



AGENDA

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

17 SEPTEMBER 2018 AT 6:15PM

IN COMMITTEE ROOMS, 12 JAMES STREET, SALISBURY

MEMBERS

Cr J Woodman (Chairman)
Mayor G Aldridge (ex officio)
Cr D Balaza
Cr B Brug
Cr D Bryant
Cr L Caruso
Cr D Pilkington
Cr D Proleta (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, Mr M Petrovski
Governance Support Officer, Ms K Boyd

APOLOGIES

LEAVE OF ABSENCE

REPORTS

Community Grants

- 7.2.1 Grant No. 3/2018: Lions Club of Gilles Plains – Mawson Lakes Lions Club
Branch3

OTHER BUSINESS

CLOSE

ITEM	7.2.1
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	17 September 2018
HEADING	Grant No. 3/2018: Lions Club of Gilles Plains – Mawson Lakes Lions Club Branch
AUTHOR	Mick Petrovski, Manager Governance - CEO/Governance, CEO and Governance
CITY PLAN LINKS	3.2 Have interesting places where people want to be. 3.3 Be a connected city where all people have opportunities to participate. 3.4 Be a proud, accessible and welcoming community.
SUMMARY	To provide further advice to the Committee from the Mawson Lakes Lions Club Branch, in support of the REAL Estate Mawson Lakes Lions Community Christmas Carols.

RECOMMENDATION

1. That, in accordance with delegated powers set out in its endorsed Terms of Reference, the Sport, Recreation and Grants Committee, at its Special meeting on 17 September 2018, approve Grant No. 3/2018: Lions Club of Gilles Plains – Mawson Lakes Lions Club Branch application for \$8,367, for the REAL Estate Mawson Lakes Lions Community Christmas Carols.

ATTACHMENTS

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

1. Mawson Lakes Lions Club - letter to CEO
2. Mawson lakes Lions Club - application

1. REPORT

- 1.1 The Sport, Recreation and Grants Committee, at its meeting on 10 September 2018, considered a report on Round one (1) of Community Events Sponsorship Program, recommending the Committee approve funding for four applications under the program.
- 1.2 The Committee decided to consider each application individually.
- 1.3 When considering Grant No. 3/2018: Lions Club of Gilles Plains – Mawson Lakes Lions Club Branch, an application for \$8,367 for the REAL Estate Mawson Lakes Lions Community Christmas Carols, the Committee was unable to make a decision for lack of a quorum because some members declared a material conflict of interest in relation to the application and left the meeting.
- 1.4 The Treasurer of the Mawson Lakes Lions Club Branch, Mr Alex Coates, was present in the public gallery during the meeting and requested to speak and offer some clarification in relation to the proposed event.

- 1.5 During the “Other Business” portion of the meeting, Mr Coates was invited to speak. He informed the Committee about some details of the proposed event and responded to specific matters, noting that the final details of organization had still to be determined, including hosting activities.
- 1.6 Mr Coates, speaking on behalf of the Branch, offered to provide correspondence to the Chief Executive confirming his advice to the Committee and specifying proposed arrangements.
- 1.7 The President of the Branch, Ms Lauren Brewer, has since written to the Chief Executive and provided this advice. Ms Brewer’s advice is attached to this report.
- 1.8 Also attached to this report is the original application for funding.
- 1.9 The original recommendation to the Committee to approve the application for the funding was subject to receipt of a financial statement from the Lions Club of Gilles Plains.
- 1.10 Members should note that the financial statement has now been received.

2. CONCLUSION

- 2.1 The President of the Mawson Lakes Lions Club Branch has written to the Chief Executive confirming that previous advice emailed to Elected Members was sent in error and without authorization. Correct information regarding the event is contained in attachment 1.

CO-ORDINATION

Officer:

Date:

11th September 2018.

Dear Mr Harry,

Please accept this letter as my sincere apology for what occurred at the Sports, Recreation and Grants Committee meeting on the 10th September 2018 regarding our grant application for the Mawson Lakes Christmas Carols.

I can confirm that the Mawson Lakes Lions Club Branch and the Mawson Lakes Carols Committee rescind any offer that was listed in that email. The email was unauthorised by both the Mawson Lakes Lions Club and the Mawson Lakes Carols Committee and although I was listed as the signatory on the email I did not write the email or authorise it. I believe the email was incorrectly prepared by a club member as a draft several months ago with the intention of it being considered by the club and carols committee at a later date. How the email was sent to councillors prior to last night will be fully investigated, and action taken by the club to ensure that an issue like this cannot arise in the future.

I can confirm that no offer of food, drink or priority seating had been authorised by the club or the carols committee and we are very disappointed that was how the email was perceived. There will be no VIP area at the event and any City of Salisbury Council staff or Councillors past and present that wish to attend can do so as members of the public. There will be no further invitation provided to Council except through the authorised process to the CEO, Mayor and local councillors if appropriate in discussion with City of Salisbury staff but there will be no benefits offered.

It is my understanding having starting to investigate this matter that the potential intention of the author was to invite members to attend and mistakenly including an offer for a seat in a VIP area. There was never any food or drink on offer and the food and drinks mentioned in the email was in reference to food and drinks available for purchase as discussed during general business and as per our budget provided to council. We have multiple food vendors supplying the expected thousands who will attend and at no point was the email pertaining that the food and drink would be supplied at no cost and apologise if this is what the email appears to state.

I look forward to the opportunity to discussing this further with you and potentially having our grant application reviewed if possible. It would be devastating to the expected crowd and to the Carols Committee if this issue affected the possibility of this event being free for all to enjoy.

Sincerely,

Lauren Brewer

President of The Mawson Lakes Lions Club Branch.

Community Event Sponsorship Program

Round 1

Applicant 3/2018

REAL Estate Mawson Lakes Lions

Community Christmas Carols

CESP, Round 1, Applicant No. 3/2018: Lions Club of Gilles Plains – Mawson Lakes Lions Club Branch,
for the REAL Estate Mawson Lakes Lions Community Christmas Carols

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 Event Plan / Checklist, including or concept plans	<input checked="" type="checkbox"/>
Where applicable supply evidence of cash support (e.g. recent bank statement)	<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 event</u> , authorising an <u>application</u> to the Community Event Sponsorship Program and documenting the <u>authorised project contact</u>	<input checked="" type="checkbox"/>
Where applicable provide letters of support for the event	<input checked="" type="checkbox"/>
Where applicable provide a letter/email from the head of the organisation supporting the application	<input checked="" type="checkbox"/>

IMPORTANT

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

Community Event Sponsorship Program



Submission date: 13/08/2018 04:55 PM

Receipt number: 7

Question	Response
Application Form	
Name of the organisation:	Lions Club of Gilles Plains - Mawson Lakes Lions Club Branch
ASIC Registration Number:	062740078
ABN:	33062740078
Facility Name/Address:	n/a
Postal Address:	
Suburb:	
Person Responsible for the Sponsorship:	Mr
Name	Alex J Coates
Title/Office:	Treasurer
Phone	
Email	
Age	120
What percentage (%) of your target population reside in City of Salisbury?	80%
What events has your organisation held before?	Mawson Lakes Business Breakfast - August 2018 70 people, Blanket Salisbury with Love 2018 300 people, Mawson Lakes Business Breakfast - June 2018 70 people, Mawson Lakes Business Breakfast - April 2018 100 people, Clean-up Australia Day 2018 30 people
Sponsorship category (please select one only):	up to \$10,000
Have you sought, or intend to seek funds from another source for this project?	Yes
Source/s:	REAL Estate \$7,000 / Calvary Hospital \$5,000 / Mawson Lakes Primary School \$5,000 / Endeavour College \$1,000 / Taplin \$1,000 / Rebel Ford \$1,500 / Terry White Chemist \$500 / Quest Mawson Lakes \$250 TOTAL \$21,250
Amount/s:	21250

1 of 4

Question	Response
Name of event:	REAL Estate Mawson Lakes Lions Community Christmas Carols
Date of Event:	07/12/2018
Location of Event:	Mobara Park, Mawson Lakes
Has this organisation held this event before?	No
If yes to the above, please provide dates of previous events:	The event has been run by a different group for the past 15 years.
Brief description of your Event:	The Mawson Lakes Community Carols is the major annual event that brings the Mawson Lakes Community together to celebrate the joy of community, reflect on the year past and look forward to a bright year ahead. The event has been held in Mawson Lakes since 2001 with a break last year. The Mawson Lakes Lions Club is bringing back this event with support from local businesses and the local community. We have both local schools as sponsors and students and teachers from the Mawson Lakes School will be involved with our carols concert. The carols concert will also feature local artists, the army band, Bollywood artists and acclaimed singer Rachael Leahcar with the night hopefully concluding with fireworks. It will be the biggest event in Mawson Lakes and one of the biggest one-day events in Salisbury this year.
Why is the event needed?	The event is needed to build community capacity and provide a key seasonal event for the local Salisbury community and residents from surrounding areas. As a community organisation, the Mawson Lakes Lions Club is striving to build community resilience and real engagement between community members through our projects and events. We believe this event will provide community members with a chance to interact with each other, feel proud to be a City of Salisbury resident and enjoy a free community event. Over 44% of the households in Mawson Lakes are families with children which we believe will be a major target group for the event. The event will deliver exposure for local businesses, opportunities for local artists to perform and enhance their skills and provide a positive multicultural and diverse event to provide joy to the local community. The event will provide economic investment in the City of Salisbury with mostly local vendors and will build community confidence and a sense of place. The event will also provide a fantastic opportunity for the local lions' club to share the work of lions and enhance their event management skills.

Question	Response
How will your event increase participation opportunities for community and economic development?	The event will increase participation opportunities for the local community as it provides many opportunities for community involvement in this totally volunteer run event. Local residents will have opportunities to participate in the event as performers, food vendors and in the event management team. The performers will gain new skills, the vendors will benefit from increased economic activity and the event management team will enhance their skills. Bricks and mortar businesses in Mawson Lakes will also benefit with the event being run on a Friday evening there will be lots of opportunities for the crowd to visit local businesses, coffee shops and restaurants prior to the event and both of the schools in Mawson Lakes will be fundraising at the event. The Mawson Lakes Community Carols will contribute to the City of Salisbury achieving parts of three of the four pillars of the City Plan. The event will contribute to Salisbury being a prosperous city by providing opportunities for skill development and business growth that will contribute to a more skilled community and potentially more jobs. The event will demonstrate that Salisbury is a liveable city with council supporting events to build community capacity and resilience and work towards a more connected and happier community. The event will also show that Salisbury is a city with a positive attitude that understands the needs and expectations of the local community.
How will you promote and advertise the Event?	The Event Management Committee will promote the event in many ways – - A letterbox drop of every home and business in Mawson Lakes and potential for further advertising within the City of Salisbury with assistance from sponsorship. - Extensive Facebook and social media promotion - Posters in local businesses - Media releases to Community and Commercial radio in Salisbury and beyond, Messenger Newspapers and the Advertiser - Banners on Main North Road and Salisbury Highway - Advertising through council social media and publications, and media partnerships (in-kind) - Advertising through Lions publications (in-kind)
Apart from your organisation and its members, are there any other groups / businesses that will benefit from the event?	The Mawson Lakes School are one of our main sponsors and through their sponsorship their students are getting the opportunity to work with our MC, perform before a large audience and meet the headline act. Students will also test their design skills in a competition to design an image for the cover of the program. The Mawson Lakes Lions Club Branch and its members will benefit through extensive promotion, an opportunity to enhance their event management skills and a potential to recruit more members. Indulge Café which has provided a support letter and the other bricks and mortar businesses will benefit from the event. Some businesses will benefit through sponsoring the carols and others will benefit through sales of food or drink on the evening of the event.
Community Group / Business	As Above
How they will benefit	As Above - 4 support letter attached, 2 more hand delivered to events team.
Attach letters of support where applicable	Support Letter T Zappia.pdf Letter of Support. MLLCB Carols Grant Pat Williams.docx Letter of support MLLCB (1).doc Letter of Support - Indulge.pdf Carols Financial Statement.docx Lions Minutes 21-7-2018.docx

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Question	Response
<p>**Events seeking over \$10,000** What is the regional or state-wide significance of this event?:</p>	<p>The Mawson Lakes Community carols will be regionally significant if they will likely draw residents from across the Northern suburbs and Adelaide Plains. The carols will be promoted locally in the Adelaide Plains, Barossa, Playford, Port Adelaide Enfield, Salisbury and Tea Tree Gully council areas and across a wide area of Metropolitan and country SA through Lions. We believe the event will assist council with its tourism strategy. The event will showcase Mawson Lakes and the City of Salisbury as a destination to visit for the day enjoy the local shops and nearby attractions or as a base to explore the local area. The Lions District Handover Dinner recently saw more than 150 people from across South Australia gather at the Mawson Lakes Hotel. The event will be advertised to hotel residents within Mawson Lakes and surrounding caravan parks. The carols will have participants from a diverse range of cultural backgrounds and so will draw families from Afghanistan, India, Vietnam and many more cultures to the event. In previous years there has been crowd of over 3,000+ people and we are confident that this will occur in 2018 and future years. The event will portray a very positive image of Salisbury and will likely be one of the major events in the City of Salisbury.</p>
<p>**Events seeking over \$10,000** What is the long term vision and sustainability of the event in the City of Salisbury:</p>	<p>The Mawson Lakes Carols has been successfully run for 16 years and has so far this year achieved nearly \$20,000 in sponsorship showing that there is support for the carols from the local residential and business community. We are confident with the community response already received that this will occur again this year with growth to be expected since it was significantly missed last year. The carols has a long term future. Our confidence is enhanced by the fact that many of the Mawson Lakes and surrounding communities identify as Christian and are likely to attend, although Christmas is a Christian holiday, it has been celebrated by multiple faiths and those without a religious background for many years so we expect an interfaith crowd. The event attractions will attract over 800 families attached to the local primary and secondary schools to be involved in the event. The event will be very inclusive with acts from different religions, cultural backgrounds and beliefs. The event will have a significant reach into multicultural communities and groups. We additionally have a significant online following already with more than 1,200 Facebook followers and we hope to grow this event into the future.</p>
Please upload your budget spreadsheet from the template provided.	event_budget Mawson Lakes Carols.xlsx
Position:	Treasurer
9. APPLICATION DECLARATION	Name of signatory: Alex J Coates Link to signature
We agree to abide by the terms and conditions of sponsorship	Yes
On behalf of (Group/Organisation)	Mawson Lakes Lions Club
Name:	Lauren Brewer - President
Date:	13/08/2018

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YOUR EVENT BUDGET

OUTLINE THE COST OF YOUR EVENT - ALL AMOUNTS ARE TO BE GST INCLUSIVE		AMOUNT	QUOTE USED
Item			
Room Hire	\$	610.00	Denison Centre
Face Painting and Santa	\$	920.00	Mad Hatter Parties
Artist Fees	\$	2,750.00	Platinum Creative
Fireworks	\$	4,500.00	Firework Professionals Pty Ltd
Flyers	\$	429.00	Replica Press
Main North Road signage	\$	726.00	Haynes Signs (ex design costs)
Power and Cabling	\$	400.00	Kennards Hire
Staging	\$	5,859.00	Staging Solutions
First Aid	\$	150.00	St John Ambulance
Advertising	\$	1,092.00	Mawson Lakes Living
Sound and Lighting	\$	6,000.00	20 Sound Hire and Production
Security	\$	1,641.20	Titanium Security
Portable Toilets	\$	1,958.00	Quotes being sought
APRA Licence		\$82.50	APRA
Contingency		\$3,000	
a. Total event cost	\$	30,117.70	
b. Your contribution		In Kind	Volunteers, Facebook Ads
c. Other funds used		\$21,750	
TOTAL SPONSORSHIP REQUESTED	\$	8,367.70	

Ann-Marie Arthur

From: -
Sent: Wednesday, 22 August 2018 12:24 PM
To: Ann-Marie Arthur
Cc: BREWER Lauren; Mawson Lakes Lions Club
Subject: CESP 2
Attachments: Security Quote.docx; Carols Minutes.pdf; Carols Financial Report.pdf; Platinum Creative Invoice.pdf; Fireworks Invoice.pdf; Haynes Signs Invoice.pdf; Mawson Lakes Living Invoice.pdf; Bianco Toilets Invoice.pdf; Global Dance and Stage.pdf; 20 Sound Hire and Production.pdf; Kennards Hire.pdf; Replica Press.pdf; St John Ambulance.pdf; Mad Hatterz Parties.pdf; Denison Centre.pdf; event_budget Mawson Lakes Carols.xlsx

Hi Ann-Marie, The final quote has just arrived.

Please find attached or below all of the information that you requested. Please also find attached an updated event budget based on the latest quotes/invoices.

1. We have received multiple applications this round and therefore would like to confirm if the REAL Estate Mawson Lakes Lions Community Christmas Carols will still be held if you receive less funds than you have requested? Yes / No

The Mawson Lakes Community Carols will run if we received a lesser amount of funds. We have demonstrated strong community and corporate support for our event. Our event will be one of the largest events in Salisbury and the largest event in Mawson Lakes this year. The Mawson Lakes Lions Club is committed to delivering the carols this year and we will do all we can to achieve this.

2. Will the event be held if you only receive \$5,000? Yes / No

The event will be held if we receive \$5,000 from the CESP. If we don't receive the full grant amount then we may need to look at reducing free activities at the event as we have been very responsible in achieving good value from our contractors and we don't have much room to move to reduce costs without impacting the event.

3. Further to this can you please outline how / if Mawson Lakes Lions will cover the \$2,276.58 requested over budget (grants are available for up to \$10,000): Please detail

We expect that the event costs with several revised quotes will fall within the \$30,000 total that we have raised from sponsors and are anticipating from the CESP. We will continue to fundraise leading up to the event and are confident that we will have a very successful event.

4. We will also require a signed copy of your Meeting Minutes and Financial Statement. Please attach

Both are attached

5. If you have quotes or invoices for costs outlined in the budget (eg, hall hire, Mad Hatterz parties, Fireworks, Kennard's etc), security etc.). Please forward them to me for inclusion in your application.

All are attached.

Many Thanks

Alex Coates JP B.Intl.St.

Treasurer

Acting Secretary

PR Team Member

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Email..

This electronic transmission may contain confidential or sensitive information. If you receive this message in error please keep the information confidential, delete the transmission and contact alex.coates@yahoo.com.au immediately.

Mawson Lakes Lions Branch Club MINUTES

Venue: The Mawson Centre, Mawson Lakes, Dress: Neat casual

Meeting: 21st of July, 2018, 1pm start

1pm	Meeting Opened	Lauren
	<p>President Lion Lauren opened the meeting at 1pm</p> <p><u>Attendance:</u></p> <p>President - Lion Lauren, Lion Alex, Lion Muhammad, Lion Kaye, Lion Ted, Lion Thomas, Lion Ajay, Lion KO</p> <p>Apologies – Lion Lovai, Lion Arwa, Lion Beau</p> <p><u>Presidents Report:</u></p> <p>Lion Lauren reminded members about upcoming events and reported on the success so far of the Blanket Salisbury with Love event.</p> <p><u>Treasurers Report:</u></p> <p>Lion Alex advised members about current fundraising and advised the following bank balances –</p> <p>Admin Account - \$2,381.40</p> <p>Activities Account - \$1,265.51</p> <p>Christmas Carols Account - \$9,312.37</p> <p><u>Secretary Report:</u></p> <p>The secretary was absent.</p> <p><u>Business items:</u></p> <p>Motion</p> <p>That the Mawson Lakes Lions Club Branch run, manage and deliver the Mawson Lakes Christmas Carols with local businesses and other local community groups.</p>	

	<p>Moved: Lion Alex</p> <p>Seconded: Lion Muhammad</p> <p>CARRIED UNANIMOUSLY</p> <p>Motion</p> <p>That the Mawson Lakes Lions Club Branch apply for at least \$10,000 from City of Salisbury's Community Event Sponsorship Program to assist with funding the Mawson Lakes Christmas Carols with local businesses and other local community groups.</p> <p>Moved: Lion Thomas</p> <p>Seconded: Lion Alex</p> <p>CARRIED UNANIMOUSLY</p>	
	Any General Business by members Guest Comments / Announcements	Members
1:25pm	President Lion Lauren closed the meeting at 1:25pm and advised that the next meeting will be at 10am on Saturday 4 th August 2018.	Lauren

We meet essentially every 1st & 3rd Saturday morning of the month in Mawson Lakes, if you are unsure of whether a meeting is occurring please contact the President/Secretary (mawsonlakeslions@gmail.com).

Signed as a true and correct record as verified at the meeting of 4th August 2018



Lauren Brewer
President

I, ALEX J COATES o:
as TREASURER of the MAWSON LAKES LIONS CLUB herby certify
that the below information is current as at 13th AUGUST 2018.

FINANCIAL STATEMENT

Mawson Lakes Lions Administration Account Balance

\$2,381.59c

Mawson Lakes Lions Activities Account Balance

\$1,770.60c

Mawson Lakes Lions Christmas Carols Account Balance

\$12,876.37c



Certified
Alex J Coates
Treasurer
Mawson Lakes Lions Club Branch



Verified
Lauren Brewer
President
Mawson Lakes Lions Club Branch

Lions Club of Gilles Plains Inc

District 201C1, Region 2, Zone 4.
P O Box 208, Greenacres, SA, 5086.
Free Phone 1300 831 520



Web address: -

Club Email address:

President
Ted Osborn

Secretary
John McIntosh

Treasurer
Peter McKinnon

Letter in Support of Claim for Financial Grant by Mawson Lakes Lions Club Branch

TO WHO IT MAY CONCERN

The Mawson Lakes Lions Club Branch is a newly formed community group located in Mawson Lakes and is a branch of the Lions Club of Gilles Plains Inc.

The membership of the Branch club is young, enthusiastic and energetic and wish to revive the Mawson Lakes Christmas Carols which have not been held in recent years.

Planning commenced some 3 months ago and is well under way but requires financial help to make sure that the Carols Night is successful.

Mawson Lakes Lions Club Branch was formed in June 2017 by the two Lions who at present hold the positions of President and Vice President, and through letter boxing and information nights have recruited 9 other members. When membership exceeds 20, the Branch will become a Lions Club in its own right.

As the membership has gradually increased the club has held, letterbox drops, Business Breakfasts, participated in Daffodil Day and Blanket Salisbury with Love (in conjunction with AnglicareSA) and took on the Cleanup Australia Day collecting rubbish around Mobara Park and neighbouring streets.

Lions is an International organisation with members and clubs on every continent in the world and have supported Childhood health (including measles immunization), Diabetes research, Environmental issues, Worldwide Hunger, and Sight restoration and Sight health. These issues are also supported in Australia, and locally.

With the backing of the members of the parent club, I fully support the Mawson Lakes Lions Club Branch in applying for a Grant from the City of Salisbury to assist with the funding of this event

E.J. (Ted) Osborn
President Lions Club of Gilles Plains Inc
Club Liaison Officer Mawson lakes Lions Club Branch
Mob
Letter of support MLLCB (1)

Treasurer's Report 2018

My first year as Treasurer has had some interesting moments and a great learning experience, I have decided not to present a "page report" each work meeting but just to give you a brief verbal report of where we stand, this is no reflection on former treasurers, if any one wishes to look at the monthly report I have a copy with me for Lions to look over, if you wish to go back to what we had before I have no problems with that either

Over all our club has done well in our fund raising with the limited opportunities we have and the availability of our own members to attend.

Administration	\$4348.62
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Activities	\$4204.49
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Letter of Support.

Christmas Carols Event. Mobara Park Mawson Lakes.

An Initiative of the Mawson Lakes Lions Club Branch.

To Whom It May Concern.

Lions District 201C1 is a part of the Worldwide Lions International Organisation with over 1.5 million members. These volunteers support many projects worldwide including Diabetes, Childhood Cancer Research, Measles Vaccination, Mental Health and Lions Prostate Cancer Research.

Locally Lions support the Environment, Youth through the Operation Flinders Project, Recycle Glasses, and the Lions Drug Awareness Foundation to name just a few.

Mawson Lakes Lions Club Branch, one of 62 clubs in C1, are looking to restart the very successful Community Christmas Carols Event in Mobara Park at Mawson Lakes again. Apart from the many volunteer hours that will be needed to make this event a success, it will also need financial support. These young Lions, in a little over a year, have already made their mark locally organising and participating in the Clean Up Australia Day Project, conducted successful Business Breakfast Fundraisers, and have been involved in raising funds for the Daffodil Day Program. The key to success for a Lions club like this is to engage with local community groups and their events.

Therefore, I have no problem in supporting a Grant Application on behalf of C1 Lions for a very popular event such as the Mawson Lakes Community Carols Event. I wish them every success.

Sincerely,

Patrick Williams.

Global Membership Team Coordinator. 201C1.

Clare Lions Green Team Coordinator.

18/07/2018





City of Salisbury
ABN 82 615 416 895

12 James Street
PO Box 8
Salisbury SA 5108
Australia

Telephone 08 8406 8222
Facsimile 08 8281 5466
city@salisbury.sa.gov.au

TTY 08 8406 8596
(for hearing impaired)
www.salisbury.sa.gov.au

25 July 2018

Office of the Mayor
Gillian Aldridge

To whom it may concern

Re: Letter of Support - Mawson Lakes Lions Club Branch – Grant Funding

I am pleased to have this opportunity to add my support for grant funding for the Mawson Lakes Lions Club Christmas Carols.

I have watched this branch of the Lions Club with great interest since their inception and I can say that I am so very impressed with how hard working and dedicated they have been in assisting the community.

This club is making a difference in the lives of many of our residents and I am sure that any funding received would be welcomed and would be used to put on a well received and inclusive event for our whole community.

Yours sincerely

A handwritten signature in black ink that reads "Gillian Aldridge".

Gillian Aldridge OAM
Mayor
Phone: 08 8406 8262
Email: galdridge@salisbury.sa.gov.au

Electorate Office:
959 North East Road
Mawson SA 5092
PO Box 176
Mawson SA 5094
Ph: 08 8224 3100
Fax: 08 8245 8900
Parliament House Office:
Ph: 06 02 5277 4117
Email: tony.zappia@parliament.gov.au
www.tonyzappia.org.au



Tony Zappia MP
Federal Member For Makin



To whom it may concern

19 July 2018

Re: Mawson Lakes Community Christmas Carols

I write in support of the Mawson Lakes Lions Club application for a grant to assist with the staging of the Mawson Lakes Christmas Carols.

The Christmas Carols had in past years become the single most successful community event in Mawson Lakes – attracting hundreds of people and stall holders of all national backgrounds on the evening.

The Carols event brought the community together and created a strong sense of identity, pride and entertainment for local residents.

I understand the event was discontinued because of a funding shortfall.

The Lions Club of Mawson Lakes is willing to take a leadership role in re-instating the Christmas Carols but will need some financial assistance to do so.

I believe the event is very worthy of funding support and I commend the Lions Club grant application to you.

Yours sincerely

Tony Zappia MP
Federal Member for Makin
Shadow Assistant Minister for Medicare

HOUSE OF REPRESENTATIVES

PARLIAMENT OF AUSTRALIA

Michael Brown MP

State Member for Playford



23 July 2018

Dear whom it may concern,

RE: Mawson Lakes Community Christmas Carols

I write in support of the Mawson Lakes Lions Club application for the Community Event Sponsorship Program (CESP) to assist with the delivery of the Mawson Lakes Christmas Carols.

The Christmas Carols had been held over the past years and had become one of the most successful events in Mawson Lakes – attracting thousands of people and a diversity of the community of Salisbury.

I understand that the Mawson Lakes Christmas Carols have been an integral component of the local culture and community, having occurred ever since its inception as a suburb over 15 years ago attracting an audience of over 3,000 local residents.

Unfortunately, I believe it was unable to occur last year due to a funding shortfall and the Lions Club is working with the community to restore this memorable event.

I commend the Mawson Lakes Lions Club for their initiative in reviving this event. I understand that this event takes significant time and investment and that the Lions require some financial assistance to re-establish this event.

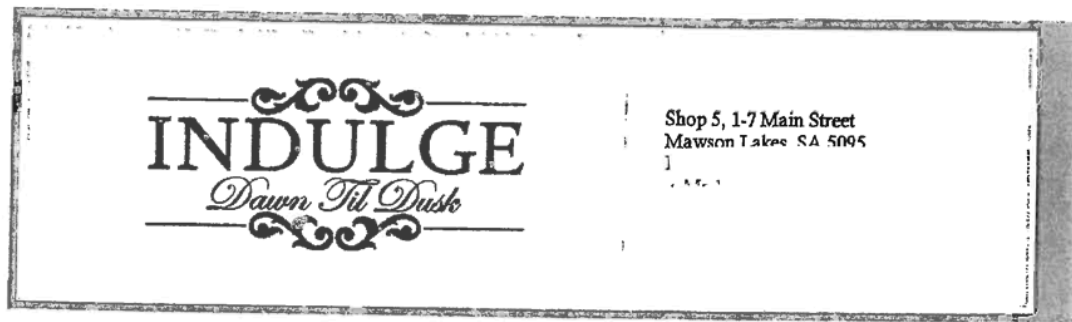
I believe that this event is very worthy of funding support and I request that you consider the Lions Club grant application.

Yours sincerely,

A handwritten signature in dark ink, appearing to read 'M. Brown'.

Michael Brown MP
Member for Playford

P: PO Box 82, Para Hills SA 5096 T: 08 8263 3777 E: playford@parliament.sa.gov.au



Letter of Support

Mawson Lakes Christmas Carols 2018

As the proprietors of Indulge Cafe and local residents of Mawson Lakes and greater Salisbury, we would like to throw our support behind the awarding of a Salisbury Community Event Sponsorship to Lions Group to assist in the reformation and return of the Christmas Carols in Mobara Park.

With a projected 3-5k additional attendees to the area, this event will add to community and cultural life within the City of Salisbury as well as increasing economic opportunities for all surrounding Mawson Lakes 'Brick and Mortar' Traders.

We feel this needs to become an annual attraction going forward as it was for the past 16yrs. Without it there is a gaping hole in the Salisbury area events schedule.

Warm Regards,

James Rendon and Sheree McMahon
Indulge Dawn Til Dusk Cafe
Mawson Lakes, SA



15th May, 2018

Mawson Lakes Lions Club Inc

Attention: Lauren Brewer

Dear Lauren,

Thank you for giving Replica Press the opportunity to quote on your printing requirements. Please find our quote options below.

DL Mawson Lakes Christmas Carols Flyer
 4 Colours 1 Side
 300gsm Gloss
 Press ready file supplied
 Size: 99x210mm
 Trim / Band / Pack
 4,000 @ \$310 + GST

DL Mawson Lakes Christmas Carols Flyer
 4 Colours 2 Sides
 300gsm Gloss
 Press ready file supplied
 Size: 99x210mm
 Trim / Band / Pack
 4,000 @ \$390 + GST

Artwork needs to be supplied as a print ready PDF file with trim/crop marks and needs to include 3mm bleed if it prints to the edges of the flyer.

A hardcopy proof can be supplied prior to printing for final approval.

Turnaround would be 2-3 working days from artwork approval.


We would be happy to set up a 30 day trading account if required or prepare a cash sale invoice if preferred.

If you have any further queries, please do not hesitate to contact me.

Regards,


 Scott Hanlan
 Representative

Email:



Make your job EASY!


Kennards Hire Pty Ltd ABN: 69 001 740 727

Quote No: 7640712

HIRE QUOTATION

Hiring Branch Details

SALISBURY



Account No: CASH-6007

Site: _MAIN

Customer: Lauren A c/o Mawson Lakes Lions Club

Address:

Date of Quote: 16/05/2018

Quote Valid Until: 16/06/2018

Quoted By: Dale K

Delivery Instructions:

Contact:

Phone:

Mobile:

Code	Description	Qty	Unit Price (inc GST)	4Hrs (inc GST)	Day (inc GST)	Weekly (inc GST)	Hire Period	Total (inc GST)
	DISTRIBUTION BOARD 32AMP	4.00		\$60.00	\$60.00	\$275.00	1 day	\$240.00
B180282	LEAD - 32AMP 25M 415V	5.00		\$30.00	\$30.00	\$155.00	1 day	\$150.00
B180403	CABLE RAMP	1.00		\$10.00	\$10.00	\$39.00	1 day	\$10.00

Quotation covers rental period From: 06/12/2018

To: 09/12/2018

Rental Total: \$400.00

Delivery: \$0.00

Pickup: \$0.00

Other: \$0.00

Projected Total: \$400.00

Mon-Sat: 07:00:00 - 17:00:00 Sun: 08:00 AM - 04:00 PM

This quotation is subject to Kennards Hire terms and conditions.

Date: 16/05/2018 Time: 4:45:28PM

Page 1 of 1



20Sound Hire & Production

Fri 7th Dec 2018

ABN 99 450 453 506

TAX INVOICE

Quote Ref / Invoice # JF03238

Prepared: 07/9/18

BILL TO:

Mawson Lakes Lions Club

VENUE & FUNCTION DETAILS:

Desc: Mawson Lake Carols - Hire & Technical Production

Event Date: Fri 7th Dec 2018

Venue: Mobra Park

Mawson lakes

Delivery: Thursday

S/C

Event start:

Collection: after event

CONTACT:

Lauren Brewer
President

Phone:

Fax:

Mob:

Email:

	DESCRIPTION	QTY	EA (\$)	UNIT	Charged @	TOTAL (\$)
1	20Sound Equipment Hire & Production:					
2						
3	Carols sound and lighting hire & production	1	5,454.55	ea	1 day	5,454.55
4						
5	(Client to provide stage and stage cover)					
6						
7						
8						
9						
10						
11						
12						
13						
14						
15	Additional Charges:					
16	20% surcharge will be payable in the event of avoidable water damage from sprinkler system.					
17						
18	ie. The School/Mobra Park watering system must be disabled Thur/Fri and Fri/Sat evenings.					
19						
20						
21	Deposit Payable:					
22	20% Deposit required to confirm booking - \$1200.00 (incl. GST)					
23						
24						
25						

GENERAL HIRE AGREEMENT:

1. By accepting this offer, the client agrees to pay for any loss or damage to equipment whilst in their care.
2. Equipment must be transported in a covered vehicle.
3. Cancellation of confirmed booking will incur 20% fee.

SALE AMOUNT \$5,454.55

GST \$545.45

TOTAL \$6,000.00

PAID

BALANCE \$6,000.00

Signed Date

TERMS:

Payment before delivery

accepted

EFT:

BANK OF AUSTRALIA

JF03238

Rachael Bartholomew

Tax Invoice

Invoice # 099

ABN: 27818107820

Date: 23/04/18

Bill To:
Mawson Lakes Lions Club Branch

Description	Amount
To: Fee for the performance of Rachael Leahcar at the Christmas Carols at Mobara Park On the 7 th December 2018.	\$2750.00

Not registered for GST

Total	\$ 2750.00
--------------	-------------------

Terms of Trading: 50% deposit to confirm the booking.
50% payable on completion

Account Payable to:
Account holder: Rachael Bartholomew
Bank name: ANZ – Marion Shopping Centre

U.S. ...



9674 - Mawson Lakes School 2... 1 / 1




**Global Dance & Stage (SA)**

ABN# 78 508 396 367

TAX INVOICE
Invoice To:
 Mawson Lakes School
 Garden Terrace
 MAWSON LAKES SA 5095
Invoice Date

26 July, 2018

Invoice Number

18 / 9674

Invoice Total

\$3,080.00

Re: Mawson Lakes Carols**E:**

Quantity	Supply Description	Total
1	Stage (9.76m x 12.2m @ 800/900mm high) including steps, rails stage drape and labour	\$2,600.00
1	Selfpickup to Mobera Park Mawson Lakes on Thursday 6 th December for event on Friday 7 th December	\$200.00
	GST	\$280.00
	TOTAL AMOUNT PAYABLE	\$3,080.00

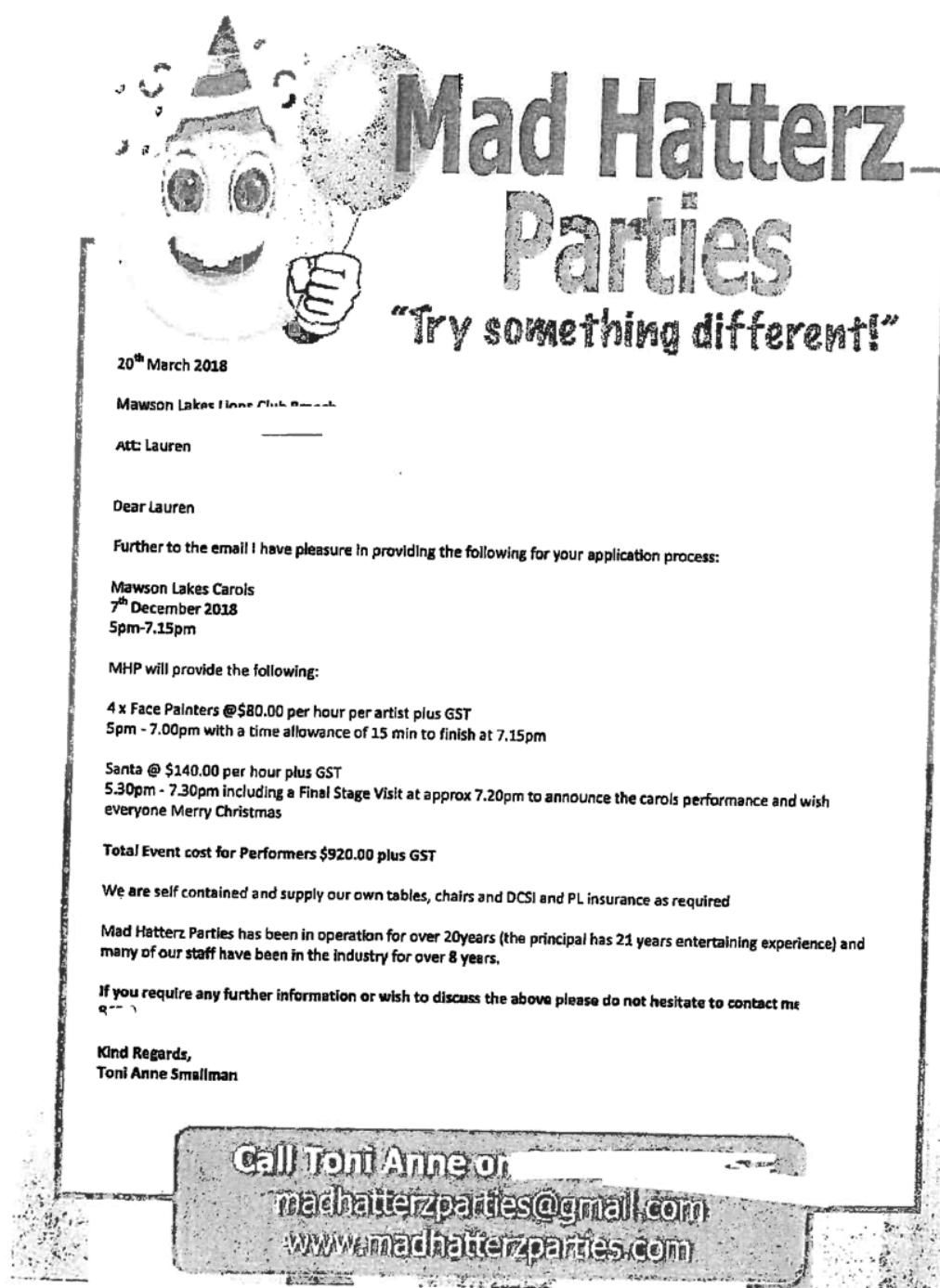
Terms**7 Days**
 Payment is due upon receipt
 Please use Invoice / Statement
 number as the Reference number
 for all EFT payments.
EFT Payment Details
 BSB: 082-000 (SA)
 Account Number:

Thank you for using Global Dance & Stage (SA)




https://mail.yahoo.com/neo/ie_blank

21/08/2018



Hi Alex

Please find pricing for 10 x toilets to Mawson Lakes in December below...

10 x Plastic Chemical Toilets including LED light - \$1958.00

This includes the delivery on Thursday 06.12.18, pump out and collection on Friday 07.12.18 after 9.45pm

Please note that the price above assumes easy access to the site for delivery with access to water to fill up the tanks. Also that the toilets will all be delivered to the same position rather than scattered around the site.

I have attached account forms should you decide to go ahead with the hire.

Please email or call me if you require an official quote

Kind Regards

Darren Bosnjak

Sales



www.biancohire.com.au

This email (including attachments) is confidential, may contain copyright material and may be subject to legal professional privilege. We do not represent, warrant or guarantee that this communication is free from errors, virus or defects and will not accept any liability whatsoever arising from this communication. If you are not the recipient you must not use, disclose, read, forward, copy or retain any of the information herein.

Hi Alex,

I have done the figures and need to pass on my apologies I have quoted you an incorrect figure way higher than it should be and I'm not sure how but I have picked up the mistake.


For 7 x Guards on Friday 7th Dec 1700-2200hrs will cost you \$1492.00 + GST

Please let me know.

Regards,

Operations Manager

Web: www.titaniumsecurity.net



Advertising 2018

Tell the people of Mawson Lakes about your products and services

Facts about Mawson Lakes Living


- A high quality, glossy community magazine, published monthly.
- Reaches the 23,300 people who live, work, study, visit and play in Mawson Lakes.
- Is hand-delivered free to EVERY letter-box in Mawson Lakes EVERY month.
- Is available to EVERY home, business and shop in Mawson Lakes
- Is distributed to the university, technology park, schools, the retirement village
- A copy is placed in Quest Apartments and rental properties.
- Is a reference publication that people keep to find local services, products and clubs.

Mawson Lakes Demographics (Australian Bureau of Statistics)

- A highly educated suburb - over 45% of the population holds a degree, diploma or vocational qualification.
- Lower than average unemployment rate of residents
- Main occupations being professionals, clerical/administrative and management roles.
- Higher than average median household income - just under \$2000 per week.
- High proportion of young families with children

Advertising in Mawson Lakes Living

- Advertising is open to anyone with a product or service relevant to the people of Mawson Lakes.
- You can book one ad, or book more and receive a frequency discount (see pricing table below).
- You can provide your own artwork, or Mawson Lakes Living can prepare an ad for you at an affordable rate.
- The booking deadline is on the 1st of the month, one month prior to publication.
- Artwork is due one week later, on the 7th of the month. Non-delivery will incur an invoice for the reserved space.
- For design specifications CLICK HERE



Frequency Discount Rates

2018 PRICES	1 Ad	2 Ads	3 Ads	4 Ads	5 Ads	6 Ads	7 Ads	8 Ads	9 Ads	10 Ads	11 Ads	12 Ads
Frequency Discount	2%	3%	4%	5%	6%	7%	8%	9%	10%	11%	12%	
1/8 page	\$131	\$129	\$126	\$125	\$123	\$122	\$121	\$119	\$118	\$117	\$115	
1/4 page	\$187	\$184	\$182	\$180	\$178	\$176	\$174	\$172	\$170	\$168	\$166	\$165
1/2 page	\$322	\$316	\$313	\$309	\$306	\$303	\$300	\$296	\$293	\$290	\$287	\$283
1 page	\$546	\$536	\$530	\$524	\$519	\$513	\$508	\$502	\$497	\$491	\$486	\$481

Enquiries for:
Linda Vining, 08 8260 7077
office@mawsonlakesliving.info

Artwork for:
Nicola Aspinall, 0431 476 537
thead@mawsonlakesliving.info

Advertise in 3 easy steps

2018 Booking Form

STEP 1:
Size Select the advertisement size you wish to book and tick the box.

1/8 Page	1/4 Page horizontal	1/4 Page vertical	1/2 Page horizontal	1/2 Page vertical	Full Page
<input type="checkbox"/> \$131 44mm(H) x 62mm(W) suitable for business use	<input type="checkbox"/> \$187 62mm(H) x 128mm(W)	<input type="checkbox"/> \$187 62mm(H) x 62mm(W)	<input type="checkbox"/> \$322 59mm(H) x 128mm(W)	<input type="checkbox"/> \$322 128mm(H) x 62mm(W)	<input checked="" type="checkbox"/> \$546 190mm(H) x 128mm(W)

STEP 2:
Issue(s) - Tick the months below in which you wish to advertise.
For the Frequency Discount see previous page.

☐ January
 ☐ February
 ☐ March
 ☐ April
 ☐ May
 ☐ June
 ☐ July
 ☐ August
 ☐ September
 ☐ October
 ☒ November
 ☐ December
 No of months = 2

☒ Yes, I would like the Mawson Lakes Living designer to prepare my advertisement for me (charges apply).

Payment
You will be invoiced each month. Only payment by bank transfer to the MILL account is accepted.
BSB: 105 137 A/C No: 066 202 940 A/C Name: Mawson Lakes Living Magazine Pty Ltd

STEP 3:
Advertiser's Details - Please complete

Business Name: Mawson Lakes Lions Club
 Contact person's first name: Linda Vining Surname: Bruever
 Position: President Date: 9-7-18
 Mobile: Phone: n/a
 Address: h/a
 Email: h/a
 Signature: Linda Vining Date: 9/8/18

Enquiries for:
Linda Vining, 08 8260 7077
office@mawsonlakesliving.info

Artwork for:
Nicola Aspinall, 0431 476 537
thead@mawsonlakesliving.info

Commercial In Confidence

Quote**Event Health Services**

Friday, 27 April 2018

Lions - Mawson Lakes Branch

**Subject: St John Ambulance SA Event Health Service Quote:
Mawson Lakes Carols**

St John strives to be the leading provider of First Aid & Healthcare services to the community. During our 130 years of operation, we have gained extensive experience in planning and managing local and major events across South Australia. St John has a broad workforce available that includes dedicated volunteers and permanent staff. We would like to thank you for allowing St John the opportunity to provide you with a quote for your upcoming event.

In strict confidence, please find below the conditions and pricing information relating to your quote:

Standard Terms and Conditions**Event Booking**

St John SA will provide all medical equipment, support services and consumables required to provide Event Health Services at the event, unless agreed otherwise with the client.

St John SA reserves the right to determine, in its absolute discretion, how members and resources will be allocated to each event. We will endeavour to meet any special requirements that are made at the time of booking and will notify the event organiser where possible if such special requirements cannot be achieved. In accepting this agreement, the client accepts that the number and qualifications of members St John SA proposes to deploy at the event, as sufficient and appropriate.

The client acknowledges that in the event of any emergency requiring the attendance of St John SA, that St John may direct its members to attend such emergency. This is irrespective of whether its members are already in attendance at the event or not and irrespective of whether the event can continue with the absence of members of St John.

Attendance at an Event(s)

St John SA will only provide Event Health Services in accordance with the St John Ambulance Clinical Practice Guidelines.

If the client requires treatment of a patient(s) that is outside of the St John Ambulance Clinical Practice Guidelines, then that client will assume full responsibility for the complete care of that patient(s). The client agrees that it may be necessary to halt or delay any event to facilitate the safe treatment of a patient(s) at the event or otherwise.

ST JOHN AMBULANCE AUSTRALIA SA INC

Head Office South Australia

T:

F:

R: St John Ambulance Australia

W:

Incorporated under the Associations Incorporation Act 1985

Commercial In Confidence

Quote**Event Health Services**

The client agrees that they will provide a suitable area for members to provide first aid, or as an alternative, a suitable site for the positioning of a St John mobile treatment post at the event. Any reasonable costs or expenses incurred by St John in erecting a treatment post may be charged to the client.

St John will maintain appropriate levels of insurance with its reputable insurer that provides adequate coverage for the services required by St John at the event including professional indemnity, products and public liability.

Event Cancellations

If the event is cancelled, then the client must advise St John in writing by 16:30 hours on the last working day prior to the event. If the client fails to notify St John within the specified timeframe, then St John may recover from the client all reasonable costs and expenses incurred by St John as a result of the Event Services not being able to be performed.

If the event is cancelled due to inclement weather, St John may elect to waive the payment of the price, provided that the client notifies St John at least two hours prior to the commencement of the event. Any such waiver is at the absolute discretion of St John.

Payment Terms

An invoice will be issued after each event and will be payable within 14 days from the date of the invoice.

Quote

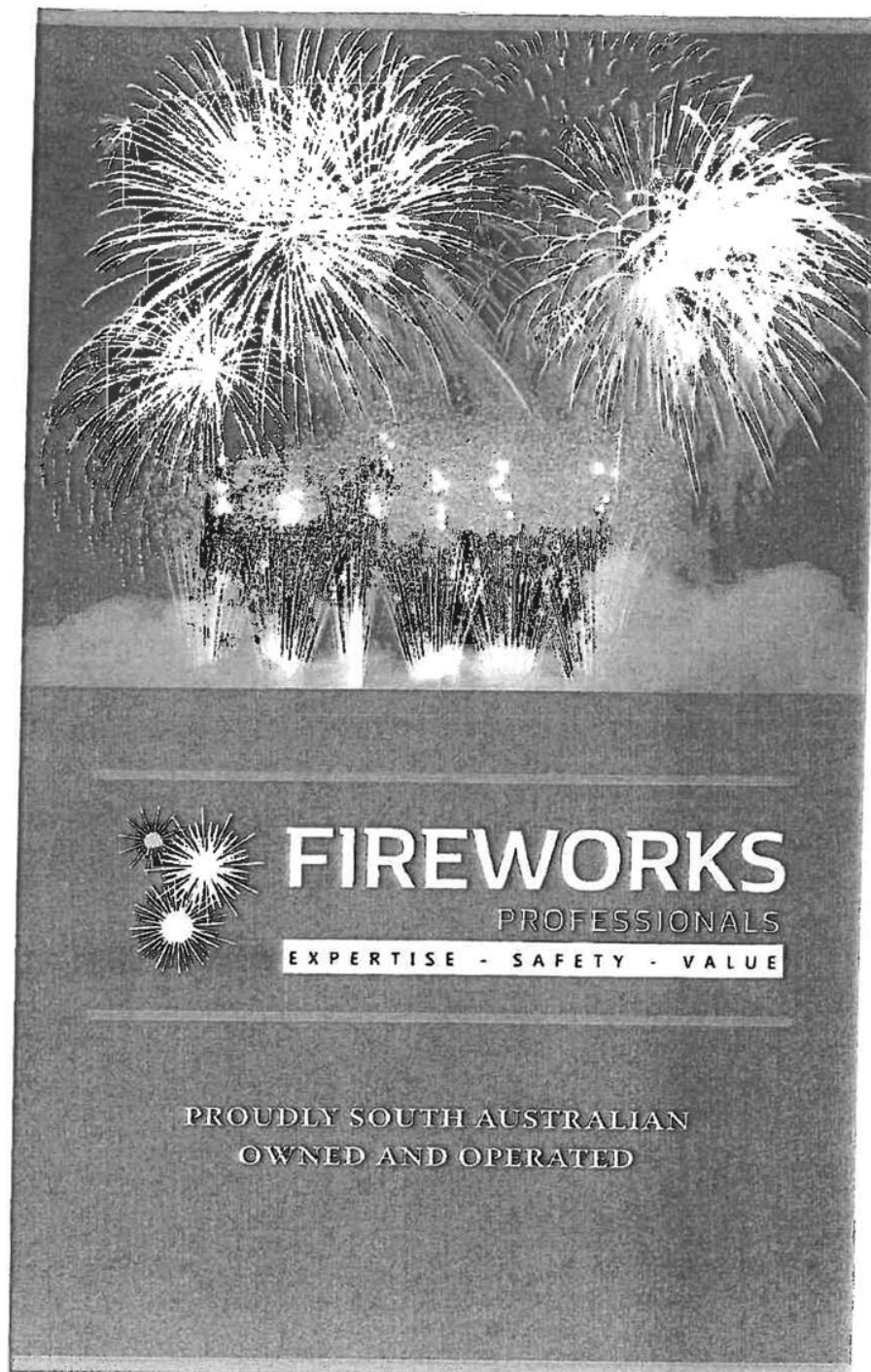
This quote along with the details within it are valid for 21 days from the date of issue. Please confirm your acceptance of this quote at your earliest convenience in writing.

Date	Description	Event Reference	Start	End	Total Hours	
7/12/18	Mawson Lakes Carols	14085	1700	2200	5	
						Total \$150.00
						GST N/A
						Grand Total \$150.00

Event Health Services
St John Ambulance SA

ST JOHN AMBULANCE AUSTRALIA SA INC	Head Office South Australia	T:	1300 78 5846
42 947 425 570	85 Edmund Avenue Unley	F:	08 8306 6995
RTO 88041 St John Ambulance Australia	South Australia 5061	W:	stjohnsa.com.au

Incorporated under the Associations Incorporation Act 1985



FIREWORKS

PROFESSIONALS

Lauren
President

2.5.18

Dear Lauren,

Thank you for inviting us to submit a quotation for the Carols 7.12.18. You can trust us to deliver a spectacular, safe, value for money display as we did in the years 2011, 2012, 2013, 2014 and 2016..

The quotation:

We have reviewed the file. The budget in 2016 was:

Fireworks	\$3872
Gst	\$387
CASA Fee	\$240
Total	\$4500 Gst inc.

We understand money is always tight at your event so we could perform a similar display in 2018 for the same amount as 2016.

We attach a quotation outlining the sizes and types of fireworks we propose to use.

We would recommend a display of duration of 7-8 minutes. This is not too short and not too long and strikes the right balance between duration and intensity for the given budget price point.

Specific experience with your event

The site poses some challenges regarding crowd control and we have developed a plan that manages this.

The event involves many permits and we will take care of all permits and coordination including:

- o Salisbury Council permission
- o CASA approvals (Parafield Airport)
- o CFS permit
- o Access to the site
- o Clean up of site.
- o Crowd control planning and flagging/signing off of prohibited area.

- We have public liability insurance to the value of 20 million dollars.

Synchronization with MC and Music

We can synchronize the start and finish of the fireworks with the PA system i.e. MC announcements and music that can be played during the fireworks. We have radios to accomplish this.

Our displays provide the **WOW factor** because:

- they will contain the widest possible variety of fireworks
- contain a greater quantity of fireworks than our competitors
- use on average a larger size of fireworks
- end with a big grand finale.

You can rest assured that we will be out to impress the viewing public so that you will invite us back year after year.

If you have any questions please don't hesitate to call.

Yours sincerely,

Matthew Palmer

Fireworks Display Quotation

by Matthew Palmer, 1.5.18.

Client: Mawson Lakes Lions Club Carols 7.12.18

Budget: \$4500 inc GST

- Duration – 7-8 minutes.

Pyrotechnic materials utilised:

Aerial Shells: *Main Fireworks Spectacular*

These are the best features of a professionally staged firework show. These provide the large starbursts hundreds of feet high in the night sky. We will use a wide variety of effects including crackling shells, glittering shells, comet tail shells, colour changing shells, spider webs, willows, ring shells, brocades, palm trees and titanium salutes (very loud bangs).

We could take up pages with a list of the effects that we will use however this would achieve little. If you do receive a quote like this it is usually a sign that that an attempt is being made to baffle you with baloney.

Multi shot Florals - medium level aerial effects that create an array of bursts, explosions, colour projectiles and sounds. We will use an exclusive range of items including Crackling Golden Palms, Celestial Body Fighting, Supa Nova., Silver Spirals, Giant Soaring Eagle, Chopper Attack, Battle of Colours, Thunderkings etc etc etc.

Massive Multi shot Florals - a display in themselves, one carton equals one firework, takes two people to lift. We will use an exclusive range of items including Tonga Exotica, Massive Golden Crackling Meteorites, Poisonous Spiders, Colourful Pearls etc etc etc etc.

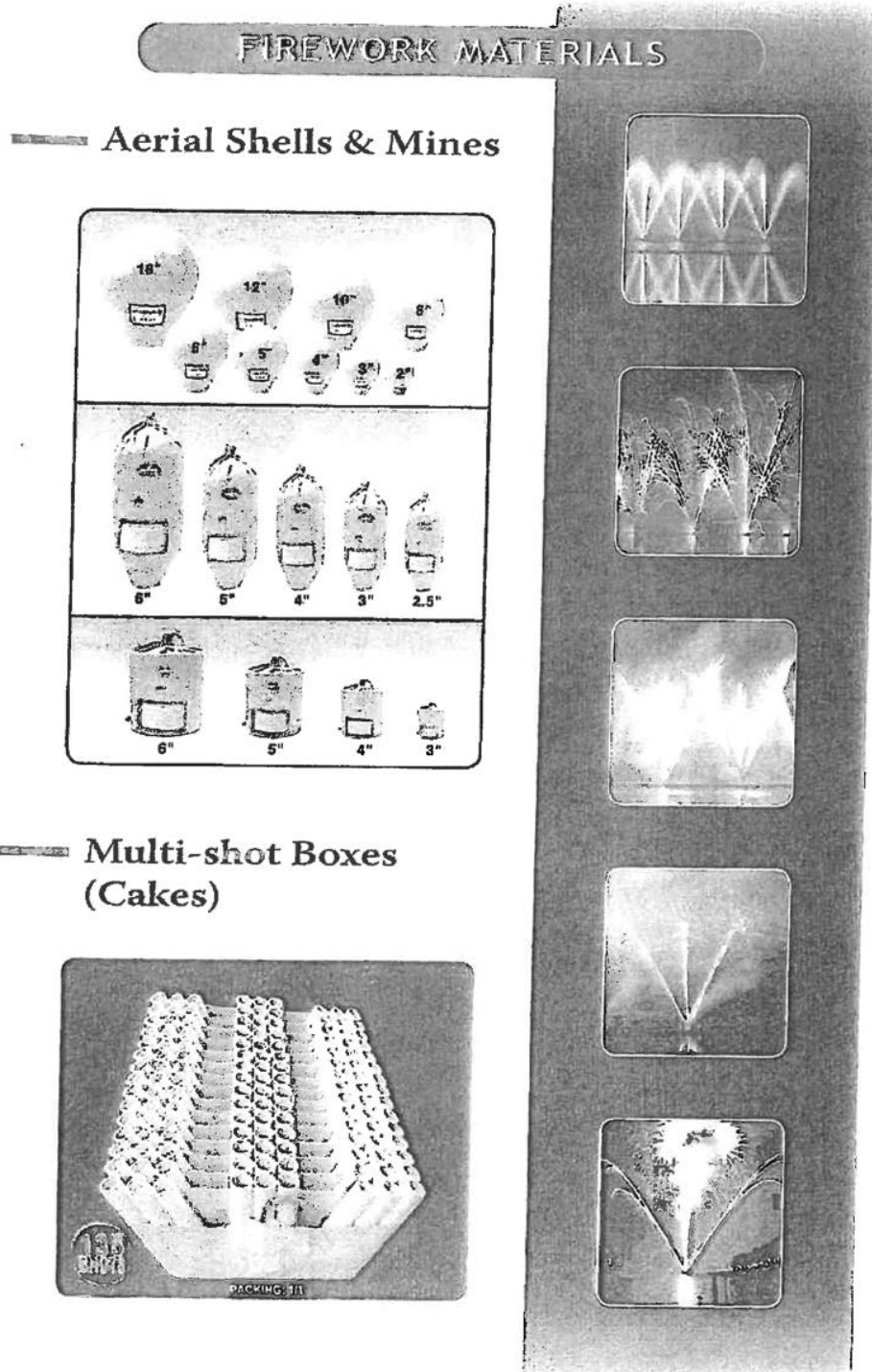
Roman Candles - all different types and sizes with our largest that we use at Football Park blasting comets as high as the light towers.

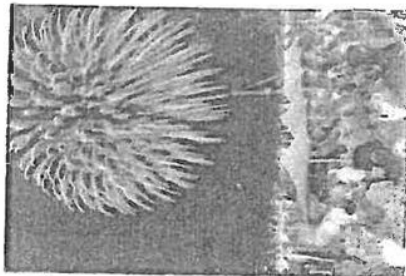
Fountain Mines – these begin with a spray of sparks then explode from the ground.

Mines - explode from the ground to produce a curtain of glittering stars, great for the finale. We will use an exclusive range of items including Thunder Dragon Mine, Mine of Meteors, Mine of Serpents, Thundering Dragon Tails, glitter mines, strobing mines, thunder mines.

Including:

- Labour
- Insurance
- Permits
- Display conducted in accordance with the Australian Standard
- Thorough search and clean up of the firing site on the night.

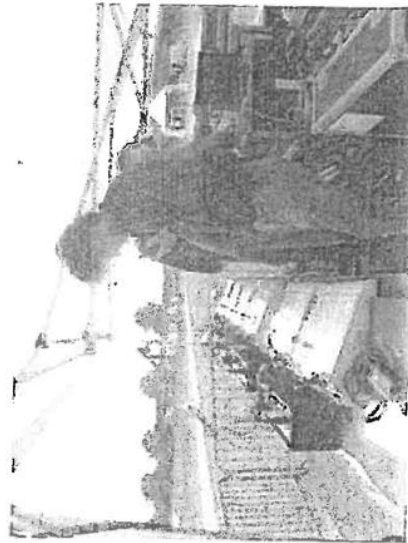




Big Gold Chandelier for Tassie



Wires wires everywhere



Computers and fireworks - expensive



Matt with Big Guns in the Outback

EXPLOSIVES ACT 1936**PYROTECHNIC DISPLAY BUSINESS LICENCE**

Licence Number: BD 219
Infonet Ref No: 642594
Licencee: Fireworks Professionals Pty Ltd
T/A Fireworks Professionals Pty Ltd
Home Address: 16 CHARLTON Drive,
SALISBURY EAST SA 5109
Postal Address: 16 CHARLTON Drive,
SALISBURY EAST SA 5109
Start Date: 19/04/2018
Expiry Date: 18/04/2019

Conditions of licence:

1. The licensee is authorised to arrange the following types of displays:
Outdoor firework displays
Indoor firework displays
2. The licensee is authorised to arrange displays with the following types of fireworks:
Fireworks identified as Hazard Level 1, 2, 3 and 4 fireworks in Technical Note 54 dated 31/12/2001 that forms Attachment A to this licence.
3. The licensee must ensure the existence of current and adequate public liability insurance for firework displays arranged by the licensee.
4. Each firework display must be conducted under the supervision of a Pyrotechnician licensed in South Australia.
5. The licensee must ensure all relevant South Australian explosives licences are held prior to engaging in activities with transport, storage, and import of fireworks into South Australia.

Note:

- (i) Any accident or incident involving fireworks at displays conducted under this licence (whether or not causing injury) must be reported to SafeWork SA immediately.
- (ii) Further conditions of this licence appear in regulation 21 of the *Explosives (Fireworks) Regulations 2016*.
- (iii) It is an offence to contravene or fail to comply with a condition of this licence.

Delegate of the Director

FIREWORKS PROFESSIONALS PTY LTD

SAFETY MANAGEMENT SYSTEM INCLUDING RISK MANAGEMENT AND EMERGENCY PROCEDURES

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RISK ASSESSMENT & ENVIRONMENTAL SAFE WORK METHOD STATEMENT	
Project:	

REFERENCE MATRIX

The following qualitative risk analysis matrix has been taken from AS/NZS 4360:1999 Risk Management Standard. This matrix is used to arrive at the "Level of Risk" score throughout the risk analysis and is presented here for reference.

Likelihood	Consequences				
	5 Catastrophic	4 Major	3 Moderate	2 Minor	1 Insignificant
A - Almost Certain	25	20	15	10	5
B - Likely	20	16	12	8	4
C - Possible	15	12	9	6	3
D - Unlikely	10	8	6	4	2
E - Rare	5	4	3	2	1

Monitoring Periodic Table				
Risk Rating			Monitor Works	Record
16-20	Extreme	<ul style="list-style-type: none"> Work not to commence, review control measures immediately 	NA work does not progress	NA
10-15	High	<ul style="list-style-type: none"> Senior supervisory management to ensure all controls are in place before work commences. Strict monitoring of control measures. Work shall be conducted with Supervision and / or co-worker i.e. person involved with activity must not work alone. 	Daily	ESWMS Inspection Sheet
5-9	Medium	<ul style="list-style-type: none"> Responsibilities must be defined and understood by those involved before commencing work. Minimal Supervision required. 	Weekly	ESWMS Inspection Sheet
1-4	Low	<ul style="list-style-type: none"> Control by routine procedures 	Monthly	ESWMS Inspection Sheet

MONITORING as per Pyrotech Regulation No 168: The principal contractor must monitor the use of any work method statement required under this regulation to ensure that all persons to whom the statement applies comply with the statement.

- Principal contractor to review all ESWMS prior to commencing activity
- Principal contractor to monitor ESWMS during first week of activity
- Work supervisor/operator to monitor high risk activities daily
- Directors to monitor their activities weekly to ensure compliance and effectiveness of ESWMS

	27/07/2011
	Page 19 of 21



54 Brown Terrace
Salisbury SA 5108

Telephone

Facsimile

Email

Email

Email

*Thank you for contacting Haynes Signs
We are pleased to supply the following quotation*

Quotation

Attention: Lauren
Mawson Lakes Lion Club

Date: 23/03/2018

No Pages: One

Terms: COD

Email:

Details	Net Amount	Qty	Net Total
RE: BANNER ADVERTISING AT MAWSON LAKES ENTRANCE			
New Banner: To supply 1x heavy duty PVC banner 6m long x 1m high with eyelets as per specifications listed in City of Salisbury Application	420.00	1	420.00
Existing Banner: To supply and fit sponsorship and date changes to existing banner - approximate cost only \$195.00 + GST. Depending on how many changes need to be made will depend on the cost. An artwork charge of \$95 + GST will be applied if artwork not provided.			
Banner Installation at Mawson Lakes Entrance: Installation and removal of banner at Mawson Lakes Entrance Installation Monday 26th November 2018 Removal Monday 10th December 2018	120.00 120.00	1 1	120.00 120.00
Corflutes: To supply A1 size 594x841x3mm 1-8 corflutes \$48.00 + GST each To supply A2 size 594x420x3mm 1-9 corflutes \$43.00 + GST each To supply A3 size 297x420x3mm 1-9 corflutes \$26.80 + GST each To supply A4 size 210x297x3mm 1-9 corflutes \$22.80 + GST each			
Artwork charge - if artwork is required for the new banner and corflutes an approximate artwork charge of \$45 to \$190 + GST may apply depending on time and work involved			
Payment Terms: Our terms of payment are COD			
Subtotal			660.00
GST			66.00
Total including GST			726.00

If you have any questions or need to make any adjustments,

Please sign this authority to start production.
I authorise Haynes Signs to commence production of goods as quoted.
I agree to the payment terms and conditions of sale attached to this document.

Authorised Name:

Authorised Signature: Dated:

Mawson Lakes: Main North Road Entry Banners Booking Form**APPLICATION FORM**

Name of Business/Community Group advertising:

Mawson Lakes Christmas carols

Contact Person:

Lauren Brewer

Address:

Mailing Address:
(if different from above)

n/a

Preferred Contact No:

Email:

Preferred Dates for Advertising:

26/11/18 - 10/12/18

Message content of banner:

Mawson Lakes Christmas Carols
7th December 2018
MCBARRA PARK,
Mawson Lakes 5
(insert sponsor logos)

Is banner supplied?

☐

Yes

☒

No - (If no, Haynes Signs will contact you to arrange a quote for the production of a banner to the required specifications.)

☒

I agree to the Terms of Use of the Mawson Lakes Main North Road Entry

Signature:

Lauren Brewer

Date:

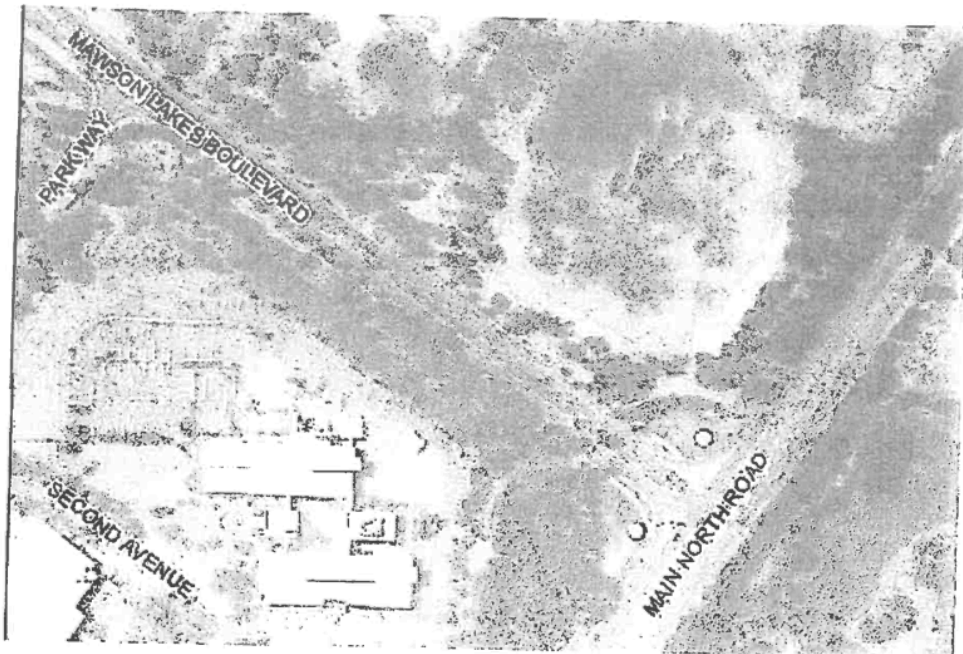
9 July 2018

Mawson Lakes: Main North Road Entry Banner Booking Form Updated: 20/10/2017



MAWSON LAKES: MAIN NORTH ROAD ENTRY BANNERS TERMS OF USE

Location:



Who can use the banner sites?:

These sites are available for use by businesses, community groups and not for profit organisations based at Mawson Lakes. Council may also use the site to promote its own events and programs as it sees fit.

Mawson Lakes: Main North Road Entry Banner Booking Form Updated: 20/10/2017

Mawson Lakes: Main North Road Entry Banners Booking Form

Bookings:

A banner site can be booked for two week blocks for a maximum total of 6 weeks per year. Bookings are subject to availability and should be placed (using the Mawson Lakes Banner Advertising Application Form) with Haynes Signs who manage the production, installation and removal of banners on Council's behalf.

Haynes Signs
84 Brown Tce
Salisbury SA 5108
T: 8281 8944
M: 0412 855 932
E: admin@haynessigns.com.au

Applications must be lodged a minimum of 30 days prior to the desired installation date. Priority will be determined by receipt of booking applications and payment of installation fees.

Council reserves the right to reschedule bookings if the need arises.

Fees:

There is a fee of \$240 plus GST payable directly to Haynes Signs for installation and removal of signage for each booking.

This payment is required at the time of booking.

We accept electronic funds transfer, cheque, cash and credit card. We can take your details over the phone or you can complete details below:

Haynes Signs Pty Ltd

ACCOUNT NO:

Visa/Master Card No:

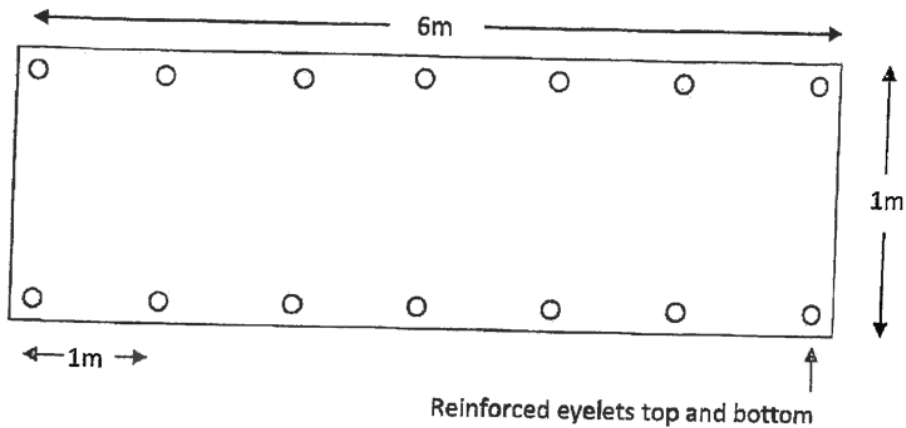
Expiry Date:

CCV No:

Mawson Lakes: Main North Road Entry Banner Booking Form Updated: 20/10/2017

Mawson Lakes: Main North Road Entry Banners Booking Form

Material:



Banners are supplied by Haynes Signs (custom built to suit existing frames) at the cost of the advertiser. The cost of a heavy duty PVC banner is approximately \$420+GST, plus artwork (if required) at approximately \$65+GST.

Banners are stored at Haynes Signs however they remain the property of the client.

Supply and Storage:

Advertisers must supply banners to Haynes Signs at least 3 working days prior to the scheduled installation date. Advertisers are responsible for the collection and storage of banners after their use, unless otherwise negotiated with Haynes Signs.

Restrictions:

Council retains the right to refuse to display banners that:

- Are not produced to the correct specifications
- Contain material that Council deems offensive
- Contain tobacco or other advertising or branding that contravenes Council's signage policy
- Is not relevant to local residents or businesses

Responsibilities:

Advertisers are advised that every effort will be made to erect banners on the nominated days. However, if staff and equipment are unavailable or public holidays affect installation, no responsibility will be accepted for delays.

While all care will be taken, Council nor its contractor, Haynes Signs, accepts responsibility for loss, theft or damage to banner materials.

Cancellation of Booking:

Please be advised that any cancellation of bookings must be made 6 weeks prior to the original booking. A cancellation fee of \$50 will be applied.

Mawson Lakes: Main North Road Entry Banner Booking Form Updated: 20/10/2017

