

CITY OF WEST TORRENS



Notice of Committee Meeting

NOTICE IS HEREBY GIVEN in accordance with Sections 87 and 88 of the
Local Government Act 1999, that a meeting of the

CIVIC NON-PRESCRIBED GENERAL COMMITTEE

Members: Councillor S Tsiaparis (Presiding Member), Mayor Trainer,
Councillors: G Nitschke, S Rypp, R Haese, T Polito, K McKay, J Woodward

of the

CITY OF WEST TORRENS

will be held in the Mayor's Reception Room, Civic Centre
165 Sir Donald Bradman Drive, Hilton

on

TUESDAY, 28 FEBRUARY 2017
at 6.00pm

Terry Buss
Chief Executive Officer

City of West Torrens Disclaimer

Please note that the contents of this Committee Agenda have yet to be considered by Council and Committee recommendations may be altered or changed by the Council in the process of making the formal Council decision.

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1 MEETING OPENED**1.1 Evacuation Procedures****2 PRESENT****3 APOLOGIES****4 DISCLOSURE STATEMENTS**

Committee Members are required to:

1. Consider Section 73 and 75 of the *Local Government Act 1999* and determine whether they have a conflict of interest in any matter to be considered in this Agenda; and
2. Disclose these interests in accordance with the requirements of Sections 74 and 75A of the *Local Government Act 1999*.

5 CONFIRMATION OF MINUTES**RECOMMENDATION**

That the Minutes of the meeting of the Civic Non-Prescribed General Committee held on 25 October 2016 be confirmed as a true and correct record.

6 COMMUNICATION BY THE CHAIRPERSON

7 REPORTS OF THE CHIEF EXECUTIVE OFFICER

7.1 Sponsorship Application from Koori Kids

Brief

This report presents a sponsorship application from Koori Kids for their NAIDOC Week School Initiative.

RECOMMENDATION(S)

The Committee recommends to Council that it approves the \$450 sponsorship request from Koori Kids for its NAIDOC Week School Initiative.

Introduction

Koori Kids is seeking \$450 in sponsorship for its 2017 NAIDOC Week School Initiative Competitions for school aged children as part of their work in engaging young people across South Australia to promote education and awareness of Aboriginal and Torres Strait Islander culture.

The request is for \$450 in sponsorship (**Attachment 1**) to assist Koori Kids with the printing and distribution of information packs for all schools within West Torrens.

Discussion

As part of the NAIDOC Week celebrations, Koori Kids coordinates, with the support of various government departments and councils, an education component to provide a link of cultural diversity to children via the NAIDOC Week School Initiative Competitions.

These competitions have been successfully run since 2001 with entries in a number of categories including colouring-in and creative writing and, given that the initiative provides a benefit to all schools in West Torrens, the request meets Council's criteria for sponsorship support.

Conclusion

This report presents a \$450 sponsorship request from Koori Kids for its NAIDOC Week School Initiative.

Attachments

1. Koori Kids Sponsorship Application

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Sponsorship program application form

Att: *Manager Community*

Civic Centre
165 Sir Donald Bradman Drive
Hilton, SA 5033
Tel 08 8416 6333
Fax 08 8443 5709
Email csu@wtcc.sa.gov.au
Website www.wtcc.sa.gov.au


City of West Torrens
Between the City and the Sea

Note:

1. Read the Sponsorship guidelines before completing this application.
2. Please attach any additional information and supporting statements.
3. Please type or print legibly.
4. Applications must be completed in full or they will not be accepted.

1. Event and organisation detailsEvent name: *Nai'oox Week School Initiative*

Event description:

Date(s) of event: *April / July*Organisation / Group: *Koori Kids*ABN number:

1	3	1	1	5	9	1	7	3	0	9
---	---	---	---	---	---	---	---	---	---	---

Date submitted:

2. Organiser's contact detailsName: *Dylan Williams*Position: *Exec Director*Organisation: *Koori Kids*Address: *GPO Box 454 Sydney NSW* *Nai'oox coordination Centre correspondence*P/Code: *2001*

Telephone:

Facsimile:

Email:

*02 90880791**director@koorikids.com***3. Event details**

Type of event (you may select more than 1)

- | | | |
|--|---|--------------------------------------|
| <input checked="" type="checkbox"/> Education | <input checked="" type="checkbox"/> Community | <input type="checkbox"/> Environment |
| <input type="checkbox"/> Entertainment | <input type="checkbox"/> Sports | <input type="checkbox"/> Business |
| <input checked="" type="checkbox"/> Arts / Culture | <input type="checkbox"/> Charity | <input type="checkbox"/> |

Event attendees (indicate the expected characteristics of your event attendees)

Age range

- | | | |
|--|-----------------------------------|-----------------------------------|
| <input checked="" type="checkbox"/> Under 20 | <input type="checkbox"/> 31 to 40 | <input type="checkbox"/> 51 to 60 |
| <input type="checkbox"/> 20 to 30 | <input type="checkbox"/> 41 to 50 | <input type="checkbox"/> 60 plus |

Where will the attendees be travelling from?

- | | |
|---|---|
| <input type="checkbox"/> City of West Torrens | <input type="checkbox"/> Adelaide metropolitan area |
| <input type="checkbox"/> Western suburbs | <input type="checkbox"/> SA generally |

Estimated total attendance? *All school in GA (WTCC)*

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4. Level of sponsorship requested (tick)

Type:

☐

Naming rights

☒

Joint sponsor

☐

Minor support

Cash: \$ 450.00

In kind support (specify):

What will the funds be used for? Towards printing & distribution

How many other sponsors are involved?

Who are they? Department of Education

What is their level of support? major

5. Promotional / media benefits

Provide details of the media types to be used:

☒

Advertorials

☐

Television

☐

Public speaking

☐

Advertising - newspaper

☐

Signage

☒

Other

☐

Radio

☐

Web site

Provide details of the level of coverage anticipated: Logo inclusion on information

plans & media release

6. Research and evaluation of your event

Will you undertake research prior to or after the event?

☒

Yes

☐

No

If yes, how?

Determination and evaluation is gained based on the amount and creativity of entries received in the local government area

If not, why not?

How do you evaluate the effectiveness of your event?

The initiatives have been a pivotal role at Nisoor and an educational component for students. Council has been a supporter for many years and the Mayor has attended several presentations to winning students.

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7. Declaration

I Dale Williams hereby certify that I have been authorised to prepare and submit this application on behalf of the above-mentioned group or organisation, and that the information contained in the application is true and correct to the best of my knowledge.

Signature



Date: 17/11/16

8. Where to send your completed application

Return this application together with any attachments to:

Manager Community Services
City of West Torrens
165 Sir Donald Bradman Drive
Hilton SA 5033

Or email to csu@wtcc.sa.gov.au.

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Australian Government
Department of Education



Australian Government
Department of Health



Government of South Australia
Department for Education and
Child Development



NAIDOC Week July 2nd - 9th, 2017

The NAIDOC Week School Initiative Competitions have brought a coordinated educational component to the week-long celebrations.

The competitions have been overwhelmingly successful and last year was no exception which produced over 65,677 entries from schools who participated in a variety of competitions and we are delighted to announce this year's "2017 NAIDOC Week" Colouring-in/short story and Creative/Essay writing Competitions.

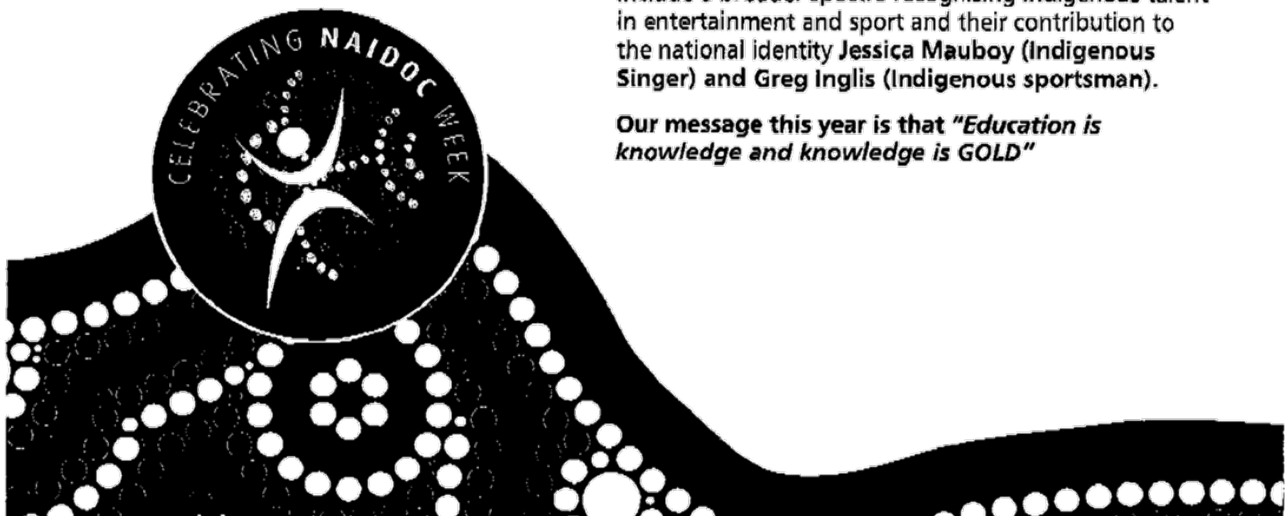
Entry is open to all primary and secondary school students in communities.

The ultimate aim of these initiatives is to provide our kids with a greater understanding on the importance of friendship and cultural diversity. The competitions reflect Aboriginal ancestry and promote the growth of positive attitudes in all students towards Aboriginal people. They are broadly based around each year's national NAIDOC theme. The colouring-in/ Short-Story competitions are open to all primary school students and the creative writing/ Essay Writing competition will be open to all secondary students. **The winning students are each year awarded prizes from our major sponsors.**

As part of National NAIDOC Week celebrations Nunga Kids coordinates, with the support of various government departments and local councils an educational component to provide a link of cultural diversity to our kids with the NAIDOC Week School Initiative Competitions. These competitions have been a successful part of NAIDOC Week and to date we have received over 1,012,650 entries which include colouring-in, short story, creative writing and essay writing. As a result we have awarded over 311 major prizes including; Computers, Televisions, Mountain Bikes, Xbox consoles, DVD Players, MP3 Players, Mini Stereos, and Encyclopaedia's. We have presented some 2575 encouragement awards including; CDS, DVDs, Movie Tickets and certificates to all participants

This year our highlighted Indigenous role models include a broader spectre recognising Indigenous talent in entertainment and sport and their contribution to the national identity **Jessica Mauboy (Indigenous Singer)** and **Greg Inglis (Indigenous sportsman)**.

Our message this year is that "Education is knowledge and knowledge is GOLD"



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The logistics of the initiatives involve packages being sent to all school principals inviting students to participate in the competitions. Prizes will be awarded to the winning students along with the "NAIDOC Medal of Excellence" The Prime Minister has previously provided a message of support for the initiatives encouraging students to participate. "The wonderful work of student winners – and indeed all entrants – gives me great confidence for the future and our ability to forge a more united, harmonious and respectful future together in the spirit of reconciliation. We can draw inspiration from their idealism and creativity, and their instinctive sense of possibility and openness to change. That is why I am so delighted to be associated with the successful NAIDOC Week School Initiatives"



The judging of entries last year was adjudicated by a panel including; our patron, Aboriginal Elders and Sponsoring agency delegates. The judging this year will take a similar precedent. At an awards presentation held during NAIDOC Week the Minister praised the competitions and their purpose *"The initiative we are here to celebrate today provides a perfect illustration of how general public awareness has been raised around these issues in recent times. The NAIDOC School Initiative competition is a perfect opportunity to bring Australians together. They have clearly done so".*

We acknowledge and appreciate the support of the council last year and seek your involvement again in this year's competitions. **We are asking that you assist this year by preparing a report to council and continuing your support to the initiative with a \$450.00 contribution towards printing and distribution for students within councils LGA.** Support last year was recognised by the Premier and Minister – Indigenous Affairs at the NAIDOC Awards presentation held during NAIDOC Week. Logo was displayed on all materials sent to both principals and student's across council's LGA and a proof of the 2017 competition entry forms for your information is attached. Support was also recognised in all media which included the Advertiser, National Indigenous Times, ABC Radio, Local media and ABC TV's Message Sticks.



Presentations to the winning students were held at special school assemblies that were attended by Elders, Executive Director, NAIDOC Week School Initiatives, Director, Social Wellbeing & Community, local Mayor or representatives, Regional Director of Schools, Delegates from the Department for Education and Childhood Development and Australia Post. I would particularly

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like to acknowledge; Hon. Susan Close M.P – Minister for Education and Child Development. Local Mayors and Mayoral Representatives; City of Whyalla, Clare & Gilbert Valley Council, Adelaide Hills Council, City of Marion, City of Onkaparinga, City of Charles Sturt, Yorke Peninsula Council, City of Playford, City of Salisbury, City of Port Adelaide-Enfield, Mount Gambier City Council, City of Tea Tree Gully, Rural City of Murray Bridge, City of Campbelltown and Adelaide City Council for taking time out of their schedules to attend the school presentations.

Without support these initiatives would not have been an overwhelming success and we hope that you will be able to assist us with this small community contribution.

For further please contact
the co-ordinator on
(08) 8311-3910 or send an Email to
director@nungakids.com



Warm Regards

Dylan Williams
Executive Director
NAIDOC Week Initiatives



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'ANNEXURE'

NAIDOC Week 2017 School Initiatives Murray Kids – Request for financial partnership

Mayor,
Chief Executive Officer
CC: Director: Community Services



Report in Brief

Nunga Kids is a community organisation (under the umbrella of Koori Kids) that engages young people across South Australia in a range of school initiatives to promote education and awareness of Aboriginal & Torres Strait Islander culture. Each year Nunga Kids conducts the NAIDOC Week School Initiative Competitions for school aged children. This is broken up into primary and secondary school categories being; colouring-in, short story writing and creative and essay writing. Nunga Kids is seeking continued support from council and request consideration of council to be an associate partner with a \$450 towards the program

Purpose

The purpose of this annexure to the proposal is to inform council of the Nunga Kids 2017 School Initiatives program. The initiatives are coordinated in partnership with Department for Education & Child Development, Department of Education, Department of Health, Catholic Education and Department of Premier & Cabinet.

Nunga Kids has provided a proposal and draft entry forms for the 2017 initiatives. The contribution sought (\$450) will be utilised towards the costs for printing and distribution of information packs, posters and entry forms to schools across councils LGA. These initiatives are designed to educate all students on cultural diversity and involve a whole of community approach in the spirit of reconciliation and bringing us 'all together as one community'.

Costing	Description	Cost
Printing	Entry forms – (LGA Schools)	325.00
Distribution	Postage and Delivery	125.00

Summary

This worthwhile cross cultural initiative has been operating very successfully since 2001 and is aligned with NAIDOC Week, celebrated in July each year. Hundreds of entries are received each year from schools within councils LGA, and the success of the program is due in part to the support of councils and partner organisations. The contribution sought (\$450) will be utilised towards the costs for printing and distribution of information packs, posters and entry forms for colouring-in, short story writing and creative essay writing competitions held in schools across the local government area (LGA). These initiatives are designed to educate all students on cultural diversity and involve a whole of community approach in the spirit of reconciliation and bringing us 'all together as one community'.

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Strategic

Strategic Plan – People and Culture

- A harmonious community based on respect and responsibility, where everyone is valued
- Recognition of Aboriginal & Torres Strait Islander heritage
- Cultural and community activity encouraging harmony and reconciliation

Environmental

The initiatives will enable participants to explore concepts linking environmental; and social/ cultural issues and foster harmony in the community.

Social

The initiatives enables a diverse range of children to benefit from discussion and curriculum topics focused around the development of NAIDOC Week and the broader history of Indigenous culture.

Recreation

Each year at some of the winning schools Nunga Kids host some 'Healthy Lifestyle Clinics' with visiting celebrity sports persons the ultimate aim of these clinics is to encourage an active lifestyle; including nutrition, sportsmanship and skill development. All Students participating are provided a T-Shirt, Water Bottle and Ball.

Council Acknowledgement

Council is acknowledged through logo inclusion as an associate partner on information packs sent to schools throughout councils LGA. If there is a winner from a school within council LGA, an invitation for the Mayor and or a representative is invited to attend the school, along with Executive Director, NAIDOC Week Initiatives, Director, Social Wellbeing and other dignitaries to make special presentation of the NAIDOC Medal of Excellence and the student's prize. Media release for the winning school is prepared in consultation with council's media officer. Council is also forwarded a final report and a special NAIDOC plaque.

Conclusion

The NAIDOC Week School Initiatives are the only activity throughout NAIDOC Week that provides students with an educational component to NAIDOC Week and Indigenous culture and heritage.



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SPONSORS

Australian Government
Department of HealthAustralian Government
Department of EducationAustralian Government
Australia Skills Services Commission

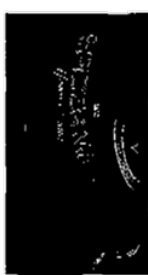
ID POST

PRIZES

MP3 PLAYERS



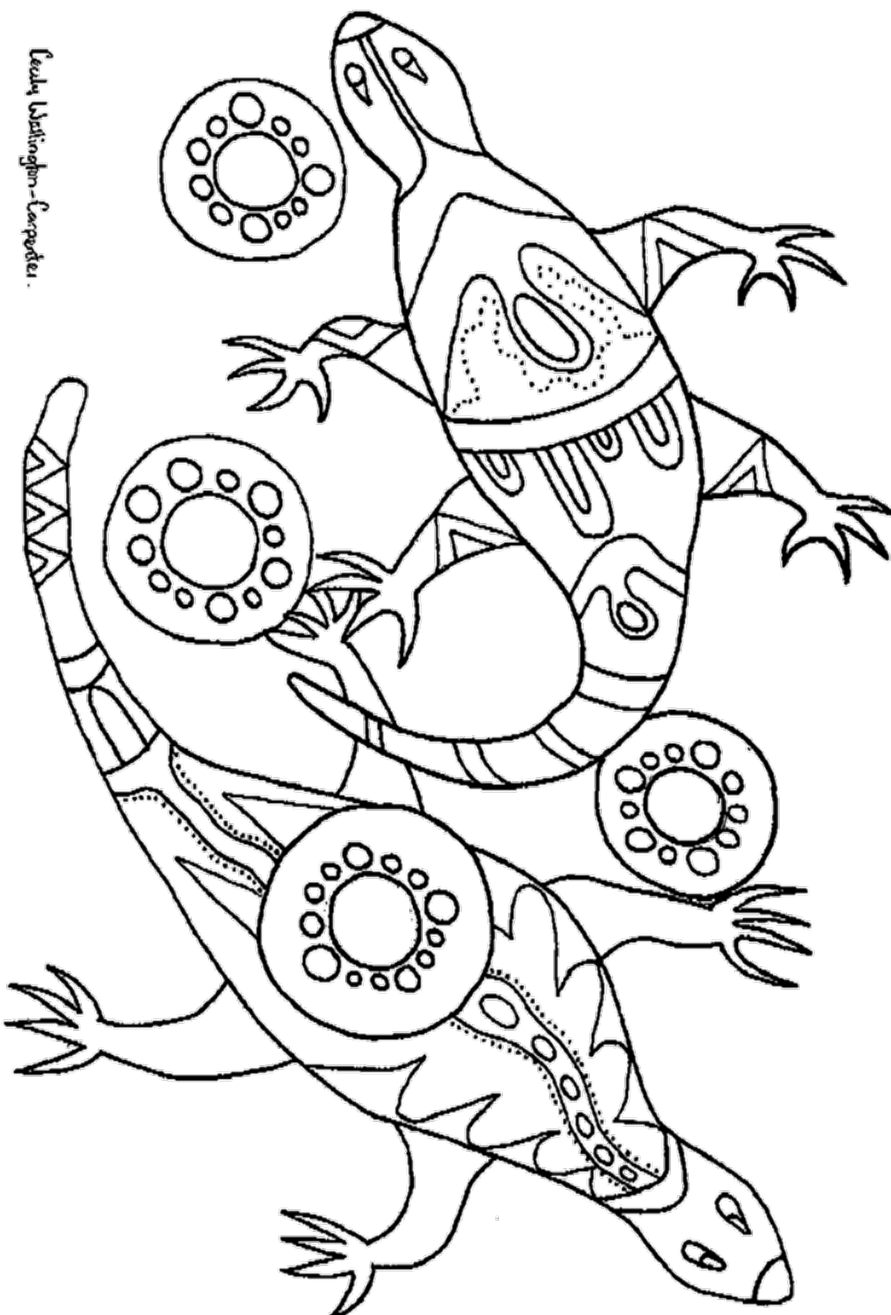
DVD PLAYERS

HUNDRED OF PASSES TO SEE
"SPIDER-MAN - THE HOME COMING"

NAIDOC Week Celebrations are held across Australia each July to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander Peoples

COLOURING IN COMPETITION

Entry is open to all students in Years K-2



Lesley Washington - Crocodile.

Name _____

Age _____

School _____

Year _____

All competitions: Entries must be received by close of business on Friday 24th June 2017 at the co-ordination centre GPO Box 454, Sydney NSW 2001. Judging will take place on Thursday 30th June 2017. Winners will be notified through principals and presentations will take place at school assemblies with local Mayor, Elders and other dignitaries.

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**NAIDOC Week Celebrations**

are held across Australia each July to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander Peoples

SHORT STORY COMPETITION

Entry is open to all students in Years 3-6

Write a poem entitled
"We Are one people"



Jessica Mauboy
Indigenous
Recording
Artist



Greg Inglis
Indigenous
Rugby
League
Player

****Entry must be typed and on A4 Paper. Entries will be judged on quality, meaning and creativity. Please ensure the name grade and class are clearly included on both your story and on the official NAIDOC School initiatives entry form.**

PRIZES



SONY DVD PLAYER



HUNDREDS OF PASSES
TO SEE "SPIDER MAN -
THE HOME COMING"

SPONSORS



Australian Government
Department of Health



Australian Government
Department of Education



Australian Government
Australia Public Services Commission



Name _____ Age _____ School _____ Year _____

All competitions: Entries must be received by close of business on Friday 24th June 2017 at the co-ordination centre GPO Box 454, Sydney NSW 2001. Judging will take place on Thursday 30th June 2017. Winners will be notified through principals and presentations will take place at school assemblies with local Mayor, Elders and other dignitaries.

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**NAIDOC Week Celebrations**

are held across Australia each July to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander Peoples

CREATIVE WRITING COMPETITION

Entry is open to all students in Years 7-9

"Write a newspaper editorial explaining how an accurate knowledge of events in Australia's past helps to understand Australia today?"

INDIGENOUS AUSTRALIANS TO ASPIRE TO



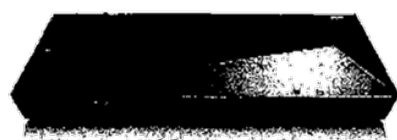
Jessica Mauboy
Indigenous Recording Artist



Greg Inglis
Indigenous Rugby League Player

****Maximum 1000 words or less. Entry must be typed and on A4 paper. Please ensure name and grade are clearly included on both your work and on the official NAIDOC School Initiatives entry form.**

PRIZES



BLU RAY PLAYER



SONY MEGA BLASTER



DIGITAL CAMERA



SONY PS4



SAFE DRIVING LESSONS

SPONSORS



Australian Government
Department of Health



Australian Government
Department of Education



Australian Government
Australia Public Services Commission



Name _____ Age _____ School _____ Year _____

All competitions: Entries must be recieved by close of business on Friday 24th June 2017 at the co-ordination centre GPO Box 454, Sydney NSW 2001. Judging will take place on Thursday 30th June 2017. Winners will be notified through principals and presentations will take place at school assemblies with local Mayor, Elders and other dignitaries.

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NAIDOC Week Celebrations
are held across Australia each July
to celebrate the history, culture
and achievements of Aboriginal
and Torres Strait Islander Peoples

ESSAY WRITING COMPETITION

Entry is open to all students in Years 10-12

"Stolen Generation The Stolen Generation has had a traumatic effect on Aboriginal people, their identities and links with their Aboriginal culture. These tremendous effects are still continuing towards the Aboriginal society through the policies and practices that were in place at the time."

*From an Aboriginal perspective explain the stolen generation, its impact on Indigenous people, communities & families. Maximum words 1500
(entries will be judged on knowledge of subject and quality of essay)*

INDIGENOUS AUSTRALIANS TO ASPIRE TO



**Jessica
Mauboy**
Indigenous
Recording
Artist



**Greg
Inglis**
Indigenous
Rugby
League
Player

****Please ensure name grade
are clearly included on both
your work and on the official
NAIDOC School Initiaves entry
form.**

PRIZES



APPLE IPHONE 7



APPLE MACBOOK PRO



MOUNTAIN BIKE



SAFE DRIVING LESSONS

SPONSORS



Australian Government
Department of Health



Australian Government
Department of Education



Australian Government
Australia Public Services Commission



Name _____ Age _____ School _____ Year _____

All competitions: Entries must be recieved by close of business on Friday 24th June 2017 at the co-ordination centre GPO Box 454, Sydney NSW 2001. Judging will take place on Thursday 30th June 2017. Winners will be notified through principals and presentations will take place at school assemblies with local Mayor, Elders and other dignitaries.

7.2 City of West Torrens Grants and Sponsorship Guidelines

Brief

This report presents the proposed City of West Torrens Grants and Sponsorship Guidelines, including reviewed criteria and eligibility, in accordance with the report endorsed by Council on 1 November 2016.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. It approves the City of West Torrens Grants and Sponsorship Guidelines as detailed in Attachment 1 of the report.
2. The amount of \$12,500 from the Grants budget be used to purchase a web-based grants administration system.

Introduction

At the Council meeting on 1 November 2016 the proposed changes to the City of West Torrens Grants and Sponsorship Programs contained in the report were endorsed. It was also recommended that a report be brought back to the Civic Committee detailing proposed documentation as detailed in the report, including reviewed criteria and eligibility.

Discussion

The new guidelines (**Attachment 1**) for Grants and Sponsorships are based on the review recommendations from the review undertaken in October 2016. The main changes include:

- One set of guidelines incorporating the eligibility and criteria for:
 - Community Grants
 - Community Equipment Grants
 - Environment Grants
 - Junior Development Grants
 - Sponsorships
 - Donations
- Heritage Grants will have their own guidelines due to criteria being so different.
- The criteria are clearly outlined, including a table showing the assessment criteria.
- The link to the Community Plan outcomes has been strengthened in the purpose, prioritisation and assessment sections.
- The amount of funding has been increased from \$3,000 to \$5,000 for the Community and Environment grants and Sponsorship.
- There are no longer grant rounds, applicants are able to submit grant applications at any time of the year with a maximum 12 week turnaround.

The review of the application process found that the paper based application requires significant effort on the part of applicants and staff and does not allow for easy collection of information to inform current and future grant programs. It is recommended that an online grant application system be purchased with a small portion of the grants budget. The recommended online product is Smarty Grants (<https://www.smartygrants.com.au/>). This system is widely used by Local Government, some examples are the City of Port Adelaide Enfield, Alexandrina Council, the City of Melbourne, Brisbane City Council and the City of Hobart. It is a very comprehensive web-based grants administration system that is easy to use and includes the following features:

- Internal tracking
- Online applications
- Form design and flexibility
- Application review
- Letters and emails
- Grant requirements and evaluation
- Budgeting and payments
- Reporting
- Workflows

This system would significantly decrease administration time, make the process much easier for applicants and allow for tasking to relevant officers. The cost is \$12,500 annually however administrative and workflow features mean that additional human resources would not be required to manage the grant process. The product can also be used for other grants that Council may endorse including heritage grants.

Once the grant guidelines and processes are finalised, the new grant opportunities and application process will be widely promoted through a mail-out to clubs and community groups, social media and the website. The grant opportunities will also be registered with the Grants Hub website that lists grants opportunities across Australia. This will include information on the types of grants, the eligibility and criteria and the application process.

Conclusion

This report recommends that the Civic Committee recommend to Council that it approve the City of West Torrens Grants and Sponsorship Guidelines as detailed in attachment 1 and the use of \$12,500 from the grants budget to purchase an online grants administration system.

Attachments

1. City of West Torrens Grants and Sponsorship Guidelines

Guidelines for City of West Torrens Grants & Sponsorships

Civic Centre
165 Sir Donald Bradman Drive
Hilton, SA 5033
Tel (08) 8416 6333
Fax (08) 8443 5709
Email csu@wvtcc.sa.gov.au
Website westtorrens.sa.gov.au



1. Council's vision

Committed to being the best place to live, work and enjoy life.

2. Purpose of the grants

The Community Grants Program provides funding to eligible groups, organisations and individuals who present applications that demonstrate consistency with Council's *Towards 2025 Community Plan*. The types of Grants that are available are:

- **Community Grants** - *to support community projects and initiatives that help us achieve our Community Plan*
- **Community Equipment Grants** - *to assist community groups to purchase equipment*
- **Environment Grants** - *to support community projects and initiatives that help us achieve the environment strategies in the Community Plan*
- **Junior Development Grants** - *to assist young people who have been chosen to represent their institution, club, or organisation in a variety of areas such as sport, recreation, science, arts and culture.*
- **Sponsorships** - *to support community groups with events*
- **Donations** - *to support community organisations and groups working with people in need, including in cases of urgent need or emergency situation not budgeted by the organisation.*

3. Eligibility criteria

Community Grants, Environment Grants, Community Equipment Grants, Sponsorships, Donations:

Individuals, incorporated not-for-profit organisations and groups are eligible to apply if they:

- Are located within the Council area and primarily serve West Torrens residents.
- Can demonstrate their capacity (if located outside of the City of West Torrens) to provide services and/or benefits to Council residents by forming partnerships with one or more local community groups.
- Have a current ABN or are auspiced/sponsored by an incorporated body with an ABN.
- Form a partnership (if an individual applicant) with one or more local community groups that have an ABN.
- Are a school and can demonstrate a partnership with one or more local community group(s) for the delivery of the funded activity.
- Can establish (if asked) the bona fides of their group by providing the following information: a copy of their constitution; a copy of the minutes from their most recent AGM; a membership application form and annual cost of membership (if any); total membership numbers and the percentage of members who are residents of West Torrens; and the name and contact details of group members who are authorised to speak on behalf of their group.

Junior Development Grants:

- An individual resident of the City of West Torrens.
- Participating in activities and events and/or representing their institution or the State with South Australia, Australia or internationally.
- Aged 18 years or younger at the time of the sponsored event or activity.
- Applications must be received before the event/activity takes place.
- One or more application per person can be submitted providing the second application applies to activity/event at a higher level (eg. From a state competition to a national competition).

4. Funding Priorities

In line with the *Towards 2025 Community Plan* funding is available for community grants that encourage and foster:

- Local events, activities and programs that celebrate multicultural and indigenous heritage.
- Art in public spaces including community buildings, streetscapes and open spaces.
- Connections between neighbours, older and young people, and the capacity for ageing in place.
- Sporting, and recreational programs and facilities that provide a range of activities for all ages and capabilities.
- Awareness of local safety issues and promotion of social responsibility and enjoyment of the local area.
- Greater public awareness and appreciation of heritage sites, events and people of local significance.

Environment Grant applications must focus on significant environmental outcomes across one or more of the environmental strategy target areas as outlined by the Community Plan.

- Environmentally sustainable development.
- Reduction of ecological impact.
- Enhanced natural environment.

5. Ineligible applications

Projects, initiatives, events or resources are considered ineligible if they:

- 5.1 Clearly duplicate an existing service, program, project or event.
- 5.2 Have a political or religious purpose and objectives.
- 5.3 Are deemed to be inappropriate or offensive.
- 5.4 Seek to make financial profits or undertake commercial activities.
- 5.5 Are considered the primary role or responsibility of another level of government.
- 5.6 Seek funding for recurrent operating, for the day-to-day operation of the organisation/group.
- 5.7 Seek funding for salaries, where the salary forms part of the organisation's/individuals usual responsibility (not including instructors or tuition fees).
- 5.8 Seek funding for the payment of travelling allowances or prize money.
- 5.9 Seek funding for projects or initiatives which have already commenced or been completed prior to the application being lodged.
- 5.10 Seek funding for large capital expenditure – i.e. purchase or lease of real estate, renovation, repair or maintenance of buildings or purchase of major equipment;

6. Assessment of applications

All applications will be assessed against these guidelines and applicants will be notified in writing of the outcome of their application within 12 weeks of their application.

Donation applications will be assessed against the following:

- The organisation is located in the City of West Torrens and/or is supporting residents in the City of West Torrens.
- The organisation has limited capacity to raise funds.
- The organisation is incorporated and not for profit.
- How the donation will target the most disadvantaged members of the West Torrens community (eg. Homeless, families in need, frail aged, vulnerable people).
- How/why the situation is urgent and/or immediate.

Assessment for **Community Grants, Community Equipment Grants** and **Sponsorships** will be scored in the following manner:

No.	Consideration	Weighting
1	The application identifies a clear outcome/s, which is aligned to the strategic priorities of Council as outlined by the Community Plan.	10%
2	The application responds to one or more of the program priority areas	10%
3	The application demonstrates innovation and evidence and/or clear reason for why it has been developed	20%
4	A plan for engaging the target group is outlined	10%
5	The application outlines a plan for delivery – including consideration of risk, integration with other partners and innovation	15%
6	The application outlines what measures will be used to evaluate whether it has been successful in achieving the stated outcome/s – includes both qualitative and quantitative measures	10%
7	The application outlines matched funding, in kind support or partner contribution (financial and in kind)	10%
8	The application demonstrates consideration of: <ul style="list-style-type: none"> • environmental sustainability • Inclusivity of all members of our community and accessibility for all • low or no cost for disadvantaged groups • sustainability - not reliant on ongoing grant funding 	15%
Total		100%

Assessment for **Environment Grants** will be scored in the following manner:

No.	Consideration	Weighting
1	The application identifies significant environmental outcomes across one or more of the environmental strategy target areas as outlined by the Community Plan.	10%
2	The project demonstrates a long-term benefit to the City of West Torrens and its community.	10%
3	The application demonstrates innovation and evidence and/or clear reason for why it has been developed	20%
4	A plan for engaging the target group is outlined	10%
5	The application outlines a plan for delivery – including consideration of risk, integration with other partners and innovation	15%
6	The application outlines what measures will be used to evaluate whether it has been successful in achieving the stated outcome/s – includes both qualitative and quantitative measures	10%
7	The application outlines matched funding, in kind support or partner contribution (financial and in kind)	10%
8	The application demonstrates consideration of: <ul style="list-style-type: none"> • environmental sustainability • Inclusivity of all members of our community and accessibility for all • low or no cost for disadvantaged groups • sustainability - not reliant on ongoing grant funding 	15%
Total		100%

7. **Accountability**

All successful applicants (including multi-year funding commitments) will be required to provide a detailed written report on all outcomes of the project funded by Council in the form of an acquittal report document. Acquittal reports will be required within 6 weeks from the conclusion of each project or annually for multi-year funding commitments. The Acquittal Report must include any relevant receipts and a short report on the effectiveness of the program/event/equipment in achieving the stated outcomes in the application.

Expenditure statements must be signed by the appointed Treasurer of the organisation where applicable. Failure to fulfil this requirement will prejudice any future funding applications.

8. **GST requirements**

Grants are subject to GST legislation, so if your application is successful and your organisation is registered for GST, Council will require a valid Tax Invoice before the grant can be processed.

9. General requirements

- Grants funding is required to be returned to council in the event that a project/event does not occur or is relocated to a venue outside of the West Torrens Council area.
- Applications will not be accepted when the same applicant submits multiple applications with no indication of priority based on need.
- Applicants may only receive one type of grant funding per financial year. Multi-year grants may be considered for project/initiatives which may require sustained funding to become self-sufficient and put a maximum of three years subject to budget.
- Financial acquittal forms must be completed within six weeks of the activity being completed unless otherwise negotiated.
- Applicants must hold the appropriate insurances for the implementation of their grant funded program/activity.
- Applications must be completed in full or they will not be accepted.
- Applications can be made at any time in the year, applicants will be advised of the outcome of their application within 12 weeks.
- Council will not be responsible for any expenses incurred by an applicant in preparing their application or as a result of an applicant anticipating approval of their application.
- Approval of applications is subject to annual budgetary limitations.

10. Grant amounts

- Community Grants: maximum of \$5,000
- Environment Grants: maximum of \$5,000
- Community Equipment Grants: maximum of \$1,000
- Sponsorships: maximum of \$5,000
- Donations: maximum of \$1,000
- Junior Development Grants:
 - Maximum of \$100 if activities/events are held in South Australia
 - Maximum of \$200 if activities/events are held interstate
 - Maximum of \$500 if activities/events are held overseas

If 3 members of the same club/institution, attending/competing at the same activity/event, then the maximum amount available to the club/institution (to be shared equally between applicants) is:

- Maximum of \$300 if activities/events are held in South Australia
- Maximum of \$600 if activities/events are held interstate
- Maximum of \$1500 if activities/events are held overseas

11. Further information

For further information or assistance, please contact:

Administration Officer, Community Services
Phone: 8416 6333

7.3 Additional Aged Care Funding Proposal

Brief

This report presents the services, with associated projected costings, to be provided to older residents with the additional aged care funding approved by Council on 1 November 2016.

RECOMMENDATION(S)

The Committee recommends to Council that it approves the additional aged care funding to be spent on the services as proposed in Table 1 of the report.

Introduction

At the Council meeting on 1 November 2016 the Civic Committee recommendation that the investment interest of \$356,000 from the sale of St Martins be used to provide additional services to people receiving Commonwealth Home Support Program (CHSP) services was endorsed. It was also recommended that a report be brought back to the Civic Committee on the services to be provided, with associated project costings, in order for the Committee to make a recommendation to Council on the services to be made available to its older residents.

Discussion

The current CHSP program provided to elderly residents is limited to domestic assistance, social support and home maintenance. These service types are very specific and there are limitations within their definitions that mean that elderly residents cannot always receive assistance with services that they require. Below (Table 1) is a breakdown of services that are in demand from the community but cannot be provided through CHSP funding. Service numbers are based on requests received by the Community Services team.

A position has been included as part of this breakdown to administer the extra services. This Community Services Officer position will include a one day per week presence at the Plympton Community Centre to offer older residents the opportunity for assistance with aged care advice, information and advocacy. This type of service is in demand as the Aged Care Reforms are underway and changing how older people and their Carers access and receive services. This can cause confusion for people and they often come to their local council for information and assistance with accessing services.

Also included is a monthly information session to occur at the Plympton Community Centre. The sessions will be tailored to current information of interest to older people such as changes in aged care, health issues, driving, legal issues, services etc. These will be coordinated by the Community Services Officer and will be offered on the weekday that the Officer is located at the Centre.

Table 1

Service	Cost	16/17	No. of services	17/18	No. of services
Community Services Officer	MOA 3 Salary	\$18,856	3 months	\$75,424	12 months
Hoarding & Squalor clean up (including vulnerable residents with a disability aged under 65 yrs)	\$1,500 per clean-up	\$7,500	5	\$30,000	20
Gardening (pruning roses & fruit trees, weeding, lawn mowing)	\$50 per hr	\$13,750	275 hrs	\$55,000	1100 hrs
Window cleaning	\$45 per hr	\$3,750	83 hrs	\$15,000	333 hrs
Key Safes	\$65 per key safe	\$3,250	50	\$13,000	200
Subsidise plumbing & electrical	Up to \$500	\$7,500	15	\$30,000	60
Transport to health related appointments	\$50 per trip	\$7,500	150 trips	\$30,000	600 trips
Gutter cleaning (inc. 2 storey and high gutters)	\$70 per hr	\$3,590	51 hrs	\$14,360	205 hrs
Information Sessions (speakers & refreshments)	\$500 per session	\$1,500	3	\$6,000	12
Advisory, Information & Advocacy set up at Plympton Community Centre		\$10,000	Set up office space	\$10,000	Complete set up and maintenance
TOTAL:		\$77,196		\$278,784	

Conclusion

This report recommends that the Civic Committee recommends to Council that it approve for the additional aged care funding earned through investment interest from the sale of St Martins to be spent on the services as proposed in Table 1 of this report.

Attachments

Nil

8 OUTSTANDING REPORTS / ACTIONS

9 OTHER BUSINESS

10 CONFIDENTIAL

Nil

11 NEXT MEETING

25 April 2017, 6.00pm in the Mayor's Reception Room.

12 MEETING CLOSE