



Shire of Irwin Community Assistance Scheme & Events (CASE) Committee Meeting

held in the Council Chambers

Monday 30 August 2021 at 3.30pm

Minutes

It should be noted that recommendations made by this Committee are not final and will be subject to adoption at a future meeting of Council.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairperson welcomed the committee and opened the meeting at 3.40pm.
Quorum 50 percent attendance required to proceed.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Members

Cr H M Wells	Shire of Irwin
Cr G S Eva	Shire of Irwin
Ms J Finlay	Community
Ms A Heitman	Community

Staff

Ms F Boksmati	Community Development Officer
Mrs D K Chandler	A/Manager Corporate & Community

Apologies

Ms A Heitman	Community
Ms J Finlay	Community
Mrs D K Chandler	A/Manager Corporate & Community

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Community Assistance Scheme & Events Committee Meeting held 20 April 2021

A copy of the minutes of the Community Assistance Scheme & Events Committee Meeting held 20 April 2021 has been provided to all Committee Members under separate cover.

4. BUSINESS ARISING FROM PREVIOUS MEETING

4.1. Funding approved to carry over into 2021/22 financial year

4.1.1 Irwin Districts Historical Society – Dongara Port Denison Heritage Trail Booklets
\$4,970 approved with the acquittal due by 30 November 21

4.1.2 Midwest Autumn Craft Roundup – Top up to \$5000 as the event was postponed to September 21 due to Cyclone Seroja, with the Acquittal due 31 October 21

5. NEW BUSINESS ITEMS

5.1. CASE 2021/22 Round 1

Proposal to open one CASE Funding round for each financial year to allow adequate time for application processing, the project/event to take place and completion of funding acquittals. Rounds will be open 1 September to 31 March, with acquittals due by 30 June of the current financial year. The round will remain open until CASE Funding is depleted for the current financial year

Applications received for projects/event outside of this period will be reviewed on an ad-hoc basis and carried over to the following financial year if the funding application is approved.

COMMITTEE RECOMMENDATION AND COUNCIL DECISION 261021:

MOVED: Cr Eva

SECONDED: Cr Palmer

That Council approves the Community Assistance Scheme be opened for one round, being 1 September to 31 March each financial year, until available CASE Funding is depleted.

VOTING DETAILS:

Carried 8/0

5.2. CAS Application and Guidelines

The selection criteria within the Community Assistance Scheme Application and Guidelines Form have been updated to request that applications for services, projects and events applied for under the CASE Funding, consider or create accessibility opportunities to engage all members of the community. Appropriate weighting has been applied. Examples of how consideration for accessibility can be made, have been provided within the application.

5.3. Updated Terms of Reference for Community Members

Item 11 Frequency of meetings has been updated to capture changes made to meeting frequency and CASE funding rounds being available 1 September to 31 March, with acquittals due by 30 June of the current financial year.

Committee has endorsed receiving applications and recommendations via email (flying reviews/minutes) to hasten application processing, rather than restrict to reviewing applications only twice per year.

COMMITTEE RECOMMENDATION AND COUNCIL DECISION 261021:

MOVED: Cr Tunbridge

SECONDED: Cr Eva

That Council approves the updated Community Assistance Scheme and Events Committee's Terms of Reference for community members.

VOTING DETAILS:

Carried 8/0

5.4. Thungarra Fairy Garden

CDO has confirmed that the Dongara Pottery Club receiving a letter indication that the ongoing maintenance and removal of the installations associated with the Thungarra Fairy Garden project must be made at any time, at the request of the Shire.
CDO will investigate and arrange for clean-up of the remaining project installations as required.

1. GENERAL BUSINESS

1.1. CAS Timeframes

CASE Committee Meeting – 30 August 2021

CASE recommendations submitted for council review – by 27 October 21

Council meeting – 27 October 2021

Notification sent to any successful applicants – by 15 November 21

2. SETTING OF FUTURE MEETING DATES

TBC

3. CLOSURE

There being no further business, the Chairperson declared the meeting closed at 4.10 pm.