

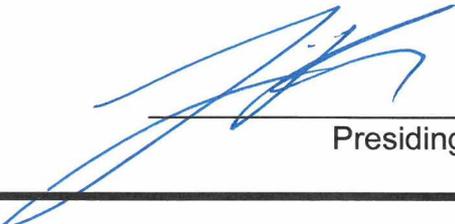


CONFIRMED MINUTES

SPECIAL GRANTS SELECTION COMMITTEE MEETING

19 JUNE 2019

I certify that the minutes of the meeting of the Special Grants Selection Committee held on Wednesday, 19 June 2019 were confirmed on Tuesday, 8 October 2019.



Presiding Person



**UNCONFIRMED MINUTES
SPECIAL GRANTS SELECTION COMMITTEE MEETING
19 JUNE 2019**

ATTENTION/DISCLAIMER

The purpose of this Committee Meeting is to discuss and make recommendations to Council about items appearing on the agenda and other matters for which the Committee is responsible. The Committee has no power to make any decisions which are binding on the Council or the Shire of Mundaring unless specific delegation of authority has been granted by Council. No person should rely on or act on the basis of any advice or information provided by a Member or Employee, or on the content of any discussion occurring, during the course of the Committee Meeting.

The Shire of Mundaring expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a Member or Employee, or the content of any discussion occurring during the course of the Committee Meeting.

CONTENTS

1.0	OPENING PROCEDURES	4
1.1	ANNOUNCEMENT OF VISITORS.....	4
1.2	ATTENDANCE/APOLOGIES	4
2.0	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	4
3.0	DECLARATION OF INTEREST	4
3.1	DECLARATION OF FINANCIAL INTEREST AND PROXIMITY INTERESTS	4
3.2	DECLARATION OF INTEREST AFFECTING IMPARTIALITY.....	5
4.0	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	5
	SGSC1.06.19	5
5.0	PRESENTATIONS	5
5.1	DEPUTATIONS	5
5.2	PETITIONS	5
5.3	PRESENTATIONS	5
6.0	REPORTS OF EMPLOYEES	6
6.1	YOUTH ENGAGEMENT PARTNERSHIP FUND APPLICATIONS	6
	SGSC2.06.19	9
7.0	CLOSING PROCEDURES	14
7.1	DATE, TIME AND PLACE OF THE NEXT MEETING	14
7.2	CLOSURE OF THE MEETING	14

**SPECIAL GRANTS SELECTION COMMITTEE MEETING
COMMITTEE ROOM, 7000 GREAT EASTERN HIGHWAY, MUNDARING – 5.15PM**

1.0 OPENING PROCEDURES

The Presiding Person declared the meeting open at 5.17pm.

1.1 Announcement of Visitors

Nil.

1.2 Attendance/Apologies

Members	Cr Doug Jeans	Central Ward
	Cr Jason Russell	West Ward
	Cr James Martin	South Ward

Staff	Megan Griffiths	Director Strategic & Community Services
	Penny McGrory	Community Engagement Facilitator – Youth
	Paula Heath	Minute Secretary

Apologies	Cr Stephen Fox	East Ward
	Cr John Daw	East Ward

Absent Nil

Guests Nil

Members of the Public Nil

Members of the Press Nil

2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

3.0 DECLARATION OF INTEREST

3.1 Declaration of Financial Interest and Proximity Interests

Elected Members must disclose the nature of their interest in matters to be discussed at the meeting (*Part 5 Division 6 of the Local Government Act 1995*).

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting (*Sections 5.70 and 5.71 of the Local Government Act 1995*).

Nil

3.2 Declaration of Interest Affecting Impartiality

An Elected Member or an employee who has an interest in a matter to be discussed at the meeting must disclose that interest (*Shire of Mundaring Code of Conduct, Local Government (Admin) Reg. 34C*).

Nil

4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COMMITTEE DECISION RECOMMENDATION	SGSC1.06.19
Moved by Cr Jeans	Seconded by Cr Martin

That the Minutes of the Grants Selection Committee Meeting held 11 June 2019 be confirmed.

CARRIED 3/0

For: Cr Jeans, Cr Russell and Cr Martin

Against: Nil

5.0 PRESENTATIONS

5.1 Deputations

Nil

5.2 Petitions

Nil

5.3 Presentations

Nil

6.0 REPORTS OF EMPLOYEES

6.1 Youth Engagement Partnership Fund applications

File Code	GS.COM.2.08
Author	Penny McGrory, Community Engagement Facilitator
Senior Employee	Megan Griffiths, Director Strategic & Community Services
Disclosure of Any Interest	Nil
Attachments	1. Mundaring Arts Centre - Up in the Hills, Art for Teens Program Application Summary ↓

SUMMARY

The 2018/19 Youth Engagement Partnership Fund budget is \$35,000. Four applications were received with the requests totalling \$32,449.

At the Grants Selection Committee of 11 June 2019 these requests were considered. Three of the applications were approved with the decision on the fourth application from Mundaring Arts Centre deferred in order to obtain additional information.

This additional information has been provided as per **Attachment 1** with further input also sought from the Youth Crew

Following further detailed review of the application it is recommended that a Youth Engagement Partnership Fund grant to the value of \$10,000 be awarded to Mundaring Arts Centre to assist with the delivery of the Up in the Hills – Art for Teens initiative.

BACKGROUND

The Youth Engagement Partnership Fund was developed to financially assist local community groups to deliver a range of events and programs for young people in the Shire of Mundaring. These events and programs are designed to meet identified need in the community and to deliver services and programs which align with the Youth Informing Strategy 2017-2022. This Strategy has guiding principles of youth connection, strengthening of strategic partnerships, focussing on skills development and enabling peer support opportunities.

- Eligible Community groups can apply for up to \$10,000.

In addition to meeting the selection criteria, the Grants Selection Committee, as outlined in the program guidelines, will also take into consideration:

- Partnerships, where two or more community groups will benefit directly from the project; and
- The equitable distribution of funds across the geographic communities of the Shire of Mundaring.

The Youth Engagement Partnership Fund provides the Shire with opportunities for positive promotion. The Grant Guidelines and Agreement outline the requirement, on the acceptance of funding, that the groups acknowledge the support they receive from the

Shire of Mundaring. This helps residents understand one of the ways Shire revenue is spent in the local community. It may also encourage other community organisations undertaking similar activities to consider approaching the Shire for a grant. The types of promotion include:

- Provide a written invitation to a Council representative to attend the project launch.
- Publicise the Shire's financial support for the project through:
 - At least one media article;
 - The Shire's name or logo on any promotional or program material produced for the event;
 - The display of Shire of Mundaring signage during the event; and/or
 - Verbal acknowledgement of the Shire's support during speech activities.

The Youth Engagement Partnership Fund was promoted in the community through advertisement in the local newspaper, Shire website, community group email network, social media and posters at Shire sites and community noticeboards.

The four applications were considered by the Committee on 11 June 2019; these were as follows:

- Swan Districts Football Club.....\$3845
- Mundaring Arts Centre.....\$10,000
- Eastgate Church.....\$2897
- Darlington Theatre Players – Marloo Youth\$9552

The decision to grant funds to Mundaring Arts Centre was deferred in order to obtain additional information and comment from the Youth Advisory Group (The Youth Crew) [GSC4.06.19].

STATUTORY / LEGAL IMPLICATIONS

The Terms of Reference of the Grants Selection Committee provide authority to approve Youth Engagement Partnership Fund grants over \$1000.

POLICY IMPLICATIONS

The Youth Engagement Partnership Fund is part of the Community Grants in the Shire's Community Funding Policy CD-02.

FINANCIAL IMPLICATIONS

The funding application from Mundaring Arts Centre can be met within the allocated budget.

STRATEGIC IMPLICATIONS

Mundaring 2026 Strategic Community Plan

Priority 2 - Community

Objective 2.2 – Residents of all ages, needs and backgrounds are engaged and supported by their community

Strategy 2.2.3 – Encourage and promote volunteer and support services

Priority 2 – Community

Objective 4.1 - A place of vibrant culture and arts

Strategy 2.4.1 - Encourage, promote and support existing and new community events

SUSTAINABILITY IMPLICATIONS

Social

The Shire of Mundaring has developed this grants program in order to assist community groups to run programs or events for young people in the Shire. Such events provide opportunities for cultural, leisure or recreational activities and social interaction within all sectors of the community, support community creativity and vitality and support community networks, volunteers and non-for-profit organisations.

RISK IMPLICATIONS

Risk: Reputation – Council may face a reputational risk if the Youth Engagement Partnership Fund Grant is not expended in an effective, strategic and equitable manner.		
Likelihood	Consequence	Rating
Unlikely	Moderate	Moderate
Action / Strategy		
The risk is mitigated through ongoing and periodic review of the program.		
Risk: Financial – The risk of funds mismanagement by grant recipients.		
Likelihood	Consequence	Rating
Unlikely	Moderate	Moderate
Action / Strategy		
The risk is mitigated through the eligibility and assessment process, where groups must provide evidence of their capacity to complete and acquit the project or event.		

EXTERNAL CONSULTATION

Consultation was undertaken with Mundaring Arts Centre, their nominated referees and the Youth CREW.

COMMENT

Mundaring Arts Centre have sought funds from the Youth Engagement Partnership Fund in order to deliver the Up in the Hills – Art for Teens program. This program will see a variety of arts based workshops run within the community and local schools. All work will be exhibited at the Darlington Arts Festival and displayed at other community events.

Following the 11 June 2019 Grants Selection Committee meeting the Community Engagement Facilitator – Youth had discussions with Mundaring Arts Centre in order to obtain additional information. During the meeting of the Grants Selection Committee concerns were raised regarding delivery of workshops within school hours and therefore limiting access to a broader community of young people. In response to these concerns Mundaring Arts Centre have provided further information which is outlined in **Attachment 1**. Concerns regarding access to a wider cohort of young people and the delivery of workshops within the schools has been addressed. The workshops delivered will be completed predominantly outside the classroom during lunch breaks and outside of school hours. In addition, there are a number of community based workshops and exhibitions planned.

The Youth Advisory Group (The Youth Crew - TYC) have further reviewed this application and are in full support of funding the project.

VOTING REQUIREMENT

Simple Majority

COMMITTEE DECISION RECOMMENDATION	SGSC2.06.19
Moved by Cr Jeans Seconded by Cr Martin	

That the committee resolves to award a Youth Engagement Partnership Fund grant of \$10,000 to Mundaring Arts Centre in order to undertake the Up in the Hills – Art for Teens Program.

CARRIED 3/0

For: Cr Jeans, Cr Russell and Cr Martin

Against: Nil

19 June 2019 – Grants Selection Committee (Special)
Youth Engagement Partnership Fund Assessment against Selection Criteria

Applicant Group: Mundaring Arts Centre Inc.

Event: Up in the Hills - Art for Teens in the Shire of Mundaring

1. Meets eligibility requirements?

Yes

2. Applicant Grant History

Nil – Please note that the Mundaring Arts Centre receives funding from the Shire of Mundaring through a 4 year service agreement however in line with the guidelines for the Youth Engagement Partnership Fund are able to apply for this grant.

3. Meets Shire Strategic Community Plan objectives and the Youth Informing Strategy?

Mundaring 2026 Strategic Community Plan

Priority 2 - Community

- Objective two- Residents of all ages, needs and backgrounds are engaged and supported by their community.
- Objective four - A place of vibrant culture and arts.

Youth Informing Strategy 2017-2020:

- Youth connections
- Strengthening strategic partnerships
- Focusing on skills development
- Enabling peer support opportunities.

4. Brief Description of Project

Mundaring Arts Centre is seeking funding support to deliver a series of 17 quality, artist led workshops and projects designed to engage youth aged 12 -18 years from the Shire of Mundaring in a range of art activities to build skills and social connection. Schools to be involved include: Eastern Hills Senior High School, Mt Helena Primary School, Helena College, and Mundaring Christian College Senior School.

These programs will be delivered as follows:

6 x school holiday workshops (delivered within the community)

2 x workshops at Darlington Arts Festival

2 x drop in workshops at What On Earth Open Day

7 x school workshops including:

1 x wearable art workshop which will be run through lunchtime for students who have expressed an interest in participating in the Worn Out Worn Art Parade.

2 x Clay Pod Forms lunchtime workshops at Eastern Hills SHS.

2 x Graphite Rendering for Yr 6 students at Mt Helena Primary School.

2 x Textiles/drawing workshops (TBA)

The project will provide opportunities for young people to see their work presented professionally to the whole community through exhibitions, performance and festivals. These festivals will include What On Earth (WOE) 'Seeds, Pods and Pollen' community exhibition, 'Worn Out Worn Art' (WOWA) wearable art parade and interactive art activities at the Darlington Arts Festival including Indigenous carving and wood skills.

Items to be funded:

- Artist Fees
- Materials
- Travel
- Marketing, Documentation and Promotion
- Administration
- Exhibition Invigilation
- Venue Hire
- Volunteer Support
- Insurance
- Evaluation and Reporting
- Project Coordination

5. Community Consultation/Benefit

Young People (12-18yrs)

The workshop series has been designed after assessing the past activities undertaken by young people through the Mundaring Arts Centre program. There was strong interest in Indigenous arts, environmental themes, animation, three dimensional construction, ceramics and fibre art.

Through the Shire's and Mundaring Arts Centre's (MAC) youth projects, the Mundaring Environmental Art Project and WOWA, a large group of young people have developed a relationship with MAC, volunteering their time and demonstrating their passion for environmental topics. Many previous participants continue to assist in a volunteer capacity for large scale community events and open days such as the Darlington Arts Festival, Icon Projects such as What On Earth and through the school holiday program. Volunteers and young people involved in the public programs have expressed a desire to have more opportunities to exhibit their work to the public.

The Mundaring Arts Centre has an established record of attracting predicted participation in visual arts projects. The artists (Ross Potter, Narayani Palmer, Lee Woodcock, Mel Dare, Claire Bushby, Sarah Zel Chescoe, Angela Ferolla, Jennifer Cochrane, John Mogridge, Lea Taylor) and schools (Eastern Hills Senior High School, Mt Helena Primary School Year 6, Helena College, Mundaring Christian College Senior School) and community groups (Mundaring and Hills Historical Society, Katharine Susannah Prichard Writer's Centre, Men's Shed, Mundaring Sharing and Eastern Metropolitan Regional Council) outlined in the proposal have confirmed their support.

MAC has received feedback from teachers, students and individuals to indicate there is strong support for MAC arts projects and workshops.

6. Access and Inclusion

All facilities involved have conducted an access and inclusion audit. Access to the workshops was considered in the timing and the locations chosen. Running workshops through lunch times and on school premises ensures that the young people have easy access without the challenges of accessing public transport. All holiday workshops are advertised widely and in varied formats.

7. Project Plan and Timeline

Start Date: 02/07/2019

End Date: 20/12/2019

Visual arts workshop

Open Day Activities

Exhibition

Darlington Arts Festival

WOWA Parade

8. Risks Identified and Managed

The project partners have been confirmed and projects of a similar model conducted by the Mundaring Arts Centre in the past, the only perceived risk is inclement weather for open air events and this can be mitigated by the wet weather contingency plan (bringing activity in doors or altering the date with enough notice)

9. Acknowledgement of the Shire's support

Social Media, Mailchimp newsletter, posters, media releases and verbally

10. Demonstrated success of the project

- Skill development through visual arts workshops
- Completed quality arts products
- Observation
- Social connectedness, partnership development, self-esteem and connection to services
- Continued connection to services after project, friendships and relationships built and number of partners
- Observation and follow up with focus groups
- Celebration of young people's creativity engendering pride and connection
- Positive feedback from participants, audience and media
- Observation, survey

11. Event Budget

The total budget is \$19,350. The applicant is seeking \$10,000 from Shire of Mundaring, being 51.6% of the budget.

12. Youth Advisory Group – The Youth CREW (TYC) comments

The Youth CREW (TYC) discussed this project extensively and raised some areas of concern.

They raised that the workshops being proposed will possibly be attended by students who do not necessarily wish to participate in order to make up numbers, as this has been their experience of school based activities. They feel that when this happens the young people do not take the workshops seriously and therefore the funding would be wasted on them. They recommend that MAC do an Expression of Interest survey allowing them to see how many young people would actually be interested in attending or they suggest perhaps running the workshops during after school hours. The concerns raised by the CREW are mitigated by the fact the workshops aren't all just classroom based with opportunities for engagement outside of school hours, during lunch times and within community workshops.

13. Community Engagement Facilitator – Youth comments

Historically Mundaring Arts Centre run well thought out and organised programs. Mundaring Arts Centre have estimated that the 17 workshops will involve approximately 580 young people. The workshops will be facilitated by numerous experienced artists and run over different locations providing opportunities for many young people to access them. All participants have expressed an interest in attending these workshops. They will be run through lunch times and after school hours. The Mundaring Arts Centre will offer 6 of these workshops in school holidays which is beneficial for young people in the Shire looking for activities to participate in. The program meets all of the objectives in the guidelines of the Youth Engagement Partnership Fund.

14. Recommendation

That a Youth Engagement Partnership Fund Grant to the value of \$10,000 be awarded to the applicant.

7.0 CLOSING PROCEDURES

7.1 Date, Time and Place of the Next Meeting

The next Grants Selection Committee meeting will be held on Tuesday, 8 October 2019 at 5.15pm.in the Committee Room, 7000 Great Eastern Highway, Mundaring.

7.2 Closure of the Meeting

The Presiding Person declared the meeting closed at 5.24pm.