



MINUTES

COMMUNITY & BELONGING STRATEGIC REFERENCE GROUP

held in the Councillors Room, Manly on

WEDNESDAY 20 FEBRUARY 2019

**Minutes of the Community & Belonging
Strategic Reference Group
held on Wednesday 20 February 2019
in the Councillors Room, Manly
Commencing at 6:05pm**

ATTENDANCE:

Committee Members

Cr Candy Bingham (Chair)	
Cr Penny Philpott	
Cr Kylie Ferguson	
Roslyn Marsh	Avalon Preservation Association, arts & culture
Simon Moriaty	Community representative, Curl Curl Ward
Michelle Povah	Northern Beaches Child & Family Interagency
Dee Robbins	Lifeline representative
Samuel Wilkins	Community representative - Forest Ward, youth, arts & culture
Cathy Hockey	Community representative, disability
Susan Watson	Easylink Community Transport, seniors & disability

Council Officer Contacts

Kylie Walshe	Executive Manager Community, Arts & Culture
David Kerr	General Manager, Planning, Place & Community
Michael McDermid	Acting Executive Manager Strategy, Performance & Improvement
Theo Stephens	Branch Manager, Library Services
Robert van den Blink	Manager, Social Planning & Community Development
Will Wrathall	Team Leader, Community Development
Jessica Groves	Acting Team Leader, Youth Development
Annie Laing	Governance Officer

1.0 APOLOGIES

Apologies were received from Councillor Sarah Grattan, Maria-Elena Chidzey, Jennifer Wharton, Tamzin Lee, Margaret Shonk and Lorrie Morgan.

2.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

There were no declarations of pecuniary or non-pecuniary conflicts of interest.

3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

3.1 MINUTES OF COMMUNITY & BELONGING STRATEGIC REFERENCE GROUP MEETING HELD 5 DECEMBER 2018

RECOMMENDATION

That the Minutes of the Community & Belonging Strategic Reference Group meeting held 5 December 2018 are hereby confirmed as a true and correct record of the proceedings of that meeting.

Simon Moriarty / Michelle Povah

4.0 UPDATE ON ACTIONS FROM LAST MEETING

K Walshe advised that while there isn't currently a higher quality map of the Coast Walk, Council is working on a more detailed map as well as a mobile app.

5.0 AGENDA ITEMS

5.1 'BE CONNECTED' DIGITAL LITERACY INITIATIVE - NORTHERN BEACHES LIBRARY SERVICE

DISCUSSION

Theo Stephens presented on this item, the presentation was included in the Agenda. The following points were discussed:

- Council has received an activation grant from the Good Things Foundation and are now committed to providing the service to a minimum of 300 people.
- The program includes technical sessions and workshops. The technical sessions are available at all Council libraries, however the Be Connected workshops are currently only at Warringah Mall Library with the view to expand this to all Council libraries.
- S Watson advised there would be an opportunity for a partnership between the 'Be Connected' initiative and EasyLink.
- Staff advised that programs can be tailored to suit group sizes and various content.
- If the program is successful there is further funding available for Council to apply for.

Further information is available through:

- Theo Stephens, email: Theo.Stephens@northernbeaches.nsw.gov.au or 02 9942 7990
- 'Be Connected' website <https://beconnected.esafety.gov.au/>
- Subscription to Council's newsletters
<https://www.northernbeaches.nsw.gov.au/council/news/newsletters>

5.2 COMMUNITY GRANT PROGRAM

DISCUSSION

Community Grants Policy

Staff gave a presentation on the Community Grants Policy, the presentation was provided in the Agenda. The following points were discussed:

- The need to make Grant Application Workshops more available and holding bi-annual workshops rather than only at the time when grants become available.
- The possibility of grants being made available more than once a year, however the risk that was noted by staff was that there can be a perception that people who miss out on grants the first round will get it the next time round.
- The option to widen the scope of grants to include establishments within the LGA to apply for funding to address issues they may be facing in relation to live music (Item 5.3) This could include infrastructure grants to fund acoustic treatments.
- The guidelines and criteria needs to be strengthened in comparison to the 2018 process.

Members participated in a workshop to provide feedback on the principles for the Policy. The outcomes are provided at Attachment 1.

Community, Arts & Culture Grants Program 2019/20

Staff gave a presentation on the Community, Arts & Culture Grants Program, the presentation was provided in the Agenda.

The following points were discussed:

- Have a strict criteria that includes value for money in the priorities.
- Include clear and achievable KPI's / outcomes including measurements of success.
- Ensure there is a high calibre assessment panel.
- Chuffed Fundraising is running two workshops on behalf of Council, for potential grant applicants.
- It was questioned if Council should provide grants where there are already other organisations doing similar or the same grants?
- The potential to ensure that bigger organisations are not applying for grants with other organisations. Staff noted that organisations are crosschecked with other Northern Beaches Council divisions.

Community and Belonging SRG - 20 February 2019

Challenges in respect Community Grants

The SRG was invited to identify challenges in managing grants. The Participation and Partnership SRG held on 13 February 2019 conducted a similar exercise (black font) and the Community and Belonging SRG built on this (grey font).

Challenges - Community groups in securing grants	Challenges - Council in managing programs
<p>More support and assistance is required to skill up community groups in preparing applications:</p> <ul style="list-style-type: none"> • “How to” sessions and more resources required to show what a good application looks like – workshops, videos on-line, mock-up of successful applications • Offer grant writing courses outside of when grants are available • Ensure guidelines and criteria are completely understood by community applicants • Clear guidelines and feedback to unsuccessful applicants <p>Difficulties in completing grant applications – process including paperwork/online</p> <ul style="list-style-type: none"> • Review questions to keep to a minimum • Effort in completing applications should be relative to the size of the grant • Consider 2 stage grant processes – minimal info phase 1 and invitation to submit further information at phase 2 • Applicants should have an opportunity to identify to the panel that funding is not available under other programs <p>Not for profit groups working together to prepare applications</p> <ul style="list-style-type: none"> • Applicants must be an incorporated association to be eligible for a grant – the challenges in finding an organisation to partner with • Not for profit explored • Invite targeted community groups for desirable programs – co-auspice 	<p>How to deal with unsuccessful applications</p> <p>Funds for mates – perception that everyone doesn’t have the same opportunity to receive funding</p> <ul style="list-style-type: none"> • Grant funding should be fairly allocated around the community <p>How to manage ‘expected’ grants - reputational damage to Council if ‘expected’ grants are not awarded</p> <ul style="list-style-type: none"> • Community sponsorship options to be broader • Operational grants could be provided for a fixed term (eg 3 years). The applicant then needs to reapply and the merits of the program assessed against those of other applications <p>Not enough grant funds to go around to all the worthy causes</p> <p>Applications need to be consistently and objectively assessed against the Guidelines</p>

Challenges - Community groups in securing grants	Challenges - Council in managing programs
<ul style="list-style-type: none"> • Interchange meeting of agencies to discuss co-grant programs <p>Many groups use professional grant writers those that don't may be disadvantaged as they lack the experience in preparing the application</p> <ul style="list-style-type: none"> • Separate out corporate/professional grant writers from normal community <p>Where to source funding from other than Council – other grant opportunities</p> <ul style="list-style-type: none"> • Grant Guru – provide more information about this product and how it will support the community in searching for grants • Council to provide business support to unsuccessful grant applicants – or a separate grant option <p>Equity for community groups through the process</p> <p>Assessment panel membership needs to be broader eg 1 member per village</p> <p>Opportunity to expend offering to include place activation grants – partnerships</p> <p>Need to look at availability of Music venues as there is a lack of venues on the NB and may require Council support</p> <ul style="list-style-type: none"> • Infrastructure grants for cultural activities should be available - Not enough music venues and no opportunity to get assistance • Council purchasing equipment for ongoing events eg stages, marquees, chairs <p>Grant programs should be offered more than once a year</p> <p>Events grants – Council should look at providing indemnity insurance for organisers</p> <p>A determined need by the community need not a business opportunity</p> <p>Need funding support for new and innovative initiatives and programs</p>	

5.3 LIVE MUSIC ON THE NORTHERN BEACHES

DISCUSSION

Staff presented on this item, the presentation was included in the Agenda.

The following points were discussed:

- Although places have been created for people and housing, however this has in turn generated a conflict for live music venues and events due to the impact on residential amenity.
- While Council has looked into purchasing a mobile stage truck, it is more economical for Council to hire it as required.
- There are issues related to the number of organisations that can control issues relating to licenced venues.
- Licenced venues and events are controlled by NSW Liquor and Gaming and the Environmental Protection Authority regulations.
- Council is looking at increasing band nights at the PCYC as well as an electronic music / DJ competitions.
- Council is currently looking into the possibility of allowing music venues in industrial areas as a part of the Local Environment Plan.

The group were asked for ideas that could facilitate more opportunities for live music:

- Look into the potential use of Council buildings for live music events. As well as the use of Surf Life Saving Clubs (SLSC) for example as a part of the renovation Manly SLSC could be acoustically treated.
- Some examples could be taken from City of Sydney.
- A live music summit / workshop for venue owners to discuss issues with Council as well as possible solutions. This could provide more opportunities for pubs and clubs in the LGA.
- Ensure that information on Council's website and Facebook can be easily shared by different community groups.

5.4 INCLUSIVE BUSINESS AWARD

DECISION

That Susan Watson be nominated to participate in the Northern Beaches Local Business Awards – Inclusion Award Category Assessment Panel.

5.5 COMMUNITY DEVELOPMENT & SERVICES POLICY

The Community Development & Services Policy was attached to the Agenda. This item to be discussed in more detail at the 22 May 2019 meeting.

5.6 AGENDA ITEMS FOR 2019

DISCUSSION

Councillor Bingham discussed this item and noted upcoming agenda items that will be included on future Agendas.

6.0 GENERAL BUSINESS

Members discussed the potential to move the meetings to a different location.

ACTION: Investigate the opportunity to change the location of meetings.

SUMMARY OF ACTIONS

ITEM NO.	ACTION	RESPONSIBLE OFFICER	DUE DATE
6.0	Investigate the opportunity to change the location of meetings.	K Walshe and Governance	22/05/2019

The meeting concluded at 7.57pm.

This is the final page of the Minutes comprising 9 pages numbered 1 to 9 of the Community & Belonging Strategic Reference Group meeting held on Wednesday 20 February 2019 and confirmed on Wednesday 22 May 2019.