

**CCS075: COMMUNITY SPORTING AND RECREATION FACILITIES
FUND 2018/2019 SMALL GRANT ROUND APPLICATIONS – VERSION
TWO**

Proponent / Owner	: City of Albany
Attachments	: Albany Bowling Club Correspondence and Project Assessment Sheet Albany Athletics Club Correspondence and Project Assessment Sheet Albany Pistol Club Correspondence and Project Assessment Sheet Emu Point Sporting Club Correspondence and Project Assessment Sheet
Report Prepared By	: Manager Recreation Services (S Stevens)
Responsible Officers:	: Executive Director Community Services (S Kay)

STRATEGIC IMPLICATIONS

1. The ranking and provision of financial support to the Community Sporting and Recreation Facilities Fund Annual and Forward Planning Grant Round Applications relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
 - **Theme:** A Sense of Community
 - **Objective:** To create interesting places, spaces and events that reflect our community's identity, diversity and heritage
 - **Community Priority:** Provider positive leadership that delivers community outcomes.

In Brief:

- To seek Council endorsement of the priority ranking for the submitted Community Sport and Recreation Facility Fund (CSRFF) Small Grant funding round.
- To seek Council support to provide funding assistance in line with the Council Policy of the Community Sports & Recreation Facilities to the Albany Bowling Club, Albany Athletics Club, Albany Pistol Club and the Emu Point Sporting Club upon return of successful CSRFF small grant applications.

RECOMMENDATION

CCS075: RESPONSIBLE OFFICER RECOMMENDATION

That Council RANK the CSRFF Small Grant application in the following order for the CSRFF August 2018 Funding Round:

1. **Albany Athletics – Installation of a Long Jump Runway and Take-off Board - Small Grant (ranked one of four)**
2. **Emu Point Sporting Club – Disability Access & Special Needs Ramp Project - Small Grant (ranked two of four)**
3. **Sporting Shooters Association of Australia (Chester Pass Branch) Albany Pistol Club – Firing Line Shelter - Small Grant (three of four)**
4. **Albany Bowling Club – Resurfacing Synthetic Surface Green B - Small Grant (ranked four of four)**

CCS075: RESPONSIBLE OFFICER RECOMMENDATION 2

THAT Council APPROVE a total of \$63,718.43 (exc. GST) from the 2018/2019 budget to:

- **Albany Athletics Club;**
- **Emu Point Sporting Club;**
- **Sporting Shooters Association of Australia (Chester Pass Branch) Albany Pistol Club community sporting project; and**
- **Albany Bowling Club;**

as the Councils commitment upon successful CSRFF Annual grant application.

BACKGROUND

1. The Community Sport and Recreation Facilities Fund (CSRFF) administered by the Department of Local Government, Sport and Cultural Industries has three rounds of available funds including:
 - Small Grant Funding Round (Winter)
 - Annual And Forward Planning Funding Round
 - Small Grant Funding Round (Summer)
2. The CSRFF program is a \$12 million program. All three rounds are often oversubscribed and clubs may need to reapply on a number of occasions to be successful.
3. The Small Grants Round targets community sport projects where the financial value of the total project is up to \$200,000 and is delivered within a 12 month period.
4. Department of Local Government, Sport and Cultural Industries has recently amended the CSRFF guidelines in relation to resurfacing of existing sports surfaces. It is expected that facility managers will now budget for these items as part of the ongoing operation of the facility, frequently over 7 to 10 years, and will be considered a low priority for funding. If successful the project is likely to attract reduced funding of 16.66%. In competitive rounds it is unlikely that these projects will receive funding.
5. Applicants must be either a local government authority or a not-for-profit sport or community organisation incorporated under the WA Associations Incorporation Act 1987.
6. Clubs and local government authority must demonstrate equitable access to the public on a short term and casual basis.
7. The land on which the facility is to be developed must be one of the following:
 - Crown reserve
 - Land owned by a public authority
 - Municipal property
 - Land held for public purposes by trustees under a valid lease, title or trust deed that adequately protects the interests of the public.
8. The Local Government has an opportunity to assess all relevant applications and to rank applications in priority order for the municipality.

9. Whilst there is no obligation for Local Government to contribute to the community sporting projects local government is viewed as a key funding partner in supporting improved community sporting amenities.
10. The Department of Local Government, Sport and Cultural Industries – Sport and Recreation application form calls for applications to be initially submitted to the Local Government within which the project proposal is located.
11. An element of the assessment process involves Council consideration and priority ranking of applications received. The applications are then submitted to the Department of Local Government, Sport and Cultural Industries – Sport and Recreation on behalf of the applicants prior to August 31 2018.
12. Once the assessment process from Local Government Authorities are complete, all applications received from Western Australian organisations are assessed by the relevant State Sporting Association and the Department of Local Government, Sport and Cultural Industries – Sport and Recreation CSRFF Committee against a number of criteria, with the final decision on funding being at the discretion of the Minister for Sport and Recreation.

DISCUSSION

13. The grant guidelines require Council to provide a ranking for the projects.
14. The Department of Local Government, Sport and Cultural Industries – Sport and Recreation provides guidance for Local Government Authorities to assess each submission. This assessment uses the following criteria and a project rating of satisfactory/unsatisfactory or not relevant:
 - Project justification
 - Planned approach
 - Community input
 - Management planning
 - Access and opportunity
 - Design
 - Financial viability
 - Coordination
 - Potential to increase physical activity
 - Sustainability
15. With overall project rating, being:
 - Well planned and needed by municipality
 - Well planned and needed by applicant
 - Needed by municipality, more planning required
 - Needed by applicant, more planning required
 - Idea has merit, more planning work needed
 - Not recommended

16. Projects are ranked on the strength of the application, participation numbers, and ability to increase physical activity and potential impact as well as consultation with the Department of Local Government, Sport and Cultural Industries – Sport and Recreation and the applicant.
17. The City of Albany has received four (4) Small Grant Applications this round. The following additional information is provided about the project and funding application:

Albany Bowling Club – New Synthetic Surface Green B

- The funding application is a Small Grant Application to install a new synthetic bowling surface on Green B. The club replaced two grass greens with synthetic surfaces in August 2003. In October 2010 the club installed an additional third synthetic green. There is a total of 3 greens for the club. Synthetic Surfaces have a 10 year life and with good management the club has extended the life of the greens to 15 years.
- Located on Barrett Street, Orana Lockyer the Albany Bowling Club is one of three Bowling Clubs located within the City of Albany.
- The club has a membership of approx. 277 members and is an enthusiastic supporter of the City of Albany's Active Albany programme, the Activ Foundation, local schools and corporate bowls. Introducing the sport of bowls to seniors, people with disabilities and school children in the local community.
- Current Financial Statements: Total of \$140,000 as per bank statement.
- The club proposes to engage professionals to install the turf. No volunteer labour contribution to the project.
- Application was well written and well researched.
- Department of Local Government, Sport and Cultural Industries – Sport and Recreation Great Southern Regional Manager assessed the project as having a low priority.
- The City of Albany has carried out a risk assessment and the project is rated as low – medium (People's Health and Safety).

Albany Athletics Club – Installation of a new Long Jump Runway and Take-off Board

- The funding application is a Small Grant Application to install a long jump runway and take-off board. Currently constructed from concrete with a synthetic surface, the runway and take-off board does not meet the contemporary health and safety standards. The facility requires a full upgrade and change in materials (concrete to rubber) to meet the standards.
- Participants have sustained injury as result of the runway surface.
- Located in Centennial Park (Western Precinct) the Albany Athletics and Little Athletics Clubs operates over the summer season. The facility is the only long jump facility in the district and is widely used by the schools across the region for both regional and district competitions.
- The clubs have a total membership of approx. 102 members.
- Current Financial Statements: Total of \$25,000 as per bank statements.
- The club proposes to engage professionals to install the turf. No volunteer labour contribution to the project.
- Department of Local Government, Sport and Cultural Industries – Sport and Recreation Great Southern Regional Manager assessed the project as having a medium priority.

- The City of Albany has carried out a risk assessment and the project is rated as medium based on the incidents that have occurred over the last 12 months (People's Health and Safety).

Sporting Shooters Association of Australia (Chester Pass Branch) - Albany Pistol Club – Installation of a new Firing Line Shelter

- The funding application is a Small Grant Application to design and build a new firing line shelter. The current firing line shelter has reached the end of its life and does not support the current and future needs of the rifle shooters and officials to conduct their sport and duties safely.
- The club is located on Simpson Road, off Chester Pass Road, Bakers Junction approx. 35 km out of Albany. The club has expanded beyond a pistol club and now caters for a wide range of shooters (rifle, pistol, etc.). In addition to the Albany Pistol Club the City also has the Albany Rifle Club and the Albany Clay Target Club.
- The club has a membership of approx. 185 members.
- Current Financial Statements: Total of \$29,000 as per bank statements.
- Club is contributing both cash, donated materials and volunteer labour to the project.
- Application was well written and well researched.
- Department of Local Government, Sport and Cultural Industries – Sport and Recreation Great Southern Regional Manager assessed the project as having a medium priority.
- The City of Albany has carried out a risk assessment and the project is rated as medium (People's Health and Safety).

Emu Point Sporting Club – Disability & Special Needs Toilet, Access Ramp and Entry Door Project.

- The funding application is a Small Grant Application to install a Disability & Special Needs Toilet, Access Ramp and Entry Door Project. The club has a number of members with disabilities and special needs. The bowls club delivers a social bowls activity with Community Living Association (Disability Service Provider).
- Located in Emu Point 15 km out of Albany the collocated club is the social and sporting hub of the community.
- The club has a membership of approx. 295 members (Bowls and Tennis). Eight of the members who come weekly have a disability that require access to the social and ablution amenities.
- Current Financial Statements: Total of \$115,000 as per bank statements.
- Emu Point Sporting Association is contributing both cash and volunteer labour to the project.
- Application was well written and well researched.
- Department of Local Government, Sport and Cultural Industries – Sport and Recreation Great Southern Regional Manager assessed the project as having a high priority.
- The City of Albany has carried risk assessment and the project is rated as medium risk (Legal & Compliance).

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

RANK	ORGANISATION	PROJECT DETAIL	OVERALL PROJECT RATING
1.	Albany Athletics Club	Long Jump Runway and Take-off Board	Well planned and needed by the region.
2.	Emu Point Sporting Club	Disability Access & Special Needs Ramp Project	Well planned and needed by the applicant.
3.	Sporting Shooters Association of Australia (Chester Pass Branch) - Albany Pistol Club	Firing Line Shelter	Well planned and needed by the applicant.
4.	Albany Bowling Club	Synthetic Surface Green B	Well planned and needed by the applicant.

19. Correspondence requesting financial assistance and a completed Officers Project Assessment Sheet for each project application is attached.

GOVERNMENT & PUBLIC CONSULTATION

20. The Department of Local Government, Sport and Cultural Industries – Sport and Recreation Regional Manager for the Great Southern has consulted with all the applicants and the City of Albany on a number of occasions (July 2018).

21. The City of Albany has conducted site visits (July 2018) and consulted with the clubs benefiting from this Community Sporting project.

STATUTORY IMPLICATIONS

22. There is no statutory requirement.

23. Council Officers assess each project and make a recommendation for the ranking of projects based on the Department of Local Government, Sport and Cultural Industries criteria, safety risk and strategic overview.

24. Council has the opportunity to provide a recommendation that ranks applications in priority order for the City of Albany.

25. It should be noted that the Department of Local Government, Sport and Cultural Industries – Sport and Recreation will make the final decision on funding allocation.

POLICY IMPLICATIONS

26. The Recreation Planning Strategy adopted in 2008 has been applied in ranking this submission.

27. The Community Sports and Recreation Facilities Small Grant Funding Policy has been applied in the assessment and recommendations.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
People Health & Safety Failure to secure required funding may result in the condition of the amenities deteriorating to an unsafe condition	Possible	Moderate	Medium	Council may choose to support the funding application, or work with City officers to source other funding streams.
Reputation & Financial Failure to upgrade facilities may result in community missed economic and social opportunities.	Unlikely	Minor	Low	Support the funding application, or work with City officers and club to source other funding streams.
Reputation & Financial Failure to distribute Council's Financial Support in an equitable and sustainable manner may result in community dissatisfaction or projects not going ahead.	Possible	Moderate	Medium	Support the officer's recommendation, or work with City officers to deliver an equitable allocation of funding.

FINANCIAL IMPLICATIONS

29. The City allocated a total of \$75,000 Capital Seed Funding for Sporting Clubs in the 2018/2019 financial year to assist in the development and maintenance of community sporting infrastructure as determined through the CSRFF funding process.
30. The Capital Seed Reserve Fund has been established to assist with leveraging State Government funds for sporting clubs. Funds from unsuccessful grant applications are returned to the Capital Seed Reserve Fund to be reused for other grant applications.
31. The projected total cost for all four projects is \$276,112.80. The clubs have requested a total of \$92,037.93 from Council.
32. The club requests exceed the amount of the Capital Seed Reserve Fund by \$17,036.94.
33. There is still one remaining small grants round for 2018/2019 financial year and it is likely that Council will receive further requests for financial contributions for that round.

34. The following table provides the budget detail and requests for financial support from the applications received:

Organisation	Total project cost (ex GST)	Applicant contribution (ex GST) [inc voluntary component]	CSRFF Grant (ex GST)	Proposed Other state or federal funding (ex GST)	Request for Council Financial Support (ex GST)
Albany Athletics Association	\$20,875.80	\$6,958.60	\$6,958.60	Nil	\$6,958.60
Sporting Shooters Association of Australia (Chester Pass Branch) - Albany Pistol Club	\$22,759.00	\$7,586.34	\$7,586.33	Nil	\$7,586.33
Emu Point Sporting Club	\$62,561.00	\$20,853.00	\$20,854.00	Nil	\$20,854.00
Albany Bowling Club	\$169,917.00	\$56,639.00	\$56,639.00	Nil	\$56,639.00
TOTAL	\$276,112.80	\$92,036.94	\$92,037.93	\$	\$92,037.93

35. The officer's recommendation is based on the following methodology:

- The Albany Bowling Club has the ability to contribute more than one-third from Club reserves or borrowings.
- The recommendation, therefore, is for the City to provide one sixth of the total project cost to this application, which is half of the remaining one-third contribution. This is in line with the Departments revised CSRFF Guidelines.
- The other three remaining projects will be funded as per the current Capital Seed Funding and CSRFF guidelines i.e. one-third Council contribution. Please see the table below for the recommended budget overview.

Organisation	Total project cost (ex GST)	Applicant contribution (ex GST) [inc voluntary component]	CSRFF Grant (ex GST)	Officer Recommendation – Council contribution (ex GST)
Albany Athletics Association	\$20,875.80	\$6,958.60	\$6,958.60	\$6,958.60
Sporting Shooters Association of Australia (Chester Pass Branch) - Albany Pistol Club	\$22,759.00	\$7,586.34	\$7,586.33	\$7,586.33
Emu Point Sporting Club	\$62,561.00	\$20,853.00	\$20,854.00	\$20,854.00
Albany Bowling Club	\$169,917.00	\$84,958.50	\$56,639.00	\$28,319.50
TOTAL	\$276,112.80	\$120,356.44	\$92,037.93	\$63,718.43

36. If all applications are successful there will be \$11,281.57 remaining for the next small grant round.

37. If applicants are unsuccessful, the Council contribution returns to the Capital Seed Funding Pot and clubs must reapply in the next round.

LEGAL IMPLICATIONS

38. Nil.

ENVIRONMENTAL CONSIDERATIONS

39. There are no environmental impacts associated with the project.

ALTERNATE OPTIONS

40. The officer's alternate recommendation is based on the following methodology:
- The Albany Bowling Club has the ability to contribute more than one third from Club reserves or borrowings. The club has two other surfaces that can be used to meet the club's needs.
 - The Department has ranked the project as a low priority for funding and the guidelines note that in a competitive round it is unlikely that these projects will receive funding.
 - The alternate recommendation therefore is for the City to provide nil towards the total project cost to this application.
 - The other three remaining projects will be funded as per the current Capital Seed Funding and CSRFF guidelines i.e. one third Council contribution. Please see the table below for a budget overview.

Organisation	Total project cost (ex GST)	Applicant contribution (ex GST) [inc voluntary component]	CSRFF Grant (ex GST)	Officer Recommendation – Council contribution (ex GST)
Albany Athletics Association	\$20,875.80	\$6,958.60	\$6,958.60	\$6,958.60
Sporting Shooters Association of Australia (Chester Pass Branch) - Albany Pistol Club	\$22,759.00	\$7,586.34	\$7,586.33	\$7,586.33
Emu Point Sporting Club	\$62,561.00	\$20,853.00	\$20,854.00	\$20,854.00
Albany Bowling Club	\$169,917.00	\$113,278.00	\$56,639.00	\$0
TOTAL	\$276,112.80	\$148,675.94	\$92,037.93	\$35,398.93

41. If all applications are successful there will be \$39,601.07 remaining for the future CSRFF projects.

42. If applicants are unsuccessful, the Council contribution returns to the Capital Seed Funding Pot and clubs must reapply in the next round.

43. Council may choose not to provide funding assistance for any of the four projects.

44. Council may choose to provide more or less funding assistance to any of the four projects.

CONCLUSION

45. The Department of Local Government, Sport and Cultural Industries – Sport and Recreation provides local government with an opportunity to assess received applications and to rank applications in priority order for the municipality.
46. All four projects meet the criteria provided by the Department of Sport and Recreation. They are considered well planned and needed by the applicant or district. Council is required to endorse the officers ranking. City officers have ranked applications in the following order:
1. **Albany Athletics – Installation of a new Long Jump Runway and Take-off Board (ranked one of four)**
 2. Emu Point Sporting Club – Disability and Special Needs Toilet, Access Ramp and Entry Door Project (ranked **two** of four)
 3. Sporting Shooters Association of Australia (Chester Pass Branch) - Albany Pistol Club – Firing Line Shelter (ranked three of four)
 4. Albany Bowling Club – New Synthetic Surface Green B (ranked four of four)
47. All four clubs have requested financial support from Council. There are currently insufficient funds in the Capital Seed Funding to cover the requested Council contribution. Council is not obliged to fund any of the projects.
48. Council may consider capping its financial contribution or sourcing alternate means to meet budget allocations.
49. The Department of Local Government, Sport and Cultural Industries – Sport and Recreation requires a response from the City of Albany on the priority ranking order by 31 August 2018.

Consulted References	:	CSRFF Guidelines Recreation Planning Strategy (2008) Community Sports and Recreation Facilities Small Grant Funding Policy
File Number (Name of Ward)	:	All Wards
Previous Reference	:	CCCS047 - OCM 29/08/2017