



AGENDA

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

9 JUNE 2020 AT 6:30 PM

**IN THE WITTBER AND DR RUBY DAVY ROOMS, 34 CHURCH STREET,
SALISBURY**

MEMBERS

Cr A Duncan (Chairman)
Mayor G Aldridge (ex officio)
Cr L Braun
Cr C Buchanan (Deputy Chairman)
Cr N Henningsen
Cr D Hood
Cr S Ouk
Cr S Reardon

REQUIRED STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
A/General Manager Community Development, Mrs V Haracic
Manager Governance, Mr M Petrovski
Governance Support Officer, Ms K Boyd

APOLOGIES

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Sport, Recreation and Grants Committee Meeting held on 11 May 2020.

REPORTS

Administration

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Community Grants

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OTHER BUSINESS

CLOSE



**MINUTES OF SPORT, RECREATION AND GRANTS COMMITTEE MEETING HELD
IN THE LITTLE PARA CONFERENCE ROOMS, 34 CHURCH STREET, SALISBURY ON**

11 MAY 2020

MEMBERS PRESENT

Cr A Duncan (Chairman)
Mayor G Aldridge (ex officio)
Cr L Braun
Cr C Buchanan (Deputy Chairman)
Cr N Henningsen
Cr D Hood
Cr S Reardon

OBSERVERS

Cr B Brug (*via teleconference*)

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
Manager Governance, Mr M Petrovski
Governance Support Officer, Ms K Boyd
A/General Manager Community Development, Ms V Haracic

The meeting commenced at 6.31 pm.

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

APOLOGIES

An apology has been received from Cr S Ouk.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr L Braun
Seconded Cr S Reardon

The Minutes of the Sport, Recreation and Grants Committee Meeting held on 14 April 2020, be taken and read as confirmed.

CARRIED

REPORTS

Administration

7.0.1 Future Reports for the Sport, Recreation and Grants Committee

Moved Cr N Henningsen
Seconded Cr S Reardon

1. The information be received.

CARRIED

Community Grants

7.2.1 Community Grants Program Applications for May 2020

Moved Cr D Hood
Seconded Mayor G Aldridge

1. The information be received and noted.
2. The Sport, Recreation and Grants Committee note the 2019/2020 Community Grants Program remaining balance, for repurposing, is \$4,991.00.

CARRIED

7.2.2 Community Event Sponsorship Grant Applications - Round 5

Moved Cr D Hood
Seconded Cr C Buchanan

1. It be noted that, in accordance with the delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee, the following application is approved through Round Five (5) of the Community Events Sponsorship Program as follows:
 - a. Grant No. 1/2020: Military Vehicle Preservation Society of SA Inc., application for \$5,000 for the Edinburgh Defence Day – Military Vehicle Tattoo – 80 Years’.
2. It be considered that the remaining funds allocated to the Community Events Sponsorship program for Round Five (5) of \$25,000, be redirected into the Sports and Community Clubs COVID-19 Recovery Support Package.

CARRIED

Further Motion:

Moved Cr C Buchanan
Seconded Cr D Hood

That the funds of \$30,000 for Round Six, due in December, for the Community Events Sponsorship Grants applications be considered as part of the report in the May Budget and Finance Committee for the Sports and Community Clubs COVID-19 Recovery Support Package.

CARRIED

OTHER BUSINESS

Nil

The meeting closed at 6.37 pm.

CHAIRMAN.....

DATE.....

ITEM	7.0.1
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	09 June 2020
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.

1. CONSULTATION / COMMUNICATION

- 1.1 Internal
 - 1.1.1 Report authors and General Managers.
- 1.2 External
 - 1.2.1 Nil.

2. REPORT

- 2.1 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
25/05/2020	Proposed Sports and Community Clubs COVID-19 Recovery Support Package	Charles Mansueto
6.0.2	2. The Sports Recreation and Grants Committee is delegated authority to allocate the funds available and in line with the guidelines and criteria listed at 5.4, 5.5 and 5.6 or as amended, with the first report to the Sports Recreation and Grants Committee tabled in July 2020.	
Due:	July 2020	

3. CONCLUSION / PROPOSAL

- 3.1 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: 01/06/2020

ITEM	7.2.1
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	09 June 2020
HEADING	Community Grants Program Applications for June 2020
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community Development
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. 4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	This report outlines the Community Grants Program Applications submitted for the June 2020 round. No applications are submitted for consideration by the Sport, Recreation and Grants Committee.

RECOMMENDATION

1. The information be received and noted.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 No (0) applications were received for the June 2020 round of Community Grants.

2. REPORT

- 2.1 No (0) applications are presented for the June 2020 round of Community Grants for consideration.
- 2.2 The Community Grant Funding budget allocation for 2019/2020 is \$112,000.
- 2.3 No money is committed for the June 2020 round.
- 2.4 The remaining balance of the grant funding is **\$4,991.00**, noting that this funding has been repurposed to the Sports and Community Clubs COVID-19 Recovery Support Package.

3. CONCLUSION / PROPOSAL

- 3.1 No (0) Community Grants Program applications are presented for funding consideration at the Sport, Recreation and Grants Committee meeting in June 2020.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 01/06/2020

ITEM	7.2.2
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	09 June 2020
HEADING	Community Event Sponsorship Grant Applications - Round 5
AUTHOR	Gemma Murray, Community Planner: Place Activation, Business Excellence
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	This report outlines the Community Event Sponsorship Program (CESP) Applications for Round Five (5). One (1) application is submitted for consideration by the Sport, Recreation and Grants Committee.

RECOMMENDATION

1. It be noted that, in accordance with the delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee, the following application is approved through Round Five (5) of the Community Events Sponsorship Program as follows:
 - a. Grant No. 2/2020: Ingle Farm Sporting Club Inc., application for \$5,000 for the Ingle Farm Sporting Club Christmas Bonanza.

ATTACHMENTS

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

1. Round 5 CESP Application - Ingle Farm Sporting Club

1. BACKGROUND

- 1.1 One (1) more application has been received for Round Five (5) of the Community Event Sponsorship Program for consideration. This round is for events that are due to occur in the 2020/21 financial year.
- 1.2 Round Five (5) closed on Friday 15th May; therefore, this will be the last application to consider for this round.
- 1.3 The remaining funds for Round Five (5) will be repurposed into the Recovery Program for COVID-19 as resolved by Council at its May 2020 meeting.
- 1.4 Events form an important part of the community, cultural and economic fabric of the City of Salisbury. They are designed to stimulate activity, provide interesting places for people to engage, and provide learning and healthy lifestyle opportunities. The City Plan 2030 contains the following commitment that we will:
 - Provide experiences that make our places livelier and more interesting;

- Develop a community where people's culture, ideas and their capacity to achieve is supported and valued.

1.5 On May 25 2020, Council endorsed that \$5,000 remain as available budget and available to the Sport, Recreation and Grants Committee for Round Five (5).

2. GRANTS PURPOSE

2.1 The purpose of the Community Event Sponsorship Program (CESP) is to deliver outcomes in alignment with the Salisbury City Plan 2030. The program will assist in achieving the vision of "*A flourishing City with opportunity for all*".

2.2 Furthermore, the CESP contributes to the critical action of "*Introduce a City-wide approach to resourcing of place management and activation to capitalise upon existing and future investment in our places and spaces*".

2.3 The CESP aims to complement the City of Salisbury's existing events calendar, whilst increasing the capacity of community organisations to deliver events thereby increasing participation and attendances.

3. ASSESSMENT CRITERIA

3.1 To secure funding, the organisation conducting the event will need to demonstrate:

- Maturity around risk and organisation management
- Significant community impact
- Attraction to the broader community (not limited to membership of an organisation)
- The event will be hosted in the City of Salisbury
- Positive promotion of the City of Salisbury

3.2 All eligible applications will be assessed against the following criteria:

- *Completion of the application in full;*
- *Demonstrated need for the event;*
- *Stakeholder endorsement and support for the event;*
- *Consideration of, and for with, existing events calendar and events;*
- *Demonstrated multiple community, organisations or association benefit;*
- *Extent to which the project addresses strategic objectives and community needs;*
- *Extent to which alternative, complementary sponsorship and funding sources have been explored or secured;*
- *Adequate, comprehensive and value for money of event budget;*
- *Extent to which the event meets the needs of the CESP;*
- *Alignment with the priorities of the CESP;*
- *Risk management considerations;*
- *Extent to which the organisation has the financial capacity to meet its financial obligations with the City of Salisbury (e.g. does the organisation have any bad debt with the City of Salisbury); and*

- *The number of other events that have been funded for the financial year (noting only eight (8) events will be sponsored for an amount up to \$5,000 each financial year).*

3.3 Due diligence is also undertaken in relation to the financial and governance credibility of the applicant organisations in line with the Community Grants Program.

4. REPORT

4.1 One (1) additional application is presented from Round Five (5) of the Community Event Sponsorship Program for consideration, for a total of \$5,000.

4.2 The remaining budget for CESP in 2020/21 financial year is being repurposed into the Recovery Program for COVID 19.

4.3 The application that is presented for Round Five (5) of the Community Event Sponsorship Program for consideration for up to \$5,000 is:

4.3.1 Applicant: **Ingle Farm Sporting Club Inc.**
Event: **Ingle Farm Sporting Club Christmas Bonanza**
Amount Requested: **\$5,000.00**

The Ingle Farm Sporting Club Inc. is seeking funding to support their Christmas Bonanza event in December. This free community event will help reconnect and re-engage all sporting codes and community members following a difficult year due to COVID 19. The funds requested (\$5000) are suitable for the scale and nature of this event.

The Ingle Farm Sporting Club Inc. has also noted that should the COVID-19 restrictions continue and the event is not able to be held, they would look to holding the event later in 2021 after discussion with Council.

4.4 It is considered the above applicant has demonstrated:

- Maturity around risk and organisation management
- Significant community impact
- Attraction to the broader community (not limited to membership of an organisation)
- The event will be hosted in the City of Salisbury
- Positive promotion of the City of Salisbury

5. BUDGET

5.1 The budget for the 2020/21 financial year for CESP Round 6 is being repurposed into the COVID-19 Recovery Program, as endorsed by Council on 25 May 2020.

5.2 One (1) application from the National Vehicle Preservation Society of SA Inc. was previously presented in Round Five (5) which was endorsed by Council on 25 May 2020 for a total of \$5,000.

6. CONCLUSION / PROPOSAL

6.1 One (1) more application was received for the fifth round of the Community Events Sponsorship Program. This application is deemed eligible for funding.

- 6.2 The application received is:
 - 6.2.1 Applicant: **Ingle Farm Sporting Club Inc.**
Event: **Ingle Farm Sporting Club Christmas Bonanza**
Amount Requested: **\$5,000.00**
- 6.3 This is the final application to be considered for Round Five (5) which has now closed.
- 6.4 The remaining balance of Round Five (5), is being redirected into a Recovery Program for COVID – 19.
- 6.5 The organisation listed in Section 2 of this report, has demonstrated their ability to meet the eligibility and assessment criteria of the Community Event Sponsorship Program and is recommended for funding.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 01/06/2020

Community Event Sponsorship Program

Round 5

Applicant 2/2020

Ingle Farm Sporting Club Inc.

**Ingle Farm Sporting Club Christmas
Bonanza**

CESP, Round 5, Application no. 2/2020, Ingle Farm Sporting Club Inc.
Ingle Farm Sporting Club Christmas Bonanza

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)	NA
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 Form - Round 5



Submission date: 15 May 2020, 9:49PM

Receipt number: 11

Related form version: 5

Question	Response
Application Form	
Name of the organisation:	Ingle Farm Sporting Club Incorporated
ABN:	74942630044
Facility Name/Address:	Corner Belalie Road and Glenora Drive, Ingle Farm
Postal Address:	PO BOX 80, Ingle Farm
Suburb:	Ingle Farm
Person Responsible for the Sponsorship:	Mr
Name	
Title/Office:	Active Committee Member
Phone	(
Email	ail.com
Target Age?	5 years old and above
What percentage (%) of your target population reside in City of Salisbury?	95%
What events has your organisation held before?	Ingle Farm Sporting Club Christmas Show, 21/12/19, 300 people
Sponsorship category (please select one only):	up to \$5,000
Have you sought, or intend to seek funds from another source for this project?	Yes
Source/s:	Bill Brand, AAA Stormwater, Peter Soppitt, Ingle Farm District Cricket Club, Ingle Farm Netball Club, Ingle Farm Sporting Club Inc, The Clovercrest Hotel, SA Crash
Amount/s:	3750
Name of Event:	Ingle Farm Sporting Club Christmas Bonanza
Date of Event:	19/12/2020
Location of Event:	Rowe Park, Ingle Farm Sporting Club
Has this organisation held this event before?	Yes
If yes to the above, please provide dates of previous events:	Ingle Farm Sporting Club Christmas Show, 21/12/19

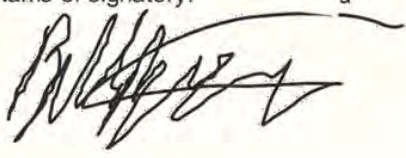
1 of 5

<p>Brief description of your Event:</p>	<p>A celebration for Christmas/the festive season, for all sporting codes involved with the Ingle Farm Sporting Club, as well as the local community that provides us so much support. Last year we provided our sporting community with a small version of a Christmas celebration, and it was extremely well received. We estimate in excess of 300 people were in attendance. Our intentions are to expand on this, and we would like to involve much more of our local community. It is the least we could do to promote a sense of community in our immediate vicinity, complementing the vision of the City Plan to be known as "The Liveable City".</p> <p>Given the uncertainties associated with Covid-19 and social distancing, should restrictions not be eased by then, we would endeavour to hold this event over Easter in 2021 instead. We are also open to discussing alternative options to make this event work if restrictions are eased, but not fully relaxed. This would need to be addressed as we approach closer to the event, so we have a better understanding,</p>
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2 of 5

<p>Why is the event needed?</p>	<p>On the back of last years successful event, we would like to provide another opportunity to the residents of the City of Salisbury to celebrate the festive season within our local neighbourhood.</p> <p>We believe the success of last year illustrates that an event like this will again be well received by the community, and we embrace the opportunity to build on lasts years event. Given the extreme challenges associated with this year that has affected everyone, we are eager to provide an opportunity for the community to connect and reengage with one another at this free-admission family event. Feedback provided by attendees from our inaugural Christmas event last year was that the event provided a welcome relief and distraction at a time when bushfires were ravaging the country, and given the difficult start to 2020, we again would love to help strengthen the community spirit.</p> <p>Additionally, exposing ourselves to the local community and surrounds in this manner will ideally result in increased participation/involvement at our club in our various sporting codes and extra curricular activities, with council residents benefitting from the associated physical and social benefits from being involved in a sporting club.</p> <p>Given the uncertainty and hesitance throughout society due to the Corona-virus pandemic, this event will hopefully be a kickstart in re-engaging the club with the local community, and help build on our community's strong sense of spirit when it is needed most.</p>
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<p>How will your event increase participation opportunities for community and economic development?</p>	<p>The City Plan states its objectives are "To be an adaptive community that embraces change and 'opportunities', have interesting places that people want to be, Be a connected city where all people have opportunities to participate, and Be a proud, accessible and welcoming community". Progress will be measured by "Percentage of Residents who have participated in local community activities". Our primary objective in hosting the "Christmas Bonanza" is to increase our involvement within our local community. In hosting this event, we aim to provide opportunities not previously available for the many local food vendors and amusement operators residing within the City Of Salisbury, whilst simultaneously increasing the surrounding communities participation. To increase the total number/percentage of residents participating in these local community activities, we must first invest our time in providing sufficient opportunities to do so. Last years event demonstrates that the demand is there, and it is up to us to address this.</p>
<p>How will you promote and advertise the Event?</p>	<p>Social Media will again be a key tool for online presence. For example, our Facebook pages have over 3000 followers that we can directly promote to. For a small price we can greatly increase the exposure of the event using sponsored posts, which has worked well for our club in the past. Last year we distributed flyers 2 streets away from the club in all directions. We also advertised on our various social media platforms, as well as word of mouth. This alone resulted in excess of 300 people attending. If our plans for this larger scale event are approved, we would like to distribute flyers to the entire suburb of Ingle Farm via letterbox drop. We will also organise with all local shopping centres/hubs to display flyers promoting the event where possible. If allowed, we will also host an information stand at our local shopping centre (Ingle Farm Shopping Centre), displaying information regarding the event and handing out flyers/discussing the event with the public. All local businesses involved will be asked to promote the event, if and where possible.</p>
<p>Apart from your organisation and its members, are there any other groups / businesses that will benefit from the event?</p>	<p>As mentioned above, the multiple local food vendors, amusement operators and subsequent services are direct beneficiaries, if the event goes ahead.</p>

Community Group / Business	Riks Grill Niks Gourmet Kitchen Character Jumps Show Amusements Van Dough Agile Group Old Macdonalds Travelling Farm Mad Hatterz Parties Event Fireworks All About Her Affordable Castles Rite Party Hire
How they will benefit	Financial/Economic benefit
Attach letters of support where applicable	Clovercrest Hotel letter of support.pdf Sporting Club letter of support.doc Ingle Farm Sporting Club Financial Statement, Certificate of Insurance, Certificate of Incorporation.pdf IFSC Minutes.docx Sporting Club letter of support.doc
Events seeking \$10,000 What is the regional or state-wide significance of this event?:	
Events seeking \$10,000 What is the long term vision and sustainability of the event in the City of Salisbury:	
Please upload your budget spreadsheet from the template provided.	IFSC Christmas Bonanza Budget.jpg
Please upload any additional documents that you want to include.	
Position:	Committee Member
9. APPLICATION DECLARATION	Name of signatory: '  d Link to signature
We agree to abide by the terms and conditions of sponsorship	Yes
On behalf of (Group/Organisation)	Ingle Farm Sporting Club
Name:	'
Date:	15/05/2020
	Community Event Sponsorship Program

5 of 5

2:39 PM
13/06/20

Ingle Farm Sporting Club Inc.
Profit & Loss
July 2019 through March 2020

	<u>Jul 2019 - Mar 2020</u>
Ordinary Income/Expense	
Income	
Bank Interest	9.93
Banking sports	1,400.00
Bar Sundry Income	1,440.91
Beer	97,132.62
Chips/Bar Food	2,882.48
Donation	2,175.20
EFTPOS Settlement	-192.33
Fundraising	40.00
Kitchen - Income	15,116.50
Repayments	495.00
Soft Drink	13,312.68
Spirits	29,772.74
Sponsorship & Donations	1,500.00
Sports Banking Income	130,113.20
Tax Refund GST	3,591.00
Total Income	<u>299,499.93</u>
Gross Profit	299,499.93
Expense	
Amenities	5,896.10
Bank Fees	
Club A/C	1,172.37
Bank Fees - Other	689.99
Total Bank Fees	<u>1,862.36</u>
Bar - expense	652.59
Bar Weekly Expenses - V	14,951.20
Beer, Gas, CO2 & Svcs	655.78
Beer, Wine etc Purchases	92,818.19
Bingo Ticket - Purchases	534.34
Chips/Bar Food Purchases	1,299.61
Cleaning, Rubbish Removal, R&M	7,815.49
Coffe Machine Expense	650.92
Dues and Subscriptions	2,508.95
Equipment - purchase	8,093.91
Function	719.91
function expense	4,820.73
fundraising - expense	337.47
Insurance	4,806.12
Kitchen expense	15,915.40
Postage & Telephone	121.82
Printing and Stationery	970.22
Professional Fees	
Audit & Accounting	3,700.00
Total Professional Fees	<u>3,700.00</u>
Rent/Insurance Club Room	7,355.18
Repairs	
Computer Repairs	143.00
Repairs & Replacements	417.27
Total Repairs	<u>560.27</u>
Security	1,484.88
soft purchase	4,770.64
Sponsorship	
Parts & B Ball	1,226.00
Sponsorship - Other	1,121.62
Total Sponsorship	<u>2,347.62</u>
Sports Banking	131,513.20
Subs, Licenses & Registrations	2.73
Sundries	119.18
Superannuation	2,952.90
Suppers	1,254.61
Telephone	843.31
Transfer of Funds Out	300.00

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2:59 PM
13/05/20

Ingle Farm Sporting Club Inc.
Profit & Loss
July 2019 through March 2020

	<u>Jul '2019 - Mar 2020</u>
Utilities	
Electricity	6,477.26
Utilities - Other	705.25
Total Utilities:	<u>7,182.51</u>
Wages	26,343.20
Workcover	618.18
X-Lotto Expense	1,113.85
Total Expense	<u>337,871.42</u>
Net Ordinary Income	<u>-38,375.49</u>
Other Income/Expense:	
Other Income:	
Transfer of Funds In	6,020.00
Total Other Income:	<u>6,020.00</u>
Net Other Income	<u>6,020.00</u>
Net Income	<u><u>-30,355.49</u></u>

*B Pte
Finance Manager*



YOUR EVENT BUDGET

OUTLINE THE COST OF YOUR EVENT - ALL AMOUNTS ARE TO BE GST INCLUSIVE	AMOUNT	QUOTE USED
Item		
e.g. Marquee / Furniture Hire	\$ -	e.g. Rotary/Atlas Hire
Security	\$700	Agile Group
Outdoor Games / Henna Artist + Face Painting	\$987.50	Mad Hatters Parties
Fireworks	\$3000	Event Fireworks
Animal Farm	\$495	Old MacDonb's Travelling Farm
Bouncing Castle	\$450	Character Jumps
Bouncing Castle / Obstacle course	\$300	Affordable Castles
Live Music	\$750	All About Her
Amusement Ride	\$3500	Show Amusements
Marquee Hire / Temporary fencing	\$1250	Rite Party Hire
Flyer Printing + Distribution	\$850	Adelaide Letterbox Distribution
Food Trucks	\$500	RE Ricks Grill, Mikes Gourmet Kitchen Van Pough
a. Total event cost	\$12 782.50-	
b. Your contribution	\$2742.50	
c. Other funds used	\$ 5000 sponsorship from Community	
TOTAL SPONSORSHIP REQUESTED	\$ 5000 -	

Our investment can go up to \$5000 if not more figures are all theoretical. Some quotes are subject to change pending circumstances

Reg. No. A000A915J

ASSOCIATIONS INCORPORATION ACT, 1985

Paragraph 24 (5) (b) and Regulation 20 (3)

CERTIFICATE OF INCORPORATION ON CHANGE OF NAME

THIS IS TO CERTIFY that

INGLE FARM FOOTBALL CLUB Incorporated

which was on the 20th day of September 1974 incorporated

under the Associations Incorporation Act, 1955, did on the 16th day of

April 1993 resolve to change its name to

INGLE FARM SPORTING CLUB

Incorporated.

GIVEN under the seal of the Corporate Affairs Commission at Adelaide this 23rd day

of September 19 93

K. J. Kelly

Commissioner for Corporate Affairs





BUSINESS INSURANCE
Certificate of Currency

Issue Date
26 November 2019

INSURER: Insurance Australia Limited
ABN 11 000 016 722
AFSL 227681
Trading as CGU Insurance
181 WILLIAM ST.
MELBOURNE VIC 3000

The policy referred to is current as at the date of issue of this certificate and whilst an expiry date has been indicated it should be noted that the policy may be cancelled in the future. Accordingly, reliance should not be placed on the expiry date.

Policy Details

Policy Number: 15T8272736
Type of Policy: Business Insurance
Expiry Date: 3 December 2020
Insured: INGLE FARM SPORTING CLUB INC

Cover Details

Section 5 - Liability	Sum Insured
Public Liability	\$ 20,000,000
Products Liability	\$ 20,000,000

This is to certify cover has been granted in terms of the Company's Standard Policy, a copy of which is available on request. This certificate is not a substitute for the Policy of Insurance issued to you. The Policy, not this certificate, details your rights and obligations and the extent of your insurance cover.

15T8272736/9/3 Page 1 of 1

INGLE FARM SPORTING CLUB

Minutes of Special Meeting held Friday 1st May 2020

Meeting opened: 5.30 pm

Present: M Taylor, C Pike, B Rodley, S Rodley & W Brand

Agenda to discuss the grant application for Christmas Community Event.

Unanimous agreement, after consideration, that this was a worthwhile grant to be applied for.

It is a great Community event especially after the success of last year's event.

It was decided that William (Bill) Brand be in charge of this application.

Meeting closed: 6.30 pm

Grants Committee
City of Salisbury

ATTENTION GEMMA MURRAY

Dear Gemma

**RE: INGLE FARM SPORTING CLUB INC APPLICATION
COMMUNITY EVENT SPONSORSHIP PROGRAM**

I write in support of the grant application for \$5,000 lodged by the Ingle Farm Sporting Club Inc.

I have met with members of the Club and have been inspired by their enthusiasm to facilitate a Christmas event to be enjoyed by all of the sporting groups involved in their association as well as the wider community.

Last year the Club hosted an event and it was well attended. The activities included Animal Farm; Outdoor games; a henna tattooist; showbags for children; a fireworks display and a visit by Father Christmas. The cost for that event was approximately \$5,000.

This year they would like to build on the previous event by including a face painter; waterslide; bouncing castle; food trucks including a coffee van and soft serve ice cream and also live music. They will also be investigating the cost of Security and temporary fencing.

The anticipated cost of the event is approximately \$15,000.

We are all aware that 2020 has been a difficult year for everybody – and sporting clubs have been severely affected. Under the circumstances it is commendable that the Ingle Farm Sporting Group are wanting to provide a memorable Christmas event for the whole community.

With the 2019 Salisbury Plays in South Ward being rained out and the cancellation of this year's Salisbury Plays in Ingle Farm having to be cancelled due to COVID-19, I believe that this event will be embraced by our whole community.

Yours sincerely

*Cr Julie Woodman
Deputy Mayor
Councillor for South Ward
City of Salisbury*



14th May 2020

Dear Bill,

I am writing to let you know that the Clovercrest Hotel would be interested in being involved with this year's Christmas Event.

Being a major sponsor of the Ingle Farm Sporting Club for the past decade I am pleased to hear that the club is engaging the local community again this year on the back of its inaugural Christmas Event.

I am happy to provide support and sponsorship for this year's event as I believe it is an event that involves a large cross section of our community at a very special time of year.

Kind Regards,

Nick Rogers

General Manager

Clovercrest Hotel Motel
450 Montague Road Modbury North SA 5092
Ph: (08) 8264 5266 | Fax: (08) 8264 3422 | W: clovercresthôtel.com.au
Follow us on Facebook



INGLE FARM SPORTING CLUB

Belafie Road, Ingle Farm SA 5098
Postal: PO Box 80, Ingle Farm SA 5098
Secretary: Christine Pike Ph: 8396 4322
Mobile: 0418 819 105
Email: inglefarmsc@bigpond.com

We are on the internet: www.inglefarm.org.au

TO WHOM IT MAY CONCERN

I write on behalf of Bill Brand in support of the Ingle Farm Sporting Club's proposal to the Salisbury Council for a grant to help fund our Community Christmas celebration.

We strongly support this grant application with the focus on bringing joy and happiness to our community.

Bill Brand is one of our committee members and is our authorized point of contact for this project.

Our inaugural Community Christmas event was a major hit amongst all our members but also families from our surrounding community.

The Ingle Farm Sporting Club would like to thank you for considering our grant application and if you have any questions or queries please don't hesitate to contact me.

Kind Regards,

Matthew Taylor
Ingle Farm Sporting Club
0415202032

Home of the Bulldog - wearing the Guernsey with pride

Frances Bedford MP JP State Member for Florey



486 Montague Road
Modbury North
South Australia 5092
www.ChristmasShopping.com.au
Phone 8265 2666
florey@parliament.sa.gov.au
PO Box 143
Modbury North
South Australia 5092

Community Counts!!

Community Event Sponsorship Program
City of Salisbury
PO Box 8
SALISBURY SA 5108

TO WHOM IT MAY CONCERN

I write in support of the application by the Ingle Farm Sporting Club for grant funding of \$5,000 under the Community Event Sponsorship Program. This grant will go towards their annual Christmas Bonanza, which last year attracted in the vicinity of 300 people - a number the club is keen to expand upon.

The Ingle Farm Sporting Club is a welcoming local organisation, offering people of all ages the opportunity to play a wide variety of different sports. Its community focus is an asset to Ingle Farm and the wider Salisbury Council area and is a particularly important part of a region affected by the current ongoing COVID-19 situation. Hopefully restrictions will be eased by Christmas, enabling the planned celebration to be a tremendous opportunity for the community to come together after a very difficult period.

The Christmas Bonanza is a fantastic initiative by the Ingle Farm Sporting Club and they have proactively engaged many sponsors and other local businesses to participate in the festivities. This will provide immense social benefits and create positive economic outcomes.

I would be grateful if you would note my personal interest in the Ingle Farm Sporting Club and full support for this application. Should you require further information in relation to any aspect, please do not hesitate to contact me.

Yours sincerely

FRANCES BEDFORD

20 May 2020

Item 7.2.2 - Attachment 1 - Round 5 CESP Application - Ingle Farm Sporting Club



21st May 2020

To whom it may concern,

I am writing to you on behalf of Barnacle Bill Salisbury with the expression of interest in helping and supporting with the Ingle Farm Sporting Club Christmas Event 2020.

As a continued supporter of the Ingle Farm Cricket Club, we would like to continue to offer our support for this years event.

With the trying times 2020 has brought us all, Barnacle Bill Salisbury would be honoured to take part by supporting the community at this special time of year.

Kind Regards,

Harry Nestor

Owner Operator

Barnacle Bill Salisbury
60 Commercial Road, Salisbury SA 5108
PH: 08 8285 6444



To whom it may concern,

I am writing to you on behalf of SA Crash Auto Body Repairs with the intent of supporting the Ingle Farm Sporting Club Christmas Event 2020.

As a supporter of the Ingle Farm Cricket Club, we would like to offer our support for this year's event.

With the difficult circumstances 2020 has presented, SA Crash would like to assist in supporting our community at Christmas this year.

Kind Regards,

Tony Mazzeo
Director
SA Crash Auto Body Repairs
67-69 Tapleys Hill Rd
Hendon SA 5014
Ph. 82403011



To Whom it may concern,

We would like to express our interest in helping with the local community event at Ingle Farm Sporting Club on the 19/12/2020.

We own a food truck specialising in American BBQ food, with FBN FR3043 and full public liability insurance with Cowden Insurance (proof can be supplied at a later date).

We would like to offer any assistance we can to help this event be successful.

Thank you for your time
Rik Carr
The Home of Low n Slow

ITEM	7.2.3
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	09 June 2020
HEADING	Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship
AUTHOR	Julie Kalms, Community Planning Project Officer, Community Development
CITY PLAN LINKS	1.1 Have a community with the skills, knowledge and agility to participate in a rapidly changing economy.
SUMMARY	This report provides a recommendation for the award of the 2020 Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship recipient; and, provides an update in relation to the status of the 2018 and 2019 Phoebe Wanganeen Scholarship recipients.

RECOMMENDATION

1. That this report be received.
2. The 2020 round of the Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship Program be awarded to Mitchell Odegaard at \$2000 per annum for three years.

ATTACHMENTS

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

1. Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship Overview 2020
2. Phoebe Wanganeen Eligibility, Criteria and Conditions Summary 2020

1. BACKGROUND

- 1.1 Phoebe Wanganeen was a highly respected Aboriginal Elder, who was recognised as a City of Salisbury Living Legend for her work to improve access to education for Aboriginal and Torres Strait Islander people, something she championed throughout her life.
- 1.2 In 2008 the City of Salisbury announced the Phoebe Wanganeen Indigenous Scholarship Program and in 2015 Council resolved that the Scholarship be renamed the Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship Program; and, the age restriction removed.
- 1.3 The objective of the Phoebe Wanganeen Scholarship program is to assist Aboriginal and Torres Strait Islander Salisbury residents undertaking their first post-secondary studies at any South Australian university or TAFE SA. It is a merit based scholarship program with applicants being assessed according to the Scholarship criteria.

- 1.4 To be eligible for the Scholarships, applicants must be:
- of Aboriginal and/or Torres Strait Islander descent;
 - a resident of the City of Salisbury;
 - able to demonstrate how the Scholarship will support them attaining their educational goals/ qualifications; and
 - enrolled in their first post-secondary course in either an undergraduate degree at any South Australian university; or vocational training course at TAFE SA: and not enrolled in a secondary school. (Note: previously participating in a school based apprenticeship does not preclude applying).
- 1.5 The Phoebe Wanganeen Scholarship program is an action identified in Council's endorsed Reconciliation Action Plan in order to support the academic achievements and aspirations of Aboriginal and Torres Strait Islander students by providing three tertiary education scholarships per annum.
- 1.6 This report provides a recommendation for the recipient of the 2020 round of the Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship program.

2. CONSULTATION / COMMUNICATION

- 2.1 Consultation/ Communication for the Phoebe Wanganeen Scholarship 2020 included the following actions:
- 2.1.1 Applications for the 2020 Phoebe Wanganeen Scholarship program opened on 21 October 2019 and closed on 30 March 2020. The length of time that Scholarship applications were open enables promotion for the Scholarships to commence prior to year 12s leaving school; and to align the closing date to correspond with the SA Universities' enrolment census date.
- 2.1.2 Promotional materials were circulated - including to the following:
- Elected Members' portal;
 - Council's Reconciliation Action Plan Working Group;
 - Phoebe Wanganeen Scholarship Selection Working Group;
 - Current Phoebe Wanganeen Scholarship recipients;
 - Phoebe Wanganeen family members;
 - South Australian Universities (Adelaide, Flinders, University of South Australia) websites and Aboriginal units;
 - TAFE SA;
 - Department for Education-Aboriginal Education including the Workabout Centre;
 - all secondary schools in the City of Salisbury region;
 - national scholarship websites including Aurora Education- Indigenous Scholarship Portal; Hobsons ACIR Scholarships; and, Good Universities Guide;
 - AIME Indigenous Mentoring Experience Program (AIME);
 - Aboriginal organisations including: Tauondi Aboriginal College, Marra Dreaming Indigenous Arts, Incompro Inc, Muna Paiendi, Marni Waiendi, Nunkuwarrin Yunti , Aboriginal Legal Rights Movement and South Australian Aboriginal Education Training and Consultative Body;
 - Reconciliation SA;

- Contacts in other northern Adelaide Councils;
- Contacts in other organisations including SAPOL, Relationships Australia SA, Salvation Army, Families SA;
- City of Salisbury's Facebook; and Phoebe Wanganeen Scholarship website page; and,
- Council's Community Centres and Libraries.

3. REPORT

- 3.1 Council allocated \$12,500 for the provision of the Scholarship program which allows for three (3) scholarships offered per year, one (1) three year Undergraduate and two (2) one year TAFE. Scholarship payments are as follows:
- 3.1.1 Undergraduate; \$2000 for three (3) years. The first instalment each year is \$1000 awarded upfront based on enrolment, the remaining funds paid in two payments of \$500 based on successful completion of each semester's studies evidenced by submission of academic records; and
- 3.1.2 TAFE: \$1000 for one (1) year, the first instalment of \$500 awarded upfront based on enrolment; and the second payment of \$500 made on successful completion of the year's studies based on submission of academic records. (Note: part time study is made on a pro-rata basis).

Application Assessment Process

- 3.2 The COVID-19 situation has impacted on the number of enquiries and applications for this year's Scholarship, as compared to previous years. Significantly, the inability to provide face to face supports at Schools/University/TAFE in completing the Scholarship application forms has been a barrier for potential applicants this year.
- 3.3 Consequently, one application was received for the 2020 Scholarship. The application was reviewed (via phone calls) with the Phoebe Wanganeen Scholarship Selection Working Group on 8 and 9 April 2020. The Selection Working Group members' decision was to invite the applicant to be interviewed via phone (given the current Coronavirus situation). The interview meeting was held on 29 April 2020.
- 3.4 The application was reviewed by the Phoebe Wanganeen Scholarship Selection Working Group members, who are:
- Mayor Gillian Aldridge – City of Salisbury;
 - Frank Wanganeen – representing Phoebe Wanganeen's family.
 - Kylie Ellis/ Sophie Murray – University of South Australia;
 - Andrew Thomas – Department for Education; and
 - Ronald O'Brien – TAFE SA.
- 3.5 The Selection Group members identified that the applicant had met the criteria for award of the Scholarship. The recommendation is:
- 3.5.1 Mitchell Odegaard for the three year University Scholarship, to support his completion of a Bachelor of Engineering (Honours) – Engineering Pathway at The University of Adelaide.

4. PROGRESS REPORT: CURRENT SCHOLARSHIP RECIPIENTS

- 4.1 Scholarship recipients are required to undertake annual reporting and acquittal processes as follows:
 - 4.1.1 Payment one: the recipient provides evidence they have enrolled in the course;
 - 4.1.2 Payments two (and three for Undergraduate Scholarships); the recipient provides evidence they have successfully completed at least 75% of subjects in each semester via submission of their academic transcript.
- 4.2 In addition, a staff member from the Social Policy team meets/contacts each Scholarship recipient at least three times throughout the year. The purpose of these meetings are to:
 - 4.2.1 Identify how the recipient is going with their studies.
 - 4.2.2 Assist with any queries about the Scholarship's reporting and acquittal requirements.
- 4.3 Feedback from past Scholarship recipients indicates the Scholarship and regular progress meetings provides an additional support for their studies. Scholarship recipients who have completed their qualifications have gone on to commence careers in their chosen fields.
- 4.4 Progress with current 2018 and 2019 Scholarship recipients is:
 - 4.4.1 The 2019 Undergraduate Scholarship recipient Rebekah Taylor successfully completed her 2019 University studies requirements and continues with her studies and the Scholarship in 2020.
 - 4.4.2 The 2019 TAFE Scholarship recipient Jordan Davies successfully completed her TAFE studies in 2019 and has completed her Scholarship.
 - 4.4.3 The 2019 TAFE Scholarship recipient Janikah Newchurch undertook her TAFE studies in 2019 and confirmation of academic results is pending.
 - 4.4.4 The 2018 Undergraduate Scholarship recipient Shara Davey has not provided paperwork for 2019 studies and the Scholarship Selection Working Group has determined to terminate her Scholarship.

5. BUDGET IMPLICATIONS

- 5.1 The full year 2019/20 budget for the Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship is \$12,500.
- 5.2 It is proposed that one Scholarship is awarded as follows:
 - 5.2.1 One Undergraduate 3 year Scholarship is awarded in 2020 to Mitchell Odegaard. Contingent upon meeting the Scholarship requirements, he will receive \$2000 per annum from 2020 to 2022 (based on a fulltime study load).
 - 5.2.2 Rebekah Taylor, the 2019 Undergraduate Scholarship recipient, continues with her studies in 2020 and, contingent upon meeting the Scholarship requirements, Rebekah will receive \$2000 per annum for 2020 to 2021 (based on a fulltime study load).

6. CONCLUSION / PROPOSAL

- 6.1 One application was received from an eligible applicant. One Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship has been recommended by the Scholarship Selection Working Group to receive the three year Undergraduate Scholarship. Sport, Recreation and Grants Committee's endorsement of the allocation of this Scholarships is sought.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 01/06/2020



the **PHOEBE WANGANEEN** **ABORIGINAL AND TORRES STRAIT ISLANDER** Scholarship Program

WHY DOES THE CITY OF SALISBURY PROVIDE THE SCHOLARSHIP?

Phoebe Wanganeen was a highly respected Aboriginal Elder. Phoebe's passion was for improving access to education for Aboriginal and Torres Strait Islander young people and this was something she championed throughout her life.

To recognise Phoebe Wanganeen's contribution, the City of Salisbury has awarded the Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship since 2008. This Scholarship supports Aboriginal and Torres Strait Islander Salisbury residents to study at any South Australian university or TAFE.

HOW MANY SCHOLARSHIPS ARE AWARDED?

There is one university and two TAFE Scholarships available each year.

WHAT IS THE AMOUNT OF THE SCHOLARSHIP?

Scholarship recipients will be paid:

- (a) \$2,000 for each year (maximum three years), enrolled in a full-time university course; or
- (b) \$1,000 for one year, enrolled in a full-time TAFE course.

If studying part time, payment will be calculated on a pro-rata basis.

The payments are based on academic transcript evidence showing successful completion of subjects.

WHAT CAN I SPEND THE SCHOLARSHIP PAYMENT ON?

If you are awarded a Scholarship, the payment must be used on any costs involved in undertaking post-secondary studies; such as HECS fees, travel expenses, computer equipment or the cost of textbooks.

WHO MAY APPLY?

To be eligible for a Scholarship you must be:

- of Aboriginal or Torres Strait Islander descent;
- a resident of the City of Salisbury;
- able to demonstrate how the Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship Program will support you in attaining your educational goals/qualifications; and
- enrolled in your first post-secondary course in either:
 - (a) an undergraduate degree at any South Australian university; or
 - (b) a vocational training course at TAFE SA (you are still eligible to apply if previously participated in a school-based TAFE qualification).



HOW IS THE APPLICATION ASSESSED?

As a merit based scholarship program, all applicants will be assessed according to the criteria above. The Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship Selection Working Party makes recommendations to Council of the preferred Scholarship recipients. Shortlisted applicants will be invited to be interviewed by the Committee and referees may be contacted.

WHAT DO I NEED TO DO TO APPLY?

A completed application form needs to be submitted by the due date/time. No late applications will be accepted. The application includes:

- details about your study;
- confirmation of current enrolment from any South Australian university or TAFE;
- contact details for two referees (known to the applicant in different capacities - excluding members of your family. At least one referee to be from a professional or academic capacity);
- ***confirmation in writing of your Australian Aboriginal and/or Torres Strait Islander descent; as per the guidelines; and**
- evidence to confirm you are resident of the City of Salisbury.

Applications usually close in March. Check the Council website or contact the City of Salisbury for closing dates. The guidelines document explains more about the scholarships and completing the application.

***Please be aware of timing of organisations' Board meetings when applying for confirmation of Aboriginal and/or Torres Strait Islander descent to ensure you have completed the Scholarship application requirements before the closing date.**

HOW DO I KNOW IF I LIVE IN THE CITY OF SALISBURY?

These suburbs are within the City of Salisbury:

Suburb	Postcode	Suburb	Postcode
Bolivar	5110	Parafield	5106
Brahma Lodge	5109	Parafield Gardens	5107
Burton	5110	Paralowie	5108
Cavan	5094	Pooraka	5095
Direk	5110	Salisbury	5108
Dry Creek	5094	Salisbury Downs	5108
Edinburgh	5111	Salisbury East	5109
Elizabeth Vale ^o	5112	Salisbury Heights ^o	5109
Globe Derby Park	5110	Salisbury North	5108
Green Fields	5107	Salisbury Park	5109
Gulfview Heights ^o	5096	Salisbury Plain	5109
Ingle Farm	5098	Salisbury South	5106
Mawson Lakes	5095	St Kilda	5110
Para Hills	5096	Valley View ^o	5093
Para Hills West	5096	Walkey Heights ^o	5098
Para Vista ^o	5093	Waterloo Corner ^o	5110

^o These suburbs cross council boundaries

WHERE CAN I FIND THE DOCUMENTS OR MORE INFORMATION?

You can download a copy of the application form and guidelines from the Phoebe Wanganeen Scholarship website at www.salisbury.sa.gov.au/phoebewanganeen.

You can request the documents to be sent to you by emailing jkalms@salisbury.sa.gov.au or phoning Julie Kalms at the City of Salisbury on (08) 8406 8304.

Good luck with your studies!



Eligibility Criteria and Conditions summary

Phoebe Wanganeen Aboriginal and Torres Strait Islander Scholarship Program 2020

Eligibility

To be eligible for these Scholarships applicants must be:

- of Aboriginal and/or Torres Strait Islander descent (eg: as evidenced by confirmation of Aboriginal and/or Torres Strait Islander descent form/letter from a recognised Aboriginal and/or Torres Strait Islander organisation); and,
- a resident of the City of Salisbury (eg: as evidenced by copy of photo id showing current address eg: driver's licence); and,
- able to demonstrate how the Scholarship will support the applicant attaining their educational goals/ qualifications; and,
- not enrolled in secondary school studies; and,
- enrolled in their first post-secondary course in either an Undergraduate degree at any South Australian University; or a vocational training course at TAFE SA (eg: as evidenced by letter of acceptance/ enrolment information from tertiary institution). Note: previously participating in a school based apprenticeship does not preclude applying.

Conditions of the Scholarship

Scholarship recipients are required to complete and sign an agreement with the City of Salisbury which clearly documents their responsibilities and the terms and conditions under which these Scholarships are made.

Commencement of the Scholarship and payment cannot commence until the City of Salisbury receives the enrolment information from the recipient's nominated Tertiary Education Institution.

The Scholarship cannot be deferred if the recipient defers their program of study. If this occurs the recipient will need to reapply for a Scholarship when they are ready to take up their deferred offer.

Suspension of the Scholarship

After commencement of the Scholarship, the recipient may seek to suspend the remainder of the Scholarship by applying in writing to City of Salisbury and include documentation from the university or TAFE SA confirming their leave of absence. Unless otherwise agreed in writing by the City of Salisbury the maximum period of a suspension will be six months.

Withdrawal from Studies

If a student withdraws from or fails to complete the course of study in which they are enrolled, they must immediately advise the City of Salisbury in writing.

Failure of Subjects

As per University or TAFE guidelines. Scholarships will not be extended due to failure of subjects.

Change of Course of Study

A student may change to another course of study during the tenure of the Scholarship with the approval of City of Salisbury. Students must apply in writing to City of Salisbury for approval. A student changing from a full-time to a part-time study load, within the duration of the Scholarship, must notify the City of Salisbury in writing as soon as possible.

Termination

The City of Salisbury may terminate a tertiary Scholarship if:

- (a) the student fails to comply with any condition of the Scholarship as identified in these Guidelines; or
- (b) it determines that the student has failed to maintain successful completion of at least 75% of subjects of a full time study load; or failed to maintain successful completion of all subjects in a part-time study load (eg: 50% of FTE or less).
- (c) It determines that TAFE SA students have not successfully completed their subjects enrolled in as determined from advice from TAFE SA.
- (d) the student is no longer a resident in the City of Salisbury.

Student Reporting Requirements

Students will be required to attend meetings at least 3 times a year with a staff member from the City of Salisbury; meetings will be coordinated together for the purpose of:

- Identifying the progression status of studies; and
- Identifying (if any) further educational support/mentoring assistance required.

A missed meeting will result in contact being made by the City of Salisbury and the meeting rescheduled. If there is failure to attend the rescheduled meeting without a satisfactory reason the Scholarship will be placed on hold and payment suspended until such time a meeting is attended. The student will be required to demonstrate to the City of Salisbury successful completion of study via academic transcripts each semester and on completion of study.

ITEM	7.2.4
	SPORT, RECREATION AND GRANTS COMMITTEE
DATE	09 June 2020
HEADING	Minor Capital Works Grant Program - Pooraka Farm Community Centre Inc. - Application
AUTHOR	William McInerney, Community Planner Sport and Recreation, Community Development
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.
SUMMARY	The application from the Pooraka Farm Community Centre for the installation of a storage facility for the Pooraka Farm Men's Shed has been received. An amount of \$16,303 is recommended for funding under the 2019/20 Minor Capital Works Grant Program budget.

RECOMMENDATION

1. The report be received.
2. In accordance with the delegated power set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee allocate funding from the 2019/20 Minor Capital Works Grant Program budget as follows:
 - a. Pooraka Farm Community Centre Inc.: an amount of \$16,303 for the installation of a storage facility for the Pooraka Farm Men's Shed at the Pooraka Farm Community Centre, noting that any additional costs are to be funded by the Pooraka Farm Community Centre or external grant programs, as per the funding agreement.

ATTACHMENTS

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

1. Minor Capital Works Grant Program - Pooraka Farm Community Centre Inc - Application and Documentation

1. BACKGROUND

- 1.1 The Minor Capital Works Grant Program aims to assist clubs that provide sport, recreation and leisure opportunities to the Salisbury community to undertake facility improvements.
- 1.2 The purpose of the program is to provide opportunities to improve Council or club owned recreation assets and facilities in order to increase community participation in sport and recreation and enhance the club viability.

- 1.3 The MCWGP is open to all community organisations that meet the criteria set out in the guidelines and eligibility criteria document including:
- are an incorporated not-for-profit community organisation;
 - are physically located in the City of Salisbury;
 - provide sporting, recreation and leisure services to the City of Salisbury;
 - are significantly free of Council debt;
 - have not received MCWGP funding in the past 24 months;
 - have completed all relevant sections of the application form; and
 - have supplied all essential documentation.
- 1.4 An application has been received from the Pooraka Farm Community Centre applying for \$16,303 (including required 20% contingency) through the Minor Capital Works Grants Program for the installation of a storage facility for the Pooraka Farm Men's Shed.
- 1.5 The Pooraka Farm Community Centre has not received MCWGP funding in the past.
- 1.6 The Minor Capital Works Grant Program has allocated \$245,730 from the 2019/20 budget. This equates to 75.4% of the total MCWGP 2019/20 budget (\$326,000). The remaining amount in the 2019/20 MCWGP Budget is \$80,270.
- 1.7 If the Pooraka Farm Community Centre application is approved, the total allocation amount for the 2019/20 MCWGP Budget would be \$262,033. This would result in \$63,967 remaining in the 2019/20 MCWGP Budget available for grant allocation.

2. CONSULTATION / COMMUNICATION

2.1 Internal

- 2.1.1 Community Planning and Vitality, Community Development
- 2.1.2 Property and Buildings, City Infrastructure
- 2.1.3 Infrastructure Delivery, City Infrastructure
- 2.1.4 Design, City Infrastructure
- 2.1.5 Financial Services, Business Excellence
- 2.1.6 People and Culture, Business Excellence

2.2 External

- 2.2.1 Pooraka Farm Community Centre Inc.
- 2.2.2 Pooraka Farm Men's Shed

3. REPORT

- 3.1 The Pooraka Farm Community Centre Inc. is an incorporated body and has an executed hire agreement (Collaboration Agreement) with the City of Salisbury for the use of the building. The Pooraka Farm Community Centre has a usage agreement with the Pooraka Farm Men's Shed and is therefore applying for this project funding on behalf of the Men's Shed.

- 3.2 The Pooraka Farm Men's Shed operates from the Pooraka Farm Community Centre and has a total membership of 40. The Men's Shed provides valuable leisure and recreation opportunities for isolated men in the community to participate in, learn, and teach woodwork and metalwork activities. The Men's Shed is accessible for all men and the ages of current members range from 14 years to 95 years.
- 3.3 The Pooraka Farm Men's Shed provides a valuable service to the community. The group work with local community groups and schools by building various items, providing learning opportunities, and supporting with special projects.
- 3.4 This opportunity also provides the participants with increased opportunity for social interaction, building friendships, and peer support and mentoring which aims to provide positive impacts on mental health and resilience for participants.
- 3.5 This activity requires the storage of large quantities of materials for the projects and activities. Currently the materials are stored in machinery and assembly areas which can compromise the safety of participants.
- 3.6 A Budget Bid of \$35,000 was approved in 2018/19 *for improvements for the Pooraka Farm Men's Shed to address various issues and to upgrade storage and amenities.*
- 3.7 The scope of the project included:
 - Verandah area and lockable timber storage. Cut bitumen and install concrete pads. Install pitched verandah 12m long (to cover roller doors) x 4m deep and 3m height. Galvanised light steel structure and colorbond roof with translucent roof sheets interlaced with steel flashings and gutter and downpipes. Install weather and tamper proof power points and overhead lights.
 - Timber rack 3m long x 1m deep x 2m high with cover and enclosed on all sides with removable panels secured in place with padlocks.
 - Water and sewer connection to existing sink to install macerator pump in a secure cage outside of existing shed. Connect waste pipe into pump and then up to rooftop where connected to the mains sewer vent. Connect pipes to water mains from A/C units on roof top and run down to sink together with the pump line and install weather and tamper proof power point for macerator pump.
- 3.8 In consultation with, and at the request of the Pooraka Farm Men's Shed, works were completed that included the verandah but did not include lockable timber storage.
- 3.9 The Pooraka Men's Shed, through the Pooraka Farm Community Centre are now applying for additional works through the Minor Capital Works program.
- 3.10 The installation of a storage facility for use by the Pooraka Farm Men's Shed will provide an alternative area in which to safely store materials required for key activities. This aims to improve the safety of users by reducing congestion and overcrowding of the machining and assembly areas, which currently could result in preventable risks and hazards for club members.

- 3.11 Installing an alternate storage area will allow for the current storage space to be used more efficiently by users. This could include having more room to work on projects through the installation of more work benches. This also aims to increase accessibility to all areas of the space for all people including those with disability and/or wheelchair users.
- 3.12 Overall, this project aims to increase the usable space at the facility which will provide members with increased options and flexibility to undertake their recreation and leisure opportunities. This project will also support the group to retain current users and increase participation opportunities by providing safe and improved facilities for the community.
- 3.13 The Pooraka Farm Community Centre has applied for MCWGP funding for the installation of a storage facility at the Pooraka Farm Community Centre, Pooraka.
- 3.14 The proposed scope of works include:
- Enclosure of 2 sides and 1 front bay of existing verandah
 - Additional concrete works including footpath and ramp as required
 - Relocate existing electrical access, shelving, and other works as required
- 3.15 A draft scope of works for the purposes of quotes has been prepared. Full scope will be prepared by City Infrastructure in collaboration with the Pooraka Farm Community Centre if approval is given to receive the grant. The Pooraka Farm Community Centre will require approval from City Infrastructure prior to work commencing as well as obtaining the necessary Development Act Approvals as per City of Salisbury requirements.
- 3.16 The Pooraka Farm Community Centre has provided the City of Salisbury with quotes for the works to be undertaken as part of this project ranging from \$10,433.51 to \$18,997.87 with the average being \$13,585.66. Applying the required 20% contingency to the average amount requires the total grant amount to be capped at \$16,303.
- 3.17 The Minor Capital Works Grant Program if approved can contribute a maximum of \$16,303 funding towards the project. The Pooraka Farm Community Centre has agreed to cover any costs above the \$16,303 grant funding from either applicant contribution or from external funding programs.
- 3.18 It is not anticipated that the project costs will be above the \$16,303 grant funding, and an assessment of the financial capacity of the applicant to meet additional costs has been undertaken by staff. Based on the financial position of the applicant and value of the MCWGP grant, there is not expected to be an inability to meet its obligations or be in financial hardship as a result of undertaking this project.
- 3.19 Staff have sighted the full financial details of the Pooraka Farm Community Centre however have removed details within the attachments to this report for confidentiality.

4. CONCLUSION / PROPOSAL

- 4.1 The purpose of the Minor Capital Works Grant Program is to support clubs that provide sport, recreation and leisure opportunities to the Salisbury community to undertake facility improvements in order to increase community participation and enhance club viability.

- 4.2 A Budget Bid of \$35,000 was approved in 2018/19 *for improvements for the Pooraka Farm Men's Shed to address various issues and to upgrade storage and amenities*. These works were undertaken and completed in consultation with, and at the request of the Pooraka Farm Men's Shed. This does not exclude them from receiving funding through the Minor Capital Works Program.
- 4.3 The application by the Pooraka Farm Community Centre Inc. for the installation of a storage facility for use by the Pooraka Farm Men's Shed meets the guidelines for the Minor Capital Works Grant Program and can be completed within the allocated budget.
- 4.4 A 20% contingency has been applied to the highest quote received for the work to ensure the applicant will not be in financial hardship as a result of undertaking this project, which takes the total grant amount to \$16,303.
- 4.5 City of Salisbury staff will be project managing the works and will work collaboratively with the Pooraka Farm Community Centre and Pooraka Farm Men's Shed to ensure the project is completed in a timely manner.
- 4.6 It is recommended that the application to the 2019/20 Minor Capital Works Grant Program by the Pooraka Farm Community Centre Inc. be approved and an amount of \$16,303 be allocated for the installation of a storage facility at the Pooraka Farm Community Centre.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 01/06/2020

City of Salisbury - Minor Capital Works Grant Program Application

City of Salisbury - Minor Capital Works Grant Program



Submission date: 18 March 2020, 10:07AM

Receipt number: MCWGP16

Related form version: 24

Question	Response
Application Form	
Organisation Information	
Name of the Club / Organisation:	Pooraka Farm Community Centre
Club Incorporation Number OR ASIC Registration Number:	A8633
Australian Business Number (ABN):	76297479378
Facility Name:	Pooraka Farm Mens Shed
Facility Address:	39 Scott St Pooraka 5095
Postal Address:	126 Henderson Ave Pooraka 5095
Person Responsible for the Grant:	Heather Hewitt
Role/Position within Club:	Community Development Co-ordinator
Contact Email:	[REDACTED]
Contact Mobile:	[REDACTED]
Club Membership	
Male - Junior	5
Female - Junior	0
Social - Junior	5
Male - Senior	10
Female - Senior	0
Social - Senior	20
Total Membership:	40
Please provide membership numbers for the previous 3 seasons:	75
Funding Category	
Category A – up to \$50,000 Clubs that meet one of the following may apply for Category A funding:	have a current hire agreement to use Council managed facilities such as indoor recreation centres or community centres; or
Category B – up to \$25,000	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.
Which category of funding is being applied for?	Category B - up to \$25,000
Have you sought, or intend to seek funds from another source for this project?	No

1 of 4

City of Salisbury - Minor Capital Works Grant Program Application



If yes, please list the source/s and amount/s requested:	
About the Project	
Name of Project:	Storage facility At Pooraka Farm Mens Shed
What does the project involve?	Close in one section of the veranda to provide storage of wood to enable more room in the shed and provide WHS compliance
Are there any time constraints for the project?	none
Why is the project needed?	The project is needed increase safety of the men in the shed. The shed is cluttered and extended storage for the wood would give them more room to work on projects and also increase membership by having more space for work benches. It will also give more access to men who are wheelchair bound so they can access all areas of the shed
How will the project increase participation opportunities for sport and recreation?	The shed provides activities for isolated men in the community to come along and meet with others a provide social interaction build friendships and increase opportunities for support and mentoring, increasing mental health and resilience
How will the project increase inclusive opportunities for diverse people in the community and how does the project address Universal Design Principles?	The shed is accessible to all men and currently we have men with disabilities who are part of the group. Some come with carers and are able to share skills and knowledge. The ages range from 14yo to 95 yo. There is a young man with down syndrome who attends regularly with his carer He is a keen and is an integral part of the group. The criteria for joining is you need to be male. Induction is set up to see skill level of on the tools and
Apart from your organisation and its members, are there any other groups within the community that will benefit from the project?	Yes

City of Salisbury - Minor Capital Works Grant Program Application

Please indicate which group/s and how they will benefit:	A group of students from Bowden Brompton School attend the group once an week and the boys are all in flexible learning option program as being at risk of dropping out of education. The guys have taken them under their wing and are teaching them carpentry. The Shedders participate in School holiday activities with the centre and provide a woodwork makerspace where families can work together an make wooden toys that have been designed by the shedders. The shedders have also supported different groups in the community making crosses for the RSL for ANZAC day, making crosses for a young offenders program to place on unmarked Aboriginal graves at Point Pearce . they have helped many individuals in the community by repairing furniture/toys, making custom items, background scenery for plays and Christmas pageant floats and many more
Budget Information	
Total Project Cost	11325
Club/Organisation's Contribution	0
Other grants / funds secured	0
MCWGP Amount Requested:	11325
Can the proposed works proceed if the full amount requested is not provided?	No
Please upload a copy of the completed MCWGP Project Budget Form:	Pooraka farm Mens Shed mcwgp_budget_template_2019-20.xlsx
Quote 1	PRC-DOC-05 Quote Letter for email.pdf
Quote 2	PBS Quote JN3471.pdf
Quote 3	MQ2081 BOQ 250220.pdf
Essential Documentation	
Provide a Certificate of Incorporation demonstrating not-for-profit status	Pooraka Farm CC incorporation certificate Nov 2019.pdf
Provide a signed copy of committee minutes endorsing the project, authorising an application to the MCW Grants Program and documenting the authorised project contact	Pooraka Farm Community Centre Management Committee meeting minutes February 2020.pdf
Club/organisation's most recent annual financial statement certified by the President /Treasurer or audited by a qualified accountant as presented at an AGM	Pooraka Farm audited financial.pdf
Where applicable supply evidence of cash support (e.g. recent bank statement)	
A copy of building works drawings or concept plans for the project	specification plan photo mens shed march 2020.docx

3 of 4

City of Salisbury - Minor Capital Works Grant Program Application

Provide photos that clearly demonstrate why the works are needed	wood_pile_2.jpg wood_pile.jpg woodpile_3.jpg woodpile_4.jpg
Where applicable provide letters of support for the project from each of the user groups	
Where applicable provide a letter/email from the head lessee supporting the application	
Please upload any further information / documentation	
Terms and Conditions of Funding	
Application Declaration	
On behalf of (Club/Organisation)	Pooraka Farm Community Centre
Name & Position (President/Chairperson)	Community Development Co-ordinator
Date of Signature	17/03/2020
Signature 1	 Link to signature
Name & Position (Representative 2)	Vicki Lee
Date of application	17/03/2020
Signature 2	 Link to signature
	We agree to abide by the terms and conditions of funding, I 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 City of Salisbury's Minor Capital Works Grant 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.

MYKRA PTY LTD
7 THAMES AVE
KLEMZIG SA 5087
P 08 8261 8600
F 08 8261 9988
E admin@mykra.com.au



28th February 2020

Steven Sgoutas



Dear Steve,

**Re: Pooraka Man's Shed Enclosure
Quotation**

We are pleased to submit our quotation for the above project. Outlined below is information required to accurately evaluate our tender. If any items are unclear or requires further explanation, we would be pleased to offer clarification in this regard.

Scope of Works

- Create and provide appropriate JSA, SWMS and associated safety documentation
- Cut back existing round kerb and extended square back to shed to allow cladding sheets to finish flush at kerb for a clean and sealed finish.
- Enclose x2 sides at 6m by x1 front 3m wide
- Galvanized steel C-Section beam Purlins 75mm
- SHS Galvanized steel posts – 75 x 75
- Bracing, plates, rods and fabrication
- Colorbond BHP - .40 Walling sheets to match existing
- Colorbond Flashings to suit
- Remove rubbish off site
- Leave Site clean & tidy

Additional Options

1. **Extend path downside of new enclosed shed approx. 6.9 x 1.4 = \$1,667.00**
 2. **Supply & install roller door to new enclose front section for access= \$2300.00**
- (Both items not included in overall total below)**

Clarifications and Assumptions

We have not allowed for the following:

1. Handling or removal of any contaminated materials.
2. Removal of any asbestos materials.
3. Labour costs have been calculated for work to be completed during normal business hours.

Pricing

Price for this project	\$9,485.01
GST	\$948.50
Total price including GST	\$10,433.51

**** This quotation remains firm for 60 days from date of issue ****

PRC-DOC-05 Quote Letter for Email – Rev 004 April 2018
C:\Users\jtimothy.dimasi\Dropbox (MYKRA)\Project Services\Service Module\T. Dimasi\Quoted
Work\Salisbury Council\QTD20032 Pooraka Shed Cladding\PRC-DOC-05 Quote Letter for email.docx

Page 1 of 2



Summary

Thank you for the opportunity to submit our offer and we look forward to discussing your project further should we be successful.

Yours sincerely
MYKRA PTY LTD

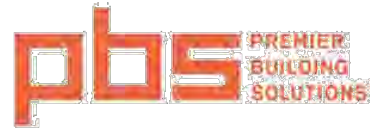
Timothy Dimasi
Project Supervisor



Quote Letter for Email – Rev 004 April 2018
C:\Users\timothy.dimasi\Dropbox (MYKRA)\Project Services\Service Module\T. Dimasi\Quoted
Work\Salisbury Council\QTD20032 Pooraka Shed Cladding\PRC-DOC-05 Quote Letter for email.docx
FORMS\Quote Letter for Email

Page 2 of 2

PO BOX 128
UNLEY SA 5061
P: 1300 010 638
E: INFO@PBSSA.COM.AU
PREMIER BUILDING SOLUTIONS (SA) PTY LTD
ABN 80 615 631 715
BLD 278 128
PBSSA.COM.AU



Thursday 27 February 2020

City of Salisbury
34 Church Street
Salisbury SA 5108

ATTENTION: Steven Sgoutas

Dear Steven Sgoutas,

RE: Mens Shed, Pooraka - Shed Works

Scope of Works

From my site visit and information provided by you, we have allowed for the following scope of works:

- Closing in of the end bay of the open area of the "Men's Shed" to create a new storage area
- Relocation of the external power point
- 8 hrs of labour to assist in the relocation of the timber and racks within the existing facility
- We have also provided a priced option to extend the footpath and kerb in the table below
- All works to be conducted with normal working hours
- All works to comply with Australian Standards and the BCA
- All works to be conducted using correct safety, JSA's and appropriate supervision
- All building rubbish to be removed from site
- Leave the site clean and tidy

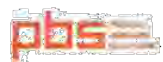
ITEM	TOTAL
Closing in of Open Area with Appropriate Cladding as Discussed on Site	\$8,055.83
Concrete Plinth and Footpath	\$2,240.16

COST FOR THIS PROJECT	\$10,295.99
GST	\$1,029.60
TOTAL COST INC GST	\$11,325.59

This quotation remains firm for 30 days from date of issue

Kind Regards,

Ray O'Connor | Project Manager



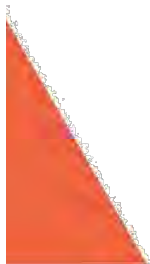
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PREMIER BUILDING SOLUTIONS (SA) PTY LTD | ABN 80 615 631 715 | BLD 278 128
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POORAKA FARM COMMUNITY CENTRE (MEN'S SHED)

Construct New Storage Area

City of Salisbury

MQ2001

Date: 28/04/2018

Revision: -

Reference: 016-030100

Category: 10



Corbo (SA) Pty Ltd
 2200 Highgate Road
 Highgate SA 5033
 P 08832 1199
 F 08832 1188
 E admin@corbo.com.au
 MW 0700249255

Quotation

Item	DESCRIPTION	AMOUNT
1	Supply and install cladding to existing verandah	\$ 8,004.50
2	construct uplate zero to perimeter to seal off	\$ 3,766.25
3	Relocate existing electrical socket	\$ 675.00
4	Supply and install whirly fan	\$ 662.50
5	Relocate existing timber shed	\$ 402.50
6	Optional: Additional concrete works - footpath and grass ramp	\$ 3,580.04
SUB-TOTAL		\$ 17,270.79
CWB Levy on net quotation price incl GST (if applicable)		
TOTAL GST		\$ 1,727.08
TOTAL (including GST)		\$ 18,997.87

QUALIFICATIONS:

1. No allowance for rock excavation.
2. No allowance for engineering or DA application.
3. No allowance for service authority fees & charges
4. No allowance for contaminated waste disposal.
5. No allowance for asbestos removal.

NOTES:

Pricing based on site inspection Monday 17th February 2018.

Corbo (SA) Pty Ltd
 FRM-FM-027
 Date of issue: 28/04/2018

MQ2001 BOQ 250220
 MQ2101

Pooraka Farm Community Centre – MCWGP Application
Pooraka Farm Men’s Shed – Photos



Pooraka Farm Community Centre – MCWGP Application
Pooraka Farm Men’s Shed – Photos

