

POL 0088: Reserve Funding for Community Halls

Purpose

To provide consistency in financial assistance, and equity in terms and conditions between the various community halls and centres for replacement, or major extensions and upgrades.

To accumulate funds that will be used for structural components in the replacement, extension or upgrade of the community halls and centres in the Shire, by allocating sufficient funds to the Building Maintenance Reserve each year to ensure that the Shire has adequate funds available to meet funding requests.

Scope

The policy set out the process and conditions for Community Hall Management Committees to access financial assistance from the Shire to undertake building works at a Community Hall.

Definitions

Community Halls: Condingup, Cascade, Grass Patch, Salmon Gums, Beaumont, Dalyup and Scaddan

Standard Community Halls: the size of 305m²

Practice

Fund Management

The Council will ensure funds are available within the Building Maintenance Reserve.

To access funding, the various management committees are required to apply for funding in a similar method as the Community Grants Program, and the Council would assess the merit of each application.

What will be funded

Structural component costs only - being defined as such parts of a building as walls, roof, floors, ceilings, windows and doors; in-wall and under floor plumbing; septic or sewerage; electric wiring; stairs; and fire escapes.

Eligibility Criteria

Applications for funding to replace, extend or upgrade a community hall will need to -

1. be for an identified and recognised hall or community centre- only one centre/hall per location.
2. demonstrate a substantial degree of community support and representation
3. demonstrate clear community benefit
4. be an incorporated body
5. identified funding or in-kind contribution to complete the project

6. have a valid lease with the Shire of Esperance if funding is related to a building which is on a Reserve vested in the Shire of Esperance. (Organisations that operate from buildings on Shire Reserves will have to comply with insurance and lease conditions).

Fund Allocation

To strive for equity across all communities, the funding for each project is calculated on a percentage based on the size of each hall/centre compared to the size of a standard hall of 305 m². This percentage is applied to the cost of the structural component of the renovation or replacement. It is the management committee that is responsible for all maintenance of the building and any requirements over and above the funding offered by the Shire.

Example for Renovation

If the Grass Patch Committee requested assistance to renovate the Grass Patch Hall then the level of support would be calculated as follows:

'Average Hall Area' divided by 'Actual Hall Area' multiplied by 'Cost of New Roof'

$$305 \text{ m}^2 / 330 \text{ m}^2 \times \$50,000 = \$46,000$$

Example for Replacement

If the Grass Patch Committee requested to replace the Grass Patch Hall then the level of support would be calculated as follows:

'Average Hall Area' divided by 'New Hall Area' multiplied by 'Cost of New Hall

Structural Component'

$$305 \text{ m}^2 / 1000 \text{ m}^2 \times \$1,000,000 = \$305,000$$

Accessing Reserve Funding

Applications must be to the Chief Executive Officer.

Applications to include -

1. Plans
2. Quotations
3. Certificate of Incorporation
4. Evidence of community consultation and support
5. Proposed funding avenues

The Council will assess each application on its merit.

Conditions of Funding

By accepting funding, the community agrees -

1. That funds will only be used for the agreed purpose

2. Applicants successful in securing funding will need to comply with a number of conditions. These conditions will be detailed in a funding letter of offer to the organisation. Conditions relate to -
 - a. general operations
 - b. financial reporting
 - c. providing documentation.

Accessing Additional Funding

The Management Committees are able to apply to the Community Grants Program for any costs that fall outside the funding offered under this Policy. Where the centre includes sporting facilities, the management committees are encouraged to apply for Community Sport and Recreation Facilities Funds through the Department of Sport and Recreation.

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Document Information

Responsible Position	Director Asset Management
Risk Rating	Medium

Referencing Documents

- *Local Government Act 1995*

Revision History

Date	Version	CM Reference	Reason for Change	Resolution #	Next Review
Apr 2013	1		New policy.	O0413-014	Apr 2015
Aug 2015	2		Change to program name	O0815-010	Aug 2017
Mar 2018	3	D16/28994	Update document controller title, minor formatting.	O0318-073	Mar 2020
Feb 2022	4	D16/28994[v2]	Update responsible officer and transfer to Asset Management. Include definitions. Remove paragraphs 2 & 3 under Fund Management section. Update examples. Minor changes to wording throughout.	O0222-033	Feb 2024
Mar 2024	5	D16/28994[v3]	Add scope, amend definition of Standard Community Halls and relevant references.	O0324-023	Mar 2026