GENERAL REPORTS

3   CHRISTMAS DECORATIONS IN TOWNSHIPS

FILE REFERENCE INT1823786

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RECOMMENDATION

That:

1. Council invites applications for the provision of Christmas decorations under the existing Community Wellbeing Support Grants program under the Small Change Grants category to the maximum value of $2,000.
2. The successful community applicant must comply with all relevant risk assessments, insurance requirements, traffic management plans if applicable, and where appropriate seek permission from relevant authorities to undertake the installation of Christmas decorations.
3. the successful applicant is encouraged to work with their respective Traders Associations and Men's Shed where applicable.
4. a once only grant round open for the month of October in 2018 to enable applicants to apply for decorations for the 2018 Christmas period. The total value of the funding pool available to applicants would be $10,000.

Attachments
1   Community Wellbeing Support Grants Policy   4 Pages

EXECUTIVE SUMMARY

Notice of Motion 1036, was adopted by the Council at its meeting held in January 2018.
The Motion reads:
That a report regarding the provision of a grants program to assist community groups in decorating Townships for Christmas be prepared for Council consideration at the March Council meeting.

This matter was deferred at the March meeting for further consideration at the April Council Meeting

Further consultation has occurred with Cr. Brown and Cr. Wilmot and has informed this Council report.

The report proposes that the small change grants allocation of the Community Wellbeing and Support Grants be made available for applications for Christmas decorations up to the value of $2000. Furthermore that in 2018, a once off grant round be opened in October 2018 to allow applications for the 2018 Christmas season. This once off grant round to be funded from a carry forward of unallocated 2017/18 funding and a quarantined amount from the 2018/19 budget to a total of $10,000.

BACKGROUND

The Community Wellbeing and Support Grants Program is available to assist with the establishment of new organisations, projects and services; as well as the enhancement of existing projects and programs, for the benefit of our diverse community.

The key objective of the grants program is to equitably support sustainable initiatives that address an identified and unmet community need, with an aim to:
improving resident health and wellbeing
supporting opportunities for volunteerism
building capacity of community groups, projects and programs to be sustainable.

Applicants must be:
not-for-profit; and
locally based and/or servicing Cardinia Shire residents; and
a section 86 committee of Council; or
incorporated (or be auspiced by an incorporated organisation).

If a licence, lease or funding agreement exists between Council and the community organisation, then the agreements need to be signed and current in order for applications to be considered. Community groups with incomplete or outstanding projects are not eligible to apply for further projects and applications will not be considered.

We recommend that applications for Christmas decorations be considered only under the Small Change Grant category to a maximum value of $2,000.

Applicants for Small Change Grants may apply for funding to assist with a range of ad hoc costs that cannot be met through other funding sources. Examples include:
purchase of small items of equipment
uniforms
website redevelopment
short term projects
Funding will not be allocated to support the running of events.

In addition to the other terms and conditions of the Community Wellbeing grants, applicants will be advised of the following:
- A traffic management plan may be required
- A risk assessment will need to be provided by each community group and be approved by relevant Council officers
- Vicroads may need to be notified if placing signs or decorations on a Vic Roads reserve
- Permission may be required from a relevant authority such as a utility company depending on the proposed location of Christmas decorations.

It is proposed that a once only grant round open for the month of October in 2018 to enable applicants to apply for decorations for the 2018 Christmas period. The total value of the funding pool available to applicants would be $10,000. This would enable five townships or more to receive funding. In future years, applications will be considered under the small change grants category of the Community Wellbeing and Support Grants program.

POLICY IMPLICATIONS

Future applications for Christmas decorations will be considered as part of the normal Community Wellbeing Support Grant funding rounds. No preference will be given to Christmas decoration applications, excluding the special one off round proposed for October 2018, and they will be

assessed with all applications under the Community Wellbeing Support Grants program from 2019 forward.

RELEVANCE TO COUNCIL PLAN

2.2 Engaged communities
2.3 Increased levels of community participation

CONSULTATION/COMMUNICATION

Consultation has occurred with Council's Risk Management Officer, Development & Compliance Services team, Passive Reserves team and Council's Traffic engineers

FINANCIAL AND RESOURCE IMPLICATIONS

It is recommended that $3,442 be carried forward from the 2017/18 Community Wellbeing Support Grant budget and $6,558 be set aside from the 2018/19 Community Wellbeing Support Grant budget to enable a one off grant round open for the month of October in 2018 to enable applicants to apply for decorations for the 2018 Christmas period. The total value of the funding pool available to applicants would be $10,000. This would enable five or more townships to receive funding. This would leave $83442 remaining for the 2018/19 Community Wellbeing Support Grant budget. For comparison, $87,358 was awarded to successful applicants from the 2017/18 Community Wellbeing Support grants program.

CONCLUSION

That Council invites applications for the provision of Christmas decorations under the existing Community Wellbeing Support Grants program. A one off grant round open for the month of October in 2018 to enable applicants to apply for decorations for the 2018 Christmas period. The total value available to applicants would be $10,000. Future applications for Christmas decorations will be considered as part of the normal Community Wellbeing Support Grant funding rounds.

Community Wellbeing and Support Grants Program Guidelines

The Community Wellbeing and Support Grants Program is available to assist with the establishment of new organisations, projects and services; as well as the enhancement of existing projects and programs, for the benefit of our diverse community.

Objectives

The key objective of the grants program is to equitably support sustainable initiatives that address an identified and unmet community need, with an aim to:

- improving resident health and wellbeing
- supporting opportunities for volunteerism
- building capacity of community groups, projects and programs to be sustainable.

Cardinia Shire's Liveability Plan 2017 – 2029

All applications must demonstrate alignment with at least one of the outcomes listed in Cardinia Shire's Liveability Plan.

Vision: *Cardinia Shire is a liveable, resilient community where the environment flourishes and residents are healthy, included and connected'.*

Outcomes:
- Reduce harm from alcohol, tobacco, drugs and gambling
- Reduce family violence
- Reduce financial vulnerability
- Improve mental health and wellbeing
- Reduce obesity
- Improve safety
- Improve social cohesion

For further information on Cardinia Shire's Liveability Plan please click here.

Categories

There are three key categories of funding:

1. Seeding Grants to support the establishment of new groups or initiatives (i.e. programs or projects) that seek to improve community health and wellbeing
2. Volunteering Grants to assist with the recruitment and development of volunteers
3. Small Change Grants to assist with ad hoc requests for support from established community based groups and community service organisations.

Eligibility

Applicants must be:

- not-for-profit; and

- locally based and/or servicing Cardinia Shire residents; and
- a section 86 committee of Council; or
- incorporated (or be auspiced by an incorporated organisation).

If a licence, lease or funding agreement exists between Council and the community organisation, then the agreements need to be signed and current in order for applications to be considered.

Community groups with incomplete or outstanding projects are not eligible to apply for further projects and applications will not be considered.

Funding will not be allocated to:

- activities which are a primary or core service and/or responsibility of Council or State or Federal governments
- individuals
- private, profit-making organisations
- political organisations
- capital works projects (as defined in Council's Community Capital Works Grants Policy)
- public space/township beautification projects
- replacement of existing equipment and/or furnishings at community and recreational facilities
- maintenance of community or recreational facilities.

Seeding Grants

Applicants for Seeding Grants may only apply for a grant to support establishment costs of a new organisation, group, club, project, program or service. Examples include:

- promotional material to advertise a new program or group
- incorporation fees
- design costs for a newsletter or website
- purchase of small items of equipment.

Ongoing costs must be evidenced to be sustained without further Council support beyond the first year of its life. Examples include:

- venue hire
- insurance
- activity costs - materials, hired labour etc.

Consideration may also be given to applications that seek to significantly improve an existing program or service (as a lower priority for funding).

Volunteering Grants

Applicants for Volunteering Grants may to undertake a range of initiatives that will grow and develop volunteering within Cardinia Shire. Examples include:

- establishing volunteering programs

- training and development of volunteers, where not mandated by regulation, nor within the scope of training that is provided by the organisation*
- promotion of volunteering opportunities.

*Applications cannot include requests for support for training already subsidised by Council.

Small Change Grants

Applicants for Small Change Grants may apply for funding to assist with a range of ad hoc costs that cannot be met through other funding sources. Examples include:

- purchase of small items of equipment
- uniforms
- website redevelopment
- short term projects

Funding will not be allocated to support the running of events.

Criteria

All applications must:

- demonstrate a benefit to the health and wellbeing of Cardinia Shire residents and align with Cardinia's Liveability Plan
- support equitable access and inclusion
- address an unmet need (and provide evidence of this need)
- clearly identify beneficiaries
- clearly state objectives with measurable outcomes; and
- address how the application fits within the scope of the grant category.

Funding

Applicants must substantiate the grant amount requested.

Only one successful application for funding per applicant is permitted each financial year.

1. Seeding Grants - maximum of $5,000
2. Volunteering Grants - maximum of $3,000
3. Small Change Grants - maximum of $2,000

Each financial year, a minimum of one grants round will be open for applications:

- The first grants round will be open during the month of September.
- When there is remaining funding, a second grants round will be open during the month of February.

Assessment Process

Applications received will be assessed by a multidisciplinary panel of Council staff.

Dispute resolution

If an applicant wishes to query a grants assessment, written requests for clarification may be sent to Council, attention to Community Strengthening Unit by post to PO Box 7, Pakenham 3810 or via email. Such requests will receive due consideration and a written response will be provided.