

SHIRE OF HARVEY

COMMUNITY SAIL TRAINING TRUST COMMITTEE

**MINUTES OF THE MEETING OF THE COMMUNITY SAIL TRAINING TRUST COMMITTEE
HELD ON, TUESDAY, 21ST JULY 2015, HELD IN THE LESCHENAULT LEISURE CENTRE
CONFERENCE ROOM, LEISURE DRIVE, AUSTRALIND, COMMENCING AT 4:35P.M.**

ATTENDANCE

Presiding Member	Cr. A. Shortland
Councillor (Deputy for Cr. P. Beech)	Cr. P. Monagle
Harvey Rotary	Mr. D. Watts
Brunswick Lions	Mrs. J. Talbot
Brunswick Lions	Mr. F. Talbot
Leeuwin Port Warden	Mr. G. van Burgel

STAFF

Manager of Economic & Community Development	Mr. P. Quinlivan
Community Development Officer	Ms. J. Dunn

AGENDA

1. OPENING AND WELCOME

Cr. Shortland welcomed all those in attendance and opened the meeting at 4.35p.m.

2. APOLOGIES

Cr. P. Beech
Mrs. H. Jasper
Mrs. G. Mongan

3. PUBLIC QUESTION TIME

Nil.

4. DECLARATION OF MEMBERS' AND OFFICERS' PERSONAL INTEREST

Nil.

SIGNED _____

DATED TBA

5. CONFIRMATION OF PREVIOUS MINUTES

The Minutes of the Community Sail Training Committee held on 16th June 2015, are attached hereto.

ATTACHMENT

Recommendation:

That the Minutes of the meeting held on Tuesday 16th June 2015, as attached, be confirmed as a true and correct record.

CSTT-15/004. **Watts/Talbot**

“That the Minutes of the Meeting held on Tuesday 16th June, as attached, be confirmed as a true and correct record.”

CARRIED 5-0

6. REPORTS

Item No.	6.1
Subject:	Sail Training Trust – Allocation of Subsidy
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Community Development Officer (JD)
File No.:	CR/F/030

Summary

This report seeks approval for the allocation of financial subsidies for the 2015 Community Sail Training Trust successful Applicants.

Background

At its meeting on the 16th June 2015, the Community Sail Training Trust Committee recommended nine (9) Applicants to progress to the interview stage of assessment. This was endorsed by Council at its meeting on the 23rd June 2015.

Since this time, one of the Applicants (Brent Kelderman), has had to withdraw his application due to a relocation for work.

The Applicants were aligned to service clubs as follows:

Name of Applicant	Service Club
Shaun Bean	Australind Lions
Justin Pittaway	Australind Lions
Caroline Bernhardt	Harvey Rotary
Corraleigh Craigie	Harvey Rotary
Clarissa Hill	Brunswick Junction Lions
Henry Mickle	Brunswick Junction Lions
Sarah Seton	Brunswick Junction Lions
Ethan Harding	Harvey Lions

SIGNED _____

DATED TBA

Staff wrote to the Service Clubs and Applicants to advise of the above alignments. Service clubs were requested to complete the interviews by Wednesday, 8th July 2015, in preparation for the following meeting.

Comment

Interview forms have been completed and are attached to this report (refer **Confidential Attachment 1**). All Service Clubs have made positive recommendations for each of the Applicants to be provided with a subsidy from the Community Sail Training Trust.

Once the Applicants have been approved by the Committee and Council, the Leeuwin Foundation will contact Applicants directly to complete the Leeuwin's standard selection/approval procedures.

Confirmation of bookings with the Leeuwin Foundation are conditional on the Applicants being medically and physically fit to undertake the voyage.

Staff have made preliminary bookings for each of the five voyages outlined below. Applicants have indicated their Voyage preferences in their applications and these details will be confirmed in the near future pending booking confirmation from the Leeuwin.

Youth Explorer Voyage 13 06/10-11/10

Youth Explorer Voyage 14 21/10-27/10

Ultimate Challenge Voyage 15 11/11-15/11

Youth Explorer Voyage 17 5/12-11/12

Youth Explorer Voyage 18 16/12-22/12

The full cost of the Youth Explorer is \$1,980. All Applicants have indicated a financial contribution to the program. The minimum financial contribution for Youth Explorer voyages are set at \$350. Applicant contributions are to be paid to the Shire of Harvey by Friday 31 July 2015.

Full cost of Voyages	\$15,840
Applicants Contributions	\$ 2,850
Sail Training Trust Allocation	\$12,990 (incl GST)

Statutory/Policy Environment

Nil.

Strategic Framework

Within the Shire's Strategic Community Plan 2013 - 2023, Strategy 3.4.2 states:

"Investigate opportunities to better engage our youth, through improved access to services, facilities and programs."

SIGNED _____

DATED TBA

Budget Implications

\$12,990 (incl GST) from the Community Sail Training Trust is required to facilitate the voyages as outlined in this report.

Council has sufficient funds in the Community Sail Training Trust Account to facilitate sponsorship of these Applicants.

Officer's Recommendation

That Council:

1. Approves the allocation of \$12,990 (incl GST) in subsidies from the Community Sail Training Trust Account for all eight (8) Applicants;
2. Advises the Applicants of their subsidy allocation and their contribution requirement, which is to be paid to the Shire of Harvey by 31st July 2015;
3. Reminds the Applicants that confirmation of bookings with the Leeuwin Foundation are conditional on the Applicants being medically and physically fit to undertake the voyage; and
4. Reminds the Applicants of their obligations to contact their aligned Service Club on return from their Leeuwin voyage.

CSTT-15/005. **Van Burgel/Watts**

"That the Officer's Recommendation be adopted."

CARRIED 5-0

7. **GENERAL BUSINESS**

7.1. **Review of Leeuwin program – processes / procedures**

As part of the Shire's risk management process, Shire staff will be looking at reviewing the current Leeuwin program's processes in future. Any feedback on the current process from Committee members is welcomed.

8. **NEXT MEETING**

The next meeting of the Community Sail Training Trust Committee is to be advised.

9. **CLOSURE**

There being no further business to discuss, the meeting was declared closed at 5.05p.m.

SIGNED _____

DATED TBA