

Governance 11: Capital Grants Clubs and Community Groups

1. Purpose

The purpose of this policy is to guide capital infrastructure funding requests from sport and recreation clubs and community groups and to ensure that infrastructure developments are aligned to the various Council adopted strategic plans.

2. Planning

The City of Kalamunda has completed reserve master plans for each of the City's major sporting reserves, outlining the projected infrastructure development needs for user groups over a 10 to 20-year period. These plans are to be utilised as an important infrastructure planning tool for applicants.

3. Policy Statement

The City will consider requests for capital funding toward community infrastructure improvements from local clubs and community groups.

Applications must be submitted in accordance with the Capital Grants process for consideration and prioritisation of the Strategic Sport and Recreation Committee and final decision making by Council, as part of the annual budget deliberation process.

Capital funding will not be provided outside of this process, to retrospective projects or within the financial year that the application is made. Requests outside of this process will only be considered under extenuating circumstances and with the approval of Council through the budget process.

Council may endorse a club or community groups community infrastructure project without providing funding support, however it will not be responsible for funding any under scoped project items. If Council provides funding support, it will generally be on the basis of providing a grant of up to 1/3 of the total project cost.

4. Detail

4.1 External Funding

Clubs and community groups seeking external funding should ensure that their project is fully scoped, costed and where appropriate, any necessary approvals are sought prior to submitting their application. As land owner, it is essential that the City has been provided sufficient advance notification of the proposed project and has cited and supported the funding application, scope of works and costings. An application will not be supported should the details conflict with any Council adopted reserve Master Plan or is not fully scoped and costed.

Should the external funding application be successful prior to applying through the City's Capital Grants process, this will not necessarily commit Council to funding their project.

If the City is requested to contribute funding toward the project, then an application is to be submitted through the Capital Grants process.

At the conclusion of the Capital Grants and Strategic Sport and Recreation Committee processes the City seek appropriate external funding opportunities.

4.2 Assessment of Community Need and Priorities

To ensure the financial support it provides is effectively targeted to achieve maximum community benefit, Council will consider the following as key priorities:

- a) Strategic Alignment – All projects are required to align with and support relevant strategic plans including, but not limited to; the City's Strategic Community Plan, any relevant Reserve Master Plans, State Sporting Associations Strategic Facilities Plans and other relevant strategic directions.
- b) Demonstrated Community Need - All projects are required to clearly demonstrate the current and projected community need and a project sustainability that provides clear direction with regard to future community benefit and utilisation. This will include, but is not limited to, City of Kalamunda resident membership of the applicant club or community group (total and proportional), support for junior activities and the level of community accessibility and inclusive participation.
- c) Community Health and Wellbeing - Infrastructure or improvements that increase opportunities for physical activity and social wellbeing as well as recognising the value of accessibility and inclusive participation, will be highly regarded.
- d) Co-Location and Shared Use – Priority will be given to developing infrastructure that will be used by more than one club or community group, particularly where such groups are not yet sharing infrastructure. This is to facilitate the intent of reducing duplication, maximising utilisation and encouraging clubs and community groups to share infrastructure while still retaining their separate management and identity.
- e) Functionality - Any proposed projects must meet relevant Australian Standards and ensure fit for purpose.
- f) Availability of Existing Infrastructure - All projects are required to identify similar infrastructure within close proximity and explain how participation will be impacted at each location. The City will actively seek to rationalise infrastructure where duplication and/or shared use opportunities for community participation

are clearly evident. There should be no similar commercial facilities nearby which could meet these needs.

- g) External Funding Opportunities – To ensure overall financial viability of projects, priority will be given to projects that are eligible for funding from other government bodies such as the Department of Local Government, Sport and Cultural Industries – Community Sporting and Recreation Facilities Fund (CSRFF), Lotterywest or Sport Australia Funding. Applicants need to identify all funding sources and clearly demonstrate their level of financial (cash & in-kind) contribution.
- h) Demonstrated sustainable club or community group – The applicant will need to provide evidence of sustainable operations by providing the following:
 - i. All City debts have been settled by due dates.
 - ii. Financial statements for three years with the latest financials being no older than 12 months.
 - iii. Bank statements showing current financial status; and
 - iv. Minutes showing amounts committed towards the project and reflected in the financials as restricted funds.

5. Community Consultation

Consultation with sporting clubs and community groups occurred during the development of this policy.

As a direct result of this policy, the Strategic Sport and Recreation Committee was created to consider and prioritise capital grant applications.

6. Governance

This policy will be governed by the Capital Grants – Clubs and Community Groups – Management Procedure in addition to the Terms of Reference of the Strategic Sport and Recreation Committee.

7. Measures of Success

Capital infrastructure developments occur in alignment with various Council adopted strategic plans. Where appropriate, external funding opportunities are sought and maximised.

8. Definitions

Nil.

Status	Council Requirement		
Related Local Law	N/A		
Related Council Policies	Service 9: Community Group Leases		
Relevant Delegation	N/A		
Related Internal Procedures	Updated Procedure Pending		
Related Budget Schedule	N/A		
Legislation	Local Government Act 1995 Local Government (Administration) Regulations 1996		
Notes and Conditions	N/A		
Authority	Council		
Adopted	12 October 2021	Next Review Date	12 October 2023