



AGENDA

MORAWA SINOSTEEL FUTURE FUNDS COMMITTEE

to be held on

Tuesday, 13 November 2018

at 5.30pm



**WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY**



DISCLAIMER

No responsibility whatsoever is implied or accepted by the Morawa Sinosteel Future Funds Committee for any act, omission, statement or intimation occurring during Committee Meetings. The Morawa Sinosteel Future Funds Committee disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, and statement of intimation occurring during Committee Meetings.

Any person or legal entity that acts or fails to act in reliance upon any statement, act or omission occurring in a Committee Meeting does so at their own risk. The Morawa Sinosteel Future Funds Committee advises that any person or legal entity should only rely on formal confirmation or notification of Committee resolutions.

DISCLOSURE OF FINANCIAL/ IMPARTIALITY/ PROXIMITY INTERESTS

Local Government Act 1995 – Section 5.65, 5.70 and 5.71 Local Government (Administration) Regulation 34C

<i>This form is provided to enable members and officers to disclose an Interest in a matter in accordance with the regulations of Section 5.65, 5.70 and 5.71 of the Local Government Act and Local Government (Administration) Regulation 34C</i>			
Name of person declaring the interest			
Position			
Date of Meeting			
Type of Meeting (Please circle one)	Council Meeting/ Committee Meeting/ Special Council Meeting Workshop/ Public Agenda Briefing/ Confidential Briefing		
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality

Signature: _____

Date: _____

Important Note: Should you declare a **Financial** or **Proximity** Interest, in accordance with the Act and Regulations noted above, you are required to leave the room while the item is being considered.

For an **Impartiality** Interest, you must state the following prior to the consideration of the item:

“With regard to agenda item (read item number and title), I disclose that I have an impartiality interest because (read your reason for interest). As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.”

This page is blank intentionally.

Contents

Item 1	Opening of Meeting	7
Item 2	Acknowledgement of Traditional Owners and Dignitaries	7
Item 3	Recording of Attendance	7
3.1	Attendance	7
3.2	Attendance by Telephone / Instantaneous Communications	7
3.3	Apologies	7
3.4	Disclosure of Interests.....	7
Item 4	Reports of Committees.....	8
4.1	Morawa Sinosteel Future Fund Grant	8
Item 5	Closure	11
5.1	Closure.....	11

Item 1 Opening of Meeting

The Presiding Member to declare the meeting open at 5.30pm.

Item 2 Acknowledgement of Traditional Owners and Dignitaries

The President acknowledges the traditional custodians, the Yamaji people, and recognises the contribution of Yamiji elders past, present and future, in working together for the future of Morawa.

'This meeting is being recorded on audio tape and to assist with minute taking purposes. The public is reminded that in accordance with Section 6.16 of the Shire of Morawa Meeting Procedures Local Law 2012 that nobody shall use any visual or vocal recording device or instrument to record the proceedings of Council without the written permission of the presiding member.'

Item 3 Recording of Attendance**3.1 Attendance****Committee Members**

President	Karen Chappel
Deputy President	Dean Carslake
Chief Executive Officer	Chris Linnell
Community Member	Jamie Appleton
Community Member	Andrew Moore

Staff Members

Economic Development Manager	Ellie Cuthbert
Executive Assistant to CEO	Sandy Adams

3.2 Attendance by Telephone / Instantaneous Communications**3.3 Apologies****3.4 Disclosure of Interests**

Item 4 Reports of Committees**4.1 Morawa Sinosteel Future Fund Grant**

Author: Economic Development Manager

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

RECOMMENDATION

That with regard to the Morawa Sinosteel Future Fund Grant, the Committee resolves:

1. To support two grant application rounds opening each year in February and August respectively.
2. To open the first grant on Monday, 4 February 2019
3. To accept the attached documentation as the official Morawa Sinosteel Future Fund grant application package.

ABSOLUTE MAJORITY VOTE REQUIRED

PURPOSE

To provide the Morawa Sinosteel Future Fund Committee and the Shire of Morawa Council with a suite of documents for the administration of the Morawa Sinosteel Future Fund Grant.

To seek agreement on number of funding rounds each year.

DETAIL

The Morawa Sinosteel Future Fund Committee has not been in operation for some time due to not having an endorsed committee. On 21 December 2017 at the Ordinary Council Meeting of the Shire of Morawa, Council appointed new committee members in line with the Morawa Sinosteel Future Fund Deed of Agreement –resolution 1712009.

Being appointed an Elected Member of the Shire of Morawa in May 2018 meant the withdrawal of one committee member and a new community member was subsequently appointed for the remainder of the term expiring at 20 December 2019 –resolution 180603.

Guidelines and application package, in line with the Morawa Sinosteel Future Fund Deed of Agreement have been drawn up and attached to this item.

To assist in administration of the Morawa Sinosteel Future Fund Grant it is recommended that two key funding rounds be undertaken each year. Proposed timelines are outlined below.

Round 1 Timeline

Applications Open	Monday 4 February 2019
Applications Close	Friday 1 March 2019
Committee Assess Applications	Monday 11 March 2019
Council Reviews Committees Recommendations	Thursday 21 March 2019
Successful Applicants Notified	Monday 1 April 2019

Round 2 Timeline

Applications Open	Monday 5 August 2019
Applications Close	Friday 30 August 2019
Committee Assess Applications	Monday 9 September 2019
Council Reviews Committees Recommendations	Thursday 19 September 2019
Successful Applicants Notified	Monday 30 September 2019

Available Funds in the Morawa Sinosteel Future Fund 85% Interest Account

It has been a few years since any grants have been administered and 85% of interest earned on the principal funds have continued to be transferred into the Morawa Sinosteel Future Fund Grant account. At present there is a total of \$127,000 in the Morawa Sinosteel Future Fund funding pool. The 85% interest accrued in 2017/2018 financial year was approximately \$37,000 resulting in an approximate amount of \$164,000 potentially available for administration.

LEVEL OF SIGNIFICANCE

Low impact for budget.

CONSULTATION

Nil

LEGISLATION AND POLICY CONSIDERATIONS

All Morawa Sinosteel Future Fund Grant applications requiring quotes for items or works must comply with the Shire of Morawa's Purchasing Policy.

FINANCIAL AND RESOURCES IMPLICATIONS

A number grants indicate minimum and maximum values that can be requested by applicants. While this may be helpful for significantly larger philanthropic organisations it is suggested that flexibility in this area be retained for the Morawa Sinosteel Future Fund Grant. This is particularly important since the general average funds available will vary in line with interest rates. However, on the current principal it is anticipated that annual 85% interest allocated to the Morawa Sinosteel Future Fund Grant Account will remain in the vicinity of \$35,000 to \$40,000 per financial year.

RISK MANAGEMENT CONSIDERATIONS

By referencing the Morawa Sinosteel Future Fund and the attached documentation it is anticipated that financial risk will be minimised.

CONCLUSION

It is suggested that the proposed two funding rounds will enable the effective and consistent administrative processing of this grant. It is further suggested that no caps be placed on funding requests to ensure that each application has the opportunity to be assessed on its merit and its unique level of community benefit. The attached documentation will enable the Committee to provide the Shire of Morawa (Trustees of the Morawa Sinosteel Future Fund) with clear and accountable rationales for their grant recommendations.

ATTACHMENTS

1. Guidelines_Morawa Sinosteel Future Fund Grant
2. Application Form_Morawa Sinosteel Future Fund Grant
3. Funding Agreement_Morawa Sinosteel Future Fund Grant
4. Acquittal Form_Morawa Sinosteel Future Fund Grant
5. Evaluation Criteria Sheet_Morawa Sinosteel Future Fund Grant
6. Aggregate Evaluation Criteria Sheet_Morawa Sinosteel Future Fund Grant
7. Morawa Sinosteel Future Fund Grant Register
8. Morawa Sinosteel Future Fund Deed of Agreement
9. Sinosteel Grant Old Webpage log of Grants

Item 5 Closure

5.1 Closure

There being no further business, the President declared the meeting closed at ____pm.