Low	Low	Medium	High
	Rare	Low	Low	Low	Medium	High

Figure 2: Likelihood/Consequence

NSPNR Pallinup River Monitoring - \$11,317.60

SCORE: 42.5

Community Financial Assistance Grants

Multi Criterion Analysis

		Score (out of 10)	Weight	Adjusted Score
Strategic alignment	1. Contribution to achievement of the Shire's Strategic Plan for the Future	8	15%	12
	2. Community Benefit	2	5%	1
Community benefit	1. Increased/improved delivery of services and measured deliveries	0	15%	0
	2. Community expectation	2	5%	1
Resourcing	1. Financial capability	5	15%	7.5
	2. Recurrent costs	10	5%	5
	3. Human resourcing	10	5%	5
	4. Physical resourcing?	10	5%	5
Risk exposure	1. Measure of risk to the Shire	2	15%	3
	2. Measure of risk to the community	2	15%	3
TOTAL SCORE (out of 100)				42.5

Multi Criteria Analysis (MCA) Tool for Project Prioritisation

1. STRATEGIC ALIGNMENT		Weighting = 20%
CRITERIA	PARAMETERS	COMMENT
<p>1.1 Meets the Strategic Intent of the Shire's current Strategic Plan</p> <p>Does the project align with the strategic intent of the current Strategic Plan</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon linkage to the Strategic Plan</p> <p>0 = No linkage</p> <p>2 = Minimal - Project is not core business or does not match the strategic intent of the Strategic Plan</p> <p>4 = Minor contribution (contributes with other projects, to a strategy which supports Strategic Plan)</p> <p>6 = Intermediate contribution (contributes to the achievement of a strategy that supports the Strategic Plan)</p> <p>8 = Major contribution (project core to the achievement of a key element of the Strategic Plan)</p> <p>10 = Fundamental to achievement of strategic intent of more than one key element of the Strategic Plan</p>	<p>Assess the projects strategic alignment, that is, whether it meets the strategic intent of one or more of the key elements of the Shire's current Strategic Plan.</p>
<p>1.2 Community Benefit</p> <p>Will the project impact positively on the wider community?</p> <p>Weighting = 5%</p>	<p>Score 0-10</p> <p>0 = No wider community benefit</p> <p>2 = Minimal - Project has minimal benefit for the wider community</p> <p>4 = Minor contribution (minor benefit for the wider community)</p> <p>6 = Intermediate contribution (contributes to the benefit for the wider community)</p> <p>8 = Major contribution (project is identified as a major strategy to benefit the wider community)</p> <p>10 = Significantly benefits the entire community.</p>	<p>Assess benefit of the project for the wider community.</p> <p>Does the project reach hard to reach groups?</p> <p>Will the project benefit multiple demographics?</p>

2. COMMUNITY BENEFIT		Weighting = 20%
CRITERIA	PARAMETERS	COMMENT
<p>2.1 Increased/improved delivery of services</p> <p>Will there be an increased or improved level of program or service with the introduction of the project, and does the program have clearly identified and measured deliverables?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the benefit to the community</p> <p>0 = No improvements to the community 2 = Minimal - improvements to a neighbourhood or group 4 = Minor - improvements to locality or small number of groups 6 = Intermediate - improvements across a number of groups or district 8 = Major - improvements across a large number of groups or a whole district 10 = Benefits are community wide</p>	<p>Assess the impact on community of improved delivery of service</p>
<p>2.2 Community Expectation</p> <p>Is there an expectation on behalf of the community that this project will commence and be completed for the Shire community?</p> <p>Weighting = 5%</p>	<p>Score 0-10</p> <p>0 = No expectation to proceed 2 = Minimal - limited expectation within the community 4 = Minor - expectation by local groups within the locality 6 = Intermediate - expectation across a number of groups within the locality 8 = Major - expectation across a large number of groups within the shire 10 = Community wide expectation across the whole shire that the project will commence</p>	<p>Assess the level of community expectation that the project will commence</p>

3. RESOURCING		Weighting = 30%
CRITERIA	PARAMETERS	COMMENT
<p>3.1 Financial Capability</p> <p>Does the Applicant have the financial resources to undertake this project?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the % of external funding (Guaranteed) or Reserve Account funding</p> <p>0 = 0% external funding 1 = 10% external funding 2 = 20% external funding 3 = 30% external funding 4 = 40% external funding 5 = 50% external funding 6 = 60% external funding 7 = 70% external funding 8 = 80% external funding 9 = 90% external funding 10 = 100% external funding</p>	<p>Assess the financial capacity of the applicant to conduct this project.</p> <p><i>Projects with external, guaranteed funding would score more positively, depending on %, as this means less call on Shire funds. However, ongoing future costs for the project need to be identified.</i></p>
<p>3.2 Recurrent Costs</p> <p>Will the project require recurrent funding from the Shire in future years?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon recurrent cost as a % of total project cost (over 3 years)</p> <p>10 = no recurrent funding 8 = less than 5% recurrent funding 6 = less than 25% recurrent funding 4 = less than 50% recurrent funding 2 = less than 75% recurrent funding 0 = more than 75% recurrent funding</p>	<p>Assess the impact of the ongoing cost of the project.</p> <p><i>Projects with low recurrent costs would score more positively, depending on %, as this means less call on Shire funds.</i></p>
<p>3.2 Human Resourcing</p> <p>Will the project require involvement of Shire staff or additional Shire human resources to ensure it is developed and implemented?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon the level of human resourcing required</p> <p><i>Resource Involvement</i></p> <p>10 = Minimal (most work to be done by project proponent) 8 = Minor - small number of shire staff involved across the Shire 6 = Intermediate - significant number of Shire staff involved across the Shire 4 = Major - substantial involvement of shire staff across the Shire. 2 = Organisation-wide involvement of all Shire staff or a number of new staff required.</p>	<p>Assess the benefits and impact of the project on Shire resources.</p> <p><i>Projects with less in-kind commitment from the Shire will rate higher.</i></p>
<p>3.3 Physical Resourcing</p> <p>Will the project require additional physical resources (facilities, equipment etc.) to ensure it is developed and implemented?</p> <p>Weighting = 5%</p>	<p>Score 0-10 contingent upon the level of physical resources</p> <p>10 = Minimal - minimal level of resources required 8 = Minor – requires minor use of facilities or equipment 6 = Intermediate – significant use of facilities or equipment 4 = Major - substantial use of facilities or equipment 2 = Total new facilities required 0 = Total new facility and ongoing resources required (e.g. on-going maintenance).</p>	<p>Assess the level of physical resourcing from the Shire (in-kind or paid) e.g. facilities, equipment, system support, etc required for the project.</p>

4. RISK EXPOSURE		
Weighting = 30%		
CRITERIA	PARAMETERS	COMMENT
<p>4.1 Measure the risk to the Shire if the project does NOT commence</p> <p>Will there be risks to the Shire if the project does NOT commence?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the level of impact on the Shire</p> <p>10 = Very high risk - organisational integrity or statutory compliance depends on the project</p> <p>8 = Significant risk</p> <p>6 = Moderate risk</p> <p>4 = Minor risk</p> <p>2 = Negligible risk</p> <p>0 = No risk</p>	<p>Assess the consequences to the Shire if the project does not commence.</p> <p><i>Projects that mitigate risks are given a higher priority than other projects. For example, complying with legislation will score highly. Has a risk analysis been considered for the project?</i></p>
<p>4.2 Measure the risk to the community if the project does not commence</p> <p>Will there be risks to the community if the project does NOT commence?</p> <p>Weighting = 15%</p>	<p>Score 0-10 contingent upon the impact upon the community</p> <p>10 = Severe risk</p> <p>8 = Significant risk</p> <p>6 = Moderate risk</p> <p>4 = Minor risk</p> <p>2 = Negligible risk to community</p> <p>0 = No risk to community</p>	<p>Assess the consequences to the community if the project does not commence.</p> <p><i>Projects that mitigate risks to the community are rated highly. For example, addressing a Safety & Health issue in a public venue will score highly.</i></p>

13.2 SPORTING COMPLEXES OPERATIONAL SUPPORT 2020/21

Location:	Shire of Gnowangerup
Proponent:	Various
File Ref:	ADM0408
Date of Report:	12 th June 2020
Business Unit:	Corporate Services & Community Development
Officer:	K Buchanan – Community Development Coordinator
Disclosure of Interest:	Nil

ATTACHMENTS

- 20/21 Budget: Council Operational Assistance Scenarios

PURPOSE OF THE REPORT

For Council to consider the 2020/2021 budget allocation of the Operational Assistance Support funds for:

- Borden Pavilion
- Gnowangerup Sporting Complex
- Ongerup Sporting Complex

BACKGROUND

Each year Council allocates funds to the Sporting complexes for operational support. The provision of Sporting Complexes Operational Support allow the Shire to fund the provision of community driven and operated services and activities across the Shire.

COMMENTS

As per the attachments, Council has been provided with Operational Assistance Scenarios.

Sporting Complexes Operational Support

Below is a summary of the recommendations for the 2020/2021 Sporting Complex Operational Support allocations:

Full Organisation Name: Gnowangerup Sporting Complex Management Committee Inc
Percentage of operational costs: 80%
Amount: \$13,624.08

Full Organisation Name: Borden Pavilion Committee Inc
Percentage of operational costs: 80%
Amount: \$7,164.58

Full Organisation Name: Ongerup Sporting Complex Committee Inc
Percentage of operational costs: 80%
Amount: \$3,571.37

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Sufficient funds are allocated in Council's 2020/2021 Draft Budget to cover the cost of the recommended operational support contributions.

STRATEGIC IMPLICATIONS

The three Sporting Complexes are a focal point for community activity and provide a range of benefits to the community. Support for the local sporting complexes aligns with the following components of the *Shire of Gnowangerup Strategic Community Plan 2017 – 2027*:

Strategic Community Plan

Theme: 3. Our Community

Objective: 3. Assist in building the sustainable management of local organisations and community groups.

Strategic Initiative: 3.2 Support and encourage opportunity's for local volunteering.

IMPACT ON CAPACITY

The Sporting Complexes Operational Support program allows the Shire to fund the provision of community driven and operated services and activities across the Shire. This structure for service delivery encourages greater community ownership of facilities and increases community activity. Without this multiplier effect the Shire would not have the resources to deliver such a wide range of services across all three communities.

RISK MANAGEMENT CONSIDERATIONS

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The 80% percentage calculation for all three facilities has been recommended in order to ensure equity across the Shire and a subsidy amount which is based on usage.

Council may wish to change the allocated amounts related to the Sporting Complexes and has been provided with a breakdown of costs in the attachments.

CONCLUSION

The Sporting Complex Operational Support allocations have been based on 80% support for each facility. This will ensure equity across the Shire and will encourage a philosophy of "*increased use and therefore increased support*" which will in turn deliver better value for money and improved community sport and recreation services for ratepayers.

VOTING REQUIREMENTS

Absolute majority

OFFICER RECOMMENDATION

0620. That Council:

Approve the following amounts as the 2020/2021 allocations for the Sporting Complexes Operational Support program:

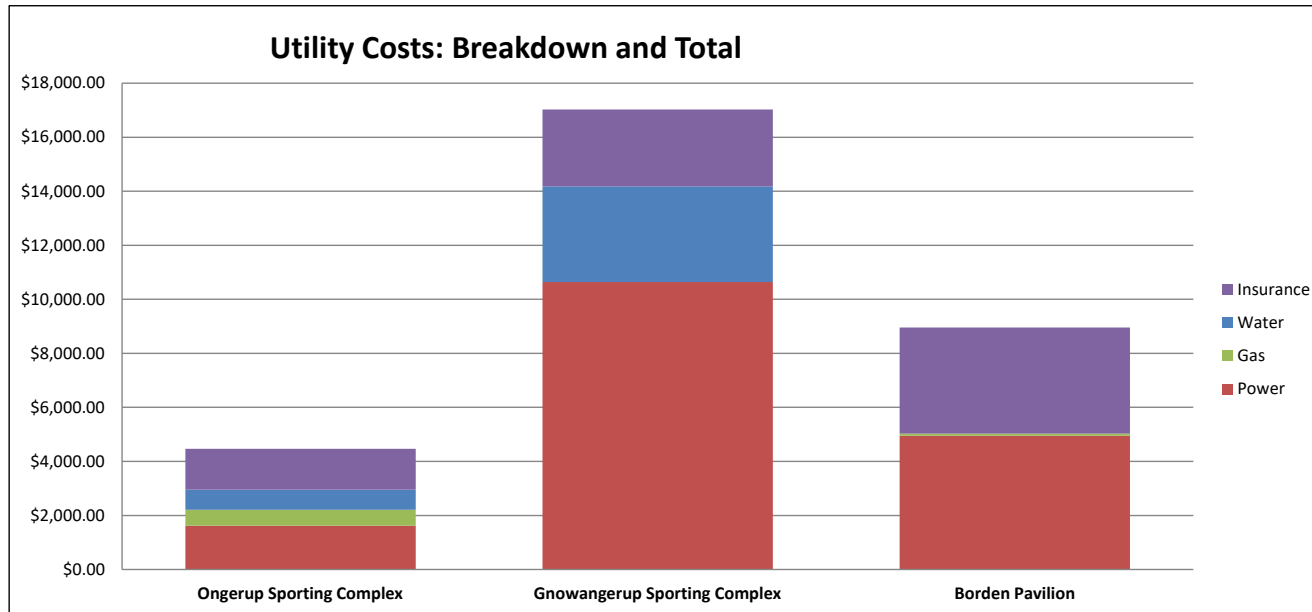
- **\$13,624.08 ex GST (80% allocation) Gnowangerup Sporting Complex Management Committee Inc.**
- **\$7,164.58 ex GST (80% allocation) Borden Pavilion Committee Inc.**
- **\$3,571.37 ex GST (80% allocation) Ongerup Sporting Complex Committee Inc.**

20/21 Budget: Council Operational Assistance Scenarios

		Ongerup Sporting Complex	Gnowangerup Sporting Complex	Borden Pavilion	Total
Total operational costs for 2019		\$4,464.21	\$17,030.10	\$8,955.72	\$30,450.03
Council Contribution 2019/20		\$1,787.00	\$14,445.00	\$7,079.00	\$23,311.00
Percentage of Council Funding covering utility costs 2019		40.03%	84.82%	79.04%	
Council Funding Scenarios	Scenario 1 - Council fund 50%	\$2,232.11	\$8,515.05	\$4,477.86	\$15,225.02
	Scenario 2 - Council fund 60%	\$2,678.53	\$10,218.06	\$5,373.43	\$18,270.02
	Scenario 3 - Council fund 70%	\$3,124.95	\$11,921.07	\$6,269.00	\$21,315.02
	Scenario 3 - Council fund 80%	\$3,571.37	\$13,624.08	\$7,164.58	\$24,360.02
	Scenario 4 - Council fund 90%	\$4,017.79	\$15,327.09	\$8,060.15	\$27,405.03

20/21 Budget: Council Operational Assistance Scenarios

	Water	Power	Gas	Insurance	Shires Contribution as per Lease	Total	Council Contribution 19/20	Percentage of Council Funding covering utility costs	Organisational Funded proportion of utility costs
Ongerup Sporting Complex	\$746.54	\$1,623.66	\$586.83	\$1,507.18		\$4,464.21	\$1,787.00	40.03%	59.97%
Gnowangerup Sporting Complex	\$3,541.34	\$10,639.04	\$0.00	\$2,849.72		\$17,030.10	\$14,445.00	84.82%	15.18%
Borden Pavilion		\$4,948.97	\$85.80	\$3,920.95		\$8,955.72	\$7,079.00	79.04%	20.96%



14. INFRASTRUCTURE AND ASSET MANAGEMENT

Nil

15. STATUTORY COMPLIANCE

Nil

16. FINANCE

16.1 ACCOUNTS FOR PAYMENT AND AUTHORISATION – MAY 2020

Location: Shire of Gnowangerup
Proponent: N/A
File Ref: ADM0451
Date of Report: 11th June 2020
Business Unit: Corporate and Community Services
Officer: CA Shaddick – Senior Finance Officer
Disclosure of Interest: Nil

ATTACHMENTS

- May 2020 Cheque Listing

PURPOSE OF THE REPORT

To provide Council with a list of payments processed in the month of May 2020.

BACKGROUND

Nil

COMMENTS

The May 2020 cheque list for the period 01/05/2020 to 31/05/2020 is attached as follows:

FUND	AMOUNT
Municipal Fund	\$ 686,300.95
Credit Card	\$ 1,175.98
TOTAL	\$ 687,476.93

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996

Regulation 12 states that:

- (1) A payment may only be made from the municipal fund or the trust fund
-
- (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or

(b) otherwise, if the payment is authorised in advance by a resolution of the council.

POLICY IMPLICATIONS

Purchasing Policy 4.1

Corporate Credit Card Policy 4.4

FINANCIAL IMPLICATIONS

All payments are in line with the Adopted Budget or have been approved by Council as a Budget Amendment.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Sustainable and Capable Council

Objective: Provide accountable and sustainable leadership

Strategic Initiative: Nil

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Strategic Risk Category	Financial Sustainability
Consequence Rating	Catastrophic
Likelihood Rating	Unlikely
Acceptance Rating	Acceptable
Risk Acceptance Criteria	Risk Acceptable with adequate controls

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

This is a standard item in the Ordinary Council Meeting Agenda.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION:

06.20 That Council:

Approves the Schedule of Accounts:

Municipal Fund Cheques 27716 - 27729, EFT 16072 – EFT 16144, Superannuation and Direct Deposits totalling \$686,300.95 and Corporate Credit Card totalling \$1,175.98.

Chq/EFT	Date	Name	Description	Amount
EFT16072	8/05/2020	ABCORP AUSTRALASIA PTY LTD	BARCODES FOR GNOWANGERUP LIBRARY LABEL HEADER: SHIRE OF GNOWANGERUP START SEQ: AL3070012001CB END SEQ: AL3070015000CB QUANTITY: 3,000	\$ 342.10
EFT16073	8/05/2020	AIR LIQUIDE	CYLINDER HIRE FEE SMALL, MED, LGE	\$ 144.87
EFT16074	8/05/2020	AMELUP SERVICE STATION	CARTING GRAVEL FOR NIGHTWELL ROAD GRAVEL RESHEETING	\$ 12,655.50 F
EFT16075	8/05/2020	BEST OFFICE SYSTEMS	PHOTOCOPIER DEPOT PRINTER INK FOR 28/03/2020 - 28/04/2020	\$ 215.07
EFT16076	8/05/2020	BGL SOLUTIONS	LANDSCAPING FRONT VERGE QUINN AND WHITEHEAD RD MONTHLY GARDEN MAINTENANCE AS PER CONTRACT	\$ 5,032.50 \$ 10,429.53
EFT16077	8/05/2020	BOOKTOPIA PTY LTD	BOOK AND DVD PURCHASES FOR LIBRARY	\$ 222.00
EFT16078	8/05/2020	CARROLL & RICHARDSON FLAGWORLD	2 X AUSTRALIAN FLAGS 4 X SHIRE OF GNOWANGERUP LOGO FLAGS	\$ 850.50
EFT16079	8/05/2020	DWER	GREASE TRAP CLEANING	\$ 44.00
EFT16080	8/05/2020	GNOWANGERUP FUEL SUPPLIES	FUEL FOR ADMIN FLEET AND DEPOT PLANT	\$ 1,962.01
EFT16081	8/05/2020	GSO STAINLESS ENGINEERING	STAINLESS STEEL BARRIER FOR FRONT COUNTER	\$ 798.60
EFT16082	8/05/2020	JERRAMUNGUP ELECTRICAL SERVICE	INSTALL DCURVE BREAKER AIRPORT RUNWAY LIGHTING SYSTEM SERVICE CHARGE - POWER FULLY SWITCHED OFF TO REMOVE FUEL TANK REPLACE SMOKE ALARMS AS PER REGULATION IN ADMIN BUILDING	\$ 136.11 \$ 93.50 \$ 585.31
EFT16083	8/05/2020	LANDGATE	RURAL UV'S SCHEDULE R2020/3	\$ 67.85
EFT16084	8/05/2020	M & MP BUILDERS	LABOUR TO BUILD AND INSTALL COMPACTUS FILING UNIT	\$ 1,320.00
EFT16085	8/05/2020	MAMMOTH EQUIPMENT AND EXHAUSTS	IVECO STRALIS AD500 - GN.0014 - ECO BLUE	\$ 511.50
EFT16086	8/05/2020	MARKETFORCE	LOCAL PLANNING SCHEME ADVERT IN GREAT SOUTHERN HERALD ON 23/4/20 AND AMENDMENT ON 30/4/20 DISPOSAL OF PROPERTY LOCAL PLANNING SCHEME AMENDMENT NO 13 EARLY PAYMENT DISCOUNT	\$ 1,753.03 \$ 303.38 \$ 683.98 - \$ 45.61

Chq/EFT	Date	Name	Description	Amount
EFT16087	8/05/2020	MESSAGEMEDIA	3682 MESSAGES	\$ 485.77
EFT16088	8/05/2020	OLUMAYOKUN OLUYEDE	CASH SUBSIDY AS PER CONTRACT APRIL 2020	\$ 11,000.00
EFT16089	8/05/2020	ONLINE SAFETY SYSTEMS PTY LTD	PLANT ASSESSOR MONTHLY ACCESS FEE HYBRID LEVEL 2 FOR MAY 2020	\$ 528.00
EFT16090	8/05/2020	PAPERBARK MERCHANTS	BOOKS FOR GNOWANGERUP LIBRARY	\$ 186.23
EFT16091	8/05/2020	RYLAN PTY LTD	MOIR AND JOHN ST BORDEN KERBING 265M X \$20.15 PER METRE BELL AND HAMS ST GNP	\$ 6,750.25 \$ 6,689.45
EFT16092	8/05/2020	SOLUTIONS IT	MANAGED SERVICE-UP TO 35 USER DEVICE	\$ 1,969.00
EFT16093	8/05/2020	WA CONTRACT RANGER SERVICES	RANGER SERVICES 22/04, 29/04	\$ 1,881.00
EFT16094	8/05/2020	WARREN BLACKWOOD WASTE	WASTE AND RECYCLING PICKUP APRIL 2020 LANDFILL COMPACTION 23/3, 09/04	\$ 9,964.55 \$ 1,100.00
EFT16095	14/05/2020	TRUCK CENTRE WA PTY. LTD.	PURCHASE OF 2019 MACK TRIDENT PRIME MOVER (VP176915)	\$ 277,136.20
EFT16096	14/05/2020	ADMIN SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 100.00
EFT16097	14/05/2020	ALBANY LOCK SERVICE SUPERIOR SECURITY	ONGERUP AND BORDEN REFUSE SITE - DRUM MUSTER KEY AND PADLOCK	\$ 395.10
EFT16098	14/05/2020	BLACK AND GOLD SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 130.00
EFT16099	14/05/2020	BUNNINGS/REIMBURSE C SHADDICK	COUNCIL GIFT FOR JOHN SKINNER ON TERMINATION	\$ 290.00
EFT16100	14/05/2020	CASTLEDEX	56 X SUSPENDED FILING RACKS PLUS FREIGHT	\$ 461.96
EFT16101	14/05/2020	CITY OF ALBANY	CHILLINUP ROAD GRADE AND PATCH BY CITY OF ALBANY AS PER ARRANGEMENT	\$ 1,293.02
EFT16102	14/05/2020	CS LEGAL	LEGAL CHARGES - A1106, A6017 & A848	\$ 523.44 R
EFT16103	14/05/2020	GNOWANGERUP FUEL SUPPLIES	FUEL CARD WHILE FUEL TANK BEING REPAIRED	\$ 10.00
EFT16104	14/05/2020	HR SETTLEMENTS	PURCHASE OF CROWN RESERVE 32642 - 25 MCDONALD STREET, GNOWANGERUP	\$ 14,204.35

Chq/EFT	Date	Name	Description	Amount
EFT16105	14/05/2020	HUDSON SEWAGE SERVICES	QUARTERLY SEPTIC SERVICE 3396 BROOMEHILL GNP ROAD	\$ 180.43
EFT16106	14/05/2020	IAN DAVID BEATON	REPLACE GUTTERING ON SHED AT GNP DEPOT REPAIRS AT GNP SWIMMING POOL	\$ 1,947.00 \$ 308.00
EFT16107	14/05/2020	LGRCEU	PAYROLL DEDUCTIONS	\$ 184.50
EFT16108	14/05/2020	PRIMARIES GNOWANGERUP	VARIOUS HARDWARE ITEMS GNP DEPOT	\$ 942.16
EFT16109	14/05/2020	STAR SALES & SERVICE	CHAIN FOR POLE SAW 1 X SAW CHAIN 3/8LP .043 LOOP	\$ 42.60
EFT16110	14/05/2020	WINC. (WORK INCORPORATED)	PRINTER CARTRIDGES X4 AND CLEANING PRODUCTS PUBLIC TOILETS	\$ 1,234.24
EFT16111	22/05/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	2011 JOHN DEERE GRADER GN.0015 - REPAIRS TO GEAR BOX	\$ 27.06
EFT16112	22/05/2020	AIRPORT LIGHTING SPECIALISTS PT	REPAIRS TO LIGHTING OF AIRPORT 10 X 30WATT GLOBES J1/74 @ \$13.85 20 X GASKETS PALGASKET @ \$5.00 10 X PALG 6.35 LHOLDER @ \$13.00	\$ 504.35
EFT16113	22/05/2020	ALBANY RADIO COMMUNICATIONS	CANCELLED - INCORRECT BANK DETAILS	\$ 0.00
EFT16114	22/05/2020	AUSTRALIA POST	POSTAGE FOR APRIL 2020	\$ 438.29
EFT16115	22/05/2020	AUTOSMART (WA)	1 X 5 LITRE SMART HANDS (SANITISER)	\$ 333.33
EFT16116	22/05/2020	BTW CONTRACTING PTY LTD	LAY FLAT HOSE AND CAMLOCK FITTINGS FOR CONSTRUCTION PUMP	\$ 1,505.00
EFT16117	22/05/2020	BUNNINGS ALBANY	ONGERUP DEPOT GRINDER ANGLE C/L B/L DEWALT 18V LI 125MM BARE DCG406N-XJ 1 X AEG BLOWER 1 X CORDLESS ANGLE GRINDER 1X KNEE PADS	\$ 719.13
EFT16118	22/05/2020	FINBRELLA UMBRELLAS	PART PAYMENT CUSTOM CANOPIES AT SWIMMING POOL	\$ 2,312.69
EFT16119	22/05/2020	GNOWANGERUP CRC	HIRE OF CONFERENCE ROOM FOR TRAFFIC MANAGEMENT TRAINING - MONDAY 11TH MAY - WEDNESDAY 13TH MAY 2020 MONTHLY CLEANING, TELEPHONE AND ELECTRICITY CONTRIBUTION	\$ 594.00 \$ 558.08
EFT16120	22/05/2020	GNOWANGERUP TYRE SERVICE	REPAIRS TO TYRE - CATERPILLAR GN.035 REPAIRS TO TYRE - TANDEM AXLE DOLLY GN.17067	\$ 359.00 \$ 413.00

Chq/EFT	Date	Name	Description	Amount
EFT16121	22/05/2020	GREAT SOUTHERN TOYOTA	GN.004 AND GN.001 - OIL/OILFILTERS. 2 X SYN MOTOR OIL 5W-30 2 X GSKT SUMP PLUG 2 X ELEMNT KIT OIL	\$ 358.53
EFT16122	22/05/2020	J & K HOPKINS	LEATHER ERGONOMIC CHAIR FOR COUNCIL CHAMBERS	\$ 549.00
EFT16123	22/05/2020	J.E. & K.N. DAVIS	TRENCHING AND REHABILITAION GNOWANGERUP/ONGERUP/BORDEN	\$ 51,780.30 F
EFT16124	22/05/2020	LANDGATE	2020/2021 MINING TENEMENT ROLL	\$ 182.25
EFT16125	22/05/2020	NUTRIEN AG SOLUTIONS	ROAD MAINTENANCE SUNDRY - VERGE SPRAYING 20 X 20 LITRE DRUMS OF ROUNDUP ULTRA MAX 8 X 1 LITRE METSULFURN	\$ 4,112.24
EFT16126	22/05/2020	ONGERUP FARM SUPPLIES	VARIOUS HARDWARE ITEMS ONGERUP DEPOT	\$ 356.05
EFT16127	22/05/2020	ONGERUP TYRES & AUTOMOTIVE	ISUZU 2015 D-MAX UTE GN.0028 - FIT AND SUPPLY FOR 4 X 265 X 70 X 16 TYRES 4 X MICKEY THOMPSON AT 38 @ \$295.45 FIT AND BALANCE TYRE DISPOSAL @ \$6.3625	\$ 1,328.00
EFT16128	22/05/2020	RM SMITH & SONS, RURAL BUILDERS	REPLACE MAIN ROOF AND CEILING IN TOILET AREA PISTOL CLUB - INSURANCE	\$ 33,164.00 R
EFT16129	22/05/2020	S & R MASLIJ	INSTALL LIMESTONE RETAINING WALL DEPOT SHED	\$ 6,250.00
EFT16130	22/05/2020	STOREMASTA	S250-SH SHELF FOR SC250	\$ 289.28
EFT16131	22/05/2020	WA CONTRACT RANGER SERVICES	RANGER SERVICES 06/05, 13/05	\$ 1,782.00
EFT16132	22/05/2020	WAYFOUND	DESIGN WORKS FOR STREET BANNERS	\$ 704.00
EFT16133	22/05/2020	WESTRAC EQUIPMENT PTY LTD	REPAIRS TO THE BA118C ANGLE BROOM 1 X WIRING HARNESS CONNECTOR PART NO: 344-6144 COOLANT, AIR FILTERS FOR GRADER GN.0020	\$ 116.02
EFT16134	28/05/2020	ABA SECURITY	INSTALL NEW GATE, CCTV,GATE CONTOLLER AND ACCESS CONTROL SYSTEM FOR GNOWANGERUP, BORDEN AND ONGERUP REFUSE SITES	\$ 108,403.00 F
EFT16135	28/05/2020	ADMIN SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 100.00
EFT16136	28/05/2020	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	YEARLY REVISION OF GENERIC TRAFFIC MANAGEMENT PLANS	\$ 869.00

Chq/EFT	Date	Name	Description	Amount
EFT16137	28/05/2020	BGL SOLUTIONS	REPAIRS TO ONGERUP OVAL IRRIGATION SUPPLY 6 X 125 HUNTER SPRINKLERS	\$ 676.50
			REPAIRS TO FENCE PANEL AND RAIL 20 MCDONALD ST	\$ 354.53
EFT16138	28/05/2020	BLACK AND GOLD SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 120.00
EFT16139	28/05/2020	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2019/20 ESL QUARTER 4 CONTRIBUTION	\$ 92.40
EFT16140	28/05/2020	DL CONSULTING	PREPARE BUDGET AND COMPILE DRAFT BUDGET ESTIMATES	\$ 2,475.00
EFT16141	28/05/2020	GNOWANGERUP FUEL SUPPLIES	DIESEL FUEL FOR GNOWANGERUP DEPOT @ \$1.0039 - 20,751 LITRES	\$ 20,831.93
EFT16142	28/05/2020	LGRCEU	PAYROLL DEDUCTIONS	\$ 164.00
EFT16143	28/05/2020	M & MP BUILDERS	INSTALL NEW ROLLER IN SLIDING GLASS DOOR, INSTALL RAIL IN ADMIN OFFICE	\$ 309.70
EFT16144	28/05/2020	METROCOUNT	WORKS TRAINING/CONFERENCES GEN - TRAINING FOR DAVID BARKER WEBINAR CERTIFICATION TRAINING WEBINAR - MCT03 MAY 20TH - MAY 29TH 2020	\$ 605.00
27716	8/05/2020	AUSTRALIAN TAXATION OFFICE	BAS PAYMENT FOR APRIL 2020	\$ 2,189.00
27717	8/05/2020	MCLEODS BARRISTERS AND SOLICITORS	GOVERNANCE ADVICE RE AWARDS AND CONTRACTS	\$ 5,564.35
27718	8/05/2020	SYNERGY	STREET LIGHTING SUPPLY PERIOD 34 DAYS TO 04/05/2020	\$ 3,684.88
27719	8/05/2020	TELSTRA	USAGE, SERVICE AND EQUIPMENT	\$ 1,377.35
27720	14/05/2020	SYNERGY	SUPPLY PERIOD 64 DAYS	\$ 2,339.07
27721	14/05/2020	TELSTRA	USAGE, SERVICE AND EQUIPMENT	\$ 936.16
27722	22/05/2020	FRIDGE & WASHER CITY	FRIDGE FOR ADMINISTRATION OFFICE - SUPPLY AND DELIVER	\$ 2,097.00
27723	22/05/2020	GNOWANGERUP IGA	CONSUMABLES	\$ 181.59
27724	22/05/2020	GNOWANGERUP ROADHOUSE	MEALS FOR TRAFFIC MANAGEMENT TRAINING COURSE	\$ 210.00
27725	22/05/2020	SYNERGY	SUPPLY PERIOD 58 DAYS	\$ 1,258.15
27726	22/05/2020	TELSTRA	SHIRE PHONE PLANS AND DATA PACKS	\$ 679.03

Chq/EFT	Date	Name	Description	Amount
27727	22/05/2020	WATER CORPORATION	WATER USAGE AND SERVICE CHARGES	\$ 12,543.40
27728	28/05/2020	DOWN TO EARTH TRAINING & ASSESSING	WORKS TRAINING/CONFERENCES GEN - MONDAY MAY 11TH - WEDNESDAY 13TH MAY 2020 TRAFFIC MANAGEMENT REFRESHER & ONLINE PRE-REQUISITES FOR 9 STAFF - TRAFFIC MANAGEMENT AND TRAFFIC CONTROL FOR 3 STAFF	\$ 5,603.25
27729	28/05/2020	SYNERGY	ADJUSTMENT TO READING SUPPLY PERIOD 35 DAYS	\$ 278.92
DD4567.1	30/05/2020	LEASEIT LTD	PHOTOCOPIER LEASE AGREEMENT MAY 2020	\$ 1,196.25
DD4567.2	30/05/2020	WESTNET	ADMIN INTERNET PROTECTION 05/04/2020 TO 05/04/2021	\$ 421.94
DD4571.1	13/05/2020	WALGS PLAN	PAYROLL DEDUCTIONS	\$ 6,594.03
DD4571.2	13/05/2020	CBUS	SUPERANNUATION CONTRIBUTIONS	\$ 314.49
DD4571.3	13/05/2020	OASIS SUPERANNUATION MASTER TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 156.75
DD4571.4	13/05/2020	SMSF	SUPERANNUATION CONTRIBUTIONS	\$ 844.75
DD4571.5	13/05/2020	WEALTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 331.96
DD4571.6	13/05/2020	COLONIAL FIRSTWRAP PLUS PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 795.33
DD4571.7	13/05/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,107.73
DD4571.8	13/05/2020	CARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 740.68
DD4571.9	13/05/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 224.22
DD4575.1	30/05/2020	NATIONAL AUSTRALIA BANK	ADVERTISING WITH SEEK - POSITION VACANT	\$ 1,175.98
DD4580.1	27/05/2020	WALGS PLAN	PAYROLL DEDUCTIONS	\$ 5,896.70
DD4580.2	27/05/2020	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 222.96
DD4580.3	27/05/2020	CBUS	SUPERANNUATION CONTRIBUTIONS	\$ 314.49

Chq/EFT	Date	Name	Description	Amount
DD4580.4	27/05/2020	OASIS SUPERANNUATION MASTER TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 190.00
DD4580.5	27/05/2020	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 82.76
DD4580.6	27/05/2020	SMSF	PAYROLL DEDUCTIONS	\$ 844.75
DD4580.7	27/05/2020	WEALTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 331.96
DD4580.8	27/05/2020	COLONIAL FIRSTWRAP PLUS PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 795.33
DD4580.9	27/05/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,107.73
DD4581.1	13/05/2020	WALGS PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 98.98
DD4581.2	20/05/2020	WALGS PLAN	PAYROLL DEDUCTIONS	\$ 34.13
DD4571.10	13/05/2020	MLC NAVIGATOR RETIREMENT PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 210.52
DD4571.11	13/05/2020	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 222.96
DD4580.10	27/05/2020	CARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 740.68
DD4580.11	27/05/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 224.22
DD4580.12	27/05/2020	BENDIGO SMARTOPTIONS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 146.36
DD4580.13	27/05/2020	MLC NAVIGATOR RETIREMENT PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 210.52
			TOTAL MUNICIPAL ACCOUNT	\$ 686,300.95
	30/04/2020	SEEK	POSITION VACANT	\$ 313.50
	24/04/2020	ALLPOWER ELECTRICS	ELECTRIC FAN PARTS - 4 GROCOCK ST	\$ 98.95
	28/04/2020	IINET	DCEO HOME INTERNET	\$ 64.99
	30/04/2020	SEEK	POSITION VACANT ASSET WASTE MANAGEMENT	\$ 313.50
	30/04/2020	THE SSL STORE	WEBSITE SECURITY	\$ 229.80

Chq/EFT	Date	Name	Description	Amount
	8/05/2020	SHIRE OF GNOWANGERUP	LICENSE PRIME MOVER GN.005	\$ 130.35
	11/05/2020	NAB	MONTHLY CARD FEES	\$ 24.89
			TOTAL CORPORATE CREDIT CARD	\$ 1,175.98

CERTIFICATE OF SENIOR FINANCE OFFICER

I HEREBY CERTIFY THE FOLLOWING SCHEDULE OF ACCOUNTS:

TOTAL FOR MUNICIPAL FUND: EFT 16072 -16144, Cheque 27716 - 27729, DD and Super Clearing House = \$686,300.95

TOTAL FOR CREDIT CARD: \$1,175.98

- F** Fully Grant Funded
- P** Partial Grant Funded
- R** Other Funding (Reimbursements)

16.2	MAY 2020 MONTHLY FINANCIAL REPORT
Location:	Shire of Gnowangerup
Proponent:	N/A
File Ref:	ADM0451
Date of Report:	11 th June 2020
Business Unit:	Corporate and Community Services
Officer:	D. Long – Finance Consultant C. Shaddick – Senior Finance Officer
Disclosure of Interest:	Nil

ATTACHMENTS

Monthly Financial Statements for the period 01/05/2020 to 31/05/2020 including:

- Statement of Financial Activity
- Report on Material Differences
- Comprehensive Income by Program and Nature & Type
- Statement of Cash Flows
- Current Assets and Liabilities

PURPOSE OF THE REPORT

For Council to receive and accept the Monthly Financial Report to the 31st May 2020, note that figures are subject to change as a result of end of year procedures and the audit process.

BACKGROUND

Nil

COMMENTS

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996
Reg. 34 Financial activity statement required each month

POLICY IMPLICATIONS

Investment Policy 4.3

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Sustainable and Capable Council

Objective: Provide accountable and sustainable leadership

Strategic Initiative: Nil

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Strategic Risk Category	Financial Sustainability
Consequence Rating	Catastrophic
Likelihood Rating	Unlikely
Acceptance Rating	Acceptable
Risk Acceptance Criteria	Risk Acceptable with adequate controls

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

This is a standard item in the Ordinary Council Meeting Agenda.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION:

0620 That Council:

Receives and accepts the Monthly Financial Report for May 2020.

SHIRE OF GNOWANGERUP

MONTHLY FINANCIAL REPORT

31 MAY 2020

SHIRE OF GNOWANGERUP
STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDING 31 MAY 2020

	NOTES	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	2019-20 YTD BUDGET	2019-20 YTD ACTUAL
EXPENDITURE (Excluding Finance Costs)		\$		\$	\$
General Purpose Funding		(81,604)	(87,719)	(75,403)	(75,484)
Governance		(937,524)	(935,132)	(796,113)	(716,017)
Law, Order, Public Safety		(377,637)	(377,251)	(337,546)	(308,790)
Health		(372,745)	(372,743)	(334,240)	(277,612)
Education and Welfare		(47,261)	(47,177)	(43,374)	(26,842)
Housing		(54,508)	(60,696)	(54,125)	-48,912.05
Community Amenities		(570,367)	(570,165)	(512,794)	-420,829.29
Recreation and Culture		(1,407,164)	(1,415,396)	(1,323,628)	(1,306,253)
Transport		(3,112,232)	(3,027,479)	(2,912,806)	(2,340,497)
Economic Services		(278,899)	(139,599)	(268,247)	(121,145)
Other Property and Services		(585,290)	(545,731)	(596,952)	(530,804)
		(7,825,231)	(7,579,088)	(7,255,231)	(6,173,185)
REVENUE					
General Purpose Funding		4,649,831	4,749,499	0	5,568,646
Governance		0	339	1,999,930	1,038
Law, Order, Public Safety		69,260	70,244	(7,521)	69,103
Health		300	1,000	115,943	1,749
Education and Welfare		11,800	11,800	0	12,226
Housing		86,598	86,598	2,108,352	83,399
Community Amenities		283,139	280,117	(3,772,024)	502,148
Recreation and Culture		17,999	19,297	0	19,392
Transport		140,886	149,616	0	152,860
Economic Services		52,340	58,758	0	64,971
Other Property & Services		119,610	145,853	(839,840)	184,251
		5,431,763	5,573,121	(395,159)	6,659,784
<i>Increase(Decrease)</i>		(2,393,468)	(2,005,967)	(7,650,390)	486,599
FINANCE COSTS					
General Purpose Funding		0	0	(5,570)	0
Housing		(24,568)	(24,568)	(308,000)	(10,170)
Community Amenities		0	0	(58,000)	0
Recreation & Culture		(23,471)	(23,471)	(787,000)	(17,259)
Transport		0	0	0	0
Other Property & Services		0	0	256,500	0
Total Finance Costs		(48,039)	(48,039)	(896,500)	(27,429)
NON-OPERATING REVENUE					
Housing		367,500	367,500	143,325	317,461
Community Amenities		0	300,000	300,000	
Transport		699,558	699,558	699,558	699,558
Total Non-Operating Revenue		1,067,058	1,367,058	1,142,883	1,017,019
PROFIT/(LOSS) ON SALE OF ASSETS					
Law, Order & Public Safety		0		0	0
Health		0		0	0
Housing		0		0	0
Community Amenities		0		0	0
Recreation & Culture Profit		0		0	0
Recreation & Culture Loss		0		0	0
Transport Profit		0	7,521	0	626
Transport Loss		(115,943)	(115,943)	(115,943)	(5,523)
Other Property & Services Profit		7,521	0	0	0
Other Property & Services Loss		0	0	0	0
Total Profit/(Loss)		(108,422)	(108,422)	(115,943)	(4,897)
NET RESULT		(1,482,871)	(795,370)	(7,519,950)	1,471,291
Other Comprehensive Income					
Changes on revaluation of non-current assets		0	0	0	0
Total Abnormal Items		0	0	0	0
TOTAL COMPREHENSIVE INCOME		(1,482,871)	(795,370)	(7,519,950)	1,471,291

SHIRE OF GNOWANGERUP
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE/TYPE
FOR THE PERIOD ENDING 31 MAY 2020

	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	2019-20 YTD ACTUAL
Expenses			
Employee Costs	(2,597,413)	(2,522,001)	(2,359,680)
Materials and Contracts	(2,222,641)	(2,031,483)	(1,164,245)
Utility Charges	(180,080)	(185,905)	(161,528)
Depreciation on Non-Current Assets	(2,182,615)	(2,182,615)	(2,119,922)
Interest Expenses	(50,054)	(50,054)	(27,429)
Insurance Expenses	(232,304)	(238,622)	(194,975)
Other Expenditure	(410,178)	(416,447)	(173,736)
	(7,875,285)	(7,627,127)	(6,201,515)
Revenue			
Rates	4,085,295	4,090,214	4,122,519
Operating Grants, Subsidies and Contributions	852,667	967,745	1,761,307
Fees and Charges	337,229	355,083	233,107
Service Charges	0	0	0
Interest Earnings	68,470	58,961	59,527
Other Revenue	88,102	101,118	278,607
	5,431,763	5,573,121	6,455,067
	(2,443,522)	(2,054,006)	253,552
Non-Operating Grants, Subsidies & Contributions	1,367,058	1,367,058	1,222,637
Fair Value Adjustments to financial assets at fair value through profit/loss	0		0
Profit on Asset Disposals	0	7,521	626
Loss on Asset Disposals	0	(115,943)	(5,523)
	1,367,058	1,258,636	1,217,739
Net Result	(1,076,464)	(795,370)	1,471,291
Other Comprehensive Income			
Changes on revaluation of non-current assets	0		0
Total Other Comprehensive Income	0	0	0
TOTAL COMPREHENSIVE INCOME	(1,076,464)	(795,370)	1,471,291

SHIRE OF GNOWANGERUP
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING 31 MAY 2020

	Note	2018-19 ACTUAL \$	2019-20 ACTUAL \$	Variance \$
Current assets				
Unrestricted Cash & Cash Equivalents		1,644,578	3,040,198	1,395,620
Restricted Cash & Cash Equivalents		1,756,898	1,752,562	-4,336
Trade and other receivables		806,219	426,132	-380,087
Inventories		20,994	24,188	3,194
Other assets		0	0	0
Total current assets		4,228,689	5,243,080	1,014,391
Non-current assets				
Trade and other receivables		181,612	181,612	0
LG House Unit Trust		70,068	70,068	0
Property, infrastructure, plant and equipment		29,949,680	30,051,364	101,684
Infrastructure Assets		89,629,442	90,189,824	560,382
Total non-current assets		119,830,802	120,492,869	662,067
Total assets		124,059,491	125,735,948	1,676,457
Current liabilities				
Trade and other payables		226,040	151,701	74,339
Interest-bearing loans and borrowings		163,630	24,700	138,930
Provisions		447,391	444,844	2,547
Total current liabilities		837,061	621,245	215,816
Non-current liabilities				
Interest-bearing loans and borrowings		586,221	1,007,204	-420,983
Provisions		54,321	54,321	0
Total non-current liabilities		640,542	1,061,525	-420,983
Total liabilities		1,477,603	1,682,770	-205,167
Net assets		122,581,888	124,053,178	1,471,290
Equity				
Retained surplus		42,305,940	42,289,991	-15,949
Net Result		0	1,471,291	1,471,291
Reserve - asset revaluation		78,549,140	78,549,140	0
Reserve - Cash backed		1,726,808	1,742,756	15,948
Total equity		122,581,888	124,053,178	1,471,290

This statement is to be read in conjunction with the accompanying notes

**SHIRE OF GNOWANGERUP
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDING**

Note	2017-18 ACTUAL \$	2018-19 BUDGET \$	2018-19 ACTUAL \$
Cash Flows from operating activities			
Payments			
Employee Costs	(2,322,997)	(2,110,373)	(2,362,327)
Materials & Contracts	(9,288,820)	(5,497,574)	(1,228,576)
Utilities (gas, electricity, water, etc)	(152,816)	(173,500)	(161,528)
Insurance	(169,375)	(56,054)	(194,975)
Interest Expense	(47,253)	(211,068)	(23,929)
Goods and Services Tax Paid	(300,000)	0	(13,634)
Other Expenses	(194,954)	(371,689)	(177,963)
	(12,476,215)	(8,420,258)	(4,162,952)
Receipts			
Rates	3,856,106	4,005,853	4,083,908
Operating Grants & Subsidies	1,216,396	746,003	1,750,232
Contributions, Reimbursements & Donations	0	0	0
Fees and Charges	223,463	346,222	233,107
Interest Earnings	103,186	67,420	59,077
Goods and Services Tax	189,811	109,879	0
Other	6,759,854	5,591,971	710,109
	12,348,816	10,867,348	6,836,434
Net Cash flows from Operating Activities	9 (127,399)	2,447,090	2,673,482
Cash flows from investing activities			
Payments			
Purchase of Land	(250,688)	(510,000)	(15,298)
Purchase of Buildings	(93,045)	(954,930)	(792,610)
Purchase Plant and Equipment	(327,274)	(732,000)	(394,485)
Purchase Furniture and Equipment	(18,739)	(5,000)	(5,300)
Purchase Road Infrastructure Assets	(1,218,668)	(1,300,381)	(1,363,583)
Purchase of Footpath Assets	0	(5,000)	0
Purchase Aerodrome Assets	(3,099)	0	0
Purchase Drainage Assets	0	(9,000)	(2,607)
Purchase Sewerage Assets	(45,775)	(50,000)	0
Purchase Parks & Ovals Assets	(4,700)	(4,858)	(800)
Purchase Solid Waste Assets	0	0	(205,618)
Purchase Infrastructure Other Assets	0	(8,000)	(62,522)
Receipts			
Proceeds from Sale of Assets	77,809	223,000	85,155
Non-Operating grants used for Development of Assets	654,212	1,095,672	1,222,637
	(1,229,968)	(2,260,497)	(1,535,031)
Cash flows from financing activities			
Repayment of Debentures and Finance Leases	(163,109)	(1,163,539)	(151,166)
Advances to Community Groups	0	0	0
Revenue from Self Supporting Loans	26,352	27,433	0
Proceeds from New Debentures	1,000,000	367,500	404,000
Net cash flows from financing activities	863,243	(768,606)	252,835
Net increase/(decrease) in cash held	(494,124)	(582,013)	1,391,285
Cash at the Beginning of Reporting Period	3,074,039	2,579,916	3,401,475
Cash at the End of Reporting Period	9 2,579,915	1,997,903	4,792,760

**SHIRE OF GNOWANGERUP
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDING**

Notes

	2017-18 ACTUAL \$	2018-19 BUDGET \$	2018-19 ACTUAL \$
RECONCILIATION OF CASH			
Cash at Bank - Unrestricted	587,764	1,996,061	3,039,397
Cash at Bank Reserves - Restricted	1,990,309		1,752,562
Cash on Hand	1,842	1,842	800
TOTAL CASH	2,579,915	1,997,903	4,792,759
RECONCILIATION OF NET CASH USED IN OPERATING ACTIVITIES TO OPERATING RESULT			
Net Result (As per Comprehensive Income Statement)	-923,476	-1,482,871	1,471,291
Add back Depreciation	2,932,726	2,182,615	2,119,922
(Gain)/Loss on Disposal of Assets	23,298	0	4,897
Self Supporting Loan Principal Reimbursements	0	0	0
Contributions for the Development of Assets	-654,212	-1,367,058	-1,222,637
Changes in Assets and Liabilities			
(Increase)/Decrease in Inventory	-8,345	0	-3,193
(Increase)/Decrease in Receivables	-1,555,399	2,248,147	380,086
Increase/(Decrease) in Accounts Payable	-28,471	5,642	-74,338
Increase/(Decrease) in Prepayments	0	0	0
Increase/(Decrease) in Employee Provisions	86,480	47,299	-2,547
Increase/(Decrease) in Accrued Expenses	0	0	0
Rounding	0	0	0
NET CASH FROM/(USED) IN OPERATING ACTIVITIES	-127,399	1,633,774	2,673,482

SHIRE OF GNOWANGERUP
FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD ENDING 31 MAY 2020

	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	2019-20 YTD BUDGET	2019-20 YTD ACTUAL	MATERIAL VARIANCES %
OPERATING REVENUE	\$		\$	\$	
General Purpose Funding	772,982	866,392	600,139	1,688,623	181.37%
Governance	0	339	0	1,038	0.00%
					Variance within % Threshold
Law, Order Public Safety	69,260	70,244	68,951	69,103	% Threshold
Health	300	1,000	300	1,749	483.10%
Education and Welfare	11,800	11,800	10,863	12,226	12.55%
					Variance within % Threshold
Housing	86,598	86,598	85,732	83,399	% Threshold
Community Amenities	283,139	280,117	282,665	502,148	77.65%
					Variance within % Threshold
Recreation and Culture	17,999	19,297	17,999	19,392	% Threshold
Transport	148,407	157,137	148,399	153,486	% Threshold
Economic Services	52,340	58,758	50,205	64,971	29.41%
Other Property and Services	119,610	145,853	109,602	184,251	68.11%
	1,562,435	1,697,535	1,374,854	2,780,387	
LESS OPERATING EXPENDITURE					
General Purpose Funding	(81,604)	(87,719)	(75,403)	(75,484)	Variance within % Threshold
Governance	(937,524)	(935,132)	(796,113)	(716,017)	(10.06%)
					Variance within % Threshold
Law, Order, Public Safety	(377,637)	(377,251)	(337,546)	(308,790)	% Threshold
Health	(372,745)	(372,743)	(334,240)	(277,612)	(16.94%)
Education and Welfare	(47,261)	(47,177)	(43,374)	(26,842)	(38.11%)
					Variance within % Threshold
Housing	(79,076)	(85,264)	(54,125)	(59,082)	% Threshold
Community Amenities	(570,367)	(570,165)	(512,794)	(420,829)	(17.93%)
					Variance within % Threshold
Recreation and Culture	(1,430,635)	(1,438,867)	(1,323,628)	(1,323,512)	% Threshold
Transport	(3,228,175)	(3,143,422)	(2,912,806)	(2,346,020)	(19.46%)
Economic Services	(278,899)	(139,599)	(268,247)	(121,145)	(54.84%)
Other Property & Services	(587,305)	(545,731)	(596,952)	(530,804)	(11.08%)
	(7,991,228)	(7,743,070)	(7,255,230)	(6,206,138)	
	<i>Increase(Decrease)</i>	<i>(6,428,793)</i>	<i>(6,045,535)</i>	<i>(5,880,376)</i>	<i>(3,425,751)</i>
ADD					
Movement in Employee Benefits (Non-current)	50,764	50,764	0	0	0.00%
(Profit)/ Loss on the disposal of assets	108,422	108,422	108,422	4,897	(95.48%)
					Variance within % Threshold
Depreciation Written Back	2,182,615	2,182,615	1,999,930	2,119,922	% Threshold
	2,341,801	2,341,801	2,108,352	2,124,820	
	<i>Sub Total</i>	<i>(4,086,992)</i>	<i>(3,703,734)</i>	<i>(3,772,024)</i>	<i>(1,300,931)</i>
LESS CAPITAL PROGRAMME					
Purchase of Land	0	0			
					Variance within % Threshold
Purchase Buildings	(839,840)	(859,611)	(839,840)	(807,908)	% Threshold
					Variance within % Threshold
Infrastructure Assets - Roads	(1,374,436)	(1,421,312)	(1,374,436)	(1,363,583)	% Threshold
Infrastructure Assets - Footpaths	(5,000)	(5,000)	(5,000)	0	(100.00%)
Infrastructure Assets - Aerodromes	0	0	0	0	0.00%
Infrastructure Assets - Drainage	(9,000)	(9,000)	(9,000)	(2,607)	(71.03%)
Infrastructure Assets - Sewerage	(10,000)	(10,000)	(10,000)	0	(100.00%)
Infrastructure Assets - Parks & Ovals	(5,570)	(5,570)	(5,570)	(800)	(85.64%)
Infrastructure Assets - Solid Waste	(308,000)	(308,000)	(308,000)	(205,618)	(33.24%)
					Variance within % Threshold
Infrastructure Assets - Other	(58,000)	(96,365)	(58,000)	(62,522)	% Threshold
Purchase Plant and Equipment	(787,000)	(520,169)	(787,000)	(394,485)	(49.87%)
Purchase Furniture and Equipment	0	(5,300)	0	(5,300)	0.00%
Proceeds from Sale of Assets	256,500	82,600	256,500	85,155	(66.80%)
Non-Operating Grants, Subsidies & Contributions	1,367,058	1,367,058	1,142,883	1,017,019	(11.01%)

Repayment of Debt - Loan Principal & Finance Leases	(194,184)	(205,219)	(155,150)	(151,166)	Variance within
Self Supporting Loan Principal Income	28,557	28,557	28,557	0	% Threshold
Transfer to Reserves	(396,991)	(504,370)	(25,702)	(15,948)	(100.00%)
	(2,335,906)	(2,471,701)	(2,149,758)	(1,907,763)	(37.95%)
Plus Rounding					
<i>Sub Total</i>	(6,422,898)	(6,175,435)	(5,921,782)	(3,208,694)	
FUNDING FROM					
Transfer from Reserves	330,000	249,500	0	0	0.00%
Loans Raised	404,520	404,520	404,520	404,000	Variance within
Estimated Opening Surplus at 1 July	1,811,529	1,799,894	1,811,529	1,799,892	% Threshold
Amount Raised from General Rates	3,876,849	3,883,107	3,876,849	3,880,023	Variance within
	6,422,898	6,337,021	6,092,898	6,083,915	% Threshold
NET SURPLUS/(DEFICIT)	0	161,586	171,116	2,875,221	

NOTE 1			
CURRENT RATIO	Current Assets	5,243,080	8.44
	Current Liabilities	621,245	
Ratios greater than one indicate that Council has sufficient current assets to meet it's short term current liabilities.			
NOTE 2 - VARIANCES EXPLAINED			
	OPERATING REVENUE	\$ VARIANCE	% VARIANCE
General Purpose Funding			
FAG Grant higher than anticipated, amended in Budget Review		1,088,484	181.37%
Governance			
Borden Pavilion return unexpended grant funds, contribution to Purple Bench		1,038	0.00%
Law Order & Public Safety -			
Variance within 10% Materiality Threshold		152	Variance within % Threshold
Health			
Reimbursement of Medical Centre expenditure and Health License fees higher than anticipated.		1,449	483.10%
Education & Welfare			
Education Dept mowing contract, CPI increase not taken into account		1,364	12.55%
Housing			
Variance within 10% Materiality Threshold		(2,333)	Variance within % Threshold
Community Amenities			
Town Planning applications and part payment of Refuse Govt Grant (\$205618.00) higher than anticipated for reporting period		219,483	77.65%
Recreation & Culture			
Variance within 10% Materiality Threshold		1,393	Variance within % Threshold
Transport			
Variance within 10% Materiality Threshold		5,087	Variance within % Threshold
Economic Service			
Building Applications and Standpipe fees higher than anticipated for reporting		14,766	29.41%
Other Property and Services			
Fuel Rebates and reimbursed insurance claims higher than anticipated for reporting period		74,649	68.11%
OPERATING EXPENDITURE			
		\$ VARIANCE	% VARIANCE
General Purpose funding			
Variance within 10% materiality threshold		(81)	Variance within %
Governance			
Public Relations, Conference Expenses and Admin allocations less than anticipated for reporting period		80,097	(10.06%)
Law Order & Public Safety -			
Variance within 10% materiality threshold		28,756	within % Threshold
Health			
Building maintenance and operations less than anticipated for reporting period Mosquito control funds not expended		56,628	(16.94%)
Education & Welfare			
Mowing costs and Building maintenance less than anticipated for reporting		16,532	(38.11%)
Housing			
Variance within 10% materiality threshold.		(4,957)	within % Threshold
Community Amenities			
Refuse site management, Ongerup Effluent maintenance, Septic cleaning and Drum muster less than anticipated		91,965	(17.93%)
Recreation & Culture			
Variance within 10% materiality threshold.		116	within % Threshold
Transport			
Road maintenance expenditure, RRG Admin Costs less than anticipated for reporting period. Decommissioning of depot fuel tanks (\$55,000) to be completed in June. Anticipated loss of sale of plant (\$110,000) no longer applicable.		566,786	(19.46%)
Economic Service			
Building Surveyor expenses less than anticipated. Fixed Wireless Project funds to be transferred to COVID19 Reserve as per amended budget		147,102	(54.84%)
Other Property & Services			

Salaries and Wages, and Superannuation less than anticipated, adjustment amended in Budget Review	66,148	(11.08%)
---	--------	----------

CAPITAL REVENUE		
<u>Proceeds on Sale of Assets</u>		
Sale of Vehicle GN00 - not traded - now DCEO GN.001	-29,500	
Sale of Vehicle GN002 -Insurance Write off	20,609	
Sale of Utility (GN0048)	0	
Sale of Utility GN.037	0	
Sale of Utility GN.0004	0	
Sale of Loader GN.0040	0	
Sale of Backhoe GN.0089	0	
Proceeds - Sale of Land	0	
	<u>-8,891</u>	(66.80%)
<u>Non-Operating Revenue</u>		
<u>Housing</u>		
Commonwealth Grants BBR Funding - milestone payment (\$317,461.00) higher than anticipated for reporting period	174,136	
<u>Transport</u>		
Regional Road Group Grants - Claim submitted by MW	0	
Roads To Recovery Grants - Claim submitted by MW	0	
	<u>174,136</u>	(11.01%)
<u>Transfers from Reserve</u>		
Transfer from Reserve Fund	0	0

CAPITAL EXPENDITURE		
<u>Transfers to Reserve</u>		
Transfers To Reserve Funds - Interest rates less than anticipated for Financial year	9,754	
	<u>9,754</u>	(37.95%)
<u>Furniture & Equipment</u>		
Records Room Compactus - Revised budget amendment approved	(5,300)	
Total (Over)/Under Budget	<u>(5,300)</u>	0.00%

<u>Land & Buildings</u>		
<u>Housing</u>		
Construction of 2 houses on cnr Quinn & Whitehead Sts - Budget amendment approved	(2,813)	
20 McDonald St Renewals	0	
2 Cecil Street Bathroom Renewal - no longer required	4,000	
<u>Recreation & Culture</u>		
Ongerup CWA Building Capital	0	
Ongerup Museum Capital -	592	
Gnowangerup Star Building Capital	0	
<u>Transport</u>		
Gnowangerup Works Depot Capital - Budget amendment for retaining wall	(11,364)	
Ongerup Works Depot Capital - Not Capital expenditure, required for maintenance	2,720	
<u>Other Property & Services</u>		
Administration Centre Building Capital - Security expenses less than anticipated for reporting period	1,026	
Total (Over)/Under Budget	<u>(5,839)</u>	Variance within % Threshold

CAPITAL EXPENDITURE			
<u>Plant & Equipment</u>			
<u>Recreation & Culture</u>			
Purchase Pump and Water Tank - Ongerup oval		0	
<u>Transport</u>			
Purchase Loader GN0040		0	
Purchase Backhoe GN.0089		0	
Minor Plant Purchases		0	
4 Tonne Multi Roller		0	
Purchase of Utility GN.0048		0	
Purchase of Utility GN.037		0	
Purchase of Side Tipper - Deposit paid to Duraquip		(19,038)	
Purchase of Utility GN.004		0	
Purchase Canopy for Utility (Ranger)		0	
<u>Other Property & Services</u>			
CEO Vehicle - Cost less than anticipated		5,364	
MCS Vehicle - Replacement of vehicle write off		(28,533)	
Total (Over)/Under Budget		(42,207)	(49.87%)
CAPITAL EXPENDITURE			
<u>Road Construction</u>			
<u>Roads to Recovery</u>			
Rabbit Proof Fence Rd - Gravel Sheet - funds moved to Nightwell Rd for 20/21		119,000	
Salt River Road		0	
Gleeson Road Gravel Sheet SLk 5.00 - 9.00		0	
<u>Regional Road Group</u>			
Tieline Road Reseal		(3,143)	
Borden - Bremer Road		(6,471)	
Ongerup-Pingrup Road		(19,894)	
<u>Municipal Fund Roads</u>			
Sandalwood Road Reseal		0	
Borden Bremer Bay Road		(93)	
	<i>To be completed</i>		
	<i>20/21</i>	27,962	
Tieline Rd Resheet - No water to continue program		0	
Nightwell Rd		0	
Highdenup Rd Gravel Sheet		0	
Total (Over)/Under Budget		117,361	Variance within % Threshold
CAPITAL EXPENDITURE			
<u>Footpath Construction</u>			
Footpath Construction		5,000	
Total (Over)/Under Budget	<i>Not Required</i> <i>19/20</i>	5,000	(100.00%)
<u>Drainage Infrastructure</u>			
Drainage Renewals		6,393	
Total (Over)/Under Budget	<i>Timing</i>	6,393	(71.03%)
<u>Sewerage Infrastructure</u>			
Ongerup Waste Water Ponds - Fencing		10,000	
Total (Over)/Under Budget	<i>Timing</i>	10,000	(100.00%)
<u>Parks, Ovals & Reserves Infrastructure</u>			
Community Park Capital - replace shade sails		4,770	
Total (Over)/Under Budget	<i>Not Required</i>	4,770	(85.64%)
<u>Solid Waste Infrastructure</u>			
Ongerup Landfill _ Project expenses lower than anticipated for reporting period	<i>TIMING</i>	29,484	
Borden Landfill & Transfer Station Construction - Project expenses lower than anticipated for reporting period	<i>TIMING</i>	36,592	
Gnp Landfill Site - Project expenses lower than anticipated for reporting period	<i>TIMING</i>	36,306	
Total (Over)/Under Budget		102,382	(33.24%)
<u>Other Infrastructure</u>			
Caravan Park Other Infrastructure - Fire Hose Reels, unable to be completed until 20/21	<i>Not Required</i> <i>19/20</i>	5,000	
Street Banners & Banner Poles - on order	<i>Timing</i>	2,360	
Total (Over)/Under Budget		7,360	(33.24%)
Note: (NB) = No Budget Provision Made			

**SHIRE OF GNOWANGERUP
SUMMARY OF CURRENT ASSETS AND LIABILITIES
FOR THE PERIOD ENDING 31 MAY 2020**

	ACTUAL 31 MAY 2020	ACTUAL 30 JUNE 2019
CURRENT ASSET		
91000 Municipal Fund Bank Account	\$3,039,398	\$1,642,777
91003 Gnp Office Till Float	\$200	\$200
91004 Gnp Office Petty Cash	\$300	\$300
91005 Swimming Pool Float	\$300	\$300
91008 SWIMMING POOL VENDING MACHINE	\$0	\$0
91009 CASH ON HAND - BANKING CHANGE	\$0	\$1,000
91010 Restricted Cash - Long Service Leave Reserve	\$116,810	\$115,741
91011 Restricted Cash - Plant Reserve	\$859,532	\$851,666
91014 Restricted Cash - Ongerup Effluent Line Reserve	\$27,021	\$26,773
91017 Restricted Cash - Area Promotion Reserve	\$30,481	\$30,202
91020 Restricted Cash - Borden Community Development Reserve	\$0	\$0
91023 Restricted Cash - Swimming Pool Upgrade Reserve	\$211,106	\$209,174
91025 Restricted Cash - Land Development Reserve	\$192,272	\$190,512
91026 Restricted Cash - Unspent Grants Reserve	\$0	\$0
91027 Restricted Cash - Computer Replacement Reserve	\$8,047	\$7,973
91029 Restricted Cash - Waste Disposal Reserve	\$249,461	\$247,178
91030 Restricted Cash - Royalties for Regions Unspent Grant	\$0	\$0
91031 Restricted Cash - Futures Fund Reserve	\$16,379	\$16,230
91034 RESTRICTED CASH - LIQUID WASTE FACILITY	\$31,648	\$31,359
91070 Restricted Cash - Kidz Sports Grant	\$0	\$0
91071 Restricted Cash - Cat Sterilisation Grant (DLG)	\$0	\$0
91072 Restricted Cash - ICCWA Stay on Your Feet Grant	\$0	\$0
91073 Restricted Cash - CSRFF Grant Swim Pool (DSR)	\$0	\$0
91074 Restricted Cash - CLGF Grant Swim Pool (RDL)	\$0	\$0
91075 Restricted Cash - Workforce Planning Grant (DLG)	\$0	\$0
91076 Restricted Cash - Club Development Officer Grant (DSR)	\$0	\$0
91077 RESTRICTED CASH - STATE EMERGENCY SERVICES GRANT	\$211	\$5,150
91078 RESTRICTED CASH - BUSH FIRE SERVICES GRANT	\$119	\$15,464
91079 RESTRICTED CASH - CLGF YOUTH DEV SCHOLAR	\$0	\$0
91080 RESTRICTED CASH - CAT TRAP BONDS	\$100	\$0
91081 RESTRICTED CASH - TENANCY HOUSING BONDS	\$9,376	\$0
91100 Rates Debtor - Rates	\$141,156	\$111,155
91101 Rates Debtor - Specified Area Rates	\$10,502	\$6,450
91102 Rates Debtor - Rubbish Collection	\$5,328	\$5,596
91103 Rates Debtor - Health Act Rate	\$15,578	\$15,531
91104 Rates Debtor - Legal Charges	\$15,234	\$12,286
91105 Rates Debtor - Interest/Admin Charges	\$17,815	\$16,209
91106 Rates Debtor - ESL	\$6,253	\$5,685
91107 Rates Debtor - Sundry Charges	\$0	\$0
91108 Rates Debtor - Recycling Charges	\$4,417	\$4,637
91110 Sundry Debtors Control	\$224,108	\$646,020
91111 Pensioner Rebate Claims - General Rates	\$3,755	\$1,306
91112 Pensioner Rebate Claims - ESL Levy	\$270	\$75
91113 PROVISION FOR DOUBTFUL DEBTS	(\$46,624)	(\$46,624)
91120 GST Receivable	\$0	\$0
93040 GST Payable	\$0	\$0
93041 GST Claimable	\$0	(\$449)
91130 Accrued Interest on SSL's	(\$216)	(\$216)
91140 Self Supporting Loans (Current)	\$28,558	\$28,558
55022 Less Allocated To Works	\$0	\$0
55032 Fuel & Oils Purchased	\$148,211	\$199,324
55042 Less Fuel & Oils Allocated	(\$145,018)	(\$207,878)
91200 Stock On Hand - Fuel & Oils	\$20,994	\$29,548
91201 Stock On Hand - Materials	\$0	\$0
	5,243,080	4,219,211
LESS CURRENT LIABILITIES		
93000 Sundry Creditors Control	(\$96,813)	(\$157,535)
93001 ESL Payable	\$5,138	\$4,722
93002 ACCRUED EXPENSES	(\$30,000)	(\$30,000)
93003 Part Proceeds - Sale of Land	\$0	\$0
93010 Accrued Interest On Loans	(\$5,348)	(\$5,348)
93020 Accrued Salaries & Wages	\$0	(\$13,634)
Net Gst Payable/Receivable	\$0	\$0
93004 GRANT REVENUE RECEIVED IN ADVANCE	(\$1,847)	(\$1,847)
93030 Rate Payments Received In Advance	(\$12,142)	(\$12,922)
93043 Net Gst Payable/Receivable	\$0	\$0
93050 Net Salaries & Wages	\$0	\$0
93042 GST Liability (Payable)	\$0	\$0
93061 ANIMAL TRAP BONDS	(\$100)	\$0
93064 TENANCY HOUSING BONDS	(\$1,000)	\$0
93065 Building Commission Levy	(\$113)	\$0
trust1 Trust Liabilities	(\$9,476)	\$0
93062 HOLLOW LOG TOURNAMENT	\$0	\$0
93063 HOUSING PROJECT - RETENTION MONIES	\$0	\$0
xx2x Lease Liability	\$0	\$0
xx3x Lease Payment	\$0	\$0
93110 Loan Liability (Current)	(\$22,902)	(\$163,630)
80025 WATC SHORT TERM LOAN	\$0	(\$1,000,000)
93120 LEASE LIABILITY (CURRENT)	(\$12,235)	\$0
93200 Provision For Annual Leave (Current)	(\$233,472)	(\$233,472)
93210 Provision For Long Service Leave (Current)	(\$153,257)	(\$155,803)
93220 Provision for Sick Leave Bonus (Current)	(\$58,116)	(\$58,116)
xxxx1 Suspend - police licensing	\$0	\$0
80004 Principal Repayments on Loans	\$0	\$0
80024 Principal On Finance Leases	\$10,437	\$0
80014 WATC SHORT TERM LOAN Principal	\$0	\$1,000,000
	-621,245	-827,585
SUB-TOTAL	4,621,834.48	3,391,626
ADJUSTMENTS		
95100 Reserves Cash backed	(\$1,742,756)	(\$1,726,808)
Add Back Loan Liability & Finance Lease Liability	\$24,700	\$163,630
Deduct Off Self Supporting Loan Repayments	(\$28,558)	(\$28,558)
	\$0	\$0
Rounding	\$0	\$4
SURPLUS OF CURRENT ASSETS OVER CURRENT LIABILITIES	\$ 2,875,221	\$ 1,799,894

17. CONFIDENTIAL ITEMS

Nil

OTHER BUSINESS AND CLOSING PROCEDURES

18. URGENT BUSINESS INTRODUCED BY DECISION OF COUNCIL

19. MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

20. DATE OF NEXT MEETING

That the next Ordinary Council Meeting will be held on the 22 July 2020.

21. CLOSURE

The Shire President thanked Council and staff for their time and declared the meeting closed at _____ pm.