



## **AGENDA**

### **FOR SPORT, RECREATION AND GRANTS COMMITTEE MEETING TO BE HELD ON**

**13 FEBRUARY 2017 AT 6:30 PM**

**IN COMMITTEE ROOMS, 12 JAMES STREET, SALISBURY**

#### **MEMBERS**

Cr L Caruso (Chairman)  
Mayor G Aldridge (ex officio)  
Cr D Balaza  
Cr D Bryant  
Cr D Pilkington  
Cr D Proleta  
Cr B Vermeer  
Cr J Woodman (Deputy Chairman)  
Cr R Zahra

#### **REQUIRED STAFF**

Chief Executive Officer, Mr J Harry  
General Manager Business Excellence, Mr C Mansueto  
General Manager Community Development, Ms P Webb  
Manager Governance, Ms T Norman

#### **APOLOGIES**

#### **LEAVE OF ABSENCE**

#### **PRESENTATION OF MINUTES**

Presentation of the Minutes of the Sport, Recreation and Grants Committee Meeting held on 16 January 2017.

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## REPORTS

### *Administration*

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| 7.0.1 | Appointment of Deputy Chair for the Sport, Recreation and Grants Committee ..... | 7 |
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### *Community Grants*

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## OTHER BUSINESS

## CLOSE



**MINUTES OF SPORT, RECREATION AND GRANTS COMMITTEE MEETING HELD  
IN COMMITTEE ROOMS, 12 JAMES STREET, SALISBURY ON**

**16 JANUARY 2017**

**MEMBERS PRESENT**

Cr L Caruso (Chairman)  
Mayor G Aldridge (ex officio)  
Cr D Balaza  
Cr D Pilkington  
Cr D Proleta  
Cr B Vermeer  
Cr J Woodman (Deputy Chairman)  
Cr R Zahra

**STAFF**

Chief Executive Officer, Mr J Harry  
Acting General Manager Business Excellence, Mr D Bevan  
General Manager Community Development, Ms P Webb  
Manager Governance, Ms T Norman

The meeting commenced at 6.30 pm.

The Chairman welcomed the members, staff and the gallery to the meeting.

**APOLOGIES**

An apology was received from Cr D Bryant.

**LEAVE OF ABSENCE**

Nil.

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## PRESENTATION OF MINUTES

Moved Cr R Zahra  
Seconded Cr D Pilkington

The Minutes of the Sport, Recreation and Grants Committee Meeting held on 05 December 2016, be taken and read as confirmed.

**CARRIED**

## REPORTS

### *Administration*

#### **7.0.1 Future Reports for the Sport, Recreation and Grants Committee**

Moved Cr R Zahra  
Seconded Cr D Pilkington

1. The information be received.

**CARRIED**

### *Community Grants*

#### **7.2.1 Youth Sponsorship - December Applications**

Moved Cr R Zahra  
Seconded Mayor G Aldridge

1. The information be received.
2. A non-discretionary bid be submitted to the Second Quarter Budget Review for the amount of \$27,900 to ensure sufficient funds are available for Youth Sponsorship applications to the end of the 2016/17 financial year.

**CARRIED**

#### **7.2.2 Community Grants Program Applications for January 2017**

Moved Cr R Zahra  
Seconded Cr D Proleta

1. The information be received and noted.

**CARRIED**



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**OTHER BUSINESS**

Nil.

The meeting closed at 6.36pm.

CHAIRMAN.....

DATE.....



|                        |  |
|------------------------|--|
| <b>ITEM</b>            | 7.0.1  |
|                        | <b>SPORT, RECREATION AND GRANTS COMMITTEE</b>  |
| <b>DATE</b>            | 13 February 2017   |
| <b>HEADING</b>         | Appointment of Deputy Chair for the Sport, Recreation and Grants Committee   |
| <b>AUTHOR</b>          | Joy Rowett, Governance Coordinator, CEO and Governance   |
| <b>CITY PLAN LINKS</b> | 4.3 Have robust processes that support consistent service delivery and informed decision making.   |
| <b>SUMMARY</b>         | This report provides information with respect to the appointment and role of Deputy Chair. In accordance with the terms of reference of the Sport, Recreation and Grants Committee, an appointment is required to be made. |

## RECOMMENDATION

1. Cr \_\_\_\_\_ be appointed as Deputy Chairman of the Sport, Recreation and Grants Committee for a term of \_\_\_\_\_.

## ATTACHMENTS

There are no attachments to this report.

## 1. BACKGROUND

- 1.1 At the December 2016 Council meeting it was resolved (Resolution Number 1520/2016):
  - 1.1.1 Cr Woodman be appointed as Deputy Chairman of the Sport, Recreation and Grants Committee until the conclusion of the January 2017 round of meetings.
- 1.2 The Committee is now required to make a new appointment for the position of Deputy Chairman.

## 1. REPORT

- 1.1 The terms of reference for the Sport, Recreation and Grants Committee provides:
 

*The Deputy Chairman will be appointed at the first meeting of the Committee for a term to be determined by the Committee. At the end of that term, if less than the full term of Council, the Committee will make a new appointment.*

## 2. CONCLUSION / PROPOSAL

- 2.1 In accordance with the terms of reference for the Sport, Recreation and Grants Committee, the Committee is now asked to consider the position of Deputy Chairman and determine who should fulfil this role and for what term.

**CO-ORDINATION**

|          |            |            |
|----------|------------|------------|
| Officer: | MG         | GMCD       |
| Date:    | 08/02/2017 | 08/02/2017 |

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|                        |  |
|------------------------|--|
| <b>ITEM</b>            | 7.0.2  |
|                        | <b>SPORT, RECREATION AND GRANTS COMMITTEE</b>  |
| <b>DATE</b>            | 13 February 2017   |
| <b>HEADING</b>         | Future Reports for the Sport, Recreation and Grants Committee  |
| <b>AUTHOR</b>          | Joy Rowett, Governance Coordinator, CEO and Governance   |
| <b>CITY PLAN LINKS</b> | 4.3 Have robust processes that support consistent service delivery and informed decision making.   |
| <b>SUMMARY</b>         | This item details reports to be presented to the Sport, Recreation and Grants Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral. |

### **RECOMMENDATION**

1. The information be received.

### **ATTACHMENTS**

There are no attachments to this report.

## **1. BACKGROUND**

- 1.1 Historically, a list of resolutions requiring a future report to Council has been presented to each committee for noting.

## **2. CONSULTATION / COMMUNICATION**

### **2.1 Internal**

- 2.1.1 Report authors and General Managers.

### **2.2 External**

- 2.2.1 Nil.

### 3. REPORT

- 3.1 The following table outlines reports to be presented to the Sport, Recreation and Grants Committee as a result of a previous Council resolution:

| Meeting Item                       | - Heading and Resolution  | Officer         |
|------------------------------------|---|-----------------|
| 22/02/2016<br>7.1.1                | <b>Sports Development Framework Evaluation</b><br>3. Subject to consideration of a further report to Council by December 2016, the Sports Development Program be expanded, based on identification of sporting programs that will deliver greatest return to Council for any investment made.<br><b>Due:</b> April 2017 | Adam Trottman   |
| 25/07/2016<br>7.2.2 further motion | <b>Funding Caps for Youth Sponsorship Applications</b><br>1. The criteria for funding applied to individual youth sponsorship applications from the same organisation for the same event be reviewed.<br><b>Due:</b> March 2017   | Mechelle Potter |

### 4. CONCLUSION / PROPOSAL

- 4.1 Future reports for the Sport, Recreation and Grants Committee have been reviewed and are presented to Council for noting.

### CO-ORDINATION

Officer: EXECUTIVE GROUP  
Date: 07/02/2017

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|                        |  |
|------------------------|--|
| <b>ITEM</b>            | 7.2.1  |
|                        | <b>SPORT, RECREATION AND GRANTS COMMITTEE</b>  |
| <b>DATE</b>            | 13 February 2017   |
| <b>HEADING</b>         | Youth Sponsorship - January Applications   |
| <b>AUTHOR</b>          | Mechelle Potter, Administrative Coordinator - Business Excellence, Business Excellence |
| <b>CITY PLAN LINKS</b> | 3.3 Be a connected city where all people have opportunities to participate.            |

### **RECOMMENDATION**

1. The information be received.
2. The Youth Sponsorship Applications to participate in the Mediterranean International Cup Competition be received and \_\_\_\_\_.

### **ATTACHMENTS**

This document should be read in conjunction with the following attachments:

1. Youth Sponsorship Application Number One - Mediterranean International Cup competition
2. Youth Sponsorship Application Number Two - Mediterranean International Cup competition

### **1. BACKGROUND**

- 1.1 The Sports, Recreation and Grants Committee resolved that a report be provided listing all Youth Sponsorship grants approved.

### **2. CONSULTATION / COMMUNICATION**

- 2.1 Internal
  - 2.1.1 Elected Members
- 2.2 External
  - 2.2.1 Youth Sponsorship applicants

### **3. REPORT**

- 3.1 The following Youth Sponsorship Applications were assessed and approved by the Chairperson and one other member of the Sport, Recreation and Grants Committee in January 2017.

| Funding per application                | Event  | Total Funding    |
|--|--|------------------|
| 1 @ \$240                              | One application has been received to represent South Australia at the Junior President's Interstate Shield Tenpin Bowling tournament to be held in Sydney in April 2017. | \$240.00         |
| 1 @ \$240                              | One application has been received to represent South Australia at the Football Federation Australia Futsal Nationals Championships to be held in Sydney in January 2017. | \$240.00         |
| 1 @ \$960                              | One application has been received to represent South Australia at the 2017 Ice Hockey Friendship Games to be held in Minneapolis, USA in March 2017.                     | \$960.00         |
| 1 @ \$240                              | One application has been received to represent South Australia at the Super 10s National Tennis Finals to be held in Melbourne in January 2017.                          | \$240.00         |
| <b>Total Funding for January 2017:</b> |  | <b>\$1680.00</b> |

3.2 The following applications were received, however, are deemed ineligible:

- 3.2.1 Two applications have been received to participate at the Mediterranean International Cup competition to be held in Barcelona, Spain in April 2017 (attached).
- 3.2.2 The applications include a letter from Adelaide United Football Club who selected players from within the club to attend the competition.
- 3.2.3 The applications were assessed and staff contacted the applicants to clarify if a letter from the peak sporting body (Football Federation SA) can be provided to support the application for funding as a state representation. This has not been received.
- 3.2.4 Members may recall that an application was received last year for the same event and after consideration by the committee it was resolved to support the application, taking into account the Youth Sponsorship Guidelines below.

Youth Sponsorship Guidelines:

The City of Salisbury has committed funds to assist local young people who have **excelled** in their particular sport/cultural/recreational activity and have been **selected** for representation at a national or international competition/event/activity in the following categories

- *Sport and recreation (football, netball, swimming etc) – letter from peak sporting body*
- *Arts and Culture (art, dancing, singing, theatre etc) – letter from event organiser*



- *Education and Academic Performance (Maths, Science, Language etc) – letter from event organiser*
- *Community Involvement (public speaking, debating etc) – letter from event organiser*
- *In addition, applications not classified above, for representation outside of the state and supported at the local organisation level, for young people who have excelled in their particular activity may be given consideration. Funding will be considered on merit and at the discretion of the Sport, Recreation & Grants Committee.*

3.2.5 Whilst the applications do not meet the guidelines for state representation funding it may be considered under the last category and is therefore presented to the Committee for consideration.

3.2.6 The Committee is asked to determine what action should be taken in response to the applications. The following alternative recommendation text is provided for consideration by the Committee and should be incorporated with Part 2 of the recommendations in this report as appropriate:

- a) . . . and funding not be provided in support of the two applications;  
or
- b) . . . and funding be provided in support of the two applications at the following level:
  - *Representing Australia or the community at an **International level overseas** – \$960.*

#### 4. CONCLUSION / PROPOSAL

- 4.1 The 2016/17 Youth Sponsorship budget allocation is \$42,000 (to be increased by \$27,900 per resolution 0035/2017 Council 30/01/2017) less expenditure to date of \$38,560 (including funding for January 2017) which leaves a balance remaining of \$3,440.

#### CO-ORDINATION

Officer: EXECUTIVE GROUP  
Date: 07/02/2017





## YOUTH SPONSORSHIP PROGRAM

### APPLICATION FORM

Completion of and acceptance by Council of this application does not in itself constitute any agreement nor should any inference be assumed that the grant applied for would be provided either in whole or in part.

#### Applicant Details:

Name.. [REDACTED] .....

Address.... [REDACTED] .....

..... [REDACTED] ..... Telephone: [REDACTED] .....

Date of Birth.. [REDACTED] .....

Name of School/Tertiary Institution (if applicable).....

..... Salisbury East High School .....

Representing (name of State body) AUFC Adelaide United FC .....

Are you in full time employment? YES ☒ NO

Do you have commercial sponsorship? YES ☒ NO

Details of event for which sponsorship is sought:

..... Mediterranean International Cup .....

Date/place of the event... 6.10.4/2017 ..... Barcelona .....

Parent/Guardian Name.. [REDACTED] .....

Signature.... [REDACTED] ..... Date of Application... 5.10.1.2017 .....

Youth Sponsorship Programme enquiries can be directed to the Administrative Coordinator – Business Excellence on 8406 8340.

Return to: City of Salisbury, PO Box 8, SALISBURY. 5108 or email ~ [city@salisbury.sa.gov.au](mailto:city@salisbury.sa.gov.au)



# YOUTH SPONSORSHIP PROGRAM

## DECLARATION

This certifies that.....

(applicant)

Of.....

(address)

is a member of.....

ADELAIDE UNITED FC

(Club/Organisation)

competing in.....

MEDITERRANEAN INTERNATIONAL CUP

(event for which sponsorship is sought)

IN BARCELONA  
SPAIN

in.....

SPAIN

(place)

on.....

10/4/17 - 16/4/17

(date)

Name of State Association completing this declaration.....

ADELAIDE UNITED

FOOTBALL CLUB

Name of coach/representative completing this declaration (Please print).....

GREG GRIFFIN

CHAIRMAN

Telephone No.....

0412807227

Signature.....

*Greg Griffin*

Date.....

4/1/17

ADELAIDE UNITED FOOTBALL CLUB  
 Corner Manton & Holden Street, Hindmarsh SA  
 PO BOX 620, Hindmarsh SA 5007  
 P 08 8340 3000 | F 08 8340 3033  
 www.adelaideunited.com.au  
 info@aufc.com.au



**AUMC.**  
 ADELAIDE UNITED  
 MEMBERS CLUB INC.

15<sup>th</sup> December 2016

Dear [REDACTED]

Congratulations you have been successful in being selected for the Mediterranean International Cup Squad going to Barcelona in April 2017.

Your team coach is: Steve Pepper

To secure your position in the team you are required to pay a \$500.00 deposit by 5pm Monday 19<sup>th</sup> December 2016. Bank Account details are below. Please ensure your reference is your first initial and surname – MIC; (ie: J Smith – MIC).

Please deposit into the following account:

Name: Adelaide United Members Club  
 BSB: 633 000  
 Account: 144997541

Please email remittance advice of payment with your name (ie: J Smith) to:  
[jlehmann@griffins.com.au](mailto:jlehmann@griffins.com.au)

Please also find attached Declaration to be completed and returned signed by email to [info@aumc.com.au](mailto:info@aumc.com.au) by 2.00pm Friday 16<sup>th</sup> December, 2016. Unfortunately due to only draft fixtures for La Liga games we are not able to give accurate cost of the trip. Our departure date will be 6 April and returning 18 April. Travel Agent details can be provided if parents wish to attend as well details for MIC Supporter Package at the tournament.

#### PAYMENT PLAN

|                  |            |
|------------------|------------|
| Payment Schedule |            |
| \$500 Deposit    | 20/12/2016 |
| \$1,000          | 9/1/2017   |
| \$1,500          | 6/2/2017   |
| \$1,500          | 6/3/2017   |
| balance          | 27/3/2017  |

Kind Regards  
 Sandra Griffin  
 Manager – AUMC  
 0422 40364



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 info@aufc.com.au



**AUMC.**  
**ADELAIDE UNITED**  
**MEMBERS CLUB INC.**

### TO WHOM IT MAY CONCERN

We wish to confirm that [REDACTED]  
 [REDACTED] has been selected through a trial process to represent  
 Adelaide United Football Club Under 16 Team to compete  
 internationally in Spain at the Mediterranean International Cup.

Adelaide United FC is the only Hyundai A-League Club in South  
 Australia whose governing body is the Football Federation of  
 Australia.

The Mediterranean International Cup will be held from 11<sup>th</sup> April to  
 16<sup>th</sup> April 2017 in Costa Brava - Barcelona, Spain.

If you require any further information, please do not hesitate to  
 contact me.

Kind Regards

**Sandra Griffin**

Ph: 0422 403634





## YOUTH SPONSORSHIP PROGRAM

### APPLICATION FORM

Completion of and acceptance by Council of this application does not in itself constitute any agreement nor should any inference be assumed that the grant applied for would be provided either in whole or in part.

#### Applicant Details:

Name.....

.....

..... Telephone:.....

Date of Birth.....

Name of School/Tertiary Institution (if applicable).....

Representing (name of State body).....

Are you in full time employment? YES/NO

Do you have commercial sponsorship? YES/NO

Details of event for which sponsorship is sought:

.....

Date/place of the event.....

Parent/Guardian Name.....

Signature..... Date of Application.....

Youth Sponsorship Programme enquiries can be directed to the Administrative Coordinator – Business Excellence on 8406 8340.

**Return to: City of Salisbury, PO Box 8, SALISBURY. 5108 or email ~ [city@salisbury.sa.gov.au](mailto:city@salisbury.sa.gov.au)**



# YOUTH SPONSORSHIP PROGRAM

## DECLARATION

This certifies that... [redacted] .....  
(applicant)

Of... [redacted] .....  
(address)

is a member of... Adelaide united under 19 .....  
(Club/Organisation)

competing in... Mediterranean International Cup .....  
(event for which sponsorship is sought)

in... la Costa Brava, Spain ..... on 6.9.17 - 18.9.17 .....  
(place) (date)

Name of State Association completing this declaration... ADELAIDE UNITED .....  
.....

Name of coach/representative completing this declaration (Please print).....

Simon CATANZANO ..... Telephone No 0457 994 770

Signature [Signature] ..... Date 1-2-1981



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**AUMC.**  
**ADELAIDE UNITED**  
**MEMBERS CLUB INC.**

## DECLARATION

I, [REDACTED], parent or legal guardian give consent for [REDACTED] to attend the Mediterranean International Cup in Spain to represent Adelaide United FC/MC. I hereby acknowledge and declare for myself, my heirs, executors and legal representatives that, in relation to

(STATE FULL NAME): [REDACTED] (as appears on passport).

1. I have been advised by the club the estimated cost for participation in the MIC Squad (with the exception of some un-finalised events) and understand that a deposit of \$500.00 is due by 19<sup>th</sup> December 2017 with the balance paid by an instalment plan with the full amount payable by 24<sup>th</sup> March 2017 unless specified otherwise.
2. I have the following condition / allergy which could affect medical assessment or treatment
3. In the event of any illness and/or accident, I hereby authorize and direct the club and/or its authorised representatives to seek and obtain all necessary medical and/or surgical treatment as may be required and I accept the responsibility for payment and/or reimbursement of all medical expenses incurred on my behalf by the club that are not covered by Insurance.
4. I undertake that I/the above player/s will observe the regulation and by-laws of the club and shall comply with all reasonable directions and decisions of its officials and coaches.



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[www.adelaideunited.com.au](http://www.adelaideunited.com.au)  
[info@aufc.com.au](mailto:info@aufc.com.au)



Dear [REDACTED]

Please find attached declaration to be completed for your participation in the MIC Team. A deposit of \$500 is required by Friday 6<sup>th</sup> January 2017.

Bank Account details are below for payment of deposit and other payments. Please ensure your reference is your first initial and surname – MIC; (ie: J Smith – MIC NPL).

Please deposit into the following account:

Name: Adelaide United Members Club  
 BSB: 633 000  
 Account: 144997541

Please email remittance advice to: [jlehmann@griffins.com.au](mailto:jlehmann@griffins.com.au)

Unfortunately due to only draft fixtures for La Liga games we are not able to give accurate cost of tickets and cant confirm the game we will be attending which means we cant give an exact cost of the trip. Our departure date will be 6 April and returning 18 April. Travel Agent details can be provided if parents wish to attend as well details for MIC Supporter Package for the MIC.

#### **PAYMENT PLAN**

##### **Payment Schedule**

|               |           |
|---------------|-----------|
| \$500 Deposit | 6/1/2017  |
| \$1,000       | 19/1/2017 |
| \$1,250       | 6/2/2017  |
| \$1,250       | 6/3/2017  |
| balance       | 27/3/2017 |

If you wish to discuss any of the above please do not hesitate to contact me.

Kind Regards

---

|                        |  |
|------------------------|--|
| <b>ITEM</b>            | 7.2.2  |
|                        | <b>SPORT, RECREATION AND GRANTS COMMITTEE</b>  |
| <b>DATE</b>            | 13 February 2017   |
| <b>HEADING</b>         | Community Grants Program Applications for January 2017   |
| <b>AUTHOR</b>          | Bronwyn Hatswell, PA to General Manager, Community Development                                       |
| <b>CITY PLAN LINKS</b> | 3.4 Be a proud, accessible and welcoming community.  |
| <b>SUMMARY</b>         | This report outlines the Community Grants Program Applications received for the February 2017 round. |

#### **RECOMMENDATION**

1. The information be received and noted.

#### **ATTACHMENTS**

There are no attachments to this report.

#### **1. BACKGROUND**

- 1.1 There have been no applications received for the February 2017 round of Community Grants.

#### **2. CONSULTATION / COMMUNICATION**

- 2.1 Internal
  - 2.1.1 GMCD

**3. REPORT**

- 3.1 No (0) applications were received for the February 2017 round of Community Grants.
- 3.2 The Community Grant Funding budget allocation for 2016/2017 is \$82,000. In 2016/2017 monies approved for grant funding is \$33,208.00 which leaves an unspent balance of \$48,792.00.
- 3.3 No monies are proposed to be committed for the February 2017 round.
- 3.4 The remaining balance of the grant funding is **\$48,792.00**.

**4. CONCLUSION / PROPOSAL**

- 4.1 There are no Community Grants Program applications presented for funding consideration at the Sport, Recreation and Grants Committee in February 2017.

**CO-ORDINATION**

Officer: EXECUTIVE GROUP  
Date: 07/02/2017

|                        |  |
|------------------------|--|
| <b>ITEM</b>            | 7.2.3  |
|                        | <b>SPORT, RECREATION AND GRANTS COMMITTEE</b>  |
| <b>DATE</b>            | 13 February 2017   |
| <b>HEADING</b>         | Salisbury International Soccer Club Minor Capital Works Grant  |
| <b>AUTHOR</b>          | Jillian Campbell, Project Manager, City Infrastructure   |
| <b>CITY PLAN LINKS</b> | 3.1 Be an adaptive community that embraces change and opportunities.<br>3.2 Have interesting places where people want to be.<br>4.1 Strengthen partnerships that enable us to better address our community's priorities. |
| <b>SUMMARY</b>         | The application from Salisbury International Soccer Club for construction of a storage shed at an estimated cost of \$30,000 is recommended for funding under the 2016/17 Minor Capital Works Grant Program.             |

#### **RECOMMENDATION**

1. The report be received
2. That the application to the 2016/17 Minor Capital Works Grant by the Salisbury International Soccer Club be approved up to \$30,000 to be allocated for the various works, subject to:
  - a. the Club obtaining Development Approval,
  - b. providing written agreement to cover all costs over and above the allocated \$30,000 and transfer of additional funding to Council before any works commence, and
  - c. further consideration of the location of the shed

#### **ATTACHMENTS**

This document should be read in conjunction with the following attachments:

1. Salisbury International Soccer Club Minor Capital Works Grant Application
2. Underdown Site Plan
3. Underdown Shed Location

#### **1. BACKGROUND**

- 1.1 The Salisbury International Soccer Club, located at Underdown Park, Nangari Rd, Salisbury North, has a membership of 315 consisting of all ages and both sexes. Their clubrooms are currently undergoing a rebuild through the Capital Works program, where their current storage shed is being demolished. The Club is seeking to build a new and improved storage facility to accommodate the growing membership the new clubrooms will encourage.

- 1.2 A storage shed was not included in the scope of the current upgrade, as storage was available within the new building. During discussions with the club, the club preferred to forgo the available storage space to allow for more social/function space. Further due to additional improvements requested by the Club, for example the veranda under the main roof, there was not sufficient budget to provide the size shed they have requested.
- 1.3 The location (club preferred location) currently proposed for the shed is between the new club rooms and play ground. This location has been determined to avoid the services installed as part of the upgrade. Further discussions will be required with the club as to other alternate locations before finalising the funding allocation.

## **2. CONSULTATION / COMMUNICATION**

### **2.1 Internal**

- 2.1.1 Property and Buildings, City Infrastructure
- 2.1.2 Projects, City Infrastructure
- 2.1.3 Technical Services, City Infrastructure
- 2.1.4 Field Services, City Infrastructure
- 2.1.5 Landscape Design, City Infrastructure

### **2.2 External**

- 2.2.1 Salisbury International Soccer Club
- 2.2.2 Aspire Homes
- 2.2.3 Stratco

## **3. REPORT**

- 3.1 The Salisbury International Soccer Club has provided the City of Salisbury a quote to the total of \$30,000 to complete the required works.
- 3.2 The proposed scope of works include:
  - 14m x 5.5m (including veranda) storage shed with two roller doors and an internal dividing wall.
  - Concrete slab for the above mentioned shed.
  - Connection of storm water to closest available inlet (not specified which inlet).
  - Single phase underground power supply (15m) from available supply point (not specified which supply point) to shed and installation of 2 x double power points, one weather proof power point and 4 x 36W fluorescent lights
- 3.3 There are no allowances for contingency or Development Application costs in this quote.

- 3.4 There are no allowances for security infrastructure for the shed, which will be required if utilising as a large storage facility.
- 3.5 There have been no designs submitted with the application for the storm water or electrical components of this shed. Connection points and design would need to be agreed with Council prior to Development Approval.
- 3.6 Works will be dependent upon obtaining Development Approval and Council receiving written confirmation of Salisbury International Soccer Club agreeing to meet all costs over and above the allocated \$30,000.
- 3.7 The Development Application would need to be finalized, determining any additional required scope, which would then need to be costed and agreed upon by the Club. Any additional funding above the \$30,000 would need to be transferred to Council before works can commence.

#### **4. CONCLUSION / PROPOSAL**

- 4.1 The application by the Salisbury International Soccer Club meets the guidelines for the MCW Grants and can be completed within the allocated budget.
- 4.2 It is recommended that the application to the 2016/17 Minor Capital Works Grant by the Salisbury International Soccer Club be approved up to \$30,000 to be allocated for the various works, subject to:
  - a) the Club obtaining Development Approval,
  - b) providing written agreement to cover all costs over and above the allocated \$30,000 and transfer of additional funding to Council before any works commence, and
  - c) further consideration of the location of the shed

#### **CO-ORDINATION**

Officer: EXECUTIVE GROUP  
Date: 07/02/2017







## Minor Capital Works Grants Program Application Form

### Before you begin

Before completing this application form you should read the **Minor Capital Works Grant Program – Guidelines and Eligibility Criteria** booklet.

#### Making a valid application

- Use the form provided
- Make sure you include all attachments and essential documentation where requested.
- Putting together a strong application takes time and energy, so it is important that you read the guidelines carefully, complete this application in full, and ensure that all of the information to be submitted with your application is provided.
- Applicants are encouraged to contact Jill Campbell prior to submitting an application to determine suitability for funding.
- Have the Declaration section of the Application Form signed by two authorised representatives of the organisation; one signature must be the current President/Chairman.
- Email, Post or personally deliver the completed application form with all of the essential supporting documentation to the City of Salisbury.

#### Address for submission of applications

Minor Capital Works Grant  
City of Salisbury  
PO Box 8  
SALISBURY SA 5108  
capitalworks@salisbury.sa.gov.au

#### Essential Contact Information

It is essential that all applicants confirm the eligibility of projects and book a site inspection prior to commencing their application.

All applicants must contact Jill Campbell to assess the eligibility of projects and to book a site inspection.

Ph: 0466 338 043 or Email: capitalworks@salisbury.sa.gov.au

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*

| Information to be submitted with your application   |  |
|---|--|
|   | Attached   |
| Your most recent annual financial statement certified by the President /Treasurer or audited by a qualified accountant as presented at an AGM   | <input checked="" type="checkbox"/> <i>APP 1</i>   |
| A copy of building works drawings or concept plans for the project  | <input checked="" type="checkbox"/> <i>APP 2</i>   |
| Two (2) project quote/s from a qualified individual or business   | <input checked="" type="checkbox"/> <i>APP 2 +</i> |
| Where applicable supply evidence of cash support (e.g. recent bank statement)   | <input type="checkbox"/> <i>N/A</i>                |
| Where applicable provide letters of support for the project from each of the user groups  | <input type="checkbox"/> <i>N/A</i>                |
| Where applicable provide a letter/email from the head lessee supporting the application   | <input type="checkbox"/> <i>N/A</i>                |
| Provide photos that clearly demonstrate why the works are needed<br><i>SEE ITEM 5</i>   | <input type="checkbox"/> <i>N/A</i>                |
| Provide a Certificate of Incorporation demonstrating not-for profit status<br><i>* INCORPORATION NUMBER A3170</i>   | <input type="checkbox"/>                           |
| Provide a signed copy of committee minutes <u>endorsing the project</u> , authorising an <u>application</u> to the MCW Grants Program and documenting the <u>authorised project contact</u> | <input checked="" type="checkbox"/> <i>APP 4</i>   |

**IMPORTANT**

Incomplete applications will be considered non-compliant and ineligible for funding.

The applicant will be provided advice and requested to supply any outstanding documentation. Once all documentation has been received, the application will be processed and presented for assessment.

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*

| Organisation Information  |   |  |
|---|---|--|
| <b>1. GROUP / ORGANISATION DETAILS</b>  |   |  |
| Name of the organisation:<br><small>As it appears on the Certificate of Incorporation</small>   | SALISBURY INTERNATIONAL SOCCER CLUB INC   |  |
| Incorporation Number:   | A3170   |  |
| ABN:  | 55931201 198  |  |
| Postal Address:<br><small>Registered postal address of the organisation</small>   | PO Box 240  |  |
| Suburb:   | SALISBURY   | Postcode: 5108                         |
| <b>2. CONTACT PERSON DETAILS</b>  |   |  |
| Name of Person Responsible for the Grant:<br><small>(all communication will be directed to this person)</small>   | Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/><br>CLAUDIO BITTUTO |  |
| Title / Office:   |   |  |
| Phone:  | Landline: 08 82502384<br>Mobile: 0449 025200  |  |
| Email:<br><small>Please use an e-mail address that will be checked at least once a week.</small>  | claudiob@internode.on.net   |  |
| <b>3. ABOUT YOUR MEMBERSHIP</b>   |   |  |
|   | Junior  | Senior / Master                        |
| Male <i>SPORTING</i>  | —   | 100                                    |
| Female <i>SPORTING</i>  | 90  | 75                                     |
| Social  | —   | 150                                    |
| Total membership  | 315   |  |
| <b>Funding Category</b>   |   |  |
| <b>4. FUNDING CATEGORY</b>  |   |  |
| <b>Category A – up to \$30,000</b><br>Clubs that meet <u>one</u> of the following may apply for <b>Category A</b> funding: <ul style="list-style-type: none"> <li>• have a current lease or sub-lease of a Council owned building; or</li> <li>• licence or sub-licence over Council owned land; or</li> <li>• have a current hire agreement to use Council managed facilities such as an indoor recreation centre or community centre; or</li> <li>• operate from facilities located on land where the City of Salisbury maintains an interest to purchase that land.</li> </ul> | <input checked="" type="checkbox"/>   |  |
| <b>Category B – up to \$2,000</b><br>Not-for-profit associations that own their own facilities that are used to deliver sport and recreation outcomes to the community may apply for <b>Category B</b> funding.   | <input type="checkbox"/>  |  |
| Have you sought, or do you intend to seek, funds from another source for this project?<br><small>(If Yes – Where from and the amount of funding requested)</small>  | Yes <input type="checkbox"/>  | No <input checked="" type="checkbox"/> |

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*

| 5. PROJECT DETAILS              |   |
|---------------------------------|---|
| Name of Project                 | Salisbury Inter Soccer Club Equipment Storage Facility – Underdown Park   |
| What does your project involve? | <p>The project involves the building of a new equipment and materials storage facility to replace an existing facility that has been demolished as part of the Underdown Park redevelopment.</p> <p>The proposal is to build a suitable freestanding galvanised iron structure as close as possible to the new clubroom building that is easily and safely accessible, especially late at night, for club volunteers to use and lockup.</p> <p>The facility will have two zones to enable, in one the safe storage of club assets (equipment, materials), and in the other zone the storing and sorting of recyclable material that are periodically returned to recycling centres.</p>   |
| Why is the project need?        | <p>The project is necessary for several reasons.</p> <p>Firstly, the redevelopment of Underdown Park, while delivering a fantastic new clubroom, has also resulted in the loss to our Club of the existing storage facility. This had been constructed abutting the former clubroom, both of which are demolished as part of the redevelopment.</p> <p>Soccer participation in our Club has seen significant growth, especially with Women's soccer since the installation of the former storage facility; we now have 16 teams where when the previous one was built we had four teams.</p> <p>The new Clubroom has no equipment storage area. Our Club would routinely have equipment in the order of 200 balls, 10 goal nets, training aids, match day bins, benches, bottle recycling trays, marquees, spare furniture, trolleys, BBQs and so on.</p> <p>It is not practical or possible to store the equipment and material in the new clubrooms as there is no space provision for this. It also creates an unsafe environment inside the new</p> |

|  |   |
|--|---|
|  | clubrooms, especially for players of youth teams, both ours and visitors.   |
| How will your project increase participation opportunities for sport and recreation? | <p>The increase in participation at our Club in the past 10 years has been both rewarding and a challenge to manage. Our expectation is that the Underdown Park redevelopment, in providing both additional playing pitches new clubrooms with state of the art facilities, will generate significant additional interest from participants, especially young girls. Currently we are the only club in the area fielding girls-only teams and demand for this is increasing. Our ability to meet the demand will be assisted by our overall facilities</p> <p>The proposed project will make the work of preparing for training and match-days (set-up and pack-down) for our volunteers much easier and quicker, assisting us in attracting and retaining volunteers.</p> <p>Having the proposed project will prevent having equipment hazards in the clubroom and change rooms and have a presentable Clubroom for hire, increasing our revenue.</p> <p>As our participants grow, so will our need for more equipment meaning we will require more storage space.</p> |
|  |   |

| Budget Information   |          |              |
|--|----------|--------------|
| 6. USING THE HEADINGS IN THE TABLE BELOW, OUTLINE THE COST OF YOUR PROJECT – ALL AMOUNTS ARE TO BE GST INCLUSIVE |          |              |
| Item   | Amount   | Quote Used   |
| e.g. Irrigation system - 120m  | \$10,000 | Price Easy   |
|  |          |              |
| QUOTE ①  | 30,000   | ASPIRE HOMES |
| TOTAL PROJECT INC. INSTALLATION,   |          |              |
| CONCRETE BASE TO SHED + VERANDAH,  |          |              |
| ELECTRICAL + STORMWATER  |          |              |
|  |          |              |
|  |          |              |
| QUOTE ② \$20,278 SHED  |          | STRATCO      |
| + INSTALLATION ONLY  |          |              |
| DOES NOT INCLUDE SLAB OR   |          |              |
| CONCRETE TO VERANDAH OR  |          |              |
| STORMWATER AND ELECTRICAL  |          |              |
|  |          |              |
|  |          |              |
|  |          |              |

a. Total Project Cost

\$ 30,000

b. Your Contribution

\$ NIL

c. Other grants / funds secured

\$ NIL

Total Grant Requested (= a – b – c)

\$ 30,000

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered



### Terms and Conditions of Funding

All applications are administered according to the following conditions.

1. MCWGP funding will be used expressly for the purpose outlined in the application and as endorsed by Council. Requests to change the purpose of funding must be made in writing and is at the discretion of the Council.
2. City of Salisbury is not responsible for any budget shortfalls relating to inflation of costs and unanticipated works.
3. City of Salisbury is not responsible for any loss or expense endured during project implementation or in relation to the completed project.

#### Category A Applications

4. All applicants must, at the time of application have a currently executed lease/licence or other use agreement with the City of Salisbury, or Council will have a contracted right to first right of refusal to purchase the property.
5. City of Salisbury will make all reasonable efforts to complete projects to the standards and requirements as documented by the applicant within the MCWGP.
6. The City of Salisbury will project manage the implementation of funded projects.
7. All works will be carried out by licensed trades' people appointed by the City of Salisbury within the allocated financial year.
8. Any costs incurred resulting from interference with contractors by applicants will be passed on to the applicant in full.
9. The City of Salisbury reserves the right to appoint and utilise contractors where a contractual obligation is in effect.
10. The timing of the works will be programmed in accordance with all other capital works projects of the City, and where possible in sympathy with the operating timeframes of the applicant.
11. Grant funds are paid directly to the appointed contractor by the City of Salisbury on satisfactory completion of the works.
12. Unspent funds may be retained by the City of Salisbury for future projects.
13. All reasonable efforts will be made by the City of Salisbury to complete the project within the allocated budget and timeframe.
14. Where the value of works exceeds the value of the grant, monies of the Club, additional grants or any other external funds are being used in conjunction with MCWGP funding, applicants may be required to enter in to a Capital Works Agreement prior to the commencement of works. Applicants will be invoiced for the balance of funds prior to the commencement of works.

#### Category B Applications

15. Applicants must be able to demonstrate, if requested, their ownership of the property.
16. It is strongly recommended that applicants seek independent legal and financial advice to determine all taxation obligations before submitting an application.
17. Please note that if your organisation's annual turnover is greater than \$150,000 (non-profit organisations) then you are required by the Australian Tax Office to be registered for the GST.
18. Successful applicants who are registered for GST will have their grant grossed up by 10% to offset the GST payable on the grant.
19. Organisations that are not registered for the GST will not have the grant grossed up.
20. If successful, organisations cannot have their Grant Agreement transferred to another body on the basis of GST registration.
21. A project acquittal must be submitted within twelve (12) months of project completion. Failure to supply proof of expenditure will result in ineligibility for future grant funding.
22. Unspent funds are to be returned to City of Salisbury.

We agree to abide by the terms and conditions of funding

Yes ☒

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*

| Application Declaration   |  |
|---|--|
| <p><i>Please note that this declaration must be signed by two authorised representatives of the organisation; one signature must be the current President/Chairman</i></p>  |  |
| <p>On behalf of <u>Salisbury Inter</u> (Group/Organisation)</p>   |  |
| <p><u>Nick Sincock / President</u><br/>(Name/Position)</p>  | <p>and <u>Colin GRIFFITHS / Committee member</u><br/>(Name/Position)</p> |
| <p><u>[Signature]</u><br/>(Signature)</p>   | <p><u>[Signature]</u><br/>(Signature)</p>                                |
| <p><u>13/12/2016</u><br/>(Date)</p>   | <p><u>13/12/2016</u><br/>(Date)</p>                                      |
| <p>Declare that I am authorised to complete this application on behalf of the applying community organisation and that the information contained in this application to the Salisbury Sport and Recreation Minor Capital Works Program is accurate at the date of submission, and that the application is eligible for consideration under the guidelines and specifications of the program. Further we accept the terms and conditions upon which funding for this project is offered.</p> |  |

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*





9<sup>th</sup> December, 2016

Quotation to supply the following for **Salisbury Inter Soccer Club**:

**Address: Nangari Road, Salisbury North**

- Plans and Preliminary paperwork, Insurances & Engineering
- Supply and install a Colorbond Shed 14m x 5.5m including verandah and 2 x roller doors as per plan.
- Concrete base to shed and verandah
- Electrical fit out including:
  - 2 x double powerpoints
  - 1 x weatherproof PowerPoint
  - Underground Power Supply - Single Phase x 15m
  - Internal Sub-mains
  - 4 x 36 watt fluorescent lights
- Stormwater / Detention Tank - Connected to closest available inlet
- Temporary Fencing if required

**Total Cost Including GST: \$30,000**

Steve Horsburgh

Managing Director

PH: 0412 282 283 E: [steve@aspirehomes.com.au](mailto:steve@aspirehomes.com.au)

*Your Dream, Our Aspiration!*

**Claudio Bittoto**

---

**From:** Tony Esposito [Tony@aspirehomes.com.au]  
**Sent:** Friday, 9 December 2016 3:28 PM  
**To:** Claudio Bittoto (claudiob@internode.on.net); 'Griffiths, Colin (SAPOL)' (Colin.Griffiths@police.sa.gov.au)  
**Cc:** Steve Horsburgh  
**Subject:** Salisbury Inter Shed  
**Attachments:** Proposed Shed Design.pdf

Please find attached proposed plan for shed.

Thanks again

*Kind regards,*

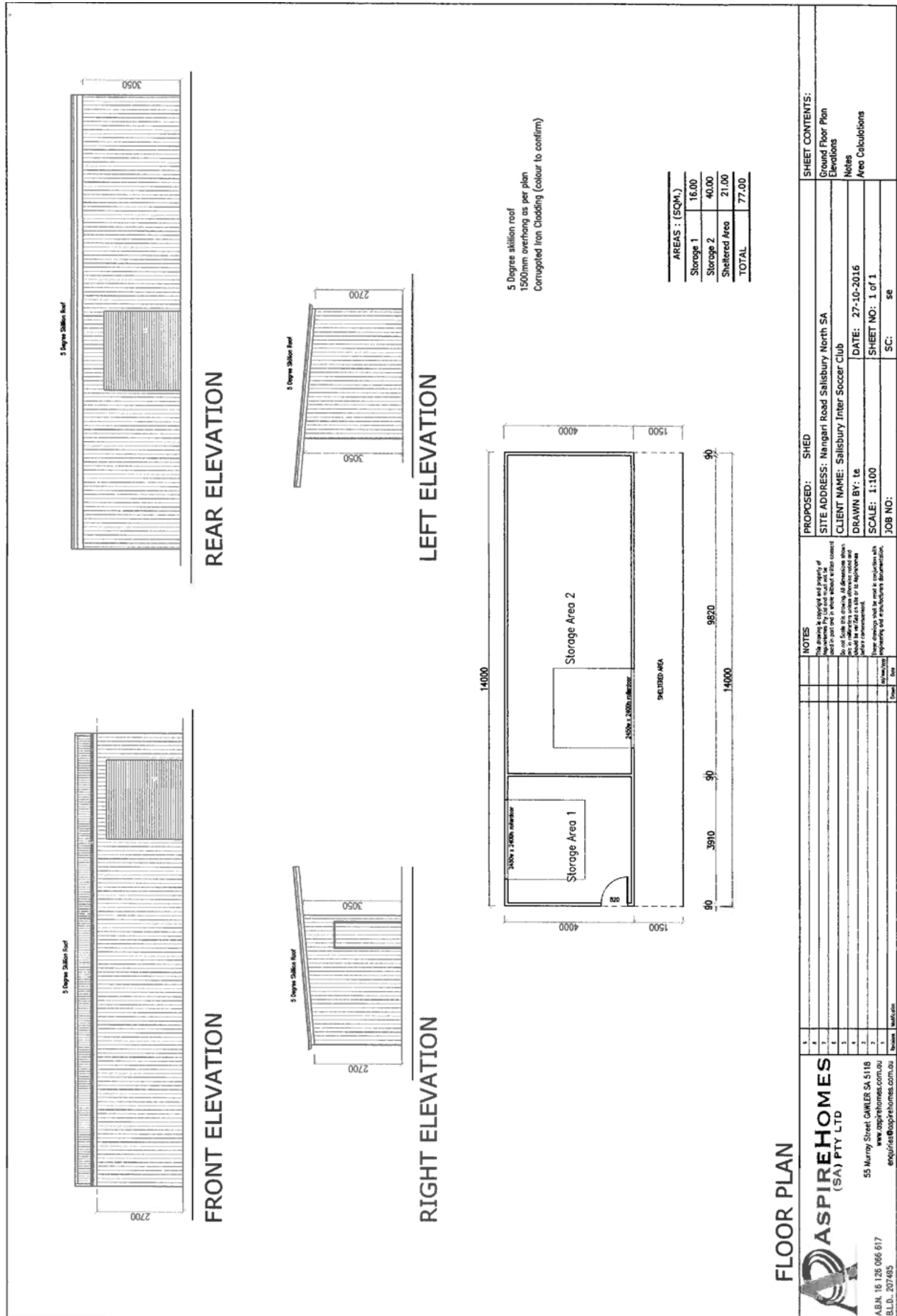
*Tony Esposito*  
Architectural Designer

*Please note our office will be closed from Wednesday 21<sup>st</sup> December 2016 and re-opening Monday 16<sup>th</sup> January 2017*



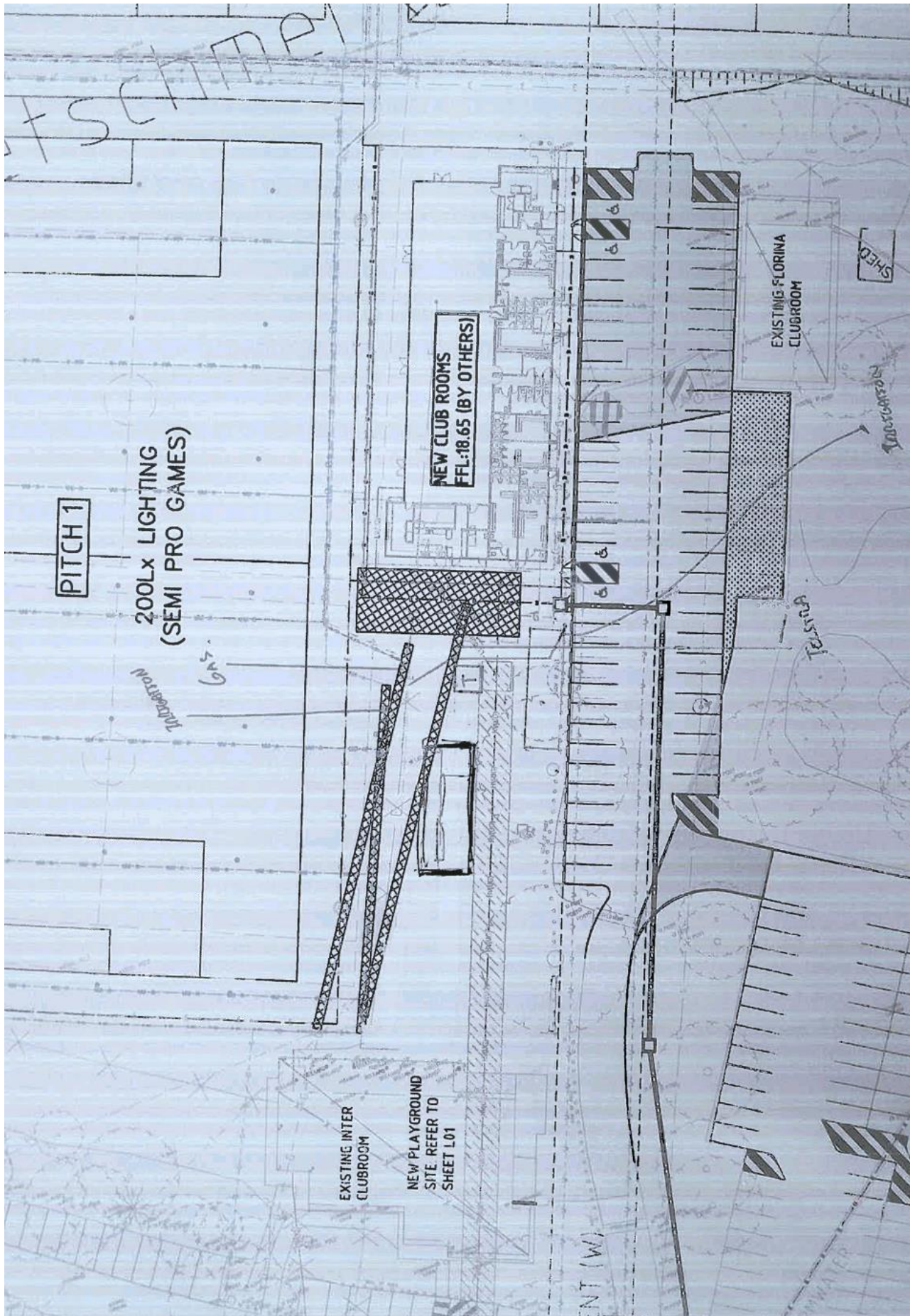
Aspire Homes (SA) Pty Ltd  
55 Murray Street, GAWLER SA 5118  
P 1300 631 838 | F 08 8523 5472  
E [tony@aspirehomes.com.au](mailto:tony@aspirehomes.com.au) | W [www.aspirehomes.com.au](http://www.aspirehomes.com.au)







## Item 7.2.3 - Attachment 1 - Salisbury International Soccer Club Minor Capital Works Grant Application





1197 South Rd  
St Marys South Australia 5042  
Telephone: 1300155155  
ABN: 30 007 528 850

# QUOTATION

Reference: 18736781

Printed on Saturday, 15 October 2016

|                      |                 |                           |          |
|----------------------|-----------------|---------------------------|----------|
| <b>Customer Name</b> | CLAUDIO BITTOTO | <b>Customer Address</b>   | ---      |
| <b>Quote Date</b>    | 15/10/2016      | <b>Quote Reference</b>    | 18736781 |
| <b>Sales Person</b>  | SALIH MULIC     | <b>Customer Order No.</b> | ---      |

| ITEM CODE               | PRODUCT DESCRIPTION  | QTY / LENGTH                  | TOTAL QTY             | PRICE              |
|-------------------------|--|-------------------------------|-----------------------|--------------------|
| CCOL3.07575GA40         | CORNER COLUMN 3.0 75X75 GALV 4000  | 4 EA                          | 4.000 each            | \$820.56           |
| ILCO3.07575GA40         | INLINE COLUMN 3.0 75X75 GALV 4000  | 10 EA                         | 10.000 each           | \$1,970.00         |
| CSE20019                | C-SECTION 200 1.9  | 4 @ 14.000 LM<br>7 @ 6.000 LM | 98.000 lineal metres  | \$1,913.94         |
| CSEANB190               | C-SECTION ANGLE BRACKET 190  | 24 EA                         | 24.000 each           | \$199.68           |
| HBN1225ZP               | HEX BOLT & NUT 12 X 25MM ZINC PLATED   | 100 EA                        | 100.000 each          | \$56.00            |
| FLWA122P                | FLAT WASHER 12MM ZINC PLATED   | 100 EA                        | 100.000 each          | \$13.00            |
| ROLDLE34003000SCO       | R/DOOR UPTO 3400X3000H S/ONLY COL<br>SPECIFY OPENING WIDTH AND COLOUR:                 | 2 EA                          | 2.000 each            | \$3,530.02         |
| CSE20015                | C-SECTION 200 1.5  | 4 @ 3.400 LM                  | 13.600 lineal metres  | \$212.43           |
| PRO42UXCO               | PRODEK .42 U/SIDE COLOUR   | 10 @ 15.000 LM                | 97.500 square metre   | \$2,903.55         |
| VFGXCO                  | VF GUTTER COLOUR   | 1 @ 6.000 LM                  | 6.000 lineal metres   | \$84.60            |
| VFGSTENLXCO             | VF GUTTER S/END LH COLOUR  | 1 EA                          | 1.000 each            | \$4.84             |
| VFGSTENRXCO             | VF GUTTER S/END RH COLOUR  | 1 EA                          | 1.000 each            | \$4.84             |
| FLA4B500XCO             | FLASHING .55 4 BEND 500 COLOUR<br>** C SECTION COVERS - ROOF **                        | 7 @ 2.000 LM                  | 14.000 lineal metres  | \$369.46           |
| FLA4B400XCO             | FLASHING .55 4 BEND 400 COLOUR   | 4 @ 3.000 LM                  | 12.000 lineal metres  | \$279.48           |
| CSE10015                | C-SECTION 100 1.5  | 6 @ 10.000 LM<br>6 @ 4.000 LM | 84.000 lineal metres  | \$795.48           |
| SUPFESHDXCO             | S/DEK F/SHEET D/SIDE COLOUR  | 46 @ 3.000 LM                 | 138.000 lineal metres | \$1,116.42         |
| TEKNW1016XCO            | SDT SCREW NO WASH 10 X 16MM COLOUR   | 400 EA                        | 0.400 thousand        | \$27.92            |
| FLA4B400XCO             | FLASHING .55 4 BEND 400 COLOUR<br>** BARGE CAPS**                                      | 2 @ 14.000 LM<br>1 @ 6.000 LM | 34.000 lineal metres  | \$791.86           |
| OECC                    | O/BACK ENGINEERING CERTIFICATION CHG   | 1 EA                          | 1.000 each            | \$300.00           |
| DELMNSNL90              | DEL METRO SITE N/ROOFING <9.0M   | 1 EA                          | 1.000 each            | \$104.50           |
| CSE07515                | C-SECTION 75 1.5   | 3 @ 4.000 LM                  | 12.000 lineal metres  | \$105.96           |
| HB-NON-RANGE            | HEAVY BUILDING NON RANGED<br>** APPROX. ONLY - PENDING<br>CONFIRMATION BY INSTALLER ** | 1 EA                          | 1.000 each            | \$4,000.00         |
| FLA3B400XCO             | FLASHING .55 3 BEND 400 COLOUR<br>** 4 X EXTERNAL AND 2 X INTERNAL<br>FLASHINGS **     | 4 @ 3.000 LM<br>2 @ 3.000 LM  | 18.000 lineal metres  | \$391.32           |
| GCBRGHS                 | GIRT CONNECTOR BRACKET GABLE H/SHED<br>REFER DRAWING: 6982                             | 64 EA                         | 64.000 each           | \$282.24           |
| <b>TOTAL (Inc. GST)</b> |  |                               |                       | <b>\$20,278.10</b> |

## Colours

Colour availability varies in each state, please contact Stratco and refer to the product colour charts on the Stratco website at [www.stratco.com.au](http://www.stratco.com.au) to determine if a particular colour is available in your product selection.

## Comments

Thank you for the opportunity to provide a quotation for your project. This quote is valid for 30 days only and will be subject to any price changes resulting from alterations to our material, labour or incidental costs. This quote is subject to Stratco being able to obtain sufficient materials to complete your project.

## CONDITIONS

Estimates are based on quantities taken from drawings only. STRATCO will not be responsible for any variations to quantity, but client will be charged at rates shown for actual requirements. Please check that the information contained herein agrees with plan and specification. The responsibility for the



APPENDIX 4**6. SOCIAL EVENTS / FUNDRAISING**

- Dinner being hosted for Women's premier team Friday 16/12/16 in new clubrooms
- New clubroom launch, Mayor should be invited, MP's and council officials

**7. BAR/KITCHEN/HOTEL**

- Ric Rech Bar Manager for 2017, he will source specials hoping to save the club money.
- Bianca happy to give Coca Cola a go at supplying us soft drinks etc in the new season.
- Renee & Lucy to manage ordering of kitchen requirements, soft drinks to be kept part of kitchen
- Joel looking into merchant facilities with Bendigo Bank and others. There is a cost but may out way extra sales

**8. COUNCIL MATTERS**

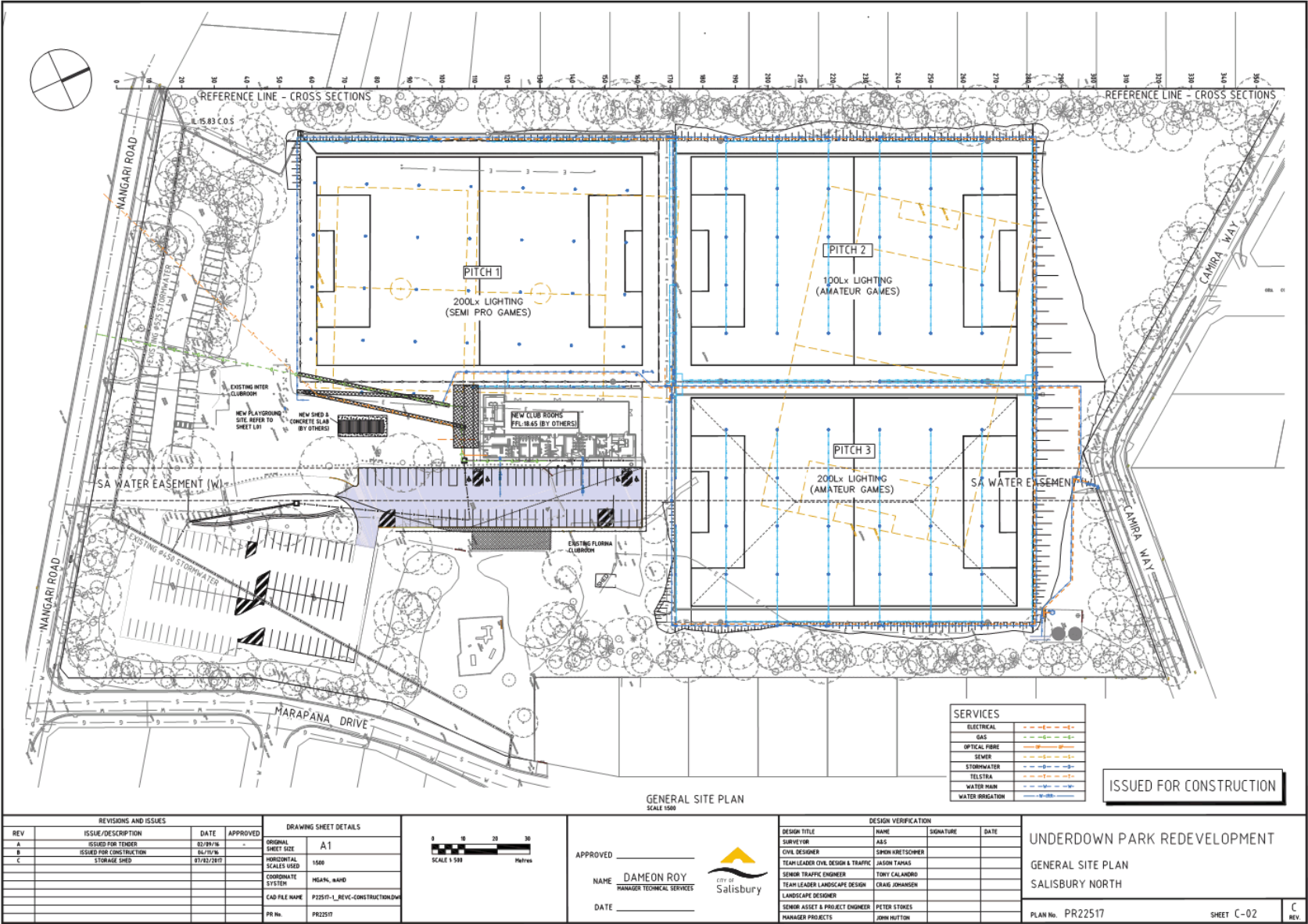
- Nick had meeting with council to smooth out a few issues pre-demolition. Need to maintain a good relationship going forward.
- Should we keep a record going forward of additions to clubrooms at Inters expense?
- Colin – Shed – Met council Monday 14x4 shed (previous shed was (10 x 4)
- Shed Application – A certificate of Incorporation demonstrating not for profit status to be provided
- Excerpt from Salisbury Inter SC Committee Meeting Minutes

At the meeting of 4/7/16 it was resolved to formally approach Salisbury Council and apply for a grant for the building of a storage shed on Underdown Park to replace the one we are losing due to demolition of our current storage shed. Claudio Bittoto has agreed to be the contact person for this project to get this application to Council.

Signed Kylie Dalakis, Secretary SISC

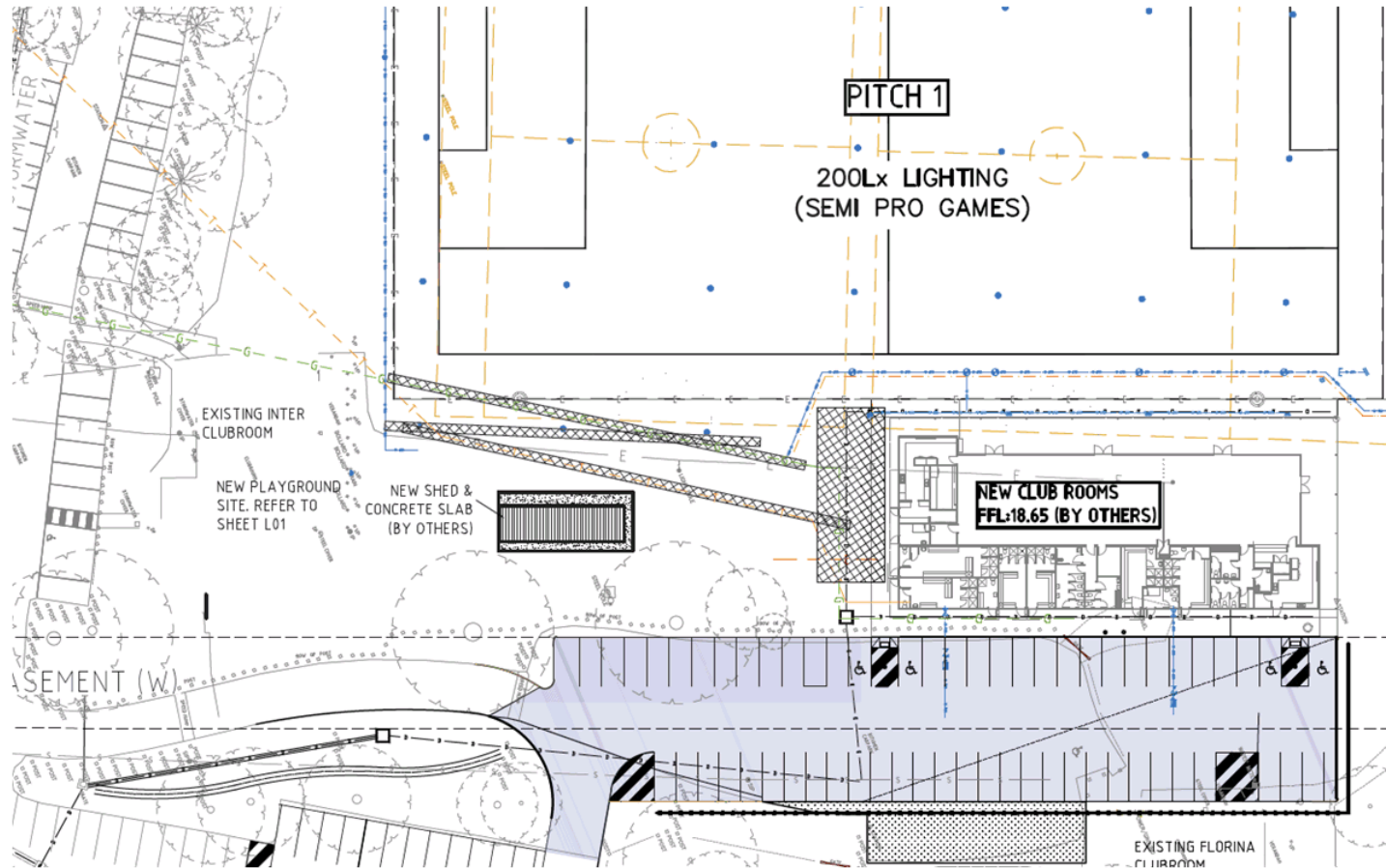

**9. SPONSORSHIP / MARKETING / MERCHANDISE**

- Erin – Bendigo Bank offering \$500 package plus commission for each member who signs up with the bank.
- Tamara – Telstra Elizabeth agreed to sponsor Platinum Package for Womens NPL team.
- Mitise Health & Fitness sponsoring \$1800
- Team App, can all that goes on FB be put on team app also.
- Silk Laser Clinic \$500
- Need to push all registered players to download team app and ask coaches to all download to be used in new year
- Merchandise stocktake was completed before move to new clubrooms
- Nick – need key people to handle specific roles in the club, stock ordering, merch kitchen











|                        |  |
|------------------------|--|
| <b>ITEM</b>            | 7.2.4  |
|                        | <b>SPORT, RECREATION AND GRANTS COMMITTEE</b>  |
| <b>DATE</b>            | 13 February 2017   |
| <b>HEADING</b>         | Salisbury West Sports Club Minor Capital Works Grant   |
| <b>AUTHOR</b>          | Jillian Campbell, Project Manager, City Infrastructure   |
| <b>CITY PLAN LINKS</b> | 3.1 Be an adaptive community that embraces change and opportunities.<br>3.2 Have interesting places where people want to be.<br>4.1 Strengthen partnerships that enable us to better address our community's priorities. |
| <b>SUMMARY</b>         | The application from Salisbury West Sports Club for replacement of roller shutters to the bar area at an estimated cost of \$6,000 is recommended for funding under the 2016/17 Minor Capital Works Grant Program.       |

## RECOMMENDATION

1. The report be received
2. That the application to the 2016/17 Minor Capital Works Grant by the Salisbury West Sports Club be approved and an amount up to \$6,000 be allocated for the installation of roller shutters to protect the front bar, including a 15% contingency and project management costs.

## ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Salisbury West Sports Club Minor Capital Works Grant Application

## 1. BACKGROUND

- 1.1 The Salisbury West Sports Club, located at Londonderry Avenue, Salisbury Downs, has a social membership of 200 and has a front bar area where club members can socialize. The proposal is to replace existing roller shutters and improve security, as the club stores thousands of dollars in stock in this area.

## 2. CONSULTATION / COMMUNICATION

- 2.1 Internal
  - 2.1.1 Manager Property and Buildings, City Infrastructure
  - 2.1.2 Manager Technical Services, City Infrastructure
  - 2.1.3 Manager Field Services, City Infrastructure
  - 2.1.4 Coordinator Property, City Infrastructure

2.2 External

2.2.1 Salisbury West Sports Club

**3. REPORT**

3.1 The Salisbury West Sports Club has provided the City of Salisbury a quote to the total of \$4,300 to complete the required works.

3.2 The proposed scope of works include:

- Installation of roller shutters to protect front bar

**4. CONCLUSION / PROPOSAL**

4.1 The application by the Salisbury West Sports Club meets the guidelines for the MCW Grants and can be completed within the allocated budget.

4.2 It is recommended that the application to the 2016/17 Minor Capital Works Grant by the Salisbury West Sports Club be approved and an amount up to \$6,000 be allocated for the installation of roller shutters, including at 15% contingency and project management costs.

**CO-ORDINATION**

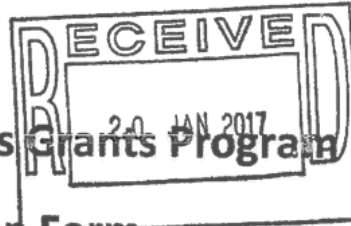
Officer: EXECUTIVE GROUP

Date: 07/02/2017



## Minor Capital Works Grants Program

### Application Form



## Before you begin To Fill

Before completing this application form you should read the Minor Capital Works Grant Program – Guidelines and Eligibility Criteria booklet.

### Making a valid application

- Use the form provided
- Make sure you include all attachments and essential documentation where requested.
- Putting together a strong application takes time and energy, so it is important that you read the guidelines carefully, complete this application in full, and ensure that all of the information to be submitted with your application is provided.
- Applicants are encouraged to contact the Recreation and Open Space Planner prior to submitting an application to determine suitability for funding.
- Have the Declaration section of the Application Form signed by two authorised representatives of the organisation; one signature must be the current President/Chairman.
- Email, Post or personally deliver the completed application form with all of the essential supporting documentation to the City of Salisbury.

### Address for submission of applications

Minor Capital Works Grant  
City of Salisbury  
PO Box 8  
SALISBURY SA 5108  
city@salisbury.sa.gov.au

#### Essential Contact Information

It is essential that all applicants confirm the eligibility of projects and book a site inspection prior to commencing their application.

All applicants must contact the Recreation & Open Space Planner to assess the eligibility of projects and to book a site inspection.

Ph. 8406 8223 or Email dclayton@salisbury.sa.gov.au

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*

## Information to be submitted with your application

|   | Attached                            |
|---|-------------------------------------|
| Your most recent annual financial statement certified by the President /Treasurer or audited by a qualified accountant as presented at an AGM   | <input checked="" type="checkbox"/> |
| A copy of building works drawings or concept plans for the project  | <input type="checkbox"/>            |
| Two (2) project quote/s from a qualified individual or business   | <input type="checkbox"/>            |
| Where applicable supply evidence of cash support (e.g. recent bank statement)   | <input type="checkbox"/>            |
| Where applicable provide letters of support for the project from each of the user groups  | <input type="checkbox"/>            |
| Where applicable provide a letter/email from the head lessee supporting the application   | <input type="checkbox"/>            |
| Provide photos that clearly demonstrate why the works are needed  | <input type="checkbox"/>            |
| Provide a Certificate of Incorporation demonstrating not-for profit status  | <input checked="" type="checkbox"/> |
| Provide a signed copy of committee minutes <u>endorsing the project</u> , authorising an <u>application</u> to the MCW Grants Program and documenting the <u>authorised project contact</u> | <input type="checkbox"/>            |

**IMPORTANT**

Incomplete applications will be considered non-compliant and ineligible for funding.

The applicant will be provided advice and requested to supply any outstanding documentation. Once all documentation has been received, the application will be processed and presented for assessment.

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*



| Organisation Information   |   |                 |
|--|---|-----------------|
| <b>1. GROUP / ORGANISATION DETAILS</b>   |   |                 |
| Name of the organisation:<br>As it appears on the Certificate of Incorporation                   | SALISBURY WEST SPORTS CLUB  |                 |
| Incorporation Number:  |   |                 |
| ABN:   | 69131912933   |                 |
| Postal Address:<br>Registered postal address of the organisation                                 | P.O BOX 2006 HOLLYWOOD PLAZA  |                 |
| Suburb:  | SALISBURY DOWNS   | Postcode: 5108  |
| <b>2. CONTACT PERSON DETAILS</b>   |   |                 |
| Name of Person Responsible for the Grant:<br>(all communication will be directed to this person) | Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/><br>FRANK TIMPANO |                 |
| Title / Office:  | SECRETARY   |                 |
| Phone:   | Landline: 82582194 (CLUB LANDLINE)<br>Mobile: 0452268744  |                 |
| Email:<br>Please use an e-mail address that will be checked at least once a week.                | f1x+g+1@bigpond.com   |                 |
| <b>3. ABOUT YOUR MEMBERSHIP</b>  |   |                 |
|  | Junior  | Senior / Master |
| Male   |   |                 |
| Female   |   |                 |
| Social 200   |   |                 |
| Total membership 200   |   |                 |

| Funding Category   |                              |  |
|--|------------------------------|--|
| <b>4. FUNDING CATEGORY</b>   |                              |  |
| <b>Category A – up to \$30,000</b><br>Clubs that meet <u>one</u> of the following may apply for Category A funding: <ul style="list-style-type: none"> <li>• have a current lease or sub-lease of a Council owned building; or</li> <li>• licence or sub-licence over Council owned land; or</li> <li>• have a current hire agreement to use Council managed facilities such as an indoor recreation centre or community centre; or</li> <li>• operate from facilities located on land where the City of Salisbury maintains an interest to purchase that land.</li> </ul> |                              | <input checked="" type="checkbox"/>    |
| <b>Category B – up to \$2,000</b><br>Not-for-profit associations that own their own facilities that are used to deliver sport and recreation outcomes to the community may apply for Category B funding.   |                              | <input type="checkbox"/>               |
| Have you sought, or do you intend to seek, funds from another source for this project?<br>(If Yes – Where from and the amount of funding requested)  | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

| About the Project   |   |
|---|---|
| <b>5. PROJECT DETAILS</b>   |   |
| Name of Project   | ROLLER SHUTTERS FOR FRONT BAR   |
| What does your project involve?<br>Describe what you are planning to do | PROJECT INVOLVES <sup>TO</sup> PUT ROLLER SHUTTERS TO PROTECT FRONT BAR.  |
| Why is the project needed?  | THE PROJECT IS NEEDED FOR SECURITY REASONS AS THE CLUB HOLDS THOUSANDS OF DOLLARS OF \$ BEHIND THE BAR. THE SECURITY SCREENS THAT ARE THERE NOW ARE OLD AND FLEMIZE AND CAN EASILY BE UNSCREWED IF THE CLUB DOES GET BROKEN INTO. |

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*



| About the Project   |  |                       |
|---|--|-----------------------|
| How will your project increase participation opportunities for sport and recreation?  | OUR PROJECT WILL NOT INCREASE PARTICIPATION IN SPORT, IT IS FOR SECURITY REASONS WHICH IS IMPORTANT FOR THE CLUB TO BE SECURED AND ITS ASSETS. |                       |
| Apart from your organisation and its members, are there any other groups within the community that will benefit from the project?<br><br>Attach letters of support where applicable | Community Group  | How they will benefit |
|   | NO OTHER GROUPS WILL BENEFIT, BUT IT SHOWS PEOPLE THAT WALK IN OUR <sup>CLUB</sup> THAT OUR FRONT BAR IS TIGHTLY SECURED.                      |                       |
|   |  |                       |
|   |  |                       |
|   |  |                       |
|   |  |                       |
|   |  |                       |

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*

[illegible]

\$ 4,300

\$ NIL

\$

\$ 4,300

City of Salisbury

### Terms and Conditions of Funding

All applications are administered according to the following conditions.

1. MCWGP funding will be used expressly for the purpose outlined in the application and as endorsed by Council. Requests to change the purpose of funding must be made in writing and is at the discretion of the Council.
2. City of Salisbury is not responsible for any budget shortfalls relating to inflation of costs and unanticipated works.
3. City of Salisbury is not responsible for any loss or expense endured during project implementation or in relation to the completed project.

#### Category A Applications

4. All applicants must, at the time of application have a currently executed lease/licence or other use agreement with the City of Salisbury, or Council will have a contracted right to first right of refusal to purchase the property.
5. City of Salisbury will make all reasonable efforts to complete projects to the standards and requirements as documented by the applicant within the MCWGP.
6. The City of Salisbury will project manage the implementation of funded projects.
7. All works will be carried out by licensed trades' people appointed by the City of Salisbury within the allocated financial year.
8. Any costs incurred resulting from interference with contractors by applicants will be passed on to the applicant in full.
9. The City of Salisbury reserves the right to appoint and utilise contractors where a contractual obligation is in effect.
10. The timing of the works will be programmed in accordance with all other capital works projects of the City, and where possible in sympathy with the operating timeframes of the applicant.
11. Grant funds are paid directly to the appointed contractor by the City of Salisbury on satisfactory completion of the works.
12. Unspent funds may be retained by the City of Salisbury for future projects.
13. All reasonable efforts will be made by the City of Salisbury to complete the project within the allocated budget and timeframe.
14. Where the value of works exceeds the value of the grant, monies of the Club, additional grants or any other external funds are being used in conjunction with MCWGP funding, applicants may be required to enter in to a Capital Works Agreement prior to the commencement of works. Applicants will be invoiced for the balance of funds prior to the commencement of works.

#### Category B Applications

15. Applicants must be able to demonstrate, if requested, their ownership of the property.
16. It is strongly recommended that applicants seek independent legal and financial advice to determine all taxation obligations before submitting an application.
17. Please note that if your organisation's annual turnover is greater than \$150,000 (non-profit organisations) then you are required by the Australian Tax Office to be registered for the GST.
18. Successful applicants who are registered for GST will have their grant grossed up by 10% to offset the GST payable on the grant.
19. Organisations that are not registered for the GST will not have the grant grossed up.
20. If successful, organisations cannot have their Grant Agreement transferred to another body on the basis of GST registration.
21. A project acquittal must be submitted within twelve (12) months of project completion. Failure to supply proof of expenditure will result in ineligibility for future grant funding.
22. Unspent funds are to be returned to City of Salisbury.

We agree to abide by the terms and conditions of funding

Yes ☒

*to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered*

# Constitution of The Salisbury West Sports Club Incorporated

## 1. NAME

- 1.1 The name of The Club shall be the Salisbury West Sports Club Incorporated.
- 1.2 The colours of The Club shall be black, blue and gold.

## 2. DEFINITIONS

- 2.1 The Club means the Salisbury West Sports Club Incorporated.
- 2.2 The Board means The Board of Management of the Salisbury West Sports Club Incorporated.
- 2.3 The Chairperson, The Secretary, The Treasurer means positions on The Board.
- 2.4 Member means a fully paid member of the Salisbury West Sports Club Incorporated.
- 2.5 General meeting means a general meeting of members convened in accordance with this constitution.
- 2.6 The Act means The Association Incorporations Act 1985.

## 3. OBJECTS

- 3.1 To promote and foster sports and recreational activities in the Salisbury West area.
- 3.2 To provide facilities for the participation of members in such sports and recreational activities as The Club may from time to time determine.
- 3.3 To provide, establish, maintain and conduct halls, clubrooms, gymnasiums or other meeting places for the attainment of these objectives.
- 3.4 To publish periodicals and reports as may be determined from time to time
- 3.5 To apply for and hold such licence or licences as may be necessary or expedient for the conduct of The Club.
- 3.6 To affiliate with any body whether incorporated or not, having the same or any one or more similar objects and to appoint representatives to any such body.
- 3.7 To assist in or concur in the establishment of any other association having one or more similar objects.
- 3.8 To exercise all the powers subject to the provisions of the Act.
- 3.9 To engage and dismiss such persons whose services may be required in the operation of The Club and to remunerate them in return for their services to The Club, such salaries, wages, honorariums or gratuities as The Board may from time to time decide. Except as provide in clause 10.3 of this constitution.
- 3.10 To do all such acts and things as may be calculated to attain or assist in the attainment of all or any of the above objects as The Board may in their absolute discretion decide.
- 3.11 The Club shall be a non-profit organisation.

## 4. MEMBERSHIP

### 4.1 Conditions

- 4.1.1 Membership shall be open to such persons who uphold the objects of The Club and who are accepted with the sanction of The Board.
- 4.1.2 Every candidate for membership shall be nominated by two financial members on the form provided. A candidate must be known personally to both the proposer and seconder. The Secretary shall post up and display on The Club notice board, and keep posted up and displayed the names and addresses of all persons nominated, for at least seven days prior to the election. The Board shall constitute the membership election committee. Applications for membership shall be considered at each meeting of The Board at which time they shall be accepted or rejected. If The Board resolves not to accept an application The Secretary shall advise the applicant by letter without stating any reason for such refusal and shall return any paid fees. Applicants accepted for membership shall be members of the Club upon paying the membership subscription for the then current financial year of The Club.
- 4.1.3 All membership subscriptions shall be due and payable within one month after the Annual General Meeting of The Club each year. Any member who has not paid within this period will forfeit all Club rights.
- 4.1.4 The Annual Membership subscription fee shall be fixed at the Annual General Meeting.
- 4.1.5 The Board may waive the payment of membership fees in special circumstances.
- 4.1.6 Any person becoming a member of The Club shall be bound by this constitution, and shall be deemed to have had full notice hereof and to have accepted the same, and no person shall become or remain a member of The Club, except on this basis.
- 4.1.7 The Board may cancel membership of any member who fails to pay outstanding debts to The Club or any associated sub committee.

### 4.2 Playing members

Any person, who is not a member of The Club, shall not be entitled to represent The Club in any competitive sport, except by resolution of The Board.



**4.3 Life members**

- 4.3.1 The Board may recommend the appointment of life members from amongst those who have rendered The Club dedicated and outstanding service for a minimum period of ten years.
- 4.3.2 Life members shall be appointed at an Annual General Meeting provided that no more than one life member is appointed at any one meeting.
- 4.3.3 There shall be appointed sporting life members if they meet the criteria of a minimum of ten years and two hundred Games.

**4.4 Notices to members**

Notices shall be given to members by either posting to the member's address, display on The Club notice boards or the insertion in a daily newspaper.

**4.5 Register of members**

4.5.1 The Board will maintain a register of members showing the name and address of each member and the date the member was accepted into The Club.

4.5.2 Members are required to advise The Secretary of a current postal address and any notice posted to that address shall be considered as received.

**4.6 Expulsion**

The Board shall have the power to remove the name of any person from the Register of Members whose presence in The Club is considered to be detrimental to the interests of The Club. Such member shall cease to be a member of The Club and no right of action nor any claim shall accrue to such member.

**4.7 Disqualification of board members**

The office of the board member shall become vacant if a board member is:

- . Disqualified from being a Board member by the Act
- . Expelled as a member under these rules
- . Permanently incapacitated by ill health
- . Absence without apology from more than two meetings in a financial year
- . No longer the duly appointed representative of a corporate member

**5. ADMINISTRATION**

5.1 The Club shall be under the overall control of The Board.

5.2 The Board shall comprise of a Chairperson, Vice Chairperson, Secretary, Treasurer and one Committee Person.

5.3 The Board shall be elected at an Annual General Meeting and hold office for two years and shall be eligible for re-election. (Provided that elections shall be for three positions and two positions on The Board in alternate years.)

5.4 The Board members elected can not exceed more than one person per sub club committee.

5.5 Persons in paid employment of The Club shall not be eligible to serve on The Board.

5.6 The Board shall be responsible for the management of The Club and shall provide for the administration and control of the affairs and property of The Club.

5.7 The Board will control the affairs of The Club and in addition to any powers and authorities conferred by these rules may exercise all such powers and do all such things as are within the objects of The Club and are not by Act or by these rules required to be done in general meetings.

5.8 The Board may remunerate any person for services rendered to The Club.

5.9

5.10 The Board may make rules consistent with this Constitution for the regulation of its own proceedings and for defining the respective powers and duties of any sub committee or officer of The Club generally.

5.11 The Board shall insure and keep insured all the assets and property of The Club.

5.12 The Board shall appoint a Manager. The Manager shall perform the duties determined by The Board under the direction of The Secretary. If The Secretary is absent at any time, directions may be given by another nominated Board member. The Manager shall attend meetings as required by The Board, and shall comply with the objects of The Club.

5.13 The Manager will be responsible for the day to day operation of The Club, the management of staff, ensuring that Licensing and other Legislative rules are complied with, operation of the gaming venue, liaison with trades people and other matters pertaining to the smooth operation of The Club.

**6. ELECTION OF OFFICE BEARERS**

6.1 Subject to clause 5.3 Board positions will be declared vacant at the Annual General Meeting and subject to the Constitution of The Club shall be eligible for re election.

6.2 The Secretary shall post a notice of Board vacancies in the club 30 days in advance of an Annual General Meeting.

6.3 Only current members of The Club financial for a minimum of six months may nominate for positions on The Board.

**8. FINANCE**

- 8.1 The Board shall cause to be kept proper sets of accounts in which shall be kept a true and complete record of the financial affairs and transactions of The Club.
- 8.2 The Board may receive and accept donations, endowments gifts of money, land hereditaments, stock, funds, shares, securities and any other assets whatsoever, and to raise money either with or without security and by way of overdraft otherwise for any purpose of The Club.
- 8.3 The Board shall take the necessary steps to open a bank account or accounts in the name of The Club and all monies received shall be paid into such account/s forthwith.
- 8.4 The Treasurer shall keep true and accurate records showing the financial affairs of The Club and shall submit a statement of the financial affairs of The Club to the Annual General Meeting.
- 8.5 The Treasurer shall ensure that a correct account of receipts and expenditure is kept and ensure that all monies received are banked in a bank account or accounts in The Club name.
- 8.6 All payments made by or on account of The Club shall be by the order of The Board by cheques or electronic means authorized by The Treasurer. All payments shall be presented to and authorized by the board for that purpose.
- 8.7 The Board shall have the power to open special trust accounts to be operated only for the set purpose for which they are opened.
- 8.8 An annual (periodic) return shall be lodged with the Office of Consumer and Business Affairs within six months of the end of each financial year. Such return must be accompanied by a copy of the accounts, the auditor's report, The Board statement and report.

**9 SUB COMMITTEES**

- 9.1 The Board shall have the power to appoint sub-committees for specific purposes. The Board shall at all times retain the right to review or revoke any action of its sub-committee or officers.
- 9.2 All sub committee members must be financial members of The Club.
- 9.3 The Board members shall be ex officio members of all sub-committees.
- 9.4 Each subsidiary club formed by The Board shall be conducted by a committee, which shall be confirmed by The Board. Each sub club committee shall be encouraged to promote, develop and control its own activities in line with the objects of The Club but shall be subject to the direction of The Board.
- 9.5 Each sub club committee shall conduct an annual election and indicate to The Board the number and names of the persons that it wishes to comprise the sub-committee controlling its affairs.
- 9.6 All positions will be declared vacant at each sub committee Annual General Meeting. All committee persons will be eligible for re election.
- 9.7 A sub committee may make by-laws and rules consistent with this constitution for the conduct of its own affairs. The Board must ratify such by-laws and rules before being introduced.
- 9.8 Each sub club committee must maintain a properly constituted set of accounting records and have those records audited before its Annual General Meeting. All monies received on behalf of the sub committee are to be banked in a cheque account in the name of the sub committee.
- 9.9 All payments are to be made by cheque with at least two of three signatories required to authorise a cheque.
- 9.10 Sub committees shall meet at least eight times in each year and the interval between any two meetings shall not exceed three months.
- 9.11 An accurate copy of the minutes of sub committee meetings and a current financial statement shall be presented to The Secretary within seven days of the sub committee meeting.
- 9.12 If any member of the committee absents themselves from two consecutive meetings without any acceptable apology or leave absence the remainder of the committee may terminate that person's Committee membership and call for nominations for a replacement.
- 9.13 Sub committee members shall receive seven days notice of all meetings, and shall receive with such notice a copy of the minutes of the previous meeting.
- 9.14 Fifty percent of the total number of persons comprising the committee as it then exists shall constitute a quorum.
- 9.15 The Chairperson or the Vice-Chairperson of the committee shall preside at all committee meetings. If the Chairperson or Vice Chairperson shall be absent or unwilling to act as Chairperson of a meeting the members present at that meeting shall appoint one of their number to be Chairperson.

**10 GENERAL MEETINGS ANNUAL AND SPECIAL**

- 10.1 The Club Annual General Meetings shall be held before March 31<sup>st</sup> in each year.
- 10.2 The Secretary will post notices of Annual General Meeting dates within The Club at least one month before the proposed meeting.

10.3 The Annual General Meeting shall: -

- Confirm the minutes of the previous Annual General Meeting and Special General Meetings.
- Receive and adopt the annual reports of The Board and sub committees.
- Receive and adopt the audited statement of The Club financial transactions and balance sheet for the financial year.
- Elect The Board office holders for the ensuing year.
- Appoint an auditor or auditors for the ensuing year.  
Set membership fees for the ensuing year.
- Approve a maximum honorarium fee, which may be paid to The Board for the ensuing year.
- Transact other business of which fourteen days' notice in writing has been given to The Board.

10.4 The Chairperson or another member of The Board shall preside at all Special and General Meetings of The Club. If The Chairperson and other members of The Board shall be absent or unwilling to act as Chairperson of the meeting, the members present at the meeting, shall appoint one of their number Chairperson.

10.5 Twenty-five financial members present at an Annual General or Special General meeting shall constitute a quorum

10.6 Special General Meetings of The Club may be called by The Board Chairperson, or at the request of at least twenty-five financial members of The Club. Reasons for the special meeting shall be advised to members as provided in clause 4.4. provided at least fourteen days notice is given to all members entitled to vote and the business to be discussed is in the notice. Any request for a member initiated Special General Meeting shall be signed by each requesting member and shall state the purpose of the meeting.

## 11 VOTING

11.1 At all Annual and Special General Meetings each financial member present shall be entitled to one vote. The Chairperson shall be entitled to a deliberate vote and to a casting vote where there is equality of voting.

11.2 All questions shall be decided by a simple majority except as prescribed in clause 20 of this constitution.

11.3 All elections shall be decided by secret ballot.

11.4 The Board shall be empowered if sought fit, to make regulations enabling members unable to be present to vote at any Annual or special General meeting by written authority.

## 12 AUDITOR

There shall be one or more auditors (not members of the Club) who shall be elected annually at the Annual General Meeting. Such auditor or auditors shall audit accounts and have power to call for the production of all books, papers, accounts, or other documents or data relating to the affairs of the Club. The Board shall have the power to fill any temporary vacancy in the office of auditor.



**13 ASSETS**

13.1 No assets of The Club shall be given or transferred in any way to any member of The Club.

13.2 The sale or disposal of surplus assets shall be in the first instance by way of invitation from Club members

**14 PUBLIC OFFICER**

The Board shall from time to time appoint a person other than an auditor to be the Public Officer of The Club and may revoke any such appointment as it may think fit.

**15 PATRON**

A Patron and Vice Patron may be appointed at the Annual General Meeting.

**16 RESPONSIBILITY**

The Club shall not be responsible for the personal loss of, or damage to members' property or for any personal injury sustained by any member participating in the activities of The Club.

**17 COMPLAINTS**

All written complaints shall be named, signed and dated by the writer to The Secretary.

**18 SEAL OF THE CLUB**

The common seal of The Club shall be under the control of The Board and shall not be affixed except in the presence of two seal holders. There shall be three seal holders who will be The Chairperson, The Secretary and The Treasurer of The Board.

**19 LICENSING COURT PROVISIONS**

The constitution of The Club shall be deemed to include all such rules as may be required by State and Federal Legislation pertaining to the operation of a Licensed premises.

**20 ALTERATIONS TO THE CONSTITUTION**

Clauses of this constitution shall not be altered except at an Annual General Meeting or a Special General Meeting of The Club called for the purpose. At least twenty-five members of The Club shall be present and no motions for such alterations shall be carried or deemed to be carried unless supported by three-quarters of those present and voting. Notice of any such motion and the meeting shall be advised to members in accordance with clause 4.4 at least fourteen days prior to the meeting.

**21 DISSOLUTION**

If at any time The Board considers that the Club should be dissolved, written notice specifying the intention must be given in writing to members at least 21 days before the proposed special general meeting specifying the intention to dissolve the club. This resolution must be passed by a majority of not less than three quarters of such members of the Club entitled to vote. After approval has been given by members, the real and personal property of The Club shall be sold and disposed by The Board by private treaty or by auction as The Board shall determine (with power to the Board to give good and valid receipt). The Board upon trust shall hold any money arising from such sale and disposition, after payment of all incidental expenses and debts and liabilities of The Club. Such monies shall be dispersed to one or more charitable institutions in South Australia and in such proportion if more than one and in such manner as The Board may determine provided that the institutions are approved by the Commissioner of Taxation for the purposes of Section 78(1)(a) of the Income Tax Assessment Act 1936/1

**22 POWERS OF THE ASSOCIATION**

The Association shall have all the powers conferred by section 25 of the Act.



6.4 Each candidate for election shall nominate to The Secretary in writing, specifying the office for which the candidate is nominating. Each nomination must be endorsed by the candidate, signed by a proposer and seconder, who must be financial members of The Club.

6.5 All nominations shall be lodged with The Secretary not less than fourteen days before an Annual General Meeting. A list of candidates for election shall be posted in The Club at least seven days before the day of the Annual General Meeting.

6.6 In the event that no nominations are received within the specified time, nominations may be accepted at the discretion of The Chairperson at the Annual General Meeting.

6.7 If no more persons are nominated for any office than there are vacancies The Chairperson of the Annual General Meeting shall declare such persons duly elected.

6.7.1 Board members cannot vote until they are cleared by the Liquor Licensing Commissioner.

6.8 If more candidates are nominated than there are vacancies then an election shall be conducted. Financial members at the meeting shall indicate their choice of candidate on a ballot paper provided by The Board. The Chairperson shall appoint a returning officer. The returning officer shall conduct the ballot and certify as to the person elected. The ballot shall be held on the same day as the meeting, but The Board shall decide at what hour the ballot shall commence. The candidate receiving the greater number of votes shall be elected.

6.9 Where a vacancy shall occur in any office between two Annual General Meetings, The Board shall have the power to appoint any eligible person to fill such vacancy until the next Annual General Meeting. Any person so appointed shall retire at the next Annual General Meeting but subject to these rules shall be eligible for election at such meeting.

6.10 Subject to clause 5.3 elected officers of The Club shall be declared vacant at the Annual General Meeting.

6.11 Office holders retiring in accordance with Clause 5.3 shall be eligible for re-election subject to compliance.

## **7 BOARD MEETINGS**

7.1 The Board shall meet monthly.

7.2 If any member of The Board absents themselves from two consecutive meetings without an acceptable apology or leave of absence, their position may be terminated by the remainder of The Board and in accordance with clause 6.9 a successor may be appointed.

7.3 The Board members shall receive at least seven days notice of all meetings, and shall receive with such notice, a copy of the minutes of the previous meeting.

7.4 The Board members shall have equal voting rights at all meetings of The Board. Three Board members will constitute a quorum.

7.5 The Treasurer shall present a monthly financial statement of income and expenditure and a full transaction listing of the Club to the Board. Each statement to be examined by The Board members with a view to final acceptance.

7.6 The Secretary will take or cause to be taken accurate minutes of all Board meetings. A set of Board minutes is to be kept on The Club premises at all times. At each Board meeting members present will be required to accept the minutes of previous meetings as an accurate record of The Board proceedings. The Secretary will keep or cause to be kept copies of all Club minutes and correspondence.

7.7 The Secretary will maintain or cause to be maintained a register of members.

7.8 Any Board member having a direct or indirect pecuniary interest in a contract or proposed contract with The Club must disclose the nature and extent of that interest to The Board members as required by The Act and shall not vote with respect to that contract or proposed contract.

## Bank Reconciliation

### Salisbury West Sports Club Inc.cf6

ABN: 69 131 912 933

Report Period: 1/12/2016 - 31/12/2016

Account(s) in this report: Salisbury West Sports Club Inc

#### MY RECORDS

|                      |          |                        |          |
|----------------------|----------|------------------------|----------|
| Opening Bank Balance | 17920.52 |                        |          |
| Total Bank Deposits  | 35460.05 | <b>SUBTOTAL</b>        | 53380.57 |
| Total Bank Payments  | 37728.75 | <b>RECORDS BALANCE</b> | 15651.82 |

#### BANK STATEMENT

|                                |          |                     |          |
|--------------------------------|----------|---------------------|----------|
| Bank Statement Closing Balance | 23170.28 |                     |          |
| Deposits Not Shown             | 0.00     | <b>SUBTOTAL</b>     | 23170.28 |
| Payments Not Shown             | 7518.46  | <b>BANK BALANCE</b> | 15651.82 |

#### Outstanding Payments

| Date         | Cheque No. | Amount         | Details   |
|--------------|------------|----------------|-----------|
| 31/10/2016   |            | 896.10         | Tax       |
| 31/10/2016   |            | 1340.00        | GST       |
| 30/11/2016   |            | 698.15         | Tax       |
| 30/11/2016   |            | 1330.00        | GST       |
| 1/12/2016    |            | 459.03         | Schweepes |
| 19/12/2016   |            | 259.49         | Schweepes |
| 31/12/2016   |            | 776.94         | Host plus |
| 31/12/2016   |            | 884.37         | Tax       |
| 31/12/2016   |            | 0.38           | Tax       |
| 31/12/2016   |            | 874.00         | GST       |
| <b>Total</b> |            | <b>7518.46</b> |           |

## Transaction Listing

## Salisbury West Sports Club Inc.cf6

ABN: 69 131 912 933

Report Period: 1/12/2016 - 31/12/2016

Account(s) In this report: Salisbury West Sports Club Inc  
Money In

| Date     | Ref | Details     | Code | Column Name         | Quantity | Amount  | GST Output<br>Tax | Receipts Not<br>Banked | Bank<br>Deposits |
|----------|-----|-------------|------|---------------------|----------|---------|-------------------|------------------------|------------------|
| 01/12/16 |     | Interest    | 199  | Interest Received   |          | 9.05    |                   |                        | 9.05             |
| 04/12/16 |     | SALES       | 230  | Bar Sales           |          | 3458.41 | 345.84            |                        | 7586.75          |
|          |     |             | 230  | Canteen Sales       |          | 561.36  | 56.14             |                        |                  |
|          |     |             | XXX  | Eightball           |          | 31.82   | 3.18              |                        |                  |
|          |     |             | XXX  | Gaming receipts     |          | 2822.73 | 282.27            |                        |                  |
|          |     |             | XXX  | Pokie grants        |          | 25.00   |                   |                        |                  |
| 11/12/16 |     | SALES       | 230  | Bar Sales           |          | 5264.73 | 526.47            |                        | 10138.90         |
|          |     |             |      | BINGO SALES         |          | 50.00   | 5.00              |                        |                  |
|          |     |             | 230  | Canteen Sales       |          | 574.27  | 57.43             |                        |                  |
|          |     |             |      | football shows      |          | 250.00  |                   |                        |                  |
|          |     |             | XXX  | Gaming receipts     |          | 3060.00 | 306.00            |                        |                  |
|          |     |             | 195  | Membership Fees     |          | 18.18   | 1.82              |                        |                  |
|          |     |             | XXX  | Pokie grants        |          | 25.00   |                   |                        |                  |
| 15/12/16 |     | Dc payments | 198  | Commission received |          | 102.45  | 10.25             |                        | 112.70           |
| 18/12/16 |     | SALES       | 230  | Bar Sales           |          | 4375.09 | 437.51            |                        | 9081.70          |
|          |     |             | 230  | Canteen Sales       |          | 347.36  | 34.74             |                        |                  |
|          |     |             | XXX  | Gaming receipts     |          | 3510.91 | 351.09            |                        |                  |
|          |     |             | XXX  | Pokie grants        |          | 25.00   |                   |                        |                  |
| 31/12/16 |     | SALES       | 230  | Bar Sales           |          | 2858.32 | 285.83            |                        | 8530.95          |
|          |     |             |      | BINGO SALES         |          | 40.91   | 4.09              |                        |                  |
|          |     |             | 230  | Canteen Sales       |          | 371.64  | 37.16             |                        |                  |
|          |     |             | 198  | Commission received |          | 265.45  | 26.55             |                        |                  |
|          |     |             | XXX  | Eightball           |          | 18.18   | 1.82              |                        |                  |
|          |     |             | XXX  | Gaming receipts     |          | 3950.91 | 395.09            |                        |                  |
|          |     |             | 195  | Membership Fees     |          | 227.27  | 22.73             |                        |                  |
|          |     |             | XXX  | Pokie grants        |          | 25.00   |                   |                        |                  |

\* Transaction Listing: Printed on - 8/01/2017

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## Transaction Listing

## Salisbury West Sports Club Inc.cf6

ABN: 69 131 912 933

Report Period: 1/12/2016 - 31/12/2016

Account(s) In this report: Salisbury West Sports Club Inc

| Total Money In |     |            |      | 32289.05                 | 3191.00  | 0.00    | 35460.05            |
|----------------|-----|------------|------|--------------------------|----------|---------|---------------------|
| Money Out      |     |            |      |                          |          |         |                     |
| Date           | Ref | Details    | Code | Column Name              | Quantity | Amount  | GST Input Tax Total |
| 01/12/16       |     | Npl        | xxx  | pokie tournament         |          | 250.00  | 25.00               |
| 01/12/16       |     | B/c        | 309  | Bank Charges             |          | 15.00   | 15.00               |
| 01/12/16       |     | lgc        | xxx  | Monitor fees             |          | 24.00   | 2.40                |
| 01/12/16       |     | B/c        | 309  | Bank Charges             |          | 120.00  | 120.00              |
| 01/12/16       |     | Schweespes | xxx  | Bar Purchases            |          | 417.30  | 41.73               |
| 02/12/16       |     | Npl        | xxx  | pokie tournament         |          | 250.00  | 25.00               |
| 04/12/16       |     | Petty cash | xxx  | Bar Purchases            |          | 710.27  | 71.03               |
|                |     |            | xxx  | canteen retail purchases |          | 16.27   | 1.63                |
|                |     |            | 464  | friday nights            |          | 72.73   | 7.27                |
|                |     |            | xxx  | Gaming payouts           |          | 473.45  | 47.35               |
|                |     |            | xxx  | OTHER BAR EXPENSES       |          | 73.86   | 7.39                |
|                |     |            | xxx  | wages=kitchen            |          | 202.50  |                     |
|                |     |            | xxx  | Xmas party               |          | 51.59   | 5.16                |
|                |     |            | xxx  | Gas and electricity      |          | 44.54   | 4.45                |
|                |     |            | xxx  | Gas and electricity      |          | 1490.42 | 149.04              |
|                |     |            | xxx  | Bar Purchases            |          | 1200.23 | 120.02              |
|                |     |            | xxx  | Bar Purchases            |          | 123.98  | 12.40               |
|                |     |            | xxx  | canteen retail purchases |          | 78.50   | 7.65                |
|                |     |            | xxx  | workcover                |          | 288.55  | 25.85               |
|                |     |            | xxx  | gaming tax               |          | 983.45  | 98.34               |
|                |     |            | xxx  | Monitor fees             |          | 201.60  | 20.16               |
|                |     |            | xxx  | Cleaning Expenses        |          | 386.43  | 38.64               |
|                |     |            | xxx  | pokie tournament         |          | 250.00  | 25.00               |
|                |     |            | xxx  | SWFC Grants              |          | 90.91   | 9.09                |
|                |     |            | 390  | License Fees             |          | 710.00  | 71.00               |

Transaction Listing: Printed on - 8/01/2017

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## Transaction Listing

## Salisbury West Sports Club Inc.cf6

ABN: 69 131 912 933

Report Period: 1/12/2016 - 31/12/2016

| Account(s) In this report: Salisbury West Sports Club Inc |                     |     |                          |         |
|---|---------------------|-----|--------------------------|---------|
| 09/12/16  | SUPERgas            | XXX | OTHER BAR EXPENSES       | 22.04   |
| 09/12/16  | Salisbury locksmith | 428 | Maintenance              | 14.85   |
| 09/12/16  | Fresh and clean     | XXX | Cleaning Expenses        | 163.34  |
| 09/12/16  | Npl                 | xxx | pokie tournament         | 176.11  |
| 11/12/16  | Inet                | 414 | Printing & Stationery    | 25.00   |
| 11/12/16  | Petty cash          | XXX | Bar Purchases            | 275.00  |
|   |                     | XXX | canteen retail purchases | 50.24   |
|   |                     | XXX | Gaming payouts           | 3197.90 |
|   |                     | 387 | Laundry                  | 102.16  |
|   |                     | 428 | Maintenance              | 18.15   |
|   |                     | XXX | OTHER BAR EXPENSES       | 100.07  |
|   |                     | XXX | Other Clubs Grants       | -9.09   |
|   |                     | 414 | Printing & Stationery    | 0.64    |
|   |                     | XXX | SWFC Get grants          | 7.95    |
|   |                     | XXX | wages=kitchen            | 6.36    |
|   |                     | XXX | Xmas party               | 1.18    |
| 12/12/16  | PAYS                | 470 | Wages & Salaries         | 1.02    |
| 12/12/16  | BYCRAFT             | XXX | Monitor fees             | 3848.99 |
| 13/12/16  | HoLoco              | XXX | canteen retail purchases | 697.80  |
| 13/12/16  | City of salisbury   | 427 | Rent                     | 137.50  |
| 14/12/16  | lgc                 | XXX | Monitor fees             | 937.64  |
| 15/12/16  | Sab                 | XXX | Bar Purchases            | 221.76  |
| 15/12/16  | S g gaming          | XXX | capital payments         | 1276.60 |
| 15/12/16  | Npl                 | xxx | pokie tournament         | 731.50  |
| 16/12/16  | Npl                 | xxx | pokie tournament         | 275.00  |
| 18/12/16  | Petty cash          | XXX | Bar Purchases            | 275.00  |
|   |                     | XXX | canteen retail purchases | 2235.80 |
|   |                     | XXX | Gaming payouts           | 18.45   |
|   |                     | 428 | Maintenance              | 82.00   |
|   |                     | XXX | OTHER BAR EXPENSES       | 11.82   |
|   |                     | XXX | Other Clubs Grants       | 27.27   |
|   |                     |     |                          | 4.36    |

Transaction Listing: Printed on - 8/01/2017

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## Transaction Listing

### Salisbury West Sports Club Inc.cf6

ABN: 69 131 912 933

Report Period: 1/12/2016 - 31/12/2016

Account(s) In this report: Salisbury West Sports Club Inc

|                 |                   |     |                          |          |         |  |          |
|-----------------|-------------------|-----|--------------------------|----------|---------|--|----------|
| 19/12/16        |                   | XXX | wages=kitchen            | 160.00   |         |  |          |
| 19/12/16        | Sab               | XXX | Xmas party               | 423.50   | 42.35   |  |          |
| 19/12/16        | CAMPBELLS         | XXX | Bar Purchases            | 1055.84  | 105.58  |  | 1161.42  |
| 19/12/16        | Schweepes         | XXX | Xmas party               | 82.74    | 8.27    |  | 91.01    |
| 21/12/16        | lgc               | XXX | Bar Purchases            | 235.90   | 23.59   |  | 259.49   |
| 25/12/16        | Wages             | XXX | Monitor fees             | 201.60   | 20.16   |  | 221.76   |
| 26/12/16        | CoMmander pty ltd | 470 | Wages & Salaries         | 3516.99  |         |  | 3516.99  |
| 28/12/16        | lgc               | 460 | Telephone                | 112.17   | 11.22   |  | 123.39   |
| 31/12/16        | CAMPBELLS         | XXX | Monitor fees             | 201.60   | 20.16   |  | 221.76   |
| 31/12/16        | HoLco             | XXX | canteen retail purchases | 44.52    | 4.45    |  | 48.97    |
| 31/12/16        | CAMPBELLS         | XXX | canteen retail purchases | 169.66   | 16.97   |  | 186.63   |
| 31/12/16        |                   | XXX | Bar Purchases            | 71.50    | 7.15    |  | 206.14   |
| 31/12/16        | Petty cash        | XXX | canteen retail purchases | 115.90   | 11.59   |  |          |
|                 |                   | XXX | Bar Purchases            | 579.32   | 57.93   |  | 3502.95  |
|                 |                   | XXX | BINGO                    | 46.32    | 4.63    |  |          |
|                 |                   | XXX | canteen retail purchases | 41.82    | 4.18    |  |          |
|                 |                   | XXX | Gaming payouts           | 2354.55  | 235.45  |  |          |
|                 |                   | XXX | wages=kitchen            | 178.75   |         |  |          |
| 31/12/16        | Origin            | XXX | Gas and electricity      | 280.75   | 26.08   |  | 286.83   |
| 31/12/16        | ADT security      | XXX | Security expenses        | 102.09   | 10.21   |  | 112.30   |
| 31/12/16        | Accounting fees   | XXX | Administration           | 1181.82  | 118.18  |  | 1300.00  |
| 31/12/16        | Host plus         | 457 | Superannuation           | 776.94   |         |  | 776.94   |
| 31/12/16        | Tax               | 470 | Wages & Salaries         | 884.37   |         |  | 884.37   |
| 31/12/16        | Tax               | 470 | Wages & Salaries         | 0.38     |         |  | 0.38     |
| 31/12/16        | GST               | XXX | Aust tax office          | 874.00   |         |  | 874.00   |
| Total Money Out |                   |     |                          | 35412.17 | 2316.58 |  | 37728.75 |

Transaction Listing: Printed on - 8/01/2017

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## Monthly Summary

### Salisbury West Sports Club Inc.cf6

ABN: 69 131 912 933

Report Period: 1/01/2016 - 31/12/2016

Account(s) in this report: Salisbury West Sports Club Inc

|                       | Jan             | Feb             | Mar             | Apr             | May             | June            | July            | Aug             | Sept            | Oct             | Nov             | Dec             | Total            |
|-----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|
| <b>Money In</b>       |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                  |
| 9 a side              | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00             |
| Bar Sales             | 13774.55        | 19065.64        | 21647.86        | 21950.50        | 20334.51        | 10007.55        | 20731.68        | 32724.96        | 23184.18        | 19442.59        | 19478.55        | 15956.55        | 238299.11        |
| BINGO SALES           | 257.36          | 0.00            | 0.00            | 0.00            | 482.00          | 0.00            | 464.09          | 63.64           | 532.91          | 0.00            | 462.27          | 90.91           | 2353.18          |
| CANS& BOTTLES         | 216.80          | 0.00            | 132.00          | 102.50          | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 451.10           |
| Canteen Sales         | 1086.64         | 1943.55         | 3295.45         | 5546.27         | 7755.86         | 5379.64         | 7355.50         | 8184.68         | 1683.82         | 2129.45         | 2659.09         | 1854.64         | 48874.59         |
| Commission received   | 162.08          | 295.66          | 311.43          | 300.84          | 318.18          | 599.77          | 189.40          | 539.35          | 359.75          | 331.15          | 234.00          | 367.91          | 4009.54          |
| Eightball             | 0.00            | 156.36          | 45.45           | 0.00            | 0.00            | 123.64          | 23.64           | 35.45           | 198.18          | 0.00            | 68.18           | 50.00           | 700.91           |
| football shows        | 0.00            | 0.00            | 20.00           | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 250.00          | 270.00           |
| FOOTBALL Budget       | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00             |
| Gaming receipts       | 14664.55        | 20374.64        | 23774.55        | 17943.64        | 27087.27        | 14150.91        | 22350.91        | 19962.73        | 18868.18        | 18670.00        | 16560.91        | 13344.55        | 227752.82        |
| Government Income     | 10.00           | 0.00            | 0.00            | 75.00           | 0.00            | 201.00          | 0.00            | 0.00            | 890.39          | 270.43          | 432.14          | 0.00            | 1978.96          |
| GST Output Tax        | 2996.34         | 4183.58         | 4907.47         | 4604.12         | 5649.60         | 3047.97         | 5122.43         | 6190.17         | 4484.52         | 4065.50         | 3957.21         | 3191.00         | 52399.92         |
| Insurance claims      | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00             |
| Interest Received     | 35.32           | 30.37           | 28.46           | 30.48           | 31.44           | 25.61           | 24.21           | 15.07           | 11.29           | 9.07            | 9.36            | 9.05            | 259.73           |
| mars payback          | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00             |
| meat trays            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00             |
| Membership Fees       | 18.18           | 0.00            | 0.00            | 300.00          | 518.18          | 218.18          | 108.09          | 390.91          | 18.18           | 81.82           | 109.09          | 245.45          | 2009.09          |
| Phone                 | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00             |
| Pokie grants          | 100.00          | 100.00          | 75.00           | 50.00           | 50.00           | 25.00           | 50.00           | 100.00          | 125.00          | 100.00          | 100.00          | 100.00          | 975.00           |
| PT PARHAM SPORTS CLUB | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00             |
| Sale of Plant         | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00             |
| xmas promos           | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00            | 0.00             |
| <b>Total Money In</b> | <b>33321.61</b> | <b>46149.80</b> | <b>54237.68</b> | <b>50903.35</b> | <b>82227.05</b> | <b>33779.26</b> | <b>56420.95</b> | <b>68206.97</b> | <b>50456.41</b> | <b>45100.02</b> | <b>44070.80</b> | <b>35460.05</b> | <b>580333.95</b> |

|                           |       |        |        |        |      |      |        |        |      |      |      |         |         |
|---------------------------|-------|--------|--------|--------|------|------|--------|--------|------|------|------|---------|---------|
| <b>Money Out</b>          |       |        |        |        |      |      |        |        |      |      |      |         |         |
| 2011 9 a side football    | 0.00  | 0.00   | 0.00   | 0.00   | 0.00 | 0.00 | 0.00   | 0.00   | 0.00 | 0.00 | 0.00 | 0.00    | 0.00    |
| additions and alterations | 0.00  | 0.00   | 0.00   | 0.00   | 0.00 | 0.00 | 0.00   | 272.73 | 0.00 | 0.00 | 0.00 | 0.00    | 272.73  |
| Administration            | 45.45 | 525.00 | 545.45 | 263.00 | 0.00 | 0.00 | 363.64 | 0.00   | 0.00 | 0.00 | 0.00 | 1181.82 | 2924.36 |

Monthly Summary: Printed on - 8/01/2017

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## Monthly Summary

### Salisbury West Sports Club Inc.cf6

ABN: 69 131 912 833  
Report Period: 1/01/2016 - 31/12/2016

Account(s) in this report: Salisbury West Sports Club Inc

|                              | Jan     | Feb     | Mar      | Apr      | May      | June     | July     | Aug      | Sept     | Oct     | Nov     | Dec     | Total     |
|------------------------------|---------|---------|----------|----------|----------|----------|----------|----------|----------|---------|---------|---------|-----------|
| advance swfc                 | 0.00    | 0.00    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00    | 0.00    | 0.00    | 0.00      |
| Advertising & Promotion      | 0.00    | 0.00    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00    | 0.00    | 0.00    | 0.00      |
| Aust tax office              | 892.00  | 1009.00 | 1810.00  | 658.00   | 2044.00  | 51.00    | 1444.00  | 1909.00  | 1031.00  | 1340.00 | 1330.00 | 874.00  | 14392.00  |
| Bank Charges                 | 15.00   | 15.00   | 135.00   | 135.00   | 135.00   | 165.50   | 135.00   | 135.00   | 135.00   | 135.00  | 135.00  | 135.00  | 1410.50   |
| Bar Food                     | 0.00    | 0.00    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00    | 0.00    | 0.00    | 0.00      |
| Bar Purchases                | 4397.39 | 8421.91 | 10320.42 | 10061.43 | 9705.70  | 5191.83  | 10042.10 | 10708.55 | 9941.25  | 7279.97 | 7891.59 | 6767.11 | 100729.24 |
| BINGO                        | 0.00    | 313.57  | 0.00     | 0.00     | 283.50   | 0.00     | 0.00     | 0.00     | 151.77   | 0.00    | 293.50  | 46.32   | 1088.66   |
| Budget                       | 0.00    | 0.00    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00    | 0.00    | 0.00    | 0.00      |
| Building additions and equip | 0.00    | 0.00    | 81.82    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 152.00   | 0.00    | 0.00    | 0.00    | 233.82    |
| canteen retail purchases     | 695.76  | 710.85  | 889.76   | 2924.16  | 2397.37  | 1663.35  | 2032.79  | 4045.37  | 1672.71  | 843.90  | 1381.02 | 789.67  | 20046.72  |
| capital payments             | 1483.18 | 2510.45 | 846.09   | 665.00   | 665.00   | 5083.18  | 665.00   | 665.00   | 665.00   | 665.00  | 665.00  | 665.00  | 15242.91  |
| Cleaning Expenses            | 965.65  | 921.26  | 874.12   | 753.79   | 810.55   | 1679.05  | 1033.42  | 837.24   | 295.65   | 394.82  | 549.59  | 546.53  | 9651.67   |
| Coffee                       | 0.00    | 0.00    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 236.36   | 0.00     | 0.00    | 0.00    | 0.00    | 236.36    |
| Entertainment                | 0.00    | 0.00    | 500.00   | 90.91    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 181.82  | 36.36   | 0.00    | 809.09    |
| EXEC GRANTS                  | 0.00    | 0.00    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00    | 0.00    | 0.00    | 0.00      |
| Friday night football        | 0.00    | 0.00    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00    | 0.00    | 0.00    | 0.00      |
| friday nights                | 163.64  | 72.73   | 36.36    | 54.55    | 90.91    | 127.27   | 0.00     | 127.27   | 90.91    | 0.00    | 127.27  | 72.73   | 963.64    |
| fuel                         | 0.00    | 0.00    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00    | 0.00    | 0.00    | 0.00      |
| Gaming payouts               | 6840.73 | 9190.45 | 9513.18  | 13846.32 | 11407.09 | 10098.86 | 9889.55  | 8456.14  | 13072.32 | 8248.86 | 6607.14 | 4648.68 | 111819.32 |
| gaming tax                   | 0.00    | 338.35  | 1274.24  | 1985.23  | 0.00     | 2009.13  | 0.00     | 1525.61  | 1411.63  | 267.41  | 1032.09 | 983.45  | 10827.14  |
| Gas and electricity          | 1676.46 | 2012.58 | 233.85   | 4052.86  | 1364.83  | 662.08   | 189.75   | 1825.74  | 2549.61  | 1656.28 | 1568.77 | 1795.71 | 19588.53  |
| gst honourium                | 59.64   | 0.00    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00    | 0.00    | 0.00    | 59.64     |
| GST Input Tax                | 2104.03 | 3174.66 | 3097.76  | 3945.73  | 3628.88  | 2974.90  | 3678.54  | 4281.25  | 3453.70  | 2725.58 | 2627.07 | 2316.58 | 38008.67  |
| Honourium                    | 0.00    | 0.00    | 1750.00  | 0.00     | 0.00     | 0.00     | 0.00     | 2100.00  | 0.00     | 0.00    | 0.00    | 0.00    | 3850.00   |
| Instant tickets              | 0.00    | 0.00    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00    | 0.00    | 0.00    | 0.00      |
| Insurance                    | 0.00    | 0.00    | 0.00     | 0.00     | 0.00     | 0.00     | 6867.84  | 0.00     | 0.00     | 0.00    | 0.00    | 0.00    | 6867.84   |
| Interest Paid                | 0.00    | 0.00    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00    | 0.00    | 0.00    | 0.00      |
| Kitchen Purchases            | 0.00    | 0.00    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00    | 0.00    | 0.00    | 0.00      |

Monthly Summary: Printed on - 8/01/2017

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## Monthly Summary

### Salisbury West Sports Club Inc.cf6

ABN: 69 131 912 933

Report Period: 1/01/2016 - 31/12/2016

Account(s) in this report: Salisbury West Sports Club Inc

|                        | Jan     | Feb     | Mar     | Apr     | May     | June    | July    | Aug     | Sept    | Oct     | Nov     | Dec     | Total    |
|------------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|----------|
| Laundry                | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | -90.91  | -90.91   |
| Lease Payments         | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00     |
| legal fees             | 0.00    | 0.00    | 0.00    | 0.00    | 2288.70 | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 2288.70  |
| License Fees           | 201.73  | 1719.95 | 0.00    | 53.59   | 479.09  | 0.00    | 785.65  | 36.35   | 0.00    | 45.67   | 354.55  | 710.00  | 4386.59  |
| Loan Payments          | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00     |
| Maintenance            | 193.27  | 625.05  | 973.91  | 1591.73 | 980.89  | 194.05  | 197.23  | 1256.14 | 387.68  | 913.34  | 808.55  | 273.04  | 8374.85  |
| mars fund raising      | 0.00    | 0.00    | 0.00    | 0.00    | 182.73  | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 182.73   |
| meat trays             | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00     |
| Monitor fees           | 1304.40 | 1304.40 | 1532.18 | 1313.78 | 1313.78 | 1758.98 | 1246.58 | 1448.18 | 1246.58 | 1473.38 | 1674.98 | 1484.76 | 17082.00 |
| New Payment Column 1   | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00     |
| Office                 | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 98.00   | 0.00    | 56.82   | 0.00    | 154.82   |
| OTHER BAR EXPENSES     | 65.18   | 165.14  | 146.23  | 243.77  | 113.64  | 0.00    | 376.89  | 216.88  | 340.39  | 246.69  | 174.50  | 646.50  | 2735.81  |
| Other Clubs Grants     | 163.64  | 561.82  | 1362.73 | 249.09  | 273.64  | 56.36   | 484.73  | 2935.91 | 692.73  | 847.27  | 593.64  | 107.27  | 8288.82  |
| Other Kitchen Expenses | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00     |
| PLANT & EQUIP          | 0.00    | 98.18   | 0.00    | 90.91   | 0.00    | 0.00    | 0.00    | 70.00   | 0.00    | 0.00    | 7.27    | 0.00    | 266.36   |
| poke jackpot           | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00     |
| pokie tournament       | 1392.73 | 1108.18 | 1597.27 | 863.64  | 1250.00 | 750.00  | 1250.00 | 1000.00 | 1000.00 | 2031.64 | 2000.00 | 1500.00 | 15743.45 |
| Post box               | 0.00    | 164.55  | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 164.55   |
| Postage                | 14.23   | 5.05    | 0.00    | 3.95    | 0.00    | 26.05   | 9.09    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 58.36    |
| Printing & Stationery  | 42.21   | 52.59   | 70.25   | 276.08  | 414.08  | 45.81   | 281.76  | 189.90  | 103.14  | 161.68  | 60.95   | 57.45   | 1755.89  |
| Promotions             | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00     |
| Purchases for Resale   | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00     |
| Rent                   | 875.01  | 875.01  | 875.01  | 875.01  | 875.01  | 875.01  | 875.01  | 875.01  | 875.01  | 852.40  | 852.40  | 852.40  | 10432.28 |
| Replacement floats     | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | -500.00 | 0.00    | 0.00    | -500.00  |
| salisbury w j f c      | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00     |
| SALISBURY WEST         | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00     |
| CRICKET CLUB           | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00     |
| Security expenses      | 0.00    | 28.13   | 0.00    | 99.31   | 28.13   | 99.31   | 0.00    | 28.13   | 377.27  | 102.09  | 28.13   | 102.09  | 892.58   |
| Subscriptions          | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00     |

Monthly Summary: Printed on - 8/01/2017

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## Monthly Summary

### Salisbury West Sports Club Inc.cf6

ABN: 69 131 912 933

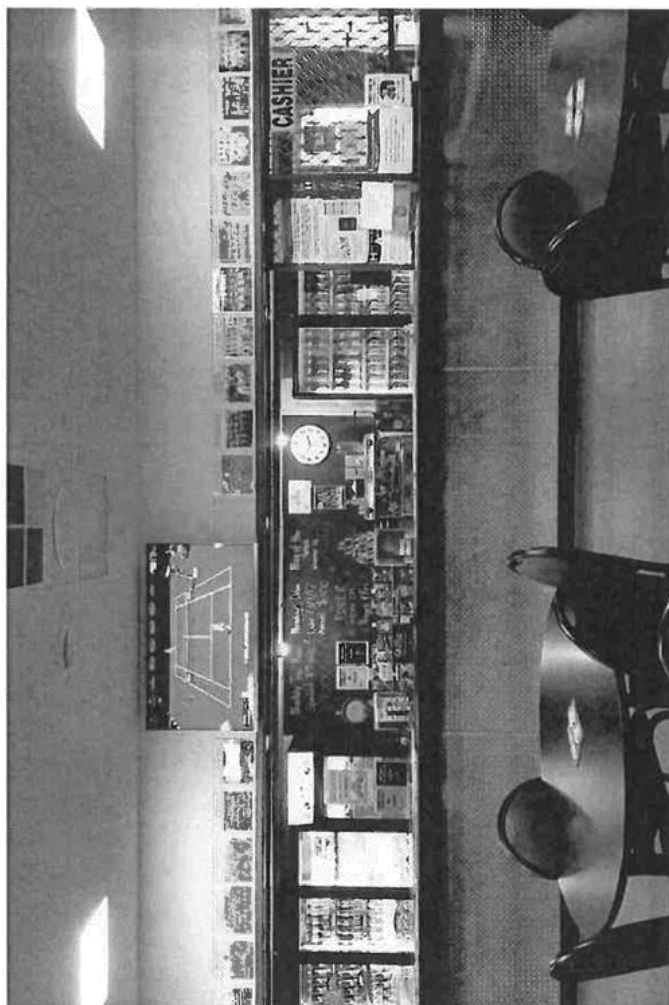
Report Period: 1/01/2016 - 31/12/2016

Account(s) in this report: Salisbury West Sports Club Inc

|                            | Jan      | Feb      | Mar      | Apr      | May      | June      | July     | Aug      | Sept     | Oct      | Nov      | Dec      | Total     |
|----------------------------|----------|----------|----------|----------|----------|-----------|----------|----------|----------|----------|----------|----------|-----------|
| Superannuation             | 454.39   | 551.18   | 848.52   | 878.64   | 1509.86  | 913.52    | 674.91   | 1066.99  | 692.25   | 1022.61  | 718.80   | 776.94   | 10108.61  |
| SWCC Grants                | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00      | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00      |
| SWFC Grants                | 94.36    | 0.00     | 218.14   | 724.50   | 1023.00  | 1073.00   | 0.00     | 7454.55  | 409.09   | 927.43   | 0.00     | 90.91    | 12014.97  |
| SWFC Gst grants            | 240.00   | 240.00   | 400.00   | 1290.00  | 1010.00  | 600.00    | 1000.00  | 400.00   | 1100.00  | 500.00   | 950.00   | 450.00   | 8180.00   |
| Tax Office Payments        | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00      | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00      |
| Telephone                  | 128.51   | 122.65   | 123.75   | 122.80   | 124.05   | 128.56    | 125.88   | 127.06   | 167.37   | 124.97   | 109.35   | 112.17   | 1515.15   |
| transfer to other bank a/c | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00      | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00      |
| transport                  | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00      | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00      |
| Wages & Salaries           | 4855.00  | 6287.83  | 7532.64  | 6270.86  | 11862.24 | 6920.45   | 8237.03  | 9749.99  | 9179.34  | 10800.09 | 7566.15  | 8250.73  | 97512.35  |
| wages=kitchen              | 876.15   | 978.80   | 1507.00  | 2755.00  | 2721.25  | 2206.50   | 3238.75  | 2572.50  | 1040.00  | 1410.00  | 1292.75  | 776.25   | 21374.95  |
| workcover                  | 237.09   | 237.09   | 237.09   | 237.09   | 237.08   | 238.27    | 68.45    | 0.00     | 258.55   | 258.55   | 258.55   | 258.55   | 2526.36   |
| Xmas party                 | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00      | 0.00     | 0.00     | 0.00     | 0.00     | 200.82   | 568.01   | 768.83    |
| xmas prom                  | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00      | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00     | 0.00      |
| Total Money Out            | 30476.82 | 44341.41 | 49332.77 | 57375.73 | 59200.01 | 45590.03  | 55193.59 | 66552.84 | 52579.95 | 44956.45 | 41922.60 | 37728.75 | 585250.94 |
| Net                        | 2844.79  | 1808.39  | 4904.91  | -8472.38 | 3027.04  | -11810.77 | 1227.36  | 1654.13  | -2123.54 | 143.57   | 2148.20  | -2268.70 | -4916.99  |

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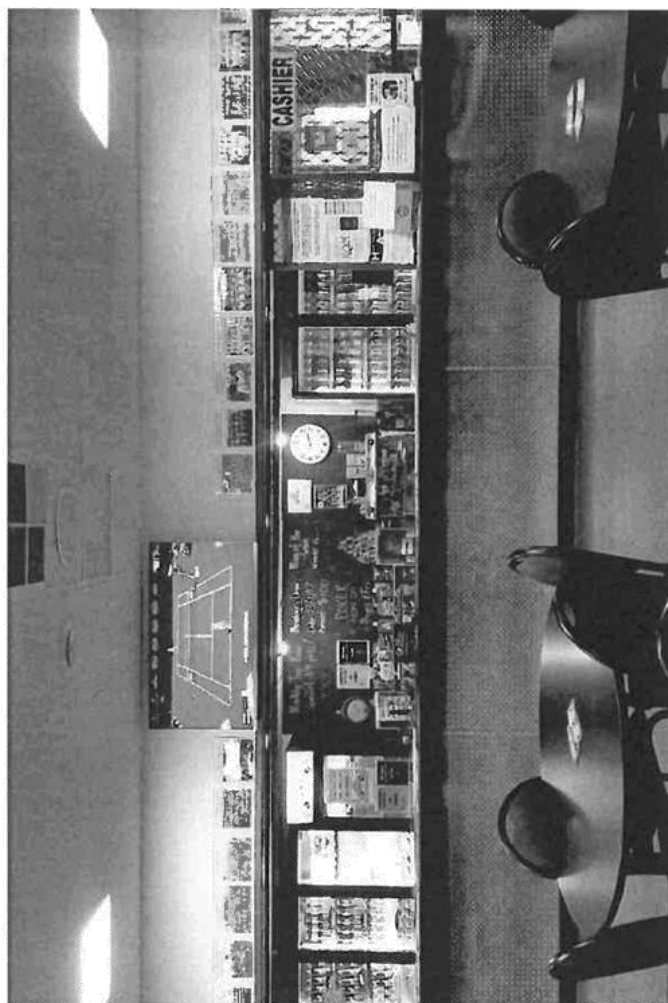
Item 7.2.4 - Attachment 1 - Salisbury West Sports Club Minor Capital Works Grant Application









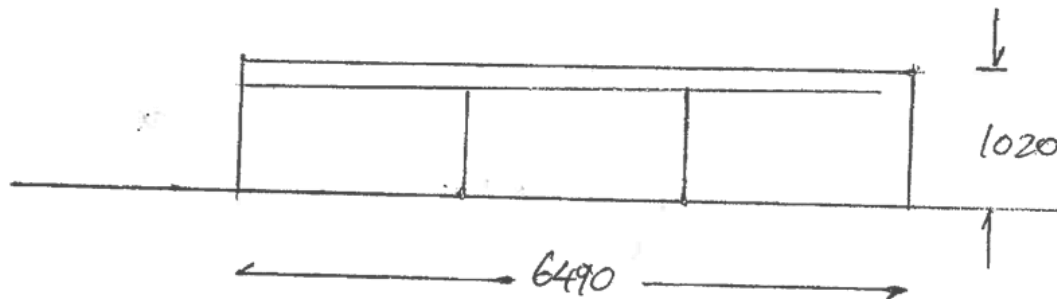






## Manufacturers and Installers of Quality Roller Shutters.

After FRANK - QUOTATION ONLY



3 @ 2162w x 1020 h

3 x Electric motors.

1 x UPS

Quotation includes

Supply & fit 3x Roller shutters

Supply & connect 3x Elect motors  
- to office lock up at end of bar.

Supply & connect of U.P.S.  
uninterrupted power supply.  
capable of 2 hr. Standby.

Does not include re coating of Cashiers Cage

\$3826.00

GST 382.00

TOTAL \$4208.00

Diverse Installations are Factory Direct and will help you with:

- Repairs to all makes and brands of Roller Shutters
- Electrical motor conversions including high and low voltages, hard wired or remote controlled
- Minor electrical including switch board up grades
- Smoke detectors and Infrascans
- Major electrical contracts by negotiation

Reynolds  
[Signature]

**Subject:** Bar roller shutters lock up at WSSSC.

**From:** Vince Belperio (vince.belperio@yahoo.com.au)

**To:** fixtgt1@bigpond.com;

**Date:** Wednesday, 11 November 2015, 11:36

Dear Frank . WE have pleasure in submitting the following quotation for your consideration:

Supply and fit 3 (three) roller shutters over bar opening , up to  
cashier's grille / cage. 3 @ 2162 mm wide x 1020 high .  
Includes installation , wiring and connection of 3 electric motors behind the locked door of the  
bar office . Supply and fit. of UPS. (uninterrupted power supply ) in the event of a power failure  
.This allows back up for up to two hours , depending on condition of batteries . \$3826.00  
plus Gst \$382.00 = \$4208.00. Please note this does not include re coating of the cashiers cage  
or a roller shutter over the bar entry door. If you have any queries about this quote please do not