



**GLEN EIRA
COMMUNITY GRANTS
ADVISORY COMMITTEE MEETING
MINUTES**

Location: Ogaki Room - Glen Eira Town Hall

The Community Grants Advisory Committee meeting commenced at 5.35pm on Tuesday 7 March 2023.

Present:

| | | |
|--------------|------------------------|---------------------------------------|
| Councillors: | Cr Sam Parasol (Chair) | Glen Eira Councillor Committee Member |
| | Cr Sue Pennicuik | Glen Eira Councillor Committee Member |
| | Cr Li Zhang | Glen Eira Councillor Committee Member |

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| Council Staff: | Mark Saunders | Director Community Wellbeing |
| | Sharon Sykes | Manager Community Development |
| | Ana Tsaganos | Coordinator Community Strengthening |

1. Declaration of Conflicts of Interest

Ana Tsaganos declared a Conflict of Interest in relation to Item 4.4.1, a Facility Hire application from The Nest of Love Women's Greek Senior Citizens Club. She left the room at 5.46pm while the Committee considered the item and returned at 5.48pm once the item had been concluded.

2. Action Items Update from last committee Meeting

| Title/Item | Action | Update | Responsible Officer | Active/ Closed |
|---|--|--|---------------------|----------------|
| Facility Hire Grant – Murrumbeena Cricket Club | The Committee recommends that Council funds a Facility Hire Grant of \$1,086 for Murrumbeena Cricket Club to hire the Murrumbeena Park Function Room to host its season launch event on 19 November 2022. | Approved by Council at Ordinary Council Meeting on 28 February 2023. Community group notified of successful Facility Hire Grant. | Ana Tsaganos | Closed |
| Facility Hire Grant – Murrumbeena Netball Club | The Committee recommends that Council funds a Facility Hire Grant of \$812 for Murrumbeena Netball Club to hire the Duncan Mackinnon Function Centre on 18 and 20 November 2022 to deliver its annual junior and senior presentation awards and to recognise its volunteers. | Approved by Council at Ordinary Council Meeting on 28 February 2023. Community group notified of successful Facility Hire Grant. | Ana Tsaganos | Closed |

| Title/Item | Action | Update | Responsible Officer | Active/ Closed |
|---|---|---|----------------------------|-----------------------|
| Facility Hire Grant – Melbourne Accueil Inc. | The Committee recommends that Council funds a Facility Hire Grant of \$148 for Melbourne Accueil Inc. to hire the McKinnon Reserve on 11 December 2022 to host a Christmas celebration event. | Approved by Council at Ordinary Council Meeting on 28 February 2023. Community group notified of successful Facility Hire Grant. | Ana Tsaganos | Closed |
| Facility Hire Grant – Jewish Bereaved Parents Inc. | The Committee recommends that Council funds a Facility Hire Grant of \$390.50 for Jewish Bereaved Parents Inc to host a member dinner party at DC Bricker Pavilion on 11 December 2022. | Approved by Council at Ordinary Council Meeting on 28 February 2023. Community group notified of successful Facility Hire Grant. | Ana Tsaganos | Closed |
| Facility Hire Grant – Chabad House of Caulfield | The Committee recommends that Council funds a Facility Hire Grant of \$7,500 to Chabad House of Caulfield to contribute towards the facility hire of Caulfield Park on 18 December 2022 to deliver the annual Chanukah in the Park celebration event. | Approved by Council at Ordinary Council Meeting on 28 February 2023. Community group notified of successful Facility Hire Grant. | Ana Tsaganos | Closed |
| Facility Hire Grant – Jewish Community Council of Victoria | The Committee recommends that Council funds a Facility Hire Grant of \$2,014 for the Jewish Community Council of Victoria to hire the Town Hall Auditorium on 17 April 2023 to host the Yom HaShoah Commemoration 2023. | Approved by Council at Ordinary Council Meeting on 28 February 2023. Community group notified of successful Facility Hire Grant. | Ana Tsaganos | Closed |
| Facility Hire Grant – Murrumbeena Cricket Club | The Committee recommends that Council funds a Facility Hire Grant of \$774.50 to Murrumbeena Cricket Club to hire the Murrumbeena Park Function Room to host its Pink Stumps High Tea event on 11 February 2023. | Approved by Council at Ordinary Council Meeting on 28 February 2023. Community group notified of successful Facility Hire Grant. | Ana Tsaganos | Closed |
| Small Grants – Left Write Hook | The Committee recommends that Council funds a Small Grant of \$1,000 for Left Write Hook under the auspice of The University of Melbourne to deliver its 'train the trainer' program. | Approved by Council at Ordinary Council Meeting on 28 February 2023. Community group notified of successful Small Grant application. Payment pending. | Ana Tsaganos | Active |
| Small Grants – Zionism Victoria | The Committee recommends that Council funds a Small Grant of \$1,000 for Zionism Victorian under the auspice of the Beth Weizmann Jewish Community Centre to support their community garden project. | Approved by Council at Ordinary Council Meeting on 28 February 2023. Community group notified of successful Small Grant application. Payment pending. | Ana Tsaganos | Active |
| Senior Citizen Centre Allocation and Grants | The Committee recommends that Council approves the Senior Citizens Centre Grants for 33 Senior Citizens Groups as provided. | Approved by Council at Ordinary Council Meeting on 28 February 2023. Groups notified. Payments of grants pending. | Ana Tsaganos | Active |

3. Summary of meeting minutes from previous meeting

The Community Grants Advisory Committee meeting on 31 January 2023 made recommendations to Council on seven Facility Hire Grant applications, two Small Grant applications and 33 Senior Citizen Centre Grants. These recommendations were adopted by Council at the Ordinary Council Meeting on 28 February 2023.

4. Items for Discussion:

4.1 Variation to Funding Agreement

4.1.1 Glen Eira Adult Learning Centre - Variation to Funding Agreement 2022-2025

Glen Eira Adult Learning Centre requested a variation for rental assistance to cover its rent from 1 January to 30 June 2023 as part of the Funding Agreement 2022-2025. The organisation has been in negotiations for new accommodation at the McKinnon Satellite Library site owned by the Local Crossing Removal Authority for several months. As these negotiations remain ongoing Glen Eira Adult Learning Centre has had its lease at the current premises extended for a further six months at an increased cost of \$12,000 plus GST from 1 January to 30 June 2023.

It is expected that within this next six-month timeframe the organisation will have completed its negotiations on future accommodation.

Recommendation: The Committee recommends that Council approves a variation to the Glen Eira Adult Learning Centre Funding Agreement 2022-2025 to include an additional funding grant of \$12,000 plus GST for rental costs from 1 January to 30 June 2023.

Moved: Cr Sam Parasol Seconded: Cr Sue Pennicuik
Motion Passed Unanimously

4.2 Variation 2022-2023 Community Grant

4.2.1 Zionism Victoria

Zionism Victoria received a Community Grant of \$10,000 to support the planning and staging of a large community-wide cultural event that celebrates Israel's Independence Day at Caulfield Racecourse. The Caulfield Racecourse is currently not available due to works taking place. The event organisers could not find another venue to cater for the size of the event in Glen Eira and have moved its location to Luna Park, O'Donnell Gardens, and the Palais Theatre. The event will take place in April 2023 and usually attracts approximately 7,000 people of which the majority are Glen Eira residents.

Recommendation: The Committee recommends that Council approves a variation to Zionism Victoria to host its Israeli Independence Day cultural celebration event at Luna Park, O'Donnell Gardens and Palais Theatre in April 2023.

Moved: Cr Li Zhang Seconded: Cr Sue Pennicuik
Motion Passed Unanimously

4.3 Youth Excellence Grants Program

At the Ordinary Council Meeting on 13 December 2022, Council adopted amendments and new guidelines regarding the former *Foundation for Youth Excellence Program*. The changes included all grant applications for this program being overseen by the Community Grants Advisory Committee.

The *Youth Excellence Grants Program* provides financial support to young people who achieve excellence in creative and performing arts, education, leadership, and sport.

Ella Sleeman

Ella Sleeman, a Glen Eira resident, applied for a Youth Excellence Grant on 7 February 2023 under the sports category for the international level funding (\$1,200) to support her attendance at the Cheerleading World Championships in Florida, United States on 22 April 2023.

Ella is a member of the Adelaide All Stars club and competes with the Celestial team based in Victoria. The Celestial team won the Australian All Star Cheerleading Foundation National Championship in November 2022. This led her team to receive a bid from the Foundation to represent Australia at the Cheerleading World Championships in Florida.

Ella plans to use the grant contribution for costs associated with uniform, apparel and accessing training facilities when in Florida.

This application aligns with the *Youth Excellence Grants Program Guidelines* sports category.

Recommendation: **The Committee recommends that Council funds Ella Sleeman a Youth Excellence Grant of \$1,200 to assist with her participation in the Cheerleading World Championships in Florida, United States.**

**Moved: Cr Sam Parasol Seconded: Cr Sue Pennicuik
Motion Passed Unanimously**

4.4 Facility Hire Grant Program applications

Ana Tsaganos declared a Conflict of Interest in relation to Item 4.4.1, a Facility Hire application from The Nest of Love Women's Greek Senior Citizens Club and left the room at 5.46pm.

4.4.1 The Nest of Love Women's Senior Citizens Club

The Nest of Love Women's Senior Citizens Club submitted a Facility Hire Grant application on 13 January 2023 to hire the McKinnon Hall on a weekly basis over 2023 at a cost of \$5,494.72. The facility will be used from 9am-1.30pm for 44 weeks from February to December 2023 to run seniors club activities including discussion groups, sharing a meal and providing health and wellbeing activities for older Greek speaking women.

This project aligns with the aims of the Facility Hire Grant program, to develop an accessible and inclusive community, encourage community initiatives that promote self-sufficiency, innovation and respond to community needs and help strengthen community capacity to plan and implement services.

Recommendation: **The Committee recommends that Council funds a Facility Hire Grant of \$5,494.72 to The Nest of Love Women's Senior Citizens Club to meet at McKinnon Hall on a weekly basis until 13 December 2023.**

**Moved: Cr Sam Parasol Seconded: Cr Li Zhang
Motion Passed Unanimously**

Ana Tsaganos returned to the room at 5.48 pm.

4.4.2 The Trustee for The NCJW (Victoria) Social Support Trust

The Trustee for The NCJW (Victoria) Social Support Trust submitted a Facility Hire Grant application on 16 February 2023 to hire the Caulfield Cup Room on 1 and 8 March 2023 at a cost of \$495 to host its Jam Project. The facility will be used to deliver a mentoring program to local young women.

This project aligns with the aims of the Facility Hire Grant program to encourage community initiatives that promote self-sufficiency, innovation and respond to community needs and to help strengthen community capacity to plan and implement services.

Recommendation: **The Committee recommends that Council funds a Facility Hire Grant of \$495 to The Trustee for The NCJW (Victoria) Social Support Trust to hire the Caulfield Cup Room to host its Jam Project on 1 and 8 March 2023.**

**Moved: Cr Sue Pennicuik Seconded: Cr Li Zhang
Motion Passed Unanimously**

4.4.3 Murrumbeena Cricket Club

Murrumbeena Cricket Club submitted a Facility Hire Grant application on 17 February 2023 to hire the upstairs Murrumbeena Park Function Room on 25 February 2023 at a cost of \$478. The facility was used to host a Bogan Bingo event which brought together approximately 60 community members to connect and have fun while raising funds for the club.

This project aligns with the aims of the Facility Hire Grant program, to help support celebration and participation in community life.

Recommendation: **The Committee recommends that Council fund a Facility Hire Grant of \$478 to Murrumbeena Cricket Club to hire the Murrumbeena Park Function Room to host its fundraising event on 25 February 2023.**

**Moved: Cr Sam Parasol Seconded: Cr Sue Pennicuik
Motion Passed Unanimously**

4.5 Small Grants Program applications

4.5.1 Walking Club of Victoria Inc.

The Walking Club of Victoria Inc. submitted a Small Grant application of \$500 under the auspice of Bushwalking Victoria Inc. for first aid training for its members. The total training cost is \$3,170 and will be provided by St John Ambulance to 18 members of the Club, of which six are Glen Eira residents.

The project aims to support safety and encourage more people to participate, improving their health and wellbeing. The first aid skills will also be useful to the wider community as many of the Club's members also volunteer in other roles across the community.

This project aligns with the Small Grants program aims of building capacity of a group and supporting the delivery of projects that support volunteering, social inclusion, safety, health, recreation and wellbeing.

Recommendation: **The Committee recommends that Council funds a Small Grant of \$500 for the Walking Club of Victoria Inc. under the auspice of Bushwalking Victoria Inc. to support its members receiving first aid training.**

**Moved: Cr Sam Parasol Seconded: Cr Li Zhang
Motion Passed Unanimously**

4.5.2 Review of Community Grants Policy

Officers prepared a self-assessment report to Council's Audit and Risk Committee on 2 September 2022 in response to the Victorian Auditor-General's review on *Fraud Control over Local Government Grants*. In response to this report the Committee requested that Council's Community Grants Policy review is brought forward from February 2024 to March 2023.

A review of the draft Community Grants Policy has taken place. Officers have followed the recommendations made by the Victorian Auditor-General and have considered the requirements to develop an overarching Community Grants Policy that details:

- when and why Council uses grants to achieve its strategy
- how Council will administer Community Grants Programs across their life cycle
- the risk-based approach Council uses to determine if it will evaluate each Grants Program
- Officer and Councillors roles in assessing and managing grants
- relevant Council policies and procedures, including processes for declaring conflicts of interest.

The draft Policy is required to be presented to the Governance and Risk Committee before being presented to Council for adoption. The next Governance and Risk Committee meeting is 25 May 2023. Following review and feedback from this Committee, the Policy will be presented to Council for feedback and approval.

Action: The draft Community Grants Policy will be sent to the Community Grant Advisory Committee for preliminary feedback and discussion at the next meeting of the Committee.

The draft Community Grants Policy will be presented to the Governance and Audit Committee for feedback on 25 May 2023 and will then be presented to Council for adoption.

5. Forward Meeting Schedule

| Date | Items | Officer/Member |
|-------------------|--|----------------|
| 28 March | <ul style="list-style-type: none"> ▪ Small Grants program ▪ Facility Hire Grants program ▪ Variation/extension requests ▪ Youth Excellence Grants ▪ Draft Community Grants Policy | Sharon Sykes |
| 16 May | <ul style="list-style-type: none"> ▪ Small Grants program ▪ Facility Hire Grants program ▪ Variation/extension requests ▪ Youth Excellence Grants | Sharon Sykes |
| 21 June 2023 | <ul style="list-style-type: none"> ▪ Annual Community Grants Program Assessment | Sharon Sykes |
| 11 July 2023 | <ul style="list-style-type: none"> ▪ Small Grants program ▪ Facility Hire Grants program ▪ Variation/extension requests ▪ Youth Excellence Grants | Sharon Sykes |
| 8 August 2023 | <ul style="list-style-type: none"> ▪ Small Grants program ▪ Facility Hire Grants program ▪ Variation/extension requests ▪ Youth Excellence Grants | Sharon Sykes |
| 12 September 2023 | <ul style="list-style-type: none"> ▪ Small Grants program ▪ Facility Hire Grants program ▪ Variation/extension requests ▪ Youth Excellence Grants | Sharon Sykes |
| 10 October 2023 | <ul style="list-style-type: none"> ▪ Small Grants program ▪ Facility Hire Grants program ▪ Variation/extension requests ▪ Youth Excellence Grants | Sharon Sykes |

| Date | Items | Officer/Member |
|------------------|--|----------------|
| 21 November 2023 | <ul style="list-style-type: none"> ▪ Small Grants program ▪ Facility Hire Grants program ▪ Variation/extension requests ▪ Youth Excellence Grants ▪ Community Grants Guidelines 2024-2025 | Sharon Sykes |

6. Next Meeting: Tuesday 28 March 2023 at 5.30pm.

7. Meeting closed: 6.00pm.