



ADDENDUM NO. 1
to
Council Agenda

9 September 2009

ALL INFORMATION AVAILABLE IN VARIOUS FORMATS ON REQUEST

Issue Date: 1 September 2009

SHIRE OF BUSSELTON

COUNCIL MEETING TO BE HELD ON 9 SEPTEMBER 2009

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16. COMMUNITY AND ORGANISATIONAL DEVELOPMENT REPORT**16.3 2009/10 COMMUNITY BIDS BUDGET ALLOCATIONS**

SUBJECT INDEX:	Grants and Subsidies
STRATEGIC INITIATIVE:	Encourage and support cultural activities and events. Support and facilitate leisure information and sporting activities. Facilitate aged, youth and disabled service access. Create opportunities for community involvement in the maintenance of, and the improvement to the natural environment.
BUSINESS UNIT:	Community Development
SERVICE:	Community Services
DATE OF COMPLETION:	End of September 2009
VOTING REQUIREMENT:	Simple Majority
ATTACHMENT(S):	Nil

PRÉCIS

Each year the Council provides financial assistance to community groups and not-for-profit organisations through the Community Bid process. This assistance is for specific activities or projects proposed to be undertaken by that group or organisation within the 2009/10 financial year.

This report provides a summary of the Community Bid process to date; lists the submissions received and the rating allocated by staff following assessment using the Sustainability Assessment Tool previously adopted by the Council.

This report seeks the Council's decision regarding the community bid submissions that will be funded in the 2009/10 financial year.

BACKGROUND

The Shire of Busselton has historically invited community groups and not-for-profit organisations to apply for funding through the Shire's annual budget development process. Groups and organisations have been able to apply by outlining their intentions in writing, with their requests being built in to the draft budget for Council consideration.

In 2008, Council resolved (C0810/315) the use of a 'Sustainability Analysis Tool (SAT)' to assess the community bids received in respect to the 2009/10 budget.

To aid the assessment of community bids using the SAT, Shire staff devised an application form that was used by groups and organisations to submit community bids for the 2009/10 budget. Shire staff then assessed all submitted bids against the SAT to establish a priority rating.

A selection of staff from across the organisation have used the SAT to score the community bids received during this year's round of funding applications.

The following staff participated:

Manager, Community Development
Manager, Organisation & People Development
Customer Service Officer
Community Development Officer
Recreation Officer
Administration Officer, Community Development
Environmental Planning Officer

Weightings

Initially the weightings were set evenly across the six areas. This was subsequently changed due to inability to score community bids against a return on investment. The weightings were adjusted as follows:

Community & Social benefit was increased to 30%. Economic benefit was decreased to 10% with 0% against the 'return on investment' question.

Other staff findings

The SAT was originally designed for application against a broad range of projects and not specifically Community Bids. When trying to apply the tool to the Community Bids process staff discussed the following areas which could be changed to make the SAT more adaptable.

The nature of Community bids meant that all applications linked to the Community and Social Wellbeing Key Result Area. Greater differentials between scores would be achieved by assessing against the number of Strategic Initiatives the bid supported rather than the number of Key Result Areas.

There was also limited differential between scores for the Human Resourcing question under Organisational Benefit. It was felt a rewording of the parameters to staff time rather than staff numbers would be more effective.

Not all bids addressed the percentage of external funding question clearly. A rewording of this question on the application form would make this easier in future.

The bid process didn't consider historical levels of funding, nor did the application process seek this information or indicate that previous levels of funding would be a factor impacting on the assessment.

On 15 April 2009, a Council workshop was held with the aim of informing Council of the bids that had been submitted, the outcome of the assessments that had been completed and to seek an indication of which bids the Council would consider as part of the 2009/10 budget.

On 15 July 2009, a further Council workshop was held to advance the process, with no specific determination being made as to how this process would be progressed to resolution. This process did identify however that the Council was keen to see that any future policy development takes account of the following three issues.

1. Requests for funding up to a maximum of approx \$2000 be handled by the existing Minor Grants Program and Small Local Projects processes.
2. Major items of capital works be supported through the consideration of low interest loan funds.
3. Previous funding history closely monitored to reduce likelihood of a potential growing dependency on recurrent funding.

At the Senior Executive staff meeting (MANEX) on 21 July 2009, MANEX endorsed a proposal to be put to the Council to allocate a set percentage (2.5%) of the Shire's rate income to Community Bids in the 2009/10 draft budget and to use this figure as the basis for a future policy to be recommended to the Council for future implementation of Community Bid funding. As such a further report will be developed proposing such a policy as soon as practical to adequately cater for the 2010/11 financial year budget process. A set of clear application procedures, timeframes and assessment criteria would also be included where possible.

On 19 August 2009, the Council adopted the Shire of Busselton 2009/10 Budget which included a number of specific project budget allocations already received as Community Bid applications and a general sum (\$190,000) requiring reallocation across the remaining Community Bids at a later time. This report endeavours to finalise the allocation of the \$190,000 by presenting the remaining Community Bid applications for consideration.

CONSULTATION

The Community Bids process was advertised in the local community newspapers on 28 and 30 January, and 4, 6, 11, 13, 18 and 20 February 2009, via the Council for the Community page. Recognised community groups and sporting clubs in the Shire of Busselton were also notified of the Community Bids process via email.

A number of Shire staff members were involved in the Community Bid process during the assessment and prioritisation of submissions.

Councillors have been involved in the Community Bid process to date by participating in the Council workshops on 15 April and 15 July 2009, as well as by individually reading and assessing the submissions.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

The Council Policy 051/1 – ‘Donations: Recurring Grants Policy’ has guided the Community Bid process. The policy states that Council declines under any circumstances to provide standing or annual donations, preferring to re-assess the needs of individual organisations in such cases as and when appropriate.

FINANCIAL IMPLICATIONS

Existing contractual obligations, a Council decision and established patterns of funding have led to some community bid activities being included in the draft budget estimates.

At its meeting conducted 19 August 2009, the Council approved the 2009/10 Budget which incorporated the following financial allocations, some of which directly relate to projects under consideration through the adopted Community Bids process for that period.

1.	Ironman Western Australia	\$150,000
2.	Geographe Bay Tourism Association	\$100,000
3.	Busselton Senior Citizens	\$75,090
4.	Busselton Jetty Swim	\$4,000
5.	Keep Busselton Beautiful	\$1,500
6.	Southern Rip	\$30,000
7.	Chaplaincy Services	\$35,000
8.	Art in the Park	\$1,500
9.	Seniors Christmas Dinners	\$1,600
10.	Down South Writers Group	\$1,500
	TOTAL	\$400,190

A further \$190,000 was approved in the 2009/10 budget for allocation across the remaining Community Bid applications presently before the Council for consideration.

STRATEGIC IMPLICATIONS

Community Bids are relevant to four of the five strategic focus areas, these being:

- * Community and Social Well Being
- * Built and Physical (Infrastructure) Well Being
- * Business and Economic Well Being
- * Natural and Environmental Well Being

OFFICER COMMENT

Of the numerous submissions received for the 2009/10 Community Bid process, one application from the Outrigger Canoe Club has been discounted following receipt of alternative external funding, the 28 listed in the table below need to be assessed by the Council as part of the \$190,000 remaining in the budget for allocation and the balance have been listed above as already existing within the adopted budget.

The application of the Sustainability Assessment Tool (SAT) criteria to assist with prioritising the applications received has proven problematic for staff, the main reason being that it was not specifically designed for the Community Bid assessment and only through trialling its use could the issues be identified. It is suggested that from this experience the tool is modified to incorporate a scoring range to provide an adequate differential between each project to improve subsequent prioritisation of one application against another (or several). Furthermore, projects deemed to potentially have social and environmental benefit have scored particularly well.

The outcome of applying the SAT has seen the following groupings:-

Rating 6: Total \$60,000
 Rating 5: Total \$209,500 (plus one project with no set claim value)
 Rating 4: Total \$38,355
 Rating 3: Total \$ 400

Rating	Organisation	Project	Budget Request 09/10
6	Cape to Cape Catchments Group	Fostering environmental awareness for the north cape to cape area	\$10,000
6	Busselton Community Garden Inc	Stage 2 Busselton Community Garden - "The Eco House"	\$20,000
6	Busselton Population Medical Research Foundation	The Busselton Health Study	\$30,000
5	Busselton RSL Sub Branch	ANZAC Day March and Memorial Service	\$3,000
5	Festival of Busselton Committee Inc	Festival of Busselton	\$17,000
5	Cape Mountain Bikers	Meelup Trails Master Plan	\$20,000
5	Dunsborough Bay Yacht Club	Facility Upgrade	\$50,000
5	West Australian Car Club (Inc)	2010 Quit Forrest Rally & Shannon's Busselton Sprint	\$10,000
5	Port Geographe Action Group	Port Geographe Water and Seabed Study / DVD	\$7,000
5	Bare Naked Theatre Company Inc.	The West Australian Shakespeare Festival (Bard on the Bay)	\$5,000
5	Small Business Centre Vasse	Bizsmart 2009	\$20,000
5	Geographe French Australian Festivals Inc	Cinefest Oz 2009	\$10,000

Rating	Organisation	Project	Budget Request 09/10
5	NURTURE WORKS, St Mary's Community Care Busselton	BUZ Parent Education Seminars Project.	\$5,000
5	Artatac - Busselton Beach Festival Inc	2010 Busselton Beach Festival	\$7,000
5	South West Academy of Sport	South West Academy of Sport Communities Programs	\$5,000
5	Busselton Geographe Bay Rotary Club - Australia Day	Australia Day Celebration	\$5,500
5	Busselton Historical Society Oral History	Recording of Busselton Oral History CD's for Busselton Public Library	\$23,000
5	Dunsborough & Districts Progress Association Inc	Dunsborough Arts Festival and Family Concert by the Bay	\$5,000
5	Sons of The Desert PTY LTD	Down by The Dam	\$5,000
5	Busselton Geographe Bay Rotary Club - Beach Memorial	Community Memorial	\$12,000
5	5th WA State Coastal Conference	Sponsorship of Conference	Varies from \$150 to \$65,000
4	Bunbury Regional Entertainment Centre	Provision of Programmes and Performances	\$7,500
4	Rotary Club of Busselton Geographe Bay - Carols by Candlelight	Carols by Candlelight	\$9,000
4	Geo Bay Swim inc.	Geo Bay Swim	\$12,500
4	SW Phoenix FC	Support for SW Phoenix FC	\$1,000
4	LAMP Inc	LAMP Inc Environmental Art	\$7,155
4	Geographe Bay Table Tennis Club	Veterans Open Table Tennis Tournament	\$800
3	Busselton Pottery Group	Purchase of New Heavy Duty Vacuum Cleaner	\$400

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

All applicants will be sent written advice of the outcome of their community bid application within 14 days of the decision being made by Council.

Draft policy to be presented for consideration at the December 9 Council meeting.

OFFICER RECOMMENDATION

That the Council determines those organisations to which it will provide funding and the amount of the funding for each organisation from the 2009/10 adopted budget allocation balance of \$190,000 for Community Bids.

