

ATTACHMENT 4

Community Grants Assessment Panel 2009-10 ANNUAL REPORT

1. Introduction

This Annual Report of the City of Port Phillip Community Grants Assessment Panel, covers the activities of the Assessment Panel for the period January to June 2009.

The Committee was established in April 2009 to assess applications to the Community Grants Program and make recommendations for funding.

2. Membership

The membership structure of the Assessment Panel consists of:

Panel Convenor: Michele Leonard, Manager Community Development and Engagement.

Council Staff:

Monique Cosgrove; Community Development Officer Community Programs

Christina Del Frate, Multicultural Liaison Officer

Councillors:

Cr Rachel Powning

Cr Jan Touzeau (5 May, 12 May, 14 May meetings only)

Cr Serge Thomann (30 April 2009 meeting only)

Residents:

Bruce Thorn – Port Melbourne resident

Russell White – Albert Park resident

Sally Cunningham – St Kilda resident

Jan Robins – South Melbourne resident

3. Meetings

The Assessment Panels met on four occasions during 2009:

- Thursday 30 April, 6pm; St Kilda Town Hall
- Tuesday 5 May, 6pm; St Kilda Town Hall
- Tuesday 12 May, 6pm; St Kilda Town Hall
- Thursday 14 May, 6pm; St Kilda Town Hall

4. Work Program and Issues Arising

The Committee's objectives are:

- To assess applications to the 2009-10 Community Grants Program against set criteria.
- Agree on successful and unsuccessful applicants.
- Make recommendations for funding to successful applicants for programs to be delivered in the 2009-10 financial year.

5. Reporting

A report to Council detailing confidential recommendations for funding for programs to be delivered during the 2009-10 financial year, tabled in June 2009, also acts as the Annual Report to Council for the Community Grants Program Assessment Panel.

6. Recommendations

6.1. Term of Committee

The Community Grants Program Assessment Panel has a two year term. This is the second year in a two year term for community representatives on the Assessment Panel. The current term will expire on 30 June 2009.

It is recommended that future terms for Community Grants Program Assessment Panel remain at two years.

6.2. Terms of Reference

It is recommended that the Terms of Reference (Attachment 2) be accepted.

6.3 Future Reporting

It is recommended that the Annual Report to Council of the Community Grants Program Assessment Panel be provided in June to meet with Council's financial year budgetary cycle.

This report was prepared by Michele Leonard, Manager Community Development and Engagement.

Signature _____

Date _____