Published Minutes

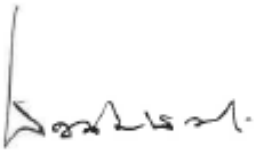
Community Grants Committee Meeting

Tuesday, 21 April 2026

Date:	Tuesday 21 April 2026
Time:	8:30am
Location:	Clem Thompson Sports Pavilion, Stadium Road, Tom Price
Distribution Date:	Thursday 23 April 2026

Shire of Ashburton
Community Grants Committee Meeting

The Chief Executive Officer recommends the endorsement of these minutes at the next Community Grants Committee Meeting.



Keith Woodward PSM
Chief Executive Officer
23 April 2026

These minutes were confirmed by Council as a true and accurate record of proceedings at the Community Grants Committee Meeting held on Tuesday, 21 April 2026.

Presiding Member _____

Date _____

Disclaimer
The Shire of Ashburton warns anyone who has an application lodged with Council must obtain, and should only rely on, written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by Council in respect of the application. No responsibility whatsoever is implied, or accepted, by the Shire of Ashburton for any act, omission, statement, or intimation occurring during a Council meeting. Artificial intelligence tools may have been used in the preparation of these Minutes.

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1 Declaration Of Opening

The Presiding Member declared the meeting open at 8:38am.

1.1 Acknowledgement Of Country

As representatives of the Shire of Ashburton Council, we respectfully acknowledge the local Indigenous people, the traditional custodians of this land where we are meeting upon today and pay our respects to them and all their elders past and present.

2 Announcement Of Visitors

The Presiding Member welcomed members of the public to the gallery.

3 Attendance

3.1 Present

Elected Members:	Cr B Noone	Presiding Member - Tom Price Ward
	Cr T Fox	Pannawonica Ward
	Cr L Rumble JP	Paraburdoo Ward
	Cr K Day	Tom Price Ward
	Cr C Rogers	Tom Price Ward
Employees:	K Woodward	Chief Executive Officer
	D Kennedy	Director Corporate Services
	G Harris	Director Infrastructure Services
	C McGurk	Director Community Development (via electronic means)
	A Johnston	Manager Media and Communications
	R Marlborough	Acting Manager Governance
	J Rouse	Governance Officer
	M Malinowska	Council Support Officer
Guests:	Nil	
Members of Public:	There were no members of the public in attendance at the commencement of the meeting.	
Members of media:	There were no members of the media in attendance at the commencement of the meeting.	

3.2 Apologies

Nil

3.3 Approved Leave Of Absence

Nil

4 Declaration By Members

4.1 Due Consideration By Elected Members To The Agenda

Elected Members confirmed they have given due consideration to all matters contained in this agenda.

4.2 Declaration Of Interest

A member who has an Impartiality, Proximity or Financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice, given to the Chief Executive Officer, prior to the meeting, or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest are disclosed –

6.1 Community Support Grant Applications Round 2 - 2025/2026	
Name	Cr C Rogers
Nature of interest	Impartiality
Interest description	Fusion Fitness has applied for a Shire Grant. My wife is on the Committee of this Club. The Tom Price Shooters Association has applied for a Shire Grant. I am on the Committee of this Club.
Name	Cr T Fox
Nature of interest	Impartiality
Interest description	As President of the Pannawonica Amateur Swim Club, an applicant for the Shire of Ashburton Community Support Grant Round 2 – 2025-2026, I declare an impartial interest in this matter.
Name	K Day
Nature of interest	Impartiality
Interest description	Tom Price Committees/groups listed have persons known to me. All Tom Price committees/groups noted in the attachments have an executive member that is known to me on a personal or professional level.

Name	B Noone
Nature of interest	Impartiality
Interest description	I am currently the Vice Chair of the Pilbara Inland Chamber of Commerce(PICCI). I have not been involved in applying for this grant.
Name	Cr L Rumble JP
Nature of interest	Impartiality
Interest description	Member of the Paraburdoo Men's Shed.

5 Confirmation Of Minutes

5.1 Confirmation of Previous Minutes

5.1.1 Minutes Of The Community Grants Committee Meeting Held On 19 August 2025

Committee Decision

Moved **Cr T Fox**

Seconded **Cr K Day**

That the Minutes of the Community Grants Committee Meeting held 19 August 2025 (Item 5.1.1 Attachment 1) be confirmed as a true and accurate record.

For: **B Noone, T Fox, L Rumble JP, K Day and C Rogers**

Against: **Nil**

Carried 5/0

6 Public Agenda Items

Cr C Rogers disclosed an impartiality interest in Item 6.1 (detailed in Item 4.2).

Cr T Fox disclosed an impartiality interest in Item 6.1 (detailed in Item 4.2).

Cr K Day disclosed an impartiality interest in Item 6.1 (detailed in Item 4.2).

Cr B Noone disclosed an impartiality interest in Item 6.1 (detailed in Item 4.2).

Cr L Rumble JP disclosed an impartiality interest in Item 6.1 (detailed in Item 4.2).

6.1 Community Support Grant Applications Round 2 - 2025/2026

File Reference	GS01
Applicant or Proponent(s)	Not Applicable
Author	J Murphy, Strategic Partnership Officer
Authorising Officer	C McGurk, Director Community Development
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Round 2 FY25_26 Grant Summary Review 2. Round 2 FY25_26 Grant Summary 3. Grants Round 2 FY25_26 Applications - Confidential

Report Purpose

The Community Grants Committee (the Committee) is required to consider the Community Support Grant applications in accordance with Council Policy – Community Donations, Grants and Funding.

The purpose of this report is to provide the applications received for Community Support Grants (refer to Attachment 1) to the Committee for review. At the close of the application period, 13 applications were received.

Council is requested to support the Committee's recommended outcome for each application.

Background

The Shire provides Community Support Grants in accordance with Council Policy – Community Donations, Grants and Funding.

Grants are offered in two funding rounds each year, in July and February. There are two Tiers to this grant round as recently adopted by Council.

Tier 1 offers a value up to $2,500 and Tier 2 offers a value of up to $5,000. Applications are considered by the Community Grants Committee for subsequent recommendation to Council for determination.

Council Policy – Community Donations, Grants and Funding require, as a minimum, the following criteria must be met to be successful:

- Applicant is to reside or operate within the Shire or be able to show a direct and substantial benefit to residents within the Shire.
- Assistance is not available retrospectively.
- Funds are to be used only for the purpose for which they are given or via agreed variations.
- Successful applicants are required to complete an acquittal report and submit this to the Shire within three months of the agreed completion date.
- Applicants who do not submit an acquittal will not be considered for future funding and they may be requested to return unused funds.

Comments

Round 2 of the Community Support Grants was promoted directly to clubs and organisations via email, and notices were placed on the Shire's public noticeboards, website and social media platforms.

Given the recent introduction of both the Council policy and the Community grant guidelines, we made it a priority to reach out to every applicant from the past two years. Each individual was personally invited to participate in a one-on-one Teams meeting, providing an opportunity to discuss any potential projects and clarify the application process.

At the close of the Round 2, 13 total applications were received, as follows:

- Onslow – three (3) application,
- Pannawonica – two (2) applications,
- Tom Price – six (6) applications,
- Paraburdoo – two (2) applications.

Furthermore, each applicant at the close of the round was contacted individually to discuss their application and followed up with an email requesting any supporting information. There are a number or groups that are still following up information, and if an application is approved, they have been advised that funds cannot be released without the supporting information.

All applications have been assessed on the:

- criteria outlined in Council Policy – Community Donations, Grants and Funding,
- general conditions, and
- criteria and compliance information provided.

The table below provides a summary of the applications received (refer to Attachment 2 for further information).

Tier 1

Town	Club / Group	Project Name	Request ($)	Officer Recommendation
Onslow	Onslow Sports Club	Onslow Sports Club Committee Compliance Training	$ 2,500.00	Approve
Onslow	NAIDOC Darts Association	NAIDOC Darts 2026	$ 2,500.00	Approve
Pannawonica	Pannawonica Amateur Swim Club	Coaching Training and Accreditation	$ 2,498.00	Approve
Paraburdoo	Paraburdoo Men's Shed	Car Wash Bay	$ 2,500.00	Approve
Paraburdoo	Paraburdoo Drive In	Sea Container for safe storage	$ 2,500.00	Approve
Paraburdoo	Paraburdoo Saints Football Club	New Clubroom Stools	$ 1,985.00	Approve
Tom Price	Tom Price Netball Association	Tom Price Netball Association	$ 2,500.00	Approve
Tom Price	Tom Price Sporting Shooter Association	Equipment & lighting purchases	$ 2,500.00	Approve
Tom Price	Pilbara Inland Chamber of Commerce and Industry	PICCI Business Engagement & Feedback Sessions – Tom Price & Paraburdoo	$ 2,500.00	Approve
Tom Price	Tom Price BMX Club	Tom Price BMX Club - Thrive Development Coaching	$ 2,500.00	Approve
Tom Price	Fusion Fitness	Fusion Fitness	$ 2,100.00	Approve
Onslow	Onslow Occy Swimming Club	Pilbara Champs 2026	$ 2,500.00	Decline
Pannawonica	Pannawonica Primary School P&C Association Incorporated	ECE Outdoor play equipment upgrade	$ 2,500.00	Decline
Tom Price	Football West	North West Championships	$ 2,500.00	Decline

The below table summarieses the distribution of the Community support grant allocation and the resulting availble funds subject to Council approval.

	Initial			Applications				Final
Town	No. of Applications	Round 1 Expenditure	Remaining Budget	No of approval recommendations	Applications for approval	No of decline recommendations	Application for decline	Remaining Budget (after approvals)
Tom Price	6	$ 6,500.00	$ 8,500.00	5	$ 12,100.00	1	$ 2,500.00	-$ 3,600.00
Paraburdoo	2	$ 5,875.00	$ 9,125.00	2	$ 5,000.00	0	$ -	$ 4,125.00
Onslow	3	$ 1,600.00	$ 13,400.00	2	$ 5,000.00	1	$ 2,500.00	$ 8,400.00
Pannawonica	2	$ 17,190.00	-$ 2,190.00	1	$ 2,498.00	1	$ 2,500.00	-$ 4,688.00
	13	$ 31,165.00	$ 28,835.00	10	$ 24,598.00	3	$ 7,500.00	$ 4,237.00

Consultation

1. Clubs and groups – Each applicant was called or emailed to discuss the application in further detail.
2. Communities Team – Members from the community team were consulted with to discuss and potential conflicting events or programs with the applications, and to ensure alignment with the Community Strategic Plan.
3. Executive Leadership Team – Through review of the Council report.

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	1. People - We will support opportunities for the community to be safe, socially active, and connected.
Strategic Outcome	1.2 Communities connected with opportunities
Strategy	4 Support and develop sustainable clubs and groups, providing opportunities for meaningful participation in arts, culture, sport, and recreation.

Council Policy

Council Policies » Shire of Ashburton

Council Policy – Community Donations, Grants and Funding provides the guidelines for applications and the criteria for assessment.

Financial Implications

Current Financial Year

The 2025/26 Annual Budget allocates a total of $60,000 for the Community Support Grants Program across Tier 1 and Tier 2 funding rounds. In Round 1, Council endorsed $31,165 in approved applications, resulting in a remaining balance of $28,835 being available for Round 2.

If the Round 2 applications are approved as recommended, a total of $24,598 will be expended from General Ledger account CU24075.

Future Financial Year(s)

If the applications are approved as per the recommendation there will be $4,237 remaining on General Ledger CU24075 for the 2025/2026 financial year.

Legislative Implications

Local Government Act 1995

Section 6.7 – Municipal fund
Money held in the municipal fund may be applied towards the performance of functions and the exercise of the powers conferred on the local government by the *Local Government Act 1995* or any other written law.

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Reputation (social/community)	Unsuccessful applicants publicly criticise the Shire.	Possible (3)	Insignificant (1)	Low (1-4)	Ensure appropriate policy and procedures are in place and followed. Officers to collaborate with clubs to improve future applications.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

Voting Requirements

Simple Majority

Officer Recommendation

That the Community Grants Committee recommends that Council:

1. Approves the following applications:
    (a) Onslow Sports Club for Onslow Sports Club Committee Compliance Training – for the amount of $2,500;
    (b) NAIDOC Darts Association for NAIDOC Darts 2026 for the amount of $2,500;
    (c) Pannawonica Amateur Swim Club for Coaching Training and Accreditation for the amount of $2,498;
    (d) Paraburdoo Men’s Shed for Car Wash Bay for the amount of $2,500;
    (e) Paraburdoo Drive in for Sea Container for Safe Storage for the amount of $2,500;
    (f) Paraburdoo Saints Football Club for New Clubroom Stools for the amount of $1,985
    (g) Tom Price Netball Association for Tom Price Netball Association for the amount of $2,500;
    (h) Tom Price Sporting Shooter Association for Equipment and Lighting Purchases for the amount of $2,500;
    (i) Pilbara Inland Chamber of Commerce and Industry for PICCI Business Engagement and Feedback Sessions – Tom Price and Paraburdoo for the amount of $2,500;

(j) Tom Price BMX Club for Thrive Development Coaching for the amount of $2,500; and

(k) Fusion Fitness for Cardio Equipment and Mother's Day Classic for the amount of $2,100.

2. Declines the following applications:

(a) Onslow Occy Swimming Club for Pilbara Championships 2026

(b) Pannawonica Primary School P&C Association Incorporated for ECE Outdoor Play Equipment Upgrade; and

(c) Football West for North West Championships.

3. Notes that funding will not be released until all required supporting documentation has been provided by the successful applicants.

Alternative Recommendation

That the Community Grants Committee recommends that Council:

1. Approves the following applications:

(a) Onslow Sports Club for Onslow Sports Club Committee Compliance Training – for the amount of $2,500;

(b) NAIDOC Darts Association for NAIDOC Darts 2026 for the amount of $2,500;

(c) Pannawonica Amateur Swim Club for Coaching Training and Accreditation for the amount of $2,498;

(d) Paraburdoo Men's Shed for Car Wash Bay for the amount of $2,500;

(e) Paraburdoo Drive in for Sea Container for Safe Storage for the amount of $2,500;

(f) Paraburdoo Saints Football Club for New Clubroom Stools for the amount of $1,985

(g) Tom Price Netball Association for Tom Price Netball Association for the amount of $2,500;

(h) Tom Price Sporting Shooter Association for Equipment and Lighting Purchases for the amount of $2,500;

(i) Pilbara Inland Chamber of Commerce and Industry for PICCI Business Engagement and Feedback Sessions – Tom Price and Paraburdoo for the amount of $2,500;

(j) Tom Price BMX Club for Thrive Development Coaching for the amount of $2,500; and

(k) Fusion Fitness for Cardio Equipment and Mother's Day Classic for the amount of $2,500.

(l) Football West for North West Championships for the amount of $2,500.

2. Declines the following applications:

(a) Onslow Occy Swimming Club for Pilbara Championships 2026

(b) Pannawonica Primary School P&C Association Incorporated for ECE Outdoor Play Equipment Upgrade; and

3. Notes that funding will not be released until all required supporting documentation has been provided by the successful applicants.

Committee Decision

Moved **Cr T Fox**

Seconded **Cr K Day**

That the Community Grants Committee recommends that Council:

1. **Approves the following applications:**
   - (a) **Onslow Sports Club for Onslow Sports Club Committee Compliance Training – for the amount of $2,500;**
   - (b) **NAIDOC Darts Association for NAIDOC Darts 2026 for the amount of $2,500;**
   - (c) **Pannawonica Amateur Swim Club for Coaching Training and Accreditation for the amount of $2,498;**
   - (d) **Paraburdoo Men's Shed for Car Wash Bay for the amount of $2,500;**
   - (e) **Paraburdoo Drive in for Sea Container for Safe Storage for the amount of $2,500;**
   - (f) **Paraburdoo Saints Football Club for New Clubroom Stools for the amount of $1,985**
   - (g) **Tom Price Netball Association for Tom Price Netball Association for the amount of $2,500;**
   - (h) **Tom Price Sporting Shooter Association for Equipment and Lighting Purchases for the amount of $2,500;**
   - (i) **Pilbara Inland Chamber of Commerce and Industry for PICCI Business Engagement and Feedback Sessions – Tom Price and Paraburdoo for the amount of $2,500;**
   - (j) **Tom Price BMX Club for Thrive Development Coaching for the amount of $2,500; and**
   - (k) **Fusion Fitness for Cardio Equipment and Mother's Day Classic for the amount of $2,500.**
   - (l) **Football West for North West Championships for the amount of $2,500.**
2. **Declines the following applications:**
   - (a) **Onslow Occy Swimming Club for Pilbara Championships 2026**
   - (b) **Pannawonica Primary School P&C Association Incorporated for ECE Outdoor Play Equipment Upgrade; and**
3. **Notes that funding will not be released until all required supporting documentation has been provided by the successful applicants.**

Carried 5/0

Reason for Amendment:

1. **The grant for Football West for the North West Championships be approved for $2,500, as the reason supplied by Shire Officers for declining funding being one of a perception of a duplicate application.**

2. The Officer recommendation supported $2,100 grant for Fusion Fitness for Cardio Equipment and Mother's Day Classic. Representation indicated that $2,500 should be supported.

6.2 Community Previous Grants Review [FY 2025/2026]

File Reference	GS01
Applicant or Proponent(s)	Not Applicable
Author	J Murphy, Strategic Partnership Officer
Authorising Officer	C McGurk, Director Community Development
Previous Meeting Reference	Nil
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. Grants Review 2025-2026

Report Purpose

The purpose of this report is to provide the Committee with an overview of all applications received from Small Assistance Donations, Inspiring Youth Leader's Fund, and Community Support Grants.

The Committee is requested to endorse the review and recommends that Council accepts the grants review document, as provided at Attachment 1.

Background

Over recent years, Council Policy – Community Donations, Grants and Funding has undergone several amendments. To ensure transparency, accountability and effective use of resources, a review has been conducted of all applications since the commencement of the 2022/2023 financial year from Small Assistance Donations, Community Support Grants, and the recently introduced Inspiring Youth Leader's Fund, to provide Council an overview of all outcomes across the Shire.

This review aims to provide a clear and detailed account of how grant funds are being utilised and highlight any gaps or inefficiencies in the application and allocation process to enhance future grants management.

Comments

The table below provides an overview of financial contributions to each town across all funding categories, as detailed in Attachment 1. This summary reflects 2025–2026 financial year applications and funding outcomes to date. A full-year financial summary will be presented as part of the August Committee report.

Category	Town	21/22 Expenditure	22/23 Expenditure	23/24 Expenditure	25/26 Expenditure
Small Assistance Donations	Onslow	$500.00	$1,000.00	$824.00	$500.00
	Pannawonica	$1,000.00	$0.00	$0.00	$0.00
	Paraburdoo	$500.00	$660.00	$2,972.00	$1,000.00
	Tom Price	$6,000.00	$1,500.00	$1,500.00	$500.00
Council Initiated	Education Donations	$6,953.00	$6,992.00	$6,920.70	Upcoming
	Emergency Services	$5,000.00	$4,000.00	$4,000.00	Upcoming
Youth Grants	Onslow			$1,500.00	$750
	Pannawonica			$0.00	$750
	Paraburdoo			$0.00	$0
	Tom Price			$750.00	$2,250.00

Consultation

Nil

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	1. People - We will support opportunities for the community to be safe, socially active, and connected.
Strategic Outcome	1.2 Communities connected with opportunities
Strategy	4 Support and develop sustainable clubs and groups, providing opportunities for meaningful participation in arts, culture, sport, and recreation.

Council Policy

Council Policies » Shire of Ashburton

Community Donations, Grants and Funding

Financial Implications

Current Financial Year

Nil

Future Financial Year(s)

Nil

Legislative Implications

Nil

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	Grant applications do not align with Council's Strategic Community Plan.	Unlikely (2)	Minor (2)	Low (1-4)	Provide Council with a regular review of all applications approved under delegation.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

Voting Requirements

Simple Majority

Officer Recommendation

That the Community Grants Committee recommends that Council accepts the Community Grants Review undertaken, as detailed in Attachment 1.

Committee Decision

Moved **Cr C Rogers**

Seconded **Cr K Day**

That the Community Grants Committee recommends that Council accepts the Community Grants Review undertaken, as detailed in Attachment 1.

Carried 5/0

7 New Business Of An Urgent Nature Introduced By Committee Decision

Nil

8 Next Meeting

The next Community Grants Committee Meeting will be held at 8:30am on Tuesday 22 September 2026 at the Barry Lang Centre, Deepdale Drive, Pannawonica.

9 Closure Of Meeting

There being no further business, the Presiding Member closed the meeting at 8:55am.