



AGENDA

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

10 APRIL 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 S White
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

An apology has been received from Cr D Pilkington.

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Sport, Recreation and Grants Committee Meeting held on 14 March 2017.

REPORTS

Administration

7.0.1 Future Reports for the Sport, Recreation and Grants Committee 7

Community Grants

7.2.1 Youth Sponsorship - March Applications 9

7.2.2 Review of Youth Sponsorship Funding and Allocation Cap and Youth Sponsorship Policy 13

7.2.3 Community Grants Program Applications for April 2017 29

7.2.4 06/2017: Not Bad Misunderstood Inc. - Community Grants Program Application 31

7.2.5 Ingle Farm Amateur Soccer Club Minor Capital Works Grant Application..... 49

7.2.6 Para Hills Knights Soccer Club Minor Capital Works Grant Application..... 77

OTHER BUSINESS

CLOSE



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

14 MARCH 2017

MEMBERS PRESENT

Cr L Caruso (Chairman)
Mayor G Aldridge (ex officio)
Cr D Balaza
Cr D Bryant
Cr D Pilkington (via remote access)
Cr D Proleta
Cr S White
Cr J Woodman (Deputy Chairman)
Cr R Zahra

STAFF

Acting Chief Executive Officer, Mr M van der Pennen
General Manager Community Development, Ms P Webb
Manager Governance, Ms T Norman

The meeting commenced at 6:33pm

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

APOLOGIES

There were no apologies.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr R Zahra
Seconded Cr J Woodman

The Minutes of the Sport, Recreation and Grants Committee Meeting held on 13 February 2017, 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 - February Applications

Moved Cr R Zahra
Seconded Cr D Pilkington

1. The information be received.

CARRIED

7.2.2 Community Grants Program Applications for March 2017

Moved Cr D Bryant
Seconded Mayor G Aldridge

1. The information be received and noted.

CARRIED

7.2.3 Upper Limit Community Grants Program Funding Review

Moved Cr R Zahra
Seconded Mayor G Aldridge

1. The information be received.
2. The maximum Community Grants Program funding upper limit of \$2,500.00 and all other existing terms and conditions remain unchanged.

CARRIED

7.2.4 Salisbury International Soccer Club Minor Capital Works Grant

Moved Cr D Pilkington
Seconded Cr R Zahra

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:
 - 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;subject to the Salisbury International Soccer Club:
 - b. obtaining Development Approval; and
 - c. 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.

CARRIED

OTHER BUSINESS

Nil

The meeting closed at 6:51pm.

CHAIRMAN.....

DATE.....

ITEM	7.0.1
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 April 2017
HEADING	Future Reports for the Sport, Recreation and Grants Committee
AUTHOR	Michelle Woods, Projects Officer Governance, CEO and Governance
CITY PLAN LINKS	4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	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 7.1.1	<p>Sports Development Framework Evaluation</p> <p>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.</p> <p>Due: April 2017 Deferred to: May 2017 Reason The Sports Development Framework Evaluation report will be included as part of the Community Planning and Vitality Review report going to the Program Review Sub Committee in May 2017.</p>	Adam Trottmann

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: 03/04/2017

ITEM	7.2.1
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 April 2017
HEADING	Youth Sponsorship - March Applications
AUTHOR	Mechelle Potter, Administrative Coordinator - Business Excellence, Business Excellence
CITY PLAN LINKS	3.3 Be a connected city where all people have opportunities to participate.

RECOMMENDATION

1. The information be received.

ATTACHMENTS

There are no attachments to this report.

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 March 2017.

Funding per application	Event	Total Funding
16 @ \$240	Sixteen applications have been received to represent South Australia at the 2017 Australian DrillDance Championships to be held in Sydney, New South Wales in April 2017.	\$3,840.00
2 @ \$240	Two applications have been received to represent South Australia at the 2017 National Christian School Sports Games Boys Soccer Competition to be held in Sydney, New South Wales in May 2017.	\$480.00
1 @ \$240	One application has been received to represent South Australia at the 2017 National Christian School Sports Games Open Boys Basketball Competition to be held in Sydney, New South Wales in May 2017.	\$240.00
1 @ \$240	One application has been received to represent South Australia at the 2017 National Christian School Sports Games Under 15 Girls Basketball Competition to be held in Sydney, New South Wales in May 2017.	\$240.00
5 @ \$240	Five applications have been received to represent South Australia at the 2017 National Christian School Sports Games Girls Netball Competition to be held in Sydney, New South Wales in May 2017.	\$1,200.00
1 @ \$240	One application has been received to represent South Australia at the 2017 June Bevan Badminton Competition to be held in Launceston, Tasmania in April 2017.	\$240.00
1 @ \$240	One application has been received to represent South Australia at the 2017 Gridiron Australia Junior National Tournament to be held in The Gold Coast, Queensland in April 2017.	\$240.00
1 @ \$240	One application has been received to represent South Australia at the 2017 BMX National Championships to be held in Brisbane, Queensland in April 2017.	\$240.00
1 @ \$240	One application has been received to represent South Australia at the 2017 Junior President's Interstate Shield Tournament (Tenpin Bowling) to be held in Sydney, New South Wales in April 2017.	\$240.00

ITEM 7.2.1

2 @ \$240	Two applications have been received to represent South Australia at the 2017 Australian National Athletics Championships to be held in Sydney, New South Wales in March 2017.	\$480.00
1 @ \$960	One application has been received to represent Australia at the World Indoor Netball Association Junior Tri-Series Competition to be held in Johannesburg, South Africa in July 2017.	\$960.00
Total Funding for March 2017:		\$8,400.00

4. CONCLUSION / PROPOSAL

- 4.1 The 2016/17 Youth Sponsorship budget allocation is \$69,900 less expenditure to date of \$52,000 (including funding for March 2017) which leaves a balance remaining of \$17,900.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 03/04/2017

ITEM	7.2.2
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 April 2017
HEADING	Review of Youth Sponsorship Funding and Allocation Cap and Youth Sponsorship Policy
AUTHOR	Mechelle Potter, Administrative Coordinator - Business Excellence, Business Excellence
CITY PLAN LINKS	3.3 Be a connected city where all people have opportunities to participate.

RECOMMENDATION

1. The information be received.
2. There be no increase to the individual payment levels.
3. A funding cap of 10 times the individual funding amount is endorsed for more than 10 applications from the same team and/or event.
4. The Application and Guidelines be updated to –
 - a. **Retain/delete** the following clause:

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.
 - b. Include Acquittal process
 - c. Specify that funding is only available once per 12 month period for any level
5. The Youth Sponsorship Policy be updated to reflect endorsed changes.

ATTACHMENTS

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

1. Proposed Youth Sponsorship Application/Guideline
2. Youth Sponsorship Acquittal
3. Proposed Youth Sponsorship Policy

1. BACKGROUND

- 1.1 At the Council meeting held on 25 July 2016 it was resolved that:

- 1.1.1 Individual Youth Sponsorship payment levels be increased by 20% for the 2016/17 financial year.
- 1.1.2 A review of the payment levels and funding cap applicable under the Youth Sponsorship Funding program be undertaken as part of the 2017/18 budget process and then every two years.
- 1.1.3 The criteria for funding applied to individual youth sponsorship applications from the same organization for the same event be reviewed.

2. CONSULTATION / COMMUNICATION

2.1 Internal

- 2.1.1 General Manager Business Excellence

2.2 External

- 2.2.1 Nil

3. FUNDING LEVELS

- 3.1 The Youth Sponsorship payment levels were increased by 20% in July 2016 with current funding levels shown below:
 - 3.1.1 Representing South Australia or the community at a National level in South Australia - \$120.
 - 3.1.2 Representing South Australia or the community at a National level interstate - \$240.
 - 3.1.3 Representing Australia or the community at an International level in Australia – \$480.
 - 3.1.4 Representing Australia or the community at an International level overseas – \$960.
- 3.2 The 2016/17 budget allocation for the Youth Sponsorship Program is \$42,000 however a budget bid for further funds of \$27,900 was approved at the Council meeting held on 30 January 2017 bringing the total Youth Sponsorship budget for 2016/17 to \$69,900.
- 3.3 The additional funds were required as a result of higher number of applications, particularly from larger team events
- 3.4 At this time it is recommended that the funding levels remain at the above allocations.

4. IMPACT OF A CAP

- 4.1 No cap is currently applied to events which for larger state representative based events has the potential for a high level of funding to be required.
- 4.2 To date there have been a total of 169 applications funded for the 2016/17 year, compared to 147 applications for the Financial Year 2015/16.
- 4.3 In 2015/16 there was one event where more than 10 applications were received (30 applications were received for the same event).
- 4.4 Of the applications for 2016/17 there were five events where more than 10 applications were received. The total applications for these five events were 83.

- 4.4.1 24 applications for a Soccer Tournament in Tasmania
- 4.4.2 12 applications for an Aerobics Championship in Queensland
- 4.4.3 12 applications for Air League event in Victoria
- 4.4.4 19 applications for a Cheerleading Championship in Queensland
- 4.4.5 16 applications for a Drilldance Championship in New South Wales
- 4.5 The cap could be set at 10 times the amount per individual allocation which would be divided equally among applicants of more than 10 for the same event, for example - Representing South Australia or the community at a National level in South Australia – funding of \$120 each for up to 10 applicants. A cap of \$1,200 for more than 10 applications would result in the \$1,200 being divided equally amongst the total number of applicants.
- 4.6 Applying a cap, the 83 applicants shown above would have received funding at \$2,400 divided equally between applicants for each event.
- 4.7 This would have reduced funding allocated by \$7,920 to \$12,000 (compared to \$19,920 actually paid due to no cap).
- 4.8 If a cap was in place applicants would have received the following instead of \$240 each :
 - 4.8.1 24 applications for a Soccer Tournament in Tasmania - \$100 each.
 - 4.8.2 12 applications for an Aerobics Championship in Queensland - \$200 each.
 - 4.8.3 12 applications for Air League event in Victoria - \$200 each.
 - 4.8.4 19 applications for a Cheerleading Championship in Queensland - \$127 each.
 - 4.8.5 16 applications for a Drilldance Championship in New South Wales - \$150 each.
- 4.9 It is recommended that a cap of 10 times the individual allocation is included.

5. CHANGES TO APPLICATION/GUIDELINES

- 5.1 In November 2013 the Youth Sponsorship Application form was updated to enable applications from local clubs or organisations to be considered for those who excel in their activity but are not essentially a ‘state’ representation. The following clause was added to the guidelines –

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.
- 5.2 This clause expands access to the fund and consideration is sought from the committee to either retain the clause or delete to provide clarity on what is funded.
- 5.3 The guidelines allow for funding once per 12 month period with additional sponsorship being considered for representation at an international level within the same 12 month period as shown below.

One application per person per 12 months may be eligible for funding.

Additional sponsorship may be approved for representation at an international level within the same 12 month period.

- 5.4 It is recommended that the guidelines be revised to allow for funding only once per 12 month period for any level which will bring funding into line with the community grant process. It is recommended that the following clause replace the existing -

One application, for any level, per person per 12 months may be eligible for funding.

6. ACQUITTAL PROCESS

- 6.1 During discussion at the meeting held in July last year members requested consideration be given for an acquittal process to be included for funds received under the Youth Sponsorship Program.
- 6.2 An Acquittal document has been drafted which would be provided to applicants when they receive their payment. The Application & Guideline would also be updated to reference the requirement to provide an acquittal after the event.
- 6.3 The acquittal form is similar to the requirement of the Community Grant process which will align the programs.
- 6.4 In this instance the acquittal will take the form of confirmation from the relevant body that the applicant attended the event.

7. YOUTH SPONSORSHIP POLICY

- 7.1 The Youth Sponsorship Policy will be updated to reflect the changes as endorsed by the Committee.

8. APPLICATION APPROVAL PROCESS

- 8.1 The current approval process requires the committee Chairperson and one other member to sign off applications.
- 8.2 The committee receives a monthly report noting applications approved. The details of individuals are not provided in the report.
- 8.3 It is proposed that the current approval method continues, i.e. Chairperson and one other committee member, but that all committee members are sent details of the applications via email as part of this process.

9. CONCLUSION / PROPOSAL

- 9.1 In consideration of the information detailed in this report the funding allocation remain at a set allocation for 1-10 applications with the funding cap (maximum 10 times individual funding) being equally divided among applicants if more than 10 applications are received for the same team and/or event.
- 9.2 The funding cap, acquittal process and changes to the application/guideline will be updated in the Youth Sponsorship Guidelines and Application subject to Council endorsement.
- 9.3 The details of applications received be sent to all committee members via email.

- 9.4 The Youth Sponsorship Policy will be updated to reflect the changes as endorsed by the Committee.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 03/04/2017



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.~~

ELIGIBILITY

To be eligible for sponsorship applicants must be:

1. A resident of the City of Salisbury, 25 years or under
2. Selected to participate in a sporting competition or a cultural/recreational event at a national or international level.
3. Able to provide a letter (on official letterhead) from the relevant peak sporting body/State Association or Event Organiser advising that you have been chosen to compete/exhibit/perform at a national or international level, including details of competition/event and the background/accomplishments of the applicant.
4. Applicants who are undertaking activity that may result in earning an income are not eligible to receive funds from the grants program.
5. **Provide the completed Acquittal of Youth Sponsorship document within one month of the event.**

Please ensure the following document is included with the application.

A letter from the State Association/Event Organiser including applicants name

1. Applications **must be received at least 14 days before the event takes place.**
2. Applications **will not be considered without the supporting documentation.**
3. Applications are considered on a **monthly** basis (usually the fourth Monday of the month).
4. One application, **for any level**, per person per 12 months may be eligible for funding.
5. ~~Additional sponsorship may be approved for representation at an international level within the same 12 month period.~~

LEVEL OF SPONSORSHIP

Sponsorship grants will be based on the following levels of funding **with the maximum for each level to be divided equally amongst applicants for applications of more than 10 for the same event.**

Representing South Australia ~~or the community~~ at a **National level in South Australia** – up to \$120 (maximum \$1,200).

Representing South Australia ~~or the community~~ at a **National level interstate** – up to \$240 (maximum \$2,400).

Representing Australia ~~or the community~~ at an **International level in Australia** – up to \$480 (maximum \$4,800).

Representing Australia ~~or the community~~ at an **International level overseas** – up to \$960 (maximum \$9,600).

Payment of any approved sponsorship funds will be made available as soon as possible, however there is **no guarantee that the funds can be made available prior to the beginning of the competition.** Funding will be allocated to successful applicants until the Youth Sponsorship budget is expended.



**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.....

Address.....

..... 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

PROPOSED GUIDELINES



YOUTH SPONSORSHIP PROGRAM

DECLARATION

This certifies that.....
(applicant)

Of.....
(address)

is a member of.....
(Club/Organisation)

competing in.....
(event for which sponsorship is sought)

in.....on.....
(place) (date)

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

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

.....Telephone No.....

Signature.....Date.....

Acquittal of Youth Sponsorship

Please complete and return this form with any tax invoices/receipts available

Name: _____

Address: _____

Details of event for which sponsorship is sought: _____

Date of event: _____

Due Date for Acquittal Report: **within 1 month of the event**

Amount Awarded: \$ _____

Tax Invoice/Receipts	Cost

Declaration of Attendance: *(to be completed by the Coach/Association Representative)*

I _____
Coach/Association Representative

on behalf of _____
Association/Peak Body

confirm that _____ attended and participated in the above event.

Signature _____ Date _____

Failure to satisfactorily complete and return this document could jeopardise future applications for funding under the Youth Sponsorship Program.

Please return to Youth Sponsorship Program: City of Salisbury, PO Box 8, Salisbury, 5108



Youth Sponsorship Program Policy

Policy Type:	Policy		
Approved By:	Council	Decision No:	2419/2014, 391/2015
Approval Date:	26/05/2014	Last Reapproval Date:	25 May 2015
Review Date:	25 May 2017	Internal Reference No.:	
Department:	Business Excellence	Division:	Personal & Admin Support - Business Excellence
Function:	7 - Financial Management	Responsible Officer:	General Manager, Business Excellence

A - PREAMBLE

1. The Youth Sponsorship Program is available to support youth of the City of Salisbury who have excelled in a sport/cultural/recreational activity and have been selected for representation at a national or international competition or event.

B - SCOPE

1. The Youth Sponsorship Program is available to youth who reside in the City of Salisbury and are 25 years of age or under and who have been selected for representation at a national or international competition or event.

C – POLICY PURPOSE/OBJECTIVES

1. The Policy is to formalise the structure of the Application and Guidelines and Criteria document for assessment of applications.

D - DEFINITIONS

1. **The level of funding is determined from time to time by Council, the details of which may be found in the Guidelines and Eligibility document.**

E - POLICY STATEMENT

1. The Sport, Recreation and Grants Committee have delegation to assess and determine all applications for the Youth Sponsorship program.
2. Youth Sponsorship Applications be assessed monthly by the Chairman of Sport and Recreation Grants Committee and one other Committee Member with a report outlining approved applications presented to the Sport, Recreation and Grants Committee each month.
3. The City of Salisbury has committed funds to assist local young people who have excelled in

PROPOSED POLICY

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 Sports, Recreation & Grants Committee.~~

The level of funding is determined from time to time by Council, the details of which may be found in the Guidelines and Eligibility document.

4. ELIGIBILITY

To be eligible for sponsorship applicants must be:

- A resident of the City of Salisbury, 25 years or under
- Selected to participate in a sporting competition or a cultural/recreational event at a national or international level.
- Able to provide a letter (on official letterhead) from the relevant peak sporting body/State Association or Event Organiser advising that you have been chosen to compete/exhibit/perform at a national or international level, including details of competition/event and the background/accomplishments of the applicant.
- Applicants who are undertaking activity that may result in earning an income are not eligible to receive funds from the grants program.
- A letter from the State Association/Event Organiser including applicants name must be included with the application
- **Provide the completed Acquittal of Youth Sponsorship document within one month of the event.**

Applications must be received at least 14 days before the event takes place.

Applications will not be considered without the supporting documentation.

~~A team manager may submit an application where there are more than two applications for sponsorship for the same event.~~

Applications are considered on a **monthly** basis (usually the fourth Monday of the month).

One application, **for any level**, per person per 12 months may be eligible for funding.

~~Additional sponsorship may be approved for representation at an international level within the same 12 months period.~~

F - LEGISLATION

1. Nil

G - REFERENCES

1. Nil

H - ASSOCIATED PROCEDURES

1. The Youth Sponsorship Application is supported by the Guidelines and Eligibility document.

PROPOSED POLICY

Document Control

Document ID	Youth Sponsorship Program Policy
Prepared by	Mechelle Potter
Release	2.00
Document Status	Endorsed
Date Printed	

ITEM	7.2.3
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 April 2017
HEADING	Community Grants Program Applications for April 2017
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community Development
CITY PLAN LINKS	3.4 Be a proud, accessible and welcoming community.
SUMMARY	This report outlines the Community Grants Program Applications received for the April 2017 round.

RECOMMENDATION

1. The information be received and noted.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 Two (2) applications were received for the April 2017 round of Community Grants.
- 1.2 One (1) application received for the April 2017 round of Community Grants requires further information and will be submitted for consideration once the information has been received:
 - 1.2.1 05/2017: Zomi Community Adelaide (SA) – Zomi Innkuan Adelaide (SA) Inc.
- 1.3 One (1) application received for the April 2017 round of Community Grants is deemed ineligible and listed below:
 - 1.3.1 06/2017: Not Bad Misunderstood Inc.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 GMCD

3. REPORT

- 3.1 Two (2) applications were received for the April 2017 round of Community Grants:
 - 3.1.1 One (1) application will be submitted for consideration once further information has been received; and
 - 3.1.2 One (1) application is deemed ineligible and is submitted to the Sport, Recreation and Grants Committee in an individual report for information.
- 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 April 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 April 2017.
- 4.2 One (1) Community Grants Program application will be submitted for consideration once further information has been received.
- 4.3 One (1) Community Grants Program application is deemed ineligible and is submitted in an individual report for information.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 03/04/2017

ITEM	7.2.4
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 April 2017
HEADING	06/2017: Not Bad Misunderstood Inc. - Community Grants Program Application
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community Development
CITY PLAN LINKS	3.2 Have interesting places where people want to be.
SUMMARY	The Not Bad Misunderstood Inc. Application is submitted to the Sport, Recreation and Grants Committee for information.

RECOMMENDATION

1. The information be received and noted.

ATTACHMENTS

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

1. 06/2017: Not Bad Misunderstood Inc. - Application

1. BACKGROUND

- 1.1 The Not Bad Misunderstood Inc. Application was received for the April 2017 round of Community Grants Program funding.
- 1.2 Not Bad Misunderstood Inc. has not received prior Community Grants Program funding and the Application is deemed ineligible.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 GMCD

3. REPORT

- 3.1 The Not Bad Misunderstood Inc. Application is submitted for information to the Sport, Recreation and Grants Committee.
- 3.2 The Not Bad Misunderstood Inc. Application is deemed ineligible for Community Grants Program funding in accordance with the Guidelines and Eligibility Criteria section 8. *Eligibility to Apply*, as the organisation:
 - is not a legally constituted incorporated organisation registered in Australia; and furthermore
 - does not hold a current bank account in South Australia.
- 3.3 Not Bad Misunderstood has been advised that the application is ineligible.

4. CONCLUSION / PROPOSAL

- 4.1 The Not Bad Misunderstood Inc. Application is deemed ineligible for Community Grants Program funding in accordance with the Guidelines and Eligibility Criteria section 8 due to the organisations base and registration being in North Carolina, United States.
- 4.2 The Not Bad Misunderstood Application is submitted for information as per clause 11.6 of the Community Grants Program Guidelines and Eligibility Criteria:
Applications received that are identified ineligible against the funding guidelines are submitted to the Sport, Recreation and Grants Committee for information. A copy of the application and any other relevant document(s) is presented to the Sport, Recreation and Grants Committee in its entirety as an attachment to the Committee Report as outlined in paragraph 11.4.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 03/04/2017



Community Grants Program

Application Form

Applications for Community Grants must be received by the 15th of each month to be assessed by the Sport, Recreation and Grants Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting).

Please ensure you have read and understood the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria document prior to completing an Application.



Live it up

Application Eligibility Checklist		
Is the Funding For:	Yes	No
<ul style="list-style-type: none"> • Money already spent? 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • Salaries (initial or ongoing)? <i>Payment of facilitator or contractor engaged specifically to deliver program / activity under the grant may be considered</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • Recurrent administration costs? 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • Capital development (e.g. renovations or building changes that will be permanently part of the structure)? 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • Upgrading facilities which belong to Local, State or Commonwealth Governments? 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • Application from Public / Private Schools? 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • An organisation trading as a sole trader/individual? 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • A group that is a non-incorporated body and does not have a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not- for- profits Commission? 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • Groups/organisations that have previously received funding and NOT fulfilled reporting obligations, including provision of post event evaluation/report and financial acquittal? 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • Groups/organisations that have received Community Grants Program funding from the City of Salisbury within the past twelve (12) months. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If you have answered YES to any of these questions, this application is NOT eligible for grant funding.

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

Community Grant Application - Page 2 of 13

Applicant Organisation Information		
1. GROUP / ORGANISATION DETAILS		
Name:	<i>Not Bad Misunderstood, Inc</i>	
Address:	<i>210 timberlake dr</i>	
Suburb:	<i>salisbury</i> Postcode: <i>7806</i>	
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)		
Name:	<i>Mrs Mary Koller</i>	
Title (your role with the group/organisation):	<i>CEO</i>	
Address:	<i>210 Timberlake Dr</i>	
Phone:	Landline: Mobile: [REDACTED]	
Email:	[REDACTED]	
3. COMMUNITY GRANT RESPONSIBILITY		
Name of Person Responsible for the Grant:	<i>Mrs Mary Koller</i>	
Title (role with the group/organisation):	<i>CEO</i>	
4. GROUP / ORGANISATION MANAGEMENT DETAILS		
How is your group/organisation managed:	<i>By a Board</i>	
Is your organisation:		
a) Incorporated:	Yes <input checked="" type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question b)
ASIC Registration Number:		
b) Operated under a Parent Organisation: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i>	Yes <input type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question c)
Parent Organisation		
Name:		
ASIC Registration Number:		

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

Community Grant Application - Page 3 of 13

Organisation Information (continued)		
c) Community/Non-Profit:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	Yes <input type="checkbox"/> <i>(evidence must be attached to this application)</i>	No <input checked="" type="checkbox"/>
d) Government Funded: <i>(If Yes, please list funding source/s and purpose in part e & f)</i>	Yes <input type="checkbox"/> (go to question e & f)	No <input checked="" type="checkbox"/>
e) Funding source/s:		
f) Purpose:		
g) Other (please specify):	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5. BANKING INFORMATION		
<i>Your organisation must have its own Bank/Credit Union Account or similar</i>		
Full Account Name: <i>Not Bad Misunderstood, Inc</i> <i>*do not provide account or BSB numbers*</i>	Financial Institution Name: [REDACTED]	
	Branch Location: [REDACTED]	
6. REFEREE INFORMATION		
<i>Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)</i>		
Referee's Name:	TONY BENTLEY	
Referee's Contact Information:	[REDACTED]	

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

Community Grant Application - Page 4 of 13

GST Declaration		
I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status.		
Does your group/organisation have an ABN <i>(If Yes - Please Quote ABN:)</i> ----- <i>(If No, the ABN Declaration Form attached must be signed)</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Is your group/organisation registered for GST	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p>NB: GST Registration</p> <p><i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i></p>		

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

Community Grant Application - Page 5 of 13

Project/Event Budget Information	
Will the project or event generate income (e.g. ticket sales, entry fee etc.)?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>(enter '0' dollar amounts below)</i>
<i>If Yes, provide details:</i>	
INCOME	\$ AMOUNT
Project or event generated income:	
Organisation's contribution:	
Income received from other Grants: <i>(list organisation(s) providing Grant funding and their contribution)</i>	
Income received from sponsors: <i>(list sponsor(s) and their contribution)</i>	
Donations: <i>(please specify the source, product or service and estimated amount of funding requested)</i>	
Have you sought any other funding for the project: <i>(please specify the source and amount of funding requested)</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
TOTAL (including GST):	\$ 0
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	<i>instructor, insurance labor and time</i>
EXPENSES <i>(specify the proposed expense budget by item:)</i>	\$ AMOUNT
<i>tables & stools</i>	<i>\$ 690</i>
<i>art set with easel</i>	<i>\$ 3,600</i>
<i>canvas & tracing paper</i>	<i>\$ 610</i>
<i>totes towel rags</i>	<i>\$ 1,040</i>
<i>projector</i>	<i>\$ 300</i>
<i>clay (hard and soft)</i>	<i>\$ 467</i>
<i>smocks</i>	<i>\$ 600</i>
TOTAL (including GST):	\$ 7,307

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

Community Grant Application - Page 6 of 13

Summary of Project/Event Information	
Is the funding for: <i>(please tick which is applicable)</i>	<input type="checkbox"/> Event <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> New Group
Name of Project/Event Requiring Funding	<i>Culture for Special Youth</i>
Date(s) of Project/Event <i>(if ongoing please state "ongoing")</i>	<i>ongoing</i>
Total cost of Project/Event	<i>\$ 7,307</i>
Amount of Community Grant Funding Requested	<i>\$ 5,000</i>
Is there any other information that you may feel is relevant to your application?	
<input checked="" type="checkbox"/> There are no relevant attachments.	<input type="checkbox"/> There are relevant attachments and the following documents are attached: 1. 2.
Which category best describes your project/event? <i>(please check all that apply)</i>	
Health	<input type="checkbox"/>
Establishment of a new group	<input type="checkbox"/>
Education and Training	<input type="checkbox"/>
Culture / Arts	<input checked="" type="checkbox"/>
Sport / Recreation	<input type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input checked="" type="checkbox"/>
Youth	<input checked="" type="checkbox"/>
Crime Prevention	<input type="checkbox"/>
Aged	<input type="checkbox"/>

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

Community Grant Application - Page 7 of 13

Project/Event Details		
Previous Community Grants Program Funding		
Has your Organisation previously received a Community Grant? <i>(If Yes – when, amount granted and what the grant was for:)</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No <i>(go to Group/Organisation Information)</i>
When was the Grant funding received (month & year):		
What amount of Grant funding was provided:		
When was the previous Grant acquitted (month & year):		
Group/Organisation Information		
Group/Organisation Name	<i>Not Bad Misunderstood ,Inc</i>	
Group/Organisation Description	<i>Helping family's with children that have Autism and Epilepsy</i>	
Group/Organisation Registered Address	<i>Number/Street: 210 Timberlake dr Suburb: salisbury Postcode: 7806</i>	
Is the Club Incorporated?	<i>yes</i>	
Number of Members	<i>4</i>	
% of Membership that reside in the City of Salisbury	<i>50 %</i>	
Project/Event Details		
Project/Event Name	<i>Culture for special youth</i>	
Project/Event Summary	<i>Provide the opportunity to enjoy and participate in dance interpretation</i>	
Date(s) of Project/Event	<i>ongoing</i>	
Location of Project/Event:	<i>Number/Street: Church/school to be determined based upon funding Suburb: salisbury Postcode: 7806</i>	
How will the Project/Event benefit the residents of the City of Salisbury?	<i>Autistic and Epileptic children can learn culture without judgment</i>	
How many individuals will benefit from the Project/Event?	<i>Hundreds</i>	
% of project/event participants that reside in the City of Salisbury	<i>100 %</i>	
If it is an Event, is it open to the public?	<i>No Its open to children with autism and epilepsy by appointment</i>	
How will the Project/Event be promoted?	<i>Through Advertisements</i>	

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

Community Grant Application - Page 8 of 13

Grant Money Requested	
Amount Requested	\$ 5,000
Itemised Breakdown of Costs:	
<i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
Tables	\$ 420
Stools	\$ 270
Art set with Easel	\$ 3,600
Canvas and Tracing Paper	\$ 610
Totes and Storage	\$ 840
Towels Rags Cleaning Supplies	\$ 200
Projector	\$ 300
Clay (hard,soft, and colored)	\$ 467
Art Smocks	\$ 600
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 7,307
Quote Attached: <i>A detailed, current quote <u>must</u> be provided with the application.</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(please refer to the City of Salisbury Guide to completing the Community Grants Program Application Form)</i>

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

Community Grant Application - Page 9 of 13

Project or Event Scope
<p><i>Provide a description of the proposed project or event:</i></p> <p><i>Culture for special youths, by providing the communities autistic and epileptic children, the opportunity to learn and engage in expressing their human creative skills and imagination, through painting, music literature, sculpting and dance interpretation, in a non judgmental environment.</i></p> <p><i>Teaching children living with epilepsy and autism how to express their feelings by drawing, painting, and working with clay. Giving them an environment with other children living with the same life challenges. Teaching them how to listen to classical music and write, draw, paint or work with clay how the music makes them feel or what they think is happening.</i></p> <p><i>Building up their self-esteem and developing different ways to express themselves.</i></p> <p><i>The caregiver will call to make the arrangements for the child or children.</i> <i>Each child will be assigned a tote containing the art materials agreed upon by the caregiver.</i> <i>Identification indicating each the child's challenges will be made visible for all volunteers to see so they will know things like do not touch this child or this child is sensitive to sound.</i></p> <p>Attachments</p> <p><input checked="" type="checkbox"/> There are no attachments relating to the Project or Event Scope.</p> <p><input type="checkbox"/> The following documents are attached relating to the Project or Event Scope:</p> <ol style="list-style-type: none"> 1. 2. 3.

Benefits and Outcomes of the Project or Event
<p><i>Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:</i></p> <p><i>The ambition that culture for special youth is providing to our communities is to provide opportunities to learn culture of the arts, by doing this children with autism and epilepsy not only will gain intellectual achievement in a non judgmental forum. but will also help them to gain self esteem confidence in themselves, while teaching diversity so they may reach there highest potential with in there communities, school and home.</i></p>

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

Support for the Project or Event
<p><i>Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:</i></p> <p><i>(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.</i></p> <p><i>Not Bad Misunderstood, Inc Has spoken with schools churches and staff members for building use, and we have been met with great support on culture for special youth's project.</i></p>
<p>Attachments</p> <p><input checked="" type="checkbox"/> There are no attachments relating to Support for the Project or Event.</p> <p><input type="checkbox"/> The following documents are attached relating to Support for the Project or Event:</p> <ol style="list-style-type: none">1.2.3.

Project or Event Management
<p><u>Ongoing Projects or Events</u></p> <p><i>Describe how the proposed project or event will be managed into the future:</i> <i>(outline how you will ensure sustainability and achieve outcomes for the project or activity)</i></p> <p><u>One-off Projects or Events</u></p> <p><i>Describe how the proposed project or event will be managed:</i> <i>(outline how you will achieve outcomes for the project or activity)</i></p> <p><i>Expanding our individual donor cultivation activities and strengthening both board and staffs fundraising capacity. Culture for special youth will be able to sustain, expanded scale its program to effectively serve the community for the long term. Our board will be keeping track of all of our accomplishments through a rigorous check and balance process.</i></p>

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

Application Declaration

Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)

Please read, tick the S1 and S2 boxes and sign:

S1 S2

I acknowledge that I am authorised to make this application on behalf of the Organisation.

I acknowledge that the information provided in this application is true and correct.

I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.

I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.

I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.

On behalf of Not Bad Misunderstood, Inc (Group/Organisation)

Mary Koller // CEO <small>(Name/Position)</small>	and	Gloria Tingle / CFO <small>(Name/Position)</small>
<u>Mary Koller</u> <small>(Signature 1)</small>		<u>Gloria Tingle</u> <small>(Signature 2)</small>
<u>11 March 2017</u> <small>(Date)</small>		<u>11 March 2017</u> <small>(Date)</small>
Contact (phone number): XXXXXXXXXX		Contact (phone number): XXXXXXXXXX

Both signatories will be contacted to verify the application - a contact phone number must be provided for each. Your Application will **not** be submitted until contact and verification has occurred, **no exception**.

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



Declaration Where No Australian Business Number is Required

I hereby certify that I am not required under the New Taxation System to hold an Australian Business Number (ABN), as I am not carrying out an enterprise under the New Tax System definition.

I am providing my services as:

	Yes	No
A private recreational pursuit or hobby	<input type="checkbox"/>	<input checked="" type="checkbox"/>
As an individual without a reasonable expectation of profit or gain	<input type="checkbox"/>	<input checked="" type="checkbox"/>

As such the Council is not obliged to withhold 48.5% from payments made to me.

I confirm that the above declaration is valid for all payments made by Council to our organisation. Should the situation change and I am required to hold an Australian Business Number, I will notify Council immediately.

Not Bad Misunderstood, Inc
(Group/Organisation)

Mary Koller/ CEO
(Name/Position)

(Signature)

11 March 2017
(Date)

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

Community Grant Application - Page 13 of 13



NORTH CAROLINA Department of the Secretary of State

To all whom these presents shall come, Greetings:

I, Elaine F. Marshall, Secretary of State of the State of North Carolina, do hereby certify the following and hereto attached to be a true copy of

ARTICLES OF INCORPORATION

OF

NOT BAD MISUNDERSTOOD, INC.

the original of which was filed in this office on the 20th day of March, 2013.



Scan to verify online.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at the City of Raleigh, this 20th day of March, 2013.

Elaine F. Marshall

Secretary of State

Certification# C201307700383-1 Reference# C201307700383-1 Page: 1 of 5
Verify this certificate online at www.secretary.state.nc.us/verification

Item 7.2.4 - Attachment 1 - 06/2017: Not Bad Misunderstood Inc. - Application

	A	B	C	D	E	F	G	H	I	J	K	L	M
1		Itemised Breakdown of Cost	From Where	Qty	Each	Total							
2		Tables	Walmart	6	\$ 69.90	\$ 419.40							
3		Stools	Walmart	15	\$ 18.00	\$ 270.00							
4		Art Set with Easel	Walmart	40	\$ 90.00	\$ 3,600.00							
5		Overhead Projector	Walmart	1	\$ 374.00	\$ 374.00							
6		canvas	Walmart	18	\$ 33.35	\$ 600.30							
7		tracing paper	Walmart	1	\$ 10.00	\$ 10.00							
8		totes and storage	Walmart	42	\$ 20.00	\$ 840.00							
9		towels rags and cleaning supp	Walmart	1	\$ 200.00	\$ 200.00							
10		clay -hard and soft -colored	Walmart	1	\$ 467.00	\$ 467.00							
11		art smocks	Walmart	20	\$ 30.00	\$ 600.00							
12						<u>\$7,380.70</u>							
13													
14													
15													
16													
17													
18													
19													

ITEM	7.2.5
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 April 2017
HEADING	Ingle Farm Amateur Soccer Club Minor Capital Works Grant Application
AUTHOR	Jillian Campbell, Project Manager, City Infrastructure
CITY PLAN LINKS	3.1 Be an adaptive community that embraces change and opportunities. 3.2 Have interesting places where people want to be. 4.1 Strengthen partnerships that enable us to better address our community's priorities.
SUMMARY	The application from Ingle Farm Amateur Soccer Club for the installation 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. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding from the 2016/17 Minor Capital Works Grant budget as follows:
 - The Ingle Farm Amateur Soccer Club: an amount up to \$30,000 be allocated for the installation of a storage shed as set out in the grant application.
 - Any additional costs, including the security mesh and contingency to be funded by the Ingle Farm Amateur Soccer Club.

ATTACHMENTS

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

1. Ingle Farm Amateur Soccer Club Minor Capital Works Grant Application
2. Ingle Farm Amateur Soccer Club proposed shed location

1. BACKGROUND

- 1.1 The Ingle Farm Amateur Soccer Club, located at Fairfax Road, Ingle Farm has a membership of 142. The proposal is to install a storage shed, with associated concrete slab and surrounding path and lighting.
- 1.2 Some storage is currently available within the building however, the club feels this is inadequate to meet current and future needs.

- 1.3 The proposed location of the storage shed is in the unused triangle of land bordered by the clubrooms, the pitch and the carpark, as per the attachment. Final orientation/location within this area is to be determined by accessibility and location of irrigation infrastructure. This is to be determined by Council staff, which is acceptable to the club.

2. CONSULTATION / COMMUNICATION

2.1 Internal

- 2.1.1 Property and Buildings Division, City Infrastructure
- 2.1.2 Technical Services Division, City Infrastructure
- 2.1.3 Field Services Division, City Infrastructure

2.2 External

- 2.2.1 Ingle Farm Amateur Soccer Club
- 2.2.2 Olympic Industries
- 2.2.3 Woodroffe Skylights
- 2.2.4 Cityforce Electrical
- 2.2.5 Perrotta's earthmoving
- 2.2.6 Camco SA Pty Ltd
- 2.2.7 ACM Concrete

3. REPORT

- 3.1 The Ingle Farm Amateur Soccer Club has provided the City of Salisbury a quote to the total of \$29,563 to complete the required works
- 3.2 The proposed scope of works include:
- Shed and installation, including concrete slab and path
 - Electricity supply to shed, including lighting, alarm and power points
 - Roof vents with security cages
- 3.3 The Club has agreed to cover any costs above the \$30,000 grant funding, including the installation of security mesh.

4. CONCLUSION / PROPOSAL

- 4.1 The application by the Ingle Farm Amateur Soccer Club meets the guidelines for the Minor Capital Works 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 Ingle Farm Amateur Soccer Club be approved and an amount up to \$30,000 be allocated for the installation of a storage shed (Any contingency costs to be provided by the Club).

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 03/04/2017

Organisation Information	
1. GROUP / ORGANISATION DETAILS	
Name of the organisation: <i>As it appears on the Certificate of Incorporation</i>	INGLE FARM AMATEUR SOCCER CLUB INC
Incorporation Number:	A6289
ABN:	-
Postal Address: <i>Registered postal address of the organisation</i>	PO BOX 116
Suburb:	INGLE FARM Postcode: 5098

2. CONTACT PERSON DETAILS	
Name of Person Responsible for the Grant: <i>(all communication will be directed to this person)</i>	Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> PAUL HURST
Title / Office:	TREASURER
Phone:	Landline: [REDACTED] Mobile: [REDACTED]
Email: <i>Please use an e-mail address that will be checked at least once a week.</i>	[REDACTED]

3. ABOUT YOUR MEMBERSHIP		
	Junior	Senior / Master
Male		90
Female		22
Social		30
Total membership	142	

Funding Category	
4. FUNDING CATEGORY	
Category A – up to \$30,000 Clubs that meet <u>one</u> of the following may apply for Category A funding: <ul style="list-style-type: none"> • have a current lease or sub-lease of a Council owned building; or • licence or sub-licence over Council owned land; or • have a current hire agreement to use Council managed facilities such as an indoor recreation centre or community centre; or • operate from facilities located on land where the City of Salisbury maintains an interest to purchase that land. 	<input checked="" type="checkbox"/>
Category B – up to \$2,000 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? <i>(If Yes – Where from and the amount of funding requested)</i>	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	
5. PROJECT DETAILS	
Name of Project	
<p>What does your project involve? Describe what you are planning to do</p>	<p>Installation of storage shed 12.2L 6.2W 3.0 H Rollerdoors & side doors provision of power via mains electricity. installation of power points and lighting</p> <p>Concrete slab and 1 metre surround footpath</p>
Why is the project needed?	<p>Storage room provided with building is far too small and is inadequate for club's current and future needs.</p> <p>Insufficient space and need to keep clear of electrical cabinets in same storage area means spillover into breezeway / change room areas.</p> <p>With 6 mens teams and 2 womens teams we also have a shortage of change room facilities when 4 or more teams at home.</p> <p>Shed can also be used as extra (temp) changeroom and free up present store room for temporary use when privacy is paramount for women.</p>

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

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
SHED DELIVERY & BUILD	\$12713	OLYMPIC
CONCRETE SLAB & PATH	\$12100	ACM
ELECTRICAL SUPPLY/LIGHTING/ALARM	\$3960	CITYFORCE ELECT.
ROOF VENTS & SECURE CAGES	\$ 790	WOODROPPE
ARC INTERNAL MESH		

a. Total Project Cost

b. Your Contribution

c. Other grants / funds secured

Total Grant Requested (= a – b – c)

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

Item 7.2.5 - Attachment 1 - Ingle Farm Amateur Soccer Club Minor Capital Works Grant Application

About the Project		
<p>How will your project increase participation opportunities for sport and recreation?</p>	<p>With 6 mens teams and two women's. our club is at capacity re storage and change areas.</p> <p>The shed will enable proper storage and ability to purchase more equipment for present needs.</p> <p>At present we turn away players as we have not got the space for storage or to have temporary change room areas.</p> <p>All clubrooms built since ours have been provided with much greater space for storage</p>	
<p>Apart from your organisation and its members, are there any other groups within the community that will benefit from the project?</p> <p>Attach letters of support where applicable</p>	<p>Community Group</p>	<p>How they will benefit</p>

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





The only storage room looking in with racks
BBB - note electrical cabinets
left & right which require 1 metre clearance.



Full storage racks in present store RH view



REZEZE LAY / CHANGE ROOMS
with 100 lockers a recycle bins

INGLE FARM AMATEUR SOCCER CLUB MINUTES

DATE: Monday 12-12-2016

MEETING OPENED: 7:10pm

ATTENDANCE: Robbie Bell, Paul Simpson, Paul Hurst, George Mulvaney, Katie Mitchell, Sonny Murrell, Neil Newman, Greg Ensor, Courtney Hurst, Rachel Krollig, Maria Messineo.

APOLOGIES: Sonny Murrell.

MINUTES ACCEPTED BY: Greg Ensor SECONDED BY: Neil Newman

TREASURERS REPORT

- | | |
|--|-----------|
| 1. Direct debit system set up with a \$5000 daily limit. | (P Hurst) |
| 2. Pre Paid Debit Card from Post Office to be investigated | (P Hurst) |
| 3. New Account book placed in cupboard behind bar. 2 people must sign for monies taken at the end of the night | (P Hurst) |

TREASURERS REPORT ACCEPTED BY: Katie Mitchell SECONDED BY: Robbie Bell

BAR AND CANTEEN

- | | |
|---|--------------|
| 4. Key Safe to be investigated for the outside of the clubroom | (G Mulvaney) |
| 5. Alcohol to be raised 50c. Spirit cans to \$7.50. Spirits \$6.50. Wine \$5.50, Shooters \$6.00, 1 st January prices up | (R Bell) |
| 6. Please leave quietly plaque to be made by Dan McCombie | (P Simpson) |
| 7. Tuesday Nights – George Mulvaney to take ownership of bar | (S Murrell) |

FOOTBALL / COACHES / PLAYERS / TRAINERS / REFEREES / EQUIPMENT

- | | |
|--|-------------|
| 8. Registration / Membership. \$220 men \$240 Women / Pay \$110 Rego min / balance by 16 th March | (P Hurst) |
| 9. Pre Season begins Thursday 12 th January | (P Simpson) |
| 10. Carnival 7-a-side – Saturday 4 th February | (CH & RK) |
| 11. Small goals need painting – starting to rust. Nelly to paint. | (N Newman) |
| 12. Find a new C Team coach | (P Simpson) |
| 13. A Team Trainer – Peter Flynn again to be trainer in 2017 – Moved by George, 2 nd Sonny passed unanimous | (P Simpson) |
| 14. B Team Trainer – Cookie to be approached | (P Simpson) |

ENTERTAINMENT & FUNCTIONS

- | | |
|---|--------------|
| 15. George Mulvaney – Take ownership of the bar on Tuesday Nights | (G Mulvaney) |
| 16. Suggested price change: Private Functions - \$350 (Non Members) \$500 minimum spend / Bond \$400 | (MM & GM) |
| 17. Suggested price change: Private Functions – \$250 (Members) \$500 minimum spend / Bond \$400 | (MM & GM) |
| 18. Private Functions for active Committee Members – No charge | (M Messineo) |
| 19. Kids birthdays during Saturdays – Only club members \$300 / Bond \$400 (\$200 if no bar/kitchen use reqd) | (M Messineo) |
| 20. Maria Messineo will be our Manager for Club Hire. Assited by Rachel and Courts | (MM RK CH) |
| 21. Xmas Drinks – Fri 16 th December / Newcastle vs AU – advertise on Facebook, George to make Posters | (G Mulvaney) |
| 22. Registration Night – 2 nd March | (G Mulvaney) |
| 23. Quiz Night – Late March | (G Mulvaney) |
| 24. Back to School Night - 70s 80s Night – May | (G Mulvaney) |
| 25. Xmas in July – July | (G Mulvaney) |
| 26. Casino Night – August | (G Mulvaney) |
| 27. Count Night – 29 th September | (G Mulvaney) |
| 28. Saturday December 17th 2016 Sean Robertson - Bucks Party. \$300 only 20 ppl | (R Bell) |
| 29. Saturday 28th January - Danny Madden. 30th Birthday. \$300, 2 barmen reqd | (M Messineo) |
| 30. Saturday February 11 th – Andy Lynn – not confirmed yet – Tentative booking (Andy Lynn 0424873130) | (M Messineo) |

UNDRAISING

- | | |
|--|----------|
| Nelly to organize Bunnings BBQs – club wants 2x per year | (R Bell) |
|--|----------|

MERCHANDISE

- | | |
|---|-------------|
| 1. Keep 2 of each size polo shirt and jacket etc handy in the canteen cupboards for easier selling | (S Murrell) |
| 2. Matchday display of merchandise to be developed. Place a mobile phone number of Katie or Sonny on that display for assistance. | (S Murrell) |
| 3. Sonny Murrell is the new Merchandise Manager. We have \$3000 - \$4000 stock on hand – stocktake reqd | (S Murrell) |
| 4. Womens Jackets to be \$25 the balance picked up by Peoples Choice Credit Union | (S Murrell) |
| 5. Polo's \$35; Hoodies \$45; Nike Jackets \$65; Coaches Jacket \$80 | (S Murrell) |

SPONSORSHIP

36. Look at Clovercrest vs Settlers as sponsor – Be helpful if they can deliver alcohol (P Hurst)

MEMBERSHIP & COMMUNICATION

37. 2017 Membership - \$75 – Polo Shirt plus 1 free Beer or cider every home game. Punch card to be made up prior to March and offer to be advertised on Facebook. Advertise on Posters around club (M Messineo)

CLUB DEVELOPMENT

38. That the club apply to the City of Salisbury minor capital works grants program, for funds to build a new storage shed and for Paul Hurst to be the authorised project contact. Proposed by Paul Simpson. Seconded Paul Hurst. Passed unanimously.
39. 1 separate key for bar and kitchen area – this way we can lock bar / kitchen area if people want to decorate etc prior to a function without a committee member being there all day Saturday. (P Hurst)
40. Sanitary bins for the tampons in the ladies. Get a price on one unit only (R Bell)
41. IFASC Sign for eastern face of clubroom- Danny McCombie (P Simpson)
42. Electricity points outside club live and being used by general public (P Hurst)
Life Member Board – Danny McCombie to find out price on brushed aluminium style (G Mulvaney)

ONGOING ISSUES

44. Management plan for things like drunk patrons etc as per new Liquor License Code of Practice (P Hurst)
45. Investigate Permanent Player Boxes for Bench (R Bell)
46. Investigate development of back pitch to be full size – joint use with baseball club (R Bell)

Meeting closed at 9.20pm




Signed as true copy of December 2016 minutes Paul Simpson Chairman 15/12/16

IFASC Financial Summary 2015/16

	2015/16	2014/15
Total	\$156,982.46	\$167,845.27
funds increase from trading	-\$4,268.08	\$44,099.46
	2015/16	2014/15
New plant + equip	\$8,265.00	\$38,700.29
funds end of year	\$54,673.12	\$67,206.20
Rent credit	\$1,348.97	\$385.42
sponsorship	\$3,000.00	\$3,000.00
bank accs	\$47,051.70	\$66,507.69
cash /cheques	\$4,814.00	\$2,331.70
unpaid bills	-\$1,541.55	-\$5,018.61
	\$54,673.12	\$67,206.20
funds change	-\$12,533.08	\$5,399.17

is Presented to AGM 17/11/16

 PAUL HURST TREASURER.



OFFICE OF
Consumer and Business Affairs

www.ocba.sa.gov.au

SOUTH AUSTRALIA

Associations Incorporation Act 1985
Section 20(1)

Incorporation Number: **A6289**

Certificate of Incorporation

This is to certify that

INGLE FARM AMATEUR SOCCER CLUB INCORPORATED

is, on and from the twentieth day of February 1979
incorporated under the Associations Incorporation Act 1985.

Given under the seal of the Corporate Affairs Commission at Adelaide on this
seventh day of June 2002

Commissioner for Corporate Affairs



Corporate Affairs and Compliance

Incorporating the Corporate Affairs Commission ABN 30 652 402 747

Ground Floor Chesser House
91 - 97 Grenfell Street

GPO Box 1407
Adelaide SA 5001

Telephone: 1300 138 918
Fax: (08) 8204 9771



Woodroffe Skylights

*Skylights * Roof Windows * Access ladders * Hatchways

Woodroffe Skylights
59A Langford Street
Pooraka S.A. 5095

Email: sales@woodroffeskylights.com.au
Web: www.woodroffeskylights.com.au
PH: 8359 7300 Fax: 8359 6444



Australian Made

Skylights

Roof windows

Access Ladders

Hatchways

Name : Ingle Farm Soccer Club
Address: 26 Fairfax Road Ingle Farm
Phone:
Attention: Paul Hurst
Subject: Roof Vents with Security cages

Quote No: 1898

Date : 14/2/17

We have the pleasure in submitting the following quotation,

To supply and install Ampelite Roof Vents to Ingle Farm Soccer Club, colour matched (tba) With the addition of security mesh cages to the outside. Consisting of 100 x 100 x 3.0mm galv weld mesh, approximately 500mm x 500mm x 500 mm in size to fit over roof vents and with 3.0 mm galvanised fixing angle welded to mesh cover to allow fixing to specified roof profile.
2 roof vents supplied and installed @ \$ 220.00 each
2 vent security mesh covers supplied and installed @ \$175.00each

Total \$ 790.00

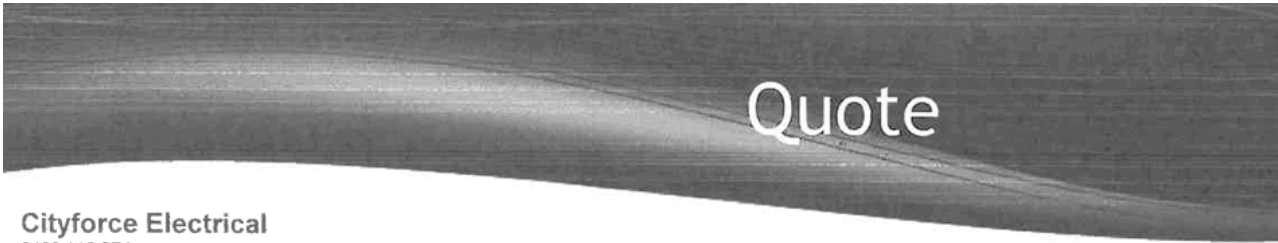
EXCLUSIONS:

The above quote excludes the following unless stated and will incur an additional charge if required. No allowances have been made for the cutting of any structural timbers, lathe and plaster ceilings, or double ceilings, scissor lifts or scaffold, electrical wiring or back flashing to ridge caps. The installation area of each unit must be free of any obstructions such as water pipes, gas pipes, electrical and data cables and is the responsibility of the builder / customer to move these if needed. All prices are subject to site inspection and no retention will be accepted. This quote is valid for a period of 90 days. Prices are GST inclusive.

Regards

Mark Hoepner

Woodroffe Skylights ABN : 83 095 846 709



Cityforce Electrical

0430 113 274
elrick@y7mail.com

Quote No: 23
Date: 22 January 2017

PGE 208521
ABN 44044638415

For: **Ingle Farm Soccer Club**
Fairfax Road
Ingle Farm

Code	Description	Quantity	Rate	Amount
	Provide single phase underground 6mm feed to new shed. Install electrical sub-Board with in shed to accommodate power and light circuits with RCD protection to all Circuits. Install 8 x double Power points for general use. Install 4 x LED fluoro light fittings. Install hard wired smoke alarm (as per council regulations)	1	\$3,600.00	\$3,600.00
	Allowance made for excavation for up to 20 meters. Trench to be back filled and compacted.			
	*no allowance made for cutting of concrete or reinstating of concrete. No allowance for making good of any surfaces.			

* Indicates non-taxable item

Subtotal	\$3,600.00
GST (10.00%)	\$360.00
Total	\$3,960.00

Frescare Pty. Ltd.

ABN 43 008 162 749

PERROTTA'S EARTHMOVING

91 Fenden Road
Salisbury Plain SA 5109

Lui: 0418 835772
Carmine: 0406 111779

email: Lper3006@bigpond.net.au Builders Lic: GL231720 & SGL231721

1st December 2016

Quote

City of Salisbury
12 James Street
Salisbury SA 5108

Quote for Job at The Ingle Farm Amateur Soccer Club (shed floor)

- 14.5m x 8.5m concrete slab
- Supply concrete, reo & plastic

Our quote for above job is \$8,700-00 (plus GST).

***** this quote doesn't include any prep work*****

Regards,

Carmine & Lui Perrotta

Thank you for the opportunity to quote the abovementioned job.
If you have any further queries please do not hesitate to contact me.

INGLE FARM SOCCER CLUB
 City of Salisbury
 17/01/2017
 Jill Campbell
 Category: 3



Camco (SA) Pty Ltd
 57217 Glenburn Road
 St Marys SA 5062
 P 08 8317 1157
 F 08 8317 1182
 E admin@camco.com.au
 ABN 87 095 248 926

Quotation - prepare and construct concrete slab

Item	Description	Amount
1	Excavate to subgrade level - 125m2 approx.	\$ 1,843.75
2	Prepare 100mm PM2/20 base - 125m2 approx.	\$ 2,843.75
3	Construct 100mm thick concrete slab, SL81 mesh central, 25MPa - 125m2 approx.	\$ 9,375.00
Sub-Total		\$ 14,062.50
CTB Levy on nett quotation price incl GST (if applicable)		\$ 38.67
Total GST		1410.12
Total (including GST)		\$ 15,511.29

QUALIFICATIONS:
1. No allowance for rock excavation.
2. No allowance for dewatering.
3. No allowance for service authority fees & charges
4. No allowance for contaminated waste disposal.
5. No allowance for asbestos removal.

NOTES:

Camco (SA) Pty Ltd
 FRM-PM-028
 Date of issue: 29/11/2013

MQ1401 Bill of Quantities 170117
 MQ1401



QUOTE

Paul Simpson

Date
24 Jan 2017

Expiry
1 May 2017

Quote Number
QU-0224

Reference
INGLE FARM SOCCER CLUB
SHED

ABN
43 572 903 897

ACM Concrete Pty Ltd
BLD 268019
PO Box 455
CAMPBELLTOWN SA 5074
www.acmconcrete.com.au

Description	Quantity	Unit Price	Amount AUD
Bobcat to level pad for concrete shed and level of dirt around shed area. Supply and lay Boral 25 mpa concrete, 110mm thick, SL 72 mesh/chairs, plastic and labour for approx 115m2 Shed 75m2 1m perimeter path 38m2	1.00	11,000.00	11,000.00
		Subtotal	11,000.00
		TOTAL GST 10%	1,100.00
		TOTAL AUD	12,100.00

Terms

Commencement of onsite work indicates this quote has been accepted.
Payment is required on completion of job.

Master Trades Insurance Certificate of Currency

The following cover applies across the policy for all premises:

Portable & Valuable Items

Specified Item	Insured Amount
Unspecified items	
Tools Unspecified	\$10,000

Legal Liability

	Insured Amount
Public Liability	\$10,000,000
Property in care, custody and control	\$250,000
Products Liability (any one Period of Insurance)	\$10,000,000
Pollution (any one Period of Insurance)	\$10,000,000

The following endorsements are active for this cover:

Exclusion of High Risk Premises

We will not cover any claims for **legal liability** directly or indirectly arising out of or in connection with oil refineries, chemical refineries, shipyards, airports, railway stations, oilrigs, gas rigs, mines or quarries. We will not cover any claims for **legal liability** directly or indirectly arising out of or in connection with work on or around mainframe computers.

Exclusion of foundations

We will not cover any claims for **legal liability** directly or indirectly arising out of or in connection with work performed in or on the foundations of any commercial or industrial **building**.

Vibration and Removal of Support Exclusion

We will not cover any claims for **legal liability** directly or indirectly arising out of or in connection with vibration or interference with the support of land or **buildings**.

Hired Labour and Contractors \$20,000 Excess Endorsement

You have declared to us that you do not engage or expect to engage any person (other than persons engaged in the **business** under a contract of service or apprenticeship) to perform work on your behalf or for your benefit during the **period of insurance**.

The Legal Liability section is amended by deleting the paragraph under the heading 'Excess' at the end of the Legal Liability section and replacing it with the following:

"4. Excess payable in the event of a claim

An **excess** of \$20,000 applies to each and every claim for legal liability covered under this section 1 arising directly or indirectly out of or caused by or in connection with, or for, **personal injury** to any person who is not engaged in the **business** under a contract of service or apprenticeship, but who has been engaged to perform work on your behalf or for your benefit in connection with the **business** ("**contractor**"). For all other claims under this section, the **excess** applicable to this section which appears in the **schedule** applies."

Enterprise is a division of
imited
48 005 297 807

**MBAIS ALLIANCE
(MELBOURNE)**
GPO Box 544
MELBOURNE VIC 3001



MBAIS ALLIANCE (MELBOURNE)
GPO Box 544
MELBOURNE VIC 3001

Issue Date: 15 September 2016

Policy Number
SMX019111425

Dear MBAIS ALLIANCE (MELBOURNE),

We are pleased to confirm that ACM Concrete Pty Ltd are covered by the Master Trades Insurance until 4.00pm on 01 July 2017 as per the details shown on the enclosed certificate.

Policyholder
ACM Concrete Pty
Ltd

Please call us on 1300 888 071 if you have any further queries.

Period of Insurance
01 July 2016 to 01 July 2017
at 4.00pm

Yours sincerely

Policyholder Address
10 Waroona Avenue
WINDSOR GARDENS
SA 5087

John Phillips
Chief Underwriting & Portfolio Manager - Commercial

Vero Enterprise is a division of
AAI Limited
ABN 48 005 297 807

ENT_F_TPENT9111425D20011509092912/000001/000001



Master Trades Insurance

Certificate of Currency

Issue Date: 15 September 2016

MBAIS ALLIANCE (MELBOURNE)
 GPO Box 544
 MELBOURNE VIC 3001

Policy Number
 SMX019111425

Issuer	AAI Limited ABN 48 005 297 807 trading as Vero Enterprise
Policyholder	ACM Concrete Pty Ltd
Policyholder Address	10 Waroona Avenue, WINDSOR GARDENS SA 5087
Period of Insurance	01 July 2016 to 01 July 2017 at 4.00pm
Nature of Business	CONTRACTORS
The Business	Concrete Contractor
Interested Parties	There are no Interested Parties noted
Policy Booklet	Master Trades Insurance V8177 V1

Vero Enterprise is a division of
 AAI Limited
 ABN 48 005 297 807



Mobile
0411 035 733
janni@sales.olympicindustries.com.au

1233 Main North Road
Para Hills West 5096
Tel (08) 8349 5744
Fax (08) 8349 4222

JOSEPH IANNI
Senior Building Consultant

12.2 x 6.2 x 3.00

CAT 2

Columbus

2 slide side

6m Beam

1 slide end

gutters up

Del + erect \$ 12713

Joe 0411035733

Date: Sales consultant:

Mobile: A/H.....

Quotation valid 7 days from date

OLYMPICINDUSTRIES.COM.AU



JOB DETAILS

DESIGN NUMBER: SQ131113
DATE: 25/11/2016
SALES PERSON: Mr Ryan Lukosius

CUSTOMER DETAILS

CLIENT NAME: Mr. Paul Simpson
CONTACT NO: 0414806013
SITE ADDRESS: Ingle Farm Soccer Club

QUOTATION
QUOTE VALID FOR 30 DAYS

POSTCODE: 5000
EMAIL:

Thank you for the opportunity to prepare a quotation for your next exciting home improvement project. Stratco has a proud history within the steel manufacturing industry, dating back over 60 years. Our commitment to supplying superior products and relentless innovation gives all of our customers the confidence that they are buying from a true industry leader who stand by their products.

Stratco customised sheds are of the highest quality using pre-punched galvanised C-section frames for ease of assembly as well as added strength. Our entire shed range has also been independently tested to meet all current Australian Building Standards giving you the peace of mind that a Stratco shed will stand the test of time.

From our recent consultation, we have prepared the following quotation and attached all relevant details for your design which we believe will suit your needs.

STRATCO GABLE ROOF SHED

DOMESTIC TYPE 3	
Length (mm)	12,247
Width (mm)	6,151
Height (mm)	3,000
Wind Category	33 (N2)
Roof Sheet	CGI Standard Double Sided
Wall Sheet	Superdek Standard Double Sided
Footing Type	Fixed (In Ground)
Sliding Doors	2

ADDITIONAL ITEMS INCLUDED
 Standard Delivery (1)

TOTAL PRICE FOR QUOTE INCLUDING 10% GST

\$11,831.18

This quotation is for supply of a Stratco Gable Roof Shed Kit.

Once again, thank you for this opportunity and please give me a call if you would like any additional information.

Kind Regards,

Mr Ryan Lukosius

+ \$2500
INSTALL



Proposed shed location is to be somewhere within the red triangle area, dependent upon accessibility and irrigation infrastructure, as determined by Council

ITEM	7.2.6
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	10 April 2017
HEADING	Para Hills Knights Soccer Club Minor Capital Works Grant Application
AUTHOR	Jillian Campbell, Project Manager, City Infrastructure
CITY PLAN LINKS	3.1 Be an adaptive community that embraces change and opportunities. 3.2 Have interesting places where people want to be. 4.1 Strengthen partnerships that enable us to better address our community's priorities.
SUMMARY	The application from Para Hills Knights Soccer Club for the upgrade of their kitchen facilities at an estimated cost of \$30,000 is recommended for funding under the 2016/17 Minor Capital Works Grant (MCWG) Program.

RECOMMENDATION

1. The report be received.
2. It be noted that, in accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding from the 2016/17 Minor Capital Works Grant budget as follows:
 - The Para Hills Knights Soccer Club: an amount up to \$30,000 be allocated for the upgrade of kitchen facilities as set out in the grant application.

ATTACHMENTS

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

1. Para Hills Knights Soccer Club Minor Capital Works Grant Application

1. BACKGROUND

- 1.1 The Para Hills Knights Soccer Club, located at Bridge road, Para Hills has a membership of 694. The proposal is to upgrade the existing kitchen facilities, the layout of which is outdated and no longer meets club requirements due to increased membership. The club has also raised some health and safety risks around the existing layout.
- 1.2 A proposal to modify the existing building was discussed previously with City of Salisbury Property Services section however, this proposal was cost prohibitive due to the existing services within the building.
- 1.3 An alternative plan to reconfigure the existing kitchen, and partition a section of the dining room to expand the available kitchen space was decided upon.

- 1.4 The layout of this new area, and the associated works was submitted to Property Services as a 'major club initiated works' and was approved on 21 February 2017, subject to appropriate planning and development approvals. (Application attached within the MCWG application).

2. CONSULTATION / COMMUNICATION

2.1 Internal

- 2.1.1 Property and Buildings Division, City Infrastructure
- 2.1.2 Technical Services Division, City Infrastructure
- 2.1.3 Field Services Division, City Infrastructure

2.2 External

- 2.2.1 Para Hills Knights Soccer Club
- 2.2.2 SJ & K Melling Carpentry
- 2.2.3 EDAW Electrical Solutions
- 2.2.4 Nick Nedelcev Cabinet Installations
- 2.2.5 McKee Electrical
- 2.2.6 HTP Drafting

3. REPORT

- 3.1 The Para Hills Knights Soccer Club has provided the City of Salisbury quotes to the total of \$53,777 to complete the required works. \$20,000 will be funded from a successful grant from the Department of Infrastructure and Regional Development, \$3,777 from the club and \$30,000 has been applied for under the MCWG Program.

- 3.2 The proposed scope of works include:

- To renovate the club kitchen with new cabinetry and relocate kitchen equipment.
- Relocate existing and provide new electrical outlets/ services to required positions.
- Relocate existing gas line to new stove/ oven position.
- Install new partition wall and cabinetry to clubroom for pizza preparation area. (partition wall to match existing bar façade)
- Install pizza oven.
- Install new exhaust hoods over stove/ fryers in kitchen and pizza oven.
- Install dishwasher, sink and new partition fridges to kitchen and new partition area.

4. CONCLUSION / PROPOSAL

- 4.1 The application by the Para Hills Knights Soccer Club meets the guidelines for the Minor Capital Works 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 Para Hills Knights Soccer Club be approved and an amount up to \$30,000 be allocated for the upgrade of their kitchen facilities.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 03/04/2017



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"/>
A copy of building works drawings or concept plans for the project	<input checked="" type="checkbox"/>
Two (2) project quote/s from a qualified individual or business	<input checked="" type="checkbox"/>
Where applicable supply evidence of cash support (e.g. recent bank statement)	<input checked="" 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 checked="" 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 checked="" 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

1. GROUP / ORGANISATION DETAILS

Name of the organisation: <small>As it appears on the Certificate of Incorporation</small>	PARA HILLS SOCCER CLUB INCORPORATED
Incorporation Number:	A3069
ABN:	96 638 288 513
Postal Address: <small>Registered postal address of the organisation</small>	PO BOX 8, Para Hills, SA 5096
Suburb:	Para Hills Postcode: 5096

2. CONTACT PERSON DETAILS

Name of Person Responsible for the Grant: <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"/> Andrew Webb
Title / Office:	Secretary
Phone:	[REDACTED]
Email: <small>Please use an e-mail address that will be checked at least once a week.</small>	[REDACTED]

3. ABOUT YOUR MEMBERSHIP

	Junior	Senior / Master
Male	193	35
Female	56	34
Social	376	
Total membership	694	

Funding Category

4. FUNDING CATEGORY

<p>Category A – up to \$30,000 Clubs that meet <u>one</u> of the following may apply for Category A funding:</p> <ul style="list-style-type: none"> have a current lease or sub-lease of a Council owned building; or licence or sub-licence over Council owned land; or have a current hire agreement to use Council managed facilities such as an indoor recreation centre or community centre; or operate from facilities located on land where the City of Salisbury maintains an interest to purchase that land. 	<input checked="" type="checkbox"/>
<p>Category B – up to \$2,000 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.</p>	<input type="checkbox"/>
<p>Have you sought, or do you intend to seek, funds from another source for this project? <small>Department of Infrastructure and Regional Development - Stronger Communities Program - \$20,000.00</small> <i>(If Yes – Where from and the amount of funding requested)</i></p>	Yes <input checked="" type="checkbox"/>
	No <input type="checkbox"/>

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

About the Project	
5. PROJECT DETAILS	
Name of Project	Para Hills Soccer Club Canteen Upgrade and Extension
What does your project involve? <small>Describe what you are planning to do</small>	<p>Our plan involves replacing all the cabinetry within the canteen area. Revising the layout of the kitchen equipment (oven/stove, fryers, fridge etc.) to be more functional.</p> <p>Relocation of services (gas, electrics and plumbing) to complement new layout. Installation of new exhaust canopy with fan over stove and fryers. Installation of fascia and kickboards to partition wall to match existing bar fascia. Installation of new cabinetry within partitioned area. Installation of new electric services within partitioned area for electrical items and rearrangement of lighting to complement new layout. Installation of new sink and mixer tap.</p> <p>This project involves the purchase including the installation of the following items- Kitchen Cabinets Exhaust Canopy with fan for kitchen Underbench Fridge Display Fridge 2 x Benchtop Fryers Commercial Dishwasher Sink and Mixer Tap. Electrical and Gas service relocations and alterations.</p> <p>Proposed layout is attached to this Grant Application.</p>
Why is the project needed?	<p>The project has come about for two reasons, the first being, Our canteen is an integral part of the club generating much needed income to allow us to operate but is severely lacking in several areas. These include the layout of the canteen which is deemed a hazard and health and safety risk to our volunteers, in particular our younger volunteers. We are seeing a year on year increase in our membership numbers which equates to an increase on demand for our canteen services. With an outdated layout and less than adequate low end equipment we are struggling to meet the increased demand that our sport is experiencing.</p> <p>This demand is placing an extraordinary level of pressure on our volunteers whom have all discussed the need for better equipment and a less hazardous layout. Our volunteers are valued with high regard but with this added pressure of working in substandard conditions is beginning to show. Our existing canteen attendant's frustrations are becoming more and more evident as they try to meet the demand and expectations of our customers, and we are seeing a decline in new members wishing to volunteer due to the existing facilities.</p> <p>We have previously been in contact with Salisbury Council Property Services to see if there are any modifications we can make to the existing canteen / back of house areas to accommodate our need for more space and alleviate some of the hazards our volunteers have to endure whilst working within the canteen. An initial proposed plan was priced up but was cost inhibitive due to the nature of the building and the services within, thus the club has come up with this alternate proposed layout.</p> <p>Secondly, it has become obvious that we need to diversify our canteen menu as hot chips, bbq, pies pasties and hot dogs do not seem to appease the masses as they once did and our income from these has been on the decline. After observing what our players / members and spectators were bringing into the club and seemed to enjoy most, was pizzas. So as an experiment we hired a wood fired pizza oven for the weekend. The response was above expectations and has given even more rise to these plans.</p> <p>The club is currently in possession of a \$20,000.00 grant from the Department of Infrastructure and Regional Development - Stronger Communities Program. The club applied for the SCP grant to assist with alleviating some of the issues facing our volunteers as stated above, with the full intent of applying for a Salisbury Council MCW Grant to complement this funding along with club funds to achieve the overall Club's vision.</p> <p>The club has had its plans endorsed by a Salisbury Council Major Club Initiated Works application as attached. This grant application is to be considered for the kitchen upgrade and associated fixtures along with pizza prep area cabinetry and fascias only as the club will commence construction of the new partition and pizza exhaust canopy as a separate exercise.</p>

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

About the Project		
<p>How will your project increase participation opportunities for sport and recreation?</p>	<p>Our sport is experiencing an increase in participation which in turn increases off field requirements. To add to this we have grown our Women's membership by integrating the women's teams of our neighbour, Para Hills United under the Para Hills Knights umbrella, to give these girls a complete pathway from juniors to Women's National Premier League. With these increases on field, our off field must equally be up to task. A sporting club such as ours is so much more than just a provider of sports. It is a community club, where kids, parents, families, coaches, players, spectators, and like minded individuals from all walks of life, regardless of origin or disposition, gather to not only play the sport but to foster and grow it through a general interest in the game.</p> <p>This project will allow the canteen to diversify and grow, thus generating greater cash flows. These greater cash flows will allow us to invest in upgrading current coaches credentials or enabling new coaches to gain their qualifications. It will also allow us to invest in more equipment and kick start a junior academy for boys and girls to develop their skills. Our current strategic plan has us working towards developing a junior footballing academy with the aim of eventually employing staff to deliver a curriculum and hopefully sending some footballers on a path to a professional career.</p> <p>For these goals to come to fruition we must start with a fully functional kitchen, to assist in generating the funds we need to deliver our stated objectives.</p> <p>The Para Hills Soccer Club would like to thank the Salisbury Council in considering our application for this grant.</p>	
<p>Apart from your organisation and its members, are there any other groups within the community that will benefit from the project?</p> <p>Attach letters of support where applicable</p>	<p>Community Group</p>	<p>How they will benefit</p>

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

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
Building Works - Partition Wall <i>e.g. Perimeter fencing - 120m</i>	\$1265.00 <i>110,000</i>	SJ & K Melling Carpentry <i>Fence Eosy</i>
Electrical Services	\$2046.00	EDAW Electrical Solutions
Kitchen Cabinetry	\$21,000.00	Nik Nelcedev
Exhaust Hood	\$6798.00	CFE (Commercial Food Equip)
Plumbing Gas / Water (Sink / Mixer Tap)	\$3000.00 (PC Sum)	
Kitchen Equipment (Fridges / Fryers / Dishwasher etc)	\$19668.00	CFE (Commercial Food Equip)

a. Total Project Cost	\$ 53,777
b. Your Contribution	\$ 3,777
c. Other grants / funds secured	\$ 20,000
Total Grant Requested (= a – b – c)	\$ 30,000

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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

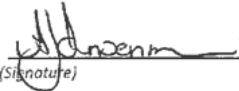
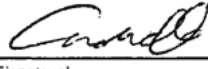
4. All applicants must, at the time of application have a currently executed lease/licence or other use agreement with the City of Salisbury, or Council will have a contracted right to first right of refusal to purchase the property.
5. City of Salisbury will make all reasonable efforts to complete projects 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 <input checked="" type="checkbox"/>
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to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Application Declaration		
<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>		
On behalf of <u>Para Hills Soccer Club</u> (Group/Organisation)		
Andrea Linsenmeier / Chairperson <small>(Name/Position)</small>	and	Andrew Webb / Secretary <small>(Name/Position)</small>
 <small>(Signature)</small>		 <small>(Signature)</small>
<u>21/1/2017</u> <small>(Date)</small>		<u>21/1/17</u> <small>(Date)</small>
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.		

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

CommonwealthBank
 Commonwealth Bank of Australia
 ABN 48 123 123 124 AFSL and
 Australian credit licence 234945



Your Statement

Statement 380 (Page 1 of 1)

Account Number [REDACTED]

Statement Period 21 Feb 2017 - 27 Feb 2017

Closing Balance \$78,254.74 CR

Enquiries 13 1998
 (24 hours a day, 7 days a week)



046

THE TREASURER
 PARA HILLS SOCCER CLUB INC
 PO BOX 8
 PARA HILLS SA 5096



Society Cheque Account

If this account has an attached overdraft limit or facility which is secured over your primary place of residence or over a residential investment property you should ensure that the property is insured in accordance with the terms and conditions of the mortgage. If you have any queries about your insurance cover you should contact your insurer. Information on property insurance can also be found on www.moneysmart.gov.au

Name: PARA HILLS SOCCER CLUB INC

Note: Please check that the entries listed on this statement are correct. For further information on your account including; details of features, fees, any errors or complaints, please contact us on the details above. Proceeds of cheques are not available until cleared.

1045.2165.1.1 ZZ258R3 0303 SL,R3,S111.D068.O V06.00.17

Date	Transaction	Debit	Credit	Balance
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Opening balance	-	Total debits	+	Total credits	=	Closing balance
\$73,479.15 CR		\$426.41		\$5,202.00		\$78,254.74 CR

Item 7.2.6 - Attachment 1 - Para Hills Knights Soccer Club Minor Capital Works Grant Application



Para Hills Soccer Club

The Paddocks, Bridge Road, Para Hills 5096

PO Box 8, Para Hills 5096

Ph: 8281 8098

e-mail: parahillssc@internode.on.net

Web site: www.parahillsknights.com

MINUTES OF MEETING

MEETING: Minutes of the Full Committee Meeting

DATE AND PLACE: 2nd November 2016, The Paddocks, Para Hills Soccer Club

MEETING OPEN: 7:14 pm

PARTICIPANTS: Joe Centrone, Garrie Walker, Dale Ramsey, John Herraman, Lou Halliday, Gary Crosse, Andrea Linsenmeier, Andrew Webb, Matthew Fry, Mario Monteleone (arr. 8:20pm)

APOLOGIES: Kayla Marchioro, Gary Crosse

SPECIAL GUEST: Nil

INTRODUCTION: Welcome – by Andrea

		ACTION	DEADLINE
1. MINUTES FROM LAST MEETING	Minutes from Previous Meeting held were tabled and accepted as a true record of proceedings, noting meeting date held over to today due to availability of committee. Proposed: Gary Second: Joe Abst: Nil		
2. ACTIONS OUTSTANDING	- JC – Glass for cabinets. - AW – Curtains to windows behind stage in disrepair. Look to replace as cheaply as possible <\$250.	- JC to follow up with George - AW when time permits.	- JC offseason - AW offseason
3. CORRESPONDENCE	- Various Bills. - Advertising Literature - Various FFSA emails - Council – kitchen		
4. REPORTS			
4.1- Chairperson - AL	- Andrea discussed needs for 2017 and wrap up of 2016. - Senior Mens – talking with players for 2017, along with coach discussions, plans. - Matt Fry as Junior Co-ord requires assistance to run juniors. Biggest job in club. Small subcommittee to assist.		

<p>4.2- Treasurer - JC</p>	<ul style="list-style-type: none"> - Bank Bal 107K. (incl. 20K grant), 13K to bank. Very few bills - 3K prize money from FFSA for State League 2nd spot 		
<p>4.3- Secretary - AW</p>	<ul style="list-style-type: none"> -No report. - Council meeting re kitchen. Costed 150K+. Unviable. Look at other options. Another meet early Nov. - Need committee approval for applying for Salisbury Council Minor Capital Works Grant Program Category A – \$30K for kitchen upgrade/ pizza oven works. Also complete council Major Club Initiated Works form. All in favour. - AW to be nominated project liason re Council grant. All in favour. - Insurance Claim – Need to locate receipts of equipment lost. Awaiting Steve Nurse. 	<ul style="list-style-type: none"> - AW to obtain quotes and submit forms 	<ul style="list-style-type: none"> - AW ASAP
<p>4.4- Women's Coordinator - GW</p>	<ul style="list-style-type: none"> - Discussion re Womens fees \$800?? 80 new girls to club 2016. Will lose all girls if fees remain at \$800. Compared Inter \$400 WAdel \$400, Metro - \$500. - Propose reuse adidas strip, pay for socks, shorts, U11-U15 - \$400, U17-Community - \$500, Senior,reserves - \$600. All \$50 inc. Vote: All in favour with stipulation \$200 dep, 2nd inst. – Jan, 3rd inst before season start. - Wed week final trial session 9Nov Numbers have been good - Women's coaches 2016, James, Dom, Maron stepped aside. - 2017 coaches U13 Duffy, U15 Katie, U17 Steve, Reserves Mark, Seniors Paul Morris - Coaching licences to be reviewed 		
<p>4.5 Junior Coordinator – MF</p>	<ul style="list-style-type: none"> - Fitting day last Sunday. - Coaches meeting to be held with Chad - Emailed all coaches re wish list for 2017. No promises. - Parent Info, induction night. Prob before XMAS. - Team App updated 		

4.7 Mini Roos –	- 47 Kids registered, paid deposits on Sunday Come'N'Try. Next event 7 th Dec. To be advertised, Facebook. Team App		
4.8 Sponsorship -	- Need to push. Prospectus updated. - RAYJON offered to supply magnetic coaching boards to all coaches. Replace whiteboards in changerooms, one for dugout as sponsorship. All in favour, passed. - Platinum – Chris Platt - \$10K naming rights. U13JPL team also. Looking at awaiting response. - Teams sponsored so far inc. U6, U13JPL, U13JSL, U15JSL, U18, Res, First. - Email Community Club and Todiam		
4.9 Social – KM	- No report.		
4.10 Bar/Facilities - GC	- Pitch needs top dressing again. Contact Council	- AW to ring Dave Mercer at council	- AW14/11/16
4.11 Merchandise - JH	- Other gear to arrive and ramp up in January. - \$3.8K sold at fitting day, other merch. - Top Corner stipulations, Need guarantees.		
5. Legal - Public Officer, ATO	- BAS to be done for Q3 and Q4.	- JC and AL to complete	- 4/10/16

6. Any Other Business	<ul style="list-style-type: none"> - AGM Nominations General - Katie Findlay, Lou Halliday (Social) John Herramann (Merch) Terri-Ann (Womens) Social - Kayla Marchioro Bar - Ted Muldoon Women's - Garrie Walker Junior's - Matt Fry Chairperson - Andrea Linsenmeier - AL - Recreational drugs. Any user found using or in possession to be removed from clubrooms and surrounds. - JC - Private Hire 19th Nov. Need help. who available?? - JC - Trophies, do we need participation trophies for all players. Discussion. Survey parents? - JC- Guest players womens. query? - JH - Pricing on wheelie bins for shed. All in favour, approved. - JH - get Mark Dearden to quote on locks for bins. - JH - Grants - \$5K for equipment - MF - Balls for 2017. Need to organize - AL - Club clean up day 3 Dec. 	<ul style="list-style-type: none"> - GW to follow up with Paramount Browns - JH to follow up with Mark 	<ul style="list-style-type: none"> - 21/11/16 - 21/11/16
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NEXT MEETING: AGM 14/11/2016 7pm.

MEETING CLOSED: 9:40 pm

These minutes are verified as true and correct
 Name Andrea Linsenmeier
 Position Chairperson
 Signed *[Signature]*
 Date 21/12/16

QUOTE

Invoice No. 1373 A
Date: 13 January 2017

Tax Invoice

From: SJ & K MELLING CARPENTRY
25 FARMHOUSE AVE
WALKLEY HEIGHTS SA 5098

ABN: 65 718 150 194
Phone:
Mobile: 0430041479
Fax:

Lic No 110539

email:

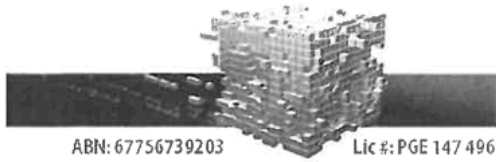
To: PARA HILLS KNIGHTS
SOCCER CLUB
THE PADDOCKS
PARA HILLS

ABN:
Delivery Address

Qty	Description	Unit Price (excl. GST)	Taxable Supply (Y/N)	Unit Price (incl. GST)	GST Amount	Total
	<p>SUPPLY & FIX 92mm RONDO FRAME 6mm FC SHEET CLADDING</p>					

	Taxable Supplies (including GST)	Other Supplies	GST Amount	Payment Details	Amount Payable
Totals		\$ 1,150	\$ 115	Due <input type="checkbox"/> Paid <input type="checkbox"/>	\$ 1265

Item 7.2.6 - Attachment 1 - Para Hills Knights Soccer Club Minor Capital Works Grant Application



**EDAW
Electrical Solutions**

ABN: 67756739203

Lic #: PGE 147 496

Phone: 0421 061 405

Email edawelectrical@gmail.com

Date: 14-Dec-16

Quote

Client: Para Hills Knights Soccer Club
 Address: Bridge Rd, Para Hills SA
 Telephone:
 Email: Andrea Linsenmeier - Club President

We have pleasure in submitting our proposal and quote as follows...

Description	Quantity	Unit Price	Total Cost
Summary -			
Electrical Work: Renovate club kitchen and provide all materials for power revisions throughout.			
Materials and Labour*			\$ 1,860.00
		Sub Total	\$ 1,860.00
		GST	\$ 186.00
		Deposit	\$NA
		TOTAL	\$ 2,046.00

Terms: Deposit may be required, 7 day invoice terms.

Thank you for choosing EDAW Electrical Solutions!

Please note: This proposal and quote is based on the scope as advised, we have estimated effort and materials accordingly, unforeseen changes at time of quoting may alter the proposal and quote.

Valid for 30 days.

Nick Nedelcev **Job Estimate**

Cabinet Installations

55 Birch Avenue,
 Salisbury East, 5109, SA
 Phone: 0412387080
 Email: nicknedel@gmail.com
Para Hills Knights Soccer Club
 355 Bridge Road
 Para Hills , 5098, SA

Date: 23-Jan-17
 Invoice # 00-0009
 BLD 018-8074

Description	Amount
Kitchen	
Doors - Silk board finish	
Benchtops - Square edge laminex	
Kickboards - Brushed stainless steel finish	
Top fillers - Scribed to ceiling	
Pizza oven wall - Wood grain board finish	
-matching existing frontage of bar, aluminium stripping spacer between panels	
Sink - Supplied and fitted	
Soft close-hinges + draw runners throughout	
Labour - Delivery and installation included	
TOTAL (GST INCLUSIVE)	\$21,000.00

NOTE:
 QUOTE COMPLETED BASED ON DRAWINGS SUPPLIED.

Thank you for your business!



McKee Electrical

Quote

PGE 155264

701

Quote No:
Date:

18 December 2016

Po Box 1
Salisbury North
ABN: 51266988021

Para Hills Knights
Bridge Road
Parahills

For:

Description	Quantity	Rate	Amount
Installation of 2 single power points, 3 power point doubles, 6 15 amp power points, 5 led fluro to area, cooktop isolator and feed, rangehood install power, oven install inc feed, 3 phase supply and isolator to pizza oven. Includes circuit protection to suit circuits and switching relocations. All work to australian standard and guarenteed.	1	\$3,379.44	\$3,379.44

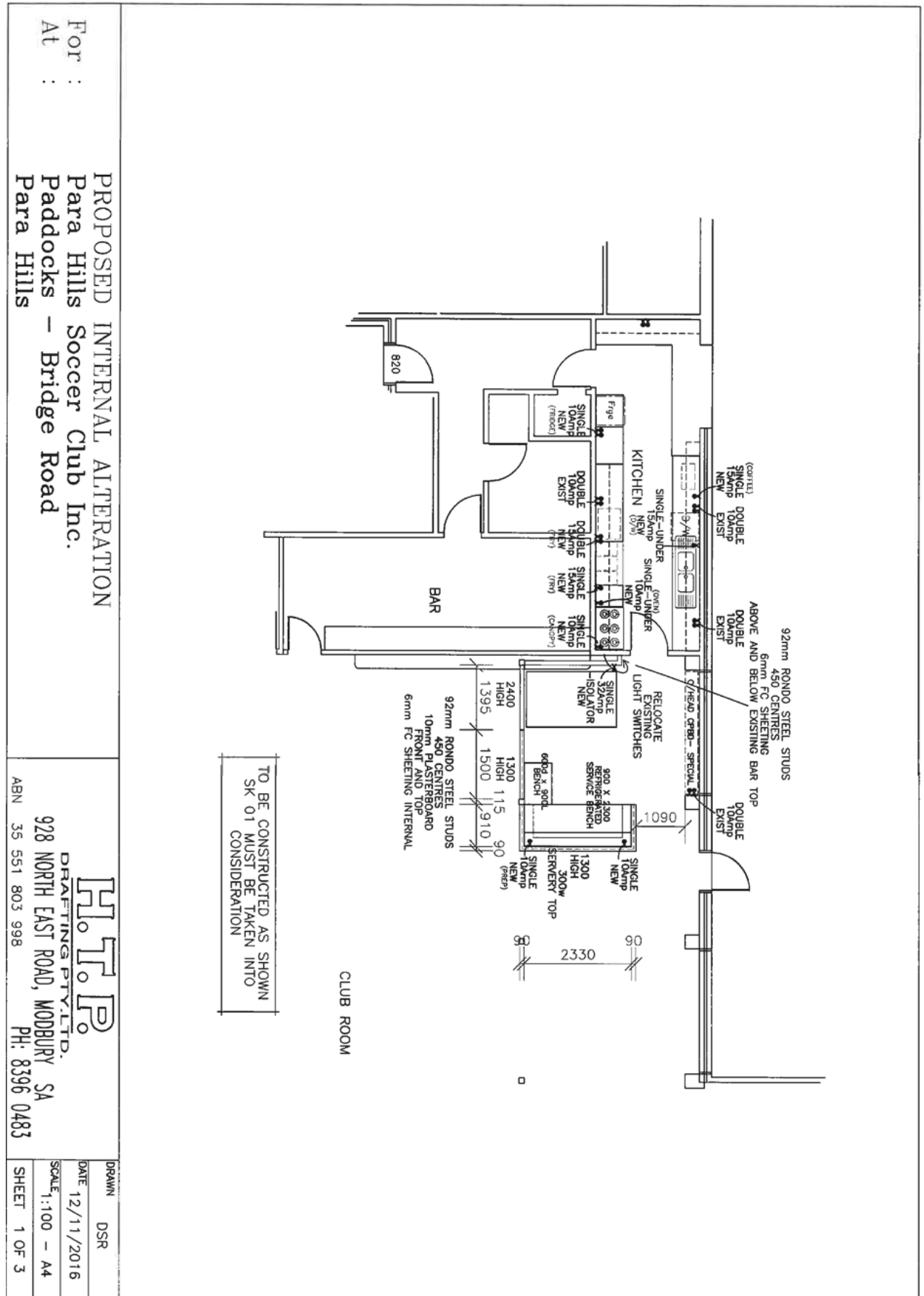
Subtotal \$3,379.44

GST (10.00%) \$337.94

Total \$3,717.38

Thankyou for allowing us to estimate

Bank Transfer Details
McKee Electrical
Acc 03267264 BSB 805 022



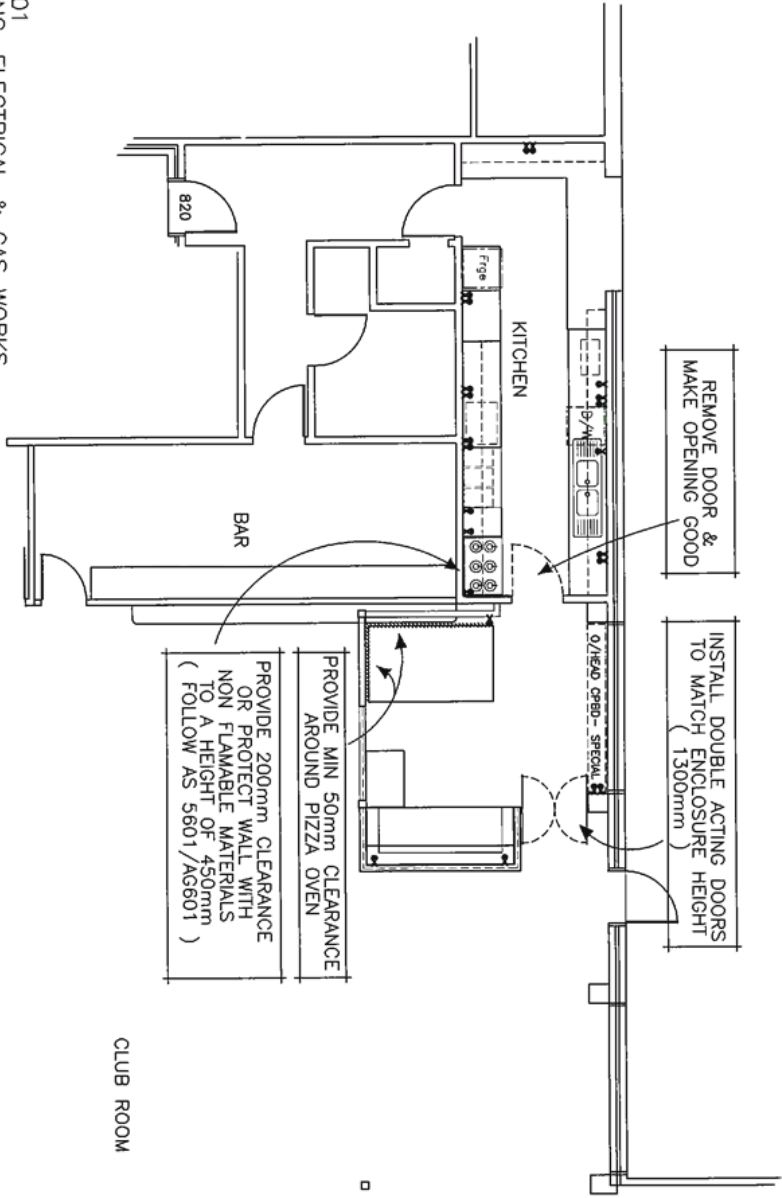
For :
At :
PROPOSED INTERNAL ALTERATION
Para Hills Soccer Club Inc.
Paddocks - Bridge Road
Para Hills

H.T.P.
DRAFTING PTY.LTD.
928 NORTH EAST ROAD, MOODBURY SA
PH: 8396 0483
ABN 35 551 803 998

DRAWN DSR
DATE 12/11/2016
SCALE 1:100 - A4
SHEET 1 OF 3

TO BE CONSTRUCTED AS SHOWN
SK 01 MUST BE TAKEN INTO
CONSIDERATION

SK 01 OF 01
21/02/17

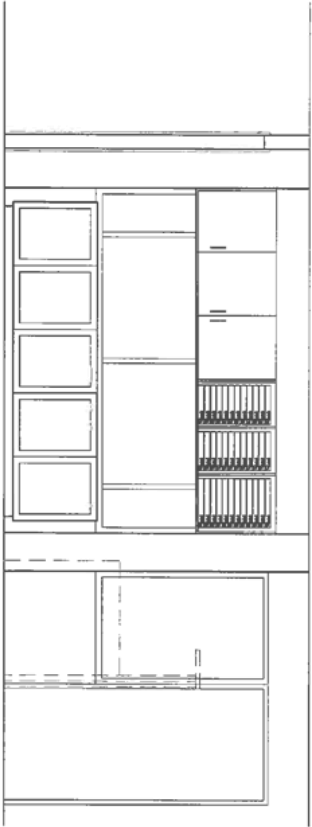
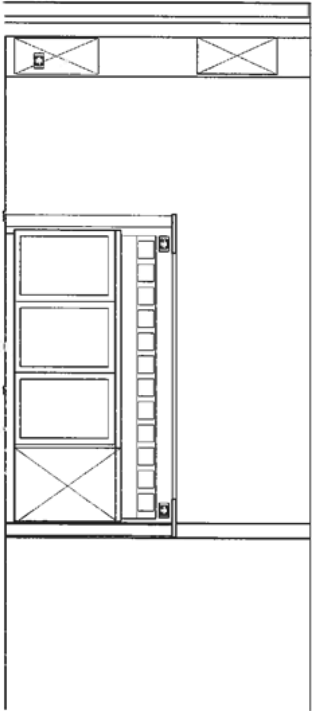
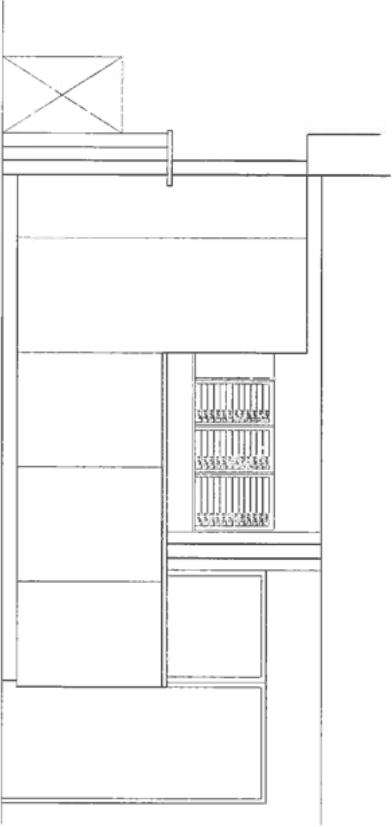
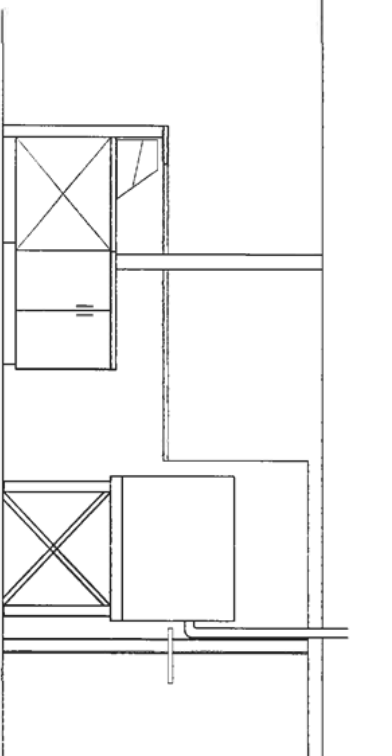


- d) SKETCH SK01
- b) ALL PLUMBING, ELECTRICAL & GAS WORKS TO BE UNDERTAKEN BY ACCREDITED SUBCONTRACTORS AND CERTIFICATES OF COMPLIANCE TO BE PROVIDED
- c) CURRENT AUSTRALIAN STANDARDS TO BE OBSERVED AND REFERENCED THROUGHOUT THIS DOCUMENTATION
- d) IF PIZZA OVEN REQUIRES A FLUE, ADDITIONAL CONDITIONS MIGHT APPLY AND COUNCIL'S PLANNING DECISION MUST BE CONSULTED

PROPOSED INTERNAL ALTERATION
 For : Para Hills Soccer Club Inc.
 At : Paddocks - Bridge Road
 Para Hills

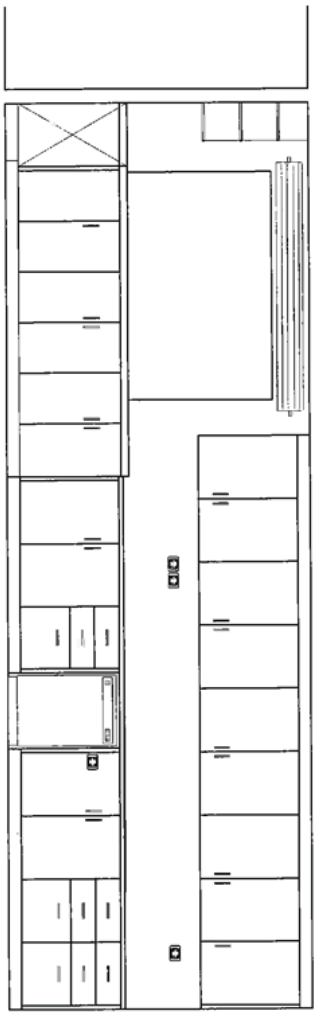
H.T.P.
 DRAFTING PTY.LTD.
 928 NORTH EAST ROAD, MODBURY SA
 PH: 8396 0483
 ABN 35 551 803 998

DRAWN DSR
 DATE 12/11/2016
 SCALE 1:100 - A4
 SHEET 1 OF 3

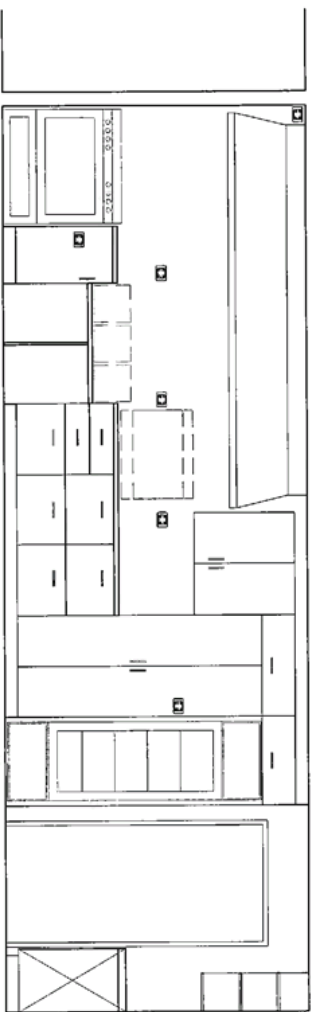
<p>For : At :</p> <p>PROPOSED INTERNAL ALTERATION Para Hills Soccer Club Inc. Paddocks – Bridge Road Para Hills</p>	 <p style="text-align: center;">PITCH WALL ELEVATION</p>	 <p style="text-align: center;">NORTHERN ELEVATION</p>
<p style="text-align: center;">FRONT WALL ELEVATION</p>  <p style="text-align: center;">FRONT WALL ELEVATION</p>	<p style="text-align: center;">FRONT WALL ELEVATION</p>  <p style="text-align: center;">FRONT WALL ELEVATION</p>	
<p style="text-align: center;">H.T.P. DRAFTING PTY. LTD. 928 NORTH EAST ROAD, MODBURY SA ABN 35 551 803 998 PH: 8396 0483</p>	<p style="text-align: center;">DRAWN DSR DATE 12/11/2016 SCALE 1:50 – A4 SHEET 3 OF 3</p>	

Item 7.2.6 - Attachment 1 - Para Hills Knights Soccer Club Minor Capital Works Grant Application

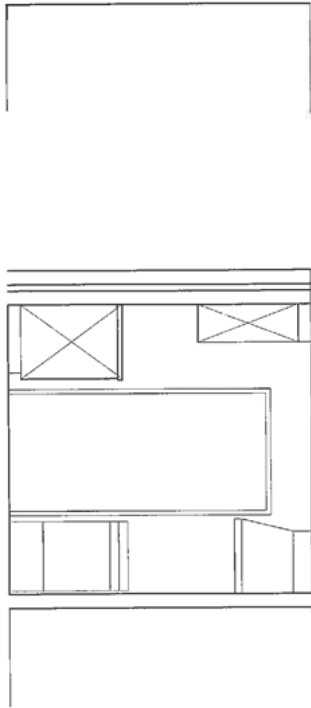
<p style="text-align: center;">PROPOSED INTERNAL ALTERATION Para Hills Soccer Club Inc. Paddocks – Bridge Road Para Hills</p>	<p style="text-align: center;">H.T.P. DRAFTING PTY.LTD. 928 NORTH EAST ROAD, MODBURY SA ABN 35 551 803 998 PH: 8396 0483</p>
<p>For : At :</p>	<p>DRAWN DSR DATE 12/11/2016 SCALE 1:50 – A4 SHEET 2 OF 3</p>



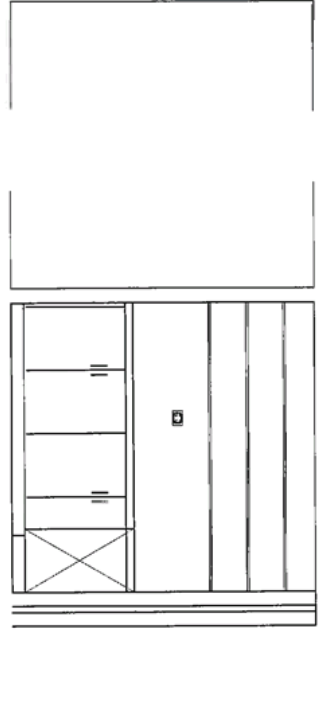
FRONT WALL ELEVATION



REAR WALL ELEVATION



NORTHERN WALL ELEVATION



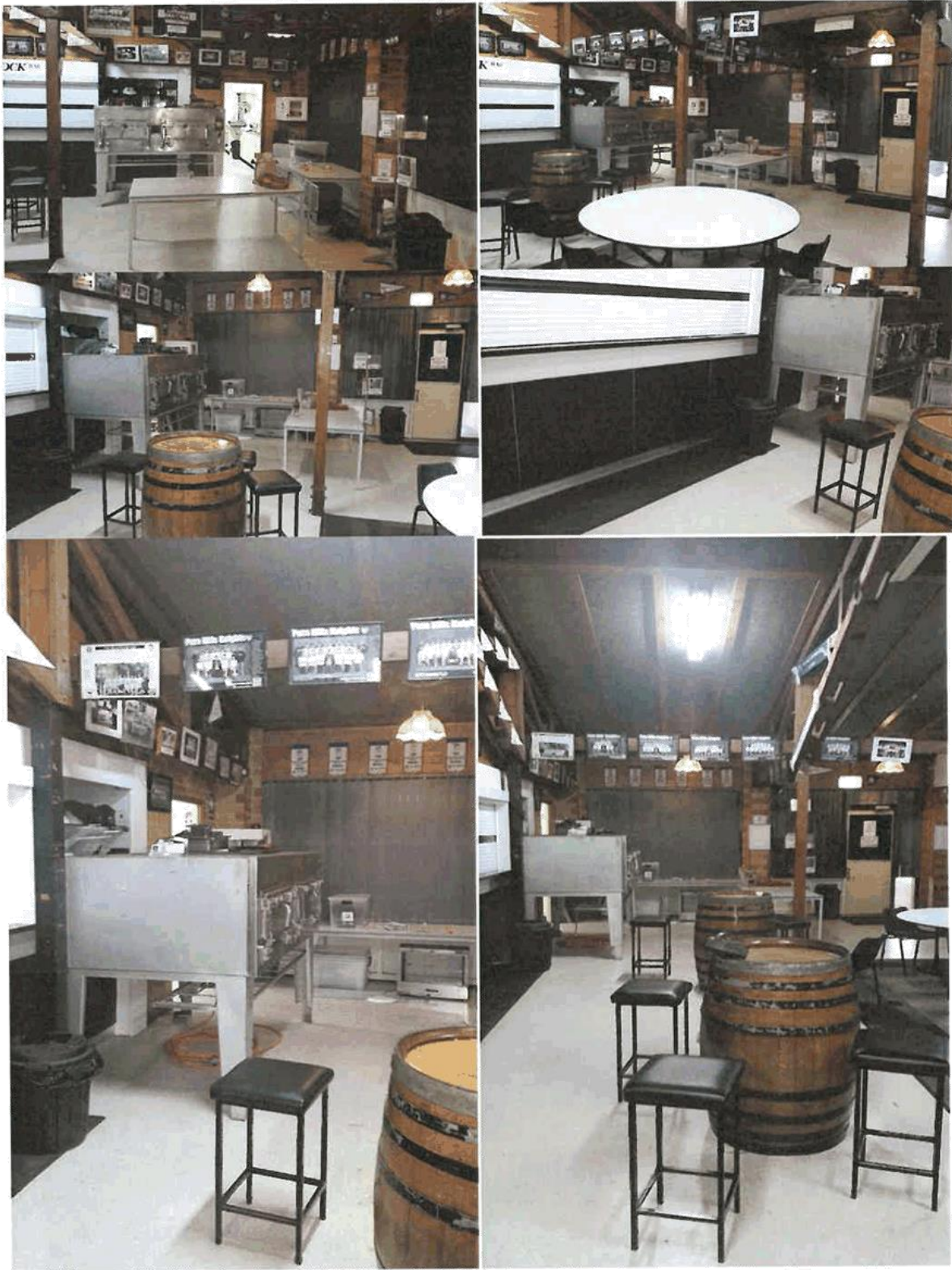
SOUTHERN WALL ELEVATION


Para Hills Soccer Club – Major Club Initiated Works Dilapidation photos of existing Canteen / Kitchen area and proposed Pizza Preparation area. January 2017.



Item 7.2.6 - Attachment 1 - Para Hills Knights Soccer Club Minor Capital Works Grant Application

Item 7.2.6 - Attachment 1 - Para Hills Knights Soccer Club Minor Capital Works Grant Application



 CITY OF Salisbury	CITY OF SALISBURY Major Club Initiated Works Form
--	--

APPLICANT

Name of organisation / individual:

Contact name: Position:

Postal Address:

Email Address:

Phone: Home: () Mobile: 0417291887
 Work: () Fax: ()

ACTIVITY

Please provide an explanation of the proposed work.

To renovate the club canteen with new cabinetry and relocate kitchen equipment.

Relocate existing and provide new electrical outlets / services to required positions.

Relocate existing gas line to new stove / oven position.

Install new partition wall and cabinetry to clubroom for pizza preparation area.

Install pizza oven.

Install new exhaust hoods over stove / fryers in kitchen and pizza oven.

Install dishwasher, sink and new preparation fridges to kitchen and new partition area. Proposed layout and elevations attached. Partition wall to match existing bar facade.

ACTIVITY

Please provide a comprehensive description of the proposed work, to include: dimensions, materials, scope of works, time frames and any other relevant information in the text box below:

Dimensions as per attached plan and elevations drawings.

Partition wall to be constructed of timber / rondo framing lined with FC sheeting.

Partition wall to match existing bar cladding on exterior.

Kitchen cabinetry colours and finishes to be selected. Council to assist in selections.

Painting of new area and kitchen walls to be conducted by club volunteers.

The pizza preparation area with new partition wall/ pizza oven and exhaust hood will take precedence over kitchen renovation to allow us to diversify our menu.

Our preference would be to complete the pizza area by April 2017.

Kitchen fit out would follow soon after occurring during season and by June 2017.

Contractor Information (please list names of all contractors carrying out works):

Business Name	ABN	Builders Licenses
SJ & K Melling Carpentry	65 718 150 194	110539
EDAW Electrical Solutions	67 756 739 203	PGE147496
Other contractors to be selected dependent upon MCW Grant application and in consultation with Salisbury Council.		

Work involved (please tick applicable boxes in relation to the proposed works):

- | | | | |
|------------|-------------------------------------|-------------------------|-------------------------------------|
| Electrical | <input checked="" type="checkbox"/> | Gas | <input checked="" type="checkbox"/> |
| Plumbing | <input checked="" type="checkbox"/> | Data/Telecommunications | <input type="checkbox"/> |

If you have ticked any of the above boxes a Certificate of Compliance must be submitted to Council.

LOCATION

Please insert a detailed plan and elevations of the proposed works to scale.

As per attached layout and elevation drawings.

As this work is classified as **major** works, it is a requirement of the OHW&S Act that the following additional information is provided to Council:

1. Risk Assessment (Job Safety Analysis/Safe Work Method Statement) to be carried out by the Contractor, signed and dated.
2. Club Contractor Induction to be carried out by the Club.
3. Dilapidation Report – photos to show the site prior to structural works.

If you require any clarification regarding the above, please contact Property & Building on 8406 8456.

Upon council granting works approval, a Site Safety Folder will be developed in consultation with Salisbury Council for all tradespersons and or workers conducting construction and or / demolition (removal) works within the project area. The site safety folder will contain risk assessments for all works, Safe Work Method Statements for all high risk works , a contractor induction to the site with sign on sheet, a daily work diary with copies of contractor licenses and an emergency plan.

The Safety Folder will be maintained on site at all times and will be available to Salisbury Council staff for their records at project completion.

Photos of existing kitchen and planned pizza area are attached.

ACKNOWLEDGEMENTS

The Applicant acknowledges and agrees that:

1. the Applicant has read and understands the terms and conditions of the application (a copy of which is attached to this Application); and
2. if granted approval by the Council for the Activity the Applicant must comply with the terms of the application and any other special conditions the Council may impose in its absolute discretion in granting the application.

Signature:  Date: 21/7/2017

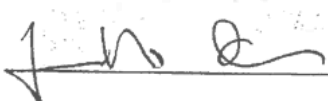
Name: Andrew Webb

APPROVAL

Your major club initiated works application has been approved by the City of Salisbury, subject to the conditions noted in Section 3.10 below.

Approved by Facilities Coordinator ~~***~~

Name: JOHN H. OLAR

Signature:  Date: 21, 2, 2017

* Please note, this approval is landowners consent only, you will need to check with Council's planning division to determine if planning approval is required for your proposed works.

~~see~~ see attached SK01

Application

BACKGROUND

- A. The Council has received an Application from the Applicant to grant the application to complete minor club initiated works.
- B. The Council has agreed to grant the application to the Applicant in accordance with the terms and conditions of this Application.

TERMS AND CONDITIONS

1. DEFINITIONS AND INTERPRETATION

1.1 Definitions

In this Application unless the context otherwise requires:

- 1.1.1 **Applicant** means the entity specified and where the context application includes the employees, agents and invitees of the Applicant.
- 1.1.2 **Application** means the application made by the Applicant for the granting of this Application.
- 1.1.3 **Activity** means the activity approved by this Application.
- 1.1.4 **Location** means the location marked and approved by this Application.
- 1.1.5 **Council** means the City of Salisbury ABN 82 615 416 895 of 12 James Street, Salisbury SA 5108 and includes its members, employees agents and authorised representatives.
- 1.1.6 **Legislation** includes any relevant Statute or Act of Parliament (whether State or Federal) and any regulation or by-law including by-laws issued by any local government body or authority.
- 1.1.7 **Statutory Requirements** means all relevant and applicable Legislation and all lawful conditions, requirements, notices and directives issued or applicable under any such Legislation.
- 1.1.8 **Structure** means any structure fixture fitting or property erected and/or installed in or on the Facility by the Applicant including of a temporary nature.
- 1.1.9 **Time of Use** means the period described by this application.

1.2 Interpretation

- 1.2.1 words importing the singular embrace the plural and words importing one gender shall embrace the other gender and vice versa respectively;

- 1.2.2 any reference to a person shall be deemed to include a corporate body and vice versa;
- 1.2.3 all moneys payable by the Applicant to the Council under this Application shall be recoverable as a debt;
- 1.2.4 headings are for convenience of reference only and shall not affect the construction or interpretation of this Application;
- 1.2.5 a reference to an Item is a reference to an item of the Schedule;
- 1.2.6 a reference to the Schedule is a reference to the schedule attached to this Application.

2. GRANT OF APPLICATION

The Council authorises the Applicant to complete the minor works at the location specified in the application.

2.1 Indemnity & Release

- 2.1.1 The Applicant indemnifies the Council from and against all actions, costs, claims and damages, which may be brought or claimed against the Council arising out of or in relation to the Activity or the granting of this Application.
- 2.1.2 The Applicant releases the Council from any liability or claim resulting directly or indirectly from any accident, damage, loss or injury occurring or arising from the Activity or the use of the Facility except where any action, cost claim or damage is caused by the negligence or default of the Council its officers, employees or its agents.

2.2 Compliance with Statutory Requirements

- 2.3.1 The Applicant must at its own cost and expense comply with any Statutory Requirements relating to the Activity.
- 2.3.2 If the Applicant does not comply with statutory requirements in accordance with its obligations under clause 2.3.1 the Council may carry out any such maintenance and the Council shall be entitled to recover any costs incurred in doing so from the Applicant.

2.3 Authorised Use

- 2.3.1 The Applicant must not undertake any activity or works other than in accordance with this Application including but not limited to any unlawful activity to take place.

2.4 Maintain condition of Facility

- 2.4.1 The Applicant must at its own cost and expense during the Time of Use keep the location in a good, safe and clean condition to the Councils satisfaction and comply with all reasonable requests of the Council in relation to the area.
- 2.4.2 If the Applicant does not maintain the Facility in accordance with its obligations under clause 2.5.1 the Council may carry out any such

maintenance and the Council shall be entitled to recover any costs incurred in doing so from the Applicant.

2.5 Damage

2.5.1 The Applicant must when;

2.5.1.1 undertaking the Activity; and

2.5.1.2 using the area;

2.5.2 take all reasonable precautions to avoid damage to the location or any land or buildings in the immediate vicinity of the Facility and must notify the Council of any damage or potential hazards within a reasonable time of the Applicant becoming aware of them.

2.5.3 If the Applicant does cause any damage to the location or any of the Council's property as a result of the Activity or the Applicant's use or misuse of the area, the Council will undertake the rectification and repairs and any costs incurred in doing so must be reimbursed by the Applicant upon request.

3. MUTUAL COVENANTS

3.1 Application Not Transferable

This Application is not transferable.

3.2 Execution of Application

This Application is not effective until the Applicant has received a copy of this Application signed by the Council.

3.3 Warranty

3.3.1 The Applicant warrants that it has inspected the location and the location is safe and fit for the Activity and the Applicant's use.

3.3.2 The Council does not warrant that the location will be suitable for the Activity or the Applicant's use.

3.4 Contractual rights only

This Application does not confer on the Applicant any exclusive right, entitlement or proprietary interest in the area.

3.5 Council's right to enter

3.5.1 The Council may (except in the case of emergency when no notice will be required) enter the location at any time upon providing reasonable notice to the Applicant to do anything the Council must or may do under this Application or must do under any Statutory Requirements.

3.5.2 In an emergency the Council may:

3.5.2.1 close the area; and

3.5.2.2 prevent the Applicant from entering the area.

3.6 Termination of Application

This Application will immediately terminate by the termination of the Application by the Council

3.7 Obligations on termination

3.7.1 Upon the expiration of the lease agreement or earlier termination of this Application and at the Council's request, the Applicant shall at its own cost and expense return the location to its original condition prior to the Application being granted and repair any damage that may have resulted from the use.

3.7.2 If the Applicant does not comply with clause 3.7.1 to the Council's reasonable satisfaction the Council may undertake the work itself and any costs incurred by the Council in doing so may be recovered from the Applicant.

3.8 Breach

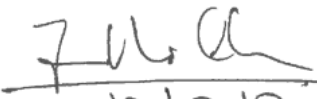
If the Applicant breaches a provision of the Application and fails to remedy the breach within a reasonable time of being directed by the Council to do so the Application will be terminated, effective immediately.

3.9 Costs

The Applicant is responsible for all costs incurred by the Council as a consequence of any actual or threatened breach of this Application by the Applicant.

3.10 Special Conditions (please insert special conditions here)

- a) see attached sketch SK 01;
- b) all plumbing, electrical and gas works to be undertaken by accredited subcontractors and certificates of conformity to be provided;
- c) current Australian standards to be observed and referenced throughout the documentation;
- d) if pizza oven requires a flue additional conditions might apply and Council's planning division must be consulted;


21/12/2017

Item 7.2.6 - Attachment 1 - Para Hills Knights Soccer Club Minor Capital Works Grant Application

SK 01 of 01
21/02/17
Jubksh

