



**Sustainable Development
Directorate**

APPENDICES

Items 12.2.1– 12.2.5

ORDINARY COUNCIL MEETING

To Be Held

Wednesday, 26th of October 2022

Commencing at 5.00pm

At

**Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive – EATON**

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Upon request.



POLICY NO:-

SDev CP044 – COMMUNITY & EVENT GRANTS POLICY**GOVERNANCE INFORMATION****Procedure Link:** NA**Administrative Policy Link:** NA**ADMINISTRATION INFORMATION**

History:			OCM:	Res:	Synopsis:	Policy created.
	1	DEV10	OCM:	10/05/12 Res:	Synopsis:	Reviewed Policy Adopted
Version:	3	CP044	SCM	26/07/18 Res: 251-18	Synopsis:	Reviewed and Adopted by Council
	4	CP044	OCM	14/08/19 Res: 243-19	Synopsis:	Reviewed and Adopted by Council
	5	CP044	OCM	29/07/20 Res: 208-20	Synopsis:	Amended and adopted by Council
	6	SDev CP044	OCM	30/09/20 Res: 270-20	Synopsis:	Reviewed and Adopted by Council
	7	SDev CP044	OCM	31/03/21 Res: 54-21	Synopsis:	Amended and Adopted by Council

1. RESPONSIBLE DIRECTORATE

Sustainable Development

2. PURPOSE AND OBJECTIVES

To provide financial support to not-for-profit community groups and organisations for projects and events that benefit the Shire of Dardanup community.

3. POLICY

The policy sets out the criteria for each category of financial support available. There are three (3) categories:

- Community Grants
- Community Event Grants
- Regional Event Grants

3.1 Community Grants

The Shire of Dardanup will make an annual allocation of funds in its budget to provide financial assistance to not-for-profit community groups and organisations that can demonstrate an association with the Shire.

Community grants are available for projects and activities within the Shire of Dardanup that;

- Foster the distinctiveness of places through the personalisation of community areas;
- Activate public places;
- Build the skills and capacity of the community;
- Leave a lasting positive impact on the community;
- Promote accessibility and inclusivity for all members of the community;
- Empower groups to be proactive in the community.

Funding falls into three levels: -

Level 1: Quick Response Community Grants (\$0 - \$500)

Funding of up to \$500 and a maximum 100% of the total project cost is available to incorporated not-for-profit community groups and organisations.

Level 1 grants will be open for application on an ongoing basis until the allocated funding has been exhausted.

Level 2: Community Grants (\$0 - \$1000)

Funding of up to \$1,000 and a maximum 100% of the total project cost will be available to not-for-profit incorporated community groups and organisations.

Level 2 grants will be open for application twice per year.

Level 3: Community Grants (\$1001 - \$5000)

Funding between \$1,001 to \$5,000 and a maximum 50% of the total project cost will be available to not-for-profit incorporated community groups and organisations. The applicant must contribute at least 50% of the total project cost from either the applicant's organisation or confirmed funding or donations from other sources.

Level 3 grants will be open for application twice per year.

3.2 Community Event Grants

The Shire of Dardanup will make an allocation of funds in its budget to provide financial assistance to community groups and organisations who can demonstrate the capacity to run quality, well-organised events within the Shire of Dardanup.

Community event grants are available for free-to-attend events held within the Shire of Dardanup that benefit the community and activate places.

Funding falls into three levels: -

Level 1: Quick Response Minor Community Events (\$0 - \$500)

Funding of up to \$500 and a maximum 100% of the total event cost is available to incorporated not-for-profit community groups and organisations.

Level 1 grants will be open for application on an ongoing basis until the allocated funding has been exhausted.

Level 2: Community Event Grants (\$0 - \$1000)

Funding of up to \$1,000 and a maximum 100% of the total event cost will be available to not-for-profit incorporated community groups and organisations.

Level 2 grants will be open for application twice per year.

Level 3: Community Event Grants (\$1001 - \$5000)

Funding between \$1,001 to \$5,000 and a maximum 50% of the total event cost will be available to not-for-profit incorporated community groups and organisations. The applicant must contribute at least 50% of the total project cost from either the applicant's organisation or confirmed funding or in-kind support from other sources.

Level 3 grants will be open for application twice per year.

3.3 Regional Event Grants

The Shire of Dardanup will make an allocation of funds in its budget to provide financial assistance to community groups, organisations and businesses who can demonstrate the capacity to run quality, well-organised events with a regional attraction. Events should be held within the Shire of Dardanup and/or raise the profile of the Shire of Dardanup.

Regional Event Grants are available for events that;

- Results in an economic impact to the Shire by way of increasing visitor numbers and expenditure;
- Attracts media coverage that raises the profile of the region as a tourist destination;
- Involves and inspires the local community;
- Improves the vibrancy and vitality of the Shire of Dardanup;
- Supports job creation; and
- Highlights and profiles the unique features of the place and/or Shire.

Funding will be available of up to \$10,000 per application and a maximum 50% of the total event cost. The applicant must contribute at least 50% of the total project cost from either the applicant's organisation or confirmed funding or in-kind support from other sources.

Regional Events Grants will be open for application on an ongoing basis until the allocated funding has been exhausted.

4. ELIGIBILITY

To be eligible to receive a grant from the Shire of Dardanup, the applicant must:

- Meet the criteria as detailed in items 3.1, 3.2, and 3.3 of this policy.
- Be based within the Shire of Dardanup, or the majority of members of the application organisation are residents of the Shire of Dardanup, or the application organisation provides a benefit to residents and/or business owners within the Shire of Dardanup.
- Submit an application through the prescribed forms and within the timelines specified. No late applications will be accepted.
- Submit documented estimates of expenditure as part of the application.
- Have all appropriate insurances.
- Carry out the activity within 12 months of approval of funding; or for Regional Event Grants within 18 months from approval of funding.
- Receive prior approval for any substantial changes to an application.

The following are eligible for funding:

- Promotion and advertising;
- Event or conference sponsorship, and award ceremonies;
- Traffic management;
- Waste management;
- Security;
- Entertainment, artist and/or talent fees;
- Facilitator fees;
- Professional fees for services required for one-off events and activities, such as consultant fees;
- Venue hire;
- Catering;
- First aid;
- Portable toilets, public use only;
- Equipment hire;
- The purchase of capital equipment and minor assets;
- Materials and resources;
- Repairs and maintenance to facilities and assets;
- Insurances, licenses and permits required for one-off events and activities (excluding liquor licensing);
- Shire of Dardanup in-kind services on application. Any in-kind funding requested must be discussed with a council officer and is subject to availability and approval by the Chief Executive Officer.

Funding will not be available for the following:

- Ongoing operational costs including salaries and wages;
- Ongoing operational expenses;
- Retrospective funding or items already ordered;
- Deficit funding – for organisations that are experiencing a shortfall in cash or revenue or anticipated revenue;
- State or Commonwealth Government Departments or Agencies, or profit-based business enterprises;
- Events that are not open for attendance by the general public;
- Team uniforms;
- Personal travel;
- Activities that exclude or offend minority groups within the Shire of Dardanup;
- Activities that already receive Shire of Dardanup funding the same financial year;
- Applications that conflict with the Shire of Dardanup Strategic Community Plan.

If a satisfactory acquittal has not been submitted for previously funded applicants no further grants will be made available to the applicant.

5. PROCEDURE/ASSESSMENT**5.1 Application Assessment Procedure**

Applications will be assessed based on their merits however priority will be given to applicants who have not previously received funding.

Applications are required to demonstrate the benefits to the Shire of Dardanup community. Preference will be given to projects with demonstrated community support.

It is anticipated that funding will not be provided every year for the same event or project as organisers should aim to become financially self-sufficient in the medium to long term.

The application and assessment procedure is as follows:

- Applications must be made on the prescribed forms and within the timeframe specified.
- Applications for Community Grants (Level 1) and Community Events (Level 1) will be assessed by the Manager Place & Community Engagement and Director Sustainable Development and referred to the Chief Executive Officer for determination under the delegation of Council. Decision on applications will be made within 6 weeks of receiving application.
- Applications for Community Grants (Levels 2 & 3) and Community Events (Levels 2 & 3) will be assessed by the Manager Place & Community Engagement and referred to the Grants, Awards & Scholarships Committee for determination. All applications will be presented to Council for final approval. Approval process takes a minimum of six weeks.
- Applications for Regional Event Grants will be assessed by the Manager Place & Community Engagement and referred to Council for determination. Approval process takes a minimum of six weeks.
- All applicants will be notified in writing of the outcome of their application for Shire of Dardanup assistance.
- Decisions regarding funding applications are final and will not be reconsidered in that funding round.
- A Grant Acquittal (Form 116) and supporting documentation of the total expenditure must be submitted to the Shire of Dardanup, within three (3) months of the completion of the project.

5.2 Events Not Requiring Application

The following events will be funded annually through the Regional Event Grants category and will not be considered as part of the competitive funds:

- Bull and Barrel Festival
- Eaton Foreshore Festival
- Dardanup Art Spectacular

[Appendix ORD: 12.2.1B]

RISK ASSESSMENT TOOL

OVERALL RISK EVENT: Community and Events Grants Scheme — Round 1 2022/23

RISK THEME PROFILE: 6 - Engagement Practices

RISK ASSESSMENT CONTEXT: Operational

CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL		
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING
HEALTH	No risk event identified for this category.	Not Required No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	No risk event identified for this category.	Not Required No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	No risk event identified for this category.	Not Required No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	Council's reputation could be impacted dependant on their decision on recipients' applications for grant funding.	Minor (2)	Unlikely (2)	Low (1-4)	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.

RECOMMENDATIONS TO COUNCIL
COMMUNITY GRANTS
ROUND 1: 2022 - 2023

COMMUNITY GRANTS – LEVEL 2	
Applicant	Bunbury Regional Toy Library
Shire of Dardanup based	Yes (based at the Eaton Family Centre)
Incorporated	Yes
Funding request \$	\$ 944.00
Project details	Purchase iPad and Laptop for Committee Use <ul style="list-style-type: none"> • Purchase iPad and laptop as current laptop is at the end of its lifespan. • The committee aim to keep fees as low as possible for families to minimise any financial burden for those wanting to join. • Membership fees currently cover the cost of purchasing new toys for the library. • New technology will allow the committee to catalogue the toy library more efficiently, complete new memberships whilst at events etc
Benefits to the community as per application	Keeping the toy library accessible for those who may have financial limitations.
SoD Community Grant funding history	2021 \$842.51 Community Grant 2022 \$500.00 Quick Response Grant
Officer comments	The applicant meets all eligibility criteria as per the Policy SDEV CP044. The Bunbury Regional Toy Library provide an essential, accessible service to community members within the Shire and the Bunbury region.
Recommend approval	Yes

COMMUNITY GRANTS – LEVEL 2	
Applicant	Dardanup Heritage Collective
Shire of Dardanup based	Yes
Incorporated	Yes
Funding request \$	\$1,000.00
Project details	Purchase laptop, storage device and 2 audio recorders <ul style="list-style-type: none"> • Laptop to use for the committee to use during meetings, correspondence and projects • Storage device will be used to store important heritage material • 2 recording devices to record oral history that is provided of Dardanup residents
Benefits to the community as per application	History of older Dardanup residents is recorded which adds to the collection of historical material being collected and preserved by the Dardanup Heritage Collective. Oral history recordings will be available for all the community to listen to and learn from. Oral history recordings will foster interest in the history of our community. Oral history recording will provide our Collective members with additional skills. The laptop and storage device will be used for all Collective work.
SoD Community Grant funding history	2021 \$500.00 Quick Response Grant 2021 \$3,286.00 Community Grant 2021 \$572.92 Event Grant 2022 \$5,000.00 Community Grant Total: \$9,358.92 received in funding
Officer comments	The applicant meets all eligibility criteria as per the Policy SDEV CP044.
Recommend approval	Yes

COMMUNITY GRANTS – LEVEL 2	
Applicant	Eaton CWA
Shire of Dardanup based	Yes
Incorporated	Yes
Funding request \$	\$1,000.00
Project details	<p>Limestone brick retaining garden beds</p> <p>Current garden beds are timber and have collapsed due to age and structure. Wishing to replace current garden beds with limestone brick to retain garden beds, pathway area whilst beautifying the grounds. All labour will be completed by the members and their families willing to provide their assistance.</p>
Benefits to the community as per application	The proper retaining will beautify the area for the existing members, new members and the groups that hire the building. Also ensuring a safe path for patrons to access the building and garden area.
SoD Community Grant funding history	<p>2021 \$464.00 Community Grant</p> <p>2021 \$1,000.00 Community Grant</p>
Officer comments	<p>The applicant meets all eligibility criteria as per the Policy <i>SDEV CP044</i>.</p> <p>The committee is proactive who work hard to look after their building and grounds. The building has even been able to secure some external groups to hire the facility.</p>
Recommend approval	Yes

COMMUNITY GRANTS – LEVEL 2	
Applicant	Eaton Family Centre
Shire of Dardanup based	Yes
Incorporated	Yes
Funding request \$	\$ 981.99
Project details	<p>Purchase projector, projector screen and portable speaker</p> <p><i>As per Application: The purchase of a Projector, Projector Screen and Audio Speaker will support and enhance the Centre's ability to provide free community education workshops and forums. Through the provision of an interactive and engaging format and program content that the audio visual technology will provide, the projector, projector screen and audio speaker will contribute to the growth and enhancement of the Centre's children's early learning developmental Programs, inclusive community open days and events.</i></p> <p><i>The Centre's annual Men's Health Information Night, along with other planned community projects, will also benefit from the additional support that the audio visual equipment will provide.</i></p> <p><i>Community health and information workshops facilitated by the Eaton Child Health Clinic, at the Eaton Family Centre, will also benefit from the technology provided as a result of this Shire of Dardanup Community Grant.</i></p>
Benefits to the community as per application	The Shire of Dardanup community will benefit by having easy access to a well-resourced community information hub. Community health and well-being will be enhanced by the provision of workshops and seminars which will provide valuable information and knowledge, which as a result works towards improving a person's quality of life, mental and physical health. As a whole the community benefits by participants becoming more active and engaged within their community. Parenting support workshops will provide families with important information on child health and development and how to support the ongoing emotional and physical needs of their children. Access to a projector and screen will also make it possible to provide community social events which will create a sense of community engagement, participation and enjoyment. The audio visual technology purchased will be made available to community groups, at no charge, to support their groups cause or interest.
SoD Community Grant funding history	<p>2020 \$1,071.40 Community Grant</p> <p>2021 \$1,000.00 Community Grant</p>

	2021 \$500.00 Quick Response Grant
Officer comments	<p>The applicant meets all eligibility criteria as per the Policy SDEV CP044.</p> <p>The Eaton family Centre continue to provide essential services to those who attend for the various services that run from the centre.</p> <p>Note – the Eaton Family Centre have also submitted a Community Event Grant Application for \$764 which has been recommended for approval.</p>
Recommend approval	Yes

COMMUNITY GRANTS – LEVEL 2	
Applicant	Eaton Junior Cricket Club
Shire of Dardanup based	Yes
Incorporated	Yes
Funding request \$	\$ 1,000.00
Project details	<p>Purchase iPads and iPad covers to use for scoring</p> <p><i>As per application: The funds will be used to buy iPads that will be used by our junior teams for live scoring matches. It is a requirement of the Bunbury and Districts Cricket Association that all matches be live scored and iPads are the best option for this. The funds will be used to purchase second hand iPads from ebay (under Steven Barron on behalf of the Eaton Junior Cricket Club) as they are approximately \$200-\$300 cheaper than buying a new one as they need to have sim card capabilities. The funds will also help to buy covers/cases to protect the iPads from damage as we generally get at least 5 years use out of them.</i></p>
Benefits to the community as per application	The vast majority of our members/players are from the Dardanup community. The iPads will help with an easier scoring system than the manual book option and will also keep their child's season and lifetime statistics current.
SoD Community Grant funding history	<p>2019 \$5,000.00 Community Grant</p> <p>2022 \$1,000.00 Community Grant</p>
Officer comments	<p>The applicant meets all eligibility criteria as per the Policy SDEV CP044.</p> <p>As per the application, it is a requirement of the Bunbury & Districts Cricket Association that all games be scored live which is the purpose of the grant.</p>
Recommend approval	Yes

COMMUNITY GRANTS – LEVEL 2	
Applicant	Eaton Lions (Lions Club of Eaton)
Shire of Dardanup based	Yes
Incorporated	Yes
Funding request \$	\$ 747.86
Project details	<p>Purchase gazebos and gazebo side walls</p> <p><i>As per Application: The gazebos are for use at the Australia Day Breakfast on the Eaton Foreshore and will provide a 6m deep area for food preparation and serving area under cover. The sun walls are to provide protection from the morning sun for the stage area including the reserved seating for the nominees for the Australia Day Awards and participants of the citizenship ceremony, the food preparation area and the first aid area. The combination of the additional Gazebos and the sun walls will enable the volunteer workers and the participants to be in a sheltered area.</i></p>
Benefits to the community as per application	The compare/musician and shire staff presenting awards and conducting the citizenship ceremony as well as those receiving awards and participating in the citizenship ceremony and the volunteer workers will not have to contend with the sun low in the morning sky.

[Appendix ORD: 12.2.1C]

SoD Community Grant funding history	2019 \$2,809.50 Community Grant 2021 \$993.75 Community Grant 2021 \$1,011.59 Community Grant 2022 \$998.00 Community Grant
Officer comments	<p>The applicant meets all eligibility criteria as per the Policy <i>SDEV CP044</i>.</p> <p>The Eaton Lions are now the sole event organisers for the Australia Day breakfast event held at the Eaton foreshore. An enjoyable day for the community which would not happen if it wasn't for the members/volunteers of the Eaton Lions.</p>
Recommend approval	Yes

COMMUNITY GRANTS – LEVEL 2	
Applicant	Eaton Primary School P&C
Shire of Dardanup based	Yes
Incorporated	Yes
Funding request \$	\$ 1,000.00
Project details	<p>Purchase shelving system for kitchen garden</p> <p><i>As per application: This infrastructure is a key component in creating a safe, accessible, long lasting space, which will be adequate with space and security for a very long time, even as the garden grows and develops. We are applying for funds to purchase shelving for inside of a new kitchen garden shed. The shelving will be used to store tools and items students will be using as a part of our kitchen garden program, every day.</i></p>
Benefits to the community as per application	<p>In 2022 the students at Eaton Primary School have been investigating the role we play as local and global citizens under the umbrella of Sustainability. We have developed school policy, procedural, scope and sequence and timeline documents to ensure that we continue to progress towards our sustainability goals. Our aim is to: alongside students, parents and our community, design, build and embed a kitchen garden into our daily routines and curriculum. This will be a space for our local community and students to learn how to grow, harvest, cook and eat fresh fruit and vegetables.</p> <p>This project will be a space for not only our students, but the wider Eaton community to come together, to learn, grow and cook food. Students learning to grow, harvest and cook fresh food is beneficial in many ways, gardening is known to increase physical and mental health and by creating a community of gardeners, it will also help our students build friendships and connections. Students have a new focus on saving and protecting the environment and our Kitchen Garden will be a part of our bigger plan to reduce the amount of waste we create and managing our own organics waste. This shelving system will ensure that students, parents, volunteers can access the tools they need safely.</p>
SoD Community Grant funding history	2019 \$900.00 Event Grant (<i>Foreshore Festival related</i>) 2020 \$355.33 Quick Response Grant (<i>not Foreshore Festival related</i>) 2022 \$500.00 Quick Response Grant (<i>not Foreshore Festival related</i>)
Officer comments	<p>A quick response grant was approved earlier this year in relation to the purchase of crates and gardening equipment to help the sustainability program get started at the school. However, this application could be interpreted as cost shifting as it is the next stage of the sustainability project.</p> <p>This application is one of 2 grant applications received from Eaton Primary School P&C. Level 2 Grant Application (this one) = for storage of all the sustainability project equipment. Level 3 Grant Application (\$5,000) = materials and labour for a chicken coop at the school. The Shire is in support of sustainability and understands the importance of ensuring the youth of our community are sustainably aware, however the project needs to be funded through another avenue. The project is predominately only accessible to the school, not the wider community.</p>
Recommend approval	No

COMMUNITY GRANTS – LEVEL 2	
Applicant	Leschenault Scout Group
Shire of Dardanup based	Yes
Incorporated	Yes
Funding request \$	\$ 1,000.00
Project details	<p>Purchase promotional Scouts flag, business cards, 4 first aid kits and 1 wall mounted first aid kit</p> <p><i>As per application: Would like to purchase promotion signage, so as to maintain visible presence within the Dardanup Shire community when attending local events such as the Eaton Foreshore Festival, the Bull & Barrel, in support of charity fundraisers like the Red Shield Appeal (whom we collect for) and when representing out Scout Group and our Shire in State Wide Events.</i></p> <p><i>Require new first aid kits for each unit within the group. The master hall kit also needs replacing along with the travel kits as they have been well used and in great need of replacing.</i></p>
Benefits to the community as per application	<p>The Shire of Dardanup community benefits tremendously as out representation within our Community as a greater extension of Bunbury, exemplifies the commitment both the Shire and Leschenault Scouts has to its youth. Scouting gives young children, teenagers and young adults an opportunity to engage with others in a diverse and inclusive environment that is supportive of all its members and empowers them to strive for personal excellence. Provides them with life skills relevant to the every changing world they live in and educates the future citizens of the community to become upstanding, responsible and valued in their society.</p>
SoD Community Grant funding history	N/A
Officer comments	The applicant meets all eligibility criteria as per the Policy SDEV CP044.
Recommend approval	Yes

COMMUNITY GRANTS – LEVEL 3	
Applicant	Eaton Primary School P&C
Shire of Dardanup based	Yes
Incorporated	Yes
Funding request \$	\$5,000.00
Project details	<p>Purchase items towards building a chicken coop as part of the sustainable kitchen garden</p> <p><i>As per application: A large component of our overall Kitchen Garden Project will be the implementation of a chicken program. Students will be working in the garden incorporating our Sustainability Scope and Sequence with a focus on 'saving the planet' by managing our waste, particularly our organic waste through engaging with chickens in weekly Kitchen Garden lessons. Students will be learning about food science, organic waste management and sustainable living practices in a hands on, practical lessons outside of the traditional classroom setting and with live chickens.</i></p> <p><i>In order to adhere to strict department guidelines, we need to ensure that the chickens have a safe, secure, dry, purpose built enclosure which will be accessible for students, teachers, community members and the professionals who will be supporting us with animal health and wellbeing.</i></p> <p><i>This project is to build and install a chicken coop and completely secure fenced area.</i></p>
Benefits to the community as per application	<p>This project teaches students the importance of sustainability and sustainable living practices. This project will require parent and community support to run effectively, which allows them to observe the benefits of closing the loop on our organic waste first hand. Students are effective teachers in their own homes, we have already seen students change their families' waste routines and habits to reflect what they have learnt at school through our other sustainability projects which supports Shire of Dardanup waste goals. This project will encourage students to work together, apply critical thinking and increases their understanding of having and adhering to responsibilities and taking ownership of tasks. All of these skills are essential in becoming productive community members in the future.</p> <p>We are working with our local high school who have helped us design the chicken enclosure. They will build and install it with our students as a joint project. This collaboration is an invaluable partnership for our school and students. We have parent volunteers who will help a local contractor install the fencing required in this project.</p>

[Appendix ORD: 12.2.1C]

SoD Community Grant funding history	2019 \$900.00 Event Grant (<i>Foreshore Festival related</i>) 2020 \$355.33 Quick Response Grant (<i>not Foreshore Festival related</i>) 2022 \$500.00 Quick Response Grant (<i>not Foreshore Festival related</i>) 2022 \$1,000.00 Community Grant L2 – not recommended for funding
Officer comments	<p>This application is the second application of 2 grant applications received from Eaton Primary School P&C.</p> <p>Level 2 Grant Application (first one) = \$1,000 for storage for the sustainability project equipment.</p> <p>Level 3 Grant Application (\$5,000) = materials and labour for a chicken coop at the school.</p> <p>The Shire is in support of sustainability and understands the importance of ensuring the youth of our community are sustainably aware, however the project needs to be funded through another avenue. The project is predominately only accessible to the school, not the wider community and forms part of the education of students.</p>
Recommend approval	No

COMMUNITY GRANTS – LEVEL 3	
Applicant	Henty Riding Club Inc.
Shire of Dardanup based	Yes
Incorporated	Yes
Funding request \$	\$ 5,000.00 <i>Total project cost = \$13,774 (Club contributing \$8,774)</i>
Project details	Purchase and install new playground at Dardanup Equestrian Centre <i>The project is to replace the ageing playground equipment at the Dardanup Equestrian Centre.</i>
Benefits to the community as per application	The existing playground is beyond repair, and require replacement. There are over 400 members of the clubs that utilise the grounds from the Dardanup and surrounding communities, many of whom are families with young children. Henty prides itself on being family-friendly and a small playground offers the opportunity for the whole family to come along and enjoy the grounds. All clubs offer family and children membership with the Pony Club being dedicated to children. In addition, the facility attracts large events with up to 200 competitors plus their families. As horse events are full or multi-day events, the playground offers an opportunity for those younger spectators to be active in play while visiting the Shire's equestrian facility. The provision of a sporting amenity that meets the needs of the equestrian community will assist to ensure continued participation in the sports and growth of the clubs.
SoD Community Grant funding history	Not applicable.
Officer comments	The Henty Riding Club are a proactive group or who predominately self-sufficient (as are the other clubs who are based at the Dardanup Equestrian Centre). The playground is a loved piece of equipment by all children and families who use the facility.
Recommend approval	Yes

**RECOMMENDATIONS TO COUNCIL
COMMUNITY EVENT GRANTS
ROUND 1: 2022-2023**

COMMUNITY EVENT GRANTS – LEVEL 2	
Applicant	Eaton Family Centre
Event Name	Eaton Family Centre's Celebration of Community and Culture
Event Date	Monday 19 December
Event Location	Eaton Family Centre
Shire of Dardanup based	Yes
Incorporated	Yes
Funding request \$	\$ 764.00 (<i>Expenses related to Event: catering, children's activities and entertainment</i>)
Event details	<p>The free Celebration of Community and Culture event, is an all-inclusive event to enhance and strengthen the values of community diversity and the appreciation of the many cultures and the unique differences within our society, which enrich our communities through the sharing of cultural experiences such as dance, music, art and food.</p> <p>At time when the cost of living pressures are affecting the entire community, the event will provide free entry, free entertainment, free sausage sizzle and refreshments and free art and craft activities for the enjoyment and social health and well-being of families and community members.</p> <p>The event will bring together our culturally diverse community in order to build friendship, understanding and connections within our neighbourhood.</p> <p>The event will foster and enhance community participation through the use of volunteers to assist in the facilitating of the community event for the community.</p> <p>People with a disability will have the same opportunity as others to access the building and facilities.</p> <p>People with a disability will also have the same opportunities as others to participate and enjoy the atmosphere and activities provided.</p>
Benefits to the community as per application	See above
SoD Community Grant funding history	Not applicable – first time event being held (Eaton Family Centre hoping to hold the event annually)
Officer comments	Eaton Family Centre is very proactive when it comes to be an inclusive and accessible family centre. They work tirelessly to welcome all to the centre and always have the community's interests at the forefront of their work.
Recommend approval	Yes

COMMUNITY EVENT GRANTS – LEVEL 3	
Applicant	CRAVE Mountain Bike Challenge
Event Name	One Day Mountain Bike Challenge 2022
Event Date	26 November 2022
Event Location	Mountain Bike Trails within Dardanup and Ferguson Valley
Shire of Dardanup based	Event is based within Shire of Dardanup
Incorporated	Yes
Funding request \$	\$5,000 <i>Cover cost of Traffic Management Plan for event</i>
Event details	Mountain bike and trail run event over one day in the Ferguson Valley, Dardanup area
Benefits to the community as per application	Event participation and promotion of recreation trail and tourist opportunities in the Dardanup Shire.
SoD Community Grant funding history	2017 \$7,748.50 Provided funding to cover cost of traffic management plan
Officer comments	Applicant is not eligible as per policy criteria requiring event organiser to be a not-for-profit club/group
Recommend approval	No - ineligible

COMMUNITY EVENT GRANTS – LEVEL 3	
Applicant	Eaton Probus Club
Event Name	Eaton Probus Club's 30 th Birthday Celebration
Event Date	Monday 10 October
Event Location	Eaton Bowling and Social Club
Shire of Dardanup based	Yes
Incorporated	Yes
Funding request \$	\$ 2,000.00 <i>Cover costs associated with 30th Year anniversary event and printing costs of commemorative book</i>
Event details	<p>The event is a very special occasion for the community and the members of the Eaton Probus Club, as this year is the club's 30th anniversary. It will be an event to celebrate the past 30 years including the recognition of two of the founding members since the beginning and will include a brunch, guest speakers, presentations, sharing the history of the club and presentations from the Parent Body.</p> <p>The second part of the event will be the presentation of the 30th Anniversary Eaton Probus Club book – a history keepsake of the club for past, present and future members.</p>
Benefits to the community as per application	<ul style="list-style-type: none"> • Encouraging social connectedness in our community through participation in positive social networks and interaction. • To be an inclusive community that promotes active involvement in community life and a strong sense of community pride. • Support volunteer groups within the Shire of Dardanup. • To be a community supported by a strong volunteer base where leadership, inclusiveness and supported independence is fostered. <p>It's important to recognise the efforts of members for the past 30 years. We have survived many challenges including covid and all the hardship it brought, especially to retirees and seniors within the Shire. The event will offer the promoting of new friendships, memberships, inclusive and increase awareness and education of what the Probus Club can offer retirees.</p>
SoD Community Grant funding history	Not applicable
Officer comments	Unfortunately the event date was overlooked at the time of the application being submitted. As per the policy, funding can not be retrospective.
Recommend approval	No – withdrawn

[Appendix ORD: 12.2.1C]



APPLICATION FOR COMMUNITY GRANT – LEVEL 2 \$0 - \$1,000 FORM 115 (B)

Date stamp

Please indicate which of the following objectives your project or activity will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- ☐ Build the skills and capacity of the community
- ☐ Leave a lasting positive impact on the community
- ☐ Promote accessibility and inclusivity for all members of the community
- ☐ Empower groups to be proactive in the community

Part 1 Applicant Details

Applicant/Organisation Name

Bunbury Regional Toy Library

Bunbury Regional Toy Library

Postal Address

10 Charterhouse Street, Eaton

Name of Contact Person

Declan Mountford

Email

bunburyregionaltoylibrary@outlook.com

Phone

Mobile

Are you incorporated?

☐

NO – Can you approach an Incorporated group to action your request?

☒

YES

Part 2 Information about your Organisation

What are the main services and/or activities of your organisation?

The Bunbury Regional Toy Library (BRTL) is a volunteer run not for profit that offers families in the Greater Bunbury area the opportunity to loan toys for their children. The values of the organisation focus on fostering community amongst its members, reducing the financial impact on families by creating access to a variety of toys that provides child development opportunities at minimal cost, and reducing the environmental footprint that comes from the purchasing and disposal of children's toys.

[Appendix ORD: 12.2.1C]

Provide list of committee members and contact details

Jodie Savage (Chairperson), Kate Fraser, Nicole Gustiawan, Samantha Jayne, Grace Urban, Jenny Berger, Declan Mountford

Have you previously received funding from the Shire of Dardanup Community Grants Scheme?

☒

NO

☐

YES; please provide details below:

What Year?

Amount approved \$

Have you successfully acquitted the funds?

☐

NO

☐

YES

Part 3 Grant Application Details

What are the proposed funds being used for? *(Be specific how you will be using the funds and give as much detail as possible)*

If successful, the funds will be used to purchase a two laptops (or 1 laptop and 1 tablet). It is important to the committee to keep fees as low as possible to minimise the financial burden and remove barriers to joining. As such, BRTL is run on a minimal budget with most of this going to purchasing and maintaining toys. Our current laptop is at the end of its lifespan and are impeding the committees ability to professionalise the library through improving our cataloguing and labelling of the BRTL's toys, and effectively run our open days and various other admin duties. Additionally, BRTL has been to a number of community events and having functional computers will increase our ability to engage with potential members.

Provide address / project location *(if applicable)*

Eaton Family Centre, 10 Charterhouse Street, Eaton

Expected Start Date:

ASAP

Expected Completion Date:

How will the funds benefit the Shire of Dardanup community? *(Be specific and give as much detail as possible)*

See additional page.

\$ \$944

Part 4 Budget

TOTAL PROJECT COST

\$ \$944

GRANT REQUEST AMOUNT

Council Contribution (grant funds requested in this application, up to \$1,000 + GST if registered)

\$ \$944

TOTAL \$ \$944

[Appendix ORD: 12.2.1C]

Part 5 Expenditure please detail each item	
Item	Amount
Lenovo 15.6" IdeaPad Slim 1 (or similar)	\$447
Apple iPad	\$497
EXPENDITURE	\$944

Part 6 Checklist	
<input checked="" type="checkbox"/>	All boxes filled in with as much detail as possible
<input checked="" type="checkbox"/>	Budget complete
<input checked="" type="checkbox"/>	Quotes attached
<input checked="" type="checkbox"/>	I meet the eligibility criteria detailed in CP044 Community & Events Grant Policy.

[Appendix ORD: 12.2.1C]

Part 7 Undertakings and Conditions

If a grant is provided the organisation/individual agrees to the following conditions:

1. The grant must be used for the purpose for which it was given and must be expended within the financial year granted, unless otherwise agreed in writing by the Shire of Dardanup.
2. Copies of receipts or invoices, certified by the Chairperson, or delegated officer as true copies of originals, to support expenditure will be returned to the Shire of Dardanup along with the grant acquittal within 3 months of completion.
3. Any unexpended funds will be returned to the Shire of Dardanup within 3 months of payment of the grant, unless otherwise agreed in writing by the Shire of Dardanup. *Please contact Shire of Dardanup Grants officer to discuss prior to returning funds.*
4. If there is to be any delay in the expenditure of the grant, a written request will be made seeking approval for the extension of time.
5. A grant will not be approved for a development/project/request that has been commenced / completed. *No retrospective funding will be provided in any circumstances.*
6. Any special conditions that are attached to the grant must be met.
7. All relevant records will be kept for a period of 7 years and will be made available for audit at any time.
8. The Shire of Dardanup will be acknowledged in any publications or media coverage for its support. Any use of the Shire of Dardanup's logo must be approved before being distributed.
9. Your development/project/request should be discussed with the Shire of Dardanup prior to applying.
10. If satisfactory acquittal is not submitted no further grants will be made available to the group.

Please note:

- ❖ Keep a copy of your application for your own record.
- ❖ A Shire Officer will contact you if more information is required.
- ❖ All applicants are advised in writing of the outcome.
- ❖ Applications are processed in the order in which they are received.
- ❖ Assessment will take a minimum of one month.

Part 8 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name

Bunbury Regional Toy Library

Contact Person (if not Applicant)

Declan Mountford

Position

Committee Member

Signature

DMountford

Date

30 August 2022

Part 9 Return form to

SUBMIT FORM

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au



Shire of Dardanup

How will the funds benefit the Shire of Dardanup community?

The BRTL is located at the Eaton Family Centre and a significant portion of our membership lives within Shire of Dardanup. Given our location, our current aim is to attract more members from Eaton given the proximity to the BRTL.


[← Back to shopping](#)**Officeworks**
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Review items

Your delivery location is: [Perth, 6000](#)Your store is: [Hay St Officeworks](#)Sub total
Including GST (\$85.82) **\$944.00**


Review items 2 items

Total
(incl. GST) **\$944.00**




Lenovo 15.6" IdeaPad Slim 1
AMD 3020e/4GB/128GB
Win11
LSLIM13020
Unit price: \$447.00


1 + \$447.00 


 **Extra Cover Replace \$351 - \$500**
optional
[Show description](#)

\$70.00
[+ Add](#)




iPad 9th Gen WIFI 64GB
Silver
IP964WFSL
Unit price: \$497.00


1 + \$497.00 


 **Extra Cover Replace \$351 - \$500**
optional
[Show description](#)


\$70.00
[+ Add](#)


Items Related To Your Cart


\$19.00
J.Burrows 15.6\" data-bbox="163 565 250 585"/>
[Add to Cart](#)


\$7.00
Keji Wireless Mouse
[Add to Cart](#)


\$39.00
Norton 360 Premium
1 Device 1 Year Card
[Add to Cart](#)


\$15.00
J.Burrows
Antimicrobial Scree...
[Add to Cart](#)


\$29.00
Otto Kids Protective
Case for iPad 10.2\" data-bbox="540 565 620 585"/>
[Add to Cart](#)

**The Australian Literacy and Numeracy Foundation (ALNF)**

ALNF is dedicated to raising language, literacy and numeracy standards in Australia, specifically for Indigenous communities.

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Payment

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[Appendix ORD: 12.2.1C]



APPLICATION FOR COMMUNITY GRANT – LEVEL 2 \$0 - \$1,000 FORM 115 (B)

Date stamp

Please indicate which of the following objectives your project or activity will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- ☒ Build the skills and capacity of the community
- ☒ Leave a lasting positive impact on the community
- ☒ Promote accessibility and inclusivity for all members of the community
- ☒ Empower groups to be proactive in the community

Part 1 Applicant Details

Applicant/Organisation Name

Dardanup Heritage Collective Inc

Postal Address

P.O. Box 204

Dardanup 6236

Name of Contact Person

Jill Cross

Email

jill.cross@bigpond.com

Phone

Mobile

0418281201

Are you incorporated?

☐

NO – Can you approach an Incorporated group to action your request?

☒

YES

Part 2 Information about your Organisation

What are the main services and/or activities of your organisation?

- Collect, document, research, preserve on a permanent basis, and exhibit items that show where and how people lived and worked in Dardanup and surrounding districts from human settlement until the present day.
- Document and promote places and buildings that are considered by the community to have heritage value.
- Promote collected items for use as a reference source
- Foster historical interest, and
- Communicate heritage knowledge to the local and wider communities

[Appendix ORD: 12.2.1C]

Provide list of committee members and contact details

Chairperson –Jill Cross 0418281201
Deputy Chairperson –Danny Harris 0408928459
Secretary – Janice Calcei 0402783019
Treasurer – Jenny Trigwell 0428315083

Have you previously received funding from the Shire of Dardanup Community Grants Scheme?

☐ NO

☒ YES; please provide details below:

What Year?

2022 - Heritage forum \$572.92- Heritage Forum postponed til November due

Amount approved \$

Have you successfully acquitted the funds?

☒ NO

☐ YES

Part 3 Grant Application Details

What are the proposed funds being used for? (Be specific how you will be using the funds and give as much detail as possible)

Laptop for Dardanup Heritage Collective use during meetings, for correspondence and project use; Storage device used for storing important heritage material; 2 recording devices for recording oral history of Dardanup residents

Provide address / project location (if applicable)

Thomas Little Hall- meeting venue

Expected Start Date:

1-Dec-2022

Expected Completion Date:

1-Feb-2022

How will the funds benefit the Shire of Dardanup community? (Be specific and give as much detail as possible)

History of older Dardanup residents is recorded which adds to the collection of historical material being collected and preserved by the Dardanup Heritage Collective. Oral history recordings will be available for all the community to listen to and learn from. Oral history recordings will foster interest in the history of our community. Oral history recording will provide our Collective members with additional skills.
The laptop and storage device will be used for all Collective work.

Amount Requested

\$ 1000.00

Part 4 Budget

TOTAL PROJECT COST

\$ 1428.00

GRANT REQUEST AMOUNT

Council Contribution (grant funds requested in this application, up to \$1,000 + GST if registered)

\$ 1000.00

TOTAL

\$ 1428.00

[Appendix ORD: 12.2.1C]

Part 5 Expenditure please detail each item

Item	Amount
see attached budget	
EXPENDITURE	\$

Part 6 Checklist

- ☒ All boxes filled in with as much detail as possible
 - ☒ Budget complete
 - ☒ Quotes attached
 - ☒ I meet the eligibility criteria detailed in CP044 Community & Events Grant Policy.

[Appendix ORD: 12.2.1C]

Part 7 Undertakings and Conditions

If a grant is provided the organisation/individual agrees to the following conditions:

1. The grant must be used for the purpose for which it was given and must be expended within the financial year granted, unless otherwise agreed in writing by the Shire of Dardanup.
2. Copies of receipts or invoices, certified by the Chairperson, or delegated officer as true copies of originals, to support expenditure will be returned to the Shire of Dardanup along with the grant acquittal within 3 months of completion.
3. Any unexpended funds will be returned to the Shire of Dardanup within 3 months of payment of the grant, unless otherwise agreed in writing by the Shire of Dardanup. *Please contact Shire of Dardanup Grants officer to discuss prior to returning funds.*
4. If there is to be any delay in the expenditure of the grant, a written request will be made seeking approval for the extension of time.
5. A grant will not be approved for a development/project/request that has been commenced / completed. *No retrospective funding will be provided in any circumstances.*
6. Any special conditions that are attached to the grant must be met.
7. All relevant records will be kept for a period of 7 years and will be made available for audit at any time.
8. The Shire of Dardanup will be acknowledged in any publications or media coverage for its support. Any use of the Shire of Dardanup's logo must be approved before being distributed.
9. Your development/project/request should be discussed with the Shire of Dardanup prior to applying.
10. If satisfactory acquittal is not submitted no further grants will be made available to the group.

Please note:

- ❖ Keep a copy of your application for your own record.
- ❖ A Shire Officer will contact you if more information is required.
- ❖ All applicants are advised in writing of the outcome.
- ❖ Applications are processed in the order in which they are received.
- ❖ Assessment will take a minimum of one month.

Part 8 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name

Dardanup Heritage Collective

Contact Person (if not Applicant)

Jill Cross

Position

Chairperson

Signature

J Cross

Date

16-Sep-2022

Part 9 Return form to

SUBMIT FORM

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091



Shire of Dardanup

[Appendix ORD: 12.2.1C]

Dardanup Heritage Collective

Dardanup Heritage Forum

Budget

Income

Shire of Dardanup grant	1000.00
Dardanup Heritage Collective contribution	353.00
In kind DHC Comm	75.00
Total	\$ 1,428.00

Expenditure

Lenovo Laptop	797.00
Storage device	158.00
2 audio recorders	398.00
In kind DHC Comm	75.00
Total	\$ 1,428.00



TAKE TO THE COUNTER FOR PAYMENT

14 September 2022

Staff Code: 40947

Payment Method: Cash

- QUOTE -

Customer Name:

Company:

Customer Address:

Post Code:

Customer Phone:

Email:

This is not a Tax Invoice

QTY	Stock Code	Supplier SKU	Description	Price
1	463187	MU-PC1T0TWW	SAMSUNG - PORT SSD T7 1TB TITAN GR	\$159.00
1	570344	81W101TUAU	LENOVO - IDP S3 81W101TUAU	\$879.00
2	606685	FTJB04	XCD - FLEXIBLE TRIPOD SMALL BLACK	\$29.90
2	992626	DR-05X	TASCAM - DR05X	\$444.00

** PRICING ONLY VALID ON WEDNESDAY, SEPTEMBER 14, 2022 **

TOTAL PRICE \$1,511.90

This is not a Tax Invoice



PDA00623792

TAKE TO THE COUNTER FOR PAYMENT



APPLICATION FOR
COMMUNITY GRANT – LEVEL 2
\$0 - \$1,000
FORM 115 (B)



Please indicate which of the following objectives your project or activity will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- ☐ Build the skills and capacity of the community
- ☐ Leave a lasting positive impact on the community
- ☐ Promote accessibility and inclusivity for all members of the community
- ☐ Empower groups to be proactive in the community

Part 1 Applicant Details

Applicant/Organisation Name

Eaton C.W.A.

Postal Address

27 Hamilton Rd.

Eaton

Name of Contact Person

Dot Jarvis

Email

bill-dot@bigpond.com.

Phone

Mobile

0412 7634 18

Are you incorporated?

☒ NO – Can you approach an Incorporated group to action your request?

☐ YES

Part 2 Information about your Organisation

What are the main services and/or activities of your organisation?

Service to the community for non profit
organisation that unites women in the communities
through friendship and education

[Appendix ORD: 12.2.1C]

Provide list of committee members and contact details

Maggie Dowdallson. President 0409 205 907.
 Irene Daclol. Secretary 0478 083 409
 Dot JARVIS. Treasure 0412 7634 18.

Next AGM Meeting

Feb 2023

Have you previously received funding from the Shire of Dardanup Community Grants Scheme?

☐ NO

☒ YES; please provide details below:

What Year?

2021.

retic for garden

Amount approved \$

\$1,000

Have you successfully acquitted the funds?

☐ NO

☒ YES

Part 3 Grant Application Details

What are the proposed funds being used for? (Be specific how you will be using the funds and give as much detail as possible)

limestone Block retaining wall for garden area
 as in photo, the retaining wall has collapsed.
 also. Curbing between lawn and drive-way

Provide address / project location (if applicable)

21 Hamilton Rd. Eaton.

Expected Start Date:

Aug/Sept

Expected Completion Date:

Sept.

How will the funds benefit the Shire of Dardanup community? (Be specific and give as much detail as possible)

Beautifying the grounds around building on
 the corner of Hamilton Rd + Hale St. Eaton

Amount Requested

\$1,000

Part 4 Budget

TOTAL PROJECT COST

\$1,180-05

GRANT REQUEST AMOUNT

Council Contribution (grant funds requested in this application, up to \$1,000 + GST if registered)

\$

TOTAL

\$

[Appendix ORD: 12.2.1C]

Part 5 Expenditure – please detail each item

Item	Amount
As attach. papers.	
All labour will be provided by	
Carlton C.W.A.	
TOTAL EXPENDITURE	\$1,180-05

Part 6 Checklist

- ☐ All boxes filled in with as much detail as possible
- ☐ Budget complete
- ☐ Quotes attached
- ☐ I meet the eligibility criteria detailed in CP044 Community & Events Grant Policy.

Part 7 Undertakings and Conditions

If a grant is provided the organisation/individual agrees to the following conditions:

1. The grant must be used for the purpose for which it was given and must be expended within the financial year granted, unless otherwise agreed in writing by the Shire of Dardanup.
2. Copies of receipts or invoices, certified by the Chairperson, or delegated officer as true copies of originals, to support expenditure will be returned to the Shire of Dardanup along with the grant acquittal within 3 months of completion.
3. Any unexpended funds will be returned to the Shire of Dardanup within 3 months of payment of the grant, unless otherwise agreed in writing by the Shire of Dardanup. *Please contact Shire of Dardanup Grants officer to discuss prior to returning funds.*
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5. A grant will not be approved for a development/project/request that has been commenced / completed. *No retrospective funding will be provided in any circumstances.*
6. Any special conditions that are attached to the grant must be met.
7. All relevant records will be kept for a period of 7 years and will be made available for audit at any time.
8. The Shire of Dardanup will be acknowledged in any publications or media coverage for its support. Any use of the Shire of Dardanup's logo must be approved before being distributed.
9. Your development/project/request should be discussed with the Shire of Dardanup prior to applying.
10. If satisfactory acquittal is not submitted no further grants will be made available to the group.

Please note:

- ❖ Keep a copy of your application for your own record.
- ❖ A Shire Officer will contact you if more information is required.
- ❖ All applicants are advised in writing of the outcome.
- ❖ Applications are processed in the order in which they are received.
- ❖ Assessment will take a minimum of one month.

Part 8 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name

Eaton C.WA

Contact Person (if not Applicant)

Dot JARVIS

Signature

D. Jarvis

Position

Treasurer

Date

18/7/2022

Part 9 Return form to

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au


Shire of Dardanup



BUNBURY
LANDSCAPING SUPPLIES

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7 DAYS A WEEK

Address : Lot 3 Estuary Drive

BUNBURY WA 6230

ph : 9725 4148

email : info@bunburylandscapingsupplies.com.au

PRICE LIST

May-22

RECONSTITUTED LIMESTONE BLOCKS

LIMESTONE COLOUR

21	500 x 240 x 110 Limestone Blocks	\$10.95 each	\$229.95
23	500 x 350 x 170. limestone Blocks	\$13.50	\$310.50
14	1mt Curbing	\$18.00	\$252
1	Garden soil (trailer)		\$96.00

\$888.45

Bunnings, Treendale

12	Cement Mortar	\$10.50	\$126.00
36	Bags of sand	\$4.60	\$165.60

\$291.60







[Appendix ORD: 12.2.1C]



APPLICATION FOR COMMUNITY GRANT – LEVEL 2 \$0 - \$1,000 FORM 115 (B)

Date stamp

Please indicate which of the following objectives your project or activity will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- ☒ Build the skills and capacity of the community
- ☒ Leave a lasting positive impact on the community
- ☒ Promote accessibility and inclusivity for all members of the community
- ☒ Empower groups to be proactive in the community

Part 1 Applicant Details

Applicant/Organisation Name

Eaton Family Centre

Postal Address

P O Box 7010

EATON WA 6232

Name of Contact Person

Anne Jones

Email

eatonfamilycentre@gmail.com

Phone

08 97251655

Mobile

0438 923 661

Are you incorporated?

☐ NO – Can you approach an Incorporated group to action your request?

☒ YES

Part 2 Information about your Organisation

What are the main services and/or activities of your organisation?

The not for profit Eaton Family Centre provides a valuable service to the local and wider community by supporting children and families with programs such as Playgroups, Pre Kindy Sessions and First Time Parent support groups.

The Centre provides a welcoming, inclusive and safe community meeting place where children are valued, nurtured, supported and encouraged, and where families are able to play, learn and grow together.

Pre Kindy and Playgroup activities enable families to participate in and enjoy these relationships within these early learning childhood programs. Families are able to source information and to develop relationships within our Centre which encourage and promote community participation.

The Centre also provides a low cost meeting place for many community support and lifestyle groups such as Narcotics Anonymous, Bunbury Meditation Group, Tai Chi Classes, Bunbury Square Dancers, Community Faith Groups, Riverside Physie and Dance, Bunbury Regional Toy Library and Bunbury Tamil School.

The Eaton Child Health Clinic, attached to the Eaton Family Centre, facilitates adult education, parenting programs and workshops at the Centre. Clinic and Centre Staff liaise and network to provide families with information on programs that are conducted within the 2 areas of service.

To enhance community health, wellbeing and knowledge, the Eaton Family Centre partners with other Service organisations to provide community information forums and workshops.

A local branch of the Australian Red Cross Family Support Office is located within the Centre. Staff are able to facilitate and provide free family and community support through a network of Red Cross volunteers.

The Eaton Family Centre builds community capacity, participation and inclusion by holding free community open days and events.

[Appendix ORD: 12.2.1C]

Provide list of committee members and contact details

Michelle Trantham – Chairperson - 0417 182 654

Belinda Hagan – Vice Chairperson – 0439 935 692

Terri Roberts – Treasurer – 0437 766 622

Marlene Blackwood – Secretary – 0423 417 397

Next AGM Meeting

2022 AGM was held on the 21st March 2022

Have you previously received funding from the Shire of Dardanup Community Grants Scheme?

☐ NO

☒ YES; please provide details below:

What Year?

2021

Amount approved \$

\$1,100.00 Including GST

Have you successfully acquitted the funds?

☐ NO

☒ YES

Part 3 Grant Application Details

What are the proposed funds being used for? (Be specific how you will be using the funds and give as much detail as possible)

The purchase of a Projector, Projector Screen and Audio Speaker will support and enhance the Centre's ability to provide free community education workshops and forums.

Through the provision of an interactive and engaging format and program content that the audio visual technology will provide, the projector, projector screen and audio speaker will contribute to the growth and enhancement of the Centre's children's early learning developmental programs, inclusive community open days and events.

The Centre's annual Men's Health Information Night, along with other planned community projects, will also benefit from the additional support that the audio visual equipment will provide.

Community health and information workshops facilitated by the Eaton Child Health Clinic, at the Eaton Family Centre, will also benefit from the technology provided as a result of this Shire of Dardanup Community Grant.

Provide address / project location (if applicable)

Lot 10 Charterhouse Street Eaton WA 6232

Expected Start Date:

ASAP

Expected Completion Date:

ASAP

How will the funds benefit the Shire of Dardanup community? (Be specific and give as much detail as possible)

The Shire of Dardanup community will benefit by having easy access to a well-resourced community information hub.

Community health and well-being will be enhanced by the provision of workshops and seminars which will provide valuable information and knowledge, which as a result works towards improving a person's quality of life, mental and physical health. As a whole the community benefits by participants becoming more active and engaged within their community.

Parenting support workshops will provide families with important information on child health and development and how to support the ongoing emotional and physical needs of their children.

Access to a projector and screen will also make it possible to provide community social events which will create a sense of community engagement, participation and enjoyment.

The audio visual technology purchased will be made available to community groups, at no charge, to support their groups cause or interest.

Amount Requested

\$981.99 Including GST

Part 4 Budget

TOTAL PROJECT COST

\$981.99 Including GST

GRANT REQUEST AMOUNT

Council Contribution (grant funds requested in this application, up to \$1,000 + GST if registered)

\$981.99 Including GST

[Appendix ORD: 12.2.1C]

TOTAL \$

Part 5 Expenditure – please detail each item

Item	Amount
Epson EB-W06 Projector	\$699.00
Portable Tri Pod Projector Screen	\$198.00
Portable Blue Tooth Speaker	\$ 84.99
TOTAL EXPENDITURE	
	\$981.99

Part 6 Checklist

- ☒ All boxes filled in with as much detail as possible
- ☒ Budget complete
- ☒ Quotes attached
- ☒ I meet the eligibility criteria detailed in CP044 Community & Events Grant Policy.

[Appendix ORD: 12.2.1C]

Part 7 Undertakings and Conditions

If a grant is provided the organisation/individual agrees to the following conditions:

1. The grant must be used for the purpose for which it was given and must be expended within the financial year granted, unless otherwise agreed in writing by the Shire of Dardanup.
2. Copies of receipts or invoices, certified by the Chairperson, or delegated officer as true copies of originals, to support expenditure will be returned to the Shire of Dardanup along with the grant acquittal within 3 months of completion.
3. Any unexpended funds will be returned to the Shire of Dardanup within 3 months of payment of the grant, unless otherwise agreed in writing by the Shire of Dardanup. *Please contact Shire of Dardanup Grants officer to discuss prior to returning funds.*
4. If there is to be any delay in the expenditure of the grant, a written request will be made seeking approval for the extension of time.
5. A grant will not be approved for a development/project/request that has been commenced / completed. *No retrospective funding will be provided in any circumstances.*
6. Any special conditions that are attached to the grant must be met.
7. All relevant records will be kept for a period of 7 years and will be made available for audit at any time.
8. The Shire of Dardanup will be acknowledged in any publications or media coverage for its support. Any use of the Shire of Dardanup's logo must be approved before being distributed.
9. Your development/project/request should be discussed with the Shire of Dardanup prior to applying.
10. If satisfactory acquittal is not submitted no further grants will be made available to the group.

Please note:

- ❖ Keep a copy of your application for your own record.
- ❖ A Shire Officer will contact you if more information is required.
- ❖ All applicants are advised in writing of the outcome.
- ❖ Applications are processed in the order in which they are received.
- ❖ Assessment will take a minimum of one month.

Part 8 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name

Eaton Family Centre

Contact Person (if not Applicant)

Anne Jones

Position

Centre Manager

Signature

A. Jones

Date

7th September 2022

Part 9 Return form to

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au


Shire of Dardanup



Epson EB-W06 WXGA 3LCD

Projector White Quantity: 1

\$699.00



Standard Portable Tripod

Projection Screen 100" Quantity: 1

\$198.00



Our Pure Planet Platinum
Bluetooth SpeakerQuantity: 1

\$84.99



[Appendix ORD: 12.2.1C]



APPLICATION FOR COMMUNITY GRANT – LEVEL 2 \$0 - \$1,000 FORM 115 (B)

Date stamp

Please indicate which of the following objectives your project or activity will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- ☒ Build the skills and capacity of the community
- ☒ Leave a lasting positive impact on the community
- ☐ Promote accessibility and inclusivity for all members of the community
- ☐ Empower groups to be proactive in the community

Part 1 Applicant Details

Applicant/Organisation Name

Eaton Junior Cricket Club

Postal Address

10 Crampton Ave Eaton

Name of Contact Person

Steven Barron

Email

stevenbarron1983@gmail.com

Phone

Mobile

0448 054 158

Are you incorporated?

☐

NO – Can you approach an Incorporated group to action your request?

☒

YES

Part 2 Information about your Organisation

What are the main services and/or activities of your organisation?

We are a local cricket club consisting of 4 junior teams and also 10+ 5-10 year olds. Being a not for profit organisation we struggle to raise enough funds to cover costs each year. Over the past 8 years our club committee has worked incredibly hard to build a strong base of juniors to filter through to the senior ranks and build cricket as a whole in the South West region.

[Appendix ORD: 12.2.1C]

Provide list of committee members and contact details

Travis Johnson - President - 0419 930 594

Cameron Walton - Secretary - 0418 904 017

Mick Rogers - Treasurer - 0438 910 696

Liam Renton - Junior Delegate - 0458 183 392

Next AGM Meeting

06/09/2022

Have you previously received funding from the Shire of Dardanup Community Grants Scheme?

☐ NO

☒ YES; please provide details below:

What Year?

2019

Amount approved \$

\$5000

Have you successfully acquitted the funds?

☐ NO

☒ YES

Part 3 Grant Application Details

What are the proposed funds being used for? (Be specific how you will be using the funds and give as much detail as possible)

The funds will be used to buy iPads that will be used by our junior teams for live scoring matches. It is a requirement of the Bunbury and Districts Cricket Association that all matches be live scored and iPads are the best option for this. The funds will be used to purchase second hand iPads from ebay (under Steven Barron on behalf of the Eaton Junior Cricket Club) as they are approximately \$200-\$300 cheaper than buying a new one as they need to have sim card capabilities. The funds will also help to buy covers/cases to protect the iPads from damage as we generally get at least 5 years use out of them.

Provide address / project location (if applicable)

Eaton Oval, Pratt Road

Expected Start Date:

30/09/2022

Expected Completion Date:

01/03/2023

How will the funds benefit the Shire of Dardanup community? (Be specific and give as much detail as possible)

The vast majority of our members/players are from the Dardanup community. The iPads will help with an easier scoring system than the manual book option and will also keep their child's season and lifetime statistics current.

Amount Requested

\$1000

Part 4 Budget

TOTAL PROJECT COST

\$1000

GRANT REQUEST AMOUNT

[Appendix ORD: 12.2.1C]

Council Contribution (grant funds requested in this application, up to \$1,000 + GST if registered)

\$1000

TOTAL

\$1000

Part 5 Expenditure – please detail each item

Item	Amount
iPad	\$475
iPad	\$475
iPad case	\$25
iPad case	\$25
TOTAL EXPENDITURE	\$1000

Part 6 Checklist

- ☒ All boxes filled in with as much detail as possible
- ☒ Budget complete
- ☐ Quotes attached
- ☒ I meet the eligibility criteria detailed in CP044 Community & Events Grant Policy.

[Appendix ORD: 12.2.1C]

Part 7 Undertakings and Conditions

If a grant is provided the organisation/individual agrees to the following conditions:

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2. Copies of receipts or invoices, certified by the Chairperson, or delegated officer as true copies of originals, to support expenditure will be returned to the Shire of Dardanup along with the grant acquittal within 3 months of completion.
3. Any unexpended funds will be returned to the Shire of Dardanup within 3 months of payment of the grant, unless otherwise agreed in writing by the Shire of Dardanup. *Please contact Shire of Dardanup Grants officer to discuss prior to returning funds.*
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9. Your development/project/request should be discussed with the Shire of Dardanup prior to applying.
10. If satisfactory acquittal is not submitted no further grants will be made available to the group.

Please note:

- ❖ Keep a copy of your application for your own record.
- ❖ A Shire Officer will contact you if more information is required.
- ❖ All applicants are advised in writing of the outcome.
- ❖ Applications are processed in the order in which they are received.
- ❖ Assessment will take a minimum of one month.

Part 8 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name

Eaton Junior Cricket Club

Contact Person (if not Applicant)

Steven Barron

Position

Registrar

Signature

SP Barron

Date

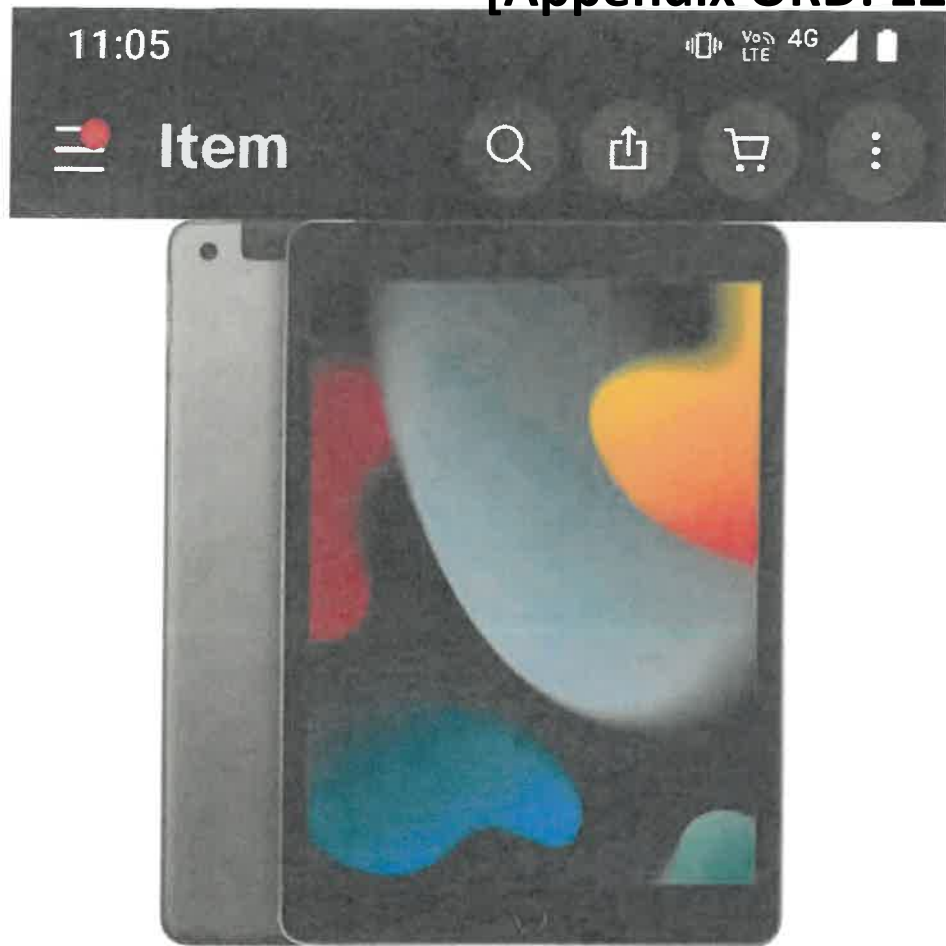
30/08/2022


Part 9 Return form to

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232


Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au








**Apple iPad 9th Gen. 64GB,
Wi-Fi + 5G (Unlocked), 10.2 in -
Space Grey**

 astmul-10 (1)

AU \$250.00 + AU \$16.65 postage
Starting bid | 5d 17h

AU \$450.00 + AU \$16.65 postage
Buy It Now

Est. delivery Tue, 13 Sep - Mon, 19 Sep





for iPad 10.2"
9th/8th/7th Gen



... ..

Heavy Duty Shock Proof
Survivor Case for Apple iPad 7
8 9th Gen 10.2"

9th Generation 10.2 A2602 A2604 A2603
A2605



hlw_it (5896)

98.4% positive Feedback

AU \$25.00 each Free postage

Est. delivery Tue, 6 Sep - Tue, 13 Sep



**APPLICATION FOR
COMMUNITY GRANT – LEVEL 2
\$0 - \$1,000
FORM 115 (B)**

Date stamp

Please indicate which of the following objectives your project or activity will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
☐ Activate public spaces
 xBuild the skills and capacity of the community
☐ Leave a lasting positive impact on the community
 xPromote accessibility and inclusivity for all members of the community
 xEmpower groups to be proactive in the community

Part 1 Applicant Details**Applicant/Organisation Name**

Lions Club of Eaton Inc.

Postal Address

38 Bobin Street

Eaton WA 6232

Name of Contact Person

Paul Sanderson

Email

shaniandpaul@mysticatz.com.au

Phone

0897971170

Mobile

0407985796

Are you incorporated?

☐

NO – Can you approach an Incorporated group to action your request?

☒

YES

Part 2 Information about your Organisation**What are the main services and/or activities of your organisation?**

The Eaton Lions Club is a part of local community life and is affiliated with Lions Australia and Lions International Association. Lions clubs are comprised of civic-minded people who are joined by a common desire to improve our communities. Every Lions club is different with its own mix of activities but we all adhere to our International Motto of "We Serve". Our main activities include hosting the Australia Day Breakfast on the Eaton Foreshore, Eaton Foreshore Festival parking; BBQ's for and sponsorship of Camp Quality; maintaining preparedness of our Emergency Catering Trailer and supporting Lions Institutions such as the Lions Eye Institute.

We have provided community resources for the Eaton Foreshore (BBQ's and Shelters) and support locals in need Through our Xmas Hamper project, by doing odd jobs for the aged and infirm and supporting local schools.

[Appendix ORD: 12.2.1C]

Provide list of committee members and contact details

President: Wal Van Nierop, email - walvannierop01@gmail.com

Secretary: Edward David Whitney, email – eaton.wa@lions.org.au

Treasurer: Michael Macpherson, email – mfmkmac@gmail.com

Next AGM Meeting

October 2022

Have you previously received funding from the Shire of Dardanup Community Grants Scheme?

☐ NO

☒ YES; please provide details below:

What Year?

Round 2 2021-2022

Amount approved \$

\$998.00

Have you successfully acquitted the funds?

☐ NO

☒ YES

Part 3 Grant Application Details

What are the proposed funds being used for? *(Be specific how you will be using the funds and give as much detail as possible)*

The gazebos are for use at the Australia Day Breakfast on the Eaton Foreshore and will provide a 6m deep area for food preparation and serving area under cover.

The sun walls are to provide protection from the morning sun for the stage area including the reserved seating for the nominees for the Australia Day Awards and participants of the citizenship ceremony, the food preparation area and the first aid area.

The combination of the additional Gazebos and the sun walls will enable the volunteer workers and the participants to be in a sheltered area

Provide address / project location *(if applicable)*

Eaton Foreshore Reserve

Expected Start Date:

26th January 2023

Expected Completion Date:

How will the funds benefit the Shire of Dardanup community? *(Be specific and give as much detail as possible)*

The compare/musician and shire staff presenting awards and conducting the citizenship ceremony as well as those receiving awards and participating in the citizenship ceremony and the volunteer workers will not have to contend with the sun low in the morning sky.

Amount Requested

\$747.86

Part 4 Budget

TOTAL PROJECT COST

\$747.86

[Appendix ORD: 12.2.1C]

GRANT REQUEST AMOUNT

Council Contribution (grant funds requested in this application, up to \$1,000 + GST if registered)

\$747.86

TOTAL

\$747.86

Part 5 Expenditure – please detail each item

Item	Amount
2 only 6m X3m gazebos @ \$269.00 each	\$538.00
7 only 3m X3m sun wall side panels @\$29.98 each	\$209.86
TOTAL EXPENDITURE	\$747.86

Part 6 Checklist

- ☒ All boxes filled in with as much detail as possible
- ☒ Budget complete
- ☒ Quotes attached
- ☒ I meet the eligibility criteria detailed in CP044 Community & Events Grant Policy.

If a grant is provided the organisation/individual agrees to the following conditions:

1. The grant must be used for the purpose for which it was given and must be expended within the financial year granted, unless otherwise agreed in writing by the Shire of Dardanup.
2. Copies of receipts or invoices, certified by the Chairperson, or delegated officer as true copies of originals, to support expenditure will be returned to the Shire of Dardanup along with the grant acquittal within 3 months of completion.
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10. If satisfactory acquittal is not submitted no further grants will be made available to the group.

Please note:

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- ❖ All applicants are advised in writing of the outcome.
- ❖ Applications are processed in the order in which they are received.
- ❖ Assessment will take a minimum of one month.

Part 8 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name

Lions Club of Eaton Inc.

Contact Person (if not Applicant)

Paul Sanderson

Position

Club Member

Signature

Date



9/09/2022

[Appendix ORD: 12.2.1C]

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au





Bunnings Group Ltd (Australia)
ABN 26 008 672 179

Bunbury Warehouse
Corner Blair Street & Mervyn Street
Bunbury WA 6230
Phone 08 9722 2500

Quotation

Customer: LIONS CLUB OF EATON INCORPORATED
38 BOBIN STREET
Eaton WA 6232

Date: 06/09/2022

Delivery Address:

Contact: LIONS CLUB OF EATON INCORPORATED
Phone:

Delivery Instructions:

Delivery Date: 27/09/2022

We have pleasure in submitting our Quotation No: 312836412 for the following job:

Job Address:

Summary	Amt Excl Gst	GST Payable	Amt Incl Gst
AS PER SCHEDULE			
200 OUTDOOR LIVING	679.87	67.99	747.86
Prices in this quotation are valid for a period of 30 days from the date of the Quotation, after which Bunnings will requote if required.			
Total	\$679.87	\$67.99	\$747.86

*** Quote Valid until 06-OCT-2022 ***

For further enquiries concerning this Quotation would you please contact our representative.

John 368082

Tel No: 08 9722 2500

IMPORTANT NOTES

- Bunnings takes all reasonable care in preparing quotations and orders but is unable to accept any responsibility for any errors or omissions in its quotation or in the plans, drawings, or specifications you provide to us for the purpose of quoting. It is your responsibility to carefully check and confirm all items, quantities, and measurements before placing an order. Where Bunnings accepts any order placed, unless specifically agreed otherwise, it does so on the basis that you bear full responsibility for ensuring the accuracy of all items, quantities and measurements and that they comply with any plans, drawings or other specifications provided.
- Any purchase order or customer terms provided when accepting a Bunnings quote will not apply. Bunnings accepts your order on the basis of Bunnings' standard terms and conditions of supply.
- The construction industry is currently experiencing industry wide product shortages, in particular timber, and there may be some delay or difficulties in fulfilling orders. Bunnings will contact you if the shortages or delays will affect your order. Bunnings may be able to offer a replacement product or alternative sized or graded timber which may be at more cost to you, which you can accept or decline.
- Hardwood Species will be supplied at Bunnings discretion unless otherwise requested. Note: To ensure correct pricing, it is important to state the Quotation number when ordering.

Subject to Bunnings Standard Terms & Conditions of Supply as set out in this Quotation.

*** This Quotation is strictly confidential ***



Bunnings Group Ltd (Australia)
ABN 26 008 672 179

Quotation Schedule

Quotation No: 312836412

Customer: LIONS CLUB OF EATON INCORPORATED
38 BOBIN STREET
Eaton WA 6232

Date: 06/09/2022

Delivery Address:

Job Number:

Job Address:

Line	Item Number	Item Description	METRE or QTY	M3 or UNIT	RATE EXC GST	AMT EXCL GST	GST PAYABLE	AMT INCL GST
1	3192055	GAZEBO NON PERM MARQUEE++3X6M DELUXE EASY UP 13JS005^	2	Each	244.55	489.09	48.91	538.00
2	3191005	GAZEBO ACC SIDE PANEL OZTRAIL++3M MESH WALL DELUXE KIT	7	Each	27.25	190.78	19.08	209.86
GRAND TOTAL			9			679.87	67.99	747.86

Subject to Bunnings Standard Terms & Conditions of Supply as set out in this Quotation.

* This quote is strictly confidential *

[Appendix ORD: 12.2.1C]



APPLICATION FOR COMMUNITY GRANT – LEVEL 2 \$0 - \$1,000 FORM 115 (B)

Date stamp

Please indicate which of the following objectives your project or activity will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- ☐ Build the skills and capacity of the community
- ☐ Leave a lasting positive impact on the community
- ☐ Promote accessibility and inclusivity for all members of the community
- ☐ Empower groups to be proactive in the community

Part 1 Applicant Details

Applicant/Organisation Name

Eaton Primary School P&C Eaton Primary School P&C

Postal Address

35 Diderot St

Eaton WA 6026

Name of Contact Person

Asha Oumming

Email

asha.ouming@education.wa.edu.au

Phone

0400080413

Mobile

Are you incorporated?

☐ NO – Can you approach an Incorporated group to action your request?

☐ YES

Part 2 Information about your Organisation

What are the main services and/or activities of your organisation?

We are a primary school, educating students from Kindergarten to Year 6.
In 2022 the students at Eaton Primary School have been investigating the role we play as local and global citizens under the umbrella of Sustainability. We have developed school policy, procedural, scope and sequence and timeline documents to ensure that we continue to progress towards our sustainability goals. Our aim is to: alongside students, parents and our community, design, build and embed a kitchen garden into our daily routines and curriculum. This will be a space for our local community and students to learn how to grow, harvest, cook and eat fresh fruit and vegetables.

[Appendix ORD: 12.2.1C]

Provide list of committee members and contact details

Asha Cumming asha.cumming@education.wa.edu.au
Dayna Jacob dayna.jacob@education.wa.edu.au
Jane Robson jane.robson@education.wa.edu.au

Have you previously received funding from the Shire of Dardanup Community Grants Scheme?

☒ NO

☐ YES; please provide details below:

What Year?

Amount approved \$

Have you successfully acquitted the funds?

☐ NO

☐ YES

Part 3 Grant Application Details

What are the proposed funds being used for? (Be specific how you will be using the funds and give as much detail as possible)

The next step in being able to implement and teach our curriculum through the Kitchen Garden is to build the infrastructure to support these goals.
This infrastructure is a key component in creating a safe, accessible, long lasting space, which will be adequate with space and security for a very long time, even as the garden grows and develops.
We are applying for funds to purchase shelving for inside of a new kitchen garden shed. The shelving will be used to store tools and items students will be using as a part of our kitchen garden program, every day.

Provide address / project location (if applicable)

35 Diadem St, Eaton WA 6232

Expected Start Date:

1-Dec-2022

Expected Completion Date:

30-Dec-2022

How will the funds benefit the Shire of Dardanup community? (Be specific and give as much detail as possible)

This project will be a space for not only our students, but the wider Eaton community to come together, to learn, grow and

\$ 1000

Part 4 Budget

TOTAL PROJECT COST

\$ 1050.50

GRANT REQUEST AMOUNT

Council Contribution (grant funds requested in this application, up to \$1,000 + GST if registered)

\$ 1000

TOTAL \$ 1000

[Appendix ORD: 12.2.1C]

Part 5 Expenditure please detail each item

Item	Amount
Shelving system	1000
EXPENDITURE	\$ 1000

Part 6 Checklist

- ☒ All boxes filled in with as much detail as possible
- ☒ Budget complete
- ☒ Quotes attached
- ☒ I meet the eligibility criteria detailed in CP044 Community & Events Grant Policy.

[Appendix ORD: 12.2.1C]

Part 7 Undertakings and Conditions

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- ❖ Assessment will take a minimum of one month.

Part 8 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name

Eaton Primary School P&C

Contact Person (if not Applicant)

Asha Cumming

Position

Teacher/ Sustainability Team Leader

Signature

Asha Cumming

Date

15-Aug-2022

Part 9 Return form to

SUBMIT FORM

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au



Shire of Dardanup



250 South Western Highway Picton WA 6229

admin@pallettrackingplace.com.au

08 97 26 28 94
0419 193 790

ABN : 27 536 851 309

Quote

Quote no. 2544
Date 04/08/2022
Expiration date 25/08/2022
Sales rep Dan
Purchase Order

Quote To

Asha Cumming 0400 080 413

Comment:

Please find attached quote, product is in stock & delivery available. Let me know if you have any queries

Kind Regards

Dan

Pallet Racking Place, Picton

QTY	Description	RATE	TAX	AMOUNT
	To supply new long span shelving: 1 x row of 2 bays 2.0m high x 600 deep x 2400 long (5.0m long overall) with 3 x levels (2 x 18mm board and 1 x mesh) in each bay Includes: 3 x end frames 2.0m high x 600 deep with footplates 12 x beams 2400 long 4 x 18mm boards 2400 x 600 to suit 4 x mesh decks 900 x 600 2 x mesh decks 600 x 600 24 x safety beam pins			
	Price =		GST	725.00
	To supply new long span shelving workbench: 1 x single 900 high x 600 deep x 2400 long (2530 long overall) with 2 x levels of board Includes: 2 x end frames 2.0m high x 600 deep with footplates 4 x beams 2400 long 2 x 18mm boards 2400 x 600 to suit 8 x safety beam pins			
	Price =		GST	230.00
	Option for delivery = \$60 + gst			

PAYMENT METHODS

If Paying online, Please send bank remit and use Invoice # as the Reference.

Payment Methods:
Direct Credit:
A/c Number: 1014 8703
BSB: 066-517
A/c Name: Pallet Racking Place

Subtotal	955.00
Discount	
Gst	95.50
Freight	
Total	A\$1,050.50
Deposit	



APPLICATION FOR
COMMUNITY GRANT – LEVEL 2
\$0 - \$1,000

FORM 115 (B)



Please indicate which of the following objectives your project or activity will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- ☒ Build the skills and capacity of the community
- ☒ Leave a lasting positive impact on the community
- ☒ Promote accessibility and inclusivity for all members of the community
- ☒ Empower groups to be proactive in the community

Part 1 Applicant Details

Applicant/Organisation Name

Leschenault Scout Group

Postal Address

Po Box 7079 Eaton W.A 6232

Name of Contact Person

Lara Barrett

Email

lara.drennan@gmail.com

Phone

0422128253

Mobile

0422128253

Are you incorporated?



NO – Can you approach an Incorporated group to action your request?



YES

Part 2 Information about your Organisation

What are the main services and/or activities of your organisation?

scouting provides Youth development activities and learning opportunities which build self confidence, ethical awareness, self confidence and resilience. Driven by a hands on approach and youth led, leader guided system, Scouts learn life-skills and concepts which teach members to become upstanding citizens in their community.

Scouts are heavily involved in community projects such as environmental management, landcare and sustainability awareness.

Scouts learn by doing. This involves adventure, camping, hiking, and watersports to name a few. There are opportunities for growth and development, STEM and innovation, Art and literature.

There are many achievement pathways designed to encompass the social, emotional, intellectual character and self-growth development.

The Scout Law is "Be respectful, Do what is right and Believe in Myself."
An integral commodity within our community Scouting is designed for growth.

Provide list of committee members and contact details

Tristan O'Brien: Leschenault Scout Group leader 0419287244
 Julie O'Brien: Treasurer 0408954661 gl.leschenault@scouts.wa.com.au
 Tracey Moyle: Secretary 0497800811
 Pauline Johnson: Committee Member 0403413927
 Lara Barrett: Committee Member 0422128253 lara.drennan@gmail.com

Have you previously received funding from the Shire of Dardanup Community Grants Scheme?

☐ NO

☒ YES; please provide details below:

What Year?

unfortunately there has been a overall change in leadership and committee and details have been misplaced

Amount approved \$

unknown.

Have you successfully acquitted the funds?

☐ NO

☒ YES

In discussion with former members, funds were acquitted however dates, and the nature of grant and amount are unclear.

Part 3 Grant Application Details

What are the proposed funds being used for? (Be specific how you will be using the funds and give as much detail as possible)

Given the opportunity, we would like to purchase promotional signage, so as to maintain a visible presence within the Dardanup Shire community when attending local events such as the Eaton Foreshore Festival, The Bull and Barrel, in support of charity fundraisers like the Red Shield Appeal, whom we collect for and when representing our Scout Group and our shire in state wide events.

In addition we require new First Aid kits for each unit within our group Joey Scouts 6-7 Years, Cub Scouts 8-10 years, Scouts 11-14 years, and our Venturer Scouts who are aged 15-17 years. We would also hope to replace our Master Hall Kit, as it along with our travel kits have been well used and in great need of replacement.

Provide address / project location (if applicable)

51 LEAKE STREET EATON 6232

Expected Start Date:

As soon as funding was available if grant successful.

Expected Completion Date:

when order received if granted.

How will the funds benefit the Shire of Dardanup community? (Be specific and give as much detail as possible)

The shire of Dardanup Community benefits tremendously as our representation within our Community as a greater extension of Bunbury, exemplifies the commitment both the shire and Leschenault Scouts has to its youth. Scouting gives young children, teenagers and young adults an opportunity to engage with others in a diverse and inclusive environment that is supportive of all its members and empowers them to strive for personal excellence, provides them with life - skills relevant to the ever changing world they live in and Educates the future citizens of the community to become upstanding, responsible and valued in their society.

\$

Part 4 Budget

TOTAL PROJECT COST

\$ 1005.45

GRANT REQUEST AMOUNT

Council Contribution (grant funds requested in this application, up to \$1,000 + GST if registered)

\$ 1000.00

TOTAL \$

[Appendix ORD: 12.2.1C]

IDS Page 3 of 9

Part 5 Expenditure please detail each item

Item	Amount
Teardrop Flag x 1 Double sided with Scouts wa and Leschenault Scout Name printed	\$ 324.70
Business Cards x 500 90mm x 54mm 350gsm Double sided Leschenault Scouts details.	\$ 95.00
First Aid - ST Johns 4 x Unit Kits	\$ 359.80
Wall mounted First Aid Kit x1 (Hall)	\$ 225.95
QUOTES ATTACHED	EXPENDITURE \$ 1005.45

Part 6 Checklist

- ☐ All boxes filled in with as much detail as possible
- ☐ Budget complete
- ☐ Quotes attached
- ☐ I meet the eligibility criteria detailed in CP044 Community & Events Grant Policy.

Part 7 Undertakings and Conditions

If a grant is provided the organisation/individual agrees to the following conditions:

1. The grant must be used for the purpose for which it was given and must be expended within the financial year granted, unless otherwise agreed in writing by the Shire of Dardanup.
2. Copies of receipts or invoices, certified by the Chairperson, or delegated officer as true copies of originals, to support expenditure will be returned to the Shire of Dardanup along with the grant acquittal within 3 months of completion.
3. Any unexpended funds will be returned to the Shire of Dardanup within 3 months of payment of the grant, unless otherwise agreed in writing by the Shire of Dardanup. *Please contact Shire of Dardanup Grants officer to discuss prior to returning funds.*
4. If there is to be any delay in the expenditure of the grant, a written request will be made seeking approval for the extension of time.
5. A grant will not be approved for a development/project/request that has been commenced / completed. *No retrospective funding will be provided in any circumstances.*
6. Any special conditions that are attached to the grant must be met.
7. All relevant records will be kept for a period of 7 years and will be made available for audit at any time.
8. The Shire of Dardanup will be acknowledged in any publications or media coverage for its support. Any use of the Shire of Dardanup's logo must be approved before being distributed.
9. Your development/project/request should be discussed with the Shire of Dardanup prior to applying.
10. If satisfactory acquittal is not submitted no further grants will be made available to the group.

Please note:

- ❖ Keep a copy of your application for your own record.
- ❖ A Shire Officer will contact you if more information is required.
- ❖ All applicants are advised in writing of the outcome.
- ❖ Applications are processed in the order in which they are received.
- ❖ Assessment will take a minimum of one month.

Part 8 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name

Leschenault Scout Group

Contact Person (if not Applicant)

Lara Barrett

Position

Committee Member

Signature

Lara Barrett

Date

30/08/2022

Part 9 Return form to

SUBMIT FORM

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au


Shire of Dardanup



quote

Boom Grafix
ABN: 95 572 849 487

T 0403 825 239
E design@boomgrafix.com.au

Leschenault Scout Group
ATT: Lara Barrett

Shipping Address:
TBA Bunbury

TERMS: COD	ACCOUNT MANAGER: Weiwn Hague	DATE: 22/08/22	QUOTE NO.: QC0890
-------------------	-------------------------------------	-----------------------	--------------------------

Tel: N/A

Fax: N/A

Mob: 0422 128 253

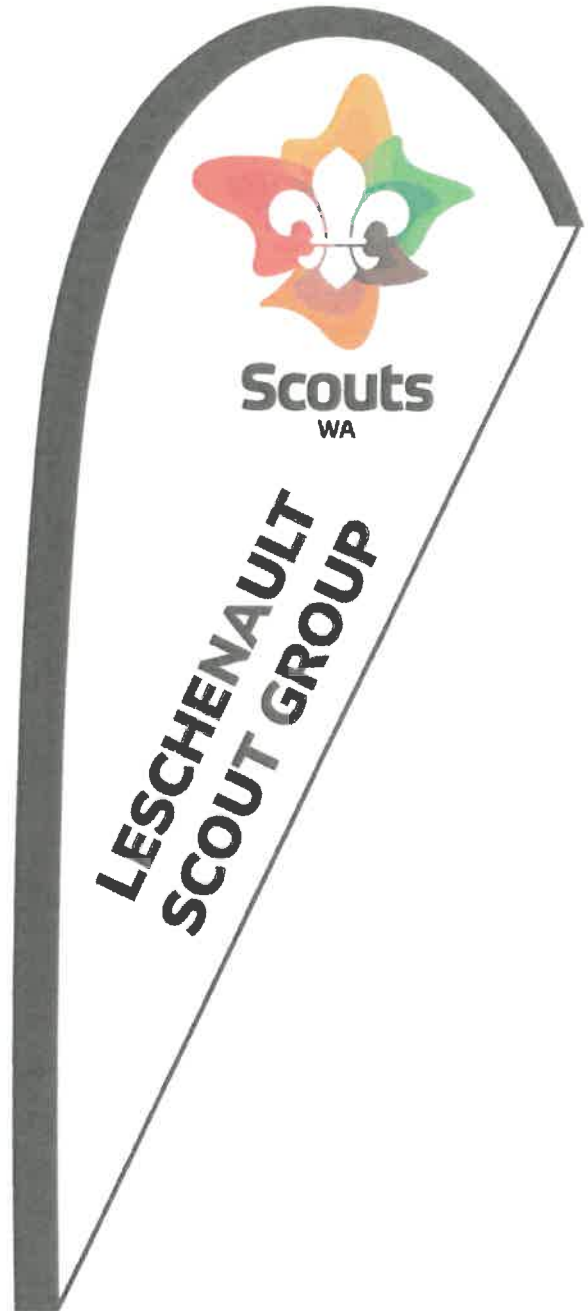
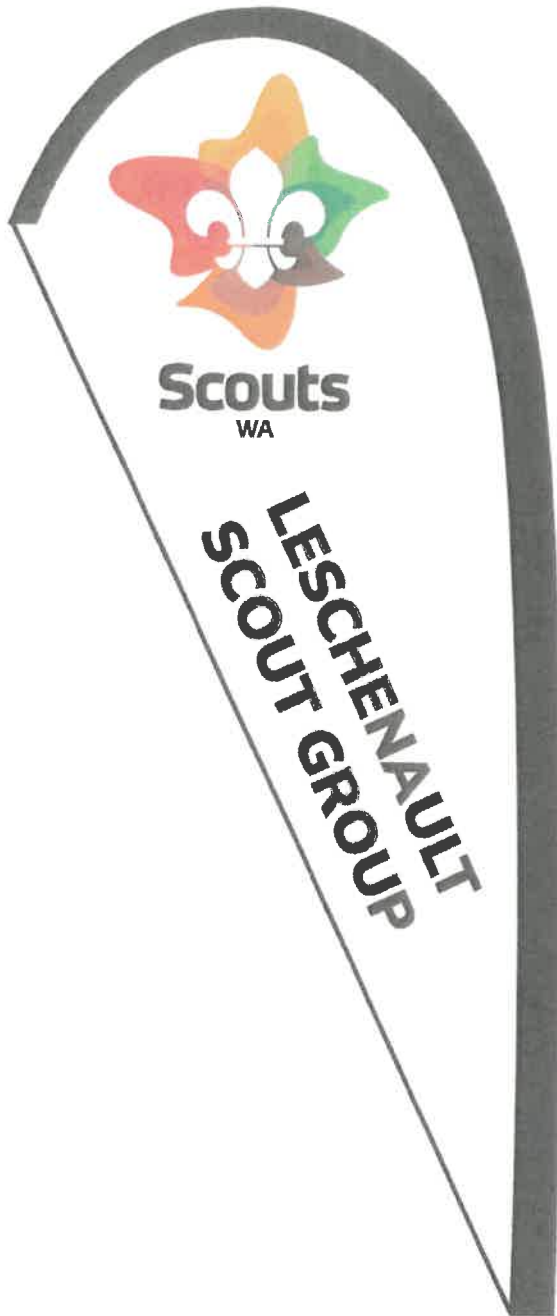
Email: lara.drennan@gmail.com

QUOTE NO. QC0890		CUSTOMER PURCHASE ORDER NUMBER: TBA	
JOB TITLE		QTY	AMOUNT
DESCRIPTION	<p>Tear Drop Flags - Double Sided</p> <p>Teardrop Flag - Double Sided Size: Standing Height 2.3m With Blockout Liner CMYK - Double Sided Print</p> <p>Base Option: Cross Base with water bag</p> <p>Delivery: Bunbury TBA Address</p>	1	\$297.20
		1	\$27.50
		1qty	
		TOTAL:	\$324.70

QUOTE VALID FOR 30 DAYS ONLY

Our bank account details are: BSB 016-359 • A/C# 516111166 • Account Enquiries: design@boomgrafix.com.au

TERMS: COD PLEASE





quote

Boom Grafix
ABN: 95 572 849 487

T 0403 825 239
E design@boomgrafix.com.au

Leschenault Scout Group
ATT: Lara Barrett

Shipping Address:
TBA Bunbury

TERMS: COD	ACCOUNT MANAGER: Weiweir Hague	DATE: 22/08/22	QUOTE NO.: QC0889
-------------------	---------------------------------------	-----------------------	--------------------------

Tel: N/A

Fax: N/A

Mob: 0422 128 253

Email: lara.drennan@gmail.com

QUOTE NO. QC0889		CUSTOMER PURCHASE ORDER NUMBER: TBA	
JOB TITLE	Business Cards	QTY	AMOUNT
DESCRIPTION	Business Cards	250	\$75.00
	Size: 90mm x 54mm	500	\$84.00
	Stock: 350gsm Gloss Sealed		
	CMYK - Single Sided Print		
	Artwork FREE		
	Delivery:		
	Bunbury TBA Address	1	\$11.00
		250qty	500qty
		TOTAL: \$86.00	TOTAL: \$95.00

QUOTE VALID FOR 30 DAYS ONLY

Our bank account details are: BSB 016-359 • A/C# 516111166 • Account Enquiries: design@boomgrafix.com.au

TERMS: COD PLEASE



Leschenault
Scout Group

Group Leader: Turtle
✉ t-leschenault@scoutswa.com.au
scoutswa.com.au



Free Shipping to the Perth Metro area for orders over \$99!

Empty Cart

PRODUCT DESCRIPTION	PRICE	QUANTITY	SUB-TOTAL	REMOVE
Medium Risk Workplace Kit (Wall Mountable) (/first-aid-kits-and-supplies/details/1225) Product ID #1225	\$225.95	1	\$225.95	
Medium Leisure Kit (/first-aid-kits-and-supplies/details/7652) Product ID #7652	\$89.95	4	\$359.80	

Discount Code

Apply discount

APPLY CODE

RAC Member? [Click here](#) to receive discount.

*Discount does not apply to digital skills/courses

Course Total	\$0.00
Digital Course Total	\$0.00
Product Total	\$585.75
Estimated Shipping	\$0.00
SHIPPING TO POSTCODE 6104	CHANGE
GST Included	\$53.25
Order Total	\$585.75

[Appendix ORD: 12.2.1C]



APPLICATION FOR COMMUNITY GRANT – LEVEL 3 \$1,001 to \$5,000 FORM 115 (C)

Date stamp

Please indicate which of the following objectives your project or activity will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- ☒ Build the skills and capacity of the community
- ☒ Leave a lasting positive impact on the community
- ☐ Promote accessibility and inclusivity for all members of the community
- ☐ Empower groups to be proactive in the community

Part 1 Applicant Details (to be completed by ALL applicants)

Applicant/Organisation Name

Eaton Primary School P&C Eaton Primary School P+C

Postal Address

35 Didders St

Eaton WA 6232

Name of Contact Person

Asha Cumming

Email

ashacumming@education.wa.edu.au

Phone

Mobile

0400880413

Are you incorporated?

☐

NO – Can you approach an Incorporated group to action your request?

☐

YES

Part 2 Information about your Organisation

What are the main services and/or activities of your organisation?

We are a primary school, educating students from Kindergarten to Year 6. In 2022 the students at Eaton Primary School have been investigating the role we play as local and global citizens under the umbrella of Sustainability. We have developed school policy, procedural, scope and sequence and timeline documents to ensure that we continue to progress towards our sustainability goals. Our aim is to: alongside students, parents and our community, design, build and embed a kitchen garden into our daily routines and curriculum. This will be a space for our local community and students to learn how to grow, harvest, cook and eat fresh fruit and vegetables as well as manage chickens to help close the loop on our organic waste.

Provide list of committee members and contact details

Asha Cumming ashacumming@education.wa.edu.au

Dayna Jacob dayna.jacob@education.wa.edu.au

Jane Robson jane.robson@education.wa.edu.au

[Appendix ORD: 12.2.1C]

Next AGM Meeting

14th September 2022

Please indicate membership numbers for the past 3 years (including current year):

3

Current Year

4

Previous Year

3

Third Year

Have you applied to any other funding body for additional funds for this project?

☐

NO; are you planning to apply to other funding bodies?

☐

YES

☒

NO

☐

YES; please provide information below:

Which Organisation?

What Year?

Was it Successful?

Grant approved \$

Part 3 Project Details

Name of Project (if applicable)

Kitchen Garden Chicken Enclosure

Overview of Project Details (give details of your project)

A large component of our overall Kitchen Garden Project will be the implementation of a chicken program. Students will be working in the garden incorporating our Sustainability Scope and Sequence with a focus on 'saving the planet' by managing our waste, particularly our organic waste through engaging with chickens in weekly Kitchen Garden lessons.

Students will be learning about food science, organic waste management and sustainable living practises in a hands on, practical lessons outside of the traditional classroom setting and with live chickens.

In order to adhere to strict department guidelines, we need to ensure that the chickens have a safe, secure, dry, purpose built enclosure which will be accessible for students, teachers, community members and the professionals who will be supporting us with animal health and well being.

This project is to build and install a chicken coop and completely secure fenced area.

Expected Start Date

01-Oct-2022

Expected Finish Date

01-Dec-2022

If this project is expected to extend over several years? Please explain why, and what is the expected end date?

This project is expected to be completed by the end of 2022, to ensure students lessons can commence at the beginning of the 2023 school year.

What benefits to the Shire of Dardanup Community will your project offer?

This project teaches students the importance of sustainability and sustainable living practises. This project will require parent and community support to run effectively, which allows them to observe the benefits of closing the loop on our organic waste first hand. Students are effective teachers in their own homes, we have already seen students change their families waste routines and habits to reflect what they have learnt at school through our other sustainability projects which supports Shire of Dardanup waste goals. This project will encourage students to work together, apply critical thinking and increases their understanding of having and adhering to responsibilities and taking ownership of tasks. All of these skills are essential in becoming productive community members in the future.

[Appendix ORD: 12.2.1C]

What are the objectives and expected benefits of your project?

This project will be a key component in our goal of creating more intentional waste practises, we are expecting to greatly reduce our daily food waste. We are expecting to see students engaged and feeling purposeful in their school environment by taking control of the care and maintenance of our chicken program. We expect this program to support students in changing their waste habits and empower them to engage in sustainable practises. We are expecting students knowledge and understanding of biology and food & fibre to increase through practical learning experiences.

Any other details or supporting information?

We are working with our local high school who have helped us design the chicken enclosure. They will build and install it with our students as a joint project. This collaboration is an invaluable partnership for our school and students. We have parent volunteers who will help a local contractor install the fencing required in this project.

Part 4 Budget (if insufficient space is provided, please attach additional pages)

INCOME	Net Income
Council Contribution (grant funds requested in this application)	\$ 5000
Other Council Contribution (e.g.: site works)	\$
(A) Total Council Contribution Requested – If Registered for GST please gross up	\$
Other Grant Funding (please specify)	\$
	\$
	\$
	\$
(B) Total Other Grant Funding	\$
Donations (external contributions)	\$
Organisation Cash Contribution	\$ 10,414
Organisation in Kind Contribution (max 1/3 of total cost)	\$
(C) Total Organisation Contribution Requested	\$
TOTAL INCOME A, B & C	\$

☐

I meet the eligibility criteria detailed in SDev CP044 Community & Events Grant Policy

[Appendix ORD: 12.2.1C]

Part 5 Expenditure please detail each item			
Item	In Kind	Cash	Total
Chicken Coop \$2,500 total cost		\$1250	\$1,250
Chicken enclosure fencing \$12,914		\$9164	\$3,750
TOTAL EXPENDITURE	\$	\$ 10,414	\$ 5,000

[Appendix ORD: 12.2.1C]

Part 6 Undertakings and Conditions

If a grant is provided the organisation/individual agrees to the following conditions:

1. The grant must be used for the purpose for which it was given and must be expended within the financial year granted, unless otherwise agreed in writing by the Shire of Dardanup.
2. Copies of receipts or invoices, certified by the Chairperson, or delegated officer as true copies of originals, to support expenditure will be returned to the Shire of Dardanup along with the grant acquittal within 3 months of completion.
3. Any unexpended funds will be returned to the Shire of Dardanup within 3 months of payment of the grant, unless otherwise agreed in writing by the Shire of Dardanup.
4. If there is to be any delay in the expenditure of the grant, a written request will be made seeking approval for the extension of time.
5. A grant will not be approved for a development/project/request that has been commenced/completed.
6. Any special conditions that are attached to the grant must be met.
7. All relevant records will be kept for a period of 7 years and will be made available for audit at any time.
8. The Shire of Dardanup will be acknowledged in any publications or media coverage for its support. Any use of the Shire of Dardanup's logo must be approved before being distributed.
9. Your development/project/request should be discussed with the Shire of Dardanup prior to applying.
10. If satisfactory acquittal is not submitted no further grants will be made available to the group.

Please note:

- ❖ Keep a copy of your application for your own record.
- ❖ A Shire Officer will contact you if more information is required.
- ❖ All applicants are advised in writing of the outcome.
- ❖ Applications are processed in the order in which they are received.
- ❖ Assessment will take a minimum of one month

Part 7 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name

Eaton Primary School P&C

Contact Person (if not Applicant)

Asha Cumming

Position

Teacher, Sustainability Team Leader

Signature

Asha Cumming

Date

28-Aug-2022

Part 8 Return form to

SUBMIT FORM

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au



Shire of Dardanup

ORIGINAL COPY

QUOTATION

DATE: 15.8.22	VALID TILL:	QUOTATION NUMBER DA 552341
FROM: Gavin McDonald Fencing Contractor ABN - 97 455 135939 0417 826 775 gavinmcdonald54@icloud.com		TO: Eaton Primary School ATTN - ASHA Cumming

It gives us pleasure to submit the following Quotation

QTY	DESCRIPTION	TOTAL
	SUPPLY AND INSTALL CHICKEN ENCLOSURE	
	USING BLACK PVC CHAINMESH 2100 HIGH WITH	
	300mm BURIED IN SOIL. TOTAL OF 32MT INCLUDING	
	A P.A GATE AND TOP-RAIL AROUND ALL PERIMETER	
	POSTS TO BE GALVANISED 50NB CORNER AND GATE	
	POSTS WITH 40NB LINE POSTS	
	ENCLOSURE TO HAVE A CHAINMESH ROOF	
	WHICH REQUIRES RAILS IN 32NB GALV. PIPE	
	AND RELEVANT H.D.G. FITTINGS.	
	EXTRA INTERNAL POSTS REQUIRED TO SUPPORT	
	ROOF AND RAILS. BLACK COATED WIRE	
	TO BE INSTALLED BETWEEN ROOF RAILS FOR	11,740-
	EXTRA SUPPORT OF MESH ROOF.	
SIGNED: _____		SUB TOTAL 11,740-
		GST 1174-
		TOTAL INCLUSIVE OF GST 12,914-



Our Lady of
Mercy College

Our Lady of Mercy College (Australind)
 100 Leisure Drive
 AUSTRALIND WA 6233

Phone : (08) 9720 3300
 Email : olmca.accounts@cewa.edu.au
 Web: www.olmca.wa.edu.au
 ABN : 53 978 875 176

Tax Invoice

Eaton Primary School
 35 Diadem Street
 EATON WA 6232

Invoice No : FTI000000030
 Invoice date : 12/08/2022
 Debtor Number : C000003374

Description	Quantity	Unit price	Amount	GST	Totals
Commissioned Project: Chicken Coop constructed by OLMC Students. Materials only, no labour charged.	1.00	2,500.00	2,500.00	0.00	2,500.00
Totals			2,500.00	0.00	2,500.00

Mail Telephone In Person BPay	<input type="checkbox"/> Cheque, Money Order or complete & return the Credit Card Authorisation <input type="checkbox"/> Credit Card only – Mastercard or Visa <input type="checkbox"/> Cash, Cheque, Money Order, Credit/Debit Cards <input type="checkbox"/> Internet Banking	<div style="display: flex; align-items: center;"> <div> Bill Code: 319764 Ref No: 1000011799 </div> </div> <p>Telephone & Internet Banking – BPAY® Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More info: www.bpay.com.au</p>
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**APPLICATION FOR
COMMUNITY GRANT – LEVEL 3**
\$1,001 to \$5,000
FORM 115 (C)

Date stamp

Please indicate which of the following objectives your project or activity will achieve:

- ☒ Foster the distinctiveness of places through the personalisation of community areas
- ☒ Activate public spaces
- ☐ Build the skills and capacity of the community
- ☐ Leave a lasting positive impact on the community
- ☐ Promote accessibility and inclusivity for all members of the community
- ☒ Empower groups to be proactive in the community

Part 1 Applicant Details (to be completed by ALL applicants)

Applicant/Organisation Name

Henty Riding Club Inc Henty Riding club Inc.

Postal Address

Dardanup Equestrian Centre, 66 Garvey Rd, Dardanup WA 6236

Name of Contact Person

Lucy Owen-Conway, Assistant Secretary

Email

lucyoc87@hotmail.com

Phone

04074471919

Mobile

Are you incorporated?

☐ NO – Can you approach an Incorporated group to action your request?

☒ YES

Part 2 Information about your Organisation

What are the main services and/or activities of your organisation?

Henty Riding Club is affiliated with Equestrian WA and is one of four clubs based at the Dardanup Equestrian Centre (DEC) in Garvey Road. Henty is a family friendly environment and club membership is open to people of any age or skill level. The club runs a major two-day dressage competition – in August – as well as informal monthly dressage training days, club days, clinics, and visiting instructors and veterinarians.

Henty is the largest of the club at the DEC with about 300 members. Other clubs who call the DEC home are Dardanup Pony Club Inc with approximately 60 members, as well as the Australian Stock Horse Society (South-West branch) and Dardanup Campdraft Inc with each club having membership of about 40. This active facility is used across all clubs almost every weekend with large events of up to 200 competitors plus visitors/spectators.

Provide list of committee members and contact details

President: Marilyn Dreaver (Catherine.hanley@westnet.com.au); Vice President: Courtney Holmes (sullyandstanley29

Secretary: Catherine Hanley (Catherine.hanley@westnet.com.au), Assistant Secretary: Lucy Owen-Conway (lucyoc87

Treasurer: Audrey Giblett

General Committee: Jacky Ynema, Sue Lee, Liz McCormack, Lisa Constantino, Bernie Westwood, Rebecca Dauti, and

[Appendix ORD: 12.2.1C]

Next AGM Meeting

TBC - November 2022

Please indicate membership numbers for the past 3 years (including current year):

300

Current Year

Previous Year

Third Year

Have you applied to any other funding body for additional funds for this project?



NO; are you planning to apply to other funding bodies?



YES



NO



YES; please provide information below:

Which Organisation?

What Year?

Was it Successful?

Grant approved \$

Part 3 Project Details

Name of Project (if applicable)

Playground replacement

Overview of Project Details (give details of your project)

This project is to replace the ageing playground equipment at the Dardanup Equestrian Centre.

Expected Start Date

01-Nov-2022

Expected Finish Date

15-Dec-2022

If this project is expected to extend over several years? Please explain why, and what is the expected end date?

No

What benefits to the Shire of Dardanup Community will your project offer?

The existing playground is beyond repair, and requires replacement. There are over 400 members of the clubs that utilise the grounds from the Dardanup and surrounding communities, many of whom are families with young children. Henty prides itself on being family-friendly and a small playground offers the opportunity for the whole family to come along and enjoy the grounds. All clubs offer family and children membership with the Pony Club being dedicated to children. In addition, the facility attracts large events with up to 200 competitors plus their families. As horse events are full or multi-day events, the playground offers and opportunity for those younger spectators to be active in play while visiting the Shire's equestrian facility. The provision of a sporting amenity that meets the needs of the equestrian community will assist to ensure continued participation in the sports and growth of the clubs.

[Appendix ORD: 12.2.1C]

What are the objectives and expected benefits of your project?

The project is in-line with the Community aspiration in the Shire of Dardanup Council Plan: We have a safe and vibrant community that is inclusive and welcoming for all ages and interests. In particular, it meets objective 2.2 Increase participation in sport, recreation and leisure activities, action 2.2.1 Implement the Sport and Recreation Plan. The DEC is listed as a Regional facility within the Sport and Recreation Plan, with Action 17 relating to the DEC being The Shire will facilitate and support existing user groups to source investment to improve and develop existing infrastructure.

It is also in-line with the Amenity aspiration: Our facilities and infrastructure make the shire an attractive and desirable place to live, work and visit. In particular, it meets objective 9.3 Provide quality community facilities, and objective 9.4 Provide quality parks and playgrounds.

Any other details or supporting information?

Please see quotation attached.

The DEC proactively support infrastructure development, with the Clubs recently fully-funding the purchase of a new tractor to improve ground maintenance of the facility.

Part 4 Budget (if insufficient space is provided, please attach additional pages)

INCOME	Net Income
Council Contribution (grant funds requested in this application)	\$ 5,000
Other Council Contribution (e.g.: site works)	\$
(A) Total Council Contribution Requested – If Registered for GST please gross up	\$ 5,000
Other Grant Funding (please specify)	\$
	\$
	\$
	\$
(B) Total Other Grant Funding	\$
Donations (external contributions)	\$
Organisation Cash Contribution	\$ 8,774
Organisation in Kind Contribution (max 1/3 of total cost)	\$
(C) Total Organisation Contribution Requested	\$ 8,774
TOTAL INCOME A, B & C	\$ \$13,774



I meet the eligibility criteria detailed in SDev CP044 Community & Events Grant Policy

[Appendix ORD: 12.2.1C]

Part 5 Expenditure please detail each item			
Item	In Kind	Cash	Total
Playground Equipment		13,774	13,774
TOTAL EXPENDITURE	\$	\$ 13,774	\$ 13,774

[Appendix ORD: 12.2.1C]

Part 6 Undertakings and Conditions

If a grant is provided the organisation/individual agrees to the following conditions:

1. The grant must be used for the purpose for which it was given and must be expended within the financial year granted, unless otherwise agreed in writing by the Shire of Dardanup.
2. Copies of receipts or invoices, certified by the Chairperson, or delegated officer as true copies of originals, to support expenditure will be returned to the Shire of Dardanup along with the grant acquittal within 3 months of completion.
3. Any unexpended funds will be returned to the Shire of Dardanup within 3 months of payment of the grant, unless otherwise agreed in writing by the Shire of Dardanup.
4. If there is to be any delay in the expenditure of the grant, a written request will be made seeking approval for the extension of time.
5. A grant will not be approved for a development/project/request that has been commenced/completed.
6. Any special conditions that are attached to the grant must be met.
7. All relevant records will be kept for a period of 7 years and will be made available for audit at any time.
8. The Shire of Dardanup will be acknowledged in any publications or media coverage for its support. Any use of the Shire of Dardanup's logo must be approved before being distributed.
9. Your development/project/request should be discussed with the Shire of Dardanup prior to applying.
10. If satisfactory acquittal is not submitted no further grants will be made available to the group.

Please note:

- ❖ Keep a copy of your application for your own record.
- ❖ A Shire Officer will contact you if more information is required.
- ❖ All applicants are advised in writing of the outcome.
- ❖ Applications are processed in the order in which they are received.
- ❖ Assessment will take a minimum of one month

Part 7 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name

Henty Riding Club In

Contact Person (if not Applicant)

Lucy Owen-Conway

Position

Assistant Secretary

Signature

Lucy

Date

29-Aug-2022

Part 8 Return form to

SUBMIT FORM

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au


Shire of Dardanup

Lucy Owen-Conway

From: Lucy Owen-Conway <lucyoc87@hotmail.com>
Sent: Monday, 29 August 2022 9:18 AM
To: Lucy Owen-Conway
Subject: Fw: Forpark Website Enquiry - Burekup
Attachments: SS2-3001.jpg

This email message was detected as a probable Business Email Compromise (BEC) threat. Double-check over the phone or any means other than email before sending money or data.

Hey Jacky,

Thank you for your enquiry.

Please find pricing below for the structure requested – pricing excludes GST and is based on supply only;

SS2-3001	\$13,774.00
----------	-------------

Image attached for reference.

Should you require anything further, please feel free to contact me.

Thanks, hope you have a great morning 😊

Kind Regards,

May Alvarez | FORPARK AUSTRALIA

Design Consultant

36 Adams Drive Welshpool WA 6106 | PO Box 484 Cloverdale WA 6985

M: 0437 516 313 | F: 08 9472 1799

may@forparkaust.com.au | www.forparkaust.com.au



From: Forpark Australia <marketing@forparkaust.com.au>
Sent: Wednesday, 19 January 2022 7:32 AM
Subject: New submission from Request a Quote

Organisation Name

Dardanup Equestrian Centre

Organisation Type

Other

First Name

Jacky

Last Name

Ynema

Contact Number

0408 263168

Email Address

jacky@ynema.net

Suburb

Burekup

State

WA

Postcode

6227

Which products are you interested in?

- Playground Equipment


Product List

SS2-3001 (#10029) x1

Request a Quote

Preview



 Shire of Dardanup	APPLICATION FOR COMMUNITY EVENT GRANT LEVEL 2 \$0 - \$1,000 FORM 220B	Date stamp
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Please indicate which of the following objectives your event will achieve:

- ✓ Foster the distinctiveness of places through the personalisation of community areas
- ✓ Activate public spaces
- ✓ Build the skills and capacity of the community
- ✓ Leave a lasting positive impact on the community
- ✓ Promote accessibility and inclusivity for all members of the community
- ✓ Empower groups to be proactive in the community

APPLICATION ASSESSMENT PROCEDURE

Applications will be assessed based on their merits however priority will be given to applicants who have not previously received funding.

Applications are required to demonstrate the benefits to the Shire of Dardanup community. Preference will be given to projects with demonstrated community support.

It is anticipated that funding will not be provided every year for the same event or project as organisers should aim to become financially self-sufficient in the medium to long term.

The application and assessment procedure is as follows:

- Applications must be made on the prescribed forms and within the timeframe specified.
- Applications for Community Events (Levels 2 & 3) will be assessed by the Manager Place & Community Engagement and referred to the Grants, Awards & Scholarships Committee for determination. All applications will be presented to Council for final approval. Approval process takes a minimum of six weeks.
- All applicants will be notified in writing of the outcome of their application for Shire of Dardanup assistance.
- Decisions regarding funding applications are final and will not be reconsidered in that funding round.
- A Grant Acquittal (Form 116) and supporting documentation of your total expenditure must be submitted to the Shire of Dardanup, within three (3) months of the completion of the project.

HOW TO APPLY

1. The applicant must submit the below application form. To avoid delays to the application ensure all questions are completed and the information provided is correct. The application form must be submitted at least 8 weeks prior to the event date.
2. The applicant must obtain a formal written quote from the third party/parties supplying the goods/services and submit this with the application form. The formal written quote from the third party supplier must be itemised and include the business name, address, contact details and ABN (if applicable).
 NOTE: It is the responsibility of the event organiser to ensure the third party supplier they engage has the required licences, qualifications and insurances for the job they are contracted to undertake.
3. The Application Form and any supporting documents can be submitted:
 - in person to the Shire office located at: 1 Council Drive, Eaton 6232;
 - or via email: grants@dardanup.wa.gov.au
 - or via post to: The Shire of Dardanup, PO Box 7061, EATON WA 6232.

[Appendix ORD: 12.2.1C]

To avoid delays please ensure <u>all</u> questions are completed and the information provided is correct.			
1. APPLICANT DETAILS			
Event contact person name:		Anne Jones	
Company/organisation/position: (if applicable)		Eaton Family Centre Manager	
Postal address:		P O Box 7010 EATON	Post Code: 6232
Mobile:	0438 923 661	Home Phone:	Centre Phone: 97251655
Email:	eatonfamilycentre@gmail.com		
What are the main services and/or activities of your organisation?			
<p>The Centre provides a welcoming, inclusive and safe community meeting place. The Centre facilitates inclusive early learning childhood opportunities through Pre Kindy and Playgroup programs.</p> <p>The Centre provides a low-cost meeting place for community support and lifestyle groups.</p> <p>To enhance community health, wellbeing and knowledge, the Eaton Family Centre partners with other service organisations to provide community information, forums and workshops.</p> <p>The Eaton Family Centre builds community capacity, participation and inclusion by holding free community open days and events.</p>			
2. EVENT DETAILS			
Official name of event:		Eaton Family Centre's Celebration of Community and Culture	
Event date/s:		Monday 19 th December 2022	
Event Location/s:		Eaton Family Centre Charterhouse Street Eaton	
Event Summary:			
Funding Requested (ex GST):		\$764.00	
Total Event Cost (ex GST):		\$923.00	
Number of total expected attendees at event:		250-300	
Number of expected attendees at event at any one time:		100-150	
Who is your target audience:		Families, community members, persons from a diverse multicultural background and persons with a disability	
Has this event been held in the past?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Will this event be held again?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
If you are planning to hold this event again please describe the frequency (monthly, annually, bi-annually etc):			
Annually			
Who is involved – communities, participants, stakeholders, population groups etc:			
<p>Red Cross Australia, SW Women's Health and Information Centre, Eaton Child Health Clinic, Bunbury Tamil Group, Riverside Physie and Dance Group, Bunbury Multicultural Services,</p> <p>Invitations have also been extended to Treendale Primary School Taiko Drumming Group, Bonsai South West, Tai Chi Group, Bunbury Dance Steps Salsa Group, Djidi Djidi Aboriginal School Glen Iris and Bunbury Regional Toy Library.</p>			
What benefits to the Shire of Dardanup community will your event offer:			
<p>The FREE Celebration of Community and Culture event, is an all-inclusive event to enhance and strengthen the values of community diversity and the appreciation of the many cultures and the unique differences within our society, which enrich our communities through the sharing of cultural experiences such as dance, music, art and food.</p> <p>At time when the cost of living pressures are affecting the entire community, the event will provide free entry, free entertainment, free sausage sizzle and refreshments and free art and craft activities for the enjoyment and social health and well-being of families and community members.</p> <p>The event will bring together our culturally diverse community in order to build friendship, understanding and connections within our neighbourhood.</p> <p>The event will foster and enhance community participation through the use of volunteers to assist in the facilitating of the community event for the community.</p> <p>People with a disability will have the same opportunity as others to access the building and facilities.</p> <p>People with a disability will also have the same opportunities as others to participate and enjoy the atmosphere and activities provided.</p>			

[Appendix ORD: 12.2.1C]

How does the event align with the Shire of Dardanup <i>Strategic Community Plan</i> (available on website www.dardanup.wa.gov.au):	
<p>The event will align with the Shire of Dardanup's Vision 2050 values of Community: By providing a safe and vibrant community event which is inclusive and welcoming for all ages and interests.</p> <p>The event will align with the Shire of Dardanup's Community Program Strategy by providing a community support program which encompasses community events. The Community Program Strategy recognises that an inclusive local community is one of its strengths. The free and inclusive Celebration of Community and Culture will bring together the community as one and will work towards the prevention of social isolation at a time of the year when people can feel alone and disconnected from family and friends, and would benefit from the support of others.</p>	
Is entry to the event open to the general public:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is there an event entry/participation fee:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes provide ticket/entry fee details:	

[Appendix ORD: 12.2.1C]

How are you promoting the event:		
Social media such as the Centre's Facebook page, Centre's website and promotional displays within the Centre, community posters, GWN 7 Community Events, South West Agencies in Partnership (SWAP) Network, through other participating stakeholders,		
How will you determine if your event was successful:		
Community attendance and positive feedback Feedback received from other stakeholders Visitor Book Comments Distribution of Community Surveys Facebook Poll Reviews		
Has the Shire of Dardanup provided a donation towards this event in the past?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes:	Year:	Amount:
3. BUDGET Outline the budget details of your event using the Income and Expenses table below. All budget details must be completed using the table below. Budgets submitted as separate items attached, will not be assessed. Itemised written quotes from the supplier/s providing the goods or services must accompany this application. <u>Income</u> 'In-kind' contributions are goods, services, time, expertise, or other non-cash contributions which assist the development, delivery and/or evaluation of the event.		
	Amount \$ (excluding GST)	
Shire of Dardanup contribution (This is your \$ request for funding from the Shire of Dardanup)	\$764.00	
Your contribution (This is your organisations \$ contribution to the event)	\$159.00	
Other contributions (This is other \$ income streams for the event – sponsorship, funding, ticket sales, vendor fees, other)	Sponsorship: NIL	
	Funding: NIL	
	Ticket sales (not applicable):	
	Vendor fees: NIL	
	Other income: NIL	

[Appendix ORD: 12.2.1C]

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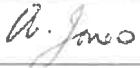
Total \$ of all contributions (Total of Shire of Dardanup contribution, your contribution and other contributions)	\$923.00
Total of 'In-Kind' contributions (Total 4 value of any In-Kind support from you or other organisations to deliver the event – estimated \$ value)	\$1,175.00

EXPENSES				
Please outline your projects' total expenses using the table below.				
Item/s Description	Total item cost (ex GST)	\$ requested from SoD (ex GST)	\$ requested from others (ex GST)	\$ provided by applicant (ex GST)
Food items for sausage sizzle (prices from Woolworths online)	280.50	209.00	0.00	71.50
Consumable items for sausage sizzle (prices from Woolworths online)	60.00	0.00	0.00	60.00
Children's Activity Items (prices from Woolworths online)	27.50	0.00	0.00	27.50
Entertainment – Face Painter (price based on previous hire for events)	255.00	255.00	0.00	0.00
South West Women's Health and Information Centre and Dragon Fly Coffee Van (first 50 coffees are provided free to the community)	300.00	300.00	0.00	0.00
TOTAL	\$923.00	\$764.00	0.00	\$159.00

4. ACKNOWLEDGEMENTS

As the event organiser, applying for a Community Event Grant acknowledge that the information in my application is true and correct.

I have attached a true & accurate quote/s from the supplier/s providing the goods or services: Prices sought from Supplier Website as instructed	✓
I have submitted an Events Application Form to the Shire for the event in which the grant funding is for: The event will be conducted onsite within the Eaton Family Centre premises	✓
The grant funding will be used for the purpose for which it was given.	Yes ✓
I understand the Shire of Dardanup must be acknowledged in relevant publications or media coverage of the event for its support.	Yes ✓
I meet the eligibility criteria detailed in CP044 Community & Events Grant Policy.	Yes ✓

Name:	Eaton Family Centre Anne Jones Centre Manager
Signature :	
Date:	15 th September 2022

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au





**APPLICATION FOR
COMMUNITY GRANT – LEVEL 3**
\$1,001 to \$5,000
FORM 115 (C)

Date stamp

Please indicate which of the following objectives your project or activity will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- ☐ Build the skills and capacity of the community
- ☐ Leave a lasting positive impact on the community
- ☐ Promote accessibility and inclusivity for all members of the community
- ☐ Empower groups to be proactive in the community

Part 1 Applicant Details (to be completed by ALL applicants)

Applicant/Organisation Name

~~Happy Willmore Adventures Pty Ltd~~

Happy Willmore Adventures Pty Ltd

Postal Address

~~8 Buddin Terrace, Bunbury, WA 6230~~

Name of Contact Person

~~Damon Willmore~~

Email

~~cravenchallenger@gmail.com~~

Phone

Mobile

0413510508

Are you incorporated?

☐

NO – Can you approach an Incorporated group to action your request?

☒

YES

Part 2 Information about your Organisation

What are the main services and/or activities of your organisation?

Mountain Bike, Trail Running Adventure Events

Provide list of committee members and contact details

Damon Willmore- Owner- Event Organiser

Jason Pratt- Course Director

Bonita Wright- AusCycling Event Commissaire

Ferguson Valley Mountain Bike Club-Course Preparation

[Appendix ORD: 12.2.1C]

Next AGM Meeting

Not Applicable

Please indicate membership numbers for the past 3 years (including current year):

NA

Current Year

NA

Previous Year

NA

Third Year

Have you applied to any other funding body for additional funds for this project?

☐

NO; are you planning to apply to other funding bodies?

☒

YES

☐

NO

☒

YES; please provide information below:

Which Organisation?

DBCA

What Year?

2022

Was it Successful?

Being Considered

Grant approved \$

\$10000

Part 3 Project Details

Name of Project (if applicable)

CRAVEMTB CHALLENGE 2022

Overview of Project Details (give details of your project)

Please See attached documents

Expected Start Date

26-Nov-2022

Expected Finish Date

26-Nov-2022

If this project is expected to extend over several years? Please explain why, and what is the expected end date?

Ongoing Annual Event - working towards National and International significant events
Please see the overview document.

What benefits to the Shire of Dardanup Community will your project offer?

Event participation and promotion of recreational trail and tourist opportunities in the Dardanup Shire.

[Appendix ORD: 12.2.1C]

What are the objectives and expected benefits of your project?

Substantial promotion of both trail and tourism opportunities in Dardanup Shire locally, regionally, nationally and internationally.

Any other details or supporting information?

Over 600 participants took part in 2017 and the event promotion video had over 120,000 views on social media and via GWN
Similar Events such as the Dwellingup 100 and Jarrah Trail run consistently attracts over 1500 participants per year including 2022.

Part 4 Budget (if insufficient space is provided, please attach additional pages)

INCOME	Net Income
Council Contribution (grant funds requested in this application)	\$ 5000
Other Council Contribution (e.g.: site works)	\$
(A) Total Council Contribution Requested – If Registered for GST please gross up	\$
Other Grant Funding (please specify)	\$ \$10,000 DBCA?
	\$
	\$
	\$
(B) Total Other Grant Funding	\$ \$10,000 DBCA?
Donations (external contributions)	\$
Organisation Cash Contribution	\$ \$15,000
Organisation in Kind Contribution (max 1/3 of total cost)	\$ \$10,000
(C) Total Organisation Contribution Requested	\$
TOTAL INCOME A, B & C	\$ \$30k-\$40k



I meet the eligibility criteria detailed in SDev CP044 Community & Events Grant Policy

[Appendix ORD: 12.2.1C]

Part 5 Expenditure please detail each item			
Item	In Kind	Cash	Total
Timing and Registration		\$4200	\$4200
Traffic Management		\$5600	\$5600
St Johns Ambulance		\$2000	\$2000
Portable toilets		\$1500	\$1500
Promotional Video Production		\$400	\$400
Event video and production	DBCA funding?	\$6000	\$6000
Social Media promotion		\$3200	\$3200
Course signage		\$1000	\$1000
Event Banners		\$1000	\$1000
Ferguson Valley MTB Club		\$1000	\$1000
10,000 Event Flyers		\$1000	\$1000
TOTAL EXPENDITURE	\$	\$ 26900	\$ \$26900

[Appendix ORD: 12.2.1C]

Part 6 Undertakings and Conditions

If a grant is provided the organisation/individual agrees to the following conditions:

1. The grant must be used for the purpose for which it was given and must be expended within the financial year granted, unless otherwise agreed in writing by the Shire of Dardanup.
2. Copies of receipts or invoices, certified by the Chairperson, or delegated officer as true copies of originals, to support expenditure will be returned to the Shire of Dardanup along with the grant acquittal within 3 months of completion.
3. Any unexpended funds will be returned to the Shire of Dardanup within 3 months of payment of the grant, unless otherwise agreed in writing by the Shire of Dardanup.
4. If there is to be any delay in the expenditure of the grant, a written request will be made seeking approval for the extension of time.
5. A grant will not be approved for a development/project/request that has been commenced/completed.
6. Any special conditions that are attached to the grant must be met.
7. All relevant records will be kept for a period of 7 years and will be made available for audit at any time.
8. The Shire of Dardanup will be acknowledged in any publications or media coverage for its support. Any use of the Shire of Dardanup's logo must be approved before being distributed.
9. Your development/project/request should be discussed with the Shire of Dardanup prior to applying.
10. If satisfactory acquittal is not submitted no further grants will be made available to the group.

Please note:

- ❖ Keep a copy of your application for your own record.
- ❖ A Shire Officer will contact you if more information is required.
- ❖ All applicants are advised in writing of the outcome.
- ❖ Applications are processed in the order in which they are received.
- ❖ Assessment will take a minimum of one month

Part 7 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name

Happy Willmore Adventures Pty Ltd

Contact Person (if not Applicant)

Damon Willmore

Position

Owner/ Director

Signature

Damon Willmore

Date

16-Sep-2022

Part 8 Return form to

SUBMIT FORM

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au


Shire of Dardanup



CRAVEMTB CHALLENGE DARDANUP SHIRE PROMOTION PROPOSAL

Hi Mel,

Obviously as discussed, I think there is a great opportunity to promote the expanding Wambenger trail system on which the event is being held, both this year and in the future, locally, nationally and internationally.

Please see the overview document for the event plan over the next 5-7 years, which includes aiming for the event to be a National and World Championship Marathon Event.

To achieve this will obviously require that each running of the event is organised well, with strong support from both individuals and sponsors, to ensure financial stability and the ability to promote the event, trails and region with quality footage, stories and photos to be shared widely across all media platforms.

As such it would help greatly if the Dardanup Shire could become a strong partner HAPPY WILLMORE ADVENTURES, in promoting both the CRAVEMTB CHALLENGE and in turn the opportunity to ride the Wambenger Trail System, that you have and are investing so heavily in.

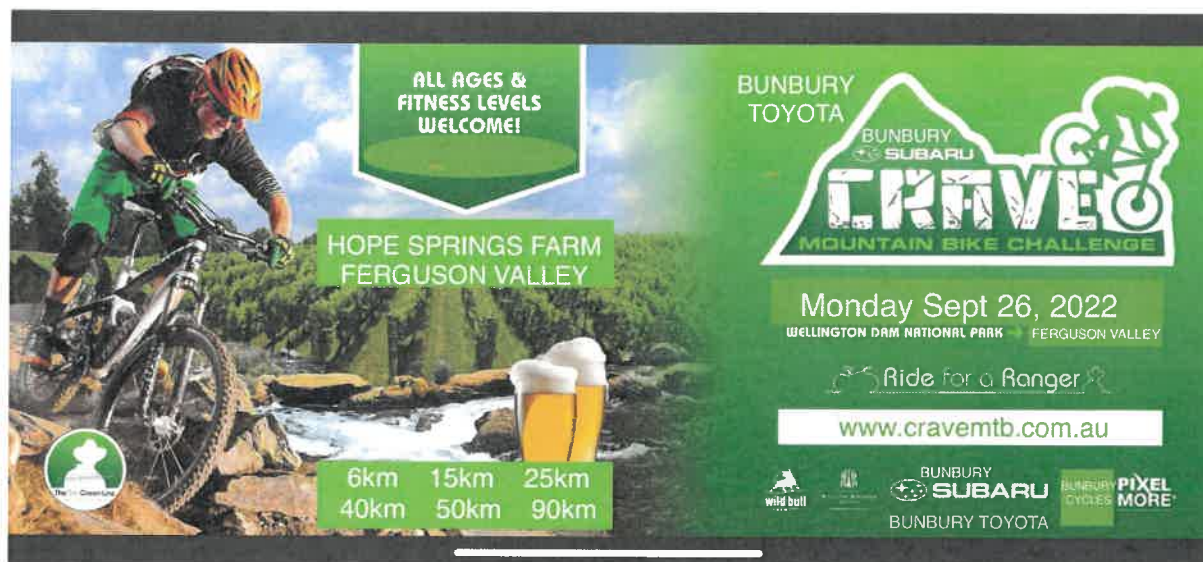
IN 2022, it would greatly helpful to the success and promotion of the event and trails if the Dardanup Shire could put \$5000 towards the event, in return for the Dardanup Shire logos being prominent on all promotional material, media releases and video production, plus a central presence at the Event Village and Start/ Finish Area.

Money will be used to cover less than 50% of the following event costs.

- re-edit the 2017 Crave promotional video(see attached) ~ \$400 by Lomax Media
- and promote over social media via sponsored posts \$700 weekly x 8=\$5600(the 2017 edition had over 150,000 views. Other videos and photos of riders on the trail system will also be used to create a variety in promotion.
- Finisher medallions ~ \$2000
- Logo'ed Course Signage and arrows \$1000
- 10,000 flyers to be distributed in bike stores \$1000
- Event Tshirts, Cycle Jerseys, Hats.
- Event Traffic Management by traffic Force \$5600
- Portable toilets \$1500
- St Johns Ambulance attendance \$2000
- Timing \$4200

[Appendix ORD: 12.2.10] *SPARKS Mountain Bike Challenge*

Please let me know ASAP, how you might be able to help promote the event and trails in the Dardanup Shire.
Best Regards
Damon Willmore



- After a 5 year hiatus, The CRAVE Mountain Bike Challenge is set to return on Monday 26 September 2022, set in the spectacular Wellington Dam National Park.
- Over 600 riders loved taking part in the last event. It set the records for the biggest first time mountain bike event participation event in Australia.
- Now this will be Race 4 of Australia's only State Marathon MTB Series, replacing The Southern Peaks MTB Marathon in Albany for 2022 and becoming a regular part of the highly successful WA MTB Marathon Series in 2023 onwards, with over 2000 riders taking part.
- CRAVE is Australia's only long distance mountain bike event run almost entirely in a National Park, featuring the wild rapids and tranquil pools of the Collie River Valley beneath steep rocky outcrops and pristine iconic WA forest.
- The National Park already has 50-70km of fast flowing scenic and challenging singletrack all recently added to the Park and upgraded as part of the Wambenger trail system, which will become one of the biggest connected MTB trail system in Australia.
- The Wellington National Park has had over \$10 million dollars put in for major future trail investment, to become a Mountain Bike Network of National and potentially International significance.
- The CRAVE Mountain Bike Events start and finish at the Bottom of the trail system, opposite the Wild Bull Brewery, overlooking the picturesque Ferguson Valley and Indian Ocean.
- Parking will be at the soon to be open prestigious Hope Springs Farm Bed and Breakfast Lodge adjacent to the trail system, with its own squash court, indoor pool and spa.
- With 5 different distance events and trail types over 6km, 25km, 40km, 50km & 90km, the CRAVE Mountain Bike events will cater for everyone from beginners, kids, families, weekend warriors and expert Mountain Bike Riders.

The 2022 Toyota/Subaru Crave Mountain Bike Challenge Wellington Dam National Park –Hope Springs Farm- Ferguson Valley

Overview

Our plan is to build an iconic WA outdoor adventure and social event which after 2-3 years:

- Attract 1000 plus riders/participants - 80% Intrastate, 15% Interstate, 5% International.
- Promote the event to an audience of over 1 million regionally, nationally and internationally via social media and celebrity involvement.
- In 2023, attract known mountain bike enthusiast celebrities- such as Daniel Ricardo, Cadel Evans, James Tobin (TV presenter channel 7/GWN), Tom Carroll, Sam Hill (5x World Downhill Champion), Caroline Buccanhan- (Olympian) to support the cause, take part and lift the profile of the event.
- Raise \$50,000 to \$100,000+ for The Thin Green Line Foundation – Protecting natures protectors from poachers and supporting rangers' families killed by poachers.
- Produce an hour long program that is broadcast nationally and internationally.
- The Cape to Cape Mountain Bike event in Western Australia is distributed by International television content distributor Matt Jeschelnick to 20 broadcasters with 135 countries taking the feed.
- "They tune in as much for the scenery as they do the event. The course has the lot, from beautiful blue ocean, vineyards and that uniquely rugged landscape you only see in this part of the world" – In Case of CRAVE it's the wild rapids, in a unique West Australian landscape and pristine WA forest beneath the Worlds biggest Dam Mural- possibly overflowing on the ongoing scheduled event dates in September/October.



Our Target Market - MTB in Australia:

- Over 120,000 Mountain Bikes are sold each year in W.A. and over 1 million each year in Australia.
- Over 19% of West Australians own a Mountain Bike.
- Over 1000 people race each year in the Cape to Cape and Dwellingup 100 Mountain Bike events in WA with people travelling from around Australia and abroad to take part.
- Mountain Biking is the world's fastest growing recreational, sport and tourism activity.
- The WA State Mountain Bike Plan identified The Wellington Dam National Park as 1 of 3 Centre's to be developed as a nationally and internationally significant hub and WA government has since committed over \$10 million to expanding the trail network between Collie and Wellington Dam, recognizing the significant economic or recreational impact it has had in other regions in Australia, such as Derby, Tasmania where the population has tripled on the back of Mountain Bike trails alone, making it must do destination for riders both Nationally and Internationally.

The Event schedule.

Monday 26 September 2022

6.30-8.30 am	Registration - Race Village - Bottom of Pile Rd Trails
7.30 am	START 6km CRAVE CHALLENGE Riders finish 7.50-8.25am
8.30 am	START 200M CRAVE Strider/2-5year old event
8.40 am	Marshal 40km/50km & 90km events
9.00 am	START 40km/50km & 90km CRAVE Challenge Events
9.30 am	Marshal 15km/25km CRAVE Challenge Events - Race Briefing
9.40 am	START 15km/25km CRAVE Challenge Events
10.25am - 11.40am	Riders of 15km Event expected to finish -Presentations 1pm - Race Village
10.50am - 12.40am	Riders of 25km Event expected to finish -Presentations 1pm - Race Village
11.10am - 1.30pm	Riders of 40km Event expected to finish -Presentations 3pm - Race Village
11.50am - 2.30pm	Riders of 50km Event expected to finish -Presentations 3pm - Race Village
1.30pm - 6.00pm	Riders of 90km Event expected to finish --Presentations 5pm - Race Village



Key personnel for the 2022 edition are:

The event will be run by Happyland Adventures – Director and owner Damon Willmore has developed and run many similar large scale successful events such as the Karri Cup, the 2005 Mountain Bike National Round, multiple State Rounds and State Championships, including this years record breaking numbers for a cross country state Round held at Wellington Dam. He has served as president of WA Mountain Biking, Vice President of Mountain Bike Australia and the Southwest Mountain Bike Club and is current Vice President to the Ferguson Mountain Bike Club, and adviser to the WA MTB Marathon Series.

- Jason Pratt – Course Director
- Greg Fisher – Event Village
- Jo Payne- Registration
- Ferguson Valley Mountain Bike Club – Marshals & Registration
- Traffic Force – Traffic Management
- DBCA – Trail approval and Wambenger Trail marketing
- Chris Idle- Idle timing and results
- Bonita Wright – WA AusCycling Race Commissaire
- Lomax Media (Media Production)

Key Event Sponsors

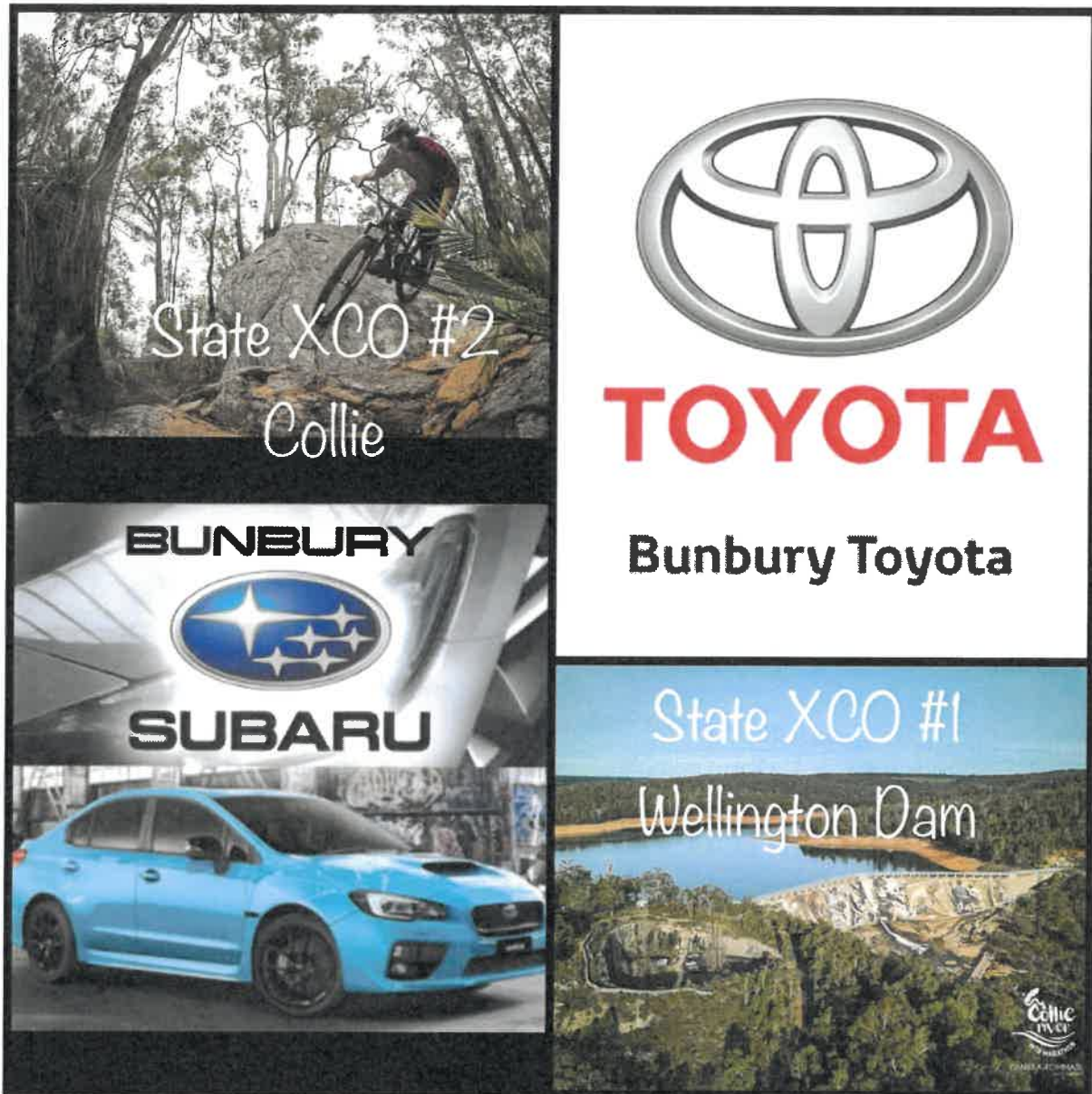
- Bunbury Toyota & Subaru
- DBCA
- Major Bike Manufacturers*, Bike Component Brands*
- Southwest Development Commission*, WA tourism*
- Shires of Dardanup
- Willowbridge Wines
- Wild Bull Brewery
- Bunbury Cycles- Bunbury
- Vineyards and Breweries throughout the Ferguson and Collie River Valleys

The CRAVE Mountain Bike Challenge 6 Year Plan In Brief

Objective:

- Create an iconic WA weekend event with 600 participants in year 1 (min 300) to 1500 by year 2024,
- Plus elite National Marathon Events in years 2024/25 and World Marathon Championships in 2026-28
- CRAVE Year 2 will focus on WA RIDERS, invite 1-2 overseas riders for media promotional purposes, take footage of the area and run a successful event. We will produce a 25 minute television program for broadcast around Australia and overseas.
- The first year will be in 2022 to reestablish the event on a crowded WA event Marathon Calender, demonstrate excellent capability of both personnel involved and the trails and landscape on offer.
- From 2023 on the event will be held during the last weekend in early October/November when the National park is at its best, with many wild flowers in bloom and the famous WA pea gravel trails are well compacted for perfect MTB conditions and the possibility of the Dam overflowing! over the now world famous Dam Mural.

- Raise \$10k-\$100k for THE THIN GREEN LINE FOUNDATION which raises funds to help defend Rangers and supports those families killed by poachers. We will encourage celebrity and rider participation particularly relating to helping the cause.



Summary

This Iconic event will showcase a spectacular region mostly undiscovered, utilizing 600-1200 riders and celebrities with an epic sense of adventure, up for a challenge on rugged fun trails, sharing lots of great stories and dirty smiles. They do this while raising money for charity (The Thin Green Line Foundation), supporting rangers and their families taking on poachers of the world's great wildlife, in Africa, Asia and Latin America.

The Stories of riders and the cause will provide for lots of epic tales amongst a backdrop of stunning scenery and adventure.





**APPLICATION FOR
COMMUNITY EVENT GRANT
LEVEL 3
\$1,001 - \$5,000**

FORM 220C

Date stamp

Please indicate which of the following objectives your event will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- ☐ Build the skills and capacity of the community
- ☐ Leave a lasting positive impact on the community
- ☐ Promote accessibility and inclusivity for all members of the community
- ☐ Empower groups to be proactive in the community

APPLICATION ASSESSMENT PROCEDURE

Applications will be assessed based on their merits however priority will be given to applicants who have not previously received funding.

Applications are required to demonstrate the benefits to the Shire of Dardanup community. Preference will be given to projects with demonstrated community support.

It is anticipated that funding will not be provided every year for the same event or project as organisers should aim to become financially self-sufficient in the medium to long term.

The application and assessment procedure is as follows:

- Applications must be made on the prescribed forms and within the timeframe specified.
- Applications for Community Events (Levels 2 & 3) will be assessed by the Manager Place & Community Engagement and referred to the Grants, Awards & Scholarships Committee for determination. All applications will be presented to Council for final approval. Approval process takes a minimum of six weeks.
- All applicants will be notified in writing of the outcome of their application for Shire of Dardanup assistance.
- Decisions regarding funding applications are final and will not be reconsidered in that funding round.
- A Grant Acquittal (Form 116) and supporting documentation of your total expenditure must be submitted to the Shire of Dardanup, within three (3) months of the completion of the project.

HOW TO APPLY

1. The applicant must submit the below application form. To avoid delays to the application ensure all questions are completed and the information provided is correct. The application form must be submitted at least 8 weeks prior to the event date.
2. The applicant must obtain a formal written quote from the third party/parties supplying the goods/services and submit this with the application form. The formal written quote from the third party supplier must be itemised and include the business name, address, contact details and ABN (if applicable).
NOTE: It is the responsibility of the event organiser to ensure the third party supplier they engage has the required licences, qualifications and insurances for the job they are contracted to undertake.
3. The Application Form and any supporting documents can be submitted:
 - in person to the Shire office located at: 1 Council Drive, Eaton 6232;
 - or via email: grants@dardanup.wa.gov.au
 - or via post to: The Shire of Dardanup, PO Box 7061, EATON WA 6232.

To avoid delays please ensure all questions are completed and the information provided is correct.

1. APPLICANT DETAILS

Event contact person name:	Les Bail		
Company/organisation/position: (if applicable)	Probus Club of Eaton		
Postal address:	PO Box 7240, Eaton	Postcode	6232
Mobile:	0419 935 273	Home Phone:	9792 4210
Email:	Ljbail109@gmail.com		

What are the main services and/or activities of your organisation?

"Fun and friendship in retirement".

Probus provides you with the opportunity to join a social club in your local community and to meet retirees on a regular basis. Opportunities such as guest speakers and activities are on offer.

2. EVENT DETAILS

Official name of event:	National Probus Day (and Probus Club of Eaton's 30 th birthday celebration)
Event date/s:	Monday 10 October 2022
Event Location/s:	Eaton Bowling Club

Event Summary:

The event is a very special occasion for the community and the members of the Eaton Probus Club, as this year is the club's 30th anniversary. It will be an event to celebrate the past 30 years including the recognition of two of the founding members since the beginning and will include a brunch, guest speakers, presentations, sharing the history of the club and presentations from the Parent Body.

The second part of the event will be the presentation of the 30th Anniversary Eaton Probus Club book – a history keepsake of the club for past, present and future members.

Funding Requested (ex GST):	\$2,000
Total Event Cost (ex GST):	\$4,250
Number of total expected attendees at event:	100
Number of expected attendees at event at any one time:	60
Who is your target audience:	Probus Members from 19 Probus Clubs across the south west – past, present and future, Seniors/Retirees, Local Government members, South Bunbury Rotary Club, Probus Association of WA (PAWA) and Probus South Pacific (parent body).
Has this event been held in the past?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Will this event be held again?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

If you are planning to hold this event again please describe the frequency (monthly, annually, bi-annually etc):

Planning to hold the every 5 years

Who is involved – communities, participants, stakeholders, population groups etc:

Regional Probus Clubs, representatives from Local Government, South Bunbury Rotary Club, Probus Association of WA (PAWA) and Probus South Pacific (parent body).

What benefits to the Shire of Dardanup community will your event offer:

- Encouraging social connectedness in our community through participation in positive social networks and interaction.
- To be an inclusive community that promotes active involvement in community life and a strong sense of community pride.
- Support volunteer groups within the Shire of Dardanup.
- To be a community supported by a strong volunteer base where leadership, inclusiveness and supported independence is fostered.

It's important to recognise the efforts of members for the past 30 years. We have survived many challenges including covid and all the hardship it brought, especially to retirees and seniors within the Shire. The event will offer the promoting of new friendships, memberships, inclusivity and increase awareness and education of what the Probus Club can offer retirees.

How does the event align with the Shire of Dardanup *Strategic Community Plan* (available on website www.dardanup.wa.gov.au):

See above.

Is entry to the event open to the general public:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
---	---

[Appendix ORD: 12.2.1C]

Is there an event entry/participation fee:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes provide ticket/entry fee details:	Members will pay to attend event, new members will be free
How are you promoting the event:	
Members have received personal invitations, shared between the other south west Probus Clubs and encouraging current members to bring a friend along to the event = word of mouth.	
How will you determine if your event was successful:	
This will be determined by the number of members who attend event, the number of new members signing up post event, feedback throughout the event and post event. Will be requesting those who attend to complete an evaluation form.	
Has the Shire of Dardanup provided a donation towards this event in the past? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes:	Year: Amount:

3. BUDGET

Outline the budget details of your event using the Income and Expenses table below. All budget details must be completed using the table below. Budgets submitted as separate items attached, will not be assessed.

Itemised written quotes from the supplier/s providing the goods or services must accompany this application.

Income

'In-kind' contributions are goods, services, time, expertise, or other non-cash contributions which assist the development, delivery and/or evaluation of the event.

	Amount \$ (excluding GST)
Shire of Dardanup contribution (This is your \$ request for funding from the Shire of Dardanup)	\$2,000.00
Your contribution (This is your organisations \$ contribution to the event)	\$1,500.00
Other contributions (This is other \$ income streams for the event – sponsorship, funding, ticket sales, vendor fees, other)	Sponsorship: \$250.00
	Funding: \$0.00
	Ticket sales (if applicable): \$1,500 (this contributes to the groups contribution figure)
	Vendor fees: \$0.00
	Other income:
Total \$ of all contributions (Total of Shire of Dardanup contribution, your contribution and other contributions)	\$5,000
Total of 'In-Kind' contributions (Total 4 value of any In-Kind support from you or other organisations to deliver the event – estimated \$ value)	\$750 in-kind support from Probus Club Members

EXPENSES

Please outline your projects' total expenses using the table below.

Item/s Description	Total item cost (ex GST)	\$ requested from SoD (ex GST)	\$ requested from others (ex GST)	\$ provided by applicant (ex GST)
Catering – Consumables	\$ 2,540	\$ 1,000.00	\$ 250.00	\$ 1,290.00
Printing of 30 year Anniversary Book	\$ 1,600.00	\$ 1,000.00		\$ 600.00
Stationary/postage/sundry	\$ 110.00			\$ 110.00
TOTAL	\$4,250.00	\$ 2,000.00	\$ 250.00	\$ 2,000.00

4. ACKNOWLEDGEMENTS**[Appendix ORD: 12.2.1C]**

As the event organiser, applying for a Community Event Grant acknowledge that the information in my application is true and correct.

I have attached a true & accurate quote/s from the supplier/s providing the goods or services: Quotes verbal & attached	Verbal
--	--------


I have submitted an Events Application Form to the Shire for the event in which the grant funding is for: Not applicable	N/A
---	-----

The grant funding will be used for the purpose for which it was given.	Yes
--	-----

I understand the Shire of Dardanup must be acknowledged in relevant publications or media coverage of the event for its support.	Yes
--	-----

I meet the eligibility criteria detailed in SDev CP044 Community & Events Grant Policy.	Yes
---	-----

Name:	Les Bail
-------	----------

Signature :	
-------------	---

Date:	10.09.2022
-------	------------

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au



Shire of Dardanup

FOR ALL ENQUIRIES

108 Beach Road
BUNBURY WA 6230
Telephone: (08) 9721 3099
Email: enquiries@expressprint.com.au



QUOTE

DOROTHY BAIL

16/08/22

Attention: DOROTHY BAIL

Phone: 0411 761 486

Fax:

Mobile:

Dear Dorothy

Thank you for the opportunity to quote on the following job/s:

JOB TITLE: NEWSLETTERS

Quote Number: 72,399

DESCRIPTION: PRINT: A4 SPECIAL 100 EDITIONS OF NEWSLETTER - 60 PAGES PLUS COVER
STOCK: COVER: 250gsm WHITE SPLENDORLUX INSIDE: 130gsm GLOSS ART
INK: FULL COLOUR
FINISH: A3 FOLDED & STAPLED TO A4 FINISHED SIZE
ART WORK: SUPPLIED

Quantity : 60

PRINTING 1,424.00

SUBTOTAL(\$ 1,424.00)

GST(\$ 142.40)

TOTAL(\$ 1,566.40)

SUPPLIED ARTWORK: Unless supplied to our imposition and specifications will incur extra expenses.

TERMS: If you do not have an account with Express Print a 50% deposit is required with the balance due on completion.
Prices are subject to Stock Prices and availability at receipt of order.

Please contact us if you have any queries regarding these prices. We look forward to receiving your order and will ensure professional services at all times.

Kindest Regards

Caren Watson

Printing Manager

ACCEPTANCE OF QUOTATION SPECIFICATIONS

By accepting this quotation I understand that if artwork is created and I do not proceed with the printing of the job I am liable for any artwork charges.

A deposit of 50% is required for non-account customers.

Banking Details: Commonwealth Bank, BSB 066 507 Account No. 1085-5024.

If paying by direct debit please make sure that you put the name on the top of this quote as the reference name

Having checked the above Quote Specifications, we wish to place an order for:

ORDER No:

QUANTITY: **COST \$**

DATE:/...../.....

Ordered by: **Signature:**



www.officeworks.com.au

Officeworks Bunbury

PH: (08) 9792 1600

Officeworks Ltd ABN 36 004 763 526

QUOTE (Q1 2022/23) 10/08/2022

QUOTE

(valid for 7 days from date of issue)

FELCBLOCK	\$57.00
OPS-BLACK LEATHERCRAFT COVER	
60 at \$0.95	
GBCCLRCOMB	\$57.00
OPS-COMB BIND CLEAR COVER	
60 at \$0.95	
PCTHERSMBK	\$174.00
NARROW BLACK THERMAL BIND	
60 at \$2.90	
A4COL1CPY3	\$1,800.00
A4 COLOUR 1SIDE COPY 3001+	
3000 at \$0.60	

TOTAL **\$2,088.00**

GST Included in Total \$189.82

* GST Free item

Please retain receipt for
return/exchange.

Team Member: Cathryn



Scan to save your
receipt with the
Officeworks App!

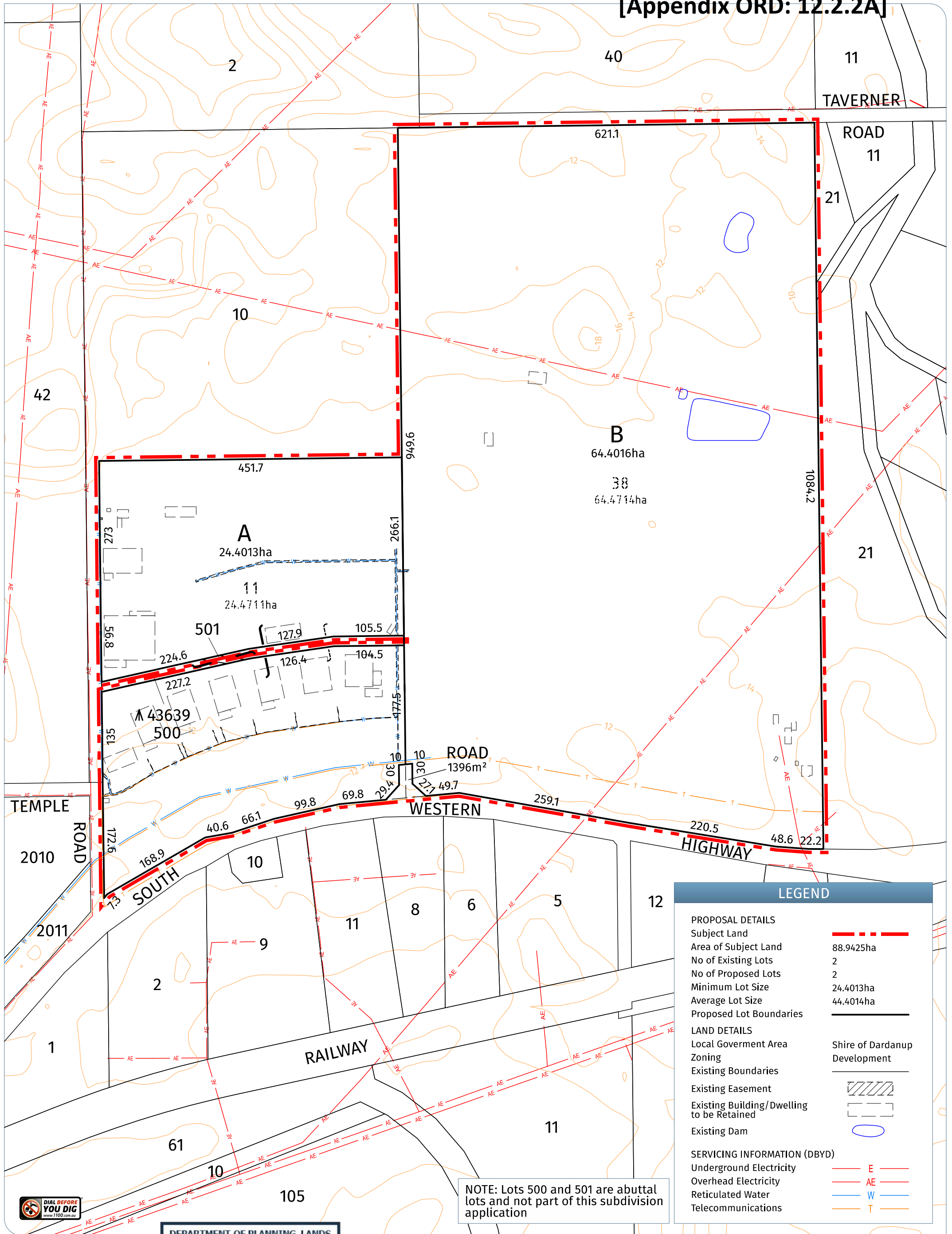


Transaction no: 9277606006924016

10/08/2022 2:40:15 PM



To provide feedback, go to
officeworks.com.au/606



PLAN OF SU

Lot 11 on DP 70159 &
Lot 38 on DP 232800
South Western Highway, PICTON EAST

DEPARTMENT OF PLANNING, LANDS AND HERITAGE	
DATE	FILE
12-Sep-2019	158456

Plan No.	20145-03
Date	28/08/19
Drawn	JW
Checked	DL
Revision	B

BUNBURY OFFICE:
21 Spencer Street,
BUNBURY WA 6230
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Scale | 1:5000@A3



Harley Dykstra

PLANNING & SURVEY SOLUTIONS

PLANNING & SURVEY SOLUTIONS

[Appendix ORD: 12.2.2B]

RISK ASSESSMENT TOOL								
OVERALL RISK EVENT: Proposed Road Name – Glendale Industrial Estate, Picton East RISK THEME PROFILE: 3 - Failure to Fulfil Compliance Requirements (Statutory, Regulatory) RISK ASSESSMENT CONTEXT:								
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL		
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	Road naming is essential for location description and is used for postal services, addresses, navigation and emergency service responders.	Moderate (3)	Rare (1)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.

DEVELOPMENT APPLICATION

Banksia Road Landfill Stormwater Overflow Basins
Application

Lot 2 Banksia Road
CROOKED BROOK



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PLANNING & SURVEY SOLUTIONS



DOCUMENT CONTROL

Control Version	Date	Status	Distribution	Comment
A	21/03/2022	Draft	HD	For QA
B	27/04/2022	Final	Client	
C	02/05/2022	Final	Client	
D	25/05/2022	Final	Client	
E	6/07/2022	Final	Shire	Updated Appendices

Prepared for: Cleanaway Solid Waste Pty Ltd
Prepared by: MK
Reviewed by: LB

Date: 11 July 2022
Job No: 22325
Version: E

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Please note that the information in this report may not be directly applicable towards another client. The Consultant warns against adapting this report's strategies/contents to another land area which has not been researched and analysed by the Consultant. Otherwise, the Consultant accepts no liability whatsoever for a third party's use of, or reliance upon, this specific document.

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Albany

Bunbury

Busselton

Forrestdale

Perth

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FS 536019



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APPENDICES INDEX

APPENDIX NO.	NATURE OF DOCUMENT
A	Certificate of Title (Lot 2)
B	Site Plan
C	Banksia Road Landfill Stormwater Overflow Basins Licence Amendment Application Supporting Documentation
D	Banksia Road Landfill Stormwater Overflow Basin Design Drawings 410-412 and 420-425
E	Stormwater Technical Memorandum prepared by Golder Associated Pty Ltd
F	Dust Management Plan prepared by Strategen
G	Dust Management Technical Note prepared by Strategen



1 INTRODUCTION

This report forms the basis of the development application which reflects the operational works at Lot 2 Banksia Road, Crooked Brook ('the subject land'). Specifically, the development application relates modifications to existing stormwater basins at the western side of Lot 2.

The purpose of this report is to provide planning justification for the proposed modifications in order to assist decision-makers to consider this application in detail, and allow the Shire of Dardanup to have a clear understanding of the proposal.

This proposal includes a detailed description of the site, the relevant town planning considerations, and dust and water management methods that are applicable to the site. This report details the development proposal.

2 BACKGROUND AND SITE CONTEXT

2.1 SITE LOCATION

The subject site is located approximately 5.6km south east of the Dardanup town site, abutting the Dardanup Conservation Park along its eastern and southern boundaries. Lot 2 is located immediately south of other Rural zoned land, which is partially used as a waste processing site.

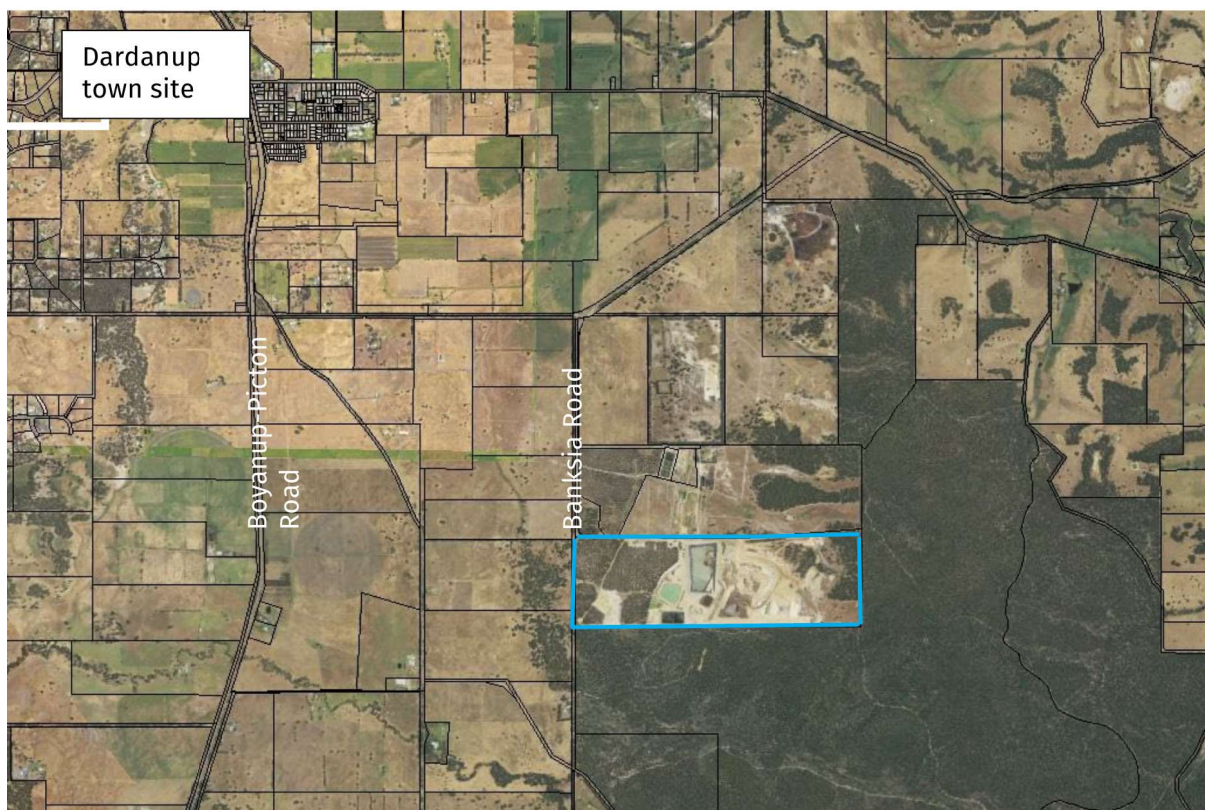


Figure 1 – Local Site Context (Lot 2 outlined in blue)



2.2 OWNERSHIP

The property details for Lot 2 Banksia Road, Crooked Brook are as follows:

LOT NUMBER:	DEPOSITED PLAN:	VOLUME/FOLIO:	LOT AREA:	REGISTERED PROPRIETOR:
2	65861	1670/568	121.5568ha	J&P Corporation Pty Ltd

A copy of the Certificate of Title is attached at **Appendix A** of this report.

2.3 LOT 2 DEVELOPMENT HISTORY

Lot 2 comprises of the Cleanaway landfill site, approved to operate as a waste disposal facility, pursuant to licence L8904/2015/1 (including 3 amendments) issued under the Environmental Protection Act 1986 (WA (EP Act) and pursuant to a number of development approvals, including the approval (PA 112/16) for the construction of landfill cells 6, 7 and 8. The licence allows for the disposal of 353,000 tonnes of liquid waste per annum and 350,000 tonnes of Class 2 or 3 putrescible landfill waste per annum. This licence will expire 2 August 2035.

Lot 2 also hosts an extractive industry at the western side of the site, operated initially under licence PA 38/16, with renewal approval DAP-F0269080 issued 28 February 2022. It is understood that the conditions of this consent are currently being fulfilled.

The Shire granted approval for the construction of a comprehensive stormwater management system at Lot 2 in 2016. The approved stormwater ponds have since been utilised as a water store which improves dust and irrigation at the lot, and negates the need for external water to be carted to the site for these purposes. The storage of this water, however, has decreased the volume of allocated space available for stormwater retention during large rainfall events. This application seeks approval for stormwater overflow basins to allow for all water to be conservatively managed on site in the event of large stormwater events, while decreasing need for water to be carted in from offsite to assist in operations at the lot.

Historically, water used for dust suppression purposes has been carted to the site. Recently, to minimise traffic on Banksia Road while utilising the water sitting on site after last winter's unseasonably large rain events, water from Stormwater Pond 2 has been utilised for dust suppression. The proposed application seeks to increase the footprint of overflow basins, to ensure large storm events can continue to be managed on site while maintaining a constant supply of water to be used internally at the site.



3 PLANNING FRAMEWORK

3.1 GREATER BUNBURY REGION SCHEME (GBRS)

The subject site is zoned 'Rural' under the GBRS.

The Dardanup Conservation Park is reserved for 'Regional Open Space' under the GBRS which abuts the subject site on its eastern and southern boundaries.

3.2 SHIRE OF DARDANUP TOWN PLANNING SCHEME NO. 3

The Shire of Dardanup's Town Planning Scheme No. 3 (TPS 3) zones the subject site as 'General Farming' with a copy of the existing TPS 3 zoning is provided within **Figure 2** below.

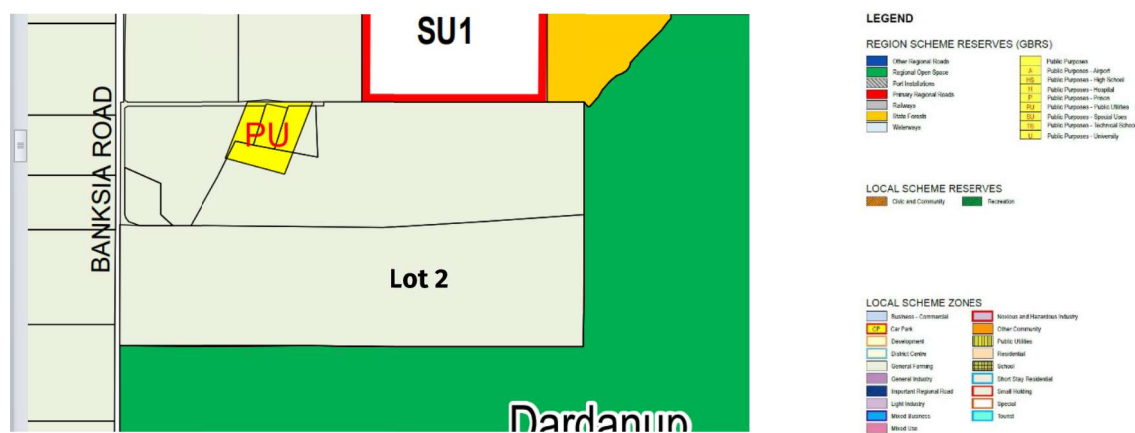


Figure 2 – Shire of Dardanup's Local Planning Scheme No. 3

This proposal is seeking approval for the siting of stormwater overflow basins at the site, which are considered incidental to the existing Use Not Listed landfill facility at the site.

3.3 LOT 2 BANKSIA ROAD LANDFILL LOCAL DEVELOPMENT PLAN

The lot associated with the proposed overflow basins is controlled by the approved Lot 2 Banksia Road Landfill Local Development Plan (LDP). The proposed works relate to the improvement of existing infrastructure.

Parts of this infrastructure, particularly the stormwater diversion bunds along the western side of the site, are already constructed within the boundary setback area prescribed by the LDP. Therefore, while the proposed modifications are located within the prescribed setback area, this is consistent with the existing arrangement at the site.

Besides the modification to the prescribed setback distance, the proposed stormwater overflow basins are consistent with the requirements of the LDP.

3.4 STATE PLANNING POLICY 3.7 – PLANING IN BUSHFIRE PRONE AREAS

Lot 2 is partially designated to be bushfire prone by the Department of Fire and Emergency services commissioner.



The proposed stormwater overflow basins will not result in additional staff accessing the site, and will not result in intensification of the existing land use.

Therefore, under Part 2.6 of the Guidelines for Planning in Bushfire Prone Areas Version 1.4, decision makers are able to apply exemptions from the requirements of SPP 3.7. It is respectfully requested that exemption from bushfire reporting is applied to the proposed stormwater overflow basins.

4 PROPOSED WORKS

4.1 DEVELOPMENT PROPOSAL

This development application seeks approval stormwater overflow basins at Lot 2 Banksia Road. The site plan attached at **Appendix B** provides more detail in terms of the location and nature of the overflow basins in the context of both their specific footprints and the overall scope of the site.

As outlined, the stormwater overflow basins are incidental to the existing use at the site. Approval DAP-F0174854 issued by the Shire 10 March 2021 amended the stormwater infrastructure works approval (P10/16, condition 3) which was initially issued in April of 2016.

This application proposes the siting of stormwater overflow basins on the western side of Lot 2. The approved stormwater infrastructure (DAP-F0174854) has been servicing the site, however the proponent would like to retain water stores on site for use in dust suppression and vegetation irrigation purposes, and therefore the site has lowered provision for overflow stormwater storage if a 1% AEP storm event were to occur. Therefore, the proposed stormwater overflow measures are to ensure the site is able to appropriately manage 1% AEP storm events while making operations at the site less dependent on external sources of water. Technical detail on how a 1% AEP will be managed at the site if this application is approved is at **Appendix E** of this report.

The Stormwater Management Plan prepared by Golder Associated Pty Ltd (see **Appendix E**) finds that 91,000m³ of available stormwater storage is to be accessible at all times to cater for a 1% AEP storm event. The stormwater overflow basins subject to this application provide 95,630m³ storage, approximately 5% more than what is required.

Specific works involved in the proposed stormwater overflow basins can be found in IW Projects' Banksia Road Landfill Stormwater Overflow Basins Licence Amendment Application Supporting Documentation report at **Appendix C**, and is summarised as follows:

- Western overflow basin (existing) – excavation of approximately 2m of additional soil from the base of the existing basin,
- Northern overflow basin (existing) – excavation of approximately 2m of additional soil from the base of the existing basin to increase storage capacity, construct a new stormwater inlet structure from Stormwater Pond 2 into the Northern Overflow Basin and a new stormwater outlet structure to control and manage discharge from the Northern Overflow Basin, across an access road and into the Western Overflow Basin,
- West Embankment Overflow basin (existing) – excavation of approximately 0.5m of additional soil from the base of the existing basin to increase storage capacity, a new inlet structure from Stormwater Pond 2 and new outlet structure into the Southern Overflow Basins,
- Southern overflow basin (new infrastructure) – the development of a new stormwater retention basin, including inlet and outlet structures,



- Western drain (both existing)-
 - South – raising the existing western side perimeter bund in some locations by approximately 300mm to form a consistent bund height along the site western boundary;
 - North – raising the existing western side perimeter bund in some locations by approximately 800mm to form a consistent bund height along the site western boundary.

The proposed stormwater overflow areas will utilise existing low lying portions of the site, to act as final areas of stormwater storage and to allow for absorption into the ground to keep water from intercepting Banksia Road.

4.2 ENVIRONMENTAL MANAGEMENT STRATEGIES

4.2.1 Dust Management

All dust is to be managed in accordance with the Dust Management Plan Revision 5 prepared by Straten attached at **Appendix F** of this application. To ensure the proposed Overflow Basins will not result in increased dust outputs, Straten has also prepared the Technical Note at **Appendix G** which demonstrates any additional measures required for the proposed stormwater overflow basins.

This Dust Management Technical Note finds that dust can be controlled on the site to standards consistent with local and state requirements.

4.2.2 Operating Hours and Noise Management

In relation to the construction of the basins and subsequent acoustic outputs from the site as a result of the proposed basins, acoustic control measures have been proposed at part 13.5 of IW Projects' Stormwater Overflow Basins Licence Amendment Application Supporting Document Report at Appendix C of this report.

Part 13.5 of Appendix C finds that the noise control strategy's control measures include:

- Regular maintenance of equipment,
- Installation of broadband reversing alarms on vehicles regularly used on site,
- Direction of heavy vehicles, where practicable, away from the southern portion of Banksia Road where residences are located,
- Creation and maintenance of buffer zones around the site boundary,
- Use of noise barriers where possible,
- Restricting operation hours, and
- Maintenance of a complaint register.

These control measures are informed by Herring Storer's Environmental Acoustic Assessment March 2022, which is included at Appendix 11 of IW Projects' Stormwater Overflow Basins Licence Amendment Application Supporting Document Report.

4.2.3 Stormwater

The purpose of this application is to replace the 1% AEP capacity of Stormwater Pond 2 with revised overflow measures, in order to enable Stormwater Pond 2 to store water year-round for internal management purposes. Section 6.8 and table 11 of Golder's Stormwater Technical Memorandum at **Appendix E** details the 1% AEP required and projected volumes at the site, and the capacity for the site to accommodate these volumes of water.



4.2.4 Rehabilitation

Once the site has been finally closed, all stormwater infrastructure will be retained to improve the rehabilitated site into the future. The stormwater infrastructure will provide ongoing stormwater management for the rehabilitated site.



5 CONCLUSION

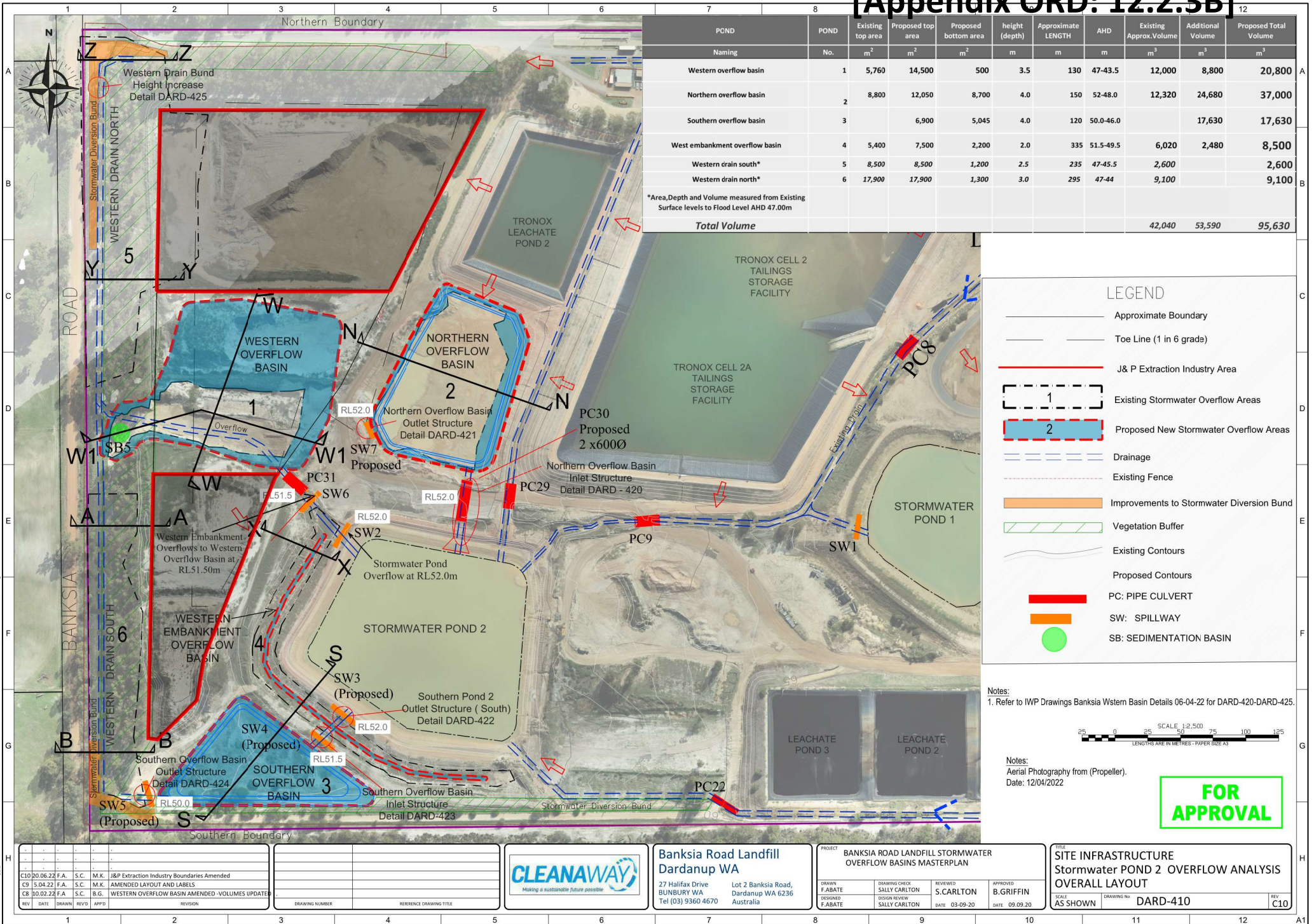
Development approval is respectfully sought for siting and construction of one new stormwater overflow basin and other stormwater modifications at Lot 2 Banksia Road, Crooked Brook, as detailed in this report.

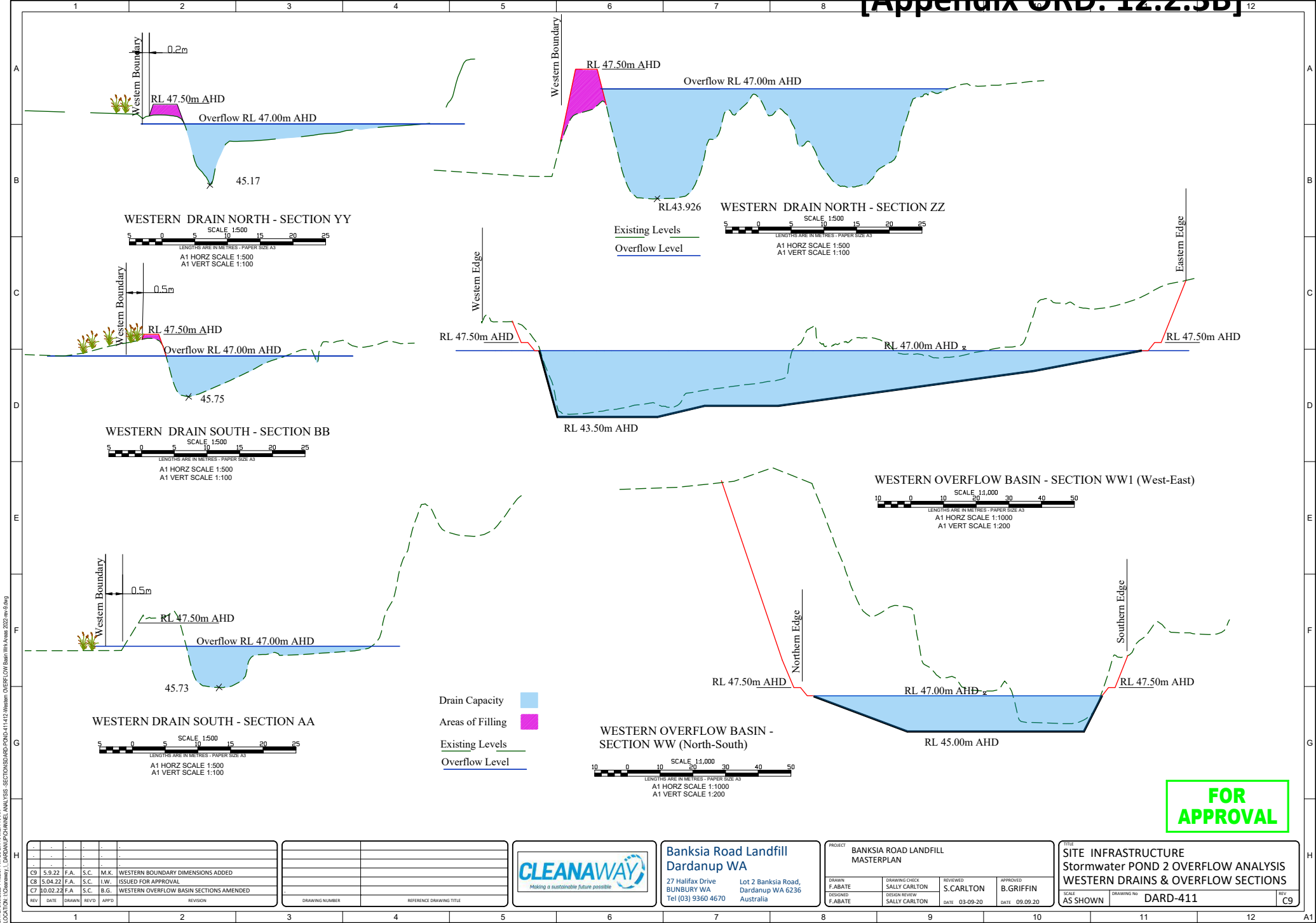
In summary, the proposed application is justified as follows:

- The stormwater modifications will improve internal operations of the site and result in decreased need for water to be carted in from external sources;
- The proposed stormwater overflow drains are associated with the continued operation of the Waste Disposal Facility, approved as a Use Not Listed and therefore may be considered as ancillary to the existing approved use onsite;
- This development application represents a genuine application for the appropriately managed operations to continue onsite.

On the basis of the description and rationale provided within this report, it is therefore respectfully requested that the Shire of Dardanup review this application and approve the proposed stormwater development/ modifications at Lot 2 Banksia Road, Crooked Brook.

[Appendix ORD: 12.2.3B]





DATE: 09/09/2023 11:02:57 AM LOGIN NAME: FRANK
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REV	DATE	DRAWN	REV'D	APP'D	REVISION
C9	5.9.22	F.A.	S.C.	M.K.	WESTERN BOUNDARY DIMENSIONS ADDED
C8	5.04.22	F.A.	S.C.	I.W.	ISSUED FOR APPROVAL
C7	10.02.22	F.A.	S.C.	B.G.	WESTERN OVERFLOW BASIN SECTIONS AMENDED

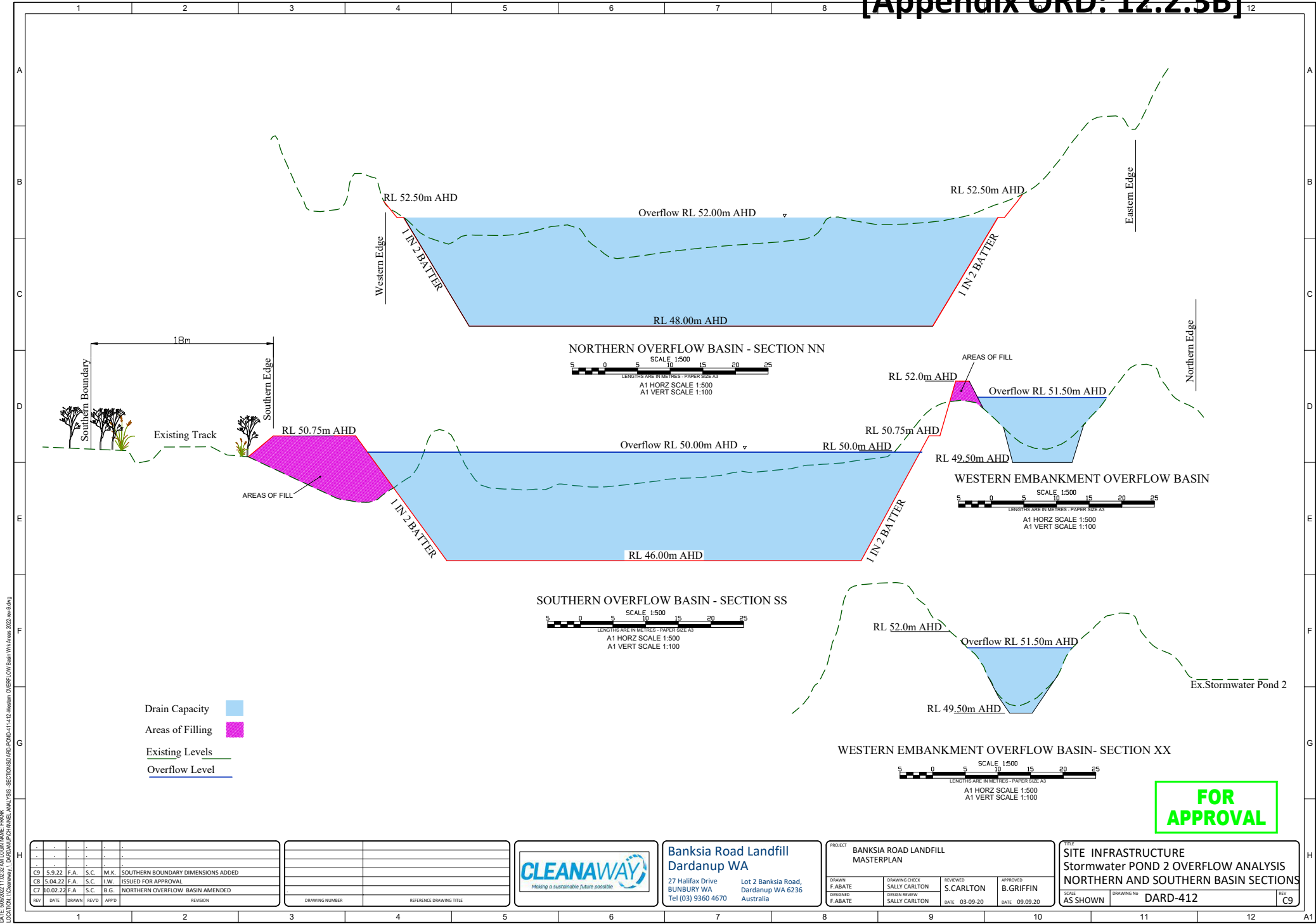
DRAWING NUMBER	REFERENCE DRAWING TITLE



Banksia Road Landfill
Dardanup WA
27 Halifax Drive
BUNBURY WA
Tel (03) 9360 4670
Lot 2 Banksia Road,
Dardanup WA 6236
Australia

PROJECT BANKSIA ROAD LANDFILL MASTERPLAN			
DRAWN F.ABATE	DRAWING CHECK SALLY CARLTON	REVIEWED S. CARLTON	APPROVED B. GRIFFIN
DESIGNED F.ABATE	DESIGN REVIEW SALLY CARLTON	DATE 03-09-20	DATE 09-09-20

TITLE SITE INFRASTRUCTURE Stormwater POND 2 OVERFLOW ANALYSIS WESTERN DRAINS & OVERFLOW SECTIONS			
SCALE AS SHOWN	DRAWING No DARD-411	REV C9	



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DRAWN: F.ABATE
DESIGNED: F.ABATE
CHECKED: S.CARLTON
REVIEWED: S.CARLTON
DATE: 03-09-20
DATE: 09-09-20
SCALE: AS SHOWN
DRAWING NO: DARD-412
REV: C9

REV	DATE	DRAWN	REV'D	APP'D	REVISION
C9	5.9.22	F.A.	S.C.	M.K.	SOUTHERN BOUNDARY DIMENSIONS ADDED
C8	5.04.22	F.A.	S.C.	I.W.	ISSUED FOR APPROVAL
C7	10.02.22	F.A.	S.C.	B.G.	NORTHERN OVERFLOW BASIN AMENDED

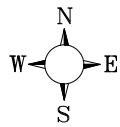
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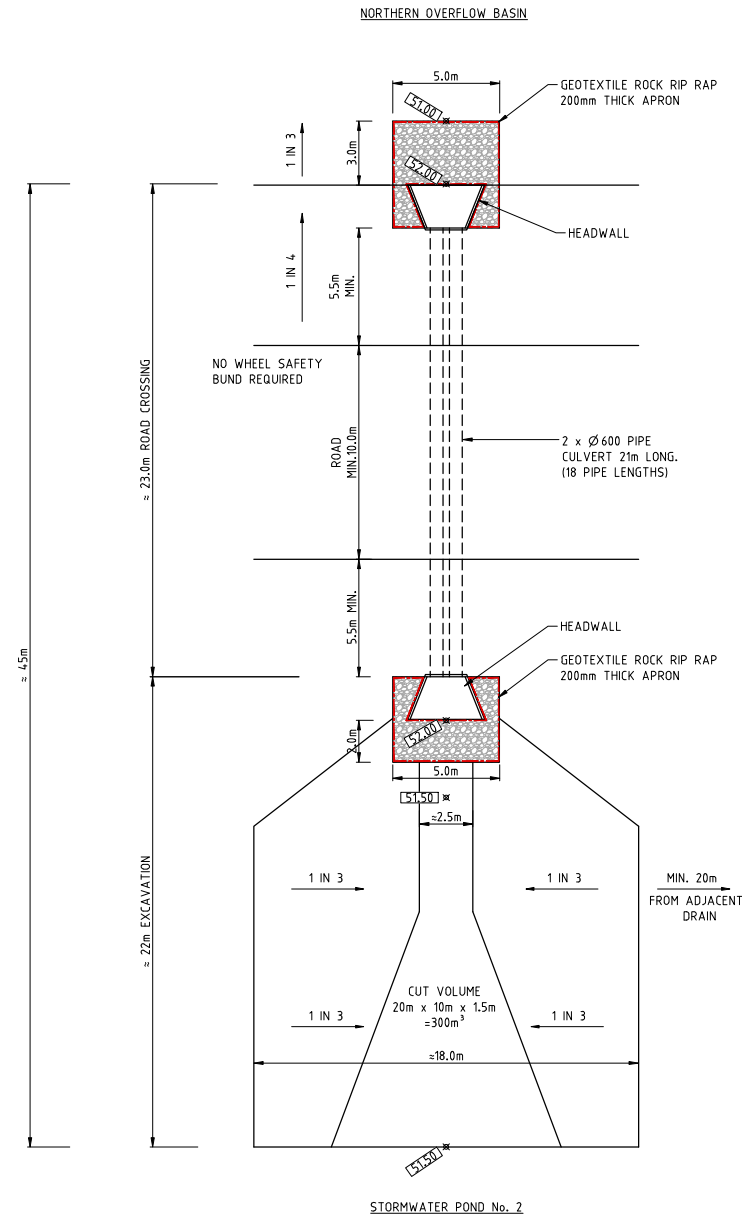
Banksia Road Landfill
Dardanup WA
27 Halifax Drive
BUNBURY WA
Tel (03) 9360 4670
Lot 2 Banksia Road,
Dardanup WA 6236
Australia

PROJECT: BANKSIA ROAD LANDFILL MASTERPLAN			
DRAWN: F.ABATE	DESIGN REVIEW: SALLY CARLTON	REVIEWED: S.CARLTON	APPROVED: B.GRIFFIN
DATE: 03-09-20	DATE: 09-09-20	DATE: 03-09-20	DATE: 09-09-20

TITLE: SITE INFRASTRUCTURE Stormwater POND 2 OVERFLOW ANALYSIS NORTHERN AND SOUTHERN BASIN SECTIONS			
SCALE: AS SHOWN	DRAWING NO: DARD-412	REV: C9	



[Appendix ORD: 12.2.3B]



FOR APPROVAL

28 SEPTEMBER 2021

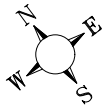
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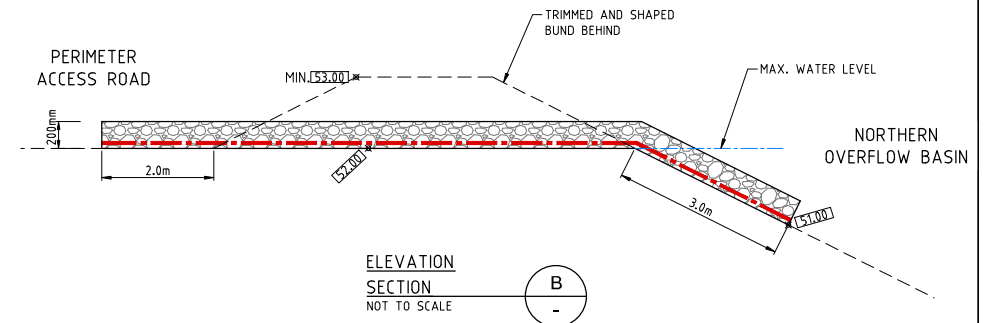
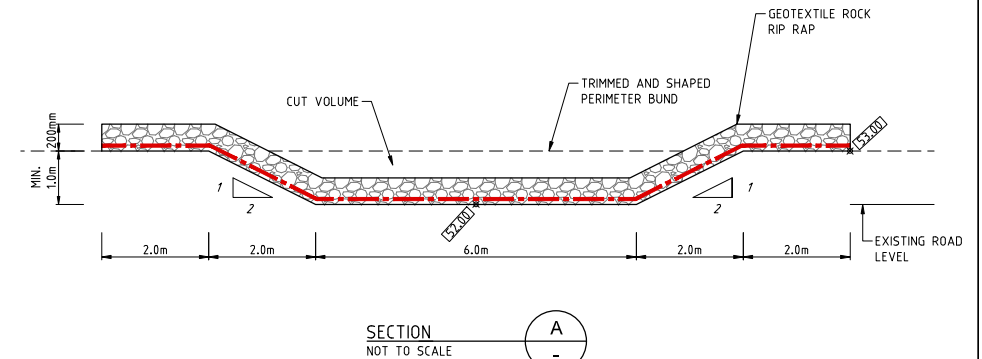
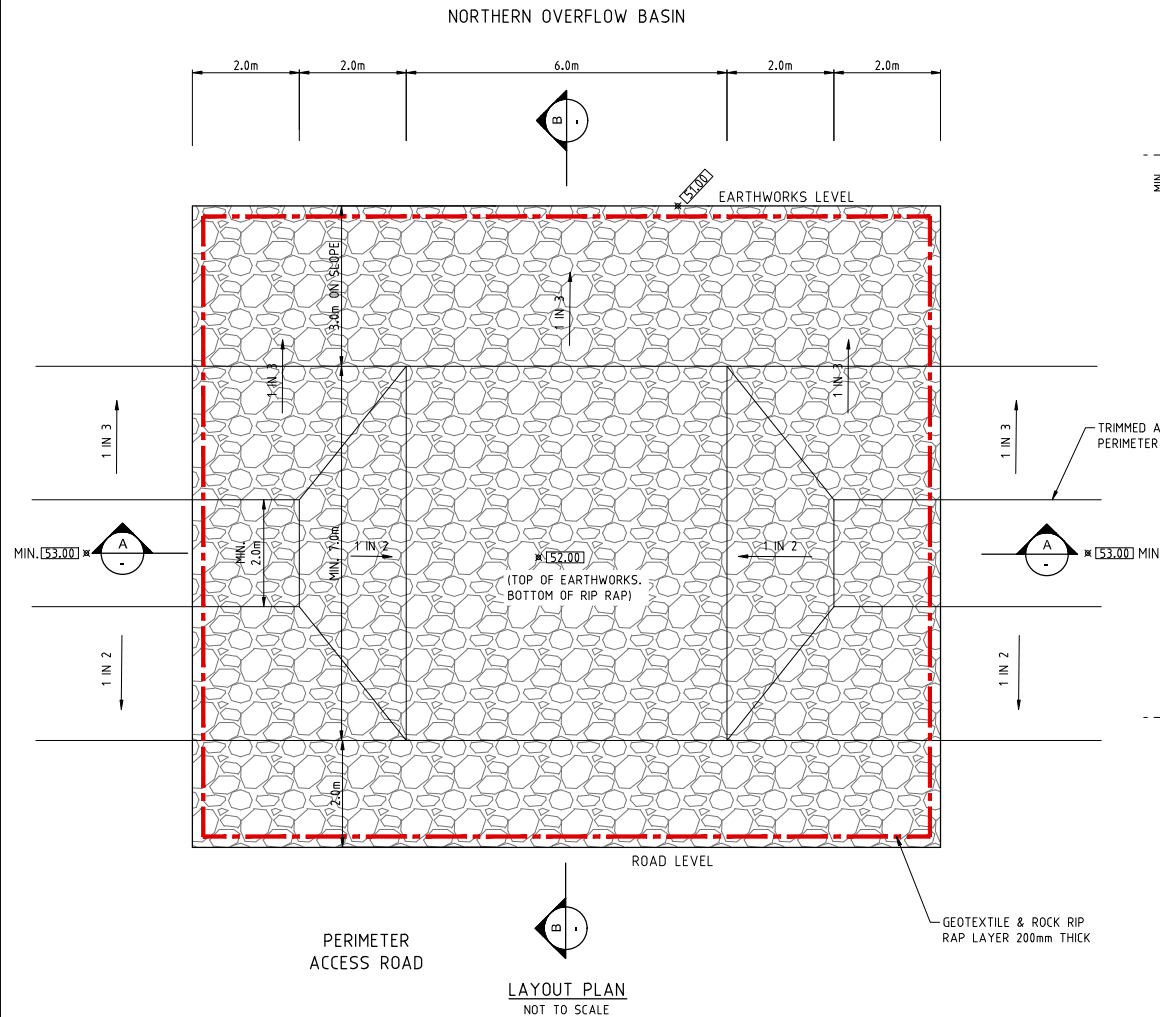
PIPE CULVERT AND EXCAVATION PLAN

NOT TO SCALE

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	A	S.B.Y.	27/09/21	CONCEPT ONLY	DES. CHK.	I.W.				NORTHERN OVERFLOW BASIN			REVISION B
	No.	BY	DATE	DESCRIPTION	DWG. CHK.	I.W.				INLET STRUCTURE – PIPE CULVERT 30 (PC30)		DRG No.	DARD-420



[Appendix ORD: 12.2.3B]



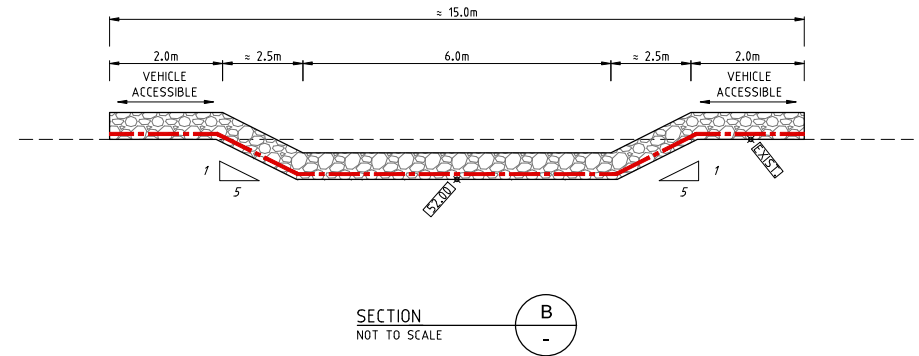
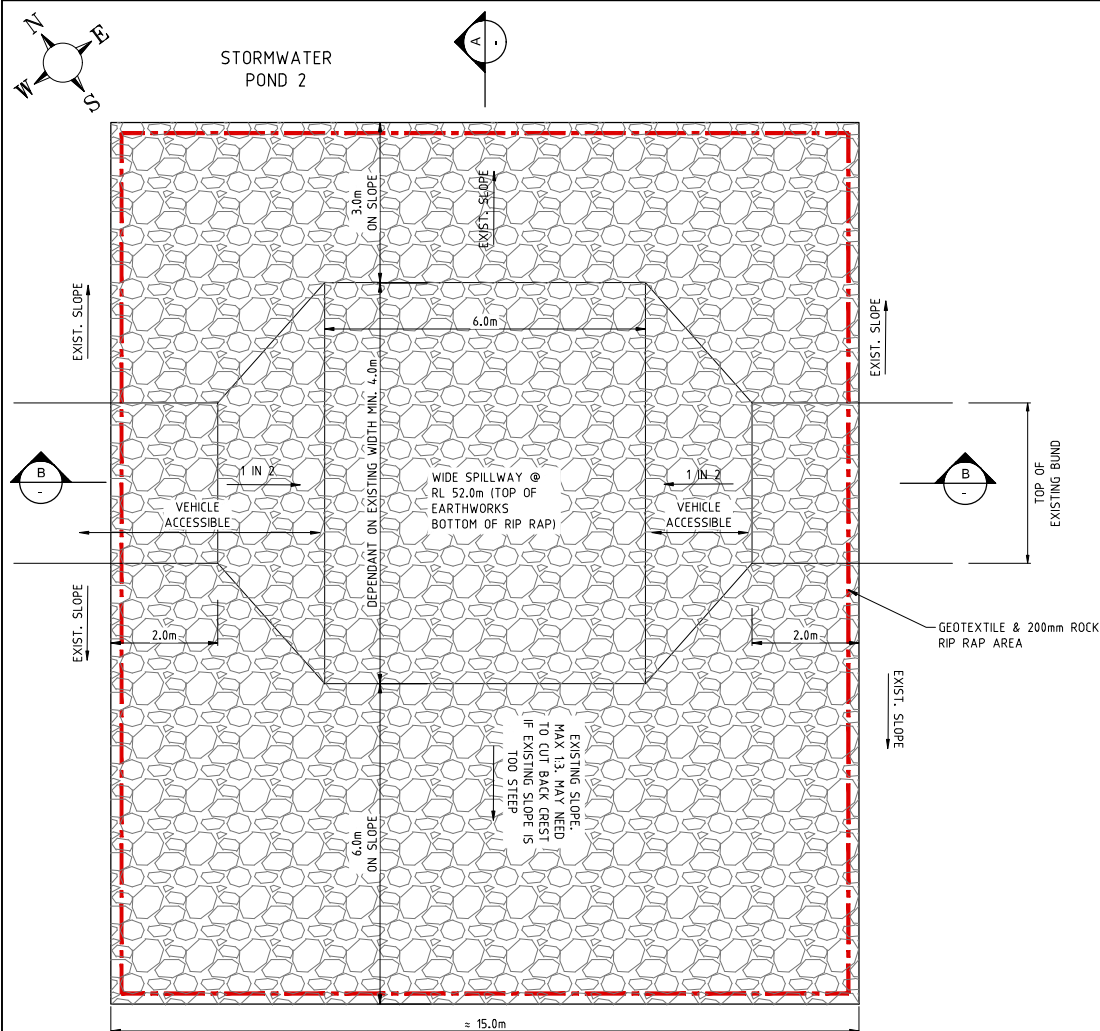
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28 SEPTEMBER 2021

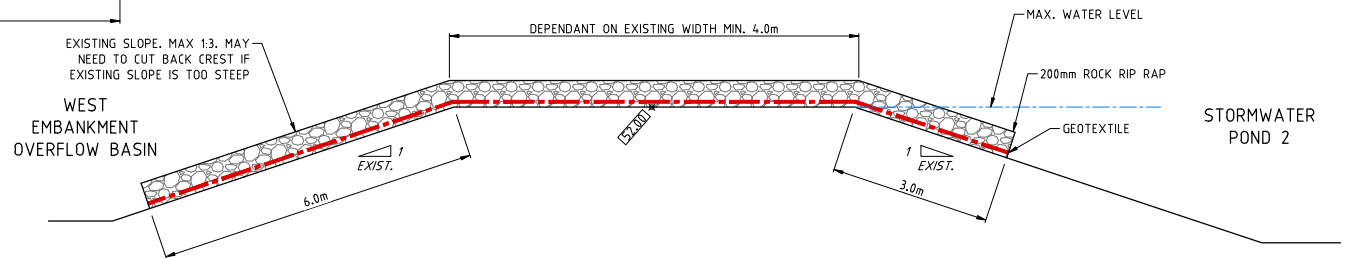
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	No.	BY	DATE	DESCRIPTION	DWG. CHK.	I.W.					OUTLET STRUCTURE - SPILLWAY 7 (SW7)		DRG No.	DARD-421

[Appendix ORD: 12.2.3B]



WEST
EMBANKMENT
OVERFLOW BASIN

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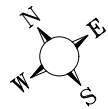
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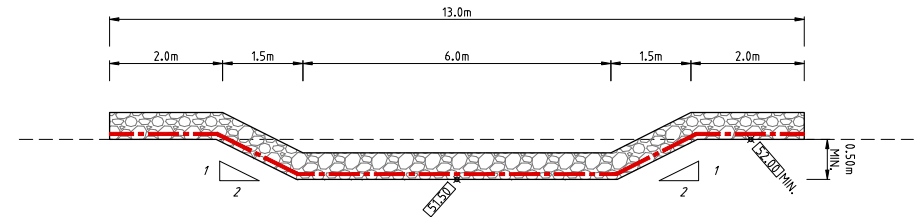
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STORMWATER POND 2
OUTLET STRUCTURE - SPILLWAY 3 (SW3)

SCALE	AS SHOWN
SHEET	REVISION B
DRG No.	DARD-422

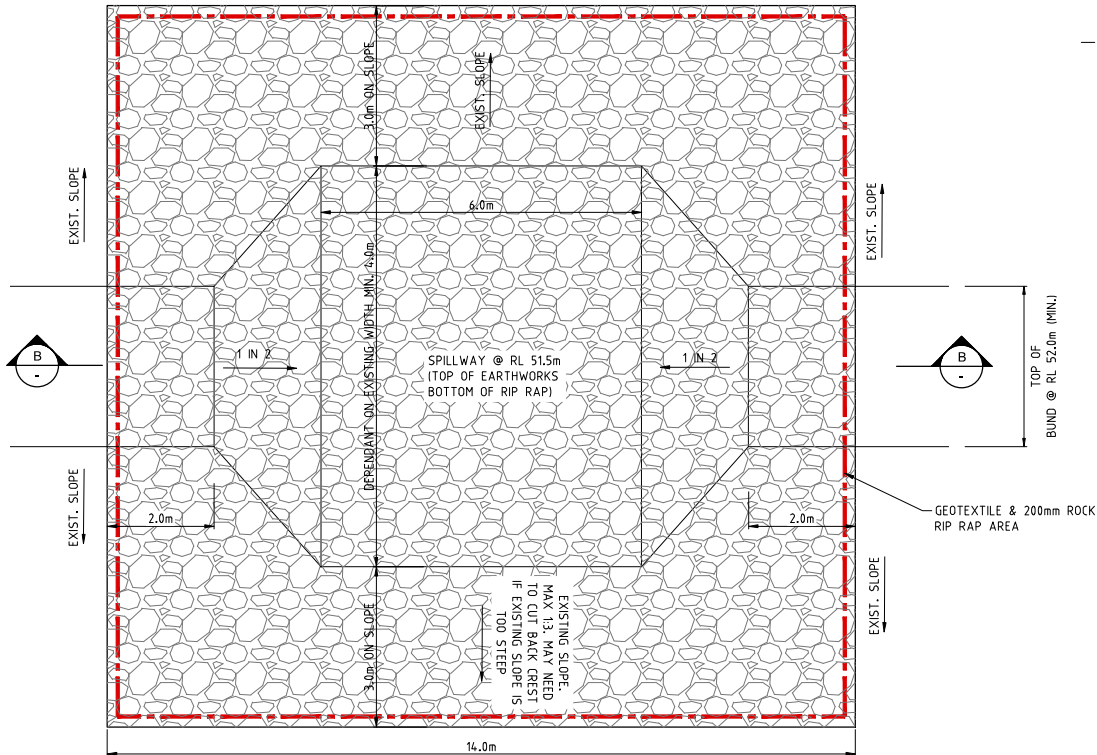
[Appendix ORD: 12.2.3B]



WEST
EMBANKMENT
OVERFLOW BASIN



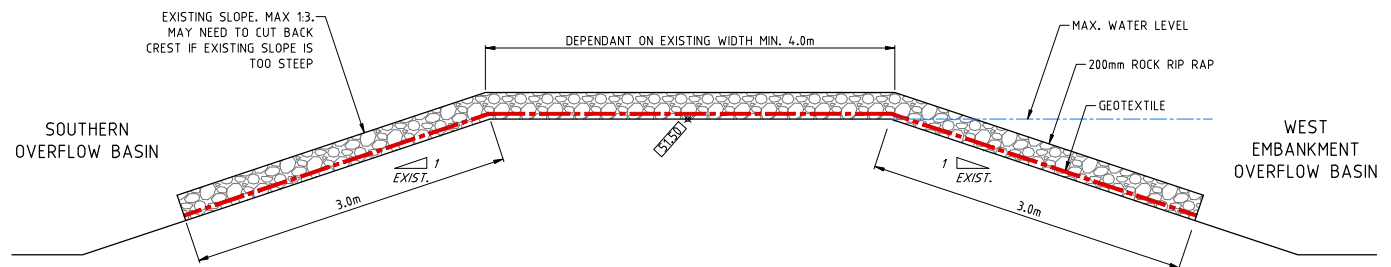
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SOUTHERN
OVERFLOW BASIN



LAYOUT PLAN
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FOR APPROVAL

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	A	S.B.Y.	27/09/21	CONCEPT ONLY

DRG. FILE	DATE
DESIGN	I.W.
DRAWN	S.B.Y.
DES. CHK.	I.W.
DWG. CHK.	I.W.

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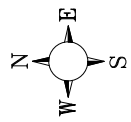
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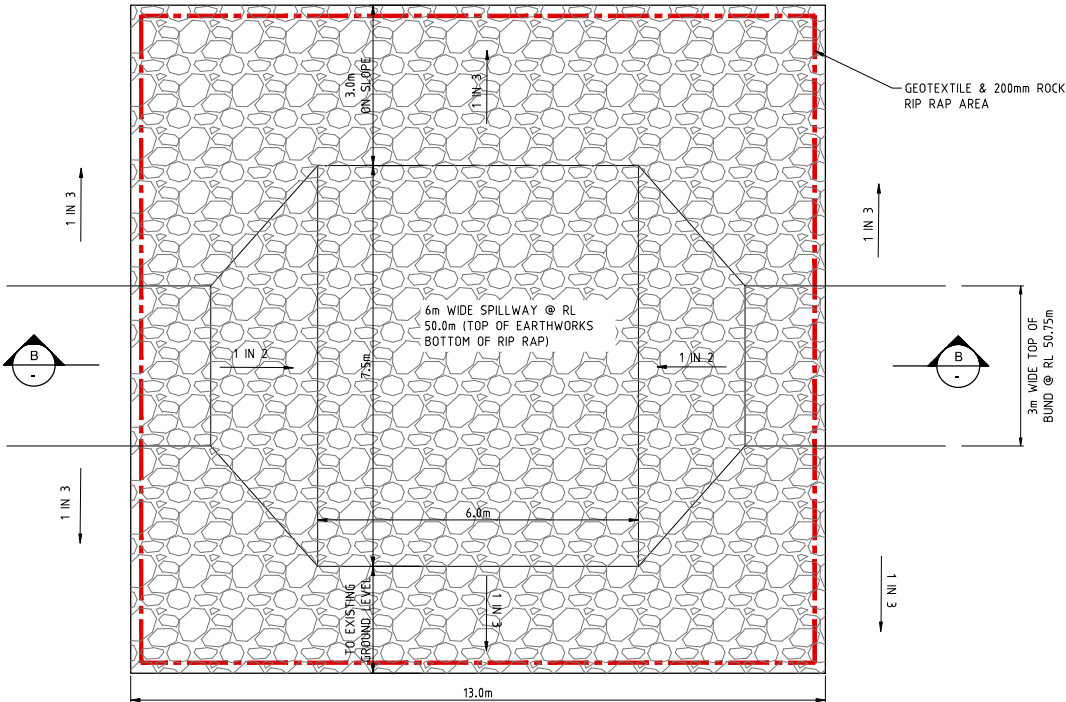
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SOUTHERN OVERFLOW BASIN		
INLET STRUCTURE - SPILLWAY 4 (SW4)		
	REVISION	B
	DRG No.	DARD-423

[Appendix ORD: 12.2.3B]



SOUTHERN
OVERFLOW BASIN



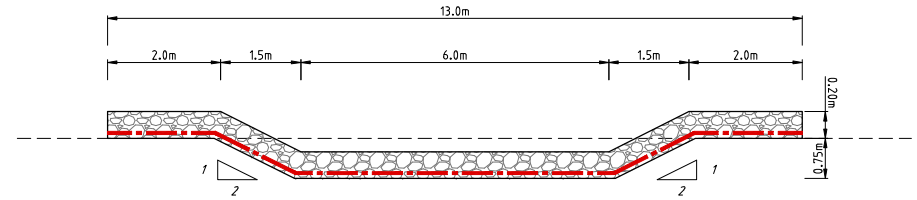
EXISTING GROUND

LAYOUT PLAN
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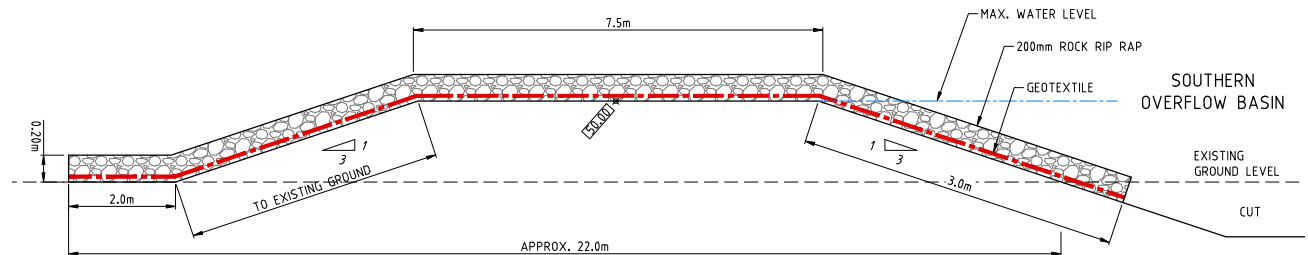
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28 SEPTEMBER 2021



SECTION
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B



SECTION
NOT TO SCALE

A

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A	S.B.Y.	27/09/21	CONCEPT ONLY	DES. CHK.	I.W.			
No.	BY	DATE	DESCRIPTION	DWG. CHK.	I.W.			

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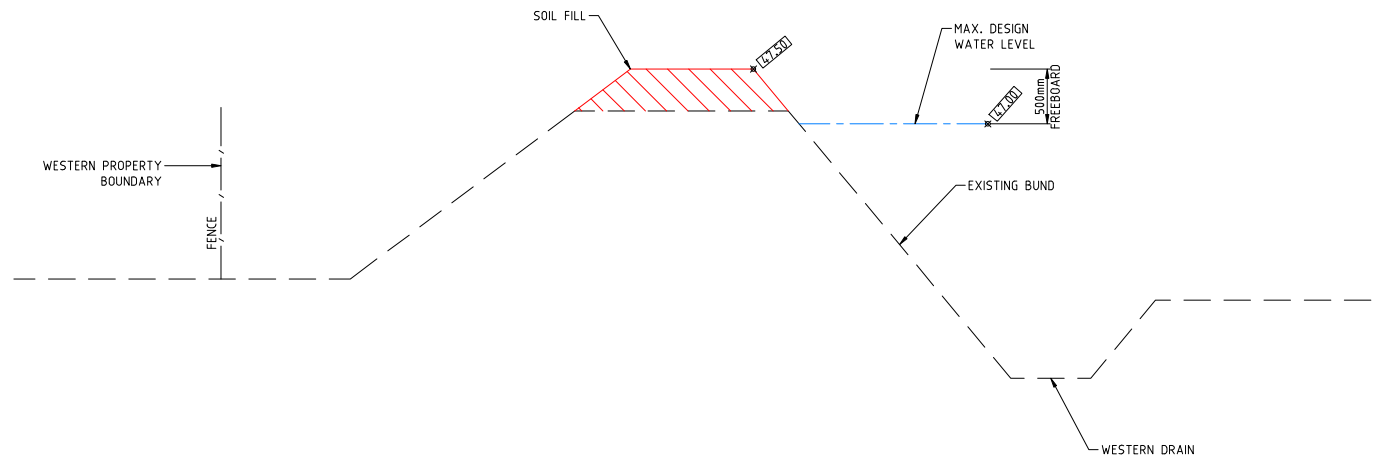
BANKSIA ROAD LANDFILL FACILITY, DARDANUP WA
SOUTHERN OVERFLOW BASIN
OUTLET STRUCTURE - SPILLWAY 5 (SW5)

SCALE AS SHOWN

SHEET

REVISION B

DRG No. DARD-424



**WESTERN DRAIN - BUND
HEIGHT INCREASE DETAIL**
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					DWG. CHK.	I.W.			BUND HEIGHT INCREASE DETAIL		DRG No.	DARD-425



Item 12.2.3

**e-Appendix
12.2.3C**

Technical Appendices

Only available via link

**APPLICATION FOR DEVELOPMENT APPROVAL
STORMWATER INFRASTRUCTURE – LOT 2 BANKSIA ROAD,
CROOKED BROOK**

We wish to object to the above proposal as presented for the following reasons

1. **EPA assessment** There is a current EPA assessment being carried out on the site and any further development should not be assessed until that review and the appeal process has been completed as any further development may compromise the findings
2. **Site Master Plan.** No further development should be considered until an agreed site master plan is approved by both parties and then the applied development is documented within that plan. This application is typical of the “small” development plans that have been submitted in the past by the proponent, so they get judged by the individual application rather than the overall impact that they are having on the site. The fact that this development is being applied for less than 18 months after a major stormwater infrastructure amendment was approved can only lead to the conclusion that either the past works have been poorly designed; due diligence not carried out during the approval process or deliberate misinformation on an overall plan given by the proponent.
3. **Contaminated Site.** As the site is registered as a potentially contaminated site no water overflow, including stormwater, should be allowed to seep into the ground in an overflow basin as the proposed basin is only meters away from the boundary of a declared protected water supply.
4. **Golder Report 6.3.2 Erosion and scour protection requirements** highlights that some scour protection may be required. Given the site has a history of erosion with stormwater flow we believe this protection should be mandatory. Given that the southern boundary silt traps are already filling up, what regular maintenance will be carried out to ensure these traps will not fail?
5. **Noise accumulation.** The application includes a revised noise study that uses data that is outdated. Since the data used was collated further developments have been approved for the site that have added to the amount of noise emanating from the site. The sheer amount of noise has grown to question if this development is compatible with the values of a rural environment as per the planning considerations. To suggest that the proposal will not create any additional noise is erroneous especially as the proposals are closer to susceptible neighbours than the noise generated from the study. Noise from any pumps that will be used to transfer water around if the proposal is implemented is not addressed. The current practice of using combustion driven pumps for water transfer and leachate aeration adds a considerable amount of noise whilst being implemented. We would like to see enforcing any pumping done using electrically driven pumps. Perhaps the electrical pumps could be driven by the methane driven turbine that the proponent was going to install during waste cell construction.

DF & RA Birch

200 Banksia Road Crooked Brook

092220070

Murray Connell

From: Brendan Kelly <brendan.kelly@dwer.wa.gov.au>
Sent: Wednesday, 21 September 2022 2:49 PM
To: Records
Cc: Cecilia Muller; Murray Connell; Stephen Checker
Subject: Land Use Planning Referrals (2) - Lot 2 Banksia Road, Crooked Brook

⚠ CAUTION: This email originated from outside the Shire of Dardanup.
Do NOT click links or open attachments unless you recognize the sender and know the content is safe. Do NOT enter any username or passwords and report any suspicious content.

Our Reference: PA050934, RF9949~9 and PA051436, DWERT107861~1

Your Reference: DAP-F0309575 and DAP-F0309656

To: Shire of Dardanup

From: Department of Water and Environmental Regulation

Date: 21 September 2022

Attention: Cecelia Mueller and Murray Connell

cc: Steve Checker, Department of Water and Environmental Regulation

Re: Land Use Planning Referrals (2) - Lot 2 Banksia Road, Crooked Brook

Thank you for providing these two interrelated referrals for the Department of Water and Environmental Regulation (Department) to consider.

BACKGROUND

The Department has received two individual development referrals from the Shire of Dardanup (Shire), for Lot 2 Banksia Road, Crooked Brook (Lot 2). Specifically:

- Shire Reference: DAP-F0309575 - Application for Development Approval - Stormwater Infrastructure, Lot 2 Banksia Road, Crooked Brook (the DA), and
- Shire Reference: DAP-F0309656 - Development Assessment Panel Application - Extractive Industry - Lot 2 Banksia Road, Crooked Brook (the EI).

Both the DA and the EI are supported by individual documentation prepared by Harley Dykstra:

- DA documentation: *'Banksia Road Landfill Stormwater Overflow Basins Application – Lot 2 Banksia Road, Crooked Brook (v.E), Harley Dykstra, July 2022'*
- EI documentation: *'Development Application Extractive Industry - Lot 2 Banksia Road, Crooked Brook (v.I), Harley Dykstra, July 2022'*

Further information was provided at the request of the Shire and received by the Department:

- Additional Correspondence: *'JDAP Application for Extractive Industry, Harley Dykstra, 29 July 2022'*, and
- Email: *'Stormwater Management Technical Letter, IW Projects, 14 September 2022'*.

[Appendix ORD: 12.2.3D]

The two separate referrals are located within Lot 2 Banksia Road, which includes the Banksia Road Waste Management Facility (WMF), regulated by the Department as a prescribed premises (for waste management) under Part V of the 'Environmental Protection Act 1986' (EP Act).

PREAMBLE

As discussed with Shire officer Cecelia Mueller (20 September 2022), drainage infrastructure related to the DA is vital to the best practise management of the WMF and has the potential to be impacted upon by activities associated with the EI, e.g. extraction, stockpiles, haul roads, EI stormwater management infrastructure.

Particularly, if the EI is approved to include land clearing of native vegetation and extraction earthworks, the upstream catchment profile will be modified, which has the potential to impact on the stormwater drainage infrastructure that is key to the management of the WMF.

The risk is that modification to the upstream catchment affected by the EI will impact upon the DA, to the extent that existing and proposed stormwater infrastructure could be compromised.

As such the two referrals cannot be viewed in isolation and it is imperative to demonstrate that stormwater management of the EI (upstream) does not result in a change to the flows that are being managed by the DA stormwater infrastructure (downstream).

ADVICE

- The DA

This referral for modifications to existing stormwater basins at the western side of Lot 2 relates to an existing activity already licensed (Licence No. L8904) by the Department as a prescribed premises under Part V of the EP Act (for the purposes of waste management).

The Department has received an application from the licence holder for a works approval that will accommodate the modifications, which is currently being assessed.

If as a result of the EI proposal there are to be changes to the upstream flows, affecting the DA stormwater management system, then this will require consideration under Part V before the EI can be progressed.

Inquiries on the works approval should be referred to Stephen Checker, Waste Industries, telephone 97264198 or stephen.checker@dwer.wa.gov.au

- The EI

The Department has identified that the proposed extractive industry activities have the potential for impact on the environment and water resource values and management.

The proposed extraction is to be implemented in accordance with the Department's Water Quality Protection Note (WQPN) No. 15 'Basic raw materials extraction', where appropriate to the site situation, to ensure environmental risks are appropriately mitigated.

[Appendix ORD: 12.2.3D]

Advice: The proponent is to quantify their water requirements for all aspects of the proposed extraction and provide evidence of a secure water source, to the satisfaction of the Shire.

4. Issue: Dust Management

Advice: EI activities shall be subject to an approved 'Dust Management Plan', to the satisfaction of the Shire.

5. Issue: Site Rehabilitation

Advice: A Rehabilitation Plan is to be implemented to the satisfaction of the Shire consistent with WQPN 15 and the 'Guidelines for Preparing Mine Closure Plans'.

The proponent is to adhere to the intended staging plan and ensure successful rehabilitation to the final landform and landuse.

It should be noted that final landform and landuse may be subject to the outcomes of Clearing Permit application CPS 8327/1, currently being considered by the Department.

6. Issue: Chemical Tanks and Servicing

Advice: Management of all activities involving hazardous chemicals (including plant refuelling and/or servicing) shall be in accordance with the Department's WQPN 56 – 'Toxic and Hazardous Substance Storage and Use'.

Please note that the advice provided in this communication does not prejudice and must not be considered to infer the outcome of the EP Act licence and/or works approval process.

In the event there are modifications to the proposal that may have implications on aspects of environment and/or water management, the Department should be notified to enable the implications to be assessed.

Should you require any further information on the comments please contact Brendan Kelly on 97264194.

Regards,

Brendan Kelly
Senior Natural Resource Management Officer
Department of Water & Environmental Regulation,
Planning Advice, South West Region
Telephone: 08 97264194 | Mobile: 0407219515
Email: brendan.kelly@dwer.wa.gov.au

Work days are Tuesday, Wednesday, Thursday, however I am available on the mobile most times.

[Appendix ORD: 12.2.3D]

Advice is based on a desktop analysis of the information provided in referral documentation and as such, prior to approval of the EI, the Shire is advised to check for matters raised in this response to ensure appropriate conditions are imposed.

It is understood that no crushing or screening of material will occur on site.

Key issues and advice are provided below, and these matters should be addressed:

1. Issue: Native Vegetation

Advice: Under section 51C of the Environmental Protection Act 1986 (EP Act), clearing of native vegetation is an offence unless:

- i. it is undertaken under the authority of a clearing permit,
- ii. it is done after the person has received notice under Section 51DA(5) that a clearing permit is not required,
- iii. the clearing is subject to an exemption.

Exemptions for clearing that are a requirement of written law, or authorised under certain statutory processes, are contained in Schedule 6 of the EP Act.

Exemptions for low impact routine land management practices outside of environmentally sensitive areas (ESAs) are contained in the 'Environmental Protection (Clearing of Native Vegetation) Regulations 2004' (the Clearing Regulations).

The Department has received a Clearing Permit application CPS 8327/1 from the applicant to clear native vegetation at this location for the purposes of extractive industry, which is currently waiting on information from the applicant.

For additional advice relating to the assessment of this application please contact Ray Carvalho on 63647350.

2. Issue: Stormwater Management

Advice: A detailed 'Stormwater Management Plan' (SMP) for the EI area is to be prepared and approved to the satisfaction of the Shire, in consultation with the Department, consistent with WQPN 15.

The SMP shall include detailed design of the proposed extraction area, stockpile and lay down areas, and haulage routes within the EI footprint and property boundary, and an EI staging plan*.

*N.B. although the proponent advised that the process of excavation will not follow a specific staging plan, the Department strongly supports the provision of a staging plan.

Detailed design shall include but not be limited to bunds, drains, swales, sediment and erosion control measures (basins and spillways), and management and maintenance protocols for all associated road and drainage infrastructure.

The SMP shall take into account and be commensurate with the receiving stormwater infrastructure associated with Licence L8904 under Part V of the 'Environmental Protection Act 1986' (EP Act).

3. Issue: Water Supply

Murray Connell

From: Veronica Martin <Veronica.Martin@dplh.wa.gov.au>
Sent: Friday, 23 September 2022 11:26 AM
To: Kathleen Hoult
Cc: Cecilia Muller
Subject: FW: Request for Agency Comment - DA for Lot 2 Banksia Rd Crooked Brook

⚠ CAUTION: This email originated from outside the Shire of Dardanup.
Do NOT click links or open attachments unless you recognize the sender and know the content is safe. Do NOT enter any username or passwords and report any suspicious content.

Good morning Kathleen,

Thank you for referring this development application at Lot 2 Banksia Road, Crooked Brook to the Department of Planning, Lands and Heritage (the department) for comments.

It is noted that the proposed development application relates specifically to modifications to the existing stormwater basins located at the western portion of the lot, with the original infrastructure previously been approved by the Council. The purpose of the application is to amend the existing stormwater infrastructure to allow for all water to be conservatively managed on site in the event of large stormwater events, whilst reducing the need for water to be carted in externally for the operations on the lot. It is understood that the proposal is consistent with previous approvals, including the Local Development Plan, and all stormwater and associated infrastructure will be contained within the lot.

As a result from the above, the proposed modification to the stormwater infrastructure is considered to be ancillary and incidental to the existing landfill operations on Rural zoned land, does not encroach or conflict with the Regional Open Space reservation and is not inconsistent with the purposes of the Strategic Minerals and Basic Raw Materials Resource Policy. As such, in accordance with Schedule 1 of Resolution Under Clause 27 of the GBRS (RES 2014/03), a development approval under the GBRS is not considered to be required.

Please do not hesitate to contact me if there is anything else I can assist you with.

Thank you.

Kind regards,

Veronica Martin | Senior Planning Officer | Land Use Planning
Bunbury Tower, Level 6, 61 Victoria Street, Bunbury WA 6230
9791 0587 |
www.dplh.wa.gov.au



We're on a Roll, WA

Keep doing 3 simple things

Wear a mask when necessary | Update your vaccinations | Wash hands regularly.

Murray Connell

From: HAMDORF, David <David.HAMDORF@dmirs.wa.gov.au>
Sent: Friday, 23 September 2022 4:37 PM
To: Submissions Planning
Subject: DMIRS Response - Lot 2 Banksia Road, Crooked Brook - Stormwater Infrastructure

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Your Ref: DAP-F0309575
Our Ref: A2130/202101

Thank you for your referral dated 11 August 2022.

The Department of Mines, Industry Regulation and Safety has determined that this proposal raises no significant issues with respect to mineral and petroleum resources, geothermal energy, and basic raw materials.

Kind Regards

David Hamdorf | Senior Geologist - Mineral Resources
Geological Survey and Resource Strategy Division

Department of Mines, Industry Regulation and Safety
100 Plain Street East Perth WA 6004
Tel: +61 8 9222 3533
david.hamdorf@dmirs.wa.gov.au | www.dmirs.wa.gov.au



Government of **Western Australia**
Department of **Mines, Industry Regulation and Safety**

*We're working for
Western Australia.*

We acknowledge Aboriginal people as the Traditional Custodians of the lands on which we deliver our services. We pay our respects to elders and leaders past, present and emerging.

DISCLAIMER: This email, including any attachments, is intended only for use by the addressee(s) and may contain confidential and/or personal information and may also be the subject of legal professional privilege. If you are not the intended recipient, you must not disclose or use the information contained in it. In this case, please let me know by return email, delete the message permanently from your system and destroy any copies. Before you take any action based upon advice and/or information contained in this email you should carefully consider the advice and information and consider obtaining relevant independent advice.



Department of **Biodiversity,
Conservation and Attractions**



Your ref: DAP-F0309575

Our ref: 49252 2019/000800

Enquiries: Tracy Teede

Phone: 9725 4300

Email: swlanduseplanning@dbca.wa.gov.au

Chief Executive Officer
Shire of Dardanup
PO Box 7016
EATON WA 6232

Attention: Cecilia Muller

STORMWATER INFRASTRUCTURE – LOT 2 BANKSIA ROAD CROOKED BROOK

I refer to your letter dated 11 August 2022, forwarding a development application relating to the above property, for the Department of Biodiversity, Conservation and Attractions' (DBCA) Parks and Wildlife Service comment.

Parks and Wildlife Service's South West Region provides the following advice.

Advice to Shire

The Dardanup Conservation Park adjoins the Lot 2 eastern and southern boundaries. The Dardanup Conservation Park is managed by Parks and Wildlife Service to maintain and restore the natural environment and to protect native flora and fauna.

There should be no impacts from the proposed stormwater infrastructure and future stormwater management on the biodiversity values and management of the adjacent DCP. Any development should be designed to ensure stormwater, contaminated water and other leachates do not flow offsite and are wholly captured and managed within Lot 2.

Suitable and frequent monitoring should be undertaken to alert for the possibility of any contaminated leachates impacting the adjacent DCP, particularly the areas downslope at the southwestern section of Lot 2.

Thank you for the opportunity to comment on this application. Please contact Tracy Teede at the Parks and Wildlife Service South West Region office on 9725 4300 if you have any queries regarding this advice.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Simon Martin'.

Simon Martin
Acting Regional Manager
Parks and Wildlife Service

3 October 2022

[Appendix ORD: 12.2.3E]

RISK ASSESSMENT TOOL								
OVERALL RISK EVENT:		Stormwater Overflow Basins – Lot 2 Banksia Road, Crooked Brook						
RISK THEME PROFILE:		3 - Failure to Fulfil Compliance Requirements (Statutory, Regulatory)						
RISK ASSESSMENT CONTEXT:		Operational						
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL		
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	Should Council refuse the application, and the proponent seek a review of that decision, there is likely to be a financial impact through the State Administrative Tribunal process.	Minor (2)	Unlikely (2)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.

[Appendix ORD: 12.2.4A]

Email received from Damon Willmore

23-09-2022

Shire funding for a Major Mountain Bike Event-THE CRAVEMTB CHALLENGE- November 26 2022.

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Hi

after liaising with Melanie Ring over the last few weeks regarding the requirements and possible assistance the Dardanup Shire could provide the event this year and in the future Melanie informed me that the event is not eligible for funding under the community grants funding as we are not a not for profit business.

Melanie also informed me that no funding is available under the regional grants funding program as this has been already allocated for this year.

The CRAVEMTB CHALLENGE had over 600 participants in 2017 becoming the most successful ever, first time, mountain bike event in Western Australia. The event had not been held in the years following due to the need to be a live in carer for my mother, who has recently gone into an aged care facility. Due to the recent cancellation of another State Series Mountain Bike Marathon event, I was approached with the opportunity to re establish the running of the CRAVEMTB CHALLENGE as part of the 2022 State Series a couple of months ago.

The Shires support previously was greatly appreciated and once again I ask if the Shire can help assist the Re establishment of this successful event, that will promote the region widely, nationally and hopefully internationally, for visitation before, during and after the event.

I would greatly appreciate the shires consideration of finding some extra funds to help ensure the event is run successfully this year and into the future.

Best regards
Damon Willmore
0413 510508.

Sent from my iPhone

[Appendix ORD: 12.2.4A]



CRAVEMTB CHALLENGE DARDANUP SHIRE PROMOTION PROPOSAL

To the CEO/Dardanup Shire, ,

As discussed with Melanie Ring, I think there is a great opportunity to promote the regions tourist opportunities in the Ferguson Valley and the expanding Wambenger trail system on which the event is being held, both this year and in the future, locally, nationally and internationally. There is both a large impact on the weekend of the Event with 400-1500 riders and supporters expected each year, in the lead up to with riders visiting to practice and a legacy benefit promoting the trails and tourist attractions for casual visitation year round. (eg. this weekend we have 50-60 riders coming to check out the course followed by lunch and smsrindk at the bush shack brewery)

Please see the overview document for the event plan over the next 5-7 years, which includes aiming for the event to be a National and World Championship Marathon Event. Also note the SEVEN in Nannup has just been awarded the World Gravel Championships in 2026, showing we have the local expertise and interest to aim for this in the future.

To achieve this will obviously require that each running of the event is organised well, with strong support from both individuals and sponsors, to ensure financial stability and the ability to promote the event, trails and region with quality footage, stories and photos to be shared widely across all media platforms.

As such it would help greatly if the Dardanup Shire could become a strong partner HAPPY WILLMORE ADVENTURES, in promoting both the CRAVEMTB CHALLENGE and in turn the opportunity to ride the Wambenger Trail System, that you have and are investing so heavily in.

IN 2022, it would greatly helpful to the success and promotion of the event and trails if the Dardanup Shire could put \$5000-\$10000 towards the event, in return for the Dardanup Shire logos being prominent on all promotional material, media releases and video production, plus a central presence at the Event Village and Start/ Finish Area.

Money will be used to cover less than 50% of the following event costs.

- re-edit the 2017 Crave promotional video(see attached) ~ \$400 by Lomax Media
- and promote over social media via sponsored posts \$700 weekly x 8=\$5600(the 2017 edition had over 150,000 views. Other videos and photos of riders on the trail system will also be used to create a variety in promotion.
- Finisher medallions ~ \$2000
- Logo'ed Course Signage and arrows \$1000
- 10,000 flyers to be distributed in bike stores \$1000
- Event Tshirts, Cycle Jerseys, Hats.
- Event Traffic Management by traffic Force \$5600
- Portable toilets \$1500
- St Johns Ambulance attendance \$2000
- Timing \$4200

[Appendix ORD: 12.2.4A]

Please let me know ASAP, how you might be able to help promote the event and trails in the Dardanup Shire.

Best Regards

Damon Willmore

[Appendix ORD: 12.2.4A]



- After a 5 year hiatus, The CRAVE Mountain Bike Challenge is set to return on Monday 26 September 2022, set in the spectacular Wellington Dam National Park.
- Over 600 riders loved taking part in the last event. It set the records for the biggest first time mountain bike event participation event in Australia.
- Now this will be Race 4 of Australia's only State Marathon MTB Series, replacing The Southern Peaks MTB Marathon in Albany for 2022 and becoming a regular part of the highly successful WA MTB Marathon Series in 2023 onwards, with over 2000 riders taking part.
- CRAVE is Australia's only long distance mountain bike event run almost entirely in a National Park, featuring the wild rapids and tranquil pools of the Collie River Valley beneath steep rocky outcrops and pristine iconic WA forest.
- The National Park already has 50-70km of fast flowing scenic and challenging singletrack all recently added to the Park and upgraded as part of the Wambenger trail system, which will become one of the biggest connected MTB trail system in Australia.
- The Wellington National Park has had over \$10 million dollars put in for major future trail investment, to become a Mountain Bike Network of National and potentially International significance.
- The CRAVE Mountain Bike Events start and finish at the Bottom of the trail system, opposite the Wild Bull Brewery, overlooking the picturesque Ferguson Valley and Indian Ocean.
- Parking will be at the soon to be open prestigious Hope Springs Farm Bed and Breakfast Lodge adjacent to the trail system, with its own squash court, indoor pool and spa.
- With 5 different distance events and trail types over 6km, 25km, 40km, 50km & 90km, the CRAVE Mountain Bike events will cater for everyone from beginners, kids, families, weekend warriors and expert Mountain Bike Riders.

[Appendix ORD: 12.2.4A]

The 2022 Toyota/Subaru Crave Mountain Bike Challenge Wellington Dam National Park –Hope Springs Farm- Ferguson Valley

Overview

Our plan is to build an iconic WA outdoor adventure and social event which after 2-3 years:

- Attract 1000 plus riders/participants - 80% Intrastate, 15% Interstate, 5% International.
- Promote the event to an audience of over 1 million regionally, nationally and internationally via social media and celebrity involvement.
- In 2023, attract known mountain bike enthusiast celebrities- such as Daniel Ricardo, Cadel Evans, James Tobin (TV presenter channel 7/GWN), Tom Carroll, Sam Hill (5x World Downhill Champion), Caroline Buccanhan- (Olympian) to support the cause, take part and lift the profile of the event.
- Raise \$50,000 to \$100,000+ for The Thin Green Line Foundation – Protecting natures protectors from poachers and supporting rangers' families killed by poachers.
- Produce an hour long program that is broadcast nationally and internationally.
- The Cape to Cape Mountain Bike event in Western Australia is distributed by International television content distributor Matt Jeschelnick to 20 broadcasters with 135 countries taking the feed.
- “They tune in as much for the scenery as they do the event. The course has the lot, from beautiful blue ocean, vineyards and that uniquely rugged landscape you only see in this part of the world” – In Case of CRAVE it's the wild rapids, in a unique West Australian landscape and pristine WA forest beneath the Worlds biggest Dam Mural- possibly overflowing on the ongoing scheduled event dates in September/October.



[Appendix ORD: 12.2.4A]

Our Target Market - MTB in Australia:

- Over 120,000 Mountain Bikes are sold each year in W.A. and over 1 million each year in Australia.
- Over 19% of West Australians own a Mountain Bike.
- Over 1000 people race each year in the Cape to Cape and Dwellingup 100 Mountain Bike events in WA with people travelling from around Australia and abroad to take part.
- Mountain Biking is the world's fastest growing recreational, sport and tourism activity.
- The WA State Mountain Bike Plan identified The Wellington Dam National Park as 1 of 3 Centre's to be developed as a nationally and internationally significant hub and WA government has since committed over \$10 million to expanding the trail network between Collie and Wellington Dam, recognizing the significant economic or recreational impact it has had in other regions in Australia, such as Derby, Tasmania where the population has tripled on the back of Mountain Bike trails alone, making it must do destination for riders both Nationally and Internationally.

The Event schedule.

Monday 26 September 2022

6.30-8.30 am	Registration - Race Village - Bottom of Pile Rd Trails	
7.30 am	START 6km CRAVE CHALLENGE	Riders finish 7.50-
8.25am		
8.30 am	START 200M CRAVE Strider/2-5year old event	
8.40 am	Marshal 40km/50km & 90km events	
9.00 am	START 40km/50km & 90km CRAVE Challenge Events	
9.30 am	Marshal 15km/25km CRAVE Challenge Events - Race Briefing	
9.40 am	START 15km/25km CRAVE Challenge Events	
10.25am - 11.40am	Riders of 15km Event expected to finish -Presentations 1pm - Race Village	
10.50am - 12.40am	Riders of 25km Event expected to finish -Presentations 1pm - Race Village	
11.10am - 1.30pm	Riders of 40km Event expected to finish -Presentations 3pm - Race Village	
11.50am - 2.30pm	Riders of 50km Event expected to finish -Presentations 3pm - Race Village	
1.30pm - 6.00pm	Riders of 90km Event expected to finish --Presentations 5pm - Race Village	



[Appendix ORD: 12.2.4A]

Key personnel for the 2022 edition are:

The event will be run by Happyland Adventures – Director and owner Damon Willmore has developed and run many similar large scale successful events such as the Karri Cup, the 2005 Mountain Bike National Round, multiple State Rounds and State Championships, including this years record breaking numbers for a cross country state Round held at Wellington Dam.

He has served as president of WA Mountain Biking, Vice President of Mountain Bike Australia and the Southwest Mountain Bike Club and is current Vice President to the Ferguson Mountain Bike Club, and adviser to the WA MTB Marathon Series.

- Jason Pratt – Course Director
- Greg Fisher – Event Village
- Jo Payne- Registration
- Ferguson Valley Mountain Bike Club – Marshals & Registration
- Traffic Force – Traffic Management
- DBCA – Trail approval and Wambenger Trail marketing
- Chris Idle- Idle timing and results
- Bonita Wright – WA AusCycling Race Commissaire
- Lomax Media (Media Production)

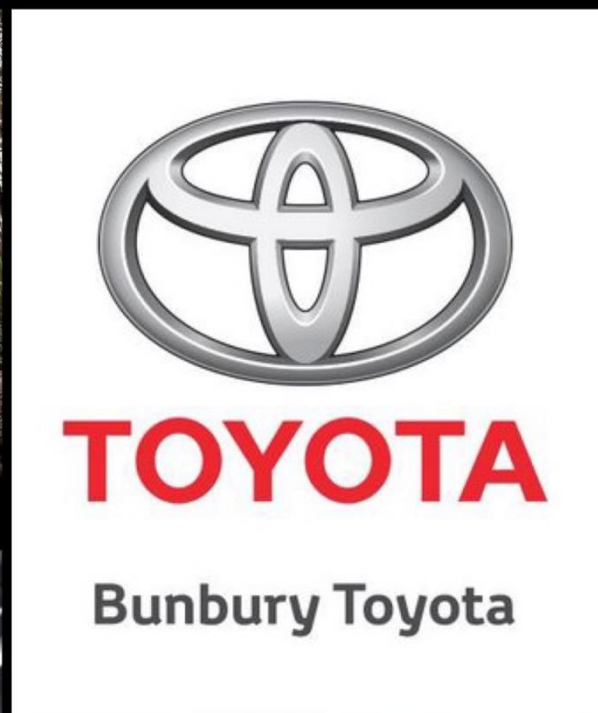
Key Event Sponsors

- Bunbury Toyota & Subaru
- DBCA
- Major Bike Manufacturers*, Bike Component Brands*
- Southwest Development Commission*, WA tourism*
- Shires of Dardanup
- Willowbridge Wines
- Wild Bull Brewery
- Bunbury Cycles- Bunbury
- Vineyards and Breweries throughout the Ferguson and Collie River Valleys

The CRAVE Mountain Bike Challenge 6 Year Plan In Brief

Objective:

- Create an iconic WA weekend event with 600 participants in year 1 (min 300) to 1500 by year 2024,
- Plus elite National Marathon Events in years 2024/25 and World Marathon Championships in 2026-28
- CRAVE Year 2 will focus on WA RIDERS, invite 1-2 overseas riders for media promotional purposes, take footage of the area and run a successful event. We will produce a 25 minute television program for broadcast around Australia and overseas.
- The first year will be in 2022 to reestablish the event on a crowded WA event Marathon Calendar, demonstrate excellent capability of both personnel involved and the trails and landscape on offer.
- From 2023 on the event will be held during the last weekend in early October/November when the National park is at its best, with many wild flowers in bloom and the famous WA pea gravel trails are well compacted for perfect MTB conditions and the possibility of the Dam overflowing! over the now world famous Dam Mural.
- Raise \$10k-\$100k for THE THIN GREEN LINE FOUNDATION which raises funds to help defend Rangers and supports those families killed by poachers. We will encourage celebrity and rider participation particularly relating to helping the cause.



[Appendix ORD: 12.2.4A]

Summary

This Iconic event will showcase a spectacular region mostly undiscovered, utilizing 600-1200 riders and celebrities with an epic sense of adventure, up for a challenge on rugged fun trails, sharing lots of great stories and dirty smiles. They do this while raising money for charity (The Thin Green Line Foundation), supporting rangers and their families taking on poachers of the world's great wildlife, in Africa, Asia and Latin America.

The Stories of riders and the cause will provide for lots of epic tales amongst a backdrop of stunning scenery and adventure.





POLICY NO:-

SDev CP044 – COMMUNITY & EVENT GRANTS POLICY**GOVERNANCE INFORMATION****Procedure Link:** NA**Administrative Policy Link:** NA**ADMINISTRATION INFORMATION**

History:			OCM:	Res:	Synopsis:	Policy created.
	1	DEV10	OCM:	10/05/12 Res:	Synopsis:	Reviewed Policy Adopted
Version:	3	CP044	SCM	26/07/18 Res: 251-18	Synopsis:	Reviewed and Adopted by Council
	4	CP044	OCM	14/08/19 Res: 243-19	Synopsis:	Reviewed and Adopted by Council
	5	CP044	OCM	29/07/20 Res: 208-20	Synopsis:	Amended and adopted by Council
	6	SDev CP044	OCM	30/09/20 Res: 270-20	Synopsis:	Reviewed and Adopted by Council
	7	SDev CP044	OCM	31/03/21 Res: 54-21	Synopsis:	Amended and Adopted by Council

1. RESPONSIBLE DIRECTORATE

Sustainable Development

2. PURPOSE AND OBJECTIVES

To provide financial support to not-for-profit community groups and organisations for projects and events that benefit the Shire of Dardanup community.

3. POLICY

The policy sets out the criteria for each category of financial support available. There are three (3) categories:

- Community Grants
- Community Event Grants
- Regional Event Grants

3.1 Community Grants

The Shire of Dardanup will make an annual allocation of funds in its budget to provide financial assistance to not-for-profit community groups and organisations that can demonstrate an association with the Shire.

Community grants are available for projects and activities within the Shire of Dardanup that;

- Foster the distinctiveness of places through the personalisation of community areas;
- Activate public places;
- Build the skills and capacity of the community;
- Leave a lasting positive impact on the community;
- Promote accessibility and inclusivity for all members of the community;
- Empower groups to be proactive in the community.

Funding falls into three levels: -

Level 1: Quick Response Community Grants (\$0 - \$500)

Funding of up to \$500 and a maximum 100% of the total project cost is available to incorporated not-for-profit community groups and organisations.

Level 1 grants will be open for application on an ongoing basis until the allocated funding has been exhausted.

Level 2: Community Grants (\$0 - \$1000)

Funding of up to \$1,000 and a maximum 100% of the total project cost will be available to not-for-profit incorporated community groups and organisations.

Level 2 grants will be open for application twice per year.

Level 3: Community Grants (\$1001 - \$5000)

Funding between \$1,001 to \$5,000 and a maximum 50% of the total project cost will be available to not-for-profit incorporated community groups and organisations. The applicant must contribute at least 50% of the total project cost from either the applicant's organisation or confirmed funding or donations from other sources.

Level 3 grants will be open for application twice per year.

3.2 Community Event Grants

The Shire of Dardanup will make an allocation of funds in its budget to provide financial assistance to community groups and organisations who can demonstrate the capacity to run quality, well-organised events within the Shire of Dardanup.

Community event grants are available for free-to-attend events held within the Shire of Dardanup that benefit the community and activate places.

Funding falls into three levels: -

Level 1: Quick Response Minor Community Events (\$0 - \$500)

Funding of up to \$500 and a maximum 100% of the total event cost is available to incorporated not-for-profit community groups and organisations.

Level 1 grants will be open for application on an ongoing basis until the allocated funding has been exhausted.

Level 2: Community Event Grants (\$0 - \$1000)

Funding of up to \$1,000 and a maximum 100% of the total event cost will be available to not-for-profit incorporated community groups and organisations.

Level 2 grants will be open for application twice per year.

Level 3: Community Event Grants (\$1001 - \$5000)

Funding between \$1,001 to \$5,000 and a maximum 50% of the total event cost will be available to not-for-profit incorporated community groups and organisations. The applicant must contribute at least 50% of the total project cost from either the applicant's organisation or confirmed funding or in-kind support from other sources.

Level 3 grants will be open for application twice per year.

3.3 Regional Event Grants

The Shire of Dardanup will make an allocation of funds in its budget to provide financial assistance to community groups, organisations and businesses who can demonstrate the capacity to run quality, well-organised events with a regional attraction. Events should be held within the Shire of Dardanup and/or raise the profile of the Shire of Dardanup.

Regional Event Grants are available for events that;

- Results in an economic impact to the Shire by way of increasing visitor numbers and expenditure;
- Attracts media coverage that raises the profile of the region as a tourist destination;
- Involves and inspires the local community;
- Improves the vibrancy and vitality of the Shire of Dardanup;
- Supports job creation; and
- Highlights and profiles the unique features of the place and/or Shire.

Funding will be available of up to \$10,000 per application and a maximum 50% of the total event cost. The applicant must contribute at least 50% of the total project cost from either the applicant's organisation or confirmed funding or in-kind support from other sources.

Regional Events Grants will be open for application on an ongoing basis until the allocated funding has been exhausted.

4. ELIGIBILITY

To be eligible to receive a grant from the Shire of Dardanup, the applicant must:

- Meet the criteria as detailed in items 3.1, 3.2, and 3.3 of this policy.
- Be based within the Shire of Dardanup, or the majority of members of the application organisation are residents of the Shire of Dardanup, or the application organisation provides a benefit to residents and/or business owners within the Shire of Dardanup.
- Submit an application through the prescribed forms and within the timelines specified. No late applications will be accepted.
- Submit documented estimates of expenditure as part of the application.
- Have all appropriate insurances.
- Carry out the activity within 12 months of approval of funding; or for Regional Event Grants within 18 months from approval of funding.
- Receive prior approval for any substantial changes to an application.

The following are eligible for funding:

- Promotion and advertising;
- Event or conference sponsorship, and award ceremonies;
- Traffic management;
- Waste management;
- Security;
- Entertainment, artist and/or talent fees;
- Facilitator fees;
- Professional fees for services required for one-off events and activities, such as consultant fees;
- Venue hire;
- Catering;
- First aid;
- Portable toilets, public use only;
- Equipment hire;
- The purchase of capital equipment and minor assets;
- Materials and resources;
- Repairs and maintenance to facilities and assets;
- Insurances, licenses and permits required for one-off events and activities (excluding liquor licensing);
- Shire of Dardanup in-kind services on application. Any in-kind funding requested must be discussed with a council officer and is subject to availability and approval by the Chief Executive Officer.

Funding will not be available for the following:

- Ongoing operational costs including salaries and wages;
- Ongoing operational expenses;
- Retrospective funding or items already ordered;
- Deficit funding – for organisations that are experiencing a shortfall in cash or revenue or anticipated revenue;
- State or Commonwealth Government Departments or Agencies, or profit-based business enterprises;
- Events that are not open for attendance by the general public;
- Team uniforms;
- Personal travel;
- Activities that exclude or offend minority groups within the Shire of Dardanup;
- Activities that already receive Shire of Dardanup funding the same financial year;
- Applications that conflict with the Shire of Dardanup Strategic Community Plan.

If a satisfactory acquittal has not been submitted for previously funded applicants no further grants will be made available to the applicant.

5. PROCEDURE/ASSESSMENT**5.1 Application Assessment Procedure**

Applications will be assessed based on their merits however priority will be given to applicants who have not previously received funding.

Applications are required to demonstrate the benefits to the Shire of Dardanup community. Preference will be given to projects with demonstrated community support.

It is anticipated that funding will not be provided every year for the same event or project as organisers should aim to become financially self-sufficient in the medium to long term.

The application and assessment procedure is as follows:

- Applications must be made on the prescribed forms and within the timeframe specified.
- Applications for Community Grants (Level 1) and Community Events (Level 1) will be assessed by the Manager Place & Community Engagement and Director Sustainable Development and referred to the Chief Executive Officer for determination under the delegation of Council. Decision on applications will be made within 6 weeks of receiving application.
- Applications for Community Grants (Levels 2 & 3) and Community Events (Levels 2 & 3) will be assessed by the Manager Place & Community Engagement and referred to the Grants, Awards & Scholarships Committee for determination. All applications will be presented to Council for final approval. Approval process takes a minimum of six weeks.
- Applications for Regional Event Grants will be assessed by the Manager Place & Community Engagement and referred to Council for determination. Approval process takes a minimum of six weeks.
- All applicants will be notified in writing of the outcome of their application for Shire of Dardanup assistance.
- Decisions regarding funding applications are final and will not be reconsidered in that funding round.
- A Grant Acquittal (Form 116) and supporting documentation of the total expenditure must be submitted to the Shire of Dardanup, within three (3) months of the completion of the project.

5.2 Events Not Requiring Application

The following events will be funded annually through the Regional Event Grants category and will not be considered as part of the competitive funds:

- Bull and Barrel Festival
- Eaton Foreshore Festival
- Dardanup Art Spectacular

[Appendix ORD: 12.2.4C]

RISK ASSESSMENT TOOL

OVERALL RISK EVENT: CRAVE Mountain Bike Challenge 2022 Sponsorship Request

RISK THEME PROFILE: 6 - Engagement Practices

RISK ASSESSMENT CONTEXT: Operational

CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL		
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING
HEALTH	No risk event identified for this category.	Not Required No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	No risk event identified for this category.	Not Required No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	No risk event identified for this category.	Not Required No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	Council's reputation could be impacted dependant on their decision on recipients' applications for grant funding.	Minor (2)	Unlikely (2)	Low (1-4)	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.



Eaton Recreation Centre

And

ECU South West Jets

HIRE AGREEMENT

This AGREEMENT is made

On the day of 20

BETWEEN

SHIRE OF DARDANUP of 1 Council Drive, Eaton

AND

ECU SOUTH WEST JETS of PO Box 520, Bunbury, WA, 6231.

RECITALS

This agreement is for the hire and use of the Eaton Recreation Centre for the period and conditions defined in this Hire Agreement.

THE PARTIES AGREE as follows:

1. DEFINITIONS AND INTERPRETATION

In this Agreement, unless the context otherwise requires:

Agreement means this agreement as entered into by the Shire of Dardanup - Eaton Recreation Centre and ECU South West Jets.

SWJ - means ECU South West Jets

NWA – means Netball WA

SWNWA – means South West Netball WA

SWFNL – means South West Netball Football League

CEO – means the Chief Executive Officer of the Shire of Dardanup.

Council - means the Shire of Dardanup.

ERC - means the Eaton Recreation Centre and anything appurtenant thereto.

Venue - means the Eaton Recreation Centre.

Parties - means the Eaton Recreation Centre and ECU South West Jets - (including, Netball WA, Regional Carnival Games, Training, and Development Squads).

Fee - means the Schedule of Fees as at Appendix “A” herein.

Fixtures – means Netball WA (NWA) game night events.

Term - means the period of the agreement from the date signed to the expiration date of the agreement.

1.1 This agreement shall be interpreted so that it complies with all laws applicable in Western Australia. If any provision of this agreement does not comply with any law, then the provision must be read down so as to give as much effect as possible in compliance with any law. If it is not possible to give the provision any effect at all, then it must be severed from the rest of the agreement.

1.2 Any changes or alterations to this agreement shall be in writing and signed by all parties.

1.3 Headings have been used in this agreement for ease of reference only and shall not affect the interpretation or construction of this agreement.

2. FIXTURES

2.1 ERC shall be the host venue for all home games for the ECU South West Jets (SWJ), Netball WA and Regional Carnival fixtures when held in the Greater Bunbury area; however liaison will be required between parties to ensure the capability of the ERC to accommodate all fixtures along with any other existing venue bookings and fixtures. The ERC shall endeavor to give priority to SWJ fixtures over other hirers and events at the venue.

3. RISK AND INDEMNITY

3.1 SWJ shall ensure that all players, coaches and any other SWJ representatives are covered by the applicable insurance including public liability, professional indemnity, accident and injury liability insurance whilst using the ERC.

3.2 SWJ is to ensure that all instruction and coaching provided by their members or on behalf of the SWJ is conducted by suitably qualified and competent individuals, and are to protect all parties from any claims of negligence of those individuals.

3.3 SWJ are to provide, at the request of the Shire, a copy of all current relevant insurance policies

3.4 Whilst the ERC allows SWJ to store equipment, memorabilia and display cabinet at the ERC, the ERC accepts no responsibility for any loss or damage whatsoever. It shall be the responsibility of SWJ to manage and insure these items so displayed or stored.

4. PUBLIC LIABILITY

Council shall maintain an appropriate public liability insurance cover for the risks associated with the ERC, its staff and the operations of the ERC.

5. CONDITIONS

5.1 ERC reserves the right to continue to take bookings in unused sections of the venue while SWJ training or games are being held during normal opening hours of the ERC (i.e. unused courts, Function Room, Meeting Room or Group Fitness Room, and Fitness Centre).

5.2 SWJ shall be responsible for arranging all officials for its games and shall be responsible for the management of the games, umpires, coaches and players. SWJ shall also provide First Aid qualified people to manage any injuries sustained during any training, practice or games.

5.3 ERC shall be responsible for the setup of the venue as per SWJ requirements in relation to netball poles, benches, timing and seating.

6. CONSENT – PLACEMENT OF SIGNAGE

- 6.1 SWJ shall receive consent from the Manager Recreation Centre prior to installing any signage either on the interior or exterior of the ERC.
- 6.2 The ERC provides a free allocation of signage space on the northern wall above the centre court for the placement of SWJ major sponsor's promotional signage. The signs are to be no larger than 2400mm x 2400mm with the placement, design and layout of the sign being approved by the Manager Recreation Centre prior to installation. All costs associated with the installation, maintenance/upkeep and removal of any SWJ sign shall be borne by the SWJ.

7. TERM OF AGREEMENT

- 7.1 This agreement shall commence on the date as signed by both parties and shall cease on the 31 October 2025 or as otherwise agreed by both parties.

8. CONTACT DETAILS

- 8.1 SWJ shall ensure that the ERC is always provided with the most current contact details for the SWJ authorised representatives including which SWJ authorised representative is to be contacted for any emergency situations that may occur.

9. ENTRY FEES

- 9.1 SWJ shall be responsible for managing and collection of any entry fees that is charged for any person to enter the venue for any SWJ fixtures.
- 9.2 SWJ shall provide ERC with a monthly report detailing statistics on the number of spectators for every SWJ fixture.

10. LIQUOR LICENCE

- 10.1 SWJ shall be responsible for applying for, complying with and paying for any costs associated with obtaining and servicing a Liquor Licences for their fixtures. Completion of the Shire of Dardanup Form 50 including a list of dates covering fixtures, for which a liquor license is to be obtained, shall be submitted to the CEO for approval. This approval is required to accompany any Liquor Licensing Application submitted by SWS to the Department that administers the *Liquor Control Act 1988*, *Liquor Licensing Act 1988* and Regulations.
- 10.2 SWJ shall ensure that the service of alcohol shall be in compliance with any Liquor License as obtained by SWJ. Any alcohol shall be managed by licensed and qualified personnel suitably qualified in the Responsible Service of Alcohol and compliant with *Liquor Control Act 1988*, *Liquor Licensing Act 1988* and Regulations together with any State and Council alcohol management guidelines and policies.
- 10.3 In compliance with any Liquor License, a designated Liquor License area shall be established, managed and maintained by SWJ with approval of the CEO. SWJ shall ensure that no alcohol shall be consumed outside the designated Liquor License area. If required, SWJ shall be responsible for the employment of qualified and licensed security guards to manage the security of the designated Liquor License area and any other areas as agreed with between the parties.

11. VENUE CONDITION

- 11.1 The ERC shall ensure that the venue is maintained in a clean and safe state for all SWJ fixtures.
- 11.2 SWJ shall be responsible for the setup and clearing away of all equipment used or pertinent to their fixtures and ensure that any rubbish generated from their fixtures is collected and disposed of appropriately.
- 11.3 ERC shall ensure that the courts are cleaned and scrubbed after fixtures where the fixtures are “back to back” in other words consecutive games on consecutive days.

12. COURT ALLOCATION

- 12.1 For the term of the agreement, the ERC shall provide (first right of refusal) court allocations for SWJ game fixtures as agreed between both parties.
- 12.2 In consultation with the ERC, SWJ shall review their bookings on an annual basis and shall provide the ERC with their requests for game fixtures, training and development at least three (3) months prior to the commencement of their season.
- 12.3 In consultation with SWJ, the ERC shall endeavor to provide a fair allocation of court bookings for training and development to accommodate SWJ along with existing user group venue bookings and fixtures, and community use.

13. OFFICE AND STORAGE USE

- 13.1 The use of a meeting room and storage area 2 (Store 2) shall be provided free of charge to SWJ for the duration of the agreement for business purposes and the storage of SWJ equipment associated with their use of the ERC.
- 13.2 The use of meeting rooms and storage areas may not be for the exclusive use of SWJ and Council reserves the right to also allow other organisations the use of the meeting rooms and storage areas.
- 13.3 Prior consultation shall occur between the Manager Recreation Centre and SWJ to determine the terms and conditions relating to the use of the storage area by other organisations.
- 13.4 SWJ shall be responsible for the cleaning of the storage and shall ensure that the storage area is clean, tidy and items stored safely at all times.

14. DISPLAY OF PROMOTIONAL MATERIALS AND MEMORABILIA

- 14.1 The ERC provides a display cabinet where SWJ trophies, pennants, photographs and other memorabilia can be housed.
- 14.2 In consultation with the SWJ, the Manager Recreation Centre shall determine the amount of promotional items and memorabilia that can be displayed.
- 14.3 It shall be the responsibility of SWJ to install, maintain and insure any items that are displayed by the SWJ.
- 14.4 The Council and ERC shall not be liable to any maintenance, loss or damage caused to any SWJ promotional material or memorabilia that is displayed at the ERC.

- 14.5 SWJ will, where applicable, promote and acknowledge the Shire and ERC in any promotion of SWJ activities held at the ERC venue.

15. PAYMENT OF FEES AND CHARGES

- 15.1 The payment for fees and charges for the use of the venue as per Appendix “A” shall be in accordance with the following:

15.1.1 Training and Development Court Hire (as per Appendix “A”, herein) – Charged monthly in arrears via Council invoice to SWJ; and

15.1.2 NWA, SWNWA Regional Carnival Fixtures – Paid within 14 days of the date of a Council invoice; and

15.1.3 Any default of payment contrary to Councils normal financial management terms and conditions may result in the cancellation of SWJ fixtures/bookings, suspension or termination of this agreement and the commencement of action for the recovery of any debt as owed to the Council.

16. CANCELLATION

- 16.1 Council will not be responsible for the interruption, cancellation or alterations to bookings due to circumstances beyond its reasonable control;
- 16.2 Council will not be liable for any costs related whatsoever to the interruption, cancellation or alterations to bookings due to circumstances beyond its reasonable control;
- 16.3 Council reserves the right to interrupt, cancel, alter or withhold bookings of the venue if necessary or due to circumstances beyond its reasonable control;
- 16.4 SWJ shall provide Council with at least 14 days prior written notice via the Shire of Dardanup Form 51 if SWJ intends to alter or cancel any bookings for the hire of the ERC;
- 16.5 SWJ shall provide Manager Recreation Centre with information in relation to alteration or cancellation of any bookings for the hire of the ERC that have less than 14 day's notice with Manager Recreation Centre determining if any relevant fees shall apply.
- 16.6 No fee shall be applicable for any booking alterations or cancellations with more than 14 days prior written notice unless otherwise determined by the Manager Recreation Centre in consultation with SWJ.

EXECUTION

SIGNED FOR AND ON BEHALF OF THE SHIRE OF DARDANUP

Name: Mr André Schönfeldt Date _____

Position Held: Chief Executive Officer

Witness Name _____ Date _____

(Witness Signature)

SIGNED FOR AND ON BEHALF OF SOUTH WEST SLAMMERS

Name: _____ Date _____

Position Held: _____

Witness Name: _____ Date _____

(Witness Signature)

APPENDIX “A”**FEE STRUCTURE****1. NETBALL WA, REGIONAL CARNIVALS AND ECU SOUTH WEST JETS HOME FIXTURES**

For the exclusive use of the ERC stadium for NWA, Regional Carnivals and for SWJ home game fixtures, stadium hire fees shall be charged at a fixed rate of \$111.00 per hour (exclusive of GST) based on the off-peak not-for-profit rate of \$37.00 per court. This fee will be adjusted annually as per Council’s Schedule of Fees and Charges.

The stadium hire fees shall incorporate the setup and use of all three courts, grandstand hire, competition event package (score benches with two seats, two low benches, court seating of up to 130 chairs, and coordinators counter), hire of up to 5 trestle tables, any ERC owned timing equipment, and any other ERC items or equipment as agreed between the Manager Recreation Centre and SWJ.

The Shire will staff ERC with a minimum three staff members, including Centre Supervision and the café to allow the serving of food and beverage. All abovementioned costs include set up and cleaning in accordance with clause 11 of this agreement.

2. COURT HIRE

Court hire fees for the use of the courts for the purposes of training, development and any other use, excluding fixtures as per 1 above, shall be charged as follows:

- Peak times: at an hourly rate of \$43.50 per court, being the equivalent of the average hire fee of the not-for-profit off-peak and peak rate per court. This fee will be adjusted annually as per Council’s Schedule of Fees and Charges.
- Off-peak times: at an hourly rate of \$37.00 per court, based on the off-peak not-for-profit rate. This fee will be adjusted annually as per the Council’s Schedule of Fees and Charges.

The hire of courts outside of normal ERC operating hours may be available subject to availability and negotiations with the Manager Recreation Centre. Any hire of courts outside of normal ERC operating hours shall be charged at the applicable After Hours Centre Supervisor charges as per Council’s Schedule of Fees and Charges.

3. ADDITIONAL SERVICES

Other areas within the ERC including Group Fitness, Fitness Centre, and Crèche are available for hire as required. Hire fees shall be charged for the use of any additional areas and shall be charged as per the Council’s Schedule of Fees and Charges at the not-for-profit rate.

Additional fees may apply as per Council’s Schedule of Fees and Charges if the provision of any services is required outside of ERC normal operating hours. The ERC does not operate on public holidays and therefore any public holidays will be excluded from the provision of any services unless otherwise approved by the Manager Recreation Centre.

Bookings for other areas within the ERC shall only be confirmed via a formal booking that has been authorised by SWJ personnel and provided to ERC Team Leader Sports and Venue.

4. INCREASES TO FEES

Council determines and sets its fees and charges annually and therefore Council reserves the right to increase any of the fees and charges as stated in this agreement (APPENDIX “A”). Council shall notify SWJ of any potential fees and charges increases at least 14 days prior to any increase in fees or charges.

RISK ASSESSMENT TOOL

OVERALL RISK EVENT: South West Jets Re-establishment of Hire Agreements for Use of the Eaton Recreation Centre.

RISK THEME PROFILE:

10 - Management of Facilities, Venues and Events

6 - Engagement Practices

RISK ASSESSMENT CONTEXT: Operational

CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL		
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	There is the potential for minor loss of ERC income due to hire use contained within the agreement.	Minor (2)	Likely (4)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	Given that SWJ have been based at the ERC for a number of years then there is the potential for an adverse reaction from not only the stakeholder but also the community if the agreement is not supported.	Moderate (3)	Possible (3)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.

