

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

## **CITY ADVANCEMENT AND PROSPERITY GENERAL COMMITTEE**

Members: Councillor G Vlahos (Presiding Member), Mayor M Coxon  
Councillors: E Papanikolaou, K McKay, S Tsiaparis, D Wilton, G Nitschke, J Wood

**of the**

## **CITY OF WEST TORRENS**

will be held in the George Robertson Room, Civic Centre  
165 Sir Donald Bradman Drive, Hilton

on

**TUESDAY, 27 APRIL 2021**  
**at 6.00pm**

Public access to the meeting will be livestreamed audio only at the following internet  
address: <https://www.westtorrens.sa.gov.au/livestream>

**Terry Buss PSM**  
**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****1.2 Electronic Platform Meeting****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 City Advancement and Prosperity General Committee held on 23 February 2021 be confirmed as a true and correct record.

**6 COMMUNICATION BY THE CHAIRPERSON****7 OUTSTANDING REPORTS / ACTIONS**

Nil

## 8 REPORTS OF THE CHIEF EXECUTIVE OFFICER

### 8.1 Excluding Dogs from Weigall Oval Soccer Pitch - Update

#### Brief

This report provides Members with an update in regard to a request received from the Adelaide Cobras Omonia Soccer Club which seeks to exclude dogs from the senior (northern) soccer pitch at Weigall Oval.

#### RECOMMENDATION(S)

The Committee recommends to Council that:

1. Council By-law no.5 be amended to include the following definition for organised sport:  
*"Organised sport is competition, coaching and training, undertaken by the Club in its capacity as lessee or licensee of premises during those times which are specified within the Club's lease or licence agreement (and/or at other times which may be approved by Council)".*
2. The relevant Club be required to place an "A" frame sign or similar in the vicinity of the playing field/court whilst it is being used for organised sport.

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#### Introduction

At its meeting of 23 February 2021 the Committee considered a request from the Adelaide Cobras Omonia Soccer Club which sought that dogs be excluded from the fenced senior (northern) soccer pitch within the Weigall Oval complex.

The Administration recommended to the Committee as follows:

*"...that it prohibits dogs at all times within the fenced senior soccer pitch at the Weigall Oval complex, Urrbrae Terrace, North Plympton pursuant to The City of West Torrens DOGS BY-LAW 2017, By-law No.5 of 2017"*

Subsequent to its consideration of the matter the Committee amended the Administration's recommendation and resolved to recommend to Council:

*"That the consideration of Committee report Item 8.1 relating to the request to exclude dogs from the Weigall Oval Senior Soccer Pitch, be deferred to allow the Administration to review the policy setting and the City of West Torrens Dogs By-law No. 5 of 2017 for dogs around/in sporting fields and report back to the City Advancement and Prosperity Committee."*

At its meeting of 2 March 2021 the Council endorsed the Committee's recommendation.

#### Discussion

The *Dog and Cat Management Act 1995* (Act) requires the management of dogs in public places, including that dogs be kept under effective control at all times, either by physical restraint or by command. More specific requirements apply to dogs on footpaths and public roads, including that dogs be kept on-leash and on school grounds where dogs are prohibited without permission. Exemptions do apply under the Act for a person in control of an accredited disability, guide or hearing dog.

The Adelaide Cobras Omonia Soccer Club seeks to exclude dogs from the senior soccer pitch at Weigall Oval on the grounds that the club wishes to "....preserve the quality of the playing field to (sic) as to comply with the FFSA."

The mechanism by which the Club's desired outcome can be achieved is via clause 10 in *The City of West Torrens DOGS BY-LAW 2017, By-law No.5 of 2017* (By-Law), which provides Council with the power to determine by resolution part or parts of the city where dogs are prohibited.

The By-Law allows Council to group areas within its boundaries into one of the following categories:

- Dog prohibited areas (dogs not permitted);
- Dog on Leash areas (dogs must be on a leash);
- Dog exercise areas (dog parks).

All areas not expressly approved by Council as being dog on-leash or dog prohibited areas are, by default, dog off-leash areas.

However, at any point, Council has the ability to revoke the classification of an area of land by resolution and is able to approve a different classification for any portion of its land.

The Administration has undertaken a review of the By-Law (No 5) and deems that it does not require any further amendment at present, other than to address the perceived deficiency regarding a definition of "organised sport" which it believes should be included within the by-law.

The relevant section of the by-law (part 9) states that:

- "9 A person must not, without the Council's permission, allow a dog under that person's control, charge or authority (except an assistance dog that is required to remain off-lead in order to fulfil its functions) to be or remain:
- 9.1 on any Local Government land or public place to which the Council has resolved that this subclause applies; and
- 9.2 on any park or reserve during times when organised sport is being played- unless the dog is under effective control by means of a leash."

Accordingly, the Administration suggests that "Organised Sport" be defined as "*competition, coaching and training, undertaken by the Club in its capacity as lessee or licensee of premises during those times which are specified within the Club's lease or licence agreement (and/or at other times which may be approved by the Council)*".

To assist members of the public in determining whether a playing space is being used for organised sport it is suggested that Clubs could place "A" frame signage or similar in the vicinity of playing fields or courts during matches, coaching and training sessions, indicating that the Club has sole rights of use to the playing fields or courts during these nominated times.

The Administration could also assist this matter by placing informative signage on fencing within the venue.

Should these proposed amendment to the by-law not address the matter satisfactorily it is suggested that the Administration look to further review the by-law.

### **Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

There are no climate change impacts anticipated as a result of the consideration of this matter or implementation of the suggested outcomes.

**Conclusion**

Following the meeting of the City Advancement and Prosperity General Committee of 23 February 2021, and the subsequent meeting and decision of Council of 2 March 2021, the Administration has undertaken a further review of the by law.

It suggests that By-law no.5 be amended to include a definition of organised sport and that the relevant club be advised to place an "A" frame sign or similar in the vicinity of any playing field or court indicating that the field/court is being used for that purpose.

**Attachments**

**Nil**

## **8.2 Amendment to Guidelines for Grants, Sponsorships, Competitions and Awards**

### **Brief**

This report details the outcomes of the review into current guidelines for Council's grants, sponsorships, rebates, donations, awards and competitions.

### **RECOMMENDATION(S)**

The Committee recommends to Council that the Guidelines for Grants, Sponsorships, Competitions and Awards be amended to include, or replace current provisions, the following:

1. Elected Members, employees and members of their households be ineligible to receive community grants however, community and sporting groups are not precluded from receiving these grants on the basis that a member lives in the same household as an Elected Member or employee.
2. Elected Members, employees and members of their households be ineligible to receive community equipment grants however, community and sporting groups are not precluded from receiving these grants on the basis that a member lives in the same household as an Elected Member or employee.
3. Elected Members, employees and members of their households be ineligible to receive environment grants however, community and sporting groups are not precluded from receiving these grants on the basis that a member lives in the same household as an Elected Member or employee.
4. Elected Members, employees and members of their households be ineligible to receive junior development grants.
5. Elected Members, employees and members of their households be ineligible to receive international representation grants.
6. The eligibility criteria for Heritage Grants be amended to exclude any property in which an Elected Member or employee has an interest from being awarded a heritage grant.
7. In line with the recommendation from the Mendelson Committee, the Mendelson Scholarship Grants eligibility criteria be amended to include the wording:
  - a) Any relative of an Elected Member or member of staff can apply for a scholarship.
  - b) An applicant for a scholarship grant is required to identify any relationship to an Elected Member or employee.
  - c) A relationship with an Elected Member does not in any way prejudice an applicant's chances of being awarded a scholarship.
8. No changes be made to the COVID-19 Arts and Culture Grants eligibility criteria.
9. Elected Members, employees and members of their households be ineligible to receive sponsorships and donations however, community and sporting groups are not precluded from receiving these grants on the basis that a member lives in the same household as an Elected Member or employee.

10. The Competitions eligibility criteria be amended to read:
  - The Competition is not open to:
    - a) A person who is an Elected Member or employee of the City of West Torrens;
    - b) A person who is a member of a City of West Torrens Elected Member's or employee's household;
    - c) A person who has used or attempted to use any more than one name in order to qualify to win any competition run by the Council
    - d) A person who refuses to comply with or breaches any terms of these General Competition Entry Rules.
11. The Competition Rules not apply to the National Australia Day Council Awards or the City of West Torrens Australia Day Awards.
12. Elected Members, employees and/or members of their household be eligible for the City of West Torrens Citizen of the Year, Young Citizen of the Year and/or Community Event of the Year Awards.
13. Elected Members, employees and/or members of their household be eligible for the City of West Torrens Australia Day Awards.
14. The conferring of a National Australia Day Council or City of West Torrens award (other than the Civic Award) to an Elected Member be for service to the community outside of their official duties as an Elected Member.
15. No amendments be made to the Solar Panels and Battery Storage eligibility criteria.
16. Elected Members, employees and members of their households be ineligible to receive Rainwater Tank, Rain Garden or Waste and Recycling Rebates.

## Introduction

At its 25 August 2020 meeting, the City Advancement and Prosperity Committee recommended to Council that:

*"The Administration review and report back to Council on the eligibility requirements relating to Council awards, prizes, scholarships, grants and any other such competitive or nominated reward conferred by Council with a view to precluding current staff and Elected Members and their immediate family members from being eligible to apply or be nominated."*

This recommendation was subsequently approved by Council at its 1 September 2020 meeting.

A report was presented to the 3 November 2020 meeting of Council proposing amendments to the eligibility exclusions for some of Council's grants, sponsorships, competitions and award. At that meeting, Council resolved:

*"That consideration of Item 17.2 - Update of Guidelines for Grants, Sponsorships, Competitions and Awards, be deferred to allow for further clarity in terms of the eligibility criteria for Grants, Sponsorships, Competitions and Awards."*

In line with the above two resolutions, a further review of the eligibility criteria was undertaken by the Administration and the resulting eligibility amendments for each category are presented below for Council's consideration and determination.

## Discussion

The review has demonstrated that there is inconsistent criteria across all grant, sponsorship, donations, awards guidelines with regard to Elected Member and employee eligibility but that this is not necessarily inappropriate in and of itself given the categories lend themselves to differing criteria. As such this review has provided the opportunity to ensure the eligibility criteria, with regard to Elected Members and employees and their households is appropriate.

The review has taken into account the recent investigations by the Ombudsman/ICAC and the outcome is also summarised in **Attachment 1**.

### ***Grants, Sponsorships and Donations***

Council offers a range of grants, sponsorships and donations that assist both the community and businesses alike which were reviewed. These include:

- Community Grants
- Environment Grants
- Equipment Grants
- Junior Development Grants
- International Representation Grants
- Heritage Grants
- Mendelson Scholarship Grants
- COVID-19 Arts and Culture Grants
- Sponsorships and Donations

In addition, the review included the guidelines/rules for Council Competitions, National Australia Day Award Council, City of West Torrens Awards, Rainwater Tank, Solar Panels and Battery Storage and Rain Garden Rebates and Waste and Recycling Rebates.

The outcomes of the review of each of these are detailed below with associated recommendations for Council's consideration:

### ***Community Grants/ Environment Grants/Equipment Grants***

These grants do not currently exclude Elected Members, employees or members of their household. Given the financial benefit attributed to these grants, exclusion of Elected Members, employees and members of their household is appropriate.

Regardless, the review has found that groups and organisations, rather than individuals, are the applicant for community/community equipment/environment grants and, so, it would be inappropriate to exclude the conferring of one of these grants to an eligible community or sporting group merely on the basis that either the applicant, on behalf of a community group of which they are a member, is either an Elected Member, employee or a member of their household.

### **Recommendation**

That Elected Members, employees and members of their households be ineligible to receive these grants but that community and sporting groups are not precluded from receiving these grants on the basis that a member lives in the same household as an Elected Member or employee.

**Junior Development Grants**

The review has found that these grants are not accessible by Elected Members or employees by virtue of their age however, members of their household may be eligible. For consistency, the exclusion of Elected Members, employees and members of their household is proposed.

**Recommendation**

That Elected Members, employees and members of their households be ineligible to receive these grants.

**International Representation Grants**

The review has found that both Elected Members and employees are currently eligible for this category of grant. This grant is available to an individual of West Torrens, over the age of 18, who is representing their institution, the State of South Australia nationally or Australia internationally. Given the financial benefit attributed to this grant, the review has found that it would be appropriate to exclude Elected Members and employees and members of their household from these grants.

**Recommendation**

That Elected Members, employees and members of their households be ineligible to receive these grants.

**Heritage Grants**

As a result of a review of the eligibility grants criteria, it is proposed that it be amended to exclude any property in which an Elected Member or employee has an interest from being awarded a heritage grant. This is consistent with other existing or proposed grant eligibility criteria where Elected Members and employees who stand to gain a direct financial benefit are excluded from participating.

**Recommendation**

That the eligibility criteria for Heritage Grants be amended to exclude any property in which an Elected Member or employee has an interest from being awarded a heritage grant.

**Mendelson Scholarship Grants**

At its 23 October 2020 meeting the Mendelson Committee recommended to Council as the Trustee of the Mendelson Trust:

'That any relative of an Elected Member or member of staff can apply for a scholarship and that such requirement can be met by:

- An applicant for a scholarship must make it clear if they are related to an elected member of a member of the Council internal or external staff.
- That they understand that such a relationship does not in any way prejudice their chances of being awarded a scholarship.

**Recommendation**

That the Mendelson Scholarship Grants eligibility criteria be amended to include the wording:

*Any relative of an Elected Member or member of staff can apply for a scholarship.*

*An applicant for a scholarship grant is required to identify any relationship to an Elected Member or employee.*

*A relationship with an Elected Member does not in any way prejudice an applicant's chances of being awarded a scholarship.*



**COVID-19 Arts and Culture Grants**

These grants are currently open and are a temporary offering. Given they are currently open, it is not considered appropriate to amend the eligibility criteria while applications are being sought. However, any future rounds of these grants would preclude Elected Members, employees and members of their household.

**Recommendation**

That no changes be made to the COVID-19 Arts and Culture Grants eligibility criteria.

**Sponsorships and Donations**

The eligibility criteria for sponsorships do not exclude Elected Members, employees and/or members of their household. The review has found that sponsorships and donations are generally given to organisations or community groups, rather than individuals, for large scale events. So, it would be inappropriate to exclude the conferring of a sponsorship or donation merely on the basis that either the applicant, on behalf of a community group or organisation of which they are a member, is either an Elected Member, employee and/or a member of their household.

**Recommendation**

That Elected Members, employees and members of their households be ineligible to receive these grants however, community and sporting groups are not precluded from receiving these grants on the basis that a member lives in the same household as an Elected Member or employee.

**Council Competitions (open to the community)**

The City of West Torrens (CWT) website contains competition rules which apply to all competitions and awards and state:

'The competition is not open to:

- a person who is an employee, officer, servant, volunteer or contractor of the Council or its related bodies corporate or associates or any of its agencies involved with this competition;
- the spouse, de facto spouse, parent, natural or adopted child, and sibling (whether natural or adopted by a parent), of a person referred to in the paragraph above.'

This is a bit convoluted i.e. what is a servant? In addition, it is difficult to administer the exclusion of volunteers, contractors, members of related bodies corporate or associates etc. and it would be unreasonable to exclude these people.

On the basis that a potential benefit, pecuniary or non-pecuniary, is derived from these competitions and Council administers them and selects winners, it is recommended that Elected Members and members of their household along with employees and members of their household be excluded from the competition eligibility criteria. In addition, two additional clauses are proposed to improve the integrity of competitions.

**Recommendation**

That the Competitions eligibility criteria be amended as follows:

*The competition is not open to:*

*A person who is an Elected Member or employee of the City of West Torrens;*

*A person who is a member of a City of West Torrens Elected Member's or employee's household;*

*A person who has used or attempted to use any more than one name in order to qualify to win any competition run by the Council;*

*A person who refuses to comply with or breaches any terms of these General Competition Entry Rules.*

**National Australia Day Council Awards**

The National Australia Day Council Awards comprise the Citizen of the Year Award, Young Citizen of the Year Award, Community Event of the Year Award and the Award for Active Citizenship. The nomination criteria for these is determined by the Australia Day Council notwithstanding that Council can apply additional criteria e.g. requiring a nominee to be a resident of the City of West Torrens or providing significant community service to West Torrens. While Council approves the nominations to the National Australia Day Awards, it is the Australia Day Council that ultimately approves the winners of these awards.

Currently, the competition rules applicable to the Australia Day Council's awards and Council's eligibility criteria, excludes Elected Members, employees or members of both their households and there is no legal impediment to these people being awarded one of these Australia Day Awards. In addition, it should be noted that these awards are conferred for significant contribution to the community. Therefore, preventing Elected Members and employees, as well as members of both their households, being recognised for a significant contribution merely on the basis of their current roles appears to be contrary to the intent of Australia Day Awards.

Given the above, it is not considered appropriate for Council to include additional requirements that exclude Elected Members, employees or members of either of their households from being awarded one of these three awards. However, it is proposed that conferring these awards to an Elected Member be for service to the community outside of their official duties as an Elected Member.

**Recommendation**

On the basis that there is no financial benefit attributed to the National Australia Day Council Awards, that no prohibition be applied to Elected Members, employees and/or members of their household being able to receive the City of West Torrens Citizen of the Year, Young Citizen of the Year and/or Community Event of the Year awards.

The conferring of an award to an Elected Member be for service to the community outside of their official duties as an Elected Member.

The competition rules not to apply to National Australia Day Council Awards.

**City of West Torrens Australia Day Awards**

Council confers additional awards, to those conferred by the Australia Day Council, which comprise the Anniversary Medal, Civic Award\*, Business Award, Community Group Award, Community Services Award and the Environment Award and which form part of Council's Australia Day Awards.

*\*Of note, the eligibility criteria for the Civic Award clearly articulates that a City of West Torrens Elected Member who serves in any office for a total of ten years will be presented with a Civic Award. As such, there is no requirement for nomination or approval required for Council to confer the award and so this award falls outside the remit of this report.*

The City of West Torrens Awards are currently subject to the General Competition Entry Rules. This is anomalous and not appropriate given the Awards are:

- not considered a competition,
- there is no financial benefit attributed to these awards; and
- these awards are conferred, generally, in recognition of significant contribution to the community.

Therefore, precluding Elected Members and employees, as well as members of both their households, from being recognised for a significant contribution to the community merely on the basis of their current roles appears to be contrary to the intent of the Awards.

As such, it is recommended that the competition rules not apply to the City of West Torrens Awards with regard to the eligibility of Elected Members, employees and/or members of both their households. However, it is proposed that conferring these awards to Elected Members be for service to the community outside of their official duties as an Elected Member.

**Recommendation**

On the basis that there is no financial benefit attributed to the City of West Torrens Australia Day Awards, no prohibition be applied to Elected Members, employees and/or members of their household being able to receive City of West Torrens Australia Day Awards.

The conferring of an award to an Elected Member be for service to the community outside of their official duties as an Elected Member.

The competition rules not to apply to City of West Torrens Australia Day Awards.

**Solar Panels and Battery Storage Rebates**

The solar panels and battery storage rebates do not currently preclude Elected Members, staff or members of their household from applying for rebates, however, these rebates are only available to community groups. As such, it is proposed that these arrangements not be amended.

**Recommendation**

That no amendments be made to the Solar Panels and Battery Storage eligibility criteria.

**Rainwater Tank, Rain Garden and Waste and Recycling Rebates**

The rainwater tank, raingarden and waste and recycling rebates do not currently preclude Elected Members, staff or members of their household from applying for rebates and while the benefit to the wider community with regard to reducing waste to landfill and reducing water consumption is valid, there is a financial benefit and therefore not considered appropriate for these groups to be eligible.

**Recommendation**

That Elected Members, employees and members of their households be ineligible to receive these rebates.

These recommendations are summarised in **Attachment 1**.

**Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

There is no direct climate impact in relation to this report.

**Conclusion**

This report provides details the outcomes of a review into the current and proposed eligibility exclusions for Council's grants, sponsorships, donations, awards, rebate programs and competitions.

**Attachments****1. Eligibility exclusions for Council Grants, Donations, Sponsorship, Competitions and Programs**

## ELIGIBILITY EXCLUSIONS FOR COUNCIL GRANTS, DONATIONS, SPONSORSHIP, COMPETITIONS AND PROGRAMS

GRANTS				
Type	Current Eligibility Exclusions	Proposed Eligibility Exclusions	Proposed inclusions in guidelines	Reasons for proposed position
Community	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>A person who is an Elected Member or employee of the City of West Torrens.</li> <li>A member of the household of an Elected Member or employee of the City of West Torrens.</li> </ul>	<ul style="list-style-type: none"> <li>Community groups and sporting clubs are not precluded from receiving a community grant on the basis that they live in the same household as an Elected Member or employee.</li> </ul>	<ul style="list-style-type: none"> <li>Recent Ombudsman and ICAC investigations, as well as resultant public commentary, has defined increased ethical expectations with regards to the benefits attributed to both Elected Officials and employees alike, of both State and Local Governments.</li> <li>In line with these expectations, and regardless of material conflicts of interest requirements, it is appropriate for Elected Members and employees (as well as members of their households in certain categories) to be excluded from this category of grant.</li> <li>Community groups and sporting clubs will not be precluded if an Elected Member or employee or a member of their household is a member of the community group</li> </ul>
Environment	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>A person who is an Elected Member or employee of the City of West Torrens.</li> <li>A member of the household of an Elected Member or employee of the City of West Torrens.</li> </ul>	<ul style="list-style-type: none"> <li>Community groups and sporting clubs are not precluded from receiving an environment grant on the basis that they live in the same household as an Elected Member or employee.</li> </ul>	<ul style="list-style-type: none"> <li>Recent Ombudsman and ICAC investigations, as well as resultant public commentary, has defined increased ethical expectations with regards to the benefits attributed to both Elected Officials and employees alike, of both State and Local Governments.</li> <li>In line with these expectations, and regardless of material conflicts of interest requirements, it is appropriate for Elected Members and employees (as well as members of their households in certain categories) to be excluded from this category of grant.</li> <li>Community groups and sporting clubs should not be precluded if an Elected Member or employee or a member of their household is a member of the community group.</li> </ul>

## ELIGIBILITY EXCLUSIONS FOR COUNCIL GRANTS, DONATIONS, SPONSORSHIP, COMPETITIONS AND PROGRAMS

GRANTS				
Type	Current Eligibility Exclusions	Proposed Eligibility Exclusions	Proposed inclusions in guidelines	Reasons for proposed position
Equipment	<ul style="list-style-type: none"> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• A person who is an Elected Member or employee of the City of West Torrens.</li> <li>• A member of the household of an Elected Member or employee of the City of West Torrens.</li> </ul>	<ul style="list-style-type: none"> <li>• Community groups and sporting clubs are not precluded from receiving a community equipment grant on the basis that they live in the same household as an Elected Member or employee.</li> </ul>	<ul style="list-style-type: none"> <li>• Recent Ombudsman and ICAC investigations, as well as resultant public commentary, has defined increased ethical expectations with regards to the benefits attributed to both Elected Officials and employees alike, of both State and Local Governments.</li> <li>• In line with these expectations, and regardless of material conflicts of interest requirements, it is appropriate for Elected Members and employees (as well as members of their households in certain categories) to be excluded from this category of grant.</li> <li>• Community and sporting clubs should not be precluded if an Elected Member or employee or a member of their household is a member of the community group</li> </ul>
Junior Development	<ul style="list-style-type: none"> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• A person who is an Elected Member or employee of the City of West Torrens.</li> <li>• A member of the household of an Elected Member or employee of the City of West Torrens.</li> </ul>		<ul style="list-style-type: none"> <li>• Recent Ombudsman and ICAC investigations, as well as resultant public commentary, has defined increased ethical expectations with regards to the benefits attributed to both Elected Officials and employees alike, of both State and Local Governments.</li> <li>• In line with these expectations, and regardless of material conflicts of interest requirements, it is appropriate for Elected Members and employees (as well as members of their households in certain categories) to be excluded from this category of grant</li> </ul>



## ELIGIBILITY EXCLUSIONS FOR COUNCIL GRANTS, DONATIONS, SPONSORSHIP, COMPETITIONS AND PROGRAMS

GRANTS				
Type	Current Eligibility Exclusions	Proposed Eligibility Exclusions	Proposed inclusions in guidelines	Reasons for proposed position
International Representation	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>A person who is an Elected Member or employee of the City of West Torrens.</li> <li>A member of the household of an Elected Member or employee of the City of West Torrens.</li> </ul>		<ul style="list-style-type: none"> <li>Recent Ombudsman and ICAC investigations, as well as resultant public commentary, has defined increased ethical expectations with regards to the benefits attributed to both Elected Officials and employees alike, of both State and Local Governments.</li> <li>In line with these expectations, and regardless of material conflicts of interest requirements, it is appropriate for Elected Members and employees (as well as members of their households in certain categories) to be excluded from this category of grant</li> </ul>
Heritage	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>Any property in which a person who is an Elected Member or employee of the City of West Torrens has an interest.</li> <li>Any property in which a member of the household of an Elected Member or employee of the City of West Torrens has an interest.</li> </ul>		<ul style="list-style-type: none"> <li>Recent Ombudsman and ICAC investigations, as well as resultant public commentary, has defined increased ethical expectations with regards to the benefits attributed to both Elected Officials and employees alike, of both State and Local Governments.</li> <li>In line with these expectations, and regardless of material conflicts of interest requirements, it is appropriate for Elected Members and employees (as well as members of their households in certain categories) to be excluded from this category of grant</li> </ul>

### ELIGIBILITY EXCLUSIONS FOR COUNCIL GRANTS, DONATIONS, SPONSORSHIP, COMPETITIONS AND PROGRAMS

MENDELSON SCHOLARSHIPS				
Type	Current Eligibility Exclusions	Proposed Eligibility Exclusions	Proposed inclusions in guidelines	Reasons for proposed position
NA	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>Any relative of an Elected Member or member of staff can apply for a scholarship.</li> <li>An applicant for a scholarship grant is required to identify any relationship to an Elected Member or employee.</li> <li>A relationship with an Elected Member does not in any way prejudice an applicant's chances of being awarded a scholarship.</li> </ul>	<ul style="list-style-type: none"> <li>The Mendelson Committee, at its 23 October 2020 meeting recommended to Council, as trustee of the Mendelson Trust the proposed inclusions.</li> </ul>

## ELIGIBILITY EXCLUSIONS FOR COUNCIL GRANTS, DONATIONS, SPONSORSHIP, COMPETITIONS AND PROGRAMS

COVID ARTS AND CULTURE GRANTS				
Type	Current Eligibility Exclusions	Proposed Eligibility Exclusions	Proposed inclusions in guidelines	Reasons for proposed position
NA	<ul style="list-style-type: none"> <li>Employees of Australian, State and Local government agencies and bodies, foundation or grant making bodies or those that have a primary focus on fundraising</li> <li>Elected members and employees of the City of West Torrens are not eligible to sign application.</li> </ul>	<ul style="list-style-type: none"> <li>A person who is an Elected Member or employee of the City of West Torrens.</li> <li>A member of the household of an Elected Member or employee of the City of West Torrens.</li> <li>A business where an owner is:               <ul style="list-style-type: none"> <li>A person who is an Elected Member or employee of the City of West Torrens.</li> <li>A member of the household of an Elected Member or employee of the City of West Torrens.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>For any future rounds, the exclusions would be included</li> </ul>	<ul style="list-style-type: none"> <li>Recent Ombudsman and ICAC investigations, as well as resultant public commentary, has defined increased ethical expectations with regards to the benefits attributed to both Elected Officials and employees alike, of both State and Local Governments.</li> <li>In line with these expectations, and regardless of material conflicts of interest requirements, it is appropriate for Elected Members and employees (as well as members of their households in certain categories) to be excluded from this category of grant.</li> </ul>



## ELIGIBILITY EXCLUSIONS FOR COUNCIL GRANTS, DONATIONS, SPONSORSHIP, COMPETITIONS AND PROGRAMS

SPONSORSHIPS				
Type	Current Eligibility Exclusions	Proposed Eligibility Exclusions	Proposed inclusions in guidelines	Reasons for proposed position
NA	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>A person who is an Elected Member or employee of the City of West Torrens.</li> <li>A member of the household of an Elected Member or employee of the City of West Torrens.</li> </ul>	<ul style="list-style-type: none"> <li>Community groups and event organisers are not precluded from receiving a sponsorship if they live in the same household as an Elected Member or employee of the City of West Torrens.</li> </ul>	<ul style="list-style-type: none"> <li>Recent Ombudsman and ICAC investigations, as well as resultant public commentary, has defined increased ethical expectations with regards to the benefits attributed to both Elected Officials and employees alike, of both State and Local Governments.</li> <li>In line with these expectations, and regardless of material conflicts of interest requirements, it is appropriate for Elected Members and employees (as well as members of their households in certain categories) to be excluded.</li> <li>Community groups and event organisers not be precluded if an Elected Member or employee or a member of their household is a member of the community group.</li> </ul>

# ELIGIBILITY EXCLUSIONS FOR COUNCIL GRANTS, DONATIONS, SPONSORSHIP, COMPETITIONS AND PROGRAMS

DONATIONS				
Type	Current Eligibility Exclusions	Proposed Eligibility Exclusions	Proposed inclusions in guidelines	Reasons for proposed position
NA	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>A person who is an Elected Member or employee of the City of West Torrens.</li> <li>A member of the household of an Elected Member or employee of the City of West Torrens.</li> </ul>	<ul style="list-style-type: none"> <li>Community groups and event organisers are not precluded from receiving a sponsorship if they live in the same household as an Elected Member or employee of the City of West Torrens.</li> </ul>	<ul style="list-style-type: none"> <li>Recent Ombudsman and ICAC investigations, as well as resultant public commentary, has defined increased ethical expectations with regards to the benefits attributed to both Elected Officials and employees alike, of both State and Local Governments.</li> <li>In line with these expectations, and regardless of material conflicts of interest requirements, it is appropriate for Elected Members and employees (as well as members of their households in certain categories) to be excluded.</li> <li>Community groups should not be precluded if an Elected Member or employee or a member of their household is a member of the community group</li> </ul>

## ELIGIBILITY EXCLUSIONS FOR COUNCIL GRANTS, DONATIONS, SPONSORSHIP, COMPETITIONS AND PROGRAMS

CITY OF WEST TORRENS COMMUNITY COMPETITIONS				
Type	Current Eligibility Exclusions	Proposed Eligibility Exclusions	Proposed inclusions in guidelines	Reasons for proposed position
NA		<p>The competition is not open to:</p> <ul style="list-style-type: none"> <li>a person who is an employee, officer, servant, volunteer or contractor of the Council or its related bodies corporate or associates or any of its agencies involved with this competition;</li> <li>the spouse, de facto spouse, parent, natural or adopted child, and sibling (whether natural or adopted by a parent), of a person referred to in paragraph (a) above;</li> <li>a person who has used or attempted to use any more than one name in order to qualify to win any competition run by the Council;</li> <li>a person who refuses to comply with or breaches any terms of these General Competition Entry Rules.</li> </ul>	<p>The competition is not open to:</p> <ul style="list-style-type: none"> <li>A person who is an Elected Member or employee of the City of West Torrens.</li> <li>A member of the household of an Elected Member or employee of the City of West Torrens.</li> <li>A person who has used or attempted to use any more than one name in order to qualify to win any competition run by the Council;</li> <li>A person who refuses to comply with or breaches any terms of these General Competition Entry Rules.</li> </ul>	<ul style="list-style-type: none"> <li>Recent Ombudsman and ICAC investigations, as well as resultant public commentary, has defined increased ethical expectations with regards to the benefits attributed to both Elected Officials and employees alike, of both State and Local Governments.</li> <li>In line with these expectations, and regardless of material conflicts of interest requirements, it is appropriate for Elected Members and employees (as well as members of their households in certain categories) to be excluded from competitions.</li> </ul>

## ELIGIBILITY EXCLUSIONS FOR COUNCIL GRANTS, DONATIONS, SPONSORSHIP, COMPETITIONS AND PROGRAMS

AUSTRALIA DAY AWARDS				
Type	Current Eligibility Exclusions	Proposed Eligibility Exclusions	Proposed inclusions in guidelines	Reasons for proposed position
Citizen of the Year	<ul style="list-style-type: none"> <li>Competition Rules as they currently stand</li> </ul>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>The competition rules not apply with regard to the eligibility of Elected Members, employees and/or members of both their households.</li> <li>The conferring of the Award to an Elected Member is to be for service to the community outside of an Elected Member's official duties.</li> </ul>	There is no financial benefit to an Elected Member, an employee or a member of their household nor are awards a competition.
Young Citizen of the Year	<ul style="list-style-type: none"> <li>Competition Rules as they currently stand</li> </ul>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>The competition rules not apply with regard to the eligibility of Elected Members, employees and/or members of both their households.</li> <li>The conferring of the Award to an Elected Member is to be for service to the community outside of an Elected Member's official duties.</li> </ul>	There is no financial benefit to an Elected Member, an employee or a member of their household nor are awards a competition.
Community Event of the Year	<ul style="list-style-type: none"> <li>Competition Rules as they currently stand</li> </ul>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>The competition rules not apply with regard to the eligibility of Elected Members, employees and/or members of both their households.</li> <li>The conferring of the Award to an Elected Member is to be for service to the community outside of an Elected Member's official duties.</li> </ul>	There is no financial benefit to an Elected Member, an employee or a member of their household nor are awards a competition.



## ELIGIBILITY EXCLUSIONS FOR COUNCIL GRANTS, DONATIONS, SPONSORSHIP, COMPETITIONS AND PROGRAMS

AUSTRALIA DAY AWARDS				
Type	Current Eligibility Exclusions	Proposed Eligibility Exclusions	Proposed inclusions in guidelines	Reasons for proposed position
Anniversary Award	<ul style="list-style-type: none"> <li>Competition Rules as they currently stand</li> </ul>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>The competition rules not apply with regard to the eligibility of Elected Members, employees and/or members of both their households.</li> <li>The conferring of the Award to an Elected Member is to be for service to the community outside of an Elected Member's official duties.</li> </ul>	There is no financial benefit to an Elected Member, an employee or a member of their household nor are awards a competition.
Community Group Award	<ul style="list-style-type: none"> <li>Competition Rules as they currently stand</li> </ul>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>The competition rules not apply with regard to the eligibility of Elected Members, employees and/or members of both their households.</li> <li>The conferring of the Award to an Elected Member is to be for service to the community outside of an Elected Member's official duties.</li> </ul>	There is no financial benefit to an Elected Member, an employee or a member of their household nor are awards a competition.
Community Service Award	<ul style="list-style-type: none"> <li>Competition Rules as they currently stand</li> </ul>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>The competition rules not apply with regard to the eligibility of Elected Members, employees and/or members of both their households.</li> <li>The conferring of the Award to an Elected Member is to be for service to the community outside of an Elected Member's official duties.</li> </ul>	There is no financial benefit to an Elected Member, an employee or a member of their household nor are awards a competition.

## ELIGIBILITY EXCLUSIONS FOR COUNCIL GRANTS, DONATIONS, SPONSORSHIP, COMPETITIONS AND PROGRAMS

AUSTRALIA DAY AWARDS				
Type	Current Eligibility Exclusions	Proposed Eligibility Exclusions	Proposed inclusions in guidelines	Reasons for proposed position
Environment Award	<ul style="list-style-type: none"> <li>Competition Rules as they currently stand</li> </ul>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>The competition rules not apply with regard to the eligibility of Elected Members, employees and/or members of both their households.</li> <li>The conferring of the Award to an Elected Member is to be for service to the community outside of an Elected Member's official duties.</li> </ul>	There is no financial benefit to an Elected Member, an employee or a member of their household nor are awards a competition.
Business Award	<ul style="list-style-type: none"> <li>Competition Rules as they currently stand</li> </ul>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>The competition rules not apply with regard to the eligibility of Elected Members, employees and/or members of both their households.</li> <li>The conferring of the Award to an Elected Member is to be for service to the community outside of an Elected Member's official duties.</li> </ul>	There is no financial benefit to an Elected Member, an employee or a member of their household nor are awards a competition.
Civic Award	<ul style="list-style-type: none"> <li>Competition Rules as they currently stand</li> </ul>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>The competition rules not apply with regard to the eligibility of Elected Members, employees and/or members of both their households.</li> <li>Other than for length of service, the conferring of the Award to an Elected Member is to be for service to the community outside of an Elected Member's official duties.</li> </ul>	<ul style="list-style-type: none"> <li>The current policy provides that Civic Awards are automatically provided to Elected Members on completion of 10 years' service and so the competition rules do not apply to Civic Awards in that regard.</li> <li>There is no financial benefit to an Elected Member, an employee or a member of their household nor are awards a competition.</li> </ul>

## ELIGIBILITY EXCLUSIONS FOR COUNCIL GRANTS, DONATIONS, SPONSORSHIP, COMPETITIONS AND PROGRAMS

REBATES				
Type	Current Eligibility Exclusions	Proposed Eligibility Exclusions	Proposed inclusions in guidelines	Reasons for proposed position
Solar panels and battery storage	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>No exclusions (as only community groups eligible)</li> </ul>	<ul style="list-style-type: none"> <li>Community groups and sporting clubs are not precluded from receiving a community equipment grant on the basis that they live in the same household as an Elected Member or employee.</li> </ul>	<ul style="list-style-type: none"> <li>Community groups should not be precluded if an Elected Member or employee or a member of their household is a member of the community group</li> </ul>
Rainwater tank rebates	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>A person who is an Elected Member or employee of the City of West Torrens.</li> <li>A member of the household of an Elected Member or employee of the City of West Torrens.</li> </ul>		<ul style="list-style-type: none"> <li>Recent Ombudsman and ICAC investigations, as well as resultant public commentary, has defined increased ethical expectations with regards to the benefits attributed to both Elected Officials and employees alike, of both State and Local Governments.</li> <li>In line with these expectations, and regardless of material conflicts of interest requirements, it is appropriate for Elected Members and employees (as well as members of their households in certain categories) to be excluded from this category of rebate</li> </ul>
Raingarden rebate	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>A person who is an Elected Member or employee of the City of West Torrens.</li> <li>A member of the household of an Elected Member or employee of the City of West Torrens.</li> </ul>		<ul style="list-style-type: none"> <li>Recent Ombudsman and ICAC investigations, as well as resultant public commentary, has defined increased ethical expectations with regards to the benefits attributed to both Elected Officials and employees alike, of both State and Local Governments.</li> <li>In line with these expectations, and regardless of material conflicts of interest requirements, it is appropriate for Elected Members and employees (as well as members of their households in certain categories) to be excluded from this category of rebate</li> </ul>



## ELIGIBILITY EXCLUSIONS FOR COUNCIL GRANTS, DONATIONS, SPONSORSHIP, COMPETITIONS AND PROGRAMS

REBATES				
Type	Current Eligibility Exclusions	Proposed Eligibility Exclusions	Proposed inclusions in guidelines	Reasons for proposed position
Compost bin or worm farm	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>A person who is an Elected Member or employee of the City of West Torrens.</li> <li>A member of the household of an Elected Member or employee of the City of West Torrens.</li> </ul>		<ul style="list-style-type: none"> <li>Recent Ombudsman and ICAC investigations, as well as resultant public commentary, has defined increased ethical expectations with regards to the benefits attributed to both Elected Officials and employees alike, of both State and Local Governments.</li> <li>In line with these expectations, and regardless of material conflicts of interest requirements, it is appropriate for Elected Members and employees (as well as members of their households in certain categories) to be excluded from this category of rebate</li> </ul>
Kitchen caddy and compostable bags	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>A person who is an Elected Member or employee of the City of West Torrens.</li> <li>A member of the household of an Elected Member or employee of the City of West Torrens.</li> </ul>		<ul style="list-style-type: none"> <li>Recent Ombudsman and ICAC investigations, as well as resultant public commentary, has defined increased ethical expectations with regards to the benefits attributed to both Elected Officials and employees alike, of both State and Local Governments.</li> <li>In line with these expectations, and regardless of material conflicts of interest requirements, it is appropriate for Elected Members and employees (as well as members of their households in certain categories) to be excluded.</li> </ul>



### 8.3 Proposed Changes to the Think Buy Be LOCAL Campaign

#### Brief

This report presents the option of expanding the current *Think, Buy, Be LOCAL* campaign to members of West Torrens community clubs specifically catering to the over 50s, regardless of whether or not the members are City of West Torrens residents.

#### RECOMMENDATION

The Committee recommends to Council that it proceeds with amending the eligibility criteria for the *Think, Buy, Be LOCAL* campaign by creating a 'Stream C' that accommodates those West Torrens based community groups specifically catering for over 50's, regardless of whether or not the members are City of West Torrens residents, to access a \$25 voucher with no co-contribution required.

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#### Introduction

The Administration has become aware of a West Torrens based community group enquiring if consideration could be given to the expansion of the *Think, Buy, Be LOCAL* campaign to include members of such West Torrens based community groups, specifically catering for over 50's, becoming eligible to receive a voucher, regardless of whether or not the individual member is a City of West Torrens resident and further, there be no co-contribution requirement and that the vouchers be provided to the club to disperse rather than provided to the individual.

#### Discussion

The *Think, Buy, Be LOCAL* campaign was designed to provide economic stimulus to businesses severely affected by COVID-19 and to provide relief to vulnerable residents.

The *Think, Buy, Be LOCAL* campaign is currently open to residents of West Torrens who:

##### *Stream A*

- provide evidence of receiving Centrelink benefits and/or holding a current Health Care Card
- provide evidence of receiving JobKeeper payments from their employer
- are a vulnerable resident (including international students and temporary visa holders) referred or recommended by a social assistance agency or community group.

Stream A residents are eligible to obtain a \$25 voucher with no requirement for matched spend.

##### *Stream B*

- provide evidence of residential address in West Torrens (e.g. driver's licence, proof of age card, rates notice).

Stream B residents are required to match the \$25 voucher amount.

The following people are ineligible:

- Any person who is not a resident of the City of West Torrens;
- A person who is an Elected Member or employee of the City of West Torrens;
- The spouse, de facto spouse, parent, child or sibling of an Elected Member or employee living in the same household.

Residents are required to complete a submission form online which includes uploading proof of eligibility. An electronic voucher is then sent to the recipients email address. The voucher can be used electronically or printed. In cases where residents are unable to submit the form online, Service Centre staff are able to assist and print the voucher for the resident.

There are a number of challenges in amending the eligibility criteria. These include:

- The program is due to finish on 30 June 2021 and given that the Committee recommendation will not be endorsed by Council until 4 May 2021, there will be less than two months to implement the changes, promote it to clubs and issue and use the vouchers.
- The Administration does not have a complete list of all of the clubs in West Torrens which would result in limited ability to promote the changes directly to the clubs and may result in some being unaware and missing out.
- As the program is already open to all West Torrens residents, singling out a particular group for more favourable conditions may be perceived to be unfair. For example volunteers could be another worthy group of recipients.
- If a club/community group member has already received a voucher, this would have been on conditions less favourable than those moving forward.
- Allowing any member of a club/community group based in West Torrens access to the vouchers means that West Torrens' ratepayers funds are being used to provide a benefit for non-residents which is higher than that provided to non-club/community group members who are residents.
- There is the potential that residents who have already accessed a voucher may be able to access another creating inequity.
- The Administration would need to verify the club/community group to ensure they are an incorporated association and are located in West Torrens.

#### *Establishment of Stream C*

If Council supports the expansion of the program to include members of West Torrens based over 50's community clubs, a *Stream C* could be created to encompass the requirements. A club would need to apply for a number of vouchers on behalf of its members. This would require a nominated representative such as a committee member applying for vouchers through an online application process similar to the one already in place but would not require entry of every individual's details. This would simplify the process for club members to access vouchers but would require the club to determine how best to use them.

This places the onus on the club to use or distribute the vouchers as it sees fit. Council would be unable to place constraints on the distribution which may result in the following adverse consequences:

- People who have already received a voucher may access another.
- Club members may be allocated more than one voucher.
- If a club decides to use the vouchers for a club event, it is likely that this will favour larger businesses who can cater for larger numbers of patrons.
- In order for the club to distribute vouchers, they would probably need to be printed which could result in them being copied and reused.
- Currently the campaign conditions prevent staff, Elected Members and their family members living in the same household from accessing vouchers. This would be impossible to prevent under this option.

- Administration effort would be required by the clubs to undertake distribution of the vouchers with no financial benefit for the club itself.

Based on the above, the Administration considers that the benefits and challenges of expanding the program are finely balanced, particularly since all West Torrens residents are already eligible to receive a voucher albeit that many are required to contribute \$25 to match the \$25 voucher value. Amending the criteria at this time could be seen to be unfair to those who have already used a voucher requiring the co-payment and to other interest groups who could be equally deserving. The co-payment requirement has the added benefit of doubling the economic stimulus to businesses which was the aim of the program in its inception.

However, while there are a number of challenges presented in amending the *Think, Buy, Be LOCAL* eligibility during a current campaign, there is potential for the proposed Stream C to benefit local businesses by driving customers to venues that they may not have otherwise visited and thus there would be greater distribution of the vouchers, especially as the voucher take up is not as high as expected.

A status update on how the *Think, Buy, Be LOCAL* program is tracking is provided in Committee Agenda Item 8.8 - Strategy Unit Activity Report - February to March 2021 on page 198.

### **Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

There is no direct environmental impact in relation to this report.

### **Conclusion**

The report presents the option of expanding the current *Think, Buy, Be LOCAL* campaign to members of community groups and clubs specifically catering for over 50s.

### **Attachments**

Nil

## 8.4 Review of Council Policy - Mobile Closed Circuit Television

### Brief

This report presents the reviewed *Council Policy: Mobile Closed Circuit Television*.

### RECOMMENDATION(S)

The Committee recommends to Council that:

1. The reviewed *Council Policy: Mobile Closed Circuit Television* be approved.
2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the *Council Policy: Mobile Closed Circuit Television*.

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### Introduction

The *Council Policy - Mobile Closed Circuit Television* (Policy) has been subjected to a scheduled review. The results of this review, shown as track changes, are presented for consideration by the Committee and recommendation to Council (**Attachment 1**).

### Discussion

The review has resulted in limited amendments and additions to the Policy, shown as track changes for ease of reference. These include:

- The reviewing of Iris footage to be undertaken on request of the Chief Executive Officer, or his delegate.
- Third party applications for deployment of Iris are to be submitted via the City of West Torrens' 'Application for deployment of mobile CCTV' online form.
- The introduction of a register of deployment for transparency and accountability purposes.

### Climate Impact Considerations

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

There is no direct climate impact in relation to this report.

### Conclusion

The *Council Policy - Mobile Closed Circuit Television* has undergone a scheduled review and is presented to the Committee for its consideration and subsequent recommendation to Council.

### Attachments

1. **Draft Council Policy - Mobile Closed Circuit Television**

## CITY OF WEST TORRENS



## Council Policy: Mobile Closed Circuit Television

<b>Classification:</b>	Council Policy
<b>First Issued:</b>	March 2019
<b>Dates of Review:</b>	<u>2020</u>
<b>Date of Next Review:</b>	<u>2024</u> <u>2026</u>
<b>Version Number:</b>	<u>21</u>
<b>Objective ID:</b>	A2212731
<b>Applicable Legislation:</b>	<ul style="list-style-type: none"> <li>Local Government Act 1999</li> <li>State Records Act 1997</li> <li>Surveillance Devices Act 2016</li> <li>Freedom of Information Act 1991</li> </ul>
<b>Related Policies or Corporate Documents:</b>	<ul style="list-style-type: none"> <li>AS 4806-2006 Closed Circuit Television</li> <li>General Disposal Schedule For Local Government No GDS20</li> <li>Disposal Schedule RDS2-17/37</li> </ul>
<b>Associated Forms:</b>	
<b>Note:</b>	
<b>Responsible Manager:</b>	<u>General Manager Urban Services Executive</u>
<b>Confirmed by General Manager:</b>	Date <u>19 February 2019</u>
<b>Approved <del>Reviewed</del> Endorsed by Executive:</b>	Date <u>19-17 February 2019</u> <u>2021</u>
<b>Endorsed <del>Approved</del> by Council</b>	Date <u>5 March 2019</u>

City of West Torrens Council Policy - Mobile Closed Circuit Television

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## COUNCIL POLICY - Mobile Closed Circuit Television

### 1. Preamble

- 1.1 Council strives to provide a safe and secure environment for residents, visitors and employees. In order to help achieve this, Council owns a mobile Closed Circuit Television (CCTV) trailer named 'Iris'.
- 1.2 Council understands that there are competing needs obligations between the need for security and public safety and the right to privacy. This policy will seeks to outline how information data and images from Iris will be collected, stored, retained, disclosed and disposed.

### 2. Purpose

- 2.1 This policy guides the application and operation of 'Iris'.
- 2.2 This policy is intended to provide information, direction and guidance for employees, Elected Members and the community about how the City of West Torrens (CWT) will employ visual surveillance throughout West Torrens with a specific aim to:
  - Contribute to an increased feeling of community safety and security.
  - Identify, manage, deter and reduce criminal or unlawful behaviour.
  - Protect Council-owned assets.
  - Provide Police and law enforcement agencies with appropriate evidence and information to both prosecute criminal offences and to reduce and manage unlawful behaviour, having had occurred or that may occur.

### 3. Scope

- 3.1 This policy applies to the application and operation of Iris in the CWT.

### 4. Definitions

- 4.1 **CCTV** means Closed Circuit Television.
- 4.2 **Data** means all information, including pictures, footage, or sounds relating to a person, place, or thing that is captured, recorded and stored.
- 4.3 **Disclosure of data** means the duplication and/or release of data.
- 4.4 **Incident** means any activity that raises cause for concern that an offence has been, is being, or is about to be committed.
- 4.5 **Iris** means the CWT's mobile CCTV trailer.
- 4.6 **Offence** means an illegal act.
- 4.7 **Priority location** means a location determined by such criteria as the level of pedestrian and traffic flow through an area, where there has been a history of crime or anti-social behaviour, and when a request for deployment of Iris is made.
- 4.8 **Public place** means a public place within the meaning of the *Local Government Act 1999*.



## 5. Policy Statement

### 5.1 Operation of Iris

5.1.1 Iris will be used to monitor a public place/area where it serves the interest of public good, or when it is deemed in the interest of protecting:

- Public and community safety.
- Key community areas.
- Assets and properties.

5.1.2 Iris ~~shall will~~ be positioned at 'priority' locations as determined appropriate by the Chief Executive Officer (CEO), ~~their delegate~~, or as recommended to Council by a Committee of Council.

5.1.3 Iris may be used to monitor community events, whether organised by CWT or not, at the discretion of the CEO, ~~their delegate~~, or at the request of the event organiser. The CWT reserves the right to approve or refuse any application made by ~~an event organiser or~~ third party who seeks the deployment of Iris ~~at their event~~. In order for an application to be considered, it must be submitted via the CWT's 'Application for deployment of mobile CCTV' online form.

5.1.4 At all times the CWT will endeavour to ensure the privacy of individuals and ensure that Iris is used for its designated purpose.

5.1.5 ~~Images and recordings Data~~ generated by Iris remains the property of the CWT and will not be made available to members of the public unless required under legislation, or is made available via clause 5.3.

5.1.7 Iris will record images, but those images, ~~for the main~~, will not be monitored in real time other than when CWT officers or other authorised persons have remote access to Iris and it is required for operational purposes.

5.1.8 CWT officers and staff will not be responsible for the monitoring and/or review of Iris or CCTV footage except at the request of the CEO, or their delegate.

### 5.2 Public Information and Consultation

5.2.1 Clearly visible signs that Iris is operating will be displayed in the area covered by Iris and at other key points. These signs will:

- Inform the public that Iris is filming and capturing data.
- Allow people entering the area to make a reasonable approximation of the area covered by Iris.
- Inform the public of the time frame for which recording will occur.
- Identify the City of West Torrens as the owner of Iris.
- Provide a contact telephone number and email address for inquiries in relation to Iris.

5.2.2 Information about Iris's location and activities will also appear on the CWT website and social media.

### 5.3 Viewing and Disclosure of Recorded Material

5.3.1 Access to and/or the release of recorded material will only be permitted for the following reasons:



- To the South Australian Police (SAPOL) for law enforcement and investigation purposes.
- Lawyers / solicitors where a discovery order is served.
- In accordance with an application under the *Freedom of Information Act 1991*.
- ~~Where~~ When otherwise required or compelled ~~to~~ by law.

5.3.2 Council retains ownership of copyright in all recordings and images generated by Iris.

## 5.4 Retention of Recordings

5.4.1 All CCTV ~~recordings data~~ will be retained for a minimum of 31 days.

5.4.2 Any ~~recordings or images data~~ downloaded from Iris, i.e. for disclosure to a third party for evidence purposes, will be retained for a minimum of seven (7) years.

## 5.5 Disposal of Recordings

5.5.1 Any CCTV ~~recordings data~~ that ~~have has~~ not been downloaded and ~~are is~~ subject to the 31 days retention, will be automatically overwritten and the information will be consequently disposed.

5.5.2 Any ~~recordings of images data~~ downloaded from the CCTV system, i.e. for evidence purposes, and subsequently retained in ~~Council's CWT's~~ records' management system, will be disposed of in accordance with General Disposal Schedule No. 20 40 as established under section 23 of the *States Records Act 1997*.

## 5.6 Accountability

~~5.6.1 The CWT will carry out an annual audit of Iris, and the data captured.~~

~~The audit will:~~

- ~~• examine the content of recorded material.~~
- ~~• examine all applications for view/release of recorded material.~~
- ~~• consider any outstanding assessments of CCTV locations for future planning.~~

5.6.21 The ~~results of evaluation previous uses and utilisation of Iris~~ will be reported to Council and taken into account in the future functioning, management and operation of Iris.

## 5.7 Complaints

5.7.1 All complaints received will be managed in accordance with the Council Policy - Complaints.

5.7.2 Complaints in relation to any aspect of the management or operation of Iris should be directed in writing to the attention of the:

City of West Torrens Council Policy - Mobile Closed Circuit Television

If posted, to:

The Chief Executive Officer  
City of West Torrens  
165 Sir Donald Bradman Drive  
HILTON SA 5033

If emailed, to:

The Chief Executive Officer  
City of West Torrens  
csu@wtcc.sa.gov.au Council's CEO, City of West Torrens  
165 Sir Donald Bradman Drive Hilton, 5033.

~~All complaints received will be managed in accordance with the Council Policy -~~  
~~Complaints.~~

## 8.5 Community Grants Acquittal Process and Status

### Brief

This report outlines the acquittal process for the community grants and the status of acquittals in this financial year so far.

### RECOMMENDATION

The Committee recommends to Council that the Community Grants acquittal process and status report be received.

### Introduction

Council's Community Grants Program (Program) provides funding to eligible groups, organisations and individuals to support community projects and initiatives that are in line with Council's Community Plan. The Program comprises community grants, community equipment grants, sponsorship, women in sports grants and junior development grants. Grants are reviewed by the administration against the Community Grant Guidelines, recommendations are then reported to the City Advancement and Prosperity General Committee for consideration and review, the Committee recommendations are then considered and approved by Council. Grant applicants are then advised of outcomes and the process ends with an acquittal from the grant applicants after their projects and/or events are complete.

### Discussion

The acquittal process is the final stage of the administration of the Community Grants. Community grant recipients must provide an acquittal six (6) weeks from receipt of the funds or from the completion of their event/project. The Acquittal is completed online via the SmartyGrants program. An online link is emailed to all grant recipients at the time of approval and then again in a reminder email two (2) weeks before the acquittal is due. Organisations that have not completed acquittals for grants are precluded from applying for further grants until the process is complete. The online acquittal form (**Attachment 1**) includes the following information:

- Contact details
- Project details
- Key learnings
- Sustainability impacts
- Financials (including receipts)

In this financial year there is only one (1) outstanding acquittal to date (**Attachment 2**). Reminders in the form of emails and phone messages have been sent and the Administration will continue to follow up with the organisation. Acquittals have been received (**Attachment 3**) from the following grant applicants:

Name	Amount/Type	Comments
Lockleys Bowling Club	\$3,000 equipment grant	Acquittal received 2 months later than due date
Adelaide Bangladeshi Cultural Club	\$3,000 equipment grant	Acquittal received 2 months later than due date
Blue Brigade Sports Club	\$3,000 equipment grant	Acquittal received 2 months later than due date
Project Six Foundation	\$2,721 community grant	Acquittal received 2 months later than due date
Orange Tree Quilters	\$2,000 community grant	Acquittal received 2 months later than due date

Council approved a \$4,000 grant to Sparkling Diamonds for its Sport for All project. However, they are yet to submit their acquittal which is now 3 months overdue with a reminder sent to them on 1 April 2021. The Terms and Conditions do state that the non-submission of acquittals will prejudice future applications. All other acquittals are not yet due.

### **Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

There is no direct environmental impact in relation to the report.

### **Conclusion**

The online Community Grant acquittal process is working well with only one (1) outstanding acquittal for this financial year.

### **Attachments**

1. **Community Grants Acquittal Form**
2. **Community Grants Acquittals Status - April 2021**
3. **Community Grants - Completed Acquittal Forms April 2021**

## Acquittal community grants

### Form Preview

### Contact Details

\* indicates a required field

#### Privacy Notice

City of West Torrens pledges to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the Privacy Act 1988 and amended by the Privacy Amendment (Enhancing Privacy Protection) Act 2012. To view our privacy statement, go to [City of West Torrens - Privacy](#)

#### Did your organisation auspice this project? \*

- ☐ Yes  
☐ No

If yes, please provide the auspice organisation name below. If no, please proceed straight to 'Contact person creating this acquittal report.'

#### Auspice organisation name \*

#### Contact person creating this acquittal report

##### Contact person name \*

Title First Name Last Name

This is the person we will correspond with creating this report

##### Postal address \*

Address

Suburb State Postcode

Must be Address Line 1, Suburb/Town, State/Province, and Postcode are required..  
Address of contact person or address of organisation

##### Position held in organisation \*

e.g. Manager, Board Member, Fundraising Coordinator

##### Primary phone number \*



## Acquittal community grants

### Form Preview

**Back-up phone number****Fax number**

If applicable

**Primary contact person's email address \***

This is the email address we will use to correspond with you about this grant.

### Activity Summary

\* indicates a required field

**Project title: \***

Provide a name for your project/program/initiative.

**Project start date \*****Project end date**

Please write "not applicable" if any of the questions below do not apply to your project / activity / event / equipment purchase.

**Please provide a detailed summary of the project, including details on aims, objectives and outcomes. \***

Word count:

Must be no more than 500 words.

**To what extent do you agree or disagree that the project / activity / event / equipment purchase met its objectives?**

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neither Agree nor Disagree
- ☐ Disagree
- ☐ Strongly Disagree

**How successful have you been? \***

Must be no more than 100 words.

## Acquittal community grants

### Form Preview

**Describe the activities that took place for this project / activity / event / equipment purchase? \***

Word count:

Must be no more than 150 words.

**What have been the outcomes of the project / activity / event / equipment purchase? \***

Word count:

Must be no more than 150 words.

**Were there any unexpected benefits or outcomes as a result of your project / activity / event / equipment purchase? If so, please explain. \***

Word count:

Must be no more than 150 words.

**How did you consider the climate change impact in this project / activity / event / equipment purchase (if applicable?) \***

Word count:

Must be no more than 150 words.

**How many people participated in the project / activity / event / equipment purchase? \***

Word count:

Must be no more than 150 words.

**Do you envisage a continuing relationship with any partnering organisations involved in the project / activity / event / equipment purchase? If so, in what way? \***

Word count:

Must be no more than 150 words.

### Key Learnings

**Please summarise the lessons learnt in implementing the project / activity / event / equipment purchase. What would you do differently with the benefit of**

## Acquittal community grants

### Form Preview

**hindsight? Include any positive or negative examples that might serve to improve the effectiveness of any future similar activities. \***

Word count:

Must be no more than 250 words.

**What changes would you make to improve the success of the project / activity / event / equipment purchase if you were to do it again? \***

Word count:

Must be no more than 150 words.

### Sustainability of Impacts

**Do you consider the outcomes and outputs of your project / activity / event / equipment purchase to be sustainable? Why or why not? \***

Word count:

Must be no more than 150 words.

**Describe any follow-on activities you now see resulting from the completed project / activity / event / equipment purchase, and the funding source you envisage for this. \***

Word count:

Must be no more than 150 words.

### Financials

**Please provide a Statement of Financial Expenditure detailing how the grant was spent. Please also attach relevant receipts. \***

Attach a file:

Maximum 25mb, recommended size no bigger than 5mb

**If you have auspiced this project, please detail the type of in-kind support you provided and the total value.**

Word count:

Must be no more than 150 words.

For example: 5 hours of project planning + 1 hour of acquittal reporting @ \$30 per hour = \$180



## Acquittal community grants

### Form Preview

**Please provide copies of any promotional / translational materials that have been produced as a result of this project / activity / event / equipment purchase.**

Attach a file:

For example: Resources, fact sheets, websites, training, guidelines etc.

## Statement of Certification

**\* indicates a required field**

### Certification

I certify that:

- All details in this report are true and complete and that this is an accurate Final Activity Report for the project; and
- All associate parties participating in the project have agreed that this report is an accurate representation of the project / activity / event / equipment purchase.

**I agree with the above statement of certification: \***

☐ Yes

☐ No

**Name of authorised person \***

Title First Name Last Name

Must be a senior staff member, board member or appropriately authorised volunteer

**Position \***

Position held in applicant organisation (e.g. CEO, Treasurer)

**Date \***

Must be a date

### Applicant Feedback

You are nearing the end of the application process.

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

**\*This section is not mandatory\***

**Please indicate how you found the online application process:**

☐ Very easy ☐ Easy ☐ Neutral ☐ Difficult ☐ Very difficult

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**

## Acquittal community grants

### Form Preview



**City of West Torrens Community Grants ACQUITTALS summary 2020/2021**  
Updated 6/4/2021

**Grants Applications & Approvals 2020/2021**

Date of approval confirmation: 10/11/2020						
Grant Type	Amount Approved	Applicant	Project/Event	Invoice Received & Grant Paid	Acquittal Due	Acquittal Received
Equipment Grant	\$ 3,000.00	Lockleys Bowling Club	Bowls equipment to allow for year round participation	23/11/2020	11/01/2021	29/03/2021
Equipment Grant	\$ 3,000.00	Adelaide Bangladeshi Cultural Club	Projector/Screen for community cultural program	10/11/2020	28/12/2020	28/02/2021
Equipment Grant	\$ 3,000.00	Blue Brigade Sports Club	Cricket equipment for multicultural junior cricket program	10/11/2020	28/12/2020	1/03/2021
Sponsorship	\$ 4,339.00	YMCA Community Programming	Skate Board Event in April 2021	6/04/2021	28/05/2021	Event scheduled April 2021
Sponsorship	\$ 5,000.00	SA Ladies Badminton Association	Atalanta Jamboree being held in October 2021	29/03/2021	10/12/2021	Event scheduled October 2021
Community Grant	\$ 2,727.27	Project Six Foundation	Fundraising Event held in December 2020	11/11/2020	19/12/2020	Project still in progress, extended due date
Community Grant	\$ 5,000.00	Camden Community Centre	Community Garden project	30/06/2021	30/06/2021	1/03/2021
Community Grant	\$ 5,000.00	Richmond Primary School	Community mural project	23/03/2021	7/05/2021	
Community Grant	\$ 2,000.00	Orange Tree Quilters	Charity project	12/11/2020	20/12/2020	28/02/2021
Community Grant	\$ 4,000.00	Sparkling Diamonds Inc.	Sport For All project	13/11/2020	21/12/2020	Reminder sent 1/4/2021
Community Grant	\$ 4,467.00	Fulham Community Centre - EVENT CANCELLED	Christmas Market Event CANCELLED	Cancelled	Cancelled	Cancelled
Date of approval confirmation: 15/12/2020						
Community Grant	\$ 5,000.00	Greek Orthodox Community and Parish of St George...	Contribution to Greek Memorial	17/02/2021	30/06/2021	
Date of approval confirmation: 9/3/2021						
Sponsorship	\$ 3,500.00	Adelaide Sailing Club	2021 Australian Optimist Dinghy Championships Event - April 2021	15/03/2021	28/05/2021	
Sponsorship	\$ 1,000.00	United Nations of Association of Australia - SA Division	2021 Harmony Day Event - March 2021			
Community Grant	\$ 2,479.00	Agility Dog Club of SA	Agility For All Program - March to June 2021			
Community Grant	\$ 5,000.00	Islamic Information Centre	ILCSA Sisters Wellbeing Project - February to September 2021	22/03/2021	4/05/2021	
Community Grant	\$ 4,500.00	Adelaide Tamil Association	Community Students & Ladies Assistance Program - April 2021	14/03/2021	28/05/2021	
Women in Sports Grant	\$ 3,000.00	Telugu Association SA	Women in Sports Badminton Program - 2021	11/03/2021	27/04/2021	

**Equipment Grants 2020-21**  
**Equipment Grants Acquittal Form**  
**Application EQG000072021 From Lockleys Bowling Club**  
Form Submitted 28 Mar 2021, 10:38am ACDT

## Contact Details

**\* indicates a required field**

### Privacy Notice

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**Did your organisation auspice this project? \***

- ☐ Yes  
☒ No

### Contact person creating this acquittal report

**Contact person name \***

Dr Bob Ormston

**Postal address \***

46 Rutland Ave  
Lockleys SA 5032  
Must be Address Line 1, Suburb/Town, State/Province, and Postcode..

**Position held in organisation \***

Grants coordinator

**Primary phone number \***

**Back-up phone number**

**Fax number**

**Primary contact person's email address \***

## Activity Summary

**\* indicates a required field**

**Project title: \***

Purchase/upgrade of green-keeping equipment



**Equipment Grants 2020-21**  
**Equipment Grants Acquittal Form**  
**Application EQG000072021 From Lockleys Bowling Club**  
Form Submitted 28 Mar 2021, 10:38am ACDT

**How did you consider the climate change impact in this project / activity / event / equipment purchase (if applicable)? \***

The grooming blade will improve the texture and condition of the playing surfaces by removing dead/excess growth, thereby enabling better growth and aeration of the turf which will, in turn, reduce the amount of water needed to maintain the greens, with a consequential though minor impact on climate change.

Must be no more than 150 words.

**How many people participated in the project / activity / event / equipment purchase? \***

Three, being the greens manager, the green keeper and the treasurer.

Must be no more than 150 words.

**Do you envisage a continuing relationship with any partnering organisations involved in the project / activity / event / equipment purchase? If so, in what way? \***

not applicable

Must be no more than 150 words.

## **Key Learnings**

**Please summarise the lessons learnt in implementing the project / activity / event / equipment purchase. What would you do differently with the benefit of hindsight? Include any positive or negative examples that might serve to improve the effectiveness of any future similar activities. \***

not applicable, other than the obvious need for the Club to continue maintaining its greens-related equipment at a high standard in order to optimise the use of such equipment

Must be no more than 250 words.

**What changes would you make to improve the success of the project / activity / event / equipment purchase if you were to do it again? \***

none

Must be no more than 150 words.

## **Sustainability of Impacts**

**Do you consider the outcomes and outputs of your project / activity / event / equipment purchase to be sustainable? Why or why not? \***

as above, the Club recognises the need to continue maintaining and upgrading its greens-related equipment to optimise its performance.

Must be no more than 150 words.

**Describe any follow-on activities you now see resulting from the completed project / activity / event / equipment purchase, and the funding source you envisage for this. \***

not in the medium term

Must be no more than 150 words.

## **Financials**

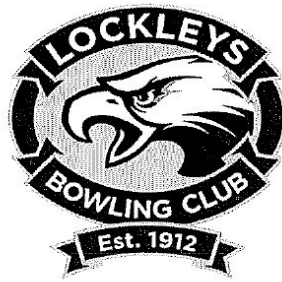
**Please provide a Statement of Financial Expenditure detailing how the grant was spent. Please also attach relevant receipts. \***

**Equipment Grants 2020-21**  
**Equipment Grants Acquittal Form**  
**Application EQG000072021 From Lockleys Bowling Club**  
Form Submitted 28 Mar 2021, 10:38am ACDT

**Please indicate how you found the online application process:**

☐ Very easy ☒ Easy ☐ Neutral ☐ Difficult ☐ Very difficult

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**



## RECONCILIATION OF GRANT FUNDING FROM THE CITY OF WEST TORRENS

Grant funding received - \$3000

### Expenditure

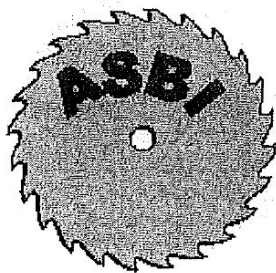
- Purchase of greens-related grooming blade \$1450 (incl GST)
- Upgrade of greens roller \$1824.80 (incl GST)
- Purchase of pavers \$310 (incl GST)
- Total expenditure \$3584.80 (incl GST)

I certify this is an accurate reconciliation of the grant funding received from the City of West Torrens.



**Bob Ormston**  
Grants coordinator

28 March 2021



**AUSTRALIAN SAWS & BLADES INC**  
**CYLINDER BLADE SHARPENING**  
**SERVICE**

U2, 93 Research Road,  
 Pooraka, SA 5095.  
 Phone (08) 8349 7677

**TAX INVOICE**

Invoice #: 00029871

**A.B.N. Number: 48 827 921 458**

**Bill To:**

LOCKLEYS BOWLING CLUB  
 46 RUTLAND AVENUE,  
 LOCKLEYS, S.A. 5032.

**Ship To:**

LOCKLEYS BOWLING CLUB  
 46 RUTLAND AVENUE,  
 LOCKLEYS, S.A. 5032.

CLIENT ORDER		NO STATEMENT ISSUED - PLEASE PAY ON INVOICE		DATE 28/07/2020 Page 1													
QTY	ITEM NO:	DESCRIPTION	UNIT PRICE	DIS%	EX TAX TOTAL TAX CODE												
1	grc	Grooming Reel Complete 30" TCT	\$1,318.18		\$1,318.18 GST												
<p><i>GREENS EQUIPMENT 1-3110</i></p> <p><i>3/8/20</i> <i>JULY ACCOUNT</i></p>																	
Customer ABN:																	
<b>TERMS</b>  C.O.D.			<table border="1"> <thead> <tr> <th>CODE</th> <th>RATE</th> <th>GST</th> <th>SALE AMOUNT</th> </tr> </thead> <tbody> <tr> <td>G S T</td> <td>10%</td> <td>\$131.82</td> <td>\$1,318.18</td> </tr> </tbody> </table>			CODE	RATE	GST	SALE AMOUNT	G S T	10%	\$131.82	\$1,318.18				
CODE	RATE	GST	SALE AMOUNT														
G S T	10%	\$131.82	\$1,318.18														
			<table border="1"> <tbody> <tr> <td>EXTAX SUBTOTAL</td> <td>\$1,318.18</td> </tr> <tr> <td>FREIGHT</td> <td>\$0.00</td> </tr> <tr> <td>GST</td> <td>\$131.82</td> </tr> <tr> <td>TOTAL INC GST</td> <td>\$1,450.00</td> </tr> <tr> <td>APPLIED</td> <td>\$0.00</td> </tr> <tr> <td><b>BALANCE DUE</b></td> <td><b>\$1,450.00</b></td> </tr> </tbody> </table>			EXTAX SUBTOTAL	\$1,318.18	FREIGHT	\$0.00	GST	\$131.82	TOTAL INC GST	\$1,450.00	APPLIED	\$0.00	<b>BALANCE DUE</b>	<b>\$1,450.00</b>
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GST	\$131.82																
TOTAL INC GST	\$1,450.00																
APPLIED	\$0.00																
<b>BALANCE DUE</b>	<b>\$1,450.00</b>																



**HAYEDE Pty Ltd**

A.B.N 62 483 748 601

215 Grand Junction Rd, Ottoway SA 5013

**Phone: (08) 8447 5511**

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RRN 201112005500

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NAME: (

POSTAL

SITE ADDRESS:

PURCHASE AUD310.00

(000) APPROVED

※CUSTOMER COPY※

**RETAINING WALL BLOCKS • CONCRETE MASONRY BLOCKS • CONCRETE SLEEPERS**

☐ SUPPLY & INSTALL

BANK QUOTE

DATE: 12-11-2020

SALE

PHONE A/H:

WORK:

EMAIL:

FAX:

MOBILE:

QTY	PRODUCT (please list)	AMOUNT
17.3m <sup>2</sup>	Stradepave 40 OATMEAL SECONDS	\$ 310.00
<div style="transform: rotate(-45deg);">             Paid 12-11-20 by Peter T           </div>		<div style="transform: rotate(-45deg);">             15/11              62540              Home &amp; Ground           </div>
	Tile Cement	
	Paving Sand	
	Sealer	
DELIVERY INSTRUCTIONS OR SPECIAL POINTS: _____		<b>TOTAL INCL. GST</b> <b>LESS DEPOSIT</b> <b>BALANCE</b>
		<div style="font-size: 2em;">             310              80.           </div>

\*Best Price Promise: APC will beat any competitors price on same or similar product.

Excludes trade sales, second grade or stock liquidations, private home sales and commercial quantities in SA.

ESTIMATED TIME OF COMPLETION: \_\_\_\_\_ NOTE: MIN 2m CLEARANCE REQUIRED FOR FORKLIFT ON SITE

Thank you for the opportunity to quote on your project. Quote valid until: \_\_\_\_/\_\_\_\_/\_\_\_\_

Please proceed with this quote. I understand that a deposit is required on the acceptance of this Quote. I understand that orders must be paid in full prior to delivery and that delivery of the product will not occur until paid for in full. All goods remain the property of Australian Paving Centre until the



**AUSTRALIAN SAWS & BLADES IND  
CYLINDER BLADE SHARPENING  
SERVICE**

**U2, 93 Research Road,  
Pooraka, SA 5095.  
Phone (08) 8349 7677**

**TAX INVOICE**

Invoice #: 00030610

**A.B.N. Number: 48 827 921 458**

**Bill To:**

LOCKLEYS BOWLING CLUB  
46 RUTLAND AVENUE,  
LOCKLEYS, S.A. 5032.

**Ship To:**

LOCKLEYS BOWLING CLUB  
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LOCKLEYS, S.A. 5032.

CLIENT ORDER		NO STATEMENT ISSUED - PLEASE PAY ON INVOICE				DATE	
						9/02/2021	Page 1
QTY	ITEM NO:	DESCRIPTION	UNIT PRICE	DIS%	EX TAX TOTAL	TAX CODE	
1	mr	Smooth Roll, remove steer roller, build up & machine journal end & replace bearings, remove clutches, v-belt & sprockets, replace clutch shafts, thrust bearings, bushes, sprocket & linings, engine sprocket, drive chains, idler pulley.	\$409.09		\$409.09	GST	
1	es	Engine Sprocket	\$196.82		\$196.82	GST	
2	sla	Sprocket & Lining Assembly	\$200.00		\$400.00	GST	
2	cs	Clutch Shaft (Smooth Roll)	\$80.00		\$160.00	GST	
2	bbll	Pulley Bearings	\$35.00		\$70.00	GST	
2	thb	Thrust Bearings inc. hardened bushes	\$45.00		\$90.00	GST	
1	pa	Aetena Pulley	\$39.00		\$39.00	GST	
2	cha	Chain inc. joiners & half link	\$38.00		\$76.00	GST	
1	rw	Build Up & Machine Journal End.	\$150.00		\$150.00	GST	
2	bbll	Steer Roller Bearings, inc. locking collars.	\$34.00		\$68.00	GST	
Customer ABN:							
<b>TERMS</b>					EXTAX SUBTOTAL	\$1,658.91	
C.O.D.		CODE	RATE	GST	SALE AMOUNT	FREIGHT	\$0.00
		G	10%	\$165.89	\$1,658.91	GST	\$165.89
		S				TOTAL INC GST	\$1,824.80
		T				APPLIED	\$0.00
					<b>BALANCE DUE</b>	<b>\$1,824.80</b>	

**Bank Details for Direct Payment - BSB: 105 137 Acc No: 053994640 Acc Name: ASBI**  
**Email Remittance to austsaws@adam.com.au**

**Equipment Grants 2020-21****Equipment Grants Acquittal Form****Application EQG000012021 From Adelaide Bangladeshi Cultural Club Incorporated**

Form Submitted 28 Feb 2021, 1:22pm ACDT

**Contact Details****\* indicates a required field****Privacy Notice**

City of West Torrens pledges to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the Privacy Act 1988 and amended by the Privacy Amendment (Enhancing Privacy Protection) Act 2012. To view our privacy statement, go to [City of West Torrens - Privacy](#)

**Did your organisation auspice this project? \***

- ☐ Yes  
☒ No

**Contact person creating this acquittal report****Contact person name \***

Mr Md Masudur Rahman

**Postal address \***

1 Banksia Cres

Parafield Gardens SA 5107

Must be Address Line 1, Suburb/Town, State/Province, and Postcode..

**Position held in organisation \***

President

**Primary phone number \***

0123 456 789

**Back-up phone number****Fax number****Primary contact person's email address \*****Activity Summary****\* indicates a required field****Project title: \***

Purchase Projector

**Equipment Grants 2020-21****Equipment Grants Acquittal Form****Application EQG000012021 From Adelaide Bangladeshi Cultural Club Incorporated**

Form Submitted 28 Feb 2021, 1:22pm ACDT

**Project start date \***

22/12/2020

**Project end date**

28/02/2021

**Please write "not applicable" if any of the questions below do not apply to your project / activity / event / equipment purchase.**

**Please provide a detailed summary of the project, including details on aims, objectives and outcomes. \***

The idea of the service is to provide free cultural learnings in class is definitely an innovative way to interact our community and other local children.

The benefits of the project:

- i. Local children get scope to interact with wide ranges of other children without catering in a mass gathering.
- ii. Sociocultural distress which may cause severe damage to our growing children and their families due to staying away from all sorts of community and other gatherings. Through this service they are able to get rid off the threat of sociocultural distress.
- iii. Free cultural learning which they are mostly fond off but due to the current pandemic situation they are away for long time helped their likings boost up once again in an innovative way.
- iv. The addition of multimedia projector has added the overall value of the service and beneficiaries have benefited.

The target group in the physical class get a wide range of benefits from this projector.

- i. This helped the teachers and students to serve each other in smarter way.
- ii. The interaction between the service and the students are now at top range
- iii. Understanding of the students through the projector are more effective than any other way.
- iv. The projector allows to keep the participants in a standard distance as the screen is be bigger which helps them to keep safe from each other. Moreover, parents and other volunteer are also interested to this facility has been added for their safety issue

Apart from those, the projector has added value to the ethnic school of the association to serve their regular services in better way. The bigger room and bigger screen help to serve more and better day by day.

We have the plan to get the maximum benefit from the projector to our services as a continuation of use.

The projector getting used for multiple purposes; Ethnic school regular language and cultural learnings. Teachers of the school manage them with the supervisor of the school principal. ABACC has assigned her officially to look after the projector while using at their weekly sessions.

ABACC has several events and workshops where this projector will be used in future too. The association management committee is managing officially this projector. The association have technical volunteer to manage and operate all its electronics equipments . So there will be no threat of severe risk in managing and operating this equipment like others now and then.



**Equipment Grants 2020-21****Equipment Grants Acquittal Form****Application EQG000012021 From Adelaide Bangladeshi Cultural Club Incorporated**

Form Submitted 28 Feb 2021, 1:22pm ACDT

Must be no more than 500 words.

**To what extent do you agree or disagree that the project / activity / event / equipment purchase met its objectives?**

- ☒ Strongly Agree  
☐ Agree  
☐ Neither Agree nor Disagree  
☐ Disagree  
☐ Strongly Disagree

**How successful have you been? \***

The success of the project is more than we expected. The use of the projector is now multiple. Apart from the regular Ethnic school class it has been using to events too. Other community groups are also taking from us for their uses sometime which help us to create inter association relationships.

More students are coming now to face to face classes which was our ket target of the project.

The use of the projector will go further for the wider benefit of the association.

Must be no more than 100 words.

**Describe the activities that took place for this project / activity / event / equipment purchase? \***

Multiple activities has been already took place due to adding this projector to the association;

- i. The ethnic class now operating face to face while is was online
- ii. The operational activities became wider
- iii. More students are going to the services
- iv. Recent Festival took place with the help of it and saved money for hiring projector.
- v. Other groups are taking for free to use it for their services.

Must be no more than 150 words.

**What have been the outcomes of the project / activity / event / equipment purchase? \***

Not applicable

Must be no more than 150 words.

**Were there any unexpected benefits or outcomes as a result of your project / activity / event / equipment purchase? If so, please explain. \***

Not applicable

Must be no more than 150 words.

**How did you consider the climate change impact in this project / activity / event / equipment purchase (if applicable?) \***

Not applicable

Must be no more than 150 words.

**How many people participated in the project / activity / event / equipment purchase? \***

Not applicable

Must be no more than 150 words.

**Equipment Grants 2020-21****Equipment Grants Acquittal Form****Application EQG000012021 From Adelaide Bangladeshi Cultural Club Incorporated**

Form Submitted 28 Feb 2021, 1:22pm ACDT

**Do you envisage a continuing relationship with any partnering organisations involved in the project / activity / event / equipment purchase? If so, in what way?**

\*

Not applicable

Must be no more than 150 words.

**Key Learnings**

**Please summarise the lessons learnt in implementing the project / activity / event / equipment purchase. What would you do differently with the benefit of hindsight? Include any positive or negative examples that might serve to improve the effectiveness of any future similar activities. \***

Not applicable

Must be no more than 250 words.

**What changes would you make to improve the success of the project / activity / event / equipment purchase if you were to do it again? \***

Not applicable

Must be no more than 150 words.

**Sustainability of Impacts**

**Do you consider the outcomes and outputs of your project / activity / event / equipment purchase to be sustainable? Why or why not? \***

Not applicable

Must be no more than 150 words.

**Describe any follow-on activities you now see resulting from the completed project / activity / event / equipment purchase, and the funding source you envisage for this. \***

Not applicable

Must be no more than 150 words.

**Financials**

**Please provide a Statement of Financial Expenditure detailing how the grant was spent. Please also attach relevant receipts. \***

Filename: Projector Invoice.pdf

File size: 51.7 kB

**If you have auspiced this project, please detail the type of in-kind support you provided and the total value.**

Not applicable

Must be no more than 150 words.

**Please provide copies of any promotional / translational materials that have been produced as a result of this project / activity / event / equipment purchase.**

*No files have been uploaded***Statement of Certification**



**Equipment Grants 2020-21**  
**Equipment Grants Acquittal Form**  
**Application EQG000012021 From Adelaide Bangladeshi Cultural Club Incorporated**  
Form Submitted 28 Feb 2021, 1:22pm ACDT

**\* indicates a required field**

### Certification

I certify that:

- All details in this report are true and complete and that this is an accurate Final Activity Report for the project; and
- All associate parties participating in the project have agreed that this report is an accurate representation of the project / activity / event / equipment purchase.

**I agree with the above statement of certification: \***

☒ Yes ☐ No

**Name of authorised person \***

Mr Md Masudur Rahman

**Position \***

President

**Date \***

28/02/2021

### Applicant Feedback

You are nearing the end of the application process.

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

**\*This section is not mandatory\***

**Please indicate how you found the online application process:**

☐ Very easy ☐ Easy ☒ Neutral ☐ Difficult ☐ Very difficult

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**  
too many questions and mostly similar questions again and again. Thanks



# TAX INVOICE

Adelaide Bangladeshi Cultural Club  
1 Banksia Crescent  
PARAFIELD GARDENS SOUTH AUSTRALIA 5107  
AUSTRALIA

**Invoice Date**  
22 Dec 2020

**Invoice Number**  
INV-00470

**Reference**  
Projector and Screen

**ABN**  
76 624 501 122

1833 PTY LTD  
ABN: 76 624 501 122  
12 Tarton Rd  
HOLDEN HILL SA 5088  
Ph: 0415 352 300  
Email:  
admin@1833.com.au  
Website:  
www.1833.com.au

Description	Quantity	Unit Price	GST	Amount AUD
Epson EH-TW6700W Projector	1.00	2,650.00	10%	2,650.00
Herma Projector Screen motorised	1.00	890.00	10%	890.00
Logitech laser presentation remote	1.00	160.00	10%	160.00
INCLUDES GST 10%				336.37
<b>TOTAL AUD</b>				3,700.00
Less Amount Paid				3,700.00
<b>AMOUNT DUE AUD</b>				0.00

**Due Date: 22 Jan 2021**

## PAYMENT ADVICE

To: 1833 PTY LTD  
ABN: 76 624 501 122  
12 Tarton Rd  
HOLDEN HILL SA 5088  
Ph: 0415 352 300  
Email: admin@1833.com.au  
Website: www.1833.com.au

**Customer** Adelaide Bangladeshi Cultural Club  
**Invoice Number** INV-00470  
**Amount Due** 0.00  
**Due Date** 22 Jan 2021  
**Amount Enclosed** \_\_\_\_\_  
Enter the amount you are paying above

**Equipment Grants 2020-21**  
**Equipment Grants Acquittal Form**  
**Application EQG000052021 From Blue Brigade Sports Club**  
Form Submitted 1 Mar 2021, 10:53am ACDT

## Contact Details

**\* indicates a required field**

### Privacy Notice

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**Did your organisation auspice this project? \***

- ☒ Yes  
☐ No

**Auspice organisation name \***

Blue Brigade Sports club

### Contact person creating this acquittal report

**Contact person name \***

Mr Rajesh Dara

**Postal address \***

60 Albion Ave

Glandore SA 5037

Must be Address Line 1, Suburb/Town, State/Province, and Postcode are required..

**Position held in organisation \***

President

**Primary phone number \***

**Back-up phone number**

**Fax number**

**Primary contact person's email address \***

## Activity Summary

**\* indicates a required field**

**Equipment Grants 2020-21**  
**Equipment Grants Acquittal Form**  
**Application EQG000052021 From Blue Brigade Sports Club**  
 Form Submitted 1 Mar 2021, 10:53am ACDT

**How did you consider the climate change impact in this project / activity / event / equipment purchase (if applicable?) \***

No

Must be no more than 150 words.

**How many people participated in the project / activity / event / equipment purchase? \***

70

Must be no more than 150 words.

**Do you envisage a continuing relationship with any partnering organisations involved in the project / activity / event / equipment purchase? If so, in what way? \***

Yes, by providing facilities or grounds to our club on a long term basis. Currently we are hiring training facilities at City of Port Enfield but most of the players are from City of West Torrens region.

Must be no more than 150 words.

## **Key Learnings**

**Please summarise the lessons learnt in implementing the project / activity / event / equipment purchase. What would you do differently with the benefit of hindsight? Include any positive or negative examples that might serve to improve the effectiveness of any future similar activities. \***

Positives : it gave Kids to chance to explore and practice the game

Must be no more than 250 words.

**What changes would you make to improve the success of the project / activity / event / equipment purchase if you were to do it again? \***

We are looking for permanent ground and club house facilities. Once we finalize grounds , we would like to invest on facilities.

Must be no more than 150 words.

## **Sustainability of Impacts**

**Do you consider the outcomes and outputs of your project / activity / event / equipment purchase to be sustainable? Why or why not? \***

Yes. Helped kids and players trained

Must be no more than 150 words.

**Describe any follow-on activities you now see resulting from the completed project / activity / event / equipment purchase, and the funding source you envisage for this. \***

- Making a kids team for next year.

- 3 out of 4 teams ended up in top 4 in the competition.

Must be no more than 150 words.

## **Financials**

**Please provide a Statement of Financial Expenditure detailing how the grant was spent. Please also attach relevant receipts. \***

**Equipment Grants 2020-21**  
**Equipment Grants Acquittal Form**  
**Application EQG000052021 From Blue Brigade Sports Club**  
Form Submitted 1 Mar 2021, 10:53am ACDT




# Tax Invoice

**SPORTS CENTRE**  
AESS  
Australia Esports & Esports Academy  
120-125 USF STREET, DARWIN  
TERRITORY 08 08 000 000


**STUBBYS**  
D M I L I T A R Y

**CLUB MEDICAL**  
100-110-120-130-140-150-160-170-180-190-200-210-220-230-240-250-260-270-280-290-300-310-320-330-340-350-360-370-380-390-400-410-420-430-440-450-460-470-480-490-500-510-520-530-540-550-560-570-580-590-600-610-620-630-640-650-660-670-680-690-700-710-720-730-740-750-760-770-780-790-800-810-820-830-840-850-860-870-880-890-900-910-920-930-940-950-960-970-980-990-1000-1010-1020-1030-1040-1050-1060-1070-1080-1090-1100-1110-1120-1130-1140-1150-1160-1170-1180-1190-1200-1210-1220-1230-1240-1250-1260-1270-1280-1290-1300-1310-1320-1330-1340-1350-1360-1370-1380-1390-1400-1410-1420-1430-1440-1450-1460-1470-1480-1490-1500-1510-1520-1530-1540-1550-1560-1570-1580-1590-1600-1610-1620-1630-1640-1650-1660-1670-1680-1690-1700-1710-1720-1730-1740-1750-1760-1770-1780-1790-1800-1810-1820-1830-1840-1850-1860-1870-1880-1890-1900-1910-1920-1930-1940-1950-1960-1970-1980-1990-2000-2010-2020-2030-2040-2050-2060-2070-2080-2090-2100-2110-2120-2130-2140-2150-2160-2170-2180-2190-2200-2210-2220-2230-2240-2250-2260-2270-2280-2290-2300-2310-2320-2330-2340-2350-2360-2370-2380-2390-2400-2410-2420-2430-2440-2450-2460-2470-2480-2490-2500-2510-2520-2530-2540-2550-2560-2570-2580-2590-2600-2610-2620-2630-2640-2650-2660-2670-2680-2690-2700-2710-2720-2730-2740-2750-2760-2770-2780-2790-2800-2810-2820-2830-2840-2850-2860-2870-2880-2890-2900-2910-2920-2930-2940-2950-2960-2970-2980-2990-3000-3010-3020-3030-3040-3050-3060-3070-3080-3090-3100-3110-3120-3130-3140-3150-3160-3170-3180-3190-3200-3210-3220-3230-3240-3250-3260-3270-3280-3290-3300-3310-3320-3330-3340-3350-3360-3370-3380-3390-3400-3410-3420-3430-3440-3450-3460-3470-3480-3490-3500-3510-3520-3530-3540-3550-3560-3570-3580-3590-3600-3610-3620-3630-3640-3650-3660-3670-3680-3690-3700-3710-3720-3730-3740-3750-3760-3770-3780-3790-3800-3810-3820-3830-3840-3850-3860-3870-3880-3890-3900-3910-3920-3930-3940-3950-3960-3970-3980-3990-4000-4010-4020-4030-4040-4050-4060-4070-4080-4090-4100-4110-4120-4130-4140-4150-4160-4170-4180-4190-4200-4210-4220-4230-4240-4250-4260-4270-4280-4290-4300-4310-4320-4330-4340-4350-4360-4370-4380-4390-4400-4410-4420-4430-4440-4450-4460-4470-4480-4490-4500-4510-4520-4530-4540-4550-4560-4570-4580-4590-4600-4610-4620-4630-4640-4650-4660-4670-4680-4690-4700-4710-4720-4730-4740-4750-4760-4770-4780-4790-4800-4810-4820-4830-4840-4850-4860-4870-4880-4890-4900-4910-4920-4930-4940-4950-4960-4970-4980-4990-5000-5010-5020-5030-5040-5050-5060-5070-5080-5090-5100-5110-5120-5130-5140-5150-5160-5170-5180-5190-5200-5210-5220-5230-5240-5250-5260-5270-5280-5290-5300-5310-5320-5330-5340-5350-5360-5370-5380-5390-5400-5410-5420-5430-5440-5450-5460-5470-5480-5490-5500-5510-5520-5530-5540-5550-5560-5570-5580-5590-5600-5610-5620-5630-5640-5650-5660-5670-5680-5690-5700-5710-5720-5730-5740-5750-5760-5770-5780-5790-5800-5810-5820-5830-5840-5850-5860-5870-5880-5890-5900-5910-5920-5930-5940-5950-5960-5970-5980-5990-6000-6010-6020-6030-6040-6050-6060-6070-6080-6090-6100-6110-6120-6130-6140-6150-6160-6170-6180-6190-6200-6210-6220-6230-6240-6250-6260-6270-6280-6290-6300-6310-6320-6330-6340-6350-6360-6370-6380-6390-6400-6410-6420-6430-6440-6450-6460-6470-6480-6490-6500-6510-6520-6530-6540-6550-6560-6570-6580-6590-6600-6610-6620-6630-6640-6650-6660-6670-6680-6690-6700-6710-6720-6730-6740-6750-6760-6770-6780-6790-6800-6810-6820-6830-6840-6850-6860-6870-6880-6890-6900-6910-6920-6930-6940-6950-6960-6970-6980-6990-7000-7010-7020-7030-7040-7050-7060-7070-7080-7090-7100-7110-7120-7130-7140-7150-7160-7170-7180-7190-7200-7210-7220-7230-7240-7250-7260-7270-7280-7290-7300-7310-7320-7330-7340-7350-7360-7370-7380-7390-7400-7410-7420-7430-7440-7450-7460-7470-7480-7490-7500-7510-7520-7530-7540-7550-7560-7570-7580-7590-7600-7610-7620-7630-7640-7650-7660-7670-7680-7690-7700-7710-7720-7730-7740-7750-7760-7770-7780-7790-7800-7810-7820-7830-7840-7850-7860-7870-7880-7890-7900-7910-7920-7930-7940-7950-7960-7970-7980-7990-8000-8010-8020-8030-8040-8050-8060-8070-8080-8090-8100-8110-8120-8130-8140-8150-8160-8170-8180-8190-8200-8210-8220-8230-8240-8250-8260-8270-8280-8290-8300-8310-8320-8330-8340-8350-8360-8370-8380-8390-8400-8410-8420-8430-8440-8450-8460-8470-8480-8490-8500-8510-8520-8530-8540-8550-8560-8570-8580-8590-8600-8610-8620-8630-8640-8650-8660-8670-8680-8690-8700-8710-8720-8730-8740-8750-8760-8770-8780-8790-8800-8810-8820-8830-8840-8850-8860-8870-8880-8890-8900-8910-8920-8930-8940-8950-8960-8970-8980-8990-9000-9010-9020-9030-9040-9050-9060-9070-9080-9090-9100-9110-9120-9130-9140-9150-9160-9170-9180-9190-9200-9210-9220-9230-9240-9250-9260-9270-9280-9290-9300-9310-9320-9330-9340-9350-9360-9370-9380-9390-9400-9410-9420-9430-9440-9450-9460-9470-9480-9490-9500-9510-9520-9530-9540-9550-9560-9570-9580-9590-9600-9610-9620-9630-9640-9650-9660-9670-9680-9690-9700-9710-9720-9730-9740-9750-9760-9770-9780-9790-9800-9810-9820-9830-9840-9850-9860-9870-9880-9890-9900-9910-9920-9930-9940-9950-9960-9970-9980-9990-10000-10010-10020-10030-10040-10050-10060-10070-10080-10090-10100-10110-10120-10130-10140-10150-10160-10170-10180-10190-10200-10210-10220-10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0-18570-18580-18590-18600-18610-18620-18630-18640-18650-18660-18670-18680-18690-18700-18710-18720-18730-18740-18750-18760-18770-18780-18790-18800-18810-18820-18830-18840-18850-18860-18870-18880-18890-18900-18910-18920-18930-18940-18950-18960-18970-18980-18990-19000-19010-19020-19030-19040-19050-19060-19070-19080-19090-19100-19110-19120-19130-19140-19150-19160-19170-19180-19190-19200-19210-19220-19230-19240-19250-19260-19270-19280-19290-19300-19310-19320-19330-19340-19350-19360-19370-19380-19390-19400-19410-19420-19430-19440-19450-19460-19470-19480-19490-19500-19510-19520-19530-19540-19550-19560-19570-19580-19590-19600-19610-19620-19630-19640-19650-19660-19670-19680-19690-19700-19710-19720-19730-19740-19750-19760-19770-19780-19790-19800-19810-19820-19830-19840-19850-19860-19870-19880-19890-19900-19910-19920-19930-19940-19950-19960-19970-19980-19990-20000-20010-20020-20030-20040-20050-20060-20070-20080-20090-20100-20110-20120-20130-20140-20150-20160-20170-20180-20190-20200-20210-20220-20230-20240-20250-20260-20270-20280-20290-20300-20310-20320-20330-20340-20350-20360-20370-20380-20390-20400-20410-20420-20430-20440-20450-20460-20470-20480-20490-20500-20510-20520-20530-20540-20550-20560-20570-20580-20590-20600-20610-20620-20630-20640-20650-20660-20670-20680-20690-20700-20710-20720-20730-20740-20750-20760-20770-20780-20790-20800-20810-20820-20830-20840-20850-20860-20870-20880-20890-20900-20910-20920-20930-20940-20950-20960-20970-20980-20990-21000-21010-21020-21030-21040-21050-21060-21070-21080-21090-21100-21110-21120-21130-21140-21150-21160-21170-21180-21190-21200-21210-21220-21230-21240-21250-21260-21270-21280-21290-21300-21310-21320-21330-21340-21350-21360-21370-21380-21390-21400-21410-21420-21430-21440-21450-21460-21470-21480-21490-21500-21510-21520-21530-21540-21550-21560-21570-21580-21590-21600-21610-21620-21630-21640-21650-21660-21670-21680-21690-21700-21710-21720-21730-21740-21750-21760-21770-21780-21790-21800-21810-21820-21830-21840-21850-21860-21870-21880-21890-21900-21910-21920-21930-21940-21950-21960-21970-21980-21990-22000-22010-22020-22030-22040-22050-22060-22070-22080-22090-22100-22110-22120-







**AESS**  
Australia's leading  
sports centre



**Ettles**  
T: 08 8346 3411  
F: 08 8346 3412



**STUBBYS**  
D M I N E



**CLUB MEDICAL**  
First Aid, Physiotherapy, Sports Injury  
ABN: 62 307 725 513

# Tax Invoice

**Bill To:**  
Blue Brigade Sports Club  
60 Albion Avenue  
GLANDORE SA 5037

**Deliver To:**  
Blue Brigade Sports Club  
60 Albion Avenue  
GLANDORE SA 5037

**Invoice Number:** A124160  
**Invoice Date:** 6/11/2020  
**Purchase Ref:** Aravind  
**Relates To:** Sales Order SO76054  
**Order Date:** 2/11/2020  
**Payment Terms:** 30 Day

**Description:** Junior Kit Bags  
**Salesperson:** Chris Swanson  
**Notes:** Junior Kit Bags

**Shipping Method:**

Page 1 of 1

Code	Description	Unit	Qty	Price	Total
BUS BAGS102	Buffalo Sunridges kit bag	Each	4	\$27.27	\$109.09
BUS CRICK059-BOYS	Buffalo Classic abdominal guard - Boys	Each	1	\$4.55	\$4.55
BUS CRICK059-YOUTH	Buffalo Classic abdominal guard - Boys	Each	2	\$4.55	\$9.09
BUS CRICK294	Buffalo College batting pads Youth	Each	2	\$26.36	\$52.73
BUS CRICK295	Buffalo College batting pads boys	Each	1	\$26.36	\$26.36
BUS CRICK303	Buffalo W/keeping glove Shield Youth	Each	1	\$26.36	\$26.36
BUS CRICK307	Buffalo W/keeping inner cotton padded Boy	Each	3	\$7.18	\$21.55
BUS CRICK152	Buffalo Impact Size 4 Kashmir Willow Cricket Bat	Each	2	\$54.55	\$109.09
BUS CRICK151	Buffalo Impact Size 5 Kashmir Willow Cricket Bat	Each	1	\$54.55	\$54.55
BUS CRICK054-NAVY-SMALL	Buffalo Cricket Helmet - Impact Colour Navy Size Small	Each	3	\$40.91	\$122.73
BUS CRICK320	Buffalo Thigh pad Shield Boy	Each	3	\$13.64	\$40.91
CB1264WRR3	Kookaburra 2 Piece Kooka Practice 142gm RED	Each	6	\$24.55	\$147.27

*sports store confirmed purchases.  
Actual receipts being emailed  
ASAP. E. L. L. L. L.*

**QUESTIONS OR QUERIES RELATING TO YOUR ACCOUNT?**  
Please contact our Accounts Dept directly on -  
Phone: 08 8346 3411 Email: [accounts@sportscentre.com.au](mailto:accounts@sportscentre.com.au)

**EFT Payments: Reference A124160**  
**ANZ - Sports Centre Pty Ltd**  
**BSB: 015208 Account: 420720119**

**Sale Amount:** \$724.28  
**Freight:** \$0.00  
**GST:** \$72.42

**Total Amount:** \$796.70  
**Paid / Deposit:** \$0.00  
**Balance Due:** \$796.70

**TERMS & CONDITIONS** 1. Our Terms are as indicated above. 2. Interest may be charged by Sports Centre at 5% to any overdue accounts. 3. All goods remain the property of Sports Centre until paid for in full. 3. Deliveries may be suspended if your account is overdue. Please contact our Accounts Dept if you are experiencing difficulties. 4. Any claim of discrepancies on goods must be made within 7 days of receipt directly to our Accounts Dept. 5. Samples returned to Sports Centre at your own cost within 7 days of date issued or goods will be charged to purchaser. 6. All costs and expenses incurred by Sports Centre in recovering any outstanding monies including debt collection agency fees and or solicitors costs shall be paid by the customer.

**Sponsorship Program 2020-21**  
**Sponsorship Acquittal Form**  
**Application SP000032021 From Project Six Foundation Limited**  
Form Submitted 1 Mar 2021, 10:13am ACDT

## Contact Details

**\* indicates a required field**

### Privacy Notice

City of West Torrens pledges to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the Privacy Act 1988 and amended by the Privacy Amendment (Enhancing Privacy Protection) Act 2012. To view our privacy statement, go to [City of West Torrens - Privacy](#)

**Did your organisation auspice this project? \***

- ☒ Yes  
☐ No

**Auspice organisation name \***

Project Six Foundation Limited

### Contact person creating this acquittal report

**Contact person name \***

Mr Daniel Buberis

**Postal address \***

33 Meredith Ave  
Glengowrie SA 5044  
Must be Address Line 1, Suburb/Town, State/Province, and Postcode are required..

**Position held in organisation \***

Director/Founder

**Primary phone number \***

**Back-up phone number**

**Fax number**

**Primary contact person's email address \***

## Activity Summary

**\* indicates a required field**

**Sponsorship Program 2020-21****Sponsorship Acquittal Form****Application SP000032021 From Project Six Foundation Limited**

Form Submitted 1 Mar 2021, 10:13am ACDT

**Project title: \***

South East Asia Community Family Tennis Fun Day

**Project start date \***

06/12/1920

**Project end date**

06/12/1920

**Please write "not applicable" if any of the questions below do not apply to your project / activity / event / equipment purchase.**

**Please provide a detailed summary of the project, including details on aims, objectives and outcomes. \***

On Sunday 7th February, 2021 the Project Six Foundation hosted a South East Asia Community Family Tennis Fun Day at the Peake Gardens Riverside Tennis Club, Marleston. The aim of the day was to invite ethnic communities from the Philippines and Cambodia, along with the general public to come together to raise awareness and funds for Project Six through the tennis, entertainment, games, and cultural food.

The soul objective was to connect with these ethnic communities and encourage physical activity, inclusivity and wellbeing.

Approximately 150 patrons attended the day and over \$2000 was raised and by all accounts people reported of having a great time.

Must be no more than 500 words.

**To what extent do you agree or disagree that the project / activity / event / equipment purchase met its objectives?**

- ☐ Strongly Agree  
☒ Agree  
☐ Neither Agree nor Disagree  
☐ Disagree  
☐ Strongly Disagree

**How successful have you been? \***

We were successful on the basis of having 150 attend the day over a 4 hour period and people reporting positive feedback and connecting with our organisation.

Must be no more than 100 words.

**Describe the activities that took place for this project / activity / event / equipment purchase? \***

We had:

Tennis SA inflatable serve target

Port Adelaide Football Club inflatable goals

Wilson Demo Court

Dance provided by the Filipino and Cambodian Community

Food provided by the Filipino and Cambodian Community

Volley Ball



**Sponsorship Program 2020-21****Sponsorship Acquittal Form****Application SP000032021 From Project Six Foundation Limited**

Form Submitted 1 Mar 2021, 10:13am ACDT

Fitness Circuit

Music

Exhibition Tennis Match

Practice courts

Prizes

Kids Hot Shots tennis courts

Must be no more than 150 words.

**What have been the outcomes of the project / activity / event / equipment purchase? \***

The outcome was raising money and connecting with the Filipino and Cambodian community as well bring the general population together to show case culture, sports, physical activity, and food tasting. We also to increase awareness of physical activity and sports participation but also promote wellbeing and soical diversity and inclusion.

Must be no more than 150 words.

**Were there any unexpected benefits or outcomes as a result of your project / activity / event / equipment purchase? If so, please explain. \***

We had the consulate general of the Philippines for South Australia attend which was unexpected and wide exposure through social media to the Filipino and Cambodian communities.

Must be no more than 150 words.

**How did you consider the climate change impact in this project / activity / event / equipment purchase (if applicable?) \***

The climate was fine. We were concerned being february it could have been extremely hot otherwise wet - given it had rained days leading into the event.

Must be no more than 150 words.

**How many people participated in the project / activity / event / equipment purchase? \***

We had over 20 people volunteer to help including boys and girls and adutls from all the communities.

Must be no more than 150 words.

**Do you envisage a continuing relationship with any partnering organisations involved in the project / activity / event / equipment purchase? If so, in what way? \***

We hope so. The tennis club we used were very happy with the event as well as other sponsors.

Must be no more than 150 words.

**Key Learnings****Please summarise the lessons learnt in implementing the project / activity / event / equipment purchase. What would you do differently with the benefit of hindsight? Include any positive or negative examples that might serve to improve the effectiveness of any future similar activities. \***

Focus on more promotion - we mostly went through social media. Print and TV ( news) were options but outside our budget.

We needed to invest in a larger team to help organise. We were under resourced.

Must be no more than 250 words.

## Sponsorship Program 2020-21

### Sponsorship Acquittal Form

Application SP000032021 From Project Six Foundation Limited

Form Submitted 1 Mar 2021, 10:13am ACDT

#### What changes would you make to improve the success of the project / activity / event / equipment purchase if you were to do it again? \*

We would engage more promotion mediums (i.e: media TV/Radio/Print) and partner with a major company and sporting organisation and connect more with the ethnic community and have them more involved with the planning.

Must be no more than 150 words.

## Sustainability of Impacts

#### Do you consider the outcomes and outputs of your project / activity / event / equipment purchase to be sustainable? Why or why not? \*

Yes because it engages the community through a common medium of sport, food, exercise and wellbeing. It also promotes culture and an opportunity for family groups to come together for charity, and a good experience.

Must be no more than 150 words.

#### Describe any follow-on activities you now see resulting from the completed project / activity / event / equipment purchase, and the funding source you envisage for this. \*

We will see a more engaged involvement with in these ethnic communities through invitations to their events, we will also see an increase in participation of sports and physical activity ( so long as well continue to build the relationships) and also promote cultural connection and appreciation.

Must be no more than 150 words.

## Financials

#### Please provide a Statement of Financial Expenditure detailing how the grant was spent. Please also attach relevant receipts. \*

Filename: Budget Expense .pdf

File size: 101.6 kB

#### If you have auspiced this project, please detail the type of in-kind support you provided and the total value.

Must be no more than 150 words.

#### Please provide copies of any promotional / translational materials that have been produced as a result of this project / activity / event / equipment purchase.

Filename: Event Running Sheet.pdf

File size: 135.0 kB

Filename: Family Day - 151.jpg

File size: 815.7 kB

Filename: Family Day-116.jpg

File size: 6.0 MB

Filename: Family Day-117.jpg

File size: 6.3 MB

Filename: Family Day-22.jpg

File size: 4.9 MB

**Sponsorship Program 2020-21**  
**Sponsorship Acquittal Form**  
**Application SP000032021 From Project Six Foundation Limited**  
Form Submitted 1 Mar 2021, 10:13am ACDT

Filename: Family Day-38.jpg  
File size: 9.2 MB

Filename: Family Day-5.jpg  
File size: 5.9 MB

Filename: Family Day-68.jpg  
File size: 6.6 MB

Filename: HH1512 P6F Family Day Promo Assets [Poster]\_proof2.pdf  
File size: 2.7 MB

## Statement of Certification

**\* indicates a required field**

### Certification

I certify that:

- All details in this report are true and complete and that this is an accurate Final Activity Report for the project; and
- All associate parties participating in the project have agreed that this report is an accurate representation of the project / activity / event / equipment purchase.

**I agree with the above statement of certification: \***

☒ Yes ☐ No

**Name of authorised person \***

Mr Daniel Buberis

**Position \***

Director

**Date \***

01/03/2021

### Applicant Feedback

You are nearing the end of the application process.

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

**\*This section is not mandatory\***

**Please indicate how you found the online application process:**

☐ Very easy ☒ Easy ☐ Neutral ☐ Difficult ☐ Very difficult

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**





# EVENT DAY SCHEDULE

## RUNNING SHEET

### VOLUNTEER STAFF

1. Jon Aspin
2. Campbell Milne
3. Ben De Guzman
4. Madhan Dhami
5. Justin Elder
6. Daniel Kelly
7. Daniel Trimboli
8. Matt Evans
9. Jack Schipanski
10. Charyl Despoja
11. Brad Green
12. Adrian
13. Ben Milner
14. COVID Marshall x 4
15. Dom Marafiote

### ROLES

- MC
- Tickets / Accounts
- Entertainment (Dancers)
- Tickets / Accounts
- General Logistics (exhibition match)
- Volley Ball / Badminton
- Photographer
- Fitness Circuits
- Hot Shots / Tennis Supervisor
- Food Store
- Racquet & Strings
- Tennis SA (Inflatable target)
- M2 Tennis (Coach) ( referee)
- Peake Gardens
- HPT (Coach)

\*Hot Shots Coaches x 6 (Ben, Derrick, Jake, Luca, Hugo, Brendon, Hugh) – White P6F T Shirts

\*\* Demo Courts x 2 (Racket & Strings)

### Main Schedule

- 11:00 for set up
- 13:00 – Gates Open
- 13:15 – Formal Welcome (Daniel/MC)
- 13:30 – Samahan Filipino Australian SA Inc Dance Group
- 14:15 – Santipheap Apsara Amatak
- 15:00 – TnT Dance Group
- 15:30 – Exhibition Tennis Match
- 16:00 – Close
- Drinks/ Beer and Food for staff afterwards

### Activities Schedule

- From 1pm (Every 20 minutes)
- Hot Shots Tennis
- Volleyball/ Badminton
- Coaching Courts
- Free Play Courts
- TA Inflatable Target \* PAFC Inflatable Target
- MAIN CONTACT: Daniel Buberis**
- \*\* P6F T's/Polo Tops will be issued on the day.



*come in'try*

The poster features a collage of images. The top half shows a group of smiling children and a man in a Project 6 Foundation t-shirt. The bottom left has a circular inset showing children playing tennis with a man. The background is a solid dark purple color.

**THE RAY WH**

# **South E Commu Family Fun Day**

**Sunday 6 Dec  
from 1pm — 4  
Peake Garden  
Riverside Ten  
Brice Street, N**

Enjoy a great day featuring Filipino entertainment, Hot Shots tennis for fitness activities, an exhibition tennis lot more.

In aid of Project Six Foundation support and youth in orphanages and schools










**FULLY PROMOTED**

Branded Apparel &amp; Marketing Solutions

# TAX INVOICE

10397

**Fully Promoted Morphet Vale**

161 Main South Rd., Morphet Vale, SA, 5162

ABN# 65 606 943 604

Phone: 08 8186 3347 Fax:

Email: morphettvale@fullypromoted.com.au

Web Site: www.morphettvale.fullypromoted.com.au

Date: 29/01/2021

Cust PO: DB2101

**Billing Information**

Project Six Foundation

**Shipping Information**

Contact: Daniel Buberis

Phone:

Cell: 0478 479 472

Fax:

Ship Method: Pick Up

Email:

Sales Rep: Michael Morden

**Order Description**

Branded merchandise

Style	Description	Color/Location	Size	Qty	Unit Price	Line Total
4011	Breathable Poly Twill Cap including Project 6 Logo heat press @ 100mm	Black	One Size	5	12.60	63.00
1307	Men's Botany Polo 160gm Mini Waffle 100% Polyester including Project 6 Logo heat press @ 100mm	black	M	6	24.30	145.80
1307	Men's Botany Polo 160gm Mini Waffle 100% Polyester including Project 6 Logo heat press @ 100mm	black	L	2	24.30	48.60
1307	Men's Botany Polo 160gm Mini Waffle 100% Polyester including Project 6 Logo heat press @ 100mm	black	XL	2	24.30	48.60

**Notes**
**Payments**

Date

Payment

Amt

**Sub Total**

306.00

**Total**

306.00

**GST**

30.60

**Net Total**

336.60

**Paid**

0.00

**Balance Due**

336.60

Sequence # 9936

Thank you for choosing Fully Promoted Morphet Vale for your uniform and promotional marketing requirements. Please note a 50% Deposit is payable on placement of a confirmed order with balance due on completion of your order.

Bank details: ANZ Bank; BSB 015356

Acct. 401414749 (MCM Sales &amp; Marketing Pty. Ltd.)

ABN 65 606 943 604



**Atlas Event & Party Hire**  
**156 Edward Street, Clarence Gardens SA 5039**  
**Ph: (08) 82972366 Fax: (08) 82973858**  
 Email: [sales@atlasevents.com.au](mailto:sales@atlasevents.com.au)  
 Website: [www.atlasevents.com.au](http://www.atlasevents.com.au)  
 Adelaide Consolidated Trading Pty Ltd  
 ABN: 48 108 743 291 ACN: 108 743 291

## Page 1 of 1 Sat 30/Jan/2021 10:08 AM

<b>Quote:</b> Q88353	<b>Invoice No.:</b> B51569	<b>PO No.:</b>	<b>Operator:</b> GEORGIE
<b>Client Code:</b> PROJE001	<b>Last Updated:</b> 15-Jan-2021 10:57 AM	<b>Payment Terms:</b>	
<b>Salesperson:</b> GEORGIE		<b>Delivery To:</b>	PEAK GARDENS RIVERSIDE
<b>BH Phone:</b>	<b>Facsimile:</b>		TENNIS CLUB
			BICE STREET
			MARLESTON SA 5033
<b>Contact:</b> DANIEL		<b>AH Phone:</b>	<b>Mobile No:</b>
<b>Bill To:</b> PROJECT 6 FOUNDATION		<b>Contact:</b>	
33 MERIDETH AVENUE		<b>Rental Period:</b>	
GLENGOWRIE SA 5044			
<b>Delivery:</b> Fri 05-Feb-2021	<b>Use On:</b> Sun 07-Feb-2021	<b>Collect:</b> Mon 08-Feb-2021	

<b>Delivery</b> Fri 05-Feb-2021	<b>Use On:</b> Sun 07-Feb-2021	<b>Collect:</b> Mon 08-Feb-2021
give daniel one hour notice before delivery		

**Instructions:** *Make sure umbrella's fit in the table hole before delivery.*

**Stand:**

Qty	Description	Unit Price	Total Price
<b>Chairs</b>			
60	Black chairs (M)	\$2.00	\$120.00
<b>Tables</b>			
10	4ft White Plastic Round Table (1.2m)	\$14.00	\$140.00
5	**TABLE TO HAVE HOLE	\$0.00	\$0.00
<b>Umbrellas</b>			
5	WHITE 3M Umbrellas (pull rope) inc base	\$30.00	\$150.00
<b>Bain Maries/Deep Fryer</b>			
1	5 Tray Glass Food Warmer WET (one row)	\$96.00	\$96.00

<b>Sub Total:</b>	<b>\$506.00</b>
-------------------	-----------------

**Damage Waiver:** \$40.48

<b>GST on Hire Surcharge &amp; Damage:</b>	<b>\$3.68</b>
--	---------------

**Delivery:** \$45.00

Collection: \$45.00

**INVOICE TOTAL:** \$636.48

**Payment:** \$636.50

**BALANCE OWING: \$0.00**

**GST Component:** \$57.86

**EFT PAYMENT :**  
**BSB: 035048 Account number: 187855**

**AFTER HOURS EMERGENCY - 0417 819 237**

**PLEASE NOTE:** Our tents are specified as **TEMPORARY STRUCTURES**. For the safety of all occupants, evacuation is recommended if threatening **WEATHER** occurs.

Original

80

**TAX INVOICE\* / STATEMENT\***

(\* DELETE AS APPROPRIATE)

TO Project 6 Foundation DATE 07-02-21

ABN (of Recipient)

ORDER NO.

FROM Azon's Kitchen Adelaide

ABN (of Supplier)

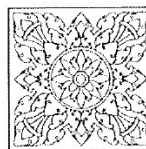
QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
4	Chicken Masal	\$18.00		\$72.00
4	Pork BBQ	\$15.00		\$60.00
3	Beef Tapa	\$18.00		\$54.00
3	Chicken Adobo	\$15.00		\$45.00
5	Water	\$3.00		\$15.00
2	BBQ Stick	\$10.00		\$20.00
10	halohalo	\$10.00		\$100.00
Total: \$366.00				

TOTAL INCLUSIVE OF G.S.T.

\$366.00

Scanned with CamScanner Total Includes G.S.T. of





# TAX INVOICE

Project Six Foundation

**Invoice Date**  
7 Feb 2021

**Invoice Number**  
INV-0003

**ABN**  
91 172 668 786

 Little Khmer Kitchen  
 Attention: Sreymom Lund  
 U 6c 100 South Tce  
 ADELAIDE SA 5000  
 AUSTRALIA

Description	Quantity	Unit Price	GST	Amount AUD
Catering volunteer meals	1.00	283.50	GST Free	283.50
			Subtotal	283.50
			<b>TOTAL AUD</b>	283.50
			Less Amount Paid	283.50
			<b>AMOUNT DUE AUD</b>	0.00

Due Date: 28 Apr 2021

## PAYMENT ADVICE

 To: Little Khmer Kitchen  
 Attention: Sreymom Lund  
 U 6c 100 South Tce  
 ADELAIDE SA 5000  
 AUSTRALIA

**Customer** Project Six Foundation  
**Invoice Number** INV-0003  
**Amount Due** 0.00  
**Due Date** 28 Apr 2021  
**Amount Enclosed**

Enter the amount you are paying above



# TAX INVOICE

Project6 Foundation

**Invoice Date**

28 Oct 2020

Here! Here! Design &  
Advertising**Invoice Number**

INV-0721

307 Fullarton Road  
PARKSIDE SA 5063  
AUSTRALIA**Reference**HH01512\_P6F\_Family  
Day Promo Assets**ABN**

45 477 946 769

Description	Quantity	Unit Price	GST	Amount AUD
ARTWORK				
Graphic design / setup of new Project 6 Foundation Family Day Promo Assets. Including: poster and social media tile. Final approved files supplied in print/web format.	2.00	88.00	10%	176.00
			Subtotal	176.00
			TOTAL GST 10%	17.60
			<b>TOTAL AUD</b>	193.60
			Less Amount Paid	193.60
			<b>AMOUNT DUE AUD</b>	0.00

**Due Date: 11 Nov 2020**

Terms 14 days from date of invoice

ABN: 45 477 946 769

ACC Name: Here Here Design

BSB 805 050 • ACC 102 272 772



## PAYMENT ADVICE

To: Here! Here! Design & Advertising  
307 Fullarton Road  
PARKSIDE SA 5063  
AUSTRALIA

**Customer** Project6 Foundation**Invoice Number** INV-0721**Amount Due** 0.00**Due Date** 11 Nov 2020**Amount Enclosed**

Enter the amount you are paying above



# INVOICE



Clicknmedia  
Ottoway, 5013

**BILL TO**  
Project 6 Foundation  
C/o Daniel Buberles

**INVOICE #** 101  
**INVOICE DATE** 07/02/2021

DESCRIPTION	AMOUNT
TNT Hip Hop Dance	250.00
<b>TOTAL</b>	<b>\$250.00</b>

*Thank you*

**TERMS & CONDITIONS**

Payment is due within 15 days

**Peake Gardens Riverside Tennis Club**

26 Bice St, Marleston  
SA 5033  
peakegdnstennis@gmail.com  
ABN 29 331 535 239

**Invoice**

08/02/2021

ATTENTION: Daniel Buberis  
Name.. Project Six Foundation

Due date  
NOW

Invoice #  
**291**

Email.. [dbuberis@p6f.org](mailto:dbuberis@p6f.org)

RE: DRINKS SUPPLIED FOR EVENT

---

Drinks supplied for Project Six on the 7/02/2021

\$190.50

---

If this payment has already been paid please email me and advise

---

Subtotal \$190.50**\$190.50**

GST not charged

**PAYMENT OPTIONS**

IN PERSON at the clubrooms located at Bice Street, Marleston. Please pay by cash, cheque or money order at the canteen, which is open between 6pm and 10pm on Tuesdays and Thursdays, and on Saturdays when competition is being played or committee members are present. Please bring along your completed membership form or there are forms available at the canteen.

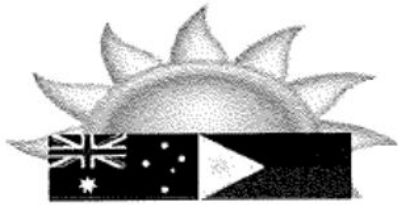
MAIL your cheque or money order to Peake Gardens Riverside Tennis Club, 26 Bice St Marleston, SA 5033 along with your completed membership form.

DEPOSIT your payment into our Bank SA bank account BSB: 105 081 Account No: 058688540 and include relevant details in the reference section. Please also email your completed membership form to [pgrtc-treasurer@gmail.com](mailto:pgrtc-treasurer@gmail.com), post it to the address above or drop it into the canteen and note below that you have paid by direct deposit.

Please remember to include this invoice number in the description if paying by direct deposit.

**291**

Online membership form here : <http://www.pgrtc.net.au/members.html>



# **SAMAHAN**

Filipino-Australian SA Inc.

**Email:** [stankeviciusrosaida@yahoo.com.au](mailto:stankeviciusrosaida@yahoo.com.au)

ABN 82860063011

**C/o 2 Dolcetto St., Andrews Farm 5114 SA**

## **INVOICE**

29<sup>th</sup> February

To: Project Six Foundation  
C/o Daniel Buberis

Amount: \$250.00 ( Two Hundred Fifty Dollars only)

Description: Samahan Cultural Guild - Dance Performance.  
For Family Fun Day on 12<sup>th</sup> February 2021.

Received by:

Rimas Stankevicius  
Treasurer  
Mob:

Cc: Benhur Winter

**Community Grants 2020-21**  
**Acquittal community grants**  
**Application CG000042021 From Orange Tree Quilters**  
Form Submitted 28 Feb 2021, 5:31pm ACDT

## Contact Details

**\* indicates a required field**

### Privacy Notice

City of West Torrens pledges to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the Privacy Act 1988 and amended by the Privacy Amendment (Enhancing Privacy Protection) Act 2012. To view our privacy statement, go to [City of West Torrens - Privacy](#)

**Did your organisation auspice this project? \***

- ☐ Yes  
☒ No

### Contact person creating this acquittal report

**Contact person name \***

Mrs Eva Bologiannis

**Postal address \***

1 Drummond Ave  
Findon SA 5023

Must be Address Line 1, Suburb/Town, State/Province, and Postcode are required..

**Position held in organisation \***

Vice President

**Primary phone number \***

**Back-up phone number**

**Fax number**

**Primary contact person's email address \***

bemond@senet.com.au

## Activity Summary

**\* indicates a required field**

**Project title: \***

Making of quilts for charity

**Community Grants 2020-21**  
**Acquittal community grants**  
**Application CG000042021 From Orange Tree Quilters**  
Form Submitted 28 Feb 2021, 5:31pm ACDT

**Project start date \***

01/07/2020

**Project end date**

30/06/2021

**Please write "not applicable" if any of the questions below do not apply to your project / activity / event / equipment purchase.**

**Please provide a detailed summary of the project, including details on aims, objectives and outcomes. \***

Purchase 3 rolls of wool/poly batting and 75 m of cotton backing material to complete approximately 90 quilts at a cost of \$2164.72. Total cost for our annual requirement of 250 quilts is \$6500. Due to Covid-19 all our fundraising activities have been cancelled for 2020 leaving us with no income. The next scheduled fundraising activity is the Stitches and Craft Fair in April 2021.

With the grant we were able to purchase batting, backing and fabrics to complete quilts. In the past 3 months we have donated a total of 120 quilts to West Torrens Council, Women's and Children's Hospital NICU, Grandparents for Grandchildren, Ronald McDonald House and Vinnies Women's Shelter, as well as 70 isolettes covers and 200 cuddle cloths to WCH NICU.. Must be no more than 500 words.

**To what extent do you agree or disagree that the project / activity / event / equipment purchase met its objectives?**

- ☒ Strongly Agree
- ☐ Agree
- ☐ Neither Agree nor Disagree
- ☐ Disagree
- ☐ Strongly Disagree

**How successful have you been? \***

We have been able to complete quilts and donated them to the above mentioned organisations and people in need.

Must be no more than 100 words.

**Describe the activities that took place for this project / activity / event / equipment purchase? \***

We held regular sewing days within the Covid-19 limitations working with our members to complete the quilts. Our sewers also worked from home. We provide cut kits with patterns ready for our sewers.

Must be no more than 150 words.

**What have been the outcomes of the project / activity / event / equipment purchase? \***

We have been able to finish, pack and deliver the quilts to the nominated organisations. We also cut over 50 kits ready for our sewers.

Must be no more than 150 words.

**Were there any unexpected benefits or outcomes as a result of your project / activity / event / equipment purchase? If so, please explain. \***

Being able to adapt and work within the limitations of Covid-19 to achieve our outcomes.



**Community Grants 2020-21**  
**Acquittal community grants**  
**Application CG000042021 From Orange Tree Quilters**  
Form Submitted 28 Feb 2021, 5:31pm ACDT

Must be no more than 150 words.

**How did you consider the climate change impact in this project / activity / event / equipment purchase (if applicable?) \***

None

Must be no more than 150 words.

**How many people participated in the project / activity / event / equipment purchase? \***

We have 15 regular sewers who put together the quilt tops in readiness for quilting. Others in our group undertake other tasks to assist the process. We also have several volunteer quilters.

Must be no more than 150 words.

**Do you envisage a continuing relationship with any partnering organisations involved in the project / activity / event / equipment purchase? If so, in what way? \***

\*

No

Must be no more than 150 words.

## **Key Learnings**

**Please summarise the lessons learnt in implementing the project / activity / event / equipment purchase. What would you do differently with the benefit of hindsight? Include any positive or negative examples that might serve to improve the effectiveness of any future similar activities. \***

We can achieve our outcomes even with Covid-19 restrictions. We would not change any of our processes.

Must be no more than 250 words.

**What changes would you make to improve the success of the project / activity / event / equipment purchase if you were to do it again? \***

No changes

Must be no more than 150 words.

## **Sustainability of Impacts**

**Do you consider the outcomes and outputs of your project / activity / event / equipment purchase to be sustainable? Why or why not? \***

Yes, totally sustainable given that the gift of a quilt of a gift of love and warmth and will last for many years.

Must be no more than 150 words.

**Describe any follow-on activities you now see resulting from the completed project / activity / event / equipment purchase, and the funding source you envisage for this. \***

We will continue to strive to finish and donate quilts for people in need in our community.

Must be no more than 150 words.

## **Financials**

**Community Grants 2020-21**  
**Acquittal community grants**  
**Application CG000042021 From Orange Tree Quilters**  
Form Submitted 28 Feb 2021, 5:31pm ACDT

**Please provide a Statement of Financial Expenditure detailing how the grant was spent. Please also attach relevant receipts. \***

Filename: 001.jpg  
File size: 306.7 kB

Filename: 002.jpg  
File size: 206.9 kB

Filename: 003.jpg  
File size: 245.9 kB

Filename: 004.jpg  
File size: 256.5 kB

**If you have auspiced this project, please detail the type of in-kind support you provided and the total value.**

We have regular sewing days and members also sew at home. Each quilt is valued between \$250-\$800 depending on size and complexity of design with material costs being \$120-\$250. Our members donate their time and also donate fabrics and threads to complete the quilts. The volunteer quilters donate their time which is valued at \$4.50 per square inch. Must be no more than 150 words.

**Please provide copies of any promotional / translational materials that have been produced as a result of this project / activity / event / equipment purchase.**

Filename: Grandparents for Grandchildren.jpg  
File size: 74.4 kB

Filename: Ronald McDonald House.jpg  
File size: 60.1 kB

Filename: WCH 1.JPG  
File size: 255.6 kB

Filename: WCH 2.JPG  
File size: 58.4 kB

## Statement of Certification

**\* indicates a required field**

### Certification

I certify that:

- All details in this report are true and complete and that this is an accurate Final Activity Report for the project; and
- All associate parties participating in the project have agreed that this report is an accurate representation of the project / activity / event / equipment purchase.

**I agree with the above statement of certification: \***

☒ Yes ☐ No

**Community Grants 2020-21**  
**Acquittal community grants**  
**Application CG000042021 From Orange Tree Quilters**  
Form Submitted 28 Feb 2021, 5:31pm ACDT

**Name of authorised person \*** Mrs Eva Bologiannis

**Position \*** Vice President

**Date \*** 28/02/2021

### **Applicant Feedback**

You are nearing the end of the application process.

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

**\*This section is not mandatory\***

**Please indicate how you found the online application process:**

☐ Very easy ☐ Easy ☒ Neutral ☐ Difficult ☐ Very difficult

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**



*'Bringing You the Pleasure of Fabric'*

PO Box 436  
154 Milvale Road  
YOUNG NSW 2594  
kkfabrics.com.au

## TAX INVOICE

SI-00002122

ABN 52 213 521 372

accounts@kkfabrics.com.au

Invoice Date: 17/11/2020

Freecall: 1800 641 901

Fax +61 (0)2 6382 5740

Orange Tree Quilters  
1 Drummond Avenue

Deliver To: Orange Tree Quilters  
1 Drummond Avenue

Findon SA 5023

Findon SA 5023  
Australia

		Salesperson Website		Delivery Method Australia Post	
Code	Description	Qty	Price	Units Total	Tax Total
0141/01	Blender Dot Quilt Backings Grey	19.40	19.50	Metr 378.30	37.83
0141/14	Blender Dot Quilt Backings Black	19.10	19.50	Metr 372.45	37.25

Charge	Price	Tax Rate	Invoiced
Shipping	27.45	10%	

### Payment Details

Bank NAB BSB No: 082 945  
Account No: 824 618 671  
Account Name: Annalo Pty Ltd T/A Kennard & Kennard

Due Date: 17/11/2020  
Payment Term Prepaid

Sub Total 750.75  
Tax Total 77.83  
Total Inc GST 856.03

Reference Number SI-00002122

Via Credit Card 1800 641 901

Dear Customer,

We have changed our invoicing system and our pricing is now excluding GST. You have been charged the same total price including GST as per your sales order. We hope this doesn't inconvenience you.

Please be free to contact Donna in accounts or your sales rep if you have any questions.

Kind regards,

The team at K&K.

0141/12 Blender Dot Quilt Backings Medium Blue is on back order

Please note these goods are sold subject to Kennard & Kennard's Terms and Conditions.  
These terms and Conditions are available from our office or via our website [www.kkfabrics.com.au](http://www.kkfabrics.com.au)

**Wholesalers of Quality Fabric**

Page 1 of 1

# QUALITY ALWAYS

## Tax Invoice 18582

Date 21.12.20  
Customer Code: QCORAN15  
Cust Ref No. Phone order  
Payment Date: 21.12.20

**Sold To:** Orange Tree Quilters (CO)  
1 Drummond Avenue  
FINDON SA 5023  
AUSTRALIA

**Deliver To:** Orange Tree Quilters (CO)  
9 Pope St  
BEVERLEY SA 5009  
AUSTRALIA

Item No.	Description	Qty	Price	Per	Disc %	GST %	Total
826	Nu-wool Wadding (2.4m) Folded x 30m	30	\$ 9.652	metre	5.00	10.00	\$ 289.56
826	Nu-wool Wadding (2.4m) Folded x 30m	30	\$ 9.652	metre	5.00	10.00	\$ 289.56

Based On Sales Orders 15420.

**Goods remain the property of Quality Always Pty Ltd until Invoice is paid for in full.**

EFT Details:  
BSB: 085-768 A/C No: 873-922-071  
Email payment advice: reception@qualityalways.com

<b>Tax</b>	\$ 57.91
<b>Total</b>	\$ 637.03

**Address:** 182 Cavan Road  
DRY CREEK SA 5094  
AUSTRALIA

ABN: 44 060 197 980

Tel: 08 8349 0200 Fax: 08 8262 9677

Created by: Patrick Graham

E-Mail: info@qualityalways.com





## Spotlight

978 Port Rd,  
Albert Park, SA 5014  
Ph. (08) 7421 3937  
ABN 39564861886

Description	Total \$
X20 SANTA'S COMING PK,BLU,112CM 9349336623047	2.000u @ \$12.50/u 25.00* -3.25*
X20 MULTI MTLC SPOT,NAT,108CM 9349336614651	2.000u @ \$8.50/u 17.00* -2.21*
X20 NVLT Y XMAS SMPLR,GRN,112CM 9349336615030	2.000u @ \$11.50/u 23.00* -2.99*
X20 NVLT Y XMAS PTCH,GRN,112CM 9349336615023	2.000u @ \$11.50/u 23.00* -2.98*
INDUSN BTRK'S SLV STR,NVY,112CM 93493366448706	2.000u @ \$15.00/u 30.00* -3.90*
X20 MTLC XMS HOLLY,GRN,108CM 9349336616044	2.000u @ \$7.50/u 15.00* 1.95* 8.50*
X20 MTLCUS PLN D,NAT,108CM 9349336623325	1.000u @ \$3.50/u 3.50* 1.10*
X20 MTLC XMS DOT,IVY,108CM 9349336616358	2.000u @ \$7.50/u 15.00* -1.95*
X20 NVLT Y XMAS KITTI'S,GRN,112CM 9349336614989	2.000u @ \$11.50/u 23.00* -2.99*
X20 MTLC XMS NEW STR,BLU,108CM 9349336616013	1.100u @ \$7.50/u 8.25* -1.07*
X20 SCANDI STRP RCO C,NAT,108CM 9349336615061	2.850u @ \$5.00/u 14.25* -1.85*
X20 DOG HATS FT,MLT,110CM 9349336625640	2.200u @ \$10.00/u 22.00* -2.86*

X20 MTLC XMS SCROLL,GRN,108CM 9349336615986	2.150u @ \$7.50/u 16.13* -2.09*
X20 AS XMAS 01,GRN,112CM 9330458417565	1.850u @ \$12.50/u 23.13* -3.00*
X20 SCANDI MRY- XMS,MLT,108CM 9349336615146	1.750u @ \$5.00/u 8.75* -1.14*
X20 SCANDI TREES,RED,108CM 9349336615245	2.400u @ \$5.00/u 12.00* -1.56*
X20 SCANDI LEAF NAT,108CM 9349336616150	2.250u @ \$5.00/u 11.25* -1.46*
E09 VIP Spend \$100 Save \$40 9341222483730	0.00*
UGTL ROCK GDN LG FLRL,MLT,112CM 0731875648485	0.350u @ \$15.00/u 5.25* -0.68*
SLW VNTG DRSES GELATI,112CM 93493366400902	0.300u @ \$10.00/u 3.00* -0.39*
KIRSTEN KATZ SKETCH FLRL L,IVR,112CM 9330458418104	0.300u @ \$15.00/u 4.50* -0.58*
SubTotal	\$268.01
TOTAL (Inc GST)	\$268.01
21 Items	
VIP Card	2/30002540055
Paid by EFTPOS	\$268.01
BNA006 560254 090 PURCHASE TOTAL EFT EXPIRES 0521 RRN 702128400 TRANS. APPROVED AUTHORISATION: 022054	BNA006 DEBIT Cheque \$AUD 268.01 \$AUD 268.01
Change Due	\$0.00
GST Amount	\$24.36
* Signifies item(s) with GST	

268.01  
(11-10)  
256-91

To: Grandparents for Grandchildren



To: Ronald McDonald House





WCH





WCH.



## 8.6 Community Grants - February 2021 to April 2021

### Brief

This report presents the community, equipment and sponsorship grant applications received between 1 February 2021 and 12 April 2021.

### RECOMMENDATION(S)

The Committee recommends to Council that:

1) The following grants be approved:

- a) Equipment Grant of \$3,000 to Glenelg ANA Cricket Club towards the cost of a bowling machine at Camden Oval.
- b) Equipment Grant of \$2,050 to Parkrun Australia to purchase a Defibrillator for a new Parkrun weekly event to begin in Glenelg North.
- c) Equipment Grant of \$2,527 to Immanuel Football Club to purchase training equipment.
- d) Sponsorship Grant of \$5,000 to Filipino Settlement Coordinating Council SA towards the cost of an Independence Day Dinner Event being held at Thebarton Community Centre.
- e) Sponsorship Grant of \$2,500 to Blind Golf SA towards the cost of the 2021 SA Blind Golf Stableford Championship being held at West Beach Parks Golf.
- f) Community Grant of \$5,000 to the Coptic Orthodox Church SA towards the cost of the New Arrival Families Awareness Project being run at Plympton Community Centre.
- g) Community Grant of \$500 to Nunga Kids towards the cost of NAIDOC Week 2021 activities for primary school children.

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### Introduction

Council's Community Grants Program (Program) provides funding to eligible groups, organisations and individuals to support community projects and initiatives that are in line with Council's Community Plan. The Program comprises community grants, community equipment grants, sponsorship, women in sports grants and junior development grants.

\$100,000 was approved for community grants in the 2020/21 budget, a further \$43,459 was carried-forward from the 2019/20 budget to fund the grants approved in last financial year but were paid out in the 2020/21 financial year.

This report presents those seven (7) grant applications received since the last meeting of the City Advancement and Prosperity Committee on 23 February 2021 for the Committee's consideration and recommendation to Council. One (1) additional grant application from Villagehood Australia will be considered by Council at its 20 April 2021 meeting due to timing issues.

If approved, the approved figures could not be include in this report as the decision was made after the agenda for this Committee meeting closed.

## Discussion

The maximum funding amounts per each grant of the program are as follows:

Community Grant	\$5,000
Sponsorships	\$5,000
Community Equipment Grants	\$3,000
Women in Sports Grants	\$3,000
Junior Development Grants	\$500

The table below details a summary of the seven (7) grant applications received since the last Committee meeting along with:

- the name of the group/organisation seeking a grant or sponsorship;
- the amount requested;
- grant applications previously approved by Council; and
- the assessment recommendations of the Administration:

The full applications are included in **Attachment 1** - Equipment Grant Applications, **Attachment 2** - Sponsorship Grant Applications, and **Attachment 3** - Community Grant Applications.

Organisation/Community Group	Grant Request	Requested Amount	Previous applications	Recommendation That:
<b>EQUIPMENT (Maximum \$3,000)</b>				
<b>a Glenelg ANA Cricket Club</b>  <i>Sporting Club located at Camden Oval</i>	Funds towards the cost of a bowling machine at Camden Oval. Total cost of purchase is \$4,620.	\$3,000	Nil	<b>\$3,000</b> equipment grant be approved on the basis that the club is located within CWT and open to CWT community.
<b>b Parkrun Australia</b>  <i>Parkrun weekly event located in Glenelg North</i>	Funds to purchase a Defibrillator. Total cost of purchase is \$2,050.	\$2,050	Nil	<b>\$2,050</b> equipment grant be approved on the basis that the event is located within CWT and open to CWT community.
<b>c Immanuel Football Club</b>  <i>Sporting Club based in Novar Gardens</i>	Funds to purchase training equipment. Total cost of equipment is \$2,827.	\$2,527	2019/20 - \$1,320 equipment grant	<b>\$2,527</b> equipment grant be approved on the basis that the club is located within CWT and open to CWT community.
<b>Total \$ Equipment Grants Recommended for Approval</b>				<b>\$7,577</b>

## SPONSORSHIP GRANTS (Maximum \$5,000)

<b>d Filipino Settlement Coordinating Council SA</b>	Funds towards costs of Independence Day Dinner Event being held at Thebarton Community Centre in June 2021. Total cost of event is \$15,000.	\$5,000	Nil (cancelled last financial year)	<b>\$5,000</b>	sponsorship grant be approved on the basis that the event is located in CWT and open to CWT community.
<i>Cultural Peak Body holding event at Thebarton Community Centre</i>					
<b>e Blind Golf SA</b>	Funds towards costs of 2021 SA Blind Golf Stableford Championship being held at West Beach Parks Golf. Total cost of event is \$7,500.	\$2,500	Nil (cancelled last financial year)	<b>\$2,500</b>	sponsorship grant be approved on the basis that the event is located in CWT and open to CWT community.
<i>Community/Sporting group holding event in West Beach</i>					

<b>Total \$ Sponsorship Grants Recommended for Approval</b>	<b>\$7,500</b>
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## COMMUNITY GRANTS (Maximum \$5,000)

<b>f Coptic Orthodox Church SA</b>	Funds towards costs cost of the New Arrival Families Awareness Project being run at Plympton Community Centre. Total cost of program is \$13,000.	\$5,000	2019/20 - \$5,000 community grant	<b>\$5,000</b>	community grant be approved on the basis that the event is located in CWT and open to CWT community.
<i>Community group located in Cowandilla, running program in Plympton Community Centre.</i>					
<b>g Nunga Kids</b>	Costs towards NAIDOC Week activities for children in CWT primary schools.	\$500	2019/20 - \$500 community grant	<b>\$500</b>	Community grant be approved on the basis that the funds are to support primary school children in CWT to participate.
<i>Not-for-profit organisation seeking funding for NAIDOC Week activities for primary school children in CWT area.</i>					

<b>Total \$ Community Grants Recommended for Approval</b>	<b>\$5,500</b>
<b>Total \$ all grants recommended for approval - April 2021</b>	<b>\$20,577</b>

#### Community Grant Budget Status

Council included \$100,000 in its 2020/21 budget. After two (2) grant rounds for the 2020/21 financial year \$29,987 is available for disbursement by Council (**Attachment 4**). This does not include the grant application from Villagehood Australia being considered by Council on 20 April 2021 which, if approved, will further reduce the amount available for disbursement by up to \$5,000.

The above grant applications recommended for approval total \$20,577. If this amount is approved then between \$4,410 and \$9,410, depending on Council's decision with regard to the Villagehood Australia application on 20 April 2021, will be available for disbursement during the remainder of the 2020/21 financial year.

#### **Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

There is no direct climate impact in relation to the report.

#### **Conclusion**

This report presents the community grant applications, totalling \$20,577, received since February 2021, for Council's consideration and approval leaving a residual of between \$4,410 and \$9,410 in the community grants budget for disbursement during the remainder of the 2020/21 financial year.

#### **Attachments**

- 1. Equipment Grant Applications - April 2021**
- 2. Sponsorship Grant Applications - April 2021**
- 3. Community Grant Applications - April 2021**
- 4. Community Grants Summary - April 2021**



**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000032021 From Glenelg ANA Cricket Club**  
Form Submitted 19 Mar 2021, 2:02pm ACDT

## Eligibility and Contact Details

\* indicates a required field

### Applicants: please note

An online application to our grants program is an acceptance that the applicant agrees to the City of West Torrens conditions for any grant approval.

Incomplete applications and/or applications received after the activity/event date will not be considered.

### Privacy Notice

City of West Torrens pledges to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the Privacy Act 1988 and amended by the Privacy Amendment (Enhancing Privacy Protection) Act 2012. To view our privacy statement, go to [City of West Torrens - Privacy](#).

## Applicant Organisation Details

### Applicant organisation name \*

Glenelg ANA Cricket Club

Please use your organisation's full name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

### Primary (physical) address \*

48 Hardy St  
Millswood SA 5034 Australia  
Must be an Australian postcode.

If your organisation operates in multiple locations or from multiple offices, please pick one as your primary address.

### Postal address (if different to above)

48 Hardy St  
Millswood SA 5034 Australia

### Applicant website

If available. Must be a URL

### Primary contact person \*

Mr James Dyson

This is the person we will correspond with about this grant

### Position held in organisation \*

President  
e.g. Manager, Board Member, Fundraising Coordinator

### Primary phone number \*

**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000032021 From Glenelg ANA Cricket Club**  
 Form Submitted 19 Mar 2021, 2:02pm ACDT

**Back-up phone number**

**Fax number**

If applicable

**Primary contact person's email address \***

phantomscricketpresident@gmail.com

This is the address we will use to correspond with you about this grant.

## Organisation Details

\* indicates a required field

**Describe why your organisation exists, what does it aim to achieve and how? \***

We are a community cricket club offering junior boys and girls teams and senior men's and Women's cricket teams - Our aim is to provide a safe family environment to grow sports participation (not just cricket) within the City of West Torrens within our club and with our partner clubs PHOS Netball Club and PHOS Camden Football Club. We are actively working to build our relationship with feeder schools and participate in the Council school holiday program to provide kids with the opportunity to play cricket in their local community. Must be no more than 100 words.

**Does your organisation have an ABN? \***

☒ Yes ☐ No

**ABN \***

39 524 997 704

Information from the Australian Business Register	
<b>ABN</b>	39 524 997 704
<b>Entity name</b>	Glenelg Ana Cricket Club
<b>ABN status</b>	Active
<b>Entity type</b>	Other Unincorporated Entity
<b>Goods &amp; Services Tax (GST)</b>	Yes
<b>DGR Endorsed</b>	No
<b>ATO Charity Type</b>	Not endorsed <a href="#">More information</a>
<b>ACNC Registration</b>	No
<b>Tax Concessions</b>	No tax concessions
<b>Main business location</b>	5156 SA
Information retrieved at 1:37pm today	

Must be an ABN

**Equipment Grants 2020-21****Equipment Grants application****Application EQG000032021 From Glenelg ANA Cricket Club**

Form Submitted 19 Mar 2021, 2:02pm ACDT

**What type of not-for-profit organisation are you?**

- |  |   |
|--|---|
| <input type="radio"/> Educational institution (includes pre-schools, schools, universities & higher education providers) | <input type="radio"/> Professional association  |
| <input type="radio"/> Religious or faith-based institution   | <input type="radio"/> Healthcare not-for-profit   |
| <input type="radio"/> Philanthropic organisation   | <input type="radio"/> Community group   |
| <input type="radio"/> Peak body  | <input type="radio"/> Political party / lobby group   |
| <input type="radio"/> Social enterprise  | <input type="radio"/> Research body   |
| <input type="radio"/> International NGO  | <input checked="" type="radio"/> General not-for-profit (i.e. none of the sub-types listed above) |

Please choose the option that best applies to your organisation.

**What is your organisation's annual revenue?**

- |  |   |
|--|---|
| <input checked="" type="radio"/> Less than \$50,000                | <input type="radio"/> \$1 million or more, but less than \$10 million   |
| <input type="radio"/> \$50,000 or more, but less than \$250,000    | <input type="radio"/> \$10 million or more, but less than \$100 million |
| <input type="radio"/> \$250,000 or more, but less than \$1 million | <input type="radio"/> \$100 million or more                             |

Your revenue includes grants, donations, and other fundraising activities, fees for services, sale of goods, interest, royalties and in-kind donations that have been included in your accounts as 'revenue'. The Australian Charities and Not-for-profits Commission (ACNC) has more detailed information here: [www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx](http://www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx)

**What is your organisation's legal structure?**

- |  |   |
|--|---|
| <input type="radio"/> Unincorporated association                         | <input type="radio"/> Organisation established through specific legislation |
| <input checked="" type="radio"/> Incorporated association                | <input type="radio"/> Trust   |
| <input type="radio"/> Cooperative  | <input type="radio"/> Unknown   |
| <input type="radio"/> Company limited by guarantee                       | <input type="radio"/> Other:  |
| <input type="radio"/> Indigenous corporation, association or cooperative |   |

If your organisation is unincorporated it must have an auspice organisation

**Equipment Details****\* indicates a required field****How does the purchase of this equipment align to the strategic priorities of Council as outlined by the Community Plan? \***

As a community sporting club, our focus is to provide an opportunity to Council residents to engage in a healthy activity through participating in playing cricket. This focus aligns with the Council's Community Life goal to have active, learning and healthy communities.

The purchase of a new bowling machine will not only make it easier for our volunteers to improve the skills of all of our players but I'm confident this will help with attracting more kids and women to take up cricket and therefore by default engage in a healthy and active past time.

**Equipment Grants 2020-21****Equipment Grants application****Application EQG000032021 From Glenelg ANA Cricket Club**

Form Submitted 19 Mar 2021, 2:02pm ACDT

Our current bowling machine was purchased 2nd hand many years ago due to limited funds being available and has stopped working and therefore our coaches are unable to provide the 1-1 coaching that we would like to offer our players.

Must be no more than 150 words.

To refer to the City of West Torrens Community Plan go to <https://indd.adobe.com/view/cdf238c2-6408-493c-b378-4e81069d4783>

**Does this application respond to one or more of the program priority areas? \***

Yes it relates to the "Sporting, and recreational programs and facilities that provide a range of activities for all ages and capabilities" priority.

This request will allow our club to offer a higher level of coaching support, particularly our junior boys and girls to assist with developing their batting and fielding skills.

Our current machine is on its last legs and is difficult to use and set up and therefore we don't use it very often. A new bowling machine will not only help with improving our overall facilities for players but will allow our club volunteers to work closely with our playing group (junior and senior) to improve their skills, performances and therefore getting enjoyment out of playing cricket and the flow on effects that being active and healthy can bring.

Must be no more than 150 words.

For Program Priority areas, refer to Page 2 of the Guidelines for City of West Torrens Grants and Sponsorships.

**How does the purchase of this equipment demonstrate innovation? \***

This request is part of our club's overall infrastructure upgrade planning which has included new training facility funding in partnership with SACA, Cricket Australia and the Council for Camden Oval. Our infrastructure is one the worst in the ASCA/WSJCA competition as our home grounds are schools without proper shade, any clubrooms or decent changerooms and our nets were beyond repair.

The new Jugs bowling machine will enable us to have a state of the art bowling machine for our players to use to improve their cricket skills at our new training nets at Camden Oval where the nets will incorporate a power supply for a bowling machine.

Must be no more than 150 words.

**How do you plan to engage the target groups this equipment is for? \***

As President, the state of our cricket facilities has been a significant source of complaints from current players, potential players and opposition clubs for some time. We have been working with the Council and the schools where we play to work on improving our overall facilities. i.e. a new training facility at Camden Oval, stick down matting at Cowandilla PS (this has just been completed), a shade structure at Plympton International (so that we no longer have to sit under trees).

As President, I am focussing on fast tracking our infrastructure upgrade work as i want our kids of today to have the best environment to develop and enjoy their sport.

Our playing group and parents would be overwhelmingly grateful if this application was approved ahead of the coming season.

Must be no more than 150 words.

**Do you have a plan for how this equipment will be used? Does your plan consider risks involved, and how you will work with partner organisations (if applicable)? \***

We will use the machine to provide 1-1 specialist coaching at our new nets at Camden Oval for all of our players but a particular focus will be on our junior boys and girls as our new junior strategy is focused on increasing our 1-1 coaching support for each of our juniors to fast track their growth and development. We have now employed a paid Junior Skills and Develop Coach and are currently recruiting for a paid senior coach.

The new nets will include a full length roof and a fence at the back to mitigate any injury to

**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000032021 From Glenelg ANA Cricket Club**  
 Form Submitted 19 Mar 2021, 2:02pm ACDT

joggers.

We will be working in conjunction with the other sports clubs at Camden Oval.

We were a pretty average senior fielding group last season so we will also be using the machine to support an increased focus on fielding drills to put some polish on our fielding.

Must be no more than 150 words.

## Reporting your success

### How will you know if you have achieved your intended outcomes? \*

given our current bowling machine no longer works and our nets are in shocking condition, i'm extremely confident that the new nets combined with a new Jugs bowling machine will drastically improve our on field performance.

Success will be measured by new player recruitment and retention, and improvement in our batting and fielding across all age groups.

We will also gauge feedback from our players and junior parents via survey at the end of the season.

Must be no more than 150 words.

### Will the project be carried out in partnership with other relevant organisations? \*

☐ Yes

☒ No

## What will the grant funds be spent on?

### Equipment (specify)

New Jugs B2P Bowling Machine

### What is the total cost of the proposed purchases? \*

\$4,620.00

Must be a dollar amount.

### What is the amount sought from Council? \*

\$3,000.00

Must be a dollar amount.

### What is the amount to be funded by your organisation? \*

\$1,620.00

Must be a dollar amount.

## Documentation checklist and further information



**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000032021 From Glenelg ANA Cricket Club**  
 Form Submitted 19 Mar 2021, 2:02pm ACDT

**Attached is:**

**Supporting documents that may be appropriate (maximum of two pages)**

*No files have been uploaded*

Maximum 25mb, recommended size no bigger than 5mb

**Three quotes for purchases of any items more than \$1000**

Filename: Cricket Warehouse.pdf

File size: 65.1 kB

Filename: Gmail - FW\_ Contact Form Submission.pdf

File size: 230.9 kB

Filename: Gmail - Jugs BP2 Bowling machine quote.pdf

File size: 86.0 kB

Maximum 25mb, recommended size no bigger than 5mb

**Previous Grants received from Council**

**If applicable, please list all grants received from the City of West Torrens in the past three years.**

Amount	Date received	Project, initiative or resource
75000	1 March 2021	Camden Oval Net Funding

**Certification and Feedback**

**\* indicates a required field**

**Certification**

I certify that to the best of my knowledge the statements made within this application are true and correct.

I also confirm that I have read and understood the conditions for funding as outlined in the Guidelines for City of West Torrens Grants and Sponsorships and accept and agree to abide by the conditions therein.

I also accept and agree to abide by any additional conditions outlined in any approval letter.

**I agree \***

☒ Yes ☐ No

**Name of authorised person \***

Mr James Dyson  
 Must be a senior staff member, board member or appropriately authorised volunteer

**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000032021 From Glenelg ANA Cricket Club**  
Form Submitted 19 Mar 2021, 2:02pm ACDT

**Position \*** President  
Position held in applicant organisation (e.g. CEO, Treasurer)

**Contact phone number \*** Must be an Australian phone number.

**Mobile number**

**Contact Email \*** [phantomscricketpresident@gmail.com](mailto:phantomscricketpresident@gmail.com)  
Must be an email address.

**Date \*** 19/03/2021  
Must be a date

### **Applicant Feedback**

You are nearing the end of the application process.

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

**\*This section is not mandatory\***

**Please indicate how you found the online application process:**

☐ Very easy ☐ Easy ☐ Neutral ☐ Difficult ☐ Very difficult

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**



The Cricket Warehouse  
 ABN: 87 065 312 049  
 83 Gilles St, Adelaide SA 5000  
 Ph: 08 8223 1522, Fax: 08 8223 1363,  
 Email: enquiries@cricketwarehouse.com.au

**QUOTE 21-00005883**

Sales Person: Rob James W

Date: 19 Mar 2021

CUSTOMER DETAILS			
Billing		Delivery	
Phantoms Cricket GLENELG ANA CRICKET CLUB C/- DANNY SULLIVAN 44 CARLISLE STREET CAMDEN PARK S.A 5038	Account#: 300418	GLENELG ANA CRICKET CLUB C/- DANNY SULLIVAN 44 CARLISLE STREET CAMDEN PARK S.A 5038	

#### Order Comments

NEW - Jugs BP2 Bowling Machine - Delivery times still to be confirmed - PRE-ORDER

DESCRIPTION:	QTY:	UNIT PRICE: (INC TAX)	TOTAL: (EX TAX)	TOTAL: (INC TAX)
Jugs Bowling Machine (ID: 126341, 2805, )	1	\$4,620.00	\$4,200.00	\$4,620.00
Jugs Machine Ball (ID: 125990, 805141066, )	50	\$9.95	\$452.27	\$497.50

Freight: \$0.00 \$0.00

#### OUR DIRECT DEPOSIT DETAILS:

ACC Name: Kastoria Vale Pty Ltd  
 BSB: 085070  
 ACC: 667700304

TOTAL ITEMS:	51	GRAND TOTAL:	\$4,652.27	\$5,117.50
--------------	----	--------------	------------	------------

TOTAL PAID: \$0.00

ROUNDING: \$0.00

TOTAL GST: \$465.23

BALANCE DUE: **\$5,117.50**

Thankyou for shopping at the cricket warehouse.

For any online shopping needs please visit us at - [www.cricketwarehouse.com.au](http://www.cricketwarehouse.com.au)

**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000132021 From parkrun Inc (T/A parkrun Australia)**  
Form Submitted 9 Mar 2021, 1:28pm ACDT

## Eligibility and Contact Details

\* Indicates a required field

### Applicants: please note

An online application to our grants program is an acceptance that the applicant agrees to the City of West Torrens conditions for any grant approval.

Incomplete applications and/or applications received after the activity/event date will not be considered.

### Privacy Notice

City of West Torrens pledges to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the Privacy Act 1988 and amended by the Privacy Amendment (Enhancing Privacy Protection) Act 2012. To view our privacy statement, go to [City of West Torrens - Privacy](#)

## Applicant Organisation Details

### Applicant organisation name \*

parkrun Inc (T/A parkrun Australia)

Please use your organisation's full name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

### Primary (physical) address \*

Unit 11a Minnie Central

82-86 Minnie Street

Southport QLD 4215 Australia

Must be an Australian postcode.

If your organisation operates in multiple locations or from multiple offices, please pick one as your primary address.

### Postal address (if different to above)

Unit 11a Minnie Central

82-86 Minnie Street

Southport QLD 4215 Australia

### Applicant website

<http://parkrun.com.au>

If available. Must be a URL

### Primary contact person \*

Ms Renee Russell

This is the person we will correspond with about this grant

### Position held in organisation \*

Operations Officer

e.g. Manager, Board Member, Fundraising Coordinator

### Primary phone number \*

**Equipment Grants 2020-21****Equipment Grants application**

Application EQG000132021 From parkrun Inc (T/A parkrun Australia)

Form Submitted 9 Mar 2021, 1:28pm ACDT

**Back-up phone number****Fax number**

If applicable

**Primary contact person's email address \***

grants@parkrun.com

This is the address we will use to correspond with you about this grant.

**Organisation Details**

\* indicates a required field

**Describe why your organisation exists, what does it aim to achieve and how? \***

parkrun is a not-for-profit organisation, established to benefit the entire community. Our mission is to make the world a healthier and happier place by providing a free, weekly, timed 5km run/walk event to communities across the world, thereby increasing levels of physical activity, strengthening community connections and aiding the fight against the spread of chronic disease.

Must be no more than 100 words.

**Does your organisation have an ABN? \***☒ Yes ☐ No**ABN \***

23 199 156 745

Information from the Australian Business Register	
<b>ABN</b>	23 199 156 745
<b>Entity name</b>	Parkrun Inc.
<b>ABN status</b>	Active
<b>Entity type</b>	Other Incorporated Entity
<b>Goods &amp; Services Tax (GST)</b>	Yes
<b>DGR Endorsed</b>	No
<b>ATO Charity Type</b>	Not endorsed <a href="#">More information</a>
<b>ACNC Registration</b>	No
<b>Tax Concessions</b>	No tax concessions
<b>Main business location</b>	4215 QLD
Information retrieved at 9:55am today	



**Equipment Grants 2020-21****Equipment Grants application**

Application EQG000132021 From parkrun Inc (T/A parkrun Australia)

Form Submitted 9 Mar 2021, 1:28pm ACDT

Must be an ABN

**What type of not-for-profit organisation are you?**

- |  |   |
|--|---|
| <input type="radio"/> Educational institution (includes pre-schools, schools, universities & higher education providers) | <input type="radio"/> Professional association  |
| <input type="radio"/> Religious or faith-based institution   | <input type="radio"/> Healthcare not-for-profit   |
| <input type="radio"/> Philanthropic organisation   | <input type="radio"/> Community group   |
| <input type="radio"/> Peak body  | <input type="radio"/> Political party / lobby group   |
| <input type="radio"/> Social enterprise  | <input type="radio"/> Research body   |
| <input type="radio"/> International NGO  | <input checked="" type="radio"/> General not-for-profit (i.e. none of the sub-types listed above) |

Please choose the option that best applies to your organisation.

**What is your organisation's annual revenue?**

- |  |  |
|--|--|
| <input type="radio"/> Less than \$50,000                           | <input checked="" type="radio"/> \$1 million or more, but less than \$10 million |
| <input type="radio"/> \$50,000 or more, but less than \$250,000    | <input type="radio"/> \$10 million or more, but less than \$100 million          |
| <input type="radio"/> \$250,000 or more, but less than \$1 million | <input type="radio"/> \$100 million or more                                      |

Your revenue includes grants, donations, and other fundraising activities, fees for services, sale of goods, interest, royalties and in-kind donations that have been included in your accounts as 'revenue'. The Australian Charities and Not-for-profits Commission (ACNC) has more detailed information here: [www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx](http://www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx)

**What is your organisation's legal structure?**

- |  |   |
|--|---|
| <input type="radio"/> Unincorporated association                         | <input type="radio"/> Organisation established through specific legislation |
| <input checked="" type="radio"/> Incorporated association                | <input type="radio"/> Trust   |
| <input type="radio"/> Cooperative  | <input type="radio"/> Unknown   |
| <input type="radio"/> Company limited by guarantee                       | <input type="radio"/> Other:  |
| <input type="radio"/> Indigenous corporation, association or cooperative |   |

If your organisation is unincorporated it must have an auspice organisation

**Equipment Details**

\* indicates a required field

**How does the purchase of this equipment align to the strategic priorities of Council as outlined by the Community Plan? \***

The initiative proposed and the purchase of equipment will facilitate the establishment of a new parkrun event in Glenelg. This is aligned with the Strategic Priority focused on Community life. parkrun directly targets all 3 aspirations: (1)embraces diversity, (2)promotes an active, healthy and (3)engaged community. parkrun is all inclusive and welcomes all participants, irrespective of age, nationality, religion, disability or mental

**Equipment Grants 2020-21****Equipment Grants application****Application EQG000132021 From parkrun Inc (T/A parkrun Australia)**

Form Submitted 9 Mar 2021, 1:28pm ACDT

health status. This free, weekly, timed 5km walk/run promotes health and wellbeing for the entire community. As an event run solely by volunteers parkrun relies on members of the community to take ownership of the event. The core event team has already been identified and will lead the event and will be supported in a volunteer capacity by members of the community. Runners and volunteer participation will be documented and acknowledged providing a direct measure of the progress indicators; (1)attendance and (2)participation in the event and (3)volunteering rates.

Must be no more than 150 words.

To refer to the City of West Torrens Community Plan go to <https://indd.adobe.com/view/cdf238c2-6408-493c-b378-4e81069d4783>

**Does this application respond to one or more of the program priority areas? \***

This application responds to 2 priority areas.

(1)parkrun fosters connections between neighbours and older and younger people. participants can register from the age of 4 with no upper age limit. We often see multiple generations within the same family participating at parkrun events. Any community member who is unable to walk or run the event is still welcome and encouraged to participate in a volunteer capacity.

(2)parkrun is a sporting/recreational program that provides activities for all ages and abilities. parkrun is not a race and participants are encouraged to run or walk the course. parkrun is all inclusive and caters for participants in wheelchairs and those with impaired vision and/or hearing. Training is provided for community members who wish to act as a vision impaired (VI) guide in order to assist vision impaired participants around the course (as requested). This is a recognised parkrun volunteer role.

Must be no more than 150 words.

For Program Priority areas, refer to Page 2 of the Guidelines for City of West Torrens Grants and Sponsorships.

**How does the purchase of this equipment demonstrate innovation? \***

As far as we are aware parkrun is the only volunteer led recreational event which has imposed the requirement of having a defibrillator on standby. It should be noted that this is not mandated by any governing body and is an initiative established by parkrun. We feel that it is best practice to ensure the safety of our participants. To ensure continuity and compliance all parkrun events are issued with the same model defib to ensure that all training videos are made using the same model and so that accurate records can be kept regarding replacement battery and pad dates.

Must be no more than 150 words.

**How do you plan to engage the target groups this equipment is for? \***

The nearest parkrun event is located at West Beach with just under 4000 parkrunners currently registered with this as their home event. This event averages around 180 participants/week highlighting a pre-existing interest in parkrun by a large number of locals. We anticipate the opening of a new event will ease congestion at the existing event and a "spreading of the load" without much need for engagement. Of course our goal is to encourage new participants to join the parkrun movement and this done by word of mouth and promotion by social media. We would also be grateful if the council were to promote the event on their social media and/or website to make locals aware of this free and inclusive event.

Must be no more than 150 words.

**Do you have a plan for how this equipment will be used? Does your plan consider risks involved, and how you will work with partner organisations (if applicable)? \***

**Equipment Grants 2020-21****Equipment Grants application****Application EQG000132021 From parkrun Inc (T/A parkrun Australia)**

Form Submitted 9 Mar 2021, 1:28pm ACDT

The defibrillator will be purchased for use at a parkrun event in Glenelg North. We hope that the defibrillator will never be used, however to maintain the high safety standards established by parkrun we have made it mandatory that each event has one available.

Recently there have been incidents at parkrun events around the world where participants have suffered cardiac arrests. There are 30,000 cardiac arrests in Australia each year. 30% of cardiac victims survive with early CPR administered- with early access to a defibrillator, this percentage increases to 85%. Glenelg parkrun is taking a pro-active step to ensure local event participants have the best chance of survival, should this form of medical emergency occur.

The other equipment required to establish the event has already been funded by The City of Holdfast Bay (see attached).

Must be no more than 150 words.

**Reporting your success****How will you know if you have achieved your intended outcomes? \***

We will know this project has made a difference in the Glenelg community when we regularly have people of all ages, abilities and fitness levels taking part and when the volunteer roster is reliably filled for each event. Weekly statistics are available that provide data on participation rates (including male/female participation, numbers taking part in different age categories and the run/walk finish times of participants). Each parkrun event is different and success is not determined by specific numbers attending each week.

Must be no more than 150 words.

**Will the project be carried out in partnership with other relevant organisations? \***

☒ Yes

☐ No

Name of organisation	Contact person	Role/contribution
City of Holdfast Bay		Funding (paid invoice attached)

**Partner organisation funding****What is the amount to be funded by your partner organisation (if applicable)?**

\$5,500.00

Must be a dollar amount.

**What will the grant funds be spent on?****Equipment (specify)**

Lifepak AED defibrillator

**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000132021 From parkrun Inc (T/A parkrun Australia)**  
 Form Submitted 9 Mar 2021, 1:28pm ACDT


**What is the total cost of the proposed purchases? \***

\$2,050.00

Must be a dollar amount.

**What is the amount sought from Council? \***

\$2,050.00

Must be a dollar amount.

**What is the amount to be funded by your organisation? \***

\$0.00

Must be a dollar amount.

**Documentation checklist and further information****Attached is:****Supporting documents that may be appropriate (maximum of two pages)**

Filename: Receipt from parkrun inc 19Feb2021.pdf

File size: 64.7 kB

Maximum 25mb, recommended size no bigger than 5mb

**Three quotes for purchases of any items more than \$1000**

Filename: Quote Glenelg Nth parkrun 00045707.pdf

File size: 1.9 MB

Filename: Reason for one quote.docx

File size: 11.8 kB

Maximum 25mb, recommended size no bigger than 5mb

**Previous Grants received from Council**

If applicable, please list all grants received from the City of West Torrens in the past three years.

Amount	Date received	Project, initiative or resource

**Equipment Grants 2020-21****Equipment Grants application**

Application EQG000132021 From parkrun Inc (T/A parkrun Australia)

Form Submitted 9 Mar 2021, 1:28pm ACDT

**Certification and Feedback**

\* indicates a required field

**Certification**

I certify that to the best of my knowledge the statements made within this application are true and correct.

I also confirm that I have read and understood the conditions for funding as outlined in the [Guidelines for City of West Torrens Grants and Sponsorships](#) and accept and agree to abide by the conditions therein.

I also accept and agree to abide by any additional conditions outlined in any approval letter.

**I agree \***☒ Yes ☐ No**Name of authorised person \***

Dr Rita Busuttil

Must be a senior staff member, board member or appropriately authorised volunteer

**Position \***

Volunteer Grant Ambassador, parkrun Australia

Position held in applicant organisation (e.g. CEO, Treasurer)

**Contact phone number \***

Must be an Australian phone number.

**Mobile number****Contact Email \***[rita.busuttil@parkrun.com](mailto:rita.busuttil@parkrun.com)

Must be an email address.

**Date \***

09/03/2021

Must be a date

**Applicant Feedback**

You are nearing the end of the application process.

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

**\*This section is not mandatory\***

**Please indicate how you found the online application process:**

☐ Very easy ☒ Easy ☐ Neutral ☐ Difficult ☐ Very difficult

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**

The link (above) to the Guidelines for City of West Torrens Grants and Sponsorships is not working and I had to go via council website to locate them.



**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000132021 From parkrun Inc (T/A parkrun Australia)**  
Form Submitted 9 Mar 2021, 1:28pm ACDT



First Aid Accident &amp; Emergency Pty Ltd

Po Box 554  
MIAMI QLD 4220p: 07 55 205 068  
w: [www.firstaidae.com.au](http://www.firstaidae.com.au)  
e: [admin@firstaidae.com.au](mailto:admin@firstaidae.com.au)

abn: 47 872 245 296

**QUOTE TO:**parkrun Australia  
11A Minnie Central  
82-86 Minnie Street  
SOUTHPORT Qld 4215**SHIP TO:**

Glenelg North parkrun

23/02/2021

Quote #: 00045707

Order No #:

Customer ABN: 23 199 156 745

QTY.	DESCRIPTION	UNIT PRICE Ex GST	AMOUNT Inc GST	TAX CODE
1	HeartSine SAMARITAN 360P fully automatic defibrillator includes carry case, Adult Pad-Pak, 8 year warranty and AED prep kit	\$1,850.00	\$1,850.00	FRE
1	Battery PAD-PAK-03-Adult	\$200.00	\$200.00	FRE
Payment can be made by:  Visa or MasterCard. Phone 07 55205068  Direct Debit: ANZ BSB: 014-544 A/C: 1807 73819 A/C Name: First Aid Accident & Emergency Pty Ltd		PAYMENT TERMS	SALE AMOUNT	\$2,050.00
		Net 7	FREIGHT	\$0.00
			GST	\$0.00
			TOTAL AMOUNT	\$2,050.00
			PAID TODAY	\$0.00
			BALANCE DUE	\$2,050.00

phone 07 5520 5068 email [admin@firstaidae.com.au](mailto:admin@firstaidae.com.au) [www.firstaidae.com.au](http://www.firstaidae.com.au)  
 Sports House, 337 Christine Ave, Varsity Lakes QLD PO Box 554 Miami QLD 4220 ABN: 47 872 245 296 RTO: 32508



# RECEIPT

City of Holdfast Bay

**Payment Date**  
19 Feb 2021

**Sent Date**  
5 Mar 2021

**ABN:**  
23 199 156 745

parkrun inc t/a parkrun  
Australia  
Attention: Kelly May  
PO Box 1005  
Elanora QLD 4221  
AUSTRALIA  
accountsau@parkrun.com

<b>Total AUD paid</b>	<b>5,500.00</b>
-----------------------	-----------------

Invoice Date	Reference	Payment Reference	Invoice Total	Amount Paid	Still Owing
25 Jan 2021	INV-0824	Payment	5,500.00	5,500.00	0.00
			<b>Total AUD</b>	<b>5,500.00</b>	<b>0.00</b>

**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000112021 From Immanuel FC**  
Form Submitted 9 Feb 2021, 4:02pm ACDT

## Eligibility and Contact Details

\* indicates a required field

### Applicants: please note

An online application to our grants program is an acceptance that the applicant agrees to the City of West Torrens conditions for any grant approval.  
Incomplete applications and/or applications received after the activity/event date will not be considered.

### Privacy Notice

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## Applicant Organisation Details

### Applicant organisation name \*

Immanuel FC

Please use your organisation's full name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

### Primary (physical) address \*

32 Morphett Rd  
Novar Gardens SA 5040 Australia  
Must be an Australian postcode.

If your organisation operates in multiple locations or from multiple offices, please pick one as your primary address.

### Postal address (if different to above)

18 Raymond Ave  
Seaton SA 5023 Australia

### Applicant website

If available. Must be a URL.

### Primary contact person \*

Mr Anton Starr

This is the person we will correspond with about this grant

### Position held in organisation \*

Vice President  
e.g. Manager, Board Member, Fundraising Coordinator

### Primary phone number \*

**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000112021 From Immanuel FC**  
 Form Submitted 9 Feb 2021, 4:02pm ACDT

**Back-up phone number**

**Fax number**

If applicable

**Primary contact person's email address \***

ImmanuelOSFC@gmail.com

This is the address we will use to correspond with you about this grant.

## Organisation Details

\* indicates a required field

**Describe why your organisation exists, what does it aim to achieve and how? \***

At Immanuel, Our vision is to successfully compete at the highest level we can in the Collegiate Soccer League. We have a great balance of competitiveness and a casual community within our club. We ensure all our senior men's teams' exhibit continual growth and development, both at an individual and team level. Our main goals are to enjoy team-mates' company, help bond together through encouragement, enthusiasm whilst maintaining a positive approach to administration, training, and games. Our club motto is derived from our association with Immanuel College 'Ever higher, onwards and upwards.' We always strive to promote health and well-being.

Must be no more than 100 words.

**Does your organisation have an ABN? \***

☒ Yes ☐ No

**ABN \***

87 633 608 794

Information from the Australian Business Register	
<b>ABN</b>	87 633 608 794
<b>Entity name</b>	Immanuel College Old Scholars Soccer Club Inc
<b>ABN status</b>	Active
<b>Entity type</b>	Other Incorporated Entity
<b>Goods &amp; Services Tax (GST)</b>	No
<b>DGR Endorsed</b>	No
<b>ATO Charity Type</b>	Not endorsed <a href="#">More information</a>
<b>ACNC Registration</b>	No
<b>Tax Concessions</b>	No tax concessions
<b>Main business location</b>	5045 SA



**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000112021 From Immanuel FC**  
 Form Submitted 9 Feb 2021, 4:02pm ACDT

Information retrieved at 11:04pm yesterday

Must be an ABN

**What type of not-for-profit organisation are you?**

- |  |  |
|--|--|
| <input type="radio"/> Educational institution (includes pre-schools, schools, universities & higher education providers) | <input type="radio"/> Professional association   |
| <input type="radio"/> Religious or faith-based institution   | <input type="radio"/> Healthcare not-for-profit  |
| <input type="radio"/> Philanthropic organisation   | <input checked="" type="radio"/> Community group                                       |
| <input type="radio"/> Peak body  | <input type="radio"/> Political party / lobby group                                    |
| <input type="radio"/> Social enterprise  | <input type="radio"/> Research body  |
| <input type="radio"/> International NGO  | <input type="radio"/> General not-for-profit (i.e. none of the sub-types listed above) |

Please choose the option that best applies to your organisation.

**What is your organisation's annual revenue?**

- |  |   |
|--|---|
| <input checked="" type="radio"/> Less than \$50,000                | <input type="radio"/> \$1 million or more, but less than \$10 million   |
| <input type="radio"/> \$50,000 or more, but less than \$250,000    | <input type="radio"/> \$10 million or more, but less than \$100 million |
| <input type="radio"/> \$250,000 or more, but less than \$1 million | <input type="radio"/> \$100 million or more                             |

Your revenue includes grants, donations, and other fundraising activities, fees for services, sale of goods, interest, royalties and in-kind donations that have been included in your accounts as 'revenue'. The Australian Charities and Not-for-profits Commission (ACNC) has more detailed information here: [www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx](http://www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx)

**What is your organisation's legal structure?**

- |  |   |
|--|---|
| <input type="radio"/> Unincorporated association                         | <input type="radio"/> Organisation established through specific legislation |
| <input checked="" type="radio"/> Incorporated association                | <input type="radio"/> Trust   |
| <input type="radio"/> Cooperative  | <input type="radio"/> Unknown   |
| <input type="radio"/> Company limited by guarantee                       | <input type="radio"/> Other:  |
| <input type="radio"/> Indigenous corporation, association or cooperative |   |

If your organisation is unincorporated it must have an auspice organisation

## Equipment Details

\* indicates a required field

**How does the purchase of this equipment align to the strategic priorities of Council as outlined by the Community Plan? \***

Our Equipment project aligns through the Community Life section. Our aspirations are to provide an active and healthy community, we know we will engage community members within our club and we definitely embrace diversity as we have players from a wide range of

**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000112021 From Immanuel FC**  
 Form Submitted 9 Feb 2021, 4:02pm ACDT

countries playing under our banner. We aim to provide the opportunity to all ages, abilities, and cultural backgrounds to pursue, healthy, safe, and connected lifestyles through soccer. Must be no more than 150 words.  
 To refer to the City of West Torrens Community Plan go to <https://indd.adobe.com/view/cdf238c2-6408-493c-b378-4e81069d4783>

**Does this application respond to one or more of the program priority areas? \***

The program priority areas that it applies to is through encouraging and fostering sporting, and recreational programs and facilities that provide a range of activities for all ages and capabilities. As previously stated, we have multiple teams where players stretch from ages 16 - 50 and we have a good relationship with and the college by which we bring young players over for extra training sessions, and provide them with a safe place to continue their soccer journey if they are not pushing for a higher playing level. Must be no more than 150 words.  
 For Program Priority areas, refer to Page 2 of the Guidelines for City of West Torrens Grants and Sponsorships.

**How does the purchase of this equipment demonstrate innovation? \***

It demonstrates innovation through the idea of structuring engaging training sessions based on the new equipment we could potentially use. If we able to develop interesting sessions for our members with specific equipment we will see that as a success. Must be no more than 150 words.

**How do you plan to engage the target groups this equipment is for? \***

We are aiming to engage the groups through structured training sessions that will target specific areas that we are needing to work on. The equipment is varied for different skills that each team will need to target. The sessions will be specific and based on the equipment we have, working through agility sessions, finishing sessions, and having new equipment shows our dedication and commitment to supporting all players no matter their skills level. Must be no more than 150 words.

**Do you have a plan for how this equipment will be used? Does your plan consider risks involved, and how you will work with partner organisations (if applicable)? \***

Our plan to deliver our Equipment Project will be to meet with all three coaches as well as the team managers. Our plan doesn't involve any risks. We will divide the equipment evenly across all three teams and our coaching staff/team managers will be responsible for the equipment at training. It is locked up in our lockable unit within our training shed for security. It is then down to each individual coach to ensure the equipment is utilised correctly and that the playing group is getting the most out of the variety of equipment available. Must be no more than 150 words.

**Reporting your success**

**How will you know if you have achieved your intended outcomes? \***

We will know that we have achieved our intended outcome if all our players are happy across all teams, happy in that they know they have been supported with new equipment so they can successfully train and get the most of their session. In addition, we always seek feedback from the playing group and document their thoughts on how preseason has been as well as the training sessions during the year. We strongly believe the training sessions will be of a higher calibre with the proposed equipment being used. Must be no more than 150 words.

**Will the project be carried out in partnership with other relevant organisations? \***

**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000112021 From Immanuel FC**  
 Form Submitted 9 Feb 2021, 4:02pm ACDT

☐ Yes

☒ No

### What will the grant funds be spent on?

#### Equipment (specify)

*2 6ft Pop Up Goal
*2 4m Speed Ladder
*2 30 pack of cones
*2 4pk Agility Pole
*3 Ball Carrier Bag
*2 Soccer Tactic Board
*3 Captains Armband
*4 3m/2m Steelgoal
*30 Tango Glider soccer ball
*2 Sklz Goalshot

#### What is the total cost of the proposed purchases? \*

\$2,827.00

Must be a dollar amount.

#### What is the amount sought from Council? \*

\$2,527.00

Must be a dollar amount.

#### What is the amount to be funded by your organisation? \*

\$300.00

Must be a dollar amount.

### Documentation checklist and further information

#### Attached is:

#### Supporting documents that may be appropriate (maximum of two pages)

*No files have been uploaded*

Maximum 25mb, recommended size no bigger than 5mb

#### Three quotes for purchases of any items more than \$1000

Filename: received\_423729762292615.jpeg

File size: 89.2 kB

Maximum 25mb, recommended size no bigger than 5mb

### Previous Grants received from Council

**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000112021 From Immanuel FC**  
 Form Submitted 9 Feb 2021, 4:02pm ACDT

**If applicable, please list all grants received from the City of West Torrens in the past three years.**

Amount	Date received	Project, initiative or resource
1835.00	26/2/2019	Equipment Grant
1320.00	03/3/2020	Equipment Grant

## Certification and Feedback

\* indicates a required field

### Certification

I certify that to the best of my knowledge the statements made within this application are true and correct.

I also confirm that I have read and understood the conditions for funding as outlined in the [Guidelines for City of West Torrens Grants and Sponsorships](#) and accept and agree to abide by the conditions therein.

I also accept and agree to abide by any additional conditions outlined in any approval letter.

**I agree \***

☒ Yes ☐ No

**Name of authorised person \***

Mr Anton Starr  
 Must be a senior staff member, board member or appropriately authorised volunteer

**Position \***

Vice President  
 Position held in applicant organisation (e.g. CEO, Treasurer)

**Contact phone number \***

Must be an Australian phone number.

**Mobile number**

**Contact Email \***

[ImmanuelOSFC@gmail.com](mailto:ImmanuelOSFC@gmail.com)  
 Must be an email address.

**Date \***

09/02/2021  
 Must be a date

### Applicant Feedback

You are nearing the end of the application process.

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

**Equipment Grants 2020-21**  
**Equipment Grants application**  
**Application EQG000112021 From Immanuel FC**  
Form Submitted 9 Feb 2021, 4:02pm ACDT

**\*This section is not mandatory\***

**Please indicate how you found the online application process:**

☒ Very easy   ☐ Easy   ☐ Neutral   ☐ Difficult   ☐ Very difficult

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**

Overall, the experience and format is easy to navigate and complete. It provides enough room to state our point and express what we are trying to achieve.



Page 1

## Quote

**rebel**

Rebel Sport Ltd  
 ABN: 78 003 283 823  
 Tenancy 3 Building A Homemaker Centre  
 2 Seaman Road  
 Noarlunga Centre, SA5168  
 PH: 08 8382 3844 FX: 8382 9237

INV No. **050804009586**

## Bill To

Rebs Noarlunga  
 14 Bussellton Road  
 Seaford Rise  
 SA 5169

## Deliver To

Rebs Noarlunga  
 14 Bussellton Road  
 Seaford Rise  
 SA 5169

Customer No	Order No	Date
0213860989	050804000019	04/02/2021

SKU	Qty	Description	Unit Price	Amount
39501203	30.00	TANGO GLIDER, White/black, 5 Sales Person: Self (000001)	29.99	899.70
58733401	4.00	3M X 2M STEELGOAL, Colour n/a, NO SIZE Sales Person: Self (000001)	149.99	599.96
58735001	3.00	CAPTAINS ARMBAND, Black/white, NO SIZE Sales Person: Self (000001)	9.99	29.97
58735701	2.00	SOCCER TACTICS BOAR, Colour n/a, NO SIZE Sales Person: Self (000001)	49.99	99.98
58983101	2.00	SKLZ GOALSHOT, Colour n/a, NO SIZE Sales Person: Self (000001)	399.00	798.00
58734701	3.00	BALL CARRIER, Black, NO SIZE Sales Person: Self (000001)	19.99	59.97
58734201	2.00	4PK AGILITY POLE, Colour n/a, NO SIZE Sales Person: Self (000001)	59.99	119.98
58734101	2.00	30 PACK CONES, Multi, NO SIZE Sales Person: Self (000001)	29.99	59.98
58734401	2.00	4M SPEED LADDER, Colour n/a, NO SIZE Sales Person: Self (000001)	29.99	59.98
58300301	2.00	6FT POP UP GOAL, Black/white, NO SIZE Sales Person: Self (000001)	49.99	99.98

Your transaction was processed by Darren

Gross	\$2867.50
Discount	\$40.00
Includes GST	\$257.05
<b>Total</b>	<b>\$2827.50</b>
<b>Balance Due</b>	<b>\$0.00</b>

Manager Signature

QUOTE - Valid for 7 days from date of issue

**Sponsorship Program 2020-21**  
**Sponsorship program application**  
**Application SP000122021 From Filipino Settlement Coordinating Council of SA Inc.**  
Form Submitted 7 Apr 2021, 12:03am ACST

## Eligibility and Contact Details

\* indicates a required field

### Applicants: please note

An online application to our grants program is an acceptance that the applicant agrees to the City of West Torrens conditions for any grant approval.  
Incomplete applications and/or applications received after the activity/event date will not be considered.

### Privacy Notice

City of West Torrens pledges to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the Privacy Act 1988 and amended by the Privacy Amendment (Enhancing Privacy Protection) Act 2012. To view our privacy statement, go to [City of West Torrens - Privacy](#)

### Applicant Organisation Details

**Applicant organisation name \***

Filipino Settlement Coordinating Council of SA Inc.

**Primary (physical) address \***

4 Clay Ct  
Pennington SA 5013 Australia  
Must be an Australian postcode.

**Postal address (if different to above)**

4 Clay Ct  
Pennington SA 5013 Australia

**Applicant website**

<http://www.fscsa.org.au/>

**Primary contact person \***

Mr Ben-Hur Winter

**Position held in organisation \***

Chairperson

**Primary phone number \***

**Back-up phone number**

**Fax number**

**Sponsorship Program 2020-21****Sponsorship program application****Application SP000122021 From Filipino Settlement Coordinating Council of SA Inc.**

Form Submitted 7 Apr 2021, 12:03am ACST

**Primary contact person's email address \***

benhur.winter@fscsa.org.au

**Organisation Details****\* indicates a required field****Describe why your organisation exists, what does it aim to achieve and how? \***

The FSCSA is a community group registered with the ACNC and is SA's peak body recognised by the Filipino Communities Council of Australia (FILCCA). The Council assists with settlement needs of new arrivals and aims to strengthen links with the broader community by promoting peace, social harmony and cultural diversity. Social enterprise incentives include women's and youth advocacy; a vibrant culture and arts network; health/ aged care support; emergency relief; grant writing; supporting people with special needs and civic society initiatives. The Council continually strives to advance the social, economic and cultural life of the community locally and further afield. Must be no more than 100 words.

**Does your organisation have an ABN? \***☒ Yes ☐ No**ABN \***

15 006 658 556

**Information from the Australian Business Register**

<b>ABN</b>	15 006 658 556
<b>Entity name</b>	Filipino Settlement Coordinating Council Of S.a. Incorporated
<b>ABN status</b>	Active
<b>Entity type</b>	Other Incorporated Entity
<b>Goods &amp; Services Tax (GST)</b>	No
<b>DGR Endorsed</b>	No
<b>ATO Charity Type</b>	Charity <a href="#">More information</a>
<b>ACNC Registration</b>	Registered
<b>Tax Concessions</b>	FBT Rebate, GST Concession, Income Tax Exemption
<b>Main business location</b>	5013 SA

Information retrieved at 2:32pm yesterday

**What type of not-for-profit organisation are you?**

☐ Educational institution (includes pre-schools, schools, universities & higher) ☐ Professional association

**Sponsorship Program 2020-21****Sponsorship program application****Application SP000122021 From Filipino Settlement Coordinating Council of SA Inc.**

Form Submitted 7 Apr 2021, 12:03am ACST

education providers)

- ☐ Religious or faith-based institution
- ☐ Philanthropic organisation
- ☒ Peak body
- ☐ Social enterprise
- ☐ International NGO

- ☐ Healthcare not-for-profit
- ☐ Community group
- ☐ Political party / lobby group
- ☐ Research body
- ☐ General not-for-profit (i.e. none of the sub-types listed above)

**What is your organisation's annual revenue?**

- ☐ Less than \$50,000
- ☒ \$50,000 or more, but less than \$250,000
- ☐ \$250,000 or more, but less than \$1 million
- ☐ \$1 million or more, but less than \$10 million
- ☐ \$10 million or more, but less than \$100 million
- ☐ \$100 million or more

Your revenue includes grants, donations, and other fundraising activities, fees for services, sale of goods, interest, royalties and in-kind donations that have been included in your accounts as 'revenue'. The Australian Charities and Not-for-profits Commission (ACNC) has more detailed information here: [www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx](http://www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx)

**What is your organisation's legal structure?**

- ☐ Unincorporated association
- ☒ Incorporated association
- ☐ Cooperative
- ☐ Company limited by guarantee
- ☐ Indigenous corporation, association or cooperative
- ☐ Organisation established through specific legislation
- ☐ Trust
- ☐ Unknown
- ☐ Other:

**Event Details****\* indicates a required field****Event title: \***

The 123rd Philippine Independence Day Dinner Dance and South Australian Filipino Achievers Awards

**Location of event \***

Thebarton Community Centre

**Event start date \***

12/06/2021

**Event end date \***

12/06/2021



**Sponsorship Program 2020-21****Sponsorship program application****Application SP000122021 From Filipino Settlement Coordinating Council of SA Inc.**

Form Submitted 7 Apr 2021, 12:03am ACST

**Type of event:**

- |  |   |                                      |
|--|---|--------------------------------------|
| <input 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 checked="" type="checkbox"/> Charity   | <input type="checkbox"/> Other:      |

**Event attendees expected age range:**

- |  |  |  |
|--|--|--|
| <input checked="" type="checkbox"/> Under 18 | <input checked="" type="checkbox"/> 31 to 40 | <input checked="" type="checkbox"/> 51 to 60 |
| <input checked="" type="checkbox"/> 18 to 30 | <input checked="" type="checkbox"/> 41 to 50 | <input checked="" type="checkbox"/> 60+      |

**Where will the attendees be travelling from?**

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

**What is the estimated total attendance?**

350

Must be a number.

**How does your event align to the strategic priorities of Council as outlined by the Community Plan? \***

The event will attract patrons from the City of West Torrens and the Adelaide metropolitan area from a Filipino background together with their families, friends and networks which may include individuals from other multicultural and/or culturally and linguistically diverse groups. It will commemorate the 123rd year of Philippine independence occurring on the 12th of June, in a dinner dance function while celebrating the achievements of local Filipinos in the areas of Career Achievement, The Arts, Community Services, Sports, Youth Leadership, Senior Achiever and Overall Achiever.

Must be no more than 150 words.

Refer to the City of West Torrens Community Plan at <https://indd.adobe.com/view/cdf238c2-6408-493c-b378-4e81069d4783>**Does this application respond to one or more of the program priority areas? \***

Yes. 'A community that embraces diversity' The event aligns with this priority in the longer-term by providing a safe place to celebrate cultural diversity working in partnership with Multicultural Aged Care and in the shorter-term encouraging members of the community to gather with families, friends, peers and networks in a commemorative dinner and awards night.

'Active, healthy and learning communities' The event aligns with this strategic priority in the longer term by urging local residents and the wider community to visit the centre as a cultural and creative hub where they can enjoy performances and programs that can contribute to lifelong learning and to community wellbeing. This comes at a crucial time in trying to recover from and adjust to the impacts of COVID-19. As such the FSCCSA will also endeavour to further assist the community as a peak-body while working collaboratively towards further health and wellbeing goals.

Must be no more than 150 words.

**How does your event demonstrate innovation? Is there evidence and/or a clear reason for why it has been developed? \***

Commemorating 123 years of independence, this event is observed wherever Filipinos reside around the world through a solemn celebration of culture, food, music and dance. With India, China, Spain, France, Germany, USA, Japan, the UK and South Korea all influencing the Philippines in the past, and now with these impacts seamlessly assimilated into Filipino culture, the event may be considered an innovative social and cultural focal



**Sponsorship Program 2020-21****Sponsorship program application****Application SP000122021 From Filipino Settlement Coordinating Council of SA Inc.**

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point.

From a historical perspective, teamed with the cultural presentations, live performances and intricate costumes that help add to the colour and atmosphere of the occasion, to the Achievers Awards and this year an improved culinary menu, the event hopes to foster and create positive noteworthy contributions to South Australian community cultural life. Likewise, the biennial Awards also aim to recognise the conscientious work of local Filipino o-Australians to continually help uplift the profile of these dedicated individuals and of the community as a whole.

Must be no more than 150 words.

**How do you plan to engage the groups you are targeting for this event? \***

Formal invitations will be sent out through a letter and emailed to the FSCCSA's membership data base which includes a network of 25 Filipino organisations around South Australia and a national network of seven state Filipino councils.

The same method is also used for reaching out to VIP's from local and state government as well as to members of the media. Posts to online communities and through social media will also provide effective ways of delivering targeted communications to stakeholders for PR and promotional purposes.

Likewise the Achievers Awards are organised and overseen by a selection panel comprised of industry specialists and community leaders. It involves a nomination and selection process over three months prior to the event which is done through both printed and online nomination forms.

Combined, we hope that this will provide an effective means of communication and advocacy about the event to invited guests and dignitaries.

Must be no more than 150 words.

**Do you have a plan for how your event will be delivered? Does your plan consider risks involved, and how you will work with partner organisations (if applicable)? \***

Yes, the event will be delivered as a ticketed COVID Safe event coordinated by FSCCSA's volunteer Management Committee currently chaired by freelance producer, event organiser and arts worker Ben-Hur Winter. As a team, the Committee and selected volunteers from the community have a range of skills and expertise in various fields including accounting and book keeping, law practice, business management, event planning and working with budgets, design and architecture, choreography and dance, hospitality, recruitment, cooking and catering as well as hotel/restaurant management.

High risk aspects such as security, crowd control and safety, alcohol service, food safety, public liability and occupational health and safety will be taken care of through a risk management plan (attached). The FSCCSA will work with local partner organisation Multicultural Aged Care by means of cross promotion of the event and by inviting their Filipino members, friends and family members to come along and support the event.

Must be no more than 150 words.

**Reporting your success****How will you evaluate the effectiveness of your event? \***

To evaluate the effectiveness of the event a high quality video montage of event highlights will be produced along with a written editorial style review inclusive of photographs taken on the night. The Management Committee will also request access to patrons' and guests' social media posts which may be shared through platforms such as Facebook, Instagram, selected blogs and virtual communities. The content of the editorial including the effectiveness of the event outlining its success or otherwise in achieving the stated

**Sponsorship Program 2020-21****Sponsorship program application****Application SP000122021 From Filipino Settlement Coordinating Council of SA Inc.**

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outcomes will be accessible to the City of West Torrens along with an acquittal report, as required and due 6 weeks after the conclusion of the event. The acquittal will also include the mandatory budget expenditure items (if successful in applying) that indicate how the grant funds for the Sponsorship were utilised and this will be signed by the FSCCSA's Treasurer.

Must be no more than 150 words.

**Will the project be carried out in partnership with other relevant organisations? \***

☒ Yes

☐ No

Name of organisation	Contact person	Role/contribution
Multicultural Aged Care	Maria Johns	INNOV8 Community Hub Project Partner

**Partner organisation funding**

**What is the amount to be funded by your partner organisation (if applicable)?**

\$0.00

Must be a dollar amount.

**What will the grant funds be spent on?**

Equipment (specify)	Materials (specify)	Other (specify)
Sound system hire \$350.00	Trophies \$547.85	Program contribution for (3) performances, (2) co-em- cee/s \$750.00
	Frames for certificates \$500.00	Event security \$660.00
	Fresh flowers \$600.00	Volunteer transport, consum- ables \$592.15
	Event working bee (planning, ingress/egress, table decora- tions) \$1,000.00	

**What is the total cost of the proposed purchases? \***

\$5,000.00

Must be a dollar amount.

**What is the amount sought from Council? \***

**Sponsorship Program 2020-21****Sponsorship program application****Application SP000122021 From Filipino Settlement Coordinating Council of SA Inc.**

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\$5,000.00

Must be a dollar amount.

**What is the amount to be funded by your organisation? \***

\$15,000.00

Must be a dollar amount.

**Publicity and Promotion****How will you promote your event? \***☒ Advertorials☐ Television☒ Web site☒ Advertising - newspaper☒ Signage☒ Social Media☒ Radio☐ Letterbox Drop☒ Other: email blast, emailed invitations, sms and word of mouth**Provide details of the level of coverage anticipated:**

Posh Photos International will be recording live video footage on the night, with representatives from SBS Filipino and 5EBI fm's Ethnic Radyo Pilipino among others also attending on the night.

**Documentation checklist and further information****Attached is:****Supporting documents that may be appropriate (maximum of two pages)**

Filename: FSCCSA Risk Management Plan Thebarton Community Centre 12 June 2021.pdf

File size: 343.4 kB

Filename: MAC letter of support 26-3-21.pdf

File size: 140.2 kB

Filename: Support Letter Hon Consul Darryl Johnson.pdf

File size: 161.7 kB

**Three quotes for purchases of any items more than \$1000***No files have been uploaded***Previous Grants received from Council**

If applicable, please list all grants received from the City of West Torrens in the past three years.

Amount	Date received	Project, initiative or resource
\$1,100.00	2-8-2019	Philippine Prostate Gala Blue Ball

**Sponsorship Program 2020-21****Sponsorship program application**

Application SP000122021 From Filipino Settlement Coordinating Council of SA Inc.

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**Certification and Feedback****\* indicates a required field****Certification**

I certify that to the best of my knowledge the statements made within this application are true and correct.

I also confirm that I have read and understood the conditions for funding as outlined in the Guidelines for City of West Torrens Grants and Sponsorships and accept and agree to abide by the conditions therein.

I also accept and agree to abide by any additional conditions outlined in any approval letter.

**I agree \*** ☒ Yes ☐ No

**Name of authorised person \*** Mr Ben-Hur Winter

**Position \*** Chairperson

**Contact phone number \*** Must be an Australian phone number.

**Mobile number**

**Contact Email \*** [benhur.winter@fscsa.rg.au](mailto:benhur.winter@fscsa.rg.au)  
Must be an email address.

**Date \*** 19/03/2021

**Applicant Feedback**

You are nearing the end of the application process.

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

**\*This section is not mandatory\***

**Please indicate how you found the online application process:**

☐ Very easy ☐ Easy ☒ Neutral ☐ Difficult ☐ Very difficult

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**



### Event Risk Management Planning

Your event application and approval process for Park Land events requires a Risk Management Plan to be submitted to your Event Consultant.

This Example Event Risk Management Plan Template has been provided to you to help you in the planning for your event.

The template is provided as an example only and needs further consideration tailored to your event. The Adelaide City Council makes no representation as to the suitability of the template and will not take any responsibility in relation to your Risk Management Planning.

**\*Note: the template is an example only, if there are additional risks, consequences and controls identified, please include on the template**

Good risk management planning is an essential component of event planning. The risk assessment process may assist you with:

- o complying with your 'Duty of Care'
- o obtaining appropriate insurance cover
- o meeting legal and regulatory requirements
- o setting up effective communication and understanding with agencies, staff, volunteers, contractors and emergency services
- o planning for future events
- o running a safe and successful event

### Event Risk Management Plan Template

The Risk Management Plan template was prepared in alignment with the International Standard on Risk Management ISO 31000:2009.

#### Objective:

The aim of this Event Risk Management Plan is to ensure that measures are identified to eliminate or minimise risk and any potential negative outcomes.

#### Distribution:

It is important that all contractors, agencies and groups involved in the organisation and running of your event are provided with a copy of your Event Risk Management Plan. As a minimum, anyone allocated responsibilities in the Event Risk Management Plan must be provided a copy.

This plan has been provided to representatives from the following **(please select where applicable and note the distribution of this plan is the responsibility of the Event):**

- o SOUTH AUSTRALIAN POLICE: ATTN Senior Constable Randy Will, Planning Officer, Eastern Adelaide LSA (152), randy.will@police.sa.gov.au, Ph: +61 8 73224811
- o METROPOLITAN FIRE SERVICE: ATTN Stephen Fox, Fox.Stephen@samfs.sa.gov.au, Ph: +61 8 8204-3522
- o AMBULANCE SERVICES: saasmajorevents@health.sa.gov.au
- o SECURITY CONTRACTOR: State Security Services 0419 195
- o INFRASTRUCTURE CONTRACTOR (stage, marquee, portable toilets):
- o AUDIO CONTRACTOR: Rolando Balanag Ph: (mobile),
- o CATERING CONTRACTOR: Joe Fiala Maria Batnag (FOH and bar service)
- o OTHER:



<b>Event Details:</b>			
<b>Event name:</b>	FSCSA's 123 <sup>rd</sup> Philippine Independence Day Dinner Dance and South Australian Filipino Achievers Awards		
<b>Event date:</b>	Saturday 12 June 2021 from 6pm until 12am		
<b>Event location:</b>	Thebarton Community Centre corner Ashwin Pde. and South Tce. Torrensville SA 5031		
<b>Event description:</b>	Formal dinner dance event with guest speakers, a formal program, live vocal and cultural performances plus social dancing.		
<b>Anticipated program:</b>	Formal program will include selected dignitaries speech/es and address; live performances featuring local talent; an awards ceremony; networking opportunities and social dancing.		
<b>Set-up from: (date/time)</b>	Saturday 12 June from 6am		
<b>Pull down by: (date/time)</b>	Sunday 13 June 4am		
<b>Public entry time:</b>	6pm until 12am		
<b>Expected attendance:</b>	300-350		people
<b>Item</b>	<b>Yes/No (by using drop down arrow)</b>	<b>Details (provide contractor/supplier details if known)</b>	
Road closures required:	no		
Alcohol consumption:	yes	Maria Batnag, Trainer, assessor and RP badge holder	
Marquees installed:	no		
Catering provided:	yes	Main caterer: Joe Fiala	
Amusement rides:	no		
Jumping castles:	no		

Electrical work required:	no	
First Aid:	yes	Irene Evangelista, Edwina Peterhansel, Violie Leslie
Audio Visual / Staging:	yes	Rolando Balanag (audio hire), Ben-Hur Winter (event & program coordinator)
Security:	yes	State Security Services 0419 195
Toilets supply/maintenance:		



Event Name: **FSCCSA's 123<sup>rd</sup> Philippine Independence Day Dinner Dance and South Australian Filipino Achievers Awards**

**\*Note: the template is an example only, if there are additional risks, consequences and controls identified, please include on the template**

RISK (what can go wrong?)	CONSEQUENCE (what's the impact?)	PREVENTATIVE CONTROL (how do we prevent the risk)	RESPONSIVE CONTROL (what do we do if it still happens)	EFFECTIVENESS OF CONTROLS (satisfaction with controls)
Medical incident (example)	E.g. Injury requiring first aid	Action: e.g. First Aid officer on site. First Aid box to be supplied and first aid signage on site Responsibility: e.g. First Aid Officer and Event manager	Action: e.g. First Aid supplied and Ambulance to be called Responsibility: e.g. First Aid officer or Security guard	Satisfactory
<b>SAFETY</b>				
Medical incident	Injury requiring first aid	Action: First aid officer/s onsite Responsibility: First aid officer and event organiser	Action: First Aid provided and ambulance to be contacted Responsibility: First Aid officer and event organiser	
Lost children	Children at risk, distressed parents/guardian	Action: Event organisers/volunteers/parents to supervise at all times Responsibility: Event organiser/volunteers	Action: Event organisers Responsibility: PA announcement c/o emcee	
Crowd control incident	Crowd crush, injuries, death, panic	Action: Event organisers to inform patrons of preferred/safe area Responsibility: Event organisers/volunteers	Action: Event organisers to assist Responsibility: PA announcement	
Trip hazard	Injuries	Action: Event organisers/volunteers to ensure event areas are safe Responsibility: Event organiser/volunteers	Action: First Aid supplied Responsibility: Event organisers	
Food poisoning, non-compliance with food safety regulations	Sickness, expiations, impact on reputation	Action: Event First Aid officer/s onsite Responsibility: Experienced, qualified, trusted caterers/volunteers	Action: First Aid provided Responsibility: Event organisers to contact Ambulance if necessary.	
Electrocution	Injuries/death	Action: Event First Aid officer/s onsite Responsibility: Event organisers/volunteers	Action: First Aid provided and ambulance to be called Responsibility: Event First Aid officer/s, organisers	
		Action: Responsibility:	Action: Responsibility:	



SAFETY				
Fire	Death, burn injuries, property damage	Action:	Follow venue fire procedures	Action: Implement venue fire procedures
		Responsibility:	Event organiser/volunteers	Responsibility: Event organisers/volunteers, patrons
Structural collapse (e.g. stage or marquee)	Injuries, death, property damage	Action:	Event organisers/volunteers to use good quality materials	Action: First Aid provided
		Responsibility:	Event organisers/volunteers	Responsibility: Event organisers, ambulance contacts in place
Hazardous items in events area (syringes, broken glass,...)	Injuries, diseases	Action:		Action:
		Responsibility:		Responsibility:
Disorderly behaviour	Fights, injuries, impact on reputation, property damage	Action:	Event organisers/volunteers to ensure that invited guests are responsible for one another's good behaviour	Action: Removal from the premises. Security provided
		Responsibility:	All patrons/attendees	Responsibility: Event organiser/PA announcement
Protesters/Preachers disturbing the event	Fights, injuries, event disruption, impact on reputation	Action:		Action:
		Responsibility:		Responsibility:
Falling tree branches	Death, injuries, property damage	Action:		Action:
		Responsibility:		Responsibility:
		Action:		Action:
		Responsibility:		Responsibility:
SAFETY				
Vandalism	Property damage	Action:	Event organisers/volunteers to ensure that invited guests are responsible for ensuring that no vandalism takes place.	Action: Anyone found damaging property will be asked to leave, names recorded
		Responsibility:	Event organisers/volunteers. All patrons/attendees to keep an eye out and be aware. Report any incidents to the event organisers and have perpetrator/s removed	Responsibility: Event organisers/volunteers, patrons



Drug/alcohol issues	Unsavoury behaviour, injuries, fights, property damage, breach of liquor licence conditions	Action:	This is a drug/substance free family event. No drugs/substances allowed on or near the site.	Action:	Illicit substances will not be tolerated at the venue, anyone found with anything illicit will be asked to leave, names recorded
		Responsibility:	Event organisers/volunteers. All patrons/attendees to keep an eye out and be aware. Report any incidents to the event organisers and have perpetrators seek counselling/rehabilitation.	Responsibility:	Event organisers/volunteers
Bomb threat	Panic, injuries, death, mass evacuation	Action:	Allocate an assembly area for guests and patrons to gather.	Action:	Effective crowd management in allocated areas, people will be asked to take care of one another and to remain calm until threat has passed
		Responsibility:	Event organisers/volunteers to evacuate patrons or allow to stay when threat is cleared.	Responsibility:	Event organisers/volunteers, patrons
Traffic Management	Traffic congestion, traffic incidents, vehicle/pedestrian collision	Action:		Action:	
		Responsibility:		Responsibility:	
Mass Evacuation	Crowd crush, traffic incidents, panic, unclear communication, congestion, injuries, loss of property	Action:		Action:	
		Responsibility:		Responsibility:	
Inadequate entry and exit for emergency services/expected crowd numbers	Injuries, confusion, delayed emergency response	Action:		Action:	
		Responsibility:		Responsibility:	
		Action:		Action:	
		Responsibility:		Responsibility:	
Damages to underground services	Bodily injury/death, Property damage, Consequential loss, liability	Action:		Action:	
		Responsibility:		Responsibility:	



Insufficiently trained event staff/volunteers	Customer dissatisfaction, unclear communication, impact on service delivery and emergency response, liability	Action:	Assign qualified professionals/volunteers; make sure volunteer event staff are suitably trained.	Action:	Training provided prior to the event; selection of volunteers to be screened by qualified trainers/personnel
		Responsibility:	Event organisers/volunteers; assigned catering, front of house and event coordination responsible persons	Responsibility:	Event organisers/volunteers, assigned responsible persons
Water supply failure	Customer inconvenience, no sanitary facilities, unhygienic conditions	Action:		Action:	
		Responsibility:		Responsibility:	
Power failure	Impact on lighting, audio and other electrical equipment	Action:		Action:	
		Responsibility:		Responsibility:	
Toilet/amenities failure	Customer inconvenience, no sanitary facilities, unhygienic conditions	Action:		Action:	
		Responsibility:		Responsibility:	
Safety at night (insufficient lighting)	Traffic incidents, vandalism	Action:		Action:	
		Responsibility:		Responsibility:	
Insufficient signage (entries & exits, toilets, hazardous areas, first aid, fire extinguisher,...)	Inconvenience, confusion, impact on emergency response	Action:		Action:	
		Responsibility:		Responsibility:	
		Action:		Action:	
		Responsibility:		Responsibility:	
WEATHER					
Dehydration	Illnesses, death (elderly and children)	Action:	Event organisers/volunteers onsite to help invited guests with any concerns	Action:	Jugs of water available free
		Responsibility:	Patrons may provide own water bottles to keep hydrated.	Responsibility:	Event organisers/volunteers
Inclement weather	Injuries, damage to infrastructure	Action:		Action:	

Sunburn/extreme heat	Heat stroke, sunburn	Responsibility:			Responsibility:
		Action:			Action:
		Responsibility:			Responsibility:
		Action:			Action:
		Responsibility:			Responsibility:
ENVIRONMENT					
Waste	Pollution, litter	Action:	Bins provided by event organisers/volunteers and CWT	Action:	Rubbish to be place in bins provided
		Responsibility:	Event organisers/volunteers/guests	Responsibility:	Event organisers/volunteers
Noise pollution	Complaints from residents, impact on reputation	Action:		Action:	
		Responsibility:		Responsibility:	
		Action:		Action:	
		Responsibility:		Responsibility:	
FINANCIAL					
Cash handling	Financial loss	Action:	Event organisers and presenter's management committee to handle ticketing concerns and donations	Action:	Event organiser/management committee to resolve any issues
		Responsibility:	Event organiser, management committee, patrons	Responsibility:	Event organiser, management committee
Over spending	Insufficient budget, contingencies, lack of financial planning	Action:		Action:	
		Responsibility:		Responsibility:	
No insurance cover	Public liability claim	Action:	Organisers insured	Action:	Registered lawyer/adviser onsite
		Responsibility:	Event organisers	Responsibility:	Event organisers
		Action:		Action:	
		Responsibility:		Responsibility:	



OTHER			
Clash with other events	Insufficient attendance or public interest	Action:	Action:
		Responsibility:	Responsibility:
Insufficient consultation	Complaints from neighbouring businesses and residents	Action:	Action:
		Responsibility:	Responsibility:
		Action:	Action:
		Responsibility:	Responsibility:
		Action:	Action:
		Responsibility:	Responsibility:
		Action:	Action:
		Responsibility:	Responsibility:
		Action:	Action:
		Responsibility:	Responsibility:



Multicultural  
Aged Care

PO Box 488  
Torrensville Plaza SA 5031  
08 8241 9900  
macsa@mac.org.au  
www.mac.org.au  
ABN 33 306 791 610

To whom it may concern.

RE: FSCCSA's Sponsorship Grant Application for

**123rd Philippine Independence Day Dinner Dance and SA Filipino Achievers Awards**

I am writing in support of the Filipino Settlement Coordinating Council of SA (FSCCSA) grant application to celebrate the 123<sup>rd</sup> Philippine Independence Day Dinner Dance and Filipino Achievers Awards to be held in June 2021 at the Thebarton community Centre.

FSCCSA is the South Australian peak body for the Filipino community groups in South Australia. FSCCSA provide assistance with settlement needs of new Filipino arrivals as well as strengthen the Filipino communities' link with the broader South Australian communities by promoting peace and social harmony and embracing cultural diversity through social enterprises, arts and cultures, aged care support, youth and women's advocacy and social needs and civic society's initiatives.

FSCCSA is currently working with Multicultural Aged Care promoting socially isolated Filipino seniors in social inclusion through arts and culture project.

Multicultural Aged Care, MAC, is the peak agency for culturally and linguistically diverse, (CALD), ageing and aged care in South Australia. MAC is funded to provide information, training and resources to service providers as well provision of information to older people from CALD background as well as strengthen CALD community groups to engage and support their older people.

We thank you for your support and consideration towards FSCCSA grant application.

Kind regards

Maria Johns  
ag Chief Executive Office  
26/03/2021



## Consulate of the Philippines South Australia

**Consulate of the Philippines  
Consular Section S.S.  
City of Adelaide  
South Australia, Australia**

20<sup>th</sup> March 2021

Dear Mayor Michael Coxon and Elected Members

I am writing to you to express my support for the Filipino Settlement Coordinating Council SA (FSCCSA) and its **123<sup>rd</sup> Philippine Independence Day Dinner Dance and Filipino Achievers Awards** project.

FSCCSA is the governing body in South Australia for the Filipino community. The Filipino community is the 5<sup>th</sup> highest ethnic group in Australia, with 350,000 Filipinos in Australia and 16,500 in South Australia. Their contribution is enormous throughout the wider community. This night on the 12<sup>th</sup> June is to celebrate all things Filipino-cultural arts, food, dance, and achievements of Filipinos living in SA. The event will also be a solemn commemoration of the Filipinos' independence from Spain achieved 123 years ago.

Any assistance that you can give to make this night memorable will be appreciated in sponsorship and support.

Sincerely

A handwritten signature in black ink, appearing to read "Darryl Johnson".

Darryl Johnson

Honourable Consul to the Philippines

[consul@philconsulatesa.com.au](mailto:consul@philconsulatesa.com.au)

Innovation House, 50 Mawson Lakes Boulevard, Mawson Lakes  
South Australia, Australia, 5095  
Tel. 0434 911 202 Email. [consul@philconsulate.com.au](mailto:consul@philconsulate.com.au)  
Website: [www.philcosulatesa.com.au](http://www.philcosulatesa.com.au)





*Supporting community cultural traditions and their expression through contemporary arts practice*

## ARTIST VOUCHER

**Quotation** | Received From | Paid To: Filipino Settlement Coordinating Council of South Australia Inc.

Date 27-2-20

Address: c/o 4 Clay Court Pennington SA 5013

The sum of: Two thousand six hundred and thirty four dollars and ten cents

(AUD) \$ 2,634.10 122nd Philippine Independence Day Dinner Dance and

Achievers Awards -Event marketing, table decorations and volunteer reimbursements.

## TRANSACTION DETAILS

Items	Description	Unit Price	Amount
1	Event marketing, ie. poster planning, design,		
	dissemination and printing		500.00
2	Table decorations, ie. reusable low cost table centre		
	pieces for FSCCSA's formal dinner functions		500.00
3	Volunteer reimbursements for FSCCSA's Management		
	Committee, ie. admin incidentals and fuel contribution		685.30
4	Dinner set hire for 300 persons from Olympic Party		
	Hire including delivery and return		948.80
		GST	-
		<b>TOTAL \$</b>	<b>2,634.10</b>

Noted by Ben-Hur Winter

Signature

*Ben-Hur Winter*

ABN 54 737 554 645

Please make cheques payable to:

**Anahata Community Management and Development Services**

Electronic Funds Transfer:

**National Australia Bank | BSB no: 085210 | Account no: 12-364-9811**

**Not Registered For GST**

*Anahata Community is a practice led, artist run association shaping a body of work engaged in professional artistic practice, community arts and cultural production through peer support and collaboration, cultural exchange, creative activism and Community Cultural Development.*

**N° 001**

**Anahata Community Association Inc.**

**Adelaide**

Trading as Anahata Community Management & Development Services  
4 Clay Court Pennington SA 5013 Australia

**Manila**

664 Protacio Extension  
Barangay San Roque  
Pasay City 1300 Metro Manila  
Philippines

**Mobile** 61 406 874966

**Email**

anahatafoundation@yahoo.com.ph  
winterbhc@gmail.com

**Web** www.anahatacommunity.com,  
http://anahatacommunity.wordpress.com

# STATEMENT

ABN: 16 346 877 634

Civic Centre  
165 Sir Donald Bradman Drive  
Hilton, SA 5033  
Tel 08 8416 6333  
Fax 08 8443 5709  
Email: [csu@wltcc.sa.gov.au](mailto:csu@wltcc.sa.gov.au)  
Web: [westtorrens.sa.gov.au](http://westtorrens.sa.gov.au)



FILIPINO SETTLEMENT COORDINATING COUNCIL OF SA  
4 Clay Ct  
PENNINGTON SA 5013

<b>Customer Number</b>
<b>756445</b>
<b>Statement Date</b>
<b>02-Mar-2020</b>

Invoice Date	Invoice Number	Description	Reference No.	Total
Carried Forward Balance				0.00
04-Feb-2020	507987	Invoice		1,000.00
04-Feb-2020	507988	Invoice		120.00
04-Feb-2020	507988	Invoice		97.50
04-Feb-2020	507988	Invoice		900.00
11-Feb-2020	508060	Invoice		1,500.00
11-Feb-2020	108691	Credit Note		-120.00
11-Feb-2020	108691	Credit Note		-97.50
11-Feb-2020	108691	Credit Note		-900.00

<b>Statement Total</b>				<b>\$2,500.00</b>
<b>120 Days &amp; Over</b>	<b>90 Days</b>	<b>60 Days</b>	<b>30 Days</b>	<b>Current</b>
<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,500.00</b>

<b>Customer Number</b>	<b>Amount Payable</b>
<b>75644 5</b>	<b>\$2,500.00</b>

## Credit Card Payments

[www.westtorrens.sa.gov.au](http://www.westtorrens.sa.gov.au) or

Phone: 8416 6333 (8.30am - 5.00pm Mon-Fri)

## Cheque / Money Order / In Person

165 Sir Donald Bradman Drive  
HILTON SA 5033

Cheques / Money Orders should be made payable to the  
"City of West Torrens"

**Sponsorship Program 2020-21**  
**Sponsorship program application**  
**Application SP000062021 From Blind Golf South Australia Incorporated**  
Form Submitted 15 Feb 2021, 1:12pm ACDT

## Eligibility and Contact Details

\* indicates a required field

### Applicants: please note

An online application to our grants program is an acceptance that the applicant agrees to the City of West Torrens conditions for any grant approval.  
Incomplete applications and/or applications received after the activity/event date will not be considered.

### Privacy Notice

City of West Torrens pledges to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the Privacy Act 1988 and amended by the Privacy Amendment (Enhancing Privacy Protection) Act 2012. To view our privacy statement, go to [City of West Torrens - Privacy](#)

## Applicant Organisation Details

### Applicant organisation name \*

Blind Golf South Australia Incorporated

Please use your organisation's full name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

### Primary (physical) address \*

22 Fischer St

Welland SA 5007 Australia

Must be an Australian postcode.

If your organisation operates in multiple locations or from multiple offices, please pick one as your primary address.

### Postal address (if different to above)

22 Fischer St

Welland SA 5007 Australia

### Applicant website

If available. Must be a URL

### Primary contact person \*

Mr Cameron Reid

This is the person we will correspond with about this grant

### Position held in organisation \*

President

e.g. Manager, Board Member, Fundraising Coordinator

### Primary phone number \*

**Sponsorship Program 2020-21**  
**Sponsorship program application**  
**Application SP000062021 From Blind Golf South Australia Incorporated**  
Form Submitted 15 Feb 2021, 1:12pm ACDT

**Back-up phone number**

**Fax number**

If applicable

**Primary contact person's email address \***

blindgolfsa@gmail.com

This is the address we will use to correspond with you about this grant.

## Organisation Details

\* indicates a required field

**Describe why your organisation exists, what does it aim to achieve and how? \***

We are a sports club for people with disabilities. We aim to get people of all ages who are blind and vision impaired playing golf. We hope to engage these people by holding regular coaching clinics, practice sessions, club rounds for different skill levels, and an annual Tournament each May in conjunction with an annual Blind Golf Australia event. Must be no more than 100 words.

**Does your organisation have an ABN? \***

☒ Yes ☐ No

**ABN \***

88 609 513 060

### Information from the Australian Business Register

<b>ABN</b>	88 609 513 060
<b>Entity name</b>	Blind Golf South Australia Incorporated
<b>ABN status</b>	Active
<b>Entity type</b>	Other Incorporated Entity
<b>Goods &amp; Services Tax (GST)</b>	No
<b>DGR Endorsed</b>	No
<b>ATO Charity Type</b>	Not endorsed <a href="#">More information</a>
<b>ACNC Registration</b>	No
<b>Tax Concessions</b>	No tax concessions
<b>Main business location</b>	5007 SA

Information retrieved at 3:23am today

Must be an ABN

**Sponsorship Program 2020-21****Sponsorship program application****Application SP000062021 From Blind Golf South Australia Incorporated**

Form Submitted 15 Feb 2021, 1:12pm ACDT

**What type of not-for-profit organisation are you?**

- |  |  |
|--|--|
| <input type="radio"/> Educational institution (includes pre-schools, schools, universities & higher education providers) | <input type="radio"/> Professional association   |
| <input type="radio"/> Religious or faith-based institution   | <input type="radio"/> Healthcare not-for-profit  |
| <input type="radio"/> Philanthropic organisation   | <input checked="" type="radio"/> Community group                                       |
| <input type="radio"/> Peak body  | <input type="radio"/> Political party / lobby group                                    |
| <input type="radio"/> Social enterprise  | <input type="radio"/> Research body  |
| <input type="radio"/> International NGO  | <input type="radio"/> General not-for-profit (i.e. none of the sub-types listed above) |

Please choose the option that best applies to your organisation.

**What is your organisation's annual revenue?**

- |  |   |
|--|---|
| <input checked="" type="radio"/> Less than \$50,000                | <input type="radio"/> \$1 million or more, but less than \$10 million   |
| <input type="radio"/> \$50,000 or more, but less than \$250,000    | <input type="radio"/> \$10 million or more, but less than \$100 million |
| <input type="radio"/> \$250,000 or more, but less than \$1 million | <input type="radio"/> \$100 million or more                             |

Your revenue includes grants, donations, and other fundraising activities, fees for services, sale of goods, interest, royalties and in-kind donations that have been included in your accounts as 'revenue'. The Australian Charities and Not-for-profits Commission (ACNC) has more detailed information here: [www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx](http://www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx)

**What is your organisation's legal structure?**

- |  |   |
|--|---|
| <input type="radio"/> Unincorporated association                         | <input type="radio"/> Organisation established through specific legislation |
| <input checked="" type="radio"/> Incorporated association                | <input type="radio"/> Trust   |
| <input type="radio"/> Cooperative  | <input type="radio"/> Unknown   |
| <input type="radio"/> Company limited by guarantee                       | <input type="radio"/> Other:  |
| <input type="radio"/> Indigenous corporation, association or cooperative |   |

If your organisation is unincorporated it must have an auspice organisation

**Event Details****\* indicates a required field****Event title: \***

2021 South Australian Blind Golf Stableford Championship

Provide a name for your project/program/initiative. Your title should be short but descriptive

**Location of event \***

West Beach Parks Golf - Patawalonga Course - Military Road, West Beach, SA, 5024

Please provide the address.



**Sponsorship Program 2020-21****Sponsorship program application****Application SP000062021 From Blind Golf South Australia Incorporated**

Form Submitted 16 Feb 2021, 1:12pm ACDT

**Event start date \***

17/05/2021

**Event end date \***

18/05/2021

**Type of event:**☐ Education☐ Entertainment☐ Arts / Culture☒ Community☒ Sports☐ Charity☐ Environment☐ Business☐ Other:

You may select more than one option

**Event attendees expected age range:**☒ Under 18☒ 18 to 30☒ 31 to 40☒ 41 to 50☒ 51 to 60☒ 60+

You may select more than one option

**Where will the attendees be travelling from?**☒ City of West Torrens☒ Western suburbs☒ Adelaide metropolitan area☒ SA generally☒ Other: Australia Wide**What is the estimated total attendance?**

20

Must be a number.

**How does your event align to the strategic priorities of Council as outlined by the Community Plan? \***

It promotes social inclusion for people with disabilities. It also gives the council a national profile, as most of the competitors will be coming from around Australia. It is also South Australia's first Blind Golf Tournament in over a decade. Being played in the same week, at the same venue as Blind Golf Australia's National Stableford Event. A big week to highlight disabled sport within your council.

Must be no more than 150 words.

Refer to the City of West Torrens Community Plan at <https://indd.adobe.com/view/cdf238c2-6408-493c-b378-4e81069d4783>

**Does this application respond to one or more of the program priority areas? \***

It creates sporting and social inclusion for people with a disability. Will give the council a national inclusive profile regarding disability inclusion. Will give us the opportunity to put the event on annually within the council region.

Must be no more than 150 words.

For Program Priority areas, refer to Page 2 of the Guidelines for City of West Torrens Grants and Sponsorships.

**How does your event demonstrate innovation? Is there evidence and/or a clear reason for why it has been developed? \***

This event adds to the 6 Blind Golf Tournaments already played around Australia. It gives SA its own event on a national calendar, and raises the profile of golf for people with a disability.

Must be no more than 150 words.

**Sponsorship Program 2020-21****Sponsorship program application****Application SP000062021 From Blind Golf South Australia Incorporated**

Form Submitted 15 Feb 2021, 1:12pm ACDT

**How do you plan to engage the groups you are targeting for this event? \***

By sending out a national invitation throughout Australia, to other State Blind Golf organizations. Also by advertising for new members with South Australia.  
Must be no more than 150 words.

**Do you have a plan for how your event will be delivered? Does your plan consider risks involved, and how you will work with partner organisations (if applicable)? \***

We already have the venue, catering, and accommodation booked. We have been working closely with Blind Golf Australia, Nathan Noble at West Beach Parks Golf, and Steven Freeling at Westward Ho to finalise arrangements. We have public liability insurance, and the biggest risk to our entrants and volunteers is personal injury. We will take every measure to ensure our participants personal well being.  
Must be no more than 150 words.

**Reporting your success****How will you evaluate the effectiveness of your event? \***

Word of mouth from the competitors, caddies/guides, volunteers, officials, and course/clubhouse management.  
Must be no more than 150 words.

**Will the project be carried out in partnership with other relevant organisations? \***☐ Yes☒ No**What will the grant funds be spent on?**

Equipment (specify)	Materials (specify)	Other (specify)
Transport for players and caddies/guides to and from venue	Promotional banners and signs displaying organisation and sponsors	Awards and presentation ceremony
Officials transport and motorised cart hire	Lunches for caddies, volunteers, and officials	Promotional material transcribed to Braille for Blind competitors
Communications equipment eg walkie talkie hire/purchase		Compensating volunteers for travel costs

**What is the total cost of the proposed purchases? \***

\$2,500.00

Must be a dollar amount.

**What is the amount sought from Council? \***

\$2,500.00

**Sponsorship Program 2020-21**  
**Sponsorship program application**  
**Application SP000062021 From Blind Golf South Australia Incorporated**  
 Form Submitted 15 Feb 2021, 1:12pm ACDT

Must be a dollar amount.

**What is the amount to be funded by your organisation? \***

\$5,000.00

Must be a dollar amount.

**Publicity and Promotion**

**How will you promote your event? \***

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Advertorials                       | <input type="checkbox"/> Television         | <input type="checkbox"/> Web site                |
| <input checked="" type="checkbox"/> Advertising - newspaper | <input checked="" type="checkbox"/> Signage | <input checked="" type="checkbox"/> Social Media |
| <input checked="" type="checkbox"/> Radio                   | <input type="checkbox"/> Letterbox Drop     | <input type="checkbox"/> Other:                  |

**Provide details of the level of coverage anticipated:**

Radio and TV interviews, social media promotion, and event signage

**Documentation checklist and further information**

**Attached is:**

**Supporting documents that may be appropriate (maximum of two pages)**

Filename: WTCC Grant Application 2020.pdf

File size: 69.5 kB

Maximum 25mb, recommended size no bigger than 5mb

**Three quotes for purchases of any items more than \$1000**

Filename: Gmail - Blind Golf South Australia Sponsorship Grant Application.PDF

File size: 23.3 kB

Filename: Gmail - Community Grant Application Outcome - Blind Golf SA Inc.PDF

File size: 32.9 kB

Filename: Order\_Confirmation\_Tear\_Medium\_BlindGolf\_41444.pdf

File size: 954.3 kB

Maximum 25mb, recommended size no bigger than 5mb

**Previous Grants received from Council**

**If applicable, please list all grants received from the City of West Torrens in the past three years.**

Amount	Date received	Project, initiative or resource
\$2,500.00	10/03/2021	2020 South Australian Blind Golf Open Championship (Event cancelled, and funding returned to WTCC in full)

**Sponsorship Program 2020-21**

**Sponsorship program application**

**Application SP000062021 From Blind Golf South Australia Incorporated**

Form Submitted 15 Feb 2021, 1:12pm ACDT

**Sponsorship Program 2020-21****Sponsorship program application****Application SP000062021 From Blind Golf South Australia Incorporated**

Form Submitted 15 Feb 2021, 1:12pm ACDT


**Certification and Feedback****\* indicates a required field****Certification**

I certify that to the best of my knowledge the statements made within this application are true and correct.

I also confirm that I have read and understood the conditions for funding as outlined in the [Guidelines for City of West Torrens Grants and Sponsorships](#) and accept and agree to abide by the conditions therein.

I also accept and agree to abide by any additional conditions outlined in any approval letter.

**I agree \***☒ Yes ☐ No**Name of authorised person \***

Mr Cameron Reid  
Must be a senior staff member, board member or appropriately authorised volunteer

**Position \***

President  
Position held in applicant organisation (e.g. CEO, Treasurer)

**Contact phone number \***

Must be an Australian phone number.

**Mobile number****Contact Email \***

[blindgolfsa@gmail.com](mailto:blindgolfsa@gmail.com)  
Must be an email address.

**Date \***

15/02/2021  
Must be a date

**Applicant Feedback**

You are nearing the end of the application process.

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

**\*This section is not mandatory\*****Please indicate how you found the online application process:**

☐ Very easy ☒ Easy ☐ Neutral ☐ Difficult ☐ Very difficult

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**



**BANNERS AND MASH PTY LTD**

A.B.N. 66 141 673 538

**Tax Invoice**

Invoice No.: 00003424

19/09/2019

Order Number 41444

**Bill To:**

Blind Golf SA Incorporated

**Ship To:**

Blind Golf SA

Net 7

Quantity	Description	Unit Price	Total Ex GST
1	Medium Double Sided Tear Drop Banner with Flat Metal Base	\$159.00	\$159.00
1	Spiky Base	\$30.00	\$30.00
1	Logo Re-Draw	\$50.00	\$50.00

**Comment:**

Sub Total	\$239.00
GST	\$23.90
Total	\$262.90
Applied	\$0.00
Balance	<b>\$262.90</b>

**EFT DETAILS:**

BANK SA - FULHAM

ACCOUNT NAME = BANNERS AND MASH PTY LTD

BSB - 105 128

ACCOUNT # - 036 838 840

BANNERS AND MASH PTY LTD - PO BOX 105 BROOKLYN PARK SA 5032

VISA AND MASTERCARD CREDIT CARDS ARE ACCEPTED

A 2% FEE IS CHARGED FOR ALL CREDIT CARD PAYMENTS

Telephone 08 8132 2888 - Email sales@bannersandmash.com.au

Page 1 of 1



Banners and Mash  
PO Box 105, Brooklyn Park SA 5032  
T 08 8132 2888  
W www.bannersandmash.com.au  
E sales@bannersandmash.com.au  
ABN 66 141 673 538

## ORDER CONFIRMATION

**Product:** Tear Drop Banner

**Style:** Medium Double Sided

**Qty:** 1

**Price:** \$159.00ea + GST

**Freight:** -

**Bases:** Flat Metal Base, Carry case

**Extras:** 1 x Spiky Base \$30.00ea + GST

**Delivery Address:** PICK UP

**Date Required:** 10 -15 days from artwork approval

**Cus Order No:** -

**Banners and Mash Ref:** 41444

Please check the order details carefully for errors and omissions. By approving this order details you agree to and acknowledge:

- Artwork has been proofed and is to satisfaction

**Please Ensure Spelling is Correct**

- Quantity, style and price is correct

- Delivery address is correct

- Required By Date is correct

- Approval to commence production

**- Orders cancelled after approval has been given remain liable for full payment of order.**

To confirm your approval of the artwork and order details simply reply to the email you received with this approval form with 'APPROVED'.

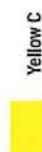
**PLEASE NOTE:** Order cannot be dispatched until payment has been received in full.



**Base(s)**



### Specified Colours



Yellow C

Banner sleeves are black - white available but not recommended - no other colour available. We match specified colours as close as possible - banners are printed CMYK and colours may not print as vibrant as they appear on screen

Celine Luya

**From:** Blind Golf South Australia <blindgolfsa@gmail.com>  
**Sent:** Thursday, 6 February 2020 1:33 PM  
**To:** Celine Luya  
**Subject:** Blind Golf South Australia Sponsorship Grant Application  
**Attachments:** Blind Sports Australia.sports.CoC.v2.2019.pdf

Hi Celine,

Here is the information on Blind Golf South Australia, and quote approximations you requested.

Blind Golf South Australia is a newly reincorporated sports club for Blind and Vision Impaired people in South Australia.

The original South Australian Blind Golfers Association was founded in 1989, one of the founding Members of Blind Golf Australia, who were one of the six founding Members of the International Blind Golfers Association in 1997.

Unfortunately the original SABGA disbanded in approximately 2007/08.

The event that we are planning for on the 18th - 19th May 2020. Hasn't been played in South Australia since 2003. The 2020 South Australian Blind Golf Open Championship is the first to be played here in almost 20 years.

Currently we are only a small dedicated group of four people, and BGSA only became Incorporated in September of 2019.

#### Costing Approximations

- \* Four handheld two way radios \$200.00
- \* Motorised Cart hire for 2 days, for 2 Martials/Referees \$160.00
- \* Subsidised transport costs for volunteer caddies/guides and officials for 2 days \$600.00
- \* Lunches for volunteer caddies/guides and officials for 2 days \$300.00
- \* Bussed transport for interstate players and visiting caddies/guides to and from the venue for 2 days \$800.00
- \* Awards ceremony catering and trophies \$240.00
- \* Promotional material in braille for completely Blind competitors \$200.00

We are currently petitioning Westward Ho, and Aston Hills Golf Clubs to help us provide volunteer caddies/guides for interstate entrants whose regular caddies/guides are unable to travel with them. We are well ahead of schedule in this endeavour.

We have also attached a copy of our Public Liability Certificate, issued to us by Blind Sports SA.

Thank you very much for considering our application.

Kind Regards

Cameron Reid

President  
Blind Golf South Australia Incorporated

**Community Grants 2020-21****Community Grants****Application CG000252021 From Coptic Orthodox Church SA Aust Inc "St Mary Church"**

Form Submitted 3 Mar 2021, 1:58pm ACDT

**Eligibility and Contact Details**

\* indicates a required field

**Applicants: please note**

An online application to our grants program is an acceptance that the applicant agrees to the City of West Torrens conditions for any grant approval.

Incomplete applications and/or applications received after the activity/event date will not be considered.

**Privacy Notice**

City of West Torrens pledges to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the Privacy Act 1988 and amended by the Privacy Amendment (Enhancing Privacy Protection) Act 2012. To view our privacy statement, go to [City of West Torrens - Privacy](#)

**Applicant Organisation Details****Applicant organisation name \***

Coptic Orthodox Church SA Aust Inc "St Mary Church"

Please use your organisation's full name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

**Primary (physical) address \***

18-20 Goldfinch Ave

Cowandilla SA 5033 Australia

Must be an Australian postcode.

If your organisation operates in multiple locations or from multiple offices, please pick one as your primary address.

**Postal address (if different to above)**

18-20 Goldfinch Ave

Cowandilla SA 5033 Australia

**Applicant website**<http://www.sacopts.org.au/>

If available. Must be a URL

**Primary contact person \***

Mr Maged (Mac) ASSAAD

This is the person we will correspond with about this grant

**Position held in organisation \***

Service Coordinator

e.g. Manager, Board Member, Fundraising Coordinator

**Primary phone number \***

**Community Grants 2020-21****Community Grants****Application CG000252021 From Coptic Orthodox Church SA Aust Inc "St Mary Church"**

Form Submitted 3 Mar 2021, 1:58pm ACDT

**Back-up phone number****Fax number**

If applicable

**Primary contact person's email address \***

This is the address we will use to correspond with you about this grant.

**Organisation Details****\* indicates a required field****Describe why your organisation exists, what does it aim to achieve and how? \***

The Good Shepherd New Arrival Services is an initiative run by volunteers of St Mary's Coptic Orthodox Church, Cowandilla. The services are for new arrivals and the key objective is to enable them to understand and integrate into the Australian society and way of living and to be active members of the community. The services include information on learning English, public transport, driving, schools, housing, employment and social support as they are away from their families. We arrange speakers from SAPOL, Centrelink, ATO and TAFE SA. Our group consists of 160 members of which 135 reside in City West Torrens. Must be no more than 100 words.

**Does your organisation have an ABN? \***☒ Yes ☐ No**ABN \***

13 549 115 505

Information from the Australian Business Register	
<b>ABN</b>	13 549 115 505
<b>Entity name</b>	Coptic Orthodox Church SA Aust Inc
<b>ABN status</b>	Active
<b>Entity type</b>	Other Incorporated Entity
<b>Goods &amp; Services Tax (GST)</b>	No
<b>DGR Endorsed</b>	No
<b>ATO Charity Type</b>	Charity <a href="#">More information</a>
<b>ACNC Registration</b>	Registered
<b>Tax Concessions</b>	FBT Rebate, GST Concession, Income Tax Exemption
<b>Main business location</b>	5033 SA



**Community Grants 2020-21****Community Grants****Application CG000252021 From Coptic Orthodox Church SA Aust Inc "St Mary Church"**

Form Submitted 3 Mar 2021, 1:58pm ACDT

Information retrieved at 11:47pm yesterday

Must be an ABN

**What type of not-for-profit organisation are you?**

- |  |  |
|--|--|
| <input type="radio"/> Educational institution (includes pre-schools, schools, universities & higher education providers) | <input type="radio"/> Professional association   |
| <input type="radio"/> Religious or faith-based institution   | <input type="radio"/> Healthcare not-for-profit  |
| <input type="radio"/> Philanthropic organisation   | <input checked="" type="radio"/> Community group                                       |
| <input type="radio"/> Peak body  | <input type="radio"/> Political party / lobby group                                    |
| <input type="radio"/> Social enterprise  | <input type="radio"/> Research body  |
| <input type="radio"/> International NGO  | <input type="radio"/> General not-for-profit (i.e. none of the sub-types listed above) |

Please choose the option that best applies to your organisation.

**What is your organisation's annual revenue?**

- |  |   |
|--|---|
| <input checked="" type="radio"/> Less than \$50,000                | <input type="radio"/> \$1 million or more, but less than \$10 million   |
| <input type="radio"/> \$50,000 or more, but less than \$250,000    | <input type="radio"/> \$10 million or more, but less than \$100 million |
| <input type="radio"/> \$250,000 or more, but less than \$1 million | <input type="radio"/> \$100 million or more                             |

Your revenue includes grants, donations, and other fundraising activities, fees for services, sale of goods, interest, royalties and in-kind donations that have been included in your accounts as 'revenue'. The Australian Charities and Not-for-profits Commission (ACNC) has more detailed information here: [www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx](http://www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx)

**What is your organisation's legal structure?**

- |  |   |
|--|---|
| <input type="radio"/> Unincorporated association                         | <input type="radio"/> Organisation established through specific legislation |
| <input checked="" type="radio"/> Incorporated association                | <input type="radio"/> Trust   |
| <input type="radio"/> Cooperative  | <input type="radio"/> Unknown   |
| <input type="radio"/> Company limited by guarantee                       | <input type="radio"/> Other:  |
| <input type="radio"/> Indigenous corporation, association or cooperative |   |

If your organisation is unincorporated it must have an auspice organisation

**Project Details****\* indicates a required field****Project title: \***

New Arrival Families Awareness

Provide a name for your project/program/initiative. Your title should be short but descriptive

**Community Grants 2020-21****Community Grants****Application CG000252021 From Coptic Orthodox Church SA Aust Inc "St Mary Church"**

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**Anticipated start date \***

01/01/2021

If unknown, provide your best guess or leave blank

**Anticipated end date**

31/12/2021

**If successful, what do you intend doing with the grant funds? \***

The grant will be used to cover for the following:

- WTCC hall hire fee
- Purchase toys and games for kids program, they currently running Video Movies using our own laptops.
- Catering needs for weekly meeting dinner, we provide a hot meal every week.
- Movable BBQ Trailer, we do outing every public holidays and every third Saturday of each month.

Even within COVID-19 we support other communities, like New Arrivals from Iraq, Ethiopia, Qatar, Dubai and UK

In addition, we prepared two containers went to Yirol, South Sudan contains food, cloths and school equipment to start new school for the street kids.

Must be no more than 150 words.

**How does your project align to the strategic priorities of Council as outlined by the Community Plan? \***

We have approx. 135 of our members who reside in the City of West Torrens. Our services enables them to be active members and engage with the local community.

Using the awareness programs they become on a good level of English, able to use transportation, able to shop by themselves, understand and know how to read the bills, know where to buy and serve cars, join a GP for the whole Family. On the other hand we invite Kids and Family Counsellors to maintain the Family relation as one unity.

Also we run "Let us do it together program" to walk or ride bicycle as a group together.

All the above and more will let the New Arrivals Participate, attend and do volunteer services for the community.

Must be no more than 150 words.

To refer to the City of West Torrens Community Plan go to <https://indd.adobe.com/view/cdf238c2-6408-493c-b378-4e81069d4783>

**Does this application respond to one or more of the program priority areas? \***

The services include information on how best to utilize local community services such as public transport, living within City of West Torrens and using its various services and even becoming volunteers within the City. The services also include information on attending many schools located within the City of West Torrens.

Even with COVID-19 period we succeed to keep provide a good fruits of the service that all members became a volunteers in SALVOS Program to feed more than 90 Homeless every Wednesday night, usually the group leaders together with one or two families attend every week to help and support.

Also, our group installed a fridge located on 198 Sir Donald Bradman Drive and fill it three times a day to serve Homeless around the area.

Must be no more than 150 words.

**Community Grants 2020-21****Community Grants****Application CG000252021 From Coptic Orthodox Church SA Aust Inc "St Mary Church"**

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For Program Priority areas, refer to Page 2 of the Guidelines for City of West Torrens Grants and Sponsorships.

**How does your project demonstrate innovation? Is there evidence and/or a clear reason for why it has been developed? \***

The services have been developed as they are critical to ensuring that new arrivals can integrate well into the local community and become active members of that community. This is a small initiative which assists local, state and indeed federal governments with one of the key issues facing new arrivals - that is, integrating into our society.

On the other hand, we succeed to prepared two containers went to Yirol, South Sudan contains food, cloths and school equipment to start new school for the street kids. Must be no more than 150 words.

**How do you plan to engage the groups you are targeting for this project? \***

The Church serves as the point of contact for new arrivals and once the details are known, new arrivals will be introduced into the program. The initiative began 9-years ago and started with approx. 30 members and has now grown to include approx. 160 members. The program and services are planned quarterly and reviewed annually to ensure that the services provided are best fit-for-purpose.

Must be no more than 150 words.

**Do you have a plan for how your project will be delivered? Does your plan consider risks involved, and how you will work with partner organisations (if applicable)? \***

The services being delivered are for information purposes only and are provided by members of the local community (e.g. SAPOL, TAFE SA, ATO, Telstra, AGL Electric and Gas, .. etc) and as such is considered no risk. We have and provided WTCC Public Liability Insurance

in the amount of \$20m as required for the use of its facilities.

Must be no more than 150 words.

**Reporting your success****How will you know if you have achieved your intended outcomes? \***

The members provide regular and ongoing feedback about the great help this program provides.

We can clearly see that the members involved in the community services and start to join services as volunteers, visit the elder houses and do support, join library and kids start sport and swimming programs ..., etc

Must be no more than 150 words.

**Will the project be carried out in partnership with other relevant organisations? \***

☐ Yes

☒ No

**What will the grant funds be spent on?****Equipment (specify)****Materials (specify)****Other (specify)**

Community halls for hire	Catering for weekly dinner	Movable BBQ Trailer
--------------------------	----------------------------	---------------------

**Community Grants 2020-21****Community Grants****Application CG000252021 From Coptic Orthodox Church SA Aust Inc "St Mary Church"**

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	Purchase toys and games for the Kids	

**What is the total cost of the proposed purchases? \***

\$13,000.00

Must be a dollar amount.

**What is the amount sought from Council? \***

\$5,000.00

Must be a dollar amount.

**What is the amount to be funded by your organisation? \***

\$8,000.00

Must be a dollar amount.

**Publicity and Promotion****How will you promote your project, initiative or resource? \***

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Signage         | <input checked="" type="checkbox"/> Email distribution | <input type="checkbox"/> Network Meetings        |
| <input type="checkbox"/> Official Launch | <input type="checkbox"/> Flyers                        | <input checked="" type="checkbox"/> Social Media |
| <input type="checkbox"/> Newsletters     | <input type="checkbox"/> Letterbox Drop                | <input type="checkbox"/> Other:                  |

**Documentation checklist and further information****Attached is:****Supporting documents that may be appropriate (maximum of two pages)**

Filename: Salvos Letter to Support.pdf

File size: 283.6 kB

Filename: To Whom It May Concern Mixer.pdf

File size: 779.1 kB

Filename: Yirol - South Sudan Project - Teaching Class.mp4

File size: 8.0 MB

Filename: Yirol - South Sudan Project 01.jpg

File size: 218.6 kB

Filename: Yirol - South Sudan Project 02.jpg

File size: 182.0 kB

Filename: Yirol - South Sudan Project 03.jpg

**Community Grants 2020-21****Community Grants**

Application CG000252021 From Coptic Orthodox Church SA Aust Inc "St Mary Church"

Form Submitted 3 Mar 2021, 1:58pm ACDT

**Position \***

Service Coordinator

Position held in applicant organisation (e.g. CEO, Treasurer)

**Contact phone number \***

Must be an Australian phone number.

**Mobile number****Contact Email \***

Must be an email address.

**Date \***

03/03/2021

Must be a date

**Applicant Feedback**

You are nearing the end of the application process.

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.**\*This section is not mandatory\*****Please indicate how you found the online application process:**☒ Very easy ☐ Easy ☐ Neutral ☐ Difficult ☐ Very difficult**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**

Service was great, well done



**Community Grants 2020-21****Community Grants**

Application CG000252021 From Coptic Orthodox Church SA Aust Inc "St Mary Church"

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File size: 235.8 kB

Filename: Yirol - South Sudan Project 04.jpg

File size: 184.7 kB

Filename: Yirol - South Sudan Project 05.jpg

File size: 207.0 kB

Filename: Yirol - South Sudan Project 06.jpg

File size: 200.3 kB

Maximum 25mb, recommended size no bigger than 5mb

**Three quotes for purchases of any items more than \$1000***No files have been uploaded*

Maximum 25mb, recommended size no bigger than 5mb

**Previous Grants received from Council****If applicable, please list all grants received from the City of West Torrens in the past three years.**

Amount	Date received	Project, initiative or resource
5,000.00	2018	New Arrival Families Awareness
5,000.00	2019	New Arrival Families Awareness

**Certification and Feedback****\* indicates a required field****Certification**

I certify that to the best of my knowledge the statements made within this application are true and correct.

I also confirm that I have read and understood the conditions for funding as outlined in the Guidelines for City of West Torrens Grants and Sponsorships and accept and agree to abide by the conditions therein.

I also accept and agree to abide by any additional conditions outlined in any approval letter.

**I agree \***☒ Yes ☐ No**Name of authorised person \***

Mr Maged (Mac) ASSAAD

Must be a senior staff member, board member or appropriately authorised volunteer

[illegible]

QNOTES

**Mauricio Chiappe**

---

**From:** Executive Director - Initiatives <nungakids@koorikids.com>  
**Sent:** Tuesday, 16 February 2021 10:45 AM  
**To:** Mauricio Chiappe  
**Subject:** RE: {SEC UNCLASSIFIED} 2021 NAIDOC Week School Initiatives  
**Attachments:** AAA 2021 NAIDOC Week School Initiatives Proposal - SAV2.pdf; NAIDOC Week School Initiatives 2021 - Entry Forms - SA - Health.pdf; Final Report 2020 NAIDOC Week School Initiatives 2020 - SA.pdf

Mauricio Chiappe  
City of West Torrens

Hi Mauricio,

Firstly, we would like to convey our appreciation for the support that has been provided the initiatives in previous years. It is only through the dedicated partnerships that we can receive such a vast and creative response to the initiatives from students across the LGA.

The 2020 NAIDOC Week School initiatives have again proven to be an overwhelming success even throughout the COVID-19 situation that seen some schools participate through schools online learning. The positive feedback received from many principals and teachers was overwhelming; 'Thank you for providing the opportunity for the students to still engage in the 2020 NAIDOC Initiatives during this time of COVID and uncertainty' , 'It is enlightening to see that something as wonderful as the NAIDOC School Initiatives can continue in these worrying for our students and to maintain some normalcy '.

We are delighted to forward the 2020 NAIDOC Week School Initiatives proposal that council has been a energetic partner. As in previous years we forwarded a copy of last years initiatives final report detailing the success of the program for schools within councils LGA. (a copy is also attached along with LGA statistics).

The NAIDOC Week School Initiatives program has provided an educational component to NAIDOC Week celebrations and has promoted respect and harmony within schools and communities. The initiatives have grown each year and continue to get bigger and bigger each year, with the sustainability focus on partnerships with the schools and councils. Last year seen a steady increase from both schools and students within councils LGA.

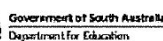
"Taking part in NAIDOC Week is a great way to celebrate Indigenous culture and build bridges between Indigenous and non-Indigenous Australians and to encourage all school students to take this opportunity to think about Indigenous history, culture and society and to get involved in the NAIDOC Week School Initiatives".

The initiatives provide an opportunity to sit within council's community development plans focus area. It looks at the personal development and well being through connecting people to Indigenous experiences of culture and reconciliation, it involves community participation as well as relationship building and connections through partnerships.

If you could provide a response at your earliest convenience to assist in the overall logistics of the initiatives, as we know council has always been one of the first to confirm support.

Regards

Dylan Williams  
Executive Director  
NAIDOC Week Initiatives



Firstly, we would like to convey our appreciation for the support that has been provided the initiatives in previous years. It is only through the dedicated partnerships that we can receive such a vast and creative response to the initiatives from students across the LGA.

The 2020 NAIDOC Week School initiatives have again proven to be an overwhelming success even throughout the COVID-19 situation that seen some schools participate through schools online learning. The positive feedback received from many principals and teachers was overwhelming; *"Thank you for providing the opportunity for the students to still engage in the 2020 NAIDOC School Initiatives during this time of COVID and uncertainty", "It is enlightening to see that something as wonderful as the NAIDOC School Initiatives can continue in these worrying times"*.

The initiatives annually bring out the best creativity of school students. We are taking the opportunity through our *secondary creative initiative this year to ask students to design a poster that reflects; their own community, NAIDOC Week and thanking our frontline workers (who keep us safe). Winning design will be produced into a poster and distributed to show support and appreciation to our frontline workers.*

The NAIDOC Week School Initiative Competitions bring a coordinated educational component to the week-long celebrations. The competitions have been overwhelmingly successful and last year was no exception which produced over 65,177 entries from schools who participated in a variety of competitions and we are delighted to announce the "2021 NAIDOC Week" Colouring-in/short story and Creative/Essay writing Competitions. Entry is open to all primary and secondary school students in communities.

### NAIDOC Week 2021

July 4<sup>th</sup> – 11<sup>th</sup>

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 as a result, we have awarded over 360 major prizes including; Computers, Televisions, Mountain Bikes, Xbox consoles, DVD Players, MP3 Players, Mini Stereos, and Encyclopaedia's. We have presented some 3050 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 Lance Franklin (Indigenous sportsman)**. Our message this year is that education is knowledge and knowledge is **GOLD**

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 annually 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 public awareness has been raised around these issues in recent times. The NAIDOC School Initiative competitions are a perfect opportunity to bring Australians together. They have clearly done so"*.

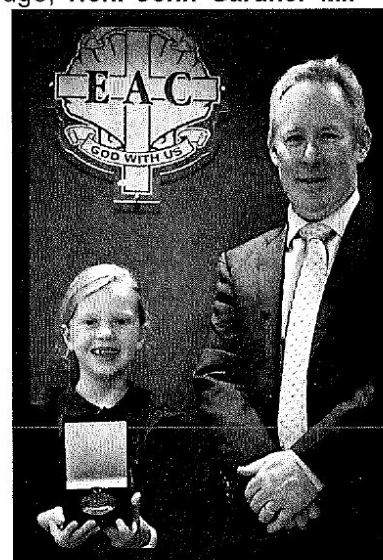
We acknowledge and appreciate the support of the council last year and seek your involvement again to maintain this year's competitions. **We are asking that you assist this year by preparing a report to council and continuing your support to the initiative with a \$500.00 contribution towards printing and distribution for students within councils LGA.** Support last year was recognised by the Prime Minister 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 2021 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.

Presentation of NAIDOC Medals of Excellence were presented to the winning students were held at special school assemblies and I would particularly like to acknowledge; **Hon. John Gardner M.P – Minister for Education, Local Mayors and Mayoral Representatives of councils that hosted a winning student recipient; City of Melville, City of Mitcham, City of Mount Gambier, City of Playford, City of Campbelltown, City of West Torrens, City of Charles Sturt, Mount Barker District Council, Clare & Gilbert Valleys Council, Port Adelaide-Enfield Council, Berri Barmera Council, City of Tea Tree Gully, City of Marion and Copper Coast Council.**

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 [nungakids@koorikids.com](mailto:nungakids@koorikids.com)

Warm Regards

**Dylan Williams**  
Executive Director  
NAIDOC Week 2021  
School Initiative Competitions





**‘ANNEXURE’****NAIDOC Week 2021 School Initiatives  
Nunga Kids – Request for financial partnership**

Mayor,  
Chief Executive Officer  
CC: Director: Community Services

**REPORT IN BRIEF**

Nunga Kids is a community organisation that engages young people 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 \$500 towards the program

**Purpose**

The purpose of this annexure to the proposal is to inform council of the Nunga Kids 2021 School Initiatives program. The initiatives are coordinated in partnership with the Department of Education, NSW Department of Education, Department of Health, Transport for NSW, NSW Health, Catholic Schools NSW, and Department of Premier & Cabinet.

Nunga Kids has provided a proposal and draft entry forms for the 2021 initiatives. The contribution sought (\$500) 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)	375.00
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 to the support of councils and partner organisations.

## **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 enable a diverse range of children to benefit from discussion and curriculum topics focused on the development of NAIDOC Week and the broader history of Indigenous culture.

## **Recreation**

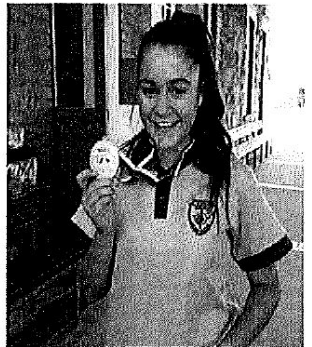
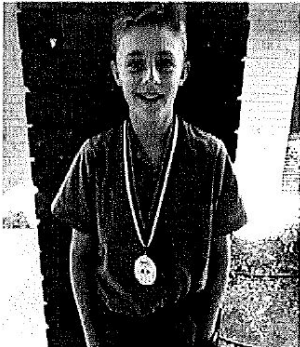
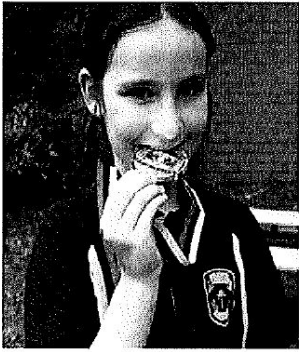
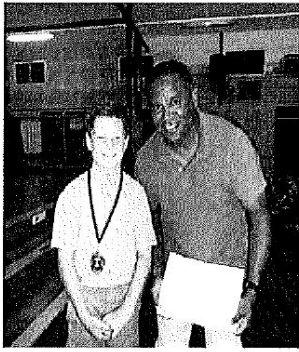
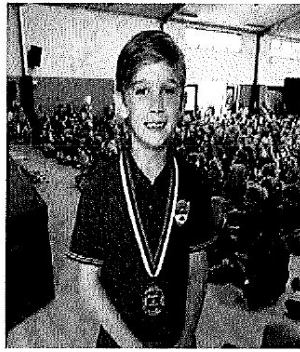
Each year at some of the winning schools Nunga Kids host some 'Healthy Lifestyle Clinics' with visiting celebrity sports persons the aim of these clinics is to encourage an active lifestyle, including nutrition, sportsmanship and skill development. All Students participating are provided a T-Shirt, Water 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. (30+ NAIDOC Medals of Excellence are issued across the state). Media release for the winning school is prepared in consultation with council's media officer. Council is also forwarded a final report.

## **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. Our research and statistics confirm that schools within councils LGA are participating in the initiatives in increased volumes at both state and catholic-independent schools.



16/02/2021

Tax Invoice 12489326-5



## Tax Invoice

Booktopia Pty Ltd  
ABN 24 096 845 126  
[www.booktopia.com.au](http://www.booktopia.com.au)

Unit E1, 3-29 Birnie Avenue  
Lidcombe, NSW 2141  
Phone: 1300 187 187

**Invoice Number:** 12489326-5

**Invoice Date:** 11/02/2021

**Purchase Order/Internal Reference Number:** 262-3695/2696

**Billed To**  
Josephine Gaskell  
City Of West Torrens  
Hamra Library  
1 Brooker Terrace  
Hilton SA, 5033  
Australia

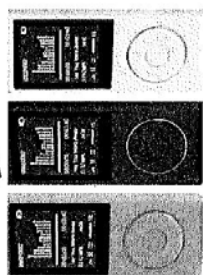
**Shipped To**  
Josephine Gaskell  
City Of West Torrens  
Hamra Library  
1 Brooker Terrace  
Hilton SA, 5033  
Australia

Title	Qty	Each	Total
To Your Eternity 9 ISBN: 9781632367341	1	\$22.25	\$22.25
<b>Subtotal</b>			\$22.25
<b>Postage and handling</b>			\$0.00
<b>Invoice Total</b> (Includes GST)			\$22.25
<b>Paid</b>			\$22.25
<b>Amount Owing</b>			\$0.00

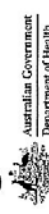
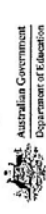
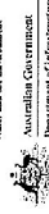
<https://www.booktopia.com.au/invoice.ep?oID=509878236&invoice=12489326-5>



## PRIZES

DVD  
PLAYERMP3  
PLAYERHUNDRED  
OF MOVIE  
PASSES  
TO SEE  
PAW  
PATROL  
THE MOVIE

## SPONSORS

Government of South Australia  
Department for EducationAustralian Government  
Department of HealthAustralian Government  
Department of EducationAustralian Government  
Department of Agriculture,  
Water and the EnvironmentAustralian Government  
Department of Infrastructure,  
Regional Development and Cities

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



Illustration kindly provided by  
*Cecily Wellington - Carpenter*

Name \_\_\_\_\_

Age \_\_\_\_\_ School \_\_\_\_\_

Year \_\_\_\_\_

All competitions: Entries must be received by close of business on Closing Date Friday 25th June 2021 at the co-ordination centre, GPO Box 454, Sydney NSW 2001. Judging will take place on 29th June 2021. Winners will be notified through principals, presentations will take place at school assemblies with your local Mayor, Elders and other dignitaries.





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

# POEM WRITING COMPETITION

Entry is open to all students in Years 3-6

**WRITE A POEM** entitled  
*'Back in the Dreamtime'*

**Indigenous Australians to Aspire to**



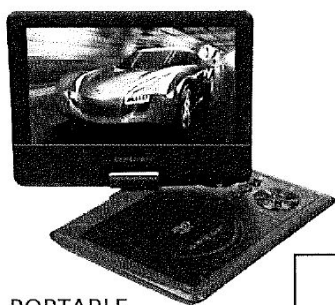
**Jessica Mauboy**  
Indigenous Recording Artist



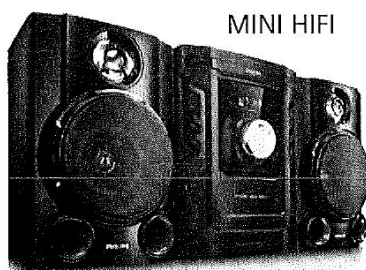
**Lance Franklin**  
Indigenous AFL Player

\*\*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



PORTABLE  
DVD  
PLAYER



MINI HIFI



EDUCATION  
PACKS

## SPONSORS



Government of South Australia  
Department for Education



Australian Government  
Department of Health



Australian Government  
Department of Education



Australian Government  
Department of Agriculture,  
Water and the Environment

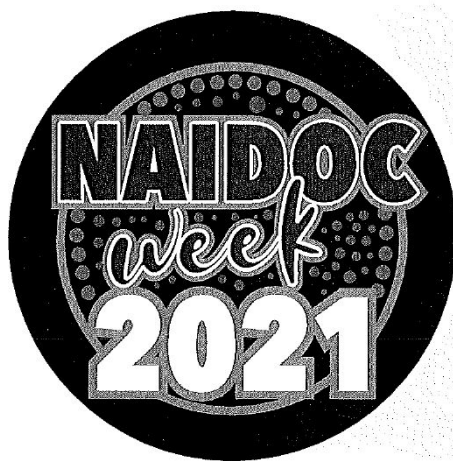


Australian Government  
Department of Infrastructure,  
Regional Development and Cities



Name \_\_\_\_\_ Age \_\_\_\_\_ School \_\_\_\_\_ Year \_\_\_\_\_

All competitions: Entries must be received by close of business on Closing Date Friday 25th June 2021 at the co-ordination centre, GPO Box 454, Sydney NSW 2001. Judging will take place on 29th June 2021. Winners will be notified through principals, presentations will take place at school assemblies with your local Mayor, Elders and other dignitaries.



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# ART COMPETITION

Entry is open to all students in Years 7-9

**DESIGN AN A4 OR A3 POSTER ENTITLED 'MY COMMUNITY' WITH A FOCUS ON INDIGENOUS HEALTH, NAIDOC WEEK AND SAYING THANKS TO OUR HEALTH AND FRONTLINE WORKERS.**

## Indigenous Australians to Aspire to



**Jessica Mauboy**  
Indigenous Recording Artist



**Lance Franklin**  
Indigenous AFL Player

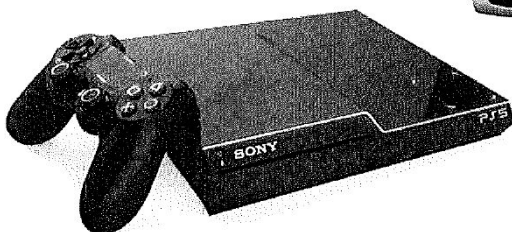
Entries should be completed on A4 or A3 paper.

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



PLAYSTATION 5 CONSOLE

### CANON DIGITAL CAMERA



### SPONSORS



Government of South Australia  
Department for Education



Australian Government  
Department of Health



Australian Government  
Department of Education



Australian Government  
Department of Agriculture,  
Water and the Environment

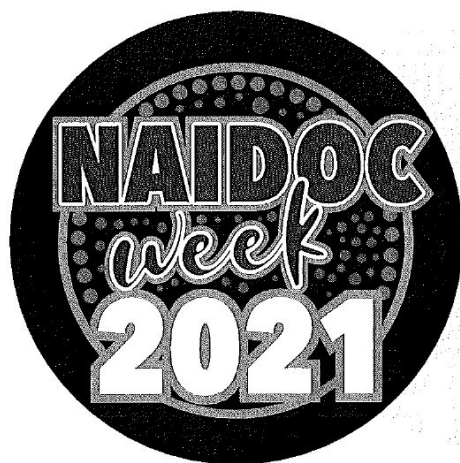


Australian Government  
Department of Infrastructure,  
Regional Development and Cities



Name \_\_\_\_\_ Age \_\_\_\_\_ School \_\_\_\_\_ Year \_\_\_\_\_

All competitions: Entries must be received by close of business on Closing Date Friday 25th June 2021 at the co-ordination centre, GPO Box 454, Sydney NSW 2001. Judging will take place on 29th June 2021. Winners will be notified through principals, presentations will take place at school assemblies with your local Mayor, Elders and other dignitaries.



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

**Aboriginal Australia: Explain the changes that have been made that have assisted in closing the gap between Indigenous and non-Indigenous people (ie; justice and health)**

**Indigenous Australians to Aspire to**



**Jessica Mauboy**  
Indigenous Recording Artist



**Lance Franklin**  
Indigenous AFL Player

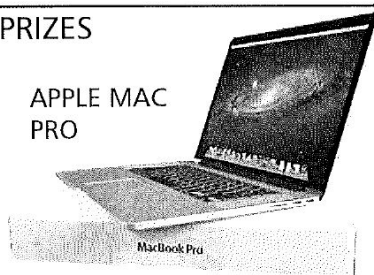
Maximum of  
1500 words

(entries will be judged on knowledge of subject and quality of essay)

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

## PRIZES

APPLE MAC  
PRO



SAMSUNG  
TABLET



**SAFE  
DRIVING  
LESSONS**



CANON  
DIGITAL  
CAMERA

## SPONSORS



Government of South Australia  
Department for Education



Australian Government  
Department of Health



Australian Government  
Department of Education



Australian Government  
Department of Agriculture,  
Water and the Environment



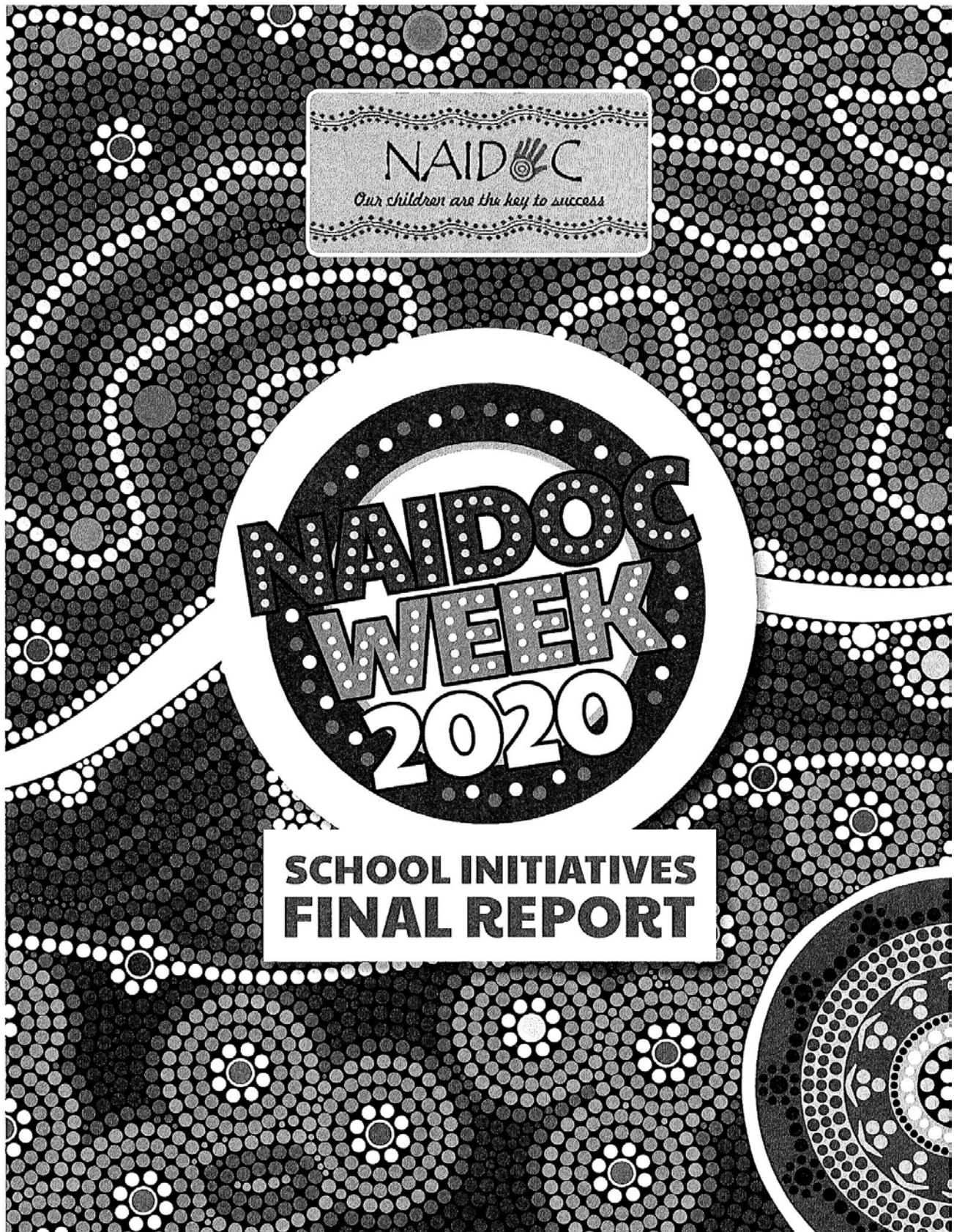
Australian Government  
Department of Infrastructure,  
Regional Development and Cities



Name \_\_\_\_\_ Age \_\_\_\_\_ School \_\_\_\_\_ Year \_\_\_\_\_

All competitions: Entries must be received by close of business on Closing Date Friday 25th June 2021 at the co-ordination centre, GPO Box 454, Sydney NSW 2001. Judging will take place on 29th June 2021. Winners will be notified through principals, presentations will take place at school assemblies with your local Mayor, Elders and other dignitaries.

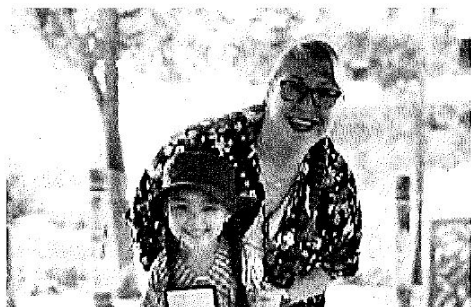




Submitted by Executive Director,  
NAIDOC Week School Initiatives

## Introduction

The 2020 NAIDOC Week School initiatives have again proven to be an overwhelming success even throughout the COVID-19 situation that seen some schools participate through schools online learning. The initiatives annually bring out the best creativity of school students across the state. The initiatives were coordinated in April for inception into both public and catholic schools with the aim of providing students with a greater understanding on NAIDOC Week and the importance of friendship and cultural diversity.



The concept was again supported by various state and federal departments who supported the initiatives for the tenth year. Over the years since they were introduced it has been supported by many government agencies including Department of Prime Minister & Cabinet, Australia Post, Department of Education, Department of Health (OATSIH), Department of Education SA. We thank these agencies for the different levels of support they have provided the initiatives.

Two Indigenous Australians were selected; Jessica Mauboy (Indigenous Singer & Actress) & Lance Franklin (Indigenous Sportsman) as Indigenous Australians to inspire and the message on the entry form to students "Be Smart, Stay Clean and Live the Dream".

Initial submissions were presented to the Department of Education, Department of Education SA after negotiation on this year's topics and with the support of these units the initiatives were launched for 2020.

Information packages including entry forms, information sheets detailing conditions of entry and prizes to be won by students and posters were sent around the state to all school principals, Aboriginal education assistants and district office Aboriginal community liaison officers.

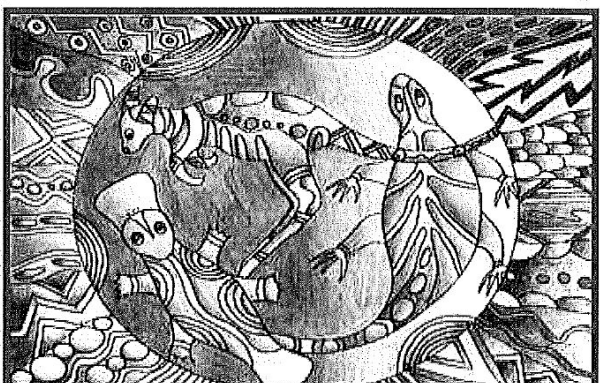
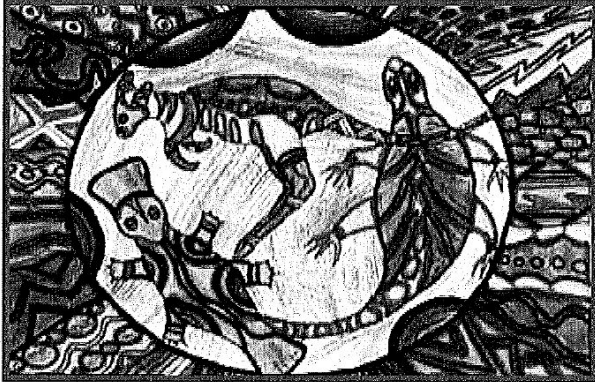
The response from schools this year was overwhelming and majority of schools across the state participated in the initiatives with 65,177 entries received for judging, this was an increase of entries that was received last year.

Presentation of NAIDOC Medals of Excellence were presented to the winning students were held at special school assemblies and were attended by Elders, Executive Director, NAIDOC Week School Initiatives, Director, Social Wellbeing & Community – Koori Kids, local Mayor or representatives, Regional Director of Schools, Delegates from the Department of Education and Australia Post. I would particularly like to acknowledge; Hon. John Gardner M.P – Minister for Education, Local Elders, Mayors and Mayoral Representatives; City of Melville, City of Mitcham, City of Mount Gambier, City of Playford, City of Campbelltown, City of West Torrens, City of Charles Sturt, Mount Barker District Council, Clare & Gilbert Valleys Council, Port Adelaide-Enfield Council, Berri Barmera Council, City of Tea Tree Gully, City of Marion and Copper Coast Council for taking time out of their schedules to attend the school presentations

Support of Local Councils and Shires was sought through submission to respective General Managers seeking council's support. The response of local government was overwhelming and involved local council and shires that assisted the initiatives in a variety of ways including monetary support, publicity support for local schools and agreement to display entries received from their respective local government area schools in council chambers and libraries during NAIDOC Week 2020.



## Absolutely Stunning creative work from some of our talented competition winners




## A huge thank you to all our participants in such a testing year

**Latrell Mitchell**

- Born: 16 June 1997 (age 23)
- Height: 1.93
- Siblings: Shaquai Mitchell
- 1 kid: Inala
- Wife: Brielle
- Parents: Adam Pingelly and Patricia Goolagong

**"Knock em out"**  
That is exactly what Latrell has done in his football career. Mitchell played his junior rugby league for the Taree Red Rovers and won player of the day on the Grand Final. Mitchell's older brother, Shaquai, also played in the Sydney Roosters under 20's. Mitchell also changed his name to his father's surname in his early teens. He is a great rougher of the former No.1 female tennis player Evonne Goolagong Cawley. Latrell also played tennis when he was young, but he was not the best.



**Football career**  
Latrell Mitchell started his career with the Roosters for 3 years and has done great things. He has played 110 games and scored 69 times. He has been a noteworthy player for the Rabbitohs in 2020 after leaving the Roosters and joining the legendary South Sydney Rabbitohs.

**Connection to country**  
Latrell is a proud indigenous man. Example: Secretary of the Taree Red Rovers. Melissa Gahan is one of Latrell's longest supporters. She says the trip to McDonald Jones Stadium in May was an awe-inspiring experience for young players. "A lot of our kids would probably never get the opportunity to see an NRL game," Ms Gahan told NITV News. "Latrell's just such a down to earth kid, people respond to him. He's not arrogant and he doesn't go looking for attention - half the time he just stands with his Dad and his brother, just to watch the kids play." This is what Malissa Gahan said about Latrell on NITV.


**Bronwyn Bancroft**



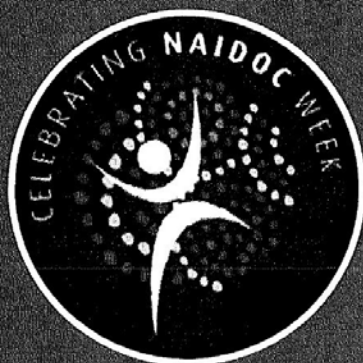
Imagine an Aboriginal woman who was originally a fashion designer, who is an artist, who is one of the founders of Boomall! this artistic icon is Bronwyn Bancroft. She is an amazing Aboriginal writer and artist who loves to weave her culture into her art and books.

**The beginning**  
Bronwyn Bancroft was born in 1958 in the rural town Tenterfield NSW. The men in her family were talented goldminers except for her dad who was an engineer. In World War II her mother was a dressmaker. She was the youngest of seven children who had the parents of Owen Cecil and Joseph Bancroft who were Aboriginals from the Djambun clan. During colonisation her clan was attacked and Bronwyn's great, great, great grandmother, Pemma was one of three survivors.

**Young adulthood and Boomall!**  
Bronwyn started her career as a fashion designer after graduating from the Canberra School of Arts in 1976. She was married and she gave birth to her first child Jack in 1985, then her second child in 1988 and she had her third child Rubyrose in 1999. Sadly, Bronwyn's dad died later in the same year. Jack was awarded NSW Young Australian of the Year in 2010 for his work arranging the mentoring of Indigenous school students. In 1987 something amazing happened, a new art gallery opened called Boomall! Bronwyn with eleven others were the founders of this gallery, which is still open today. In fact, it is just down the road from my school. It is an Aboriginal art gallery and the pieces of work in there are outstanding. Sometimes, the gallery offers local schools the chance to visit to learn weaving and more about the Aboriginal culture! Bronwyn Bancroft started painting in 1985 and has made incredible Aboriginal dreamtime paintings such as Entrapped (1991), Prevention of AIDS (1992) and many more. The first book Bronwyn published is called An Australian ABC of animals and has written many more since.



**In the present day**  
Bronwyn Bancroft is now 61 years old, very happy and still drawing and writing. She wants everyone's lives to be worthwhile and special, equal and right, happy and healthy. I was even lucky enough to meet her at Boomall! once and I bought her book 'Why I love Australia'. She has had a long history of involvement in community activism and has served as a board member for the National Gallery of Australia. She inspires me because her art compliments her culture and her creativity flows beautifully whilst being a strong independent woman. She is wonderfully artistic and proud to be an Aboriginal, female artist.



**Always Was,  
Always Will Be.  
8 - 15 Nov 2020**

## The NAIDOC Week 2020 School Initiative competitions comprised of the following (4) separate competitions;

### Colouring-in Competition

*(Illustration of Traditional Indigenous Art)*

(Open to all Primary School Students Years K - 2)

Prizes: MP3 Players DVD Players, DVDs & CDs

### Writing Competition

*(Write about an Aboriginal or Torres Strait Islander person that inspires you and explain why)*

(Open to all Primary School Students Years 3 - 6)

Prizes: Mini Hi-Fi and DVD Players

### Creative Writing Competition

*(Write an editorial for an overseas newspaper: Explain the importance that NAIDOC Week plays and its significance to communities across Australia)*

(Open to all Secondary School Students Years 7 - 9)

Prizes: DVD & Blue Ray Players, Sony PlayStation or Digital Camera.

### Essay Writing Competition:

*(Past Present and Future - Explain developments that have taken place in the areas of Indigenous justice or health)*

(Open to all Secondary School Students Years 10 - 12)

Prizes: Safe Driving Lessons, Apple Macbook, Samsung Phone or Digital Camera

## Encouragement Awards:

Bicycle Safety helmets, Autographed Football Jerseys, Autographed Balls, VIP Passes to AFL games and meet and greet with players, DVDs, Videos, CDs and Certificates. We also distributed 100s of movie passes to watch 'Toy Story 4'.

Some 65,177 entries were received, and the judging was adjudicated by a panel of judges that included delegates from the Communities, Aboriginal elders, and the coordinator. The judging took place at the Aboriginal Cultural Centre in mid July 2020. Winning schools and students were advised by phone of their successful entries and official NAIDOC Week awards presentations, sporting development events, with visiting sports stars at school assemblies are being coordinated. Presentations took place at individual school assemblies with Elders, District Superintendent of schools, Mayoral representative, Australia Post and Regional Representatives.

The NAIDOC Week 2020 Schools Initiative Competitions are deemed to have been an overwhelming success. The overwhelming response that was received from both the schools and students is an indication that the initiatives achieved its aim in promoting the importance of NAIDOC Week and Cultural Diversity within our community. The calibre of entries received from students in this year's initiatives has been described as outweighing their years.





## SCHOOL INITIATIVES FINAL REPORT

## IN CONCLUSION

These initiatives could not have been possible without the support of both government departments and corporations.

These initiatives could not have been possible without the support of both government departments and corporations. I personally would like to thank Hon. Steven Marshall M.P- SA Premier, Department for Education SA – Director General, Catholic Education – South Australia along with every agency, council or shire for their support and display of respect towards indigenous initiatives and we look forward to your ongoing support towards the initiatives.





## City of West Torrens Community Grants summary 2020/2021

Grants Applications & Approvals 2020/2021							Applicant	Grant PAID
Grant Type	Amount Requested	Amount Recommended	Amount Approved					
Equipment Grant	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00				Lockleys Bowling Club	\$ 3,000.00
Equipment Grant	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00				Adelaide Bangladeshi Cultural Club	\$ 3,000.00
Equipment Grant	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00				Blue Brigade Sports Club	\$ 3,000.00
Equipment Grant	\$ 5,000.00	\$ -	\$ -				Western Woodworkers	\$ -
Equipment Grant	\$ 3,000.00	\$ 3,000.00					Glenelg ANA Cricket Club	
Equipment Grant	\$ 2,050.00	\$ 2,050.00					Parkrun Australia	
Equipment Grant	\$ 2,527.00	\$ 2,527.00					Immanuel Football Club	
Sponsorship	\$ 4,339.00	\$ 4,339.00	\$ 4,339.00				YMCA Community Programming	
Sponsorship	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00				SA Ladies Badminton Association	\$ 5,000.00
Sponsorship	\$ 5,000.00	\$ 5,000.00	\$ 3,500.00				Adelaide Sailing Club	\$ 3,500.00
Sponsorship	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00				United Nations of Association of Australia - SA Division	
Sponsorship	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00				Peake Gardens Riverside Tennis Club	
Sponsorship	\$ 5,000.00	\$ 3,356.00					Villagehood Australia	
Sponsorship	\$ 5,000.00	\$ 5,000.00					Filipino Settlement Coordinating Council of SA	
Sponsorship	\$ 2,500.00	\$ 2,500.00					Blind Golf SA	
Community Grant	\$ 2,727.27	\$ 2,727.27	\$ 2,727.27				Project Six Foundation	\$ 2,727.27
Community Grant	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00				Camden Community Centre	\$ 5,000.00
Community Grant	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00				Richmond Primary School	\$ 5,000.00
Community Grant	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00				Orange Tree Quilters	\$ 2,000.00
Community Grant	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00				Sparkling Diamonds Inc.	\$ 4,000.00
Community Grant	\$ 4,467.00	\$ 4,467.00	\$ 4,467.00				Fulham Community Centre - EVENT CANCELLED	\$ -
Community Grant	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00				Greek Orthodox Community and Parish of St George...	\$ 5,000.00
Community Grant	\$ 2,479.00	\$ 2,479.00	\$ 2,479.00				Agility Dog Club of SA	
Community Grant	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00				Islamic Information Centre	\$ 5,000.00
Community Grant	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00				Adelaide Tamil Association	\$ 4,500.00
Community Grant	\$ 500.00	\$ 500.00					Nunga Kids	
Community Grant	\$ 5,000.00	\$ 5,000.00					Coptic Orthodox Church SA	
Women in Sports Grant	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00				Telugu Association SA	\$ 3,000.00
Junior Development Grants	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00				8 Applicants	\$ 1,500.00
	\$ 102,089.27	\$ 95,445.27	\$ 70,012.27					\$ 55,227.27
							Total Grants 2020/21 Budget	\$ 100,000.00
							Total funds remaining in actual 2020/2021 Budget (grants paid)	\$ 44,772.73
							Total funds remaining in 2020/2021 Budget (grants approved)	\$ 29,987.73



## 8.7 Annual Service Plans 3rd Quarter 2020/21 Progress Update

### Brief

This report presents the 3<sup>rd</sup> quarter review of the 2020/21 Annual Service Plans and progress in the delivery of Council's Community Plan.

### RECOMMENDATION

The Committee recommends to Council that the Annual Service Plans 3<sup>rd</sup> Quarter Progress Report 2020/21 be received.

### Introduction

The *Annual Service Plans 3<sup>rd</sup> Quarter 2020/21 Progress Report (Attachment 1)* outlines Council's progress in implementing its *Community Plan* and provide updates on the delivery of the actions that implement the *Community Plan Aspirations* as outlined in Figure 1.

**Figure 1 Community Plan Aspirations**




Below is an explanation of the reporting format:


### Pie Charts

The pie charts graphically illustrate how Council as a whole, and each individual department, is progressing with the delivery of Annual Service Plan actions.

### Action Status

The status of the actions presented in the Quarterly Report may be listed as monitor or off-track. Please note, on-track and completed actions are not presented in the Report.

Monitor means the action has not progressed to where the relevant department manager was expecting, but it is within 70-90% of the quarterly target. When the status of an action is monitor, the attached quarterly report shows a yellow traffic light (  ) in the right hand column.

Off-track means the action has not progressed to where the relevant department manager was expecting and is less than 70% of the quarterly target. When the status of an action is off-track, the attached quarterly report shows a red traffic light (  ) in the right hand column.

An explanation of why a particular action has off-track or monitor status is contained within the *Annual Service Plans 3<sup>rd</sup> Quarter 2020/21 Progress Report*.

### **Discussion**

The performance of the organisation, as a whole, for the third quarter of 2020/21 is as follows:

- 94.5% On-track/Completed,
- 2.3% Monitor; and
- 3.2% Off-track.

*Note that figures may be greater or less than 100% due to rounding effects.*

Seven (7) actions were reported as 'off track' in the third quarter of 2020/21, which represents 3.2% of the total number of actions. These relate to:

- Review Council's 'Water Management Plan';
- Develop an 'Environmental Sustainability Strategy';
- Implement automation of the financial 'end of day' process;
- Deploy the Implementation Plan for the West Torrens Experience framework, strategy and policy;
- Undertake Team Gauge Culture survey to establish what our baseline culture is and identify areas of opportunity and development across the organisation;
- Implement the direct debit for rates payments process; and
- Transition the remaining P Category street lighting to LED.

Five (5) actions were reported as 'monitor' in the third quarter of 2020/21, which represents 2.3% of the total number of actions. These relate to:

1. Plan for and respond to land use issues relating to transport planning triggers with the City of West Torrens and advocate to state government;
2. Consolidate our Cloud databases into a Microsoft Azure tenancy;
3. Investigate and research the Customer Relationship Management Solution and identify corporate requirements;
4. Undertake the 2020/21 capital works program, as allocated in the 2020/21 budget and annual business plan, for road reconstruction; and
5. Undertake a project to digitise historical Development Approval records.

Due to various factors including; competing work priorities, awaiting finalisation of other projects, and budget constraints, the above actions have not progressed as planned.

A number of actions were completed in the third quarter, including:

1. Activate the new council-owned facilities and spaces for council programs and hiring to the community;
2. Review Council's Towards 2025 Community Plan;
3. Replace Council's ISDN/PSTN telephony;
4. Upgrade our public website and intranet;
5. Finalise the City of West Torrens Economic Development Plan, in consideration of the COVID pandemic;
6. Continue the stormwater network condition audit;
7. Undertake the 2020/21 capital works program, as allocated in the 2020/21 budget and annual business plan, for road resealing;
8. Undertake a comprehensive review of Council's Infrastructure and Asset Management Plans; and
9. Develop a Council 'Enforcement Policy'.

### **Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

There is no direct climate impact in relation to the report.

### **Conclusion**

The Annual Service Plans 3<sup>rd</sup> Quarter 2020/21 Progress Report outlines Council's progress in implementing its Community Plan.

Seven (7) actions have been reported as 'off track' and five (5) actions have been reported as 'monitor'.

### **Attachments**

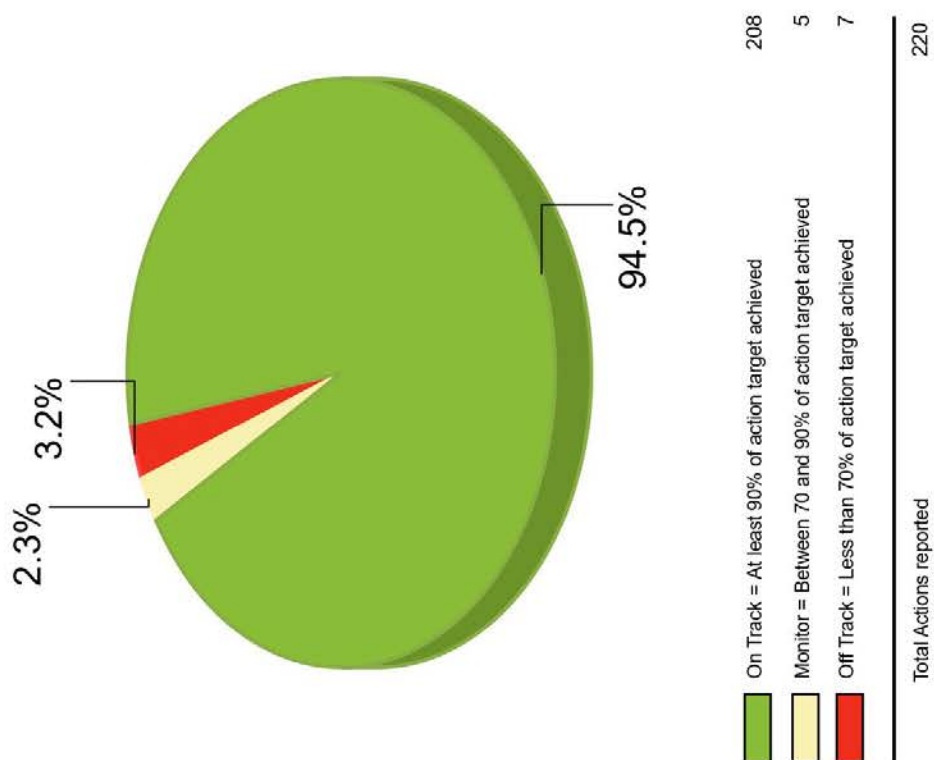
1. **Annual Service Plans 3rd Quarter 2020/21 Progress Report**



## *Annual Service Plans 3rd Quarter Progress Report 2020/21*

January - March 2021

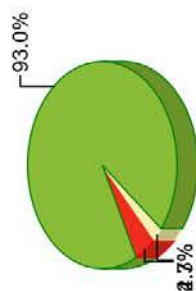
## City of West Torrens



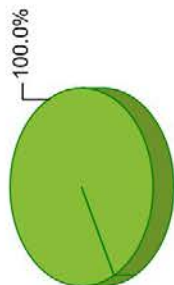


## Business and Community Services Division

### Strategy and Business



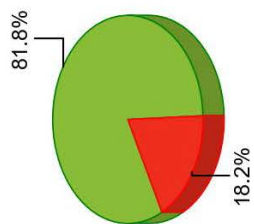
### Community Services



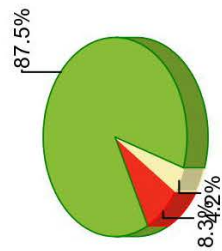
On Track = At least 90% of action target achieved	59
Monitor = Between 70 and 90% of action target achieved	1
Off Track = Less than 70% of action target achieved	2
Total Actions reported	62

## Corporate and Regulatory Services Division

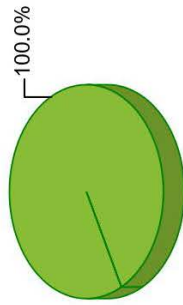
### Financial Services



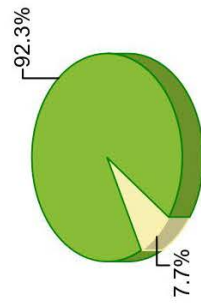
### People and Culture



### Regulatory Services



### Information Services



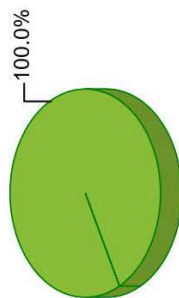
On Track = At least 90% of action target achieved	66
Monitor = Between 70 and 90% of action target achieved	2
Off Track = Less than 70% of action target achieved	4

Total Actions reported

72

## Office of the Mayor and CEO

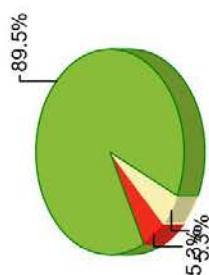
### Office of the Mayor and CEO



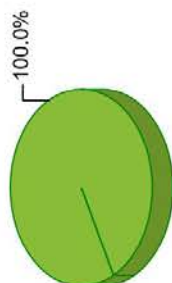
On Track = At least 90% of action target achieved	22
Monitor = Between 70 and 90% of action target achieved	-
Off Track = Less than 70% of action target achieved	-
Total Actions reported	22

## Urban Services Division

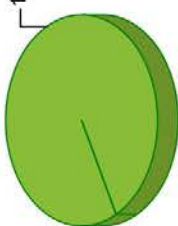
### City Assets



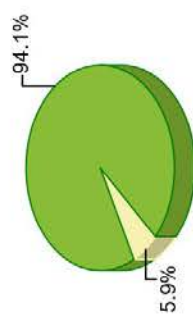
### City Operations



### City Property



### City Development



On Track = At least 90% of action target achieved	61
Monitor = Between 70 and 90% of action target achieved	2
Off Track = Less than 70% of action target achieved	1

Total Actions reported

64


## ACTIONS WITH OFF-TRACK OR MONITOR STATUS

## Business and Community Services Division

**Aspiration:** 4 Reduction of our Ecological Footprint


**Long Term Strategy:** 4.2 Progress towards a water-sensitive city.

**Short Term Strategy:** 4.2.3 Minimise mains water consumption in Council's buildings and operations.

ACTION	STATUS	% COMP.	TARGET	COMP. DATE	EXEC. COMMENTS	RESP. OFFICER	PROGRESS INDICATOR
4.2.3.1 Review Council's 'Water Management Plan'.	In Progress	30%	50%	30/06/2021	Council's Water Management Action Plan has not progressed as it is being incorporated into a broader climate strategy.	Environment Sustainability Officer	

**Long Term Strategy:** 4.3 Prepare for and respond to the challenges of a changing climate.

**Short Term Strategy:** 4.3.3 Work collaboratively with our partners, community and businesses to plan for, and adapt to, the impacts of a changing climate.

ACTION	STATUS	% COMP.	TARGET	COMP. DATE	EXEC. COMMENTS	RESP. OFFICER	PROGRESS INDICATOR
4.3.3.4 Develop an Environmental Sustainability Strategy.	In Progress	30%	50%	30/06/2021	Information is being collated on CWT's existing programs and achievements to date relating to key pillars of sustainability - Energy, Waste, Water, Climate, Greening. This action is currently off track due to resources being directed to higher priority projects. It is anticipated that this project will not be completed by the end of the financial year, and so will need to be carried over to 2021/22.	Environment Sustainability Planner	



## ACTIONS WITH OFF-TRACK OR MONITOR STATUS

## Aspiration: 6 A Well-Designed Built Environment

**Long Term Strategy:** 6.2 Facilitate retail, commercial and industrial activity that is compatible with neighbouring land uses.

**Short Term Strategy:** 6.2.2 Enable a range of developments by providing and advocating for quality infrastructure an appropriately zoned land.

ACTION	STATUS	% COMP.	TARGET	COMP. DATE	EXEC. COMMENTS	RESP. OFFICER	PROGRESS INDICATOR
6.2.2.1 Plan for and respond to land use issues relating to transport planning triggers within the City of West Torrens and advocate to state government.	In Progress	43%	50%	30/06/2021	Strategy Unit continues to monitor potential land use issues associated with transport planning triggers within City of West Torrens, with an eye on potential impacts of the South Road Torrens to Darlington redevelopment, and links to the Adelaide Airport.	Team Leader Strategy	 YELLOW

## ACTIONS WITH OFF-TRACK OR MONITOR STATUS

## Corporate and Regulatory Services Division

## Aspiration: 11 Sustainable Financial Management

Long Term Strategy: 11.1 Employ sustainable financial management principles


Short Term Strategy: 11.1.2 Facilitate the management of Council's finances consistent with the evolving needs of the community and Council's legislative obligations.

ACTION	STATUS	% COMP.	TARGET	COMP. DATE	EXEC. COMMENTS	RESP. OFFICER	PROGRESS INDICATOR
11.1.2.7 Implement automation of the financial 'end-of-day' process.	In Progress	25%	50%	30/06/2021	Minimal progress has been made on this action due to resource shortage across Finance and IT. Consultants have been engaged and have developed a preliminary plan of activation.	Manager Financial Services	 RED

## Aspiration: 14 Leading governance and technology.

Long Term Strategy: 14.1 Adopt leading governance and information technology systems and practices.

Short Term Strategy: 14.1.1 Deliver services to our community in an equitable, efficient and professional manner.

ACTION	STATUS	% COMP.	TARGET	COMP. DATE	EXEC. COMMENTS	RESP. OFFICER	PROGRESS INDICATOR
14.1.1.3 Deploy the Implementation Plan for the West Torrens Experience framework, strategy and policy.	In Progress	25%	75%	30/06/2021	No further progress has been made on this project as there has been no further updates following the proposal of the realignment to help to support the programs aligned to this across the business. TL Service Centre has been requested to work with CI to do a high level analysis of the current state of customer service across the organisation.	Customer Experience Leader	 RED

## ACTIONS WITH OFF-TRACK OR MONITOR STATUS


**Short Term** 14.1.5 Advocate and support information technology initiatives that optimise the delivery of services to the community.

**Strategy:**

ACTION	STATUS	% COMP.	TARGET	COMP. DATE	EXEC. COMMENTS	RESP. OFFICER	PROGRESS INDICATOR
14.1.5.8 Consolidate our Cloud databases into a Microsoft Azure tenancy.	In Progress	50%	70%	30/06/2021	The Administration have engaged DWS to assist in consolidating our cloud hosted databases.	Acting Manager Information Services	



**Short Term** 14.1.6 Cultivate a workforce culture where people feel safe, valued and encouraged to reach their full potential.

**Strategy:**

ACTION	STATUS	% COMP.	TARGET	COMP. DATE	EXEC. COMMENTS	RESP. OFFICER	PROGRESS INDICATOR
14.1.6.47 Undertake Team Gauge Culture survey to establish what our base line culture is and identify areas of opportunity and development across the organisation.	Not Started	0%	75%	30/06/2021	This action is off track given that the Administration did not commence the Culture Survey partnership program with Uni SA until Feb 2021. Team Gauge will therefore not be considered until quarter 4 as the results from the Uni SA partnership will inform us as to the best approach we take with Team Gauge.	Manager People and Culture	

## ACTIONS WITH OFF-TRACK OR MONITOR STATUS

**Short Term Strategy:** 14.1.7 Promote innovation and continuous improvement of Council's operations and activities, while strengthening relationships between Council departments.

ACTION	STATUS	% COMP.	TARGET	COMP. DATE	EXEC. COMMENTS	RESP. OFFICER	PROGRESS INDICATOR
14.1.7.9 Investigate and research the Customer Relationship Management solution and identify corporate requirements, in partnership with the Continuous Improvement team.	In Progress	60%	75%	30/06/2021	Further progression of this project is still on hold due to budget constraints. Recent discussions have been held with the provider to discuss implementation costs, after which further direction from Executive will be sought.	Customer Experience Leader	 YELLOW
14.1.7.11 Implement the direct debit for rates payments process.	In Progress	25%	50%	30/06/2021	No progress has been made on this action due to IT prudential review occurring on the specific software (other applications assessing usage and suitability). Once a satisfactory result is obtained then it will progress within the rates payment process application. Investigations into options available have been undertaken including visiting other councils and analysing their processes. It is anticipated this project will not be completed by the end of 2020/21 and will carry into the 2021/22 year with a soft launch available.	Manager Financial Services	 RED



## ACTIONS WITH OFF-TRACK OR MONITOR STATUS

## Urban Services Division

## Aspiration: 12 Proactive Asset Management

Long Term Strategy: 12.1 Ensure assets are utilised and maintained at their optimum.

Short Term Strategy: 12.1.1 Plan, develop and manage Council's assets with consideration to community and business needs and economic, social and environmental values.


ACTION	STATUS	% COMP.	TARGET	COMP. DATE	EXEC. COMMENTS	RESP. OFFICER	PROGRESS INDICATOR
12.1.1.4 Undertake the 2020/21 capital works program, as allocated in the 2020/21 budget and annual business plan, for road reconstruction.	In Progress	65%	75%	30/06/2021	Works have been completed for Simcock St, Moss Avenue Access Road, Wyatt St, Weaver Ave, Meyer St, Stirling Street and William Street. The works are in progress for Henley St, Owen Street and Somerset Avenue. The tender process to engage a contractor for the Harvey Avenue works is in progress. Planning, detailed design and consultation activities are in progress for the remaining projects. Asphalt pavement works at Wyatt Street have been deferred until 2021/22 following the completion of stormwater drainage works associated with the Packard Street drainage upgrade.	Team Leader Asset and Project Management	
12.1.1.20 Transition remaining P Category street lighting to LED.	In Progress	20%	50%	30/06/2021	The contract to undertake works has been awarded. SAPN have advised that there is a delay in the supply of materials for the project and hence works will not commence until April 2021. It is however still anticipated that the works will be completed by the end of the financial year.	Team Leader Asset and Project Management	



## ACTIONS WITH OFF-TRACK OR MONITOR STATUS

## Aspiration: 14 Leading governance and technology.

**Long Term Strategy:** 14.1 Adopt leading governance and information technology systems and practices.  
**Short Term Strategy:** 14.1.2 Ensure that Council decisions and activities are transparent and accountable.

ACTION	STATUS	% COMP.	TARGET	COMP. DATE	EXEC. COMMENTS	RESP. OFFICER	PROGRESS INDICATOR
14.1.2.17 Undertake a project to digitise historical Development Approval records.	In Progress	65%	75%	30/06/2021	The Compliance and Monitoring team, with assistance from the Information Management team, is undertaking a project to digitise all hard copy Development Decision Notification Forms dated from 1994 to 2005. Thus far, 8 out of the 12 years of documents have been successfully scanned into Council's electronic records management system (Objective ECM).	Team Leader Compliance and Monitoring	 YELLOW

## **8.8 Strategy Unit Activity Report - February to March 2021**

### **Brief**

This report presents the Strategy Unit's Activity Report for the period from February to March 2021.

### **RECOMMENDATION**

The Committee recommends to Council that the Strategy Unit Activity Report from February to March 2021 be received.

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### **Introduction**

The Strategy Team supports the organisation to achieve its strategic objectives by working collaboratively with stakeholders to deliver significant strategic projects and develop corporate plans for West Torrens, in consultation with the community, Elected Members and other stakeholders. It also administers several popular grants and rebates programs.

A report is presented, on a regular basis, detailing the status of key projects and activity within the Strategy Unit to progress strategic priorities since the last report to the Committee or Council.

### **Discussion**

#### Corporate and Community Planning

#### ***Quarterly Progress Reporting on Annual Service Plans 2020/21***

The second quarter annual service plans 2020/21 progress report was presented to the 23 February 2021 meeting of the City Advancement and Prosperity General Committee.

#### ***Community Plan Review***

The Community Plan 2030 was adopted at the 16 February 2021 meeting of Council, meeting the legislative deadline for review. The new Plan has been uploaded onto Council's website and is also available in hard-copy upon request from Council's Customer Service counter. A hard-copy was also provided to each Elected Member. The Community Plan 2030 comprises five focus areas:

- Community Life
- Built Environment
- Prosperity
- Environment and Sustainability
- Organisational Strength

Each focus area has associated a number of 'strategic objectives' as well as 'trends and opportunities' that need to be kept in mind when considering how we will deliver on these objectives.

#### ***Strategic Approach to Public Art Project***

A workshop associated with the 'Strategic Approach to Public Art' project with Elected Members was held on the 11 March 2021. The input from this workshop will now be fed into the draft report which is currently being written.

#### ***Open Space Plan***

The Open Space Plan is progressing with a set of draft goals and strategies is being developed to inform future directions and preparation of the Open Space Plan. Feedback on the draft Plan will be sought from Elected Members and the wider community before the end of this financial year.

## Economic Development

### ***Think, Buy Be LOCAL Campaign***

The *Think, Buy, Be LOCAL* campaign is designed to provide economic stimulus to local businesses while also providing benefit to residents of West Torrens.

At its 8 December 2020 meeting, Council approved the extension of the campaign to 30 June 2021, or until vouchers are exhausted, or earlier (if the program had generated more than \$150,000 in economic stimulus and requests for vouchers have slowed).

Since December, the Administration has created an innovative new digital platform for the administration of the vouchers associated with the campaign. The new platform was completed, after testing and discussions and training with participating businesses was undertaken. The campaign was relaunched with the original 20 businesses on board. As at 14 April 2021, 3 new businesses were added to the list of participating businesses, with an additional 4 businesses registering interest with further documentation pending before being added to the list.

The new digital format provides eligible residents with a PDF version of a voucher on a smart device. Residents who do not have a smart device are able to print a hard copy from their own printer, or if neither is available to them, the Administration will print and send them a voucher in the mail via Australia Post.

For businesses, the reimbursement process is now paperless, much simpler and quicker, via the use of a business' own unique QR Code for the submission of vouchers and receipts. This negates the need for businesses to send in reimbursement forms with the vouchers attached. It also provides Council with real time information on redeemed vouchers and spending.

The Campaign terms and conditions have been modified to provide \$25 vouchers to those receiving Centrelink payments and JobKeeper payments and to vulnerable residents (including international students and temporary visa holders) referred or recommended by a social assistance agency or community group. All other adult residents of West Torrens can also register to receive a voucher which provides a \$25 discount if they spend \$50 or more in one transaction at the participating businesses.

Council invested \$12,675 in Phase 1 of the campaign which meant that at the start of Phase 2 there was approximately \$87,325 remaining of the original \$100,000 allocated to the stimulus scheme.

As at the 14 April 2021, there have been 83 vouchers redeemed out of the 260 vouchers issued which has generated \$6,832.83 of economic stimulus thus far in Phase 2 of the campaign.

REDEEMED	REDEEMED/ ISSUED	COUNCIL FUNDS INVESTED* (based on redemptions reimbursed)	COMMUNITY CONTRIBUTION STIMULATED	TOTAL STIMULUS (COUNCIL INVESTMENT + COMMUNITY CONTRIBUTION)
Phase 1 Total (ended 2020)	507 Redeemed	\$12,675		\$25,000 (approx.)
Phase 2 (2021)				
Stream A:	35 out of 128	\$875.00	\$1,543.49	\$2,418.49
Stream B:	48 out of 395	\$1,100.00	\$3,314.34	\$4,414.34
<b>Total:</b>	<b>83 out of 260</b>	<b>\$1,525.00</b>	<b>\$3,451.33</b>	<b>\$6,832.83</b>
TBBL Program running total Phase 1 +2 stimulus value				<b>\$ 31,832.83.00</b> (approx.)

Average amount of funds contributed per Stream A voucher*:	\$44
Average amount of funds contributed per Stream B voucher:	\$70

### ***Heritage Grants***

The 2020 round of Heritage Grants commenced on 11 August 2020 via the SmartyGrants platform. At the close of the round on 11 September 2020, 36 submissions were received.

As was the case last year, there has been an oversubscription for the available funding and therefore, the Administration conducted a rigorous assessment of the submissions by scoring all applications against the assessment criteria, conducting site visits of all applications, and following up with various applicants to clarify information.

A report including the applications recommended for approval was presented to the City Advancement and Prosperity Committee at the 27 October 2020 meeting. The Committee recommended available funding to 13 applications. A further 9 applications were recommended for approval subject to additional funding being made available in the order of \$16,000. The matter of funding for the 9 additional applications was considered by the City Finance and Governance Committee meeting on 16 February 2021 and the additional funding was provided.

### Land Use Planning

#### ***Planning Reform***

The new planning system came into effect on 19 March 2021. The Administration continues to liaise with PlanSA on any anomalies that appear.

A communications plan has been developed to inform the community of the final outcome of key aspects of the Planning and Design Code (Code) and is currently being implemented by way of fact sheets for distribution. The Administration is also cross referencing Council requested amendments to the Code against the content of the final Code. This will be presented to Council at the completion of this task.

### Intergovernmental Relations

#### ***Breakout Creek Stage 3 Project***

The detailed design process is progressing, with internal project team meetings being held to work through aspects of design and construction. Lead by Green Adelaide in collaboration with project partners, a communication plan is currently being prepared for the construction phase of the project.

### Environmental Sustainability

#### ***AdaptWest in Action***

##### *Climate Ready Communities*

A series of Climate Ready Communities training sessions are being held in partnership with Red Cross. Residents from across the AdaptWest partner councils are invited to participate in training to explore climate impacts, and encourage them to prepare and take action within the local community. A session spanning two evenings was hosted at Thebarton Community Centre on 24 March 2021 and 31 March 2021, with 13 people completing the training. Further sessions are scheduled for the remainder of the financial year.

##### *Disaster Risk Reduction Grant - AdaptNow! Changing for Climate Change*

AdaptWest was successful in its application through the SAFECOM Disaster Risk Reduction Grants, and has been awarded \$68,000 to implement an event called *AdaptNow! Changing for Climate Change*.

The event will focus on both the specific heatwave and flood risks for our region, and seek to engage with culturally and linguistically diverse (CALD), as well as the business community across Western Adelaide.

\*This is in addition to the work Red Cross is undertaking on Council's behalf with regard to community heatwave resilience program which is coordinated by Strategic Resilience and Community Services with grant funding from the LGA.

#### *Climate Adaptation Community Survey*

People who live or work in the Western Adelaide Region have an opportunity to participate in a community survey about climate change. The purpose of the survey is to test whether values in the AdaptWest Climate Change Adaptation Plan (2016) are still relevant for our community, and to assist us in guiding future stages of the plan.

The AdaptWest Plan is guided by the following values that were identified during the early stages of work (which informed the creation of the plan):

- Amenity and quality of life
- A strong and connected community
- Biodiversity
- Coastal and riverine water quality
- Coastal environment
- Infrastructure and essential services
- Management and use of stormwater
- Regional productivity and economic contribution to the State.

The survey aims to better understand whether these values still resonate with our diverse community and what *characteristics* of the region these values are attached to. The survey will also seek to gain a better understanding about how our residents think climate change may impact the features of the region that they value, and what they are doing to prepare for climate change both now and into the future. The survey closed on 7 April 2021.

#### ***Global Covenant of Mayors for Climate and Energy***

Council joined the Global Covenant of Mayors for Climate and Energy Program in 2020. Progress against climate adaptation efforts were reported through the CDP-ICLEI unified reporting system in October. The City of West Torrens' submission has now been assessed, and two of three badges have been awarded in the areas of 'Goal' and 'Plan.'

#### ***Adaptation Badge***

Awarded as soon as one of the steps (i.e. Assessment, Goal, or Plan) is accomplished



#### Assessment

Climate risk & vulnerability assessment (RVA) submitted and validated

#### Goal

Goal(s) for climate change adaptation goal(s) submitted and validated

#### Plan

Separate or integrated climate action plan for climate change adaptation submitted and validated

#### ***Rainwater Rebates***

Three rainwater tank applications were received and approved between February 2021 and March 2021. This resulted in 7,000 litres of additional rainwater storage, and rebate expenditure of \$900 over this period.

#### ***Climate Impact Considerations***

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

The future challenges of climate impacts continue to require immediate consideration to plan for actions required to mitigate effects. The Administration is involved in advocacy, partnerships, policies and strategies, and implementing projects, programs and rebates designed to mitigate the impacts of a changing climate, including those detailed in this report.



**Conclusion**

This report details the activities of the Strategy Unit from February to March 2021.

**Attachments**

**Nil**

## 8.9 Swap Spot in the City of West Torrens

### Brief

This report provides an update on the proposed swap spot site within the City of West Torrens.

### RECOMMENDATION(S)

The Committee recommends to Council that:

1. The Swap Spot initiative not be progressed.
2. The Administration work with SAPOL regarding an online purchasing community education and awareness program.

### OR

1. The Swap Spot initiative be progressed for a 6 months trial.
2. The Administration take necessary actions to facilitate the Swap Spot trial including location selection and community engagement.
3. The outcomes of the community engagement and other appropriate actions be presented to the City Advancement and Prosperity General Committee.
4. A report be provided to the City Advancement and Prosperity General Committee at the conclusion of the trial.
5. The Administration work with SAPOL regarding an online purchasing community education and awareness program.

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### Introduction

The concept of a Safe Swap Spot was first raised in November 2019 when Council resolved that the Administration prepares and presents a report to Council on the costs and feasibility of setting up a safe swap spot for the residents of West Torrens to ensure that the residents have a safe place to buy/sell and swap goods.

In implementing this resolution, legal advice was sought from KelliedyJones and the Administration discussed the concept with the *Local Government Association Mutual Liability Scheme* (LGAMLS). Subsequent to this advice, the Administration also sought the input of SAPOL and wrote to the Commissioner of Police.

At its 19 May 2020 meeting, Council resolved that the Safe Swap Spot initiative no longer be progressed. However, at its 7 July 2020, Council resolved to further investigate the initiative.

As resolved, the Administration wrote to Local Government Association (LGA) on 16 July 2020 seeking support and involvement regarding the establishment of a Safe Swap Spot within the City of West Torrens (**Attachment 1**). A response was received on 28 August 2020 from the LGA (**Attachment 2**).

Further to this letter, a meeting was held between the City of West Torrens and the LGAMLS on 16 November 2020. At this meeting, it was agreed that the Administration would complete a proposal and risk assessment regarding potential locations for a Swap Spot site. This information would then be provided to the LGAMLS as part of a formal request for cover for the initiative.

## Discussion

The Administration has approached KelledyJones Lawyers, SAPOL and the Local Government Association Mutual Liability Scheme (LGAMLS) regarding a Safe Swap initiative. It has also spoken with a number of organisations in America who host such initiatives. The outcomes of these discussions are summarised below and, if in written form, have already been presented to Council in previous reports:

- SAPOL has stated that it is not supportive of the concept and would not be willing to have such a 'zone' on their premises.
- Kelledy Jones Lawyers has advised Council to approach the concept with extreme caution and has provided a legal position on the potential outcomes.
- The LGAMLS has stated that, although financial liability will be covered, the concept is fraught with reputational, organisational and other risks given the implementation of a Swap Spot places Council into the heavily regulated and compliance driven realm of a retail trader.

While innovative concepts will always have objectors, it is difficult to ignore that none of these organisations are particularly supportive of a Swap Spot model, regardless of what risk mitigation controls are put in place.

The Administration supports the concept of innovation in local government, however, it is important that Council's duty of care and general responsibilities to both our community and staff are considered in the implementation of any new initiatives including the implementation of a Swap Spot which, in and of itself, presents significant and complex challenges. One such concern is that Council cannot guarantee to users that a designated Swap Spot is safe and hence the removal of the word 'safe' from Safe Swap Spot. As such, the initiative is now known as 'Swap Spot'.

Notwithstanding this, the Administration has persisted with due diligence to determine whether the value and benefits of the initiative outweighs the risks, challenges and costs as follows"

### Swap Spot Initiative Risk Assessment

A risk assessment (**Attachment 3**) has been completed regarding the Swap Spot initiative and while the inherent risk rating was extreme, following the application of controls to mitigate the risk, the revised risk rating, being the rating **after** controls has been applied, is HIGH. This is outside the CWT risk tolerance level and without significant value added through this initiative, it would normally not be supported as per the *Enterprise Risk Management Policy* and associated *Framework*.

It is therefore recommended that Council seriously consider whether the implementation of this initiative creates suitable value for the community and is worth the financial investment involved in fulfilling a risk mitigation strategy that only reduces the risk rating to High.

### Crime Statistics

The Administration contacted SAPOL regarding crime statistics relevant to the transacting of goods online. This excluded online crime such as fraud and cybercrime and focused on offences such as assault and stolen property which take place at the point of transacting goods. SAPOL were unable to provide any statistics, verbally or more formally, related to this sub-group of crime.

While the media readily reports on-line trading crimes, SAPOL does not keep statistics on this type of crime as they do with others. It is therefore reasonable to assume that it does not account for a significant portion of total crimes committed.

A desktop review of crimes in the CWT, committed during December 2020, shows approximately 112 instances of theft split across numerous categories including:

- Theft/Illegal Use of Motor Vehicle Unlawfully using a motor vehicle without the consent of the owner or the person in charge. (N.B. Attempts to steal a motor vehicle, damaging or interfering with a motor vehicle are recorded under Property Damage and Environmental crime).
- Theft from Motor Vehicle - Unlawful taking of items from another person's motor vehicle.
- Theft from Shop - Theft of goods for sale (shoplifting), but also includes theft from licensed premises, pharmacies, post offices and service stations (excluding fuel).
- Receive Or Handle Proceeds Of Crime - Includes receiving, handling or processing money or goods taken or obtained illegally, for example unlawful possession, dishonestly receiving property without the owner's consent and money laundering.
- Other Theft - Includes theft of household good, bicycles, electricity, gas or water, petrol drive-offs.

In the same period there were approximately 25 instances of assault split across the following categories:

- Serious Assault Resulting in Injury - A serious assault which results in injury.
- Serious Assault Not Resulting in Injury - A serious assault not resulting in injury, for example pointing a firearm at another person or using a weapon in an assault which results in no injury. Serious assaults can be aggravated based on the circumstances surrounding the offence, for example two or more people committing an assault, a weapon being used, or an assault against a spouse or child.
- Common Assault - An assault with no aggravating factors or serious injury.
- Assault Police - Assault (including aggravated assault) committed against a police officer acting in the execution of their duty.
- Other Acts Intended To Cause Injury - Other acts intended to cause injury includes the offences of stalking, administering illicit drugs or poison and food or drink spiking.

It is clear that several of these categories of assault are not relevant to online transactions. If the crimes associated to irrelevant categories are removed, although it is not known how many instances of crime would remain, it is reasonably foreseeable that very few would be related to transacting goods that were purchased online.

Further it is difficult to determine how many crimes associated with online transactions would be prevented by the implementation of a Swap Spot and the associated risk mitigation strategies.

It is also not the core business of local government, and arguably it should not be, to actively enter into the retail trading, crime prevention or crime mitigation space. By using crime statistics as a motive for implementing a Swap Spot initiative, it is a clear public statement that the CWT is concerned and is actively taking this responsibility head on. As noble as it is to seek a safe environment for residents and visitors, local government is not prepared for this role from logistical, staffing or legal standpoints.

#### User Limitations

The intention of implementing a Swap Spot is to create value to the CWT community. Swap Spots cannot easily be limited to residents of the CWT area. If the location selected is an outdoor venue, available 24 hours per day 7 days a week, with no means to register users, it would be impossible to ensure users were CWT residents.

This would mean anybody from any location could come and trade goods at the Swap Spot site. This diminishes the value that it may add to the CWT community and potentially decreases any notion of safety.

### Third Parties

Currently when goods are transacted online through sites i.e. eBay, Gumtree etc., they are either swapped in person or delivered through companies such as AusPost and Startrack. Programs such as PayPal protect the exchange of goods and money and some sites, such as eBay, allow for click and collect through a third party retailer such as Woolworths, Big W or Parcelpoint. Fees for these services are generally free to the buyer, commonly being built into the price of goods being transacted. Click and collect or delivery means that the safety of all parties engaged in the transaction is maintained while reasonable terms relating to refunds or faulty goods are provided.

### Control of Goods

It is important to note that Council does not have any control on the types or legitimacy of goods traded at Swap Spots. As such, CWT may unwittingly facilitate the transfer of illegal and illicit goods such as drugs and stolen items. In addition, Council cannot ensure the safety of those trading goods or those in the surrounding area as such, the community may not wish a Swap Spot to be established close to their properties or community facilities.

Similarly, the CWT cannot ensure that these goods are in working order. By endorsing a location as a Swap Spot, there may be conflicting opinions as to who is truly responsibly for the goods traded and who is negligent in the event of theft or other crime.

### Swap Spots Internationally

Swap Spots are relatively prevalent in the USA. Consequently, the Administration has made contact with a sample of organisations in these locations in order to better understand their models and their potential application in Australia. These are:

- City of Negaunee, Michigan (Library)
- Cherry Hill Township, New Jersey (Police)
- City of Fort Smith, Arkansas (Police)
- Oakland County, Michigan (Police)

It must be noted that all but one known Swap Spot location is operated by law enforcement agencies. This means the locations are in, or adjacent to, police departments which by their very nature have an extremely heavy and constant police presence in order to act as a deterrent to unsocial activity. This is a strong risk mitigation strategy that simply cannot be replicated by the CWT. Models vary somewhat but most operate in a carpark directly outside a police station or in the station lobby and are available 24 hours, 7 days per week. They also have suitable lighting, signage and often designated parking for this activity. While these are easily strategies to replicate, they are secondary risk controls behind the constant police presence and therefore do not carry the same high weighting. In other words, it is the proximity to the station and on-going police presence that makes these locations viable and safe.

That said, in discussion with the Chief of Police in a county with similar features to West Torrens indicated that the Swap Spot that is located directly outside their department building is regularly used and the crime rates, with regard to on-line purchase, have declined markedly since its inception.

The one location identified that is not at a police station is located in a library. Discussions with the Director of this library suggest that this Swap Spot has never been used for trading despite being available for this purpose for several years.

It is also strongly noted that the American and Australia legal systems, risk appetites, crime statistics, workers safety and general liability structures differ immeasurably.



Therefore, it is very difficult to compare the Swap Spot models used in the USA against those that would be implemented in Australia due to these differences. It is also important to note that, as detailed previously, SAPOL has advised it is not supportive of a Swap Spot.

### Community Value

The City of West Torrens (CWT) is committed to being the best place to live, work and enjoy life. The five focus areas, from the CWT Community Plan 2030 to help us achieve this vision are:

- Community life
- Built environment
- Prosperity
- Environment and sustainability
- Organisational strength

In providing a Swap Spot, the City of West Torrens would be enhancing community safety while promoting a protected urban environment. It would also promote local economic development by providing another avenue for economic activity. The encouragement of economic activity relating to second hand goods also contribute to the CWT's sustainability commitment. However, conversely, the provision of a Swap Spot may be seen by some residents to be encouraging unsavoury behaviour particularly given some 'swaps gone wrong' have been in car parks.

Therefore, it is important that community engagement occur to determine whether this is an initiative the community wishes to see within the CWT and possibly in their locale.

### Locations

One of the locations mooted as the preferred location for the Swap Spot is within the Hamra Centre Library however, this would require engagement with staff, the union, the Local Government Association Workers Compensation Scheme and, possibly, Safework SA. In addition, the Hamra Centre is visited by vulnerable people and children so objections to this being used as a Swap Spot may be raised citing concerns about their personal safety. As such, the Administration does not support this location as a Swap Spot location. Similarly, residents may be concerned about a Swap Spot being located in their locale so if the initiative were to proceed, careful consideration would need to be given to the suitability of a location and its proximity to housing, facilities and park users.

### Safety

While the word 'safe' has been removed from the initiative title, it does not remove the connotations or expectations of 'safety'. By creating a designated zone and advertising this space as a place for two or more parties to come together to trade, it is highly likely that this would create a belief within the community that this is a 'safe' place, endorsed and protected by Council and, as previously discussed, Council cannot guarantee the safety of the site or transaction.

Local government does not, and arguably should not, have the responsibility of law enforcement. The obligation of Council, with regards to safety extends to creating community assets and facilities such as placing playgrounds in the appropriate positions, ensuring assets are compliant with standards and legislation and ensuring inspections and maintenance are performed. As such, Council's responsibilities to safety do not extend to ensuring goods traded in a designated location are legitimate and in compliant working order nor does it extend to ensuring that two (or more) trading parties, are not at additional risk of physical violence or associated crime. Further, there are very few measures Council would be able to put in place to ensure the safety of Swap Spot users and the integrity of the goods being traded. These measures, at best, would be controls somewhat effective in the mitigation of risk after a risk had eventuated.

### Swap Spot Trial

While the Administration strongly recommends that the Swap Spot initiative not be further progressed, if Council determines that the level of risk posed by the Swap Spot is acceptable, it is proposed that the initiative is implemented for a six (6) month trial period.

This will allow suitable time to assess whether there is sufficient community take up of the initiative and to determine whether risk control strategic are appropriate.

In order to implement the trial, the Administration will need to undertake appropriate actions including but not limited to:

- Complete a full risk based assessment of a suitable location and model for the Swap Spot trial.
- Engage a provider and complete a CPTED (crime prevention through environmental design) audit
- Continue to engage with LGAMLS
- If it involves staff, the relevant staff and unions would need to be consulted
- Consult with the community regarding the initiative
- Engage with SAPOL regarding a community education and awareness program about safe online trading.
- Report back to Committee regarding the results of the community engagement, SAPOL discussions and CPTED audit.
- Implement risk control measures specific to the selected location and model.

These requirements will take some time to work through and, therefore, it would be some time before a Swap Spot could be open for business.

#### Potential Costs of a Swap Spot Trial

Costs of implementing a Swap Spot trial may involve a significant cost.

A draft budget based on existing knowledge and experience of the services required is below. It must be noted that costs are indicative only with no site specific details and a formal procurement process has not yet commenced. In many cases, the costs below do not consider Administration costs of implementing the swap spot initiative or legal or other professional advice nor does it consider any additional insurance payments that may be required to cover the initiative.

<b>Control</b>	<b>Possible Cost</b>
Constant security monitoring using a reputable agency (ongoing)	\$10,000
Upgraded lighting if required	\$80,000
Clearly mark the designated swap spot area so users know where the location is	\$1,000
Signage in relevant areas	\$2,000
Install CCTV cameras in the most appropriate positions	\$10,000
CPTED audit	\$500
Registration system to register users	\$10,000
Require users to register to use the Swap Spot and provide opportunity for users to register and swap contact details before use of swap spot (e.g. online registration form, QR code etc.)	\$5000
Install a phone to allow users to call for assistance	\$7,000
Remove vegetation or plant more suitable vegetation to ensure a clear line of sight into the location from the road	\$5,000
Add additional or improve exit/entry points for vehicle access	\$20,000
<b>TOTAL</b>	<b>\$150,500</b>

**Community Awareness and Education Program - SAPOL**

During recent investigations, SAPOL was contacted and brief initial discussions occurred about the possibility of partnering to develop a community engagement program relating to safe online trading. The Administration intends to progress this exciting initiative with SAPOL as a preferred alternative to the Swap Spot initiative.

**Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

There are no risks to the environment resulting from this report.

**Conclusion**

In addition to the risks identified by the Administration, that cannot be adequately controlled, SAPOL has corresponded with Council advising it generally is not supportive of the Swap Spot initiative while legal advice and advice received from the LGAMLS has urged Council to proceed towards this initiative with significant caution given the risks, issues and potential liabilities that such an initiative exposes Council to.

As such, the Administration strongly recommends to Council that the Swap Spot initiative not be progressed but that it partners with SAPOL to develop a safer on-line trading awareness and education campaign to assist in reducing the potential for wrongdoing during person to person swapping of goods.

**Attachments**

- 1. Letter to LGA SA regarding Swap Spot**
- 2. Response from LGA SA to CWT regarding Swap Spot**
- 3. Swap Spot Initiative Risk Assessment**

16 July 2020

Mr Matt Pinnegar  
Chief Executive Officer  
Local Government Association of SA

Via email: [matt.pinnegar@lga.sa.gov.au](mailto:matt.pinnegar@lga.sa.gov.au)

Dear Matt

**Re: Council resolution - Safe Swap Spot service**

As you may be aware, my Council has been championing the 'Swap Spot' initiative. In short, this is the idea of establishing a location within our City that looks to promote e-commerce transparency amongst residents who are looking to make online purchases and exchange transactions in a monitored area. It is envisaged that the Safe Swap Spot will be located outdoors and will offer clear signage, visibility, parking availability and CCTV recording.

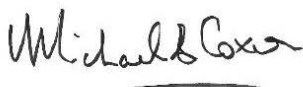
However, during the 'due diligence' process, the Local Government Mutual Liability Scheme advised us that they do not consider this activity to be 'core' Council business and has refused to provide the necessary coverage for the Council (in the event of an incident) to proceed.

Subsequently, my Council resolved at its meeting of 7 July 2020 that I write to you seeking the support of the LGA as local government's peak body, to lobby the Local Government Mutual Liability Scheme to provide support to councils that wish to provide a 'Safe Swap Spot' service for their communities.

Therefore, can you please pursue this matter (on our behalf) with the Local Government Association of South Australia and, in turn, lobby the Local Government Mutual Liability Scheme seeking their support.

I would be happy to discuss this matter with you at your convenience and can be contacted on mobile number 0402 212 002 or via email [mcoxon@wtcc.sa.gov.au](mailto:mcoxon@wtcc.sa.gov.au).

Yours sincerely



**Michael S Coxon**  
**Mayor**



The voice of local government.

In reply please quote our reference: ECM 716338 AJ/MD

28 August 2020

Mayor Michael Coxon  
City of West Torrens  
165 Sir Donald Bradman Drive  
HILTON SA 5033  
**Emailed:** [mayorcoxon@wtcc.sa.gov.au](mailto:mayorcoxon@wtcc.sa.gov.au)

Dear Mayor Coxon

**City of West Torrens 'Swap Spot' Initiative**

I refer to your letter dated 16 July 2020 requesting the LGA lobby the LGA Mutual Liability Scheme (LGAMLS) seeking their support for the City of West Torrens' proposed 'swap spot'.

I have made a number of enquiries into this matter with the LGAMLS. It is my understanding that during your due diligence process into the proposed 'swap spot' that the LGAMLS was asked by council staff for guidance on the proposed activity and associated risks. The LGAMLS expressed concern at the risks involved in this proposal and the council potentially breaching its civil duty of care if the activity was not "safe and secure" as promoted. In addition, the LGAMLS discussed its concern for surrounding local residents given the noise, activity, 24/7 nature and not providing any additional security or safety initiatives to manage the access times and activity other than a CCTV.

From my discussions with the LGAMLS, they indicated that they have not, as yet, refused to provide cover for the concept but expressed its concern that the risks associated with the activity were not adequately managed and thus exposing the City of West Torrens to potential civil liability and reputational damage. It is also my understanding that the concerns of the LGAMLS were also supported by the City of West Torrens' own legal advice and that provided by SAPOL to council.

The LGAMLS have advised me that if council intends to go ahead with the Swap Spot initiative, the LGAMLS would need to understand how the council intended to risk manage the Safe Swap project to ensure City of West Torrens' membership to the LGAMLS is extended to include this initiative.

The LGA and the LGAMLS are prepared to continue discussions with the City of West Torrens to determine if there is any way of addressing the issues raised by the LGAMLS, SAPOL and council's legal advisors. The CEO of LGASA Mutual (who manage the LGAMLS), Dr Andrew Johnson, is prepared to meet with the appropriate council representative to discuss this matter further, if required. Dr Johnson can be contacted at [andrew.johnson@lga.sa.gov.au](mailto:andrew.johnson@lga.sa.gov.au) or 8224 2094.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Matt Pinnegar'.

Matt Pinnegar  
**Chief Executive Officer**

Telephone: (08) 8224 2039

Email: [matt.pinnegar@lga.sa.gov.au](mailto:matt.pinnegar@lga.sa.gov.au)

148 Frome Street Adelaide SA 5000 | GPO Box 2693 Adelaide SA 5001 | T 08 8224 2000 | W [lga.sa.gov.au](http://lga.sa.gov.au)



Swap Spot Initiative Risk Assessment

Step 1 - Identify the Risks				Step 2 - Initial Risk Assessment			Step 3 - Identify the Controls	Step 4 - Revised Risk Assessment			Step 5 - Actions	Step 6 - Target Risk Assessment		
RISKS	CAUSES	CONSEQUENCES	RISK CATEGORY	Consequence	Likelihood	Rating	CONTROLS	Consequence	Likelihood	Rating	ACTIONS	Consequence	Likelihood	Rating
Failure to secure appropriate external support	<ul style="list-style-type: none"><li>- Unable to demonstrate safety to the community</li><li>- Unable to demonstrate community need</li><li>- Not within core business of Council</li><li>- Unsuitable or insufficient risk mitigation strategies put in place</li><li>- poor communication with stakeholders regarding initiative</li></ul>	<ul style="list-style-type: none"><li>- Significant reputation damage to the CWT</li><li>- Seen to be 'going against' advice</li></ul>	Reputation	Catastrophic	Almost Certain	Extreme		Catastrophic	Almost Certain	Extreme	<ul style="list-style-type: none"><li>- Detail risk mitigation strategies to be undertaken in letter to DIT</li><li>- Seek feedback/input from DIT in risk mitigation strategies</li><li>- Seek appropriate liability cover and communicate this to DIT</li><li>- Detail risk mitigation strategies to be undertaken in letter to LGAMLS</li><li>- Seek feedback/input from LGAMLS in risk mitigation strategies</li><li>- engage with SAPOL on a community information drive regarding safe online shopping</li></ul>	Major	Likely	Extreme
Failure to provide value to the community leading to insufficient take up of the initiative or negative feedback	<ul style="list-style-type: none"><li>- Personal objections</li><li>- Belief that risk mitigation strategies are insufficient</li><li>- Failure by CWT to appropriately communicate initiative to community</li><li>- Overestimation of customer demand for swap spot initiative</li><li>- insufficient consideration given to initiative</li><li>- no or low budget applied to the project</li><li>- no or insufficient community engagement</li><li>- poorly selected location or poorly designated Swap Spot position with insufficient space</li></ul>	<ul style="list-style-type: none"><li>- Significant reputation damage to the CWT</li></ul>	Reputation	Catastrophic	Likely	Extreme	<ul style="list-style-type: none"><li>- initial informal canvassing of sections of the community by Elected Member show some need/interest</li><li>- Risk based assessment of suitable swap spot locations taken place</li></ul>	Major	Likely	Extreme	<ul style="list-style-type: none"><li>- Engage with the community more broadly to assess demand for initiative prior to implementing risk mitigation strategies</li><li>- Develop a strong communications plan to effectively inform community of the initiative if approved</li><li>- set aside certain parking bays as designated swap spot parks</li><li>- Install signage in relevant areas informing users where swap spot is located</li></ul>	Major	Moderate	High
Failure to create a safe environment	<ul style="list-style-type: none"><li>- Poor lighting</li><li>- Poor security monitoring</li><li>- Inability to restrict types of goods swapped or users</li><li>- Inability to restrict location to a swap spot only location</li><li>- Poor vision across location</li><li>- Poorly selected location, not taking into account location specific risks or CPTED principles</li><li>- Inappropriate users of the swap spot location</li><li>- potential to invite additional crime into the CWT area</li></ul>	<ul style="list-style-type: none"><li>- Significant reputation damage to the CWT</li><li>- Litigation leading to financial loss</li></ul>	Reputation	Major	Likely	Extreme	<ul style="list-style-type: none"><li>- Risk based assessment of suitable swap spot locations taken place</li><li>- Risk assessment of initiative under development</li></ul>	Major	Moderate	High	<ul style="list-style-type: none"><li>- Engaged LGAMLS at early stage and throughout project development</li><li>- Constant security monitoring using a reputable agency</li><li>- Upgraded lighting to carpark</li><li>- Clearly mark areas designated for the swap spot so users know where the location is</li><li>- Install signage in relevant areas informing users where swap spot is located</li><li>- Install signage in relevant areas informing users of terms and conditions</li><li>- Develop terms and conditions for users of the swap spot</li><li>- Install signage in relevant areas informing users of CCTV use</li><li>- Install CCTV cameras in the most appropriate positions</li><li>- Require users to register to use the Swap Spot and provide opportunity for users to register and swap contact details before use of swap spot (e.g. online registration form, QR code etc)</li><li>- Install a phone to allow users to call for assistance</li><li>- Remove vegetation or plant more suitable vegetation to ensure a clear line of sight into the location from the road</li><li>- restrict users to CWT residents</li><li>- Play music to dissuade loitering</li><li>- Add additional or improve exit/entry points for vehicle access</li><li>- Install internet access for CCTV monitoring</li><li>- restrict users to local residents</li><li>- restrict types of goods transacted</li><li>- charge a fee for using the service</li><li>- restrict operating hours</li><li>- undertake a CPTED audit of location</li><li>- Detail risk mitigation strategies to be undertaken in letter to LGAMLS</li><li>- Seek feedback/input from LGAMLS in risk mitigation strategies</li><li>- engage with SAPOL on a community information drive regarding safe online shopping</li></ul>	Major	Moderate	High

**9 OTHER BUSINESS**

Nil

**10 CONFIDENTIAL**

Nil

**11 NEXT MEETING**

22 June 2021, 6.00pm in the George Robertson Room.

**12 MEETING CLOSE**