



Town of Port Hedland

MINUTES

OF THE

AUDIT AND FINANCE COMMITTEE OF THE TOWN OF PORT HEDLAND COUNCIL

HELD ON

**MONDAY 11 NOVEMBER 2013
AT 12:00PM**

**IN COUNCIL CHAMBERS
McGREGOR STREET, PORT HEDLAND**

***“A nationally significant, friendly city, where people want to
live and are proud to call home”***

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Town of Port Hedland for any act, omission, statement or intimation occurring during Committee Meetings. The Town of Port Hedland disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, and statement of intimation occurring during Committee Meetings.

Any person or legal entity that acts or fails to act in reliance upon any statement, act or omission occurring in a Committee Meeting does so at their own risk. The Town of Port Hedland advises that any person or legal entity should only rely on formal confirmation or notification of Committee resolutions.

M.J. (Mal) Osborne
Chief Executive Officer

Terms of Reference

Aim/Purpose:

The Audit and Finance Committee objective is to assist the Town of Port Hedland Council in liaising with the auditor and overseeing the external audit function and promoting the transparency and accountability of Council's financial management systems and reporting

The Audit and Finance Committee has been established in accordance with Part 7 of the Local Government Act 1995 to:

1. liase with the Auditor(s) to assist Council in carrying out functions in relation to external audit, including liaising with the Auditor and develop a process for selection and appointment of a person as the Auditor.
2. receive Quarterly Budget Review Reports;
3. recommend Donations as per Council's Policy;
4. receive Quarterly Financial Reports on all of the Town of Port Hedland's Managed Community Facilities;
5. review and suggest improvements to Risk Management within the organisation; and
6. assist the organization in the development of an internal audit program.

Quorum:

The quorum for the Committee be a minimum of 50% of its membership.

Membership:

Elected Members:

Mayor Howlett

Councillor Jacob

Councillor Butson – Deputy Presiding Member

Councillor Van Vugt – Presiding Member

Deputy Members:

Councillor Daccache

Councillor Gillingham

Councillor Hooper

Councillor Hunt

Councillor Taylor

Councillor Melville

Meeting Frequency:

As and when required.

Delegation:

The Town of Port Hedland Council provides delegated authority to the Audit and Finance Committee to meet annually with the Town's auditor(s) as required by Section 7.12A(2) of the Local Government Act 1995.

Tenure:

Ongoing

Responsible Officer:

Director Corporate Services

*(Adopted by Council at its Ordinary Meeting held 16 November 2011.
Amended by Council at its Ordinary Meeting held 23 October 2013.)*

OUR COMMITMENT

To enhance social, environmental and economic well-being through leadership and working in partnership with the Community.

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ITEM 1 OPENING OF MEETING**1.1 Opening**

The Director Community Development declared the Meeting of the Audit and Finance Committee open at 12:03pm and acknowledged the traditional owners, the Kariyarra people.

ITEM 2 RECORD OF ATTENDANCE**2.1 Attendance***Elected Members*

Councillor David Van Vugt
Councillor Lorraine Butson
Councillor Gloria Jacob

Officers

Gordon MacMile	Director Community Development
Clare Phelan	Director Corporate Services
Josephine Bianchi	Coordinator Governance
Grace Waugh	Governance Officer/ Minute Taker

2.2 Apologies

Mayor Kelly Howlett

2.3 Approved Leave of Absence

Nil

2.4 ELECTION OF PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER**2.4.1 Election of Presiding Member**

Section 5.12 and Schedule 2.3 of the *Local Government Act 1995* (Act) requires that a committee elect a presiding member.

5.12. Presiding members and deputies, election of

- (1) *The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1 as if the references in that Schedule —*
 - (a) *to “office” were references to “office of presiding member”; and*
 - (b) *to “council” were references to “committee”; and*
 - (c) *to “councillors” were references to “committee members”.*
- (2) *The members of a committee may elect a deputy presiding member from amongst themselves but any such election is to be in accordance with Schedule 2.3, Division 2 as if the references in that Schedule —*

- (a) to “office” were references to “office of deputy presiding member”; and
- (b) to “council” were references to “committee”; and
- (c) to “councillors” were references to “committee members”; and
- (d) to “mayor or president” were references to “presiding member”.

The appointment is for a two year term, with the position being considered following every ordinary election of the Town of Port Hedland Council. Should there be more than one nomination, it will be necessary for a secret ballot to be held to elect a committee member to the position in accordance with the *Local Government Act 1995*.

Under Schedule 2.3, Part 4 of the *Local Government Act 1995*, the procedure for electing the Presiding Member is as follows:-

4. How mayor or president is elected

- (1) *The council is to elect a councillors to fill the office.*
- (2) *The election is to be conducted by the CEO in accordance with the procedure prescribed.*
- (3) *Nominations for the office are to be given to the CEO in writing before the meeting or during the meeting before the close of nominations.*
- (3a) *Nominations close at the meeting at a time announced by the CEO, which is to be a sufficient time after the announcement by the CEO that nominations are about to close to allow for any nominations made to be dealt with.*
- (4) *If a councillor is nominated by another councillor the CEO is not to accept the nomination unless the nominee has advised the CEO, orally or in writing, that he or she is willing to be nominated for the office.*
- (5) *The councillors are to vote on the matter by secret ballot as if they were electors voting at an election.*
- (6) *Subject to clause 5(1), the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 (which deals with determining the result of an election) as if those votes were votes cast at an election.*
- (7) *As soon as is practicable after the result of the election is known, the CEO is to declare and give notice of the result in accordance with regulations, if any.*

5. Votes may be cast a second time

- (1) *If when the votes cast under clause 4(5) are counted there is an equality of votes between 2 or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued and the meeting is to be adjourned for not more than 7 days.*
- (2) *Any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes.*

- (3) *When the meeting resumes the councillors are to vote again on the matter by secret ballot as if they were electors voting at an election.*
- (4) *The votes cast under subclause (3) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 as if those votes were votes cast at an election.*

The Director Community Development conducted the Election and sought nominations from committee members.

The following nomination was received at 12:04pm:

- Councillor David Van Vugt

As only one nomination was received the Director Community Development declared that Councillor David Van Vugt be elected unopposed to the position of Presiding Member of the Audit & Finance Committee.

The Presiding Member assumed the chair at 12:04pm.

2.4.2 Election of Deputy Presiding Member

Committees must also elect a committee member (other than the presiding member) to fill the office of deputy presiding member, in accordance with Section 5.12 (2) and Schedule 2.3 of the *Local Government Act 1995*. The procedure for electing the deputy presiding member is similar to that of filling the office of presiding member.

8. How deputy mayor or deputy president is elected

- (1) *The council is to elect a Councillor (other than the Mayor) to fill the office.*
- (2) *The election is to be conducted in accordance with the procedure prescribed, by the Mayor, or if he or she is not present, by the Chief Executive Officer.*
- (3) *Nominations for the office are to be given to the person conducting the election in writing, before the meeting or during the meeting before the close of nominations.*
- (3a) *Nominations close at the meeting at a time announced by the person conducting the election, which is to be a sufficient time after the announcement by that person that nominations are about to close to allow for any nominations made to be dealt with.*
- (4) *If a Councillor is nominated by another Councillor the person conducting the election is not to accept the nomination unless the nominee has advised the person conducting the election, orally or in writing, that he or she is willing to be nominated for the office.*
- (5) *The council members are to vote on the matter by secret ballot as if they were electors voting at an election.*

- (6) *Subject to clause 9(1) the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 as if those votes were votes cast at an election.*
- (7) *As soon as is practicable after the result of the election is known, the Chief Executive Officer is to declare and give notice of the result in accordance with regulations, if any.*

9. Votes may be cast a second time

- (1) *If, when the votes cast under clause 8(5) are counted, there is an equality of votes between 2 or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued and, not more than 7 days later, a special meeting of the council is to be held.*
- (2) *Any nomination for the office may be withdrawn, and further nominations may be made, before or when the special meeting is held.*
- (3) *When the special meeting is held the council members are to vote again on the matter by secret ballot as if they were voting at an election.*
- (4) *The votes cast under subclause (3) are to be counted, and the successful candidate determined, under Schedule 4.1 as if those votes were votes cast at an election.*

The Presiding Member conducted the Election and sought nominations from committee members.

The following nomination was received at 12:06pm:

- Councillor Lorraine Butson

As only one nomination was received the Presiding Member declared that Councillor Lorraine Butson be elected unopposed to the position of Deputy Presiding Member of the Audit & Finance Committee.

ITEM 3 RESPONSE TO PREVIOUS QUESTIONS - ON NOTICE

Nil

ITEM 4 PUBLIC TIME*IMPORTANT NOTE:*

'This meeting is being recorded on audio tape as an additional record of the meeting and to assist with minute-taking purposes which may be released upon request to third parties. If you do not give permission for recording your participation please indicate this at the meeting. The public is also reminded that in accordance with Section 20.3 of the Town of Port Hedland Local Law on Standing Orders nobody shall use any visual or vocal electronic device or instrument to record the proceedings of any meeting unless that person has been given permission by the presiding member to do so'.

Presiding Member opened Public Question Time at 12:10pm.

4.1 Public Question Time

Nil

Presiding Member closed Public Question Time at 12:10pm.

Presiding Member opened Public Statement Time at 12:10pm.

4.2 Public Statement Time

Nil

Presiding Member closed Public Statement Time at 12:10pm.

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE**5.1 Councillor Jacob**

When will the nominations for a community representative to be appointed to the Audit & Finance Committee be presented to the Committee?

Director Community Development advised that nominations close towards the end of the week and an item will be presented to the next Audit & Finance Committee meeting on Wednesday 4 December 2013.

ITEM 6 DECLARATION BY MEMBERS TO HAVE GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE THE MEETING

Councillor Van Vugt	Councillor Jacob
Councillor Butson	

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Confirmation of Minutes of Audit and Finance Committee of Council held on Wednesday, 22 July 2013

AFC201314/004 Officer's Recommendation/Audit and Finance Committee Decision

Moved: Cr Jacob

Seconded: Cr Butson

That the Minutes of the Audit and Finance Committee Meeting of the Town of Port Hedland Council held on Wednesday, 22 July 2013 be confirmed as a true and correct record of proceedings.

CARRIED 3/0

ITEM 8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

ITEM 9 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

ITEM 10 REPORTS OF OFFICERS**10.1 Community Development****10.1.1 *Community Funding and Donations - Endorsement of Funding Requests (July to October 2013) (File No.: 02/05/0003)***

Officer **Gordon MacMile**
Director Community
Development

Date of Report **4 November 2013**

Disclosure of Interest by Officer **Nil**

Summary

Council is requested to consider the applications received under the Community Funding and Donations policy and allocate funding to donations requested from C3 Church, Hedland School of Dance, Hedland Canine Club, Hedland Family Violence Action Group, Oztag, Hedland Tri Sports Association, Treloar Child Care Centre, Australian Sports Commission, Port Hedland Motorcycle Club, Delany Delaney, Port Hedland Pony Club and the Port Hedland Netball Association.

Background

Policy 6/003 Community Funding and Donations was reviewed and updated in May 2013. This review was undertaken and a revised Policy developed that endeavoured to:

- Provide an increased focus on capacity building and independent sustainability within community organisations
- Allocate available funding more broadly and equitably throughout the community
- Reflect the new Committee and Working Group structures of Council
- Consolidate community funding requests previously considered outside of the Policy
- Provide for improved process and acquittal governance.

The current Policy 6/003 Community Funding and Donations is attached as Attachment 1 for reference.

Consultation

- Director Community Development
- Manager Community Development
- Manager Recreation Services and Facilities.

Statutory Implications

Nil

Policy Implications

6/003 Community Funding and Donations Policy.

Strategic Planning Implications

6.1	Community
6.1.1	Unified
	Wider range of community groups using the Town's facilities regularly. Members of the community have access to the Town's services and facilities.
6.1.2	Vibrant
	Higher utilisation of Port Hedland facilities (sporting ovals and buildings) by residents and visitors. Increased number of recreational facilities available.

Budget Implications

Funds of \$25,000 are contained within the 2013/14 budget for this element of community funding and donations.

Officer's Comment

The recent round of Community Funding and Donations closed on Wednesday, 25 September 2013, with 17 applications being received from:

- C3 Church Port Hedland
- Hedland School of Dance
- Laura Delaney
- Hedland Canine Club
- Hedland Family Violence Action Group
- Oztag Port Hedland
- Hedland Tri Sports Association
- Treloar Child Care Centre
- Australian Sports Commission
- Paintings for a Cause
- Port Hedland Motorcycle Club
- Delany Delaney
- Hedland BMX Club
- Nur-Irdah Halik
- Port Hedland Pony Club
- Soroptimist International Port Hedland
- Port Hedland Netball Association.

Requested funding is summarised below (full copies of the donation requests are included as Attachment 2 to Attachment 18).

C3 Church Port Hedland

Council funding of \$4,000 was requested towards expenses (hire fees), in-kind contribution and cash funding for the Christmas Carols 2013 event. Part of application (Development of talented local people) not supported as non-compliant with Policy criteria.

Application partially supported - \$3,000 (\$1,000 cash, up to \$1,500 in-kind and \$500 fee waiver).

Hedland School of Dance

Council funding of \$2,000 was requested as a contribution towards expenses (venue hire and production charges) for the group's end of year production "Wonderful World of Disney" at the Matt Dann Cultural Centre.

Application supported – Up to \$2,000 in waiver of fees and charges.

Laura Delaney

Council funding of \$2,200 was requested as a contribution for venue hire fees and fundraising initiatives towards participation in Amnesty International's Inca Trail Challenge.

Funding application is outside of the criteria for Community Funding and Donations Policy.

Application not supported.

Hedland Canine Club

Council funding of \$2,000 was requested towards an upgrade and the purchase of additional dog training agility equipment.

Application supported - \$2,000 cash.

Hedland Family Violence Action Group

Council funding of up to \$500 was requested towards a waiver of venue hire fees at Wanangkura Stadium for a community awareness evening about family and domestic violence.

Application supported – up to \$500 (waiver of venue hire fees).

Oztag Port Hedland

Council funding of \$5,000 was requested towards equipment purchases, playing field hire, referees fees, advertising and lighting tokens for Oztag Port Hedland. Part of application (referee fees and advertising) not supported as normal sporting operational costs.

Application partially supported - \$910 (waiver of fees \$760 – 1 year's field hire and \$150 lighting tokens).

Hedland Tri Sports Association

Council funding of \$2,000 was requested towards St John Ambulance first aid attendance at triathlon events.

Application partially supported - \$1,000 cash (periodical funding as existing event / activity).

Treloar Child Care Centre

Council funding of \$977.50 was requested as a waiver of venue hire fees at JD Hardie Centre for end-of-year family and children Christmas party.

Application supported – up to \$977.50 (waiver of venue hire fees).

Australian Sports Commission

Council funding of \$912.80 was requested towards pool entry fees (SHAC) for the Active After School program. Activity previously supported but unable to run because of SHAC closure.

Application supported - \$912.80 (waiver of venue entry fees).

Paintings for a Cause

Council funding of \$1,506 was requested towards venue hire fees at JD Hardie Centre. Retrospective application not eligible under Policy guidelines.

Application not supported – Retrospective as event already held.

Port Hedland Motorcycle Club

Council funding of \$2,222 was requested as a waiver of annual lease fees at Reserve 30698, Lot 145 Great Northern Highway.

Application partially supported - \$2,000 (waiver of annual lease fee).

Delany Delaney

Council Funding of \$2,000 was requested towards costs for an aboriginal story recording using new digital technologies.

Application supported - \$2,000 cash.

Hedland BMX Club

Council funding of \$500 was requested towards internet and advertising costs. Application provides limited detail.

Application not supported.

Nur-Irdah Halik

Council funding of \$2,200 was requested as a contribution for venue hire fees and fundraising initiatives towards participation in Amnesty International's Inca Trail Challenge.

Funding application is outside of the criteria for Community Funding and Donations Policy.

Application not supported.

Port Hedland Pony Club

Council funding of \$1,000 was requested as a contribution towards annual ground's clean-up and maintenance.

Application supported - \$1,000 cash.

Soroptimist International Port Hedland

Council funding of \$2,550 was requested towards a waiver of venue hire fees at Wanangkura Stadium to raise funds for a local doctor's work and study in Niger.

Funding application is outside of the criteria for Community Funding and Donations Policy.

Application not supported.

Port Hedland Netball Association

Council funding of \$1,000 was requested as a contribution towards end of year presentation (trophies, medallions) and waiver of venue hire fees.

Application supported - \$500 cash and \$500 waiver of venue hire fees.

Summary of Community Funding Applications to be Assessed at Audit & Finance Committee on 11 November 2013

2013 – 2014 Financial Year Budget for Donations:	\$25,000
Donations Approved To Date:	\$0
Amount Remaining in Budget:	\$25,000

	Organisation	Event	Assistance Requested	Value of Request	Officer's Recommendation	Officer's Rationale / Comment
1	C3 Church Port Hedland	Christmas Carols	Establishment Funding, In-Kind Contributions, Waiver of Fees, Development of Talented Local People	\$4,000	Partially supported - \$3,000	Supported: Periodical funding \$1,000 – existing event Supported: In-Kind contributions up to \$1500 – total to be supplied in acquittal Supported: Waiver of fees up to \$500 Not Supported: Development of Talented People request doesn't comply with Policy
2	Hedland School of Dance	Wonderful World of Disney	Waiver of Fees and Charges	\$2,000	Supported - \$2,000	Funding will support waiving of venue hire fees and part production charges.
3	Laura Delaney	Inca Trail Challenge	Establishment Funding, Waiver of Fees	\$2,200	Not supported	Does not comply with Policy objectives – a) to support community initiatives that strengthen the capacity of local organisations and that deliver valuable outcomes to the Town's residents. Fee waiver not supported as hire fees do not apply to a Movie Fundraiser at the Matt Dann.
4	Hedland Canine Club	Agility Equipment Upgrade	Funding – 2 x agility Tunnels	\$2,000	Supported - \$2,000	Request supported \$2000, Selection Criteria A There has been a large amount of new equipment added to the site recently Project undertaken to date looks to be of a very high quality
5	Hedland Family Violence Action Group	Giving Violence the Boot!	Waiver of Fees	\$300 - \$500	Supported – Up to \$500	Complies with Policy guidelines
6	Oztag Port	Assist with	Funding, Fee	\$5,000	Partially supported -	Excellent opportunity to provide and alternative

	Organisation	Event	Assistance Requested	Value of Request	Officer's Recommendation	Officer's Rationale / Comment
	Hedland	equipment purchase, field hire, referee fees, advertising and light tokens	Waiver and in-kind support		\$910	sporting option to Port Hedland residents Support waiver of ground hire fees \$760.00 for 1 year only as this is a new sport (Selection Criteria A) Support light tokens to the value of \$150.00 being for the next season only must be utilised by December 2015 (Selection Criteria A) Other costs are considered reasonable running costs for sporting body – Users will be required to contribute
7	Hedland Tri Sports Association	Provide First Aid at each (15) event	Funding/Sponsorship	\$2,000	Partially Supported - \$1,000	Partially Supported - \$1,000 (periodical funding as existing activity) Tri Club provide an important role in offering sporting diversity to Port Hedland Safety is paramount importance – Support to another organisation Recognition of the Town clearly defined Complies with objectives A, B and E
8	Treloar Child Care Centre	Child Care Centre Christmas Party	Fee waiver and In-kind contribution	\$457.50 - \$977.50	Supported – Up to \$977.50	Complies with Policy Acquittal to detail full and final costs as the request varies, dependent on whether it is held on Saturday or Sunday (higher rates apply as the Centre is not open)
9	Australian Sports Commission	Cover costs of Pool Entry AASC Swim Program	Entry fees Covered	\$912.80	Supported – \$912.80	Application has been supported previously and not able to run due to SHAC closure Selection Criteria A
10	Paintings for a Cause	Permanent Impressions – A Celebration of Women	Fee Waiver	\$1,506	Not supported	Retrospective application; the event will be held before consideration of the request. Does not comply with Policy objectives – a) to support community initiatives that strengthen the capacity of local organisations and that deliver valuable outcomes to the Town's residents.

	Organisation	Event	Assistance Requested	Value of Request	Officer's Recommendation	Officer's Rationale / Comment
11	Port Hedland Motorcycle Club	Annual Lease fee waiver	Waiver of Annual Fees	\$2,222	Partially Supported – \$2,000	Partially support to the value of \$2,000.00 for one year only to assist the club establish its new facilities (Selection Criteria A) This is a well-run club that has incurred cost through no action of its own. Meeting this significant expense in-part is one way the Town can assist the group in maintaining its steady growth
12	Delany Delaney	We Got a Story	Establishment Funding	\$2,000	Supported - \$2,000	Funding will support the costs of an initial bush visit, by 4 people including artist Lesley Ginger, linguist Denis Thomas, elder Bruce Thomas and collaborating song and story artist Delany Delaney
13	Hedland BMX Club	No event.	Assistance with paying internet and advertising costs	\$500	Not Supported	Submission provides no information regarding how funds are likely to be spent
14	Nur-Irdah Halik	Inca Trail Challenge	Establishment Funding, Waiver of Fees	\$2,200	Not supported	Does not comply with Policy objectives – a) to support community initiatives that strengthen the capacity of local organisations and that deliver valuable outcomes to the Town's residents. Fee waiver not supported as hire fees do not apply to a Movie Fundraiser at the Matt Dann.
15	Port Hedland Pony Club	PHPC Grounds clean up and maintenance	In kind contribution	\$1,000	Supported – \$1,000	Supported to the value of \$1,000.00 as a cash contribution only (selection Criteria A) The group are leases of the facility and therefore responsible for undertaking this work Lease fee is currently highly subsidised – this additional level of support will assist the group to engage the Town. To do tasks outside of their capability
16	Port Hedland Netball Association	Assist with End of Year Presentations	Purchase Trophies, medallions and prizes,	\$1,000	Supported - \$1,000	\$500 cash and \$500 waiver of venue hire fees supported (Selection Criteria A) PHNA is a well-run organisation that provides healthy junior activity and a strong pathway in netball

	Organisation	Event	Assistance Requested	Value of Request	Officer's Recommendation	Officer's Rationale / Comment
		ons 2014	cost of venue and catering etc.			development
17	Soroptimist International Port Hedland	African Safari Quiz Night	Waiver of Fees	\$2,550 (including bond)	Not Supported	Funding application is outside of the criteria for Community Funding and Donations Policy – a) to support community initiatives that strengthen the capacity of local organisations and that deliver valuable outcomes to the Town's residents
			Total	Requests: \$32,568.30	Recommendations: \$17,300.30	

Amount remaining in budget if Officer's recommendations are followed - \$7,699.70

Attachments

1. Community Funding and Donations Policy
2. C3 Church Port Hedland
3. Hedland School of Dance
4. Laura Delaney
5. Hedland Canine Club
6. Hedland Family Violence Action Group
7. Oztag Port Hedland
8. Hedland Tri Sports Association
9. Treloar Child Care Centre
10. Australian Sports Commission
11. Paintings for a Cause
12. Port Hedland Motorcycle Club
13. Delany Delaney
14. Hedland BMX Club
15. Nur-Irdah Halik
16. Port Hedland Pony Club
17. Soroptimist International Port Hedland
18. Port Hedland Netball Association.

AFC201314/005 Officer's Recommendation/Audit and Finance Committee Decision**Moved: Cr Jacob****Seconded: Cr Butson****That the Audit and Finance Committee recommend that Council:**

1. **Allocates total funding of \$17,300.30 within the 2013/14 budget from GL Account 813285 (Community Funding and Donations) to donations requested from:**
 - a. **C3 Church for the amount of \$3,000 (\$1,000 cash, up to \$1,500 in-kind and \$500 fee waiver of venue hire charges) for the Christmas Carols 2013 event;**
 - b. **Hedland School of Dance for the amount of up to \$2,000 towards expenses (waiver of venue hire and production charges) for the group's end of year production;**
 - c. **Hedland Canine Club for the amount of \$2,000 cash towards an upgrade and the purchase of additional dog training agility equipment;**
 - d. **Hedland Family Violence Action Group for the amount of up to \$500 towards a waiver of venue hire fees at Wanangkura Stadium;**
 - e. **Oztag for the amount of \$910 (waiver of sporting reserve hire fees \$760 – 1 year's field hire and \$150 lighting tokens);**

- f. Hedland Tri Sports Association for the amount of \$1,000 towards St John Ambulance first aid attendance at triathlon events;**
- g. Treloar Child Care Centre for the amount of \$977.50 towards waiver of venue hire fees for the end-of-year family and children Christmas party;**
- h. Australian Sports Commission for the amount of \$912.80 towards the waiver of pool entry fees (SHAC) for the Active After School program;**
- i. Port Hedland Motorcycle Club for the amount of \$2,000 (waiver of annual lease fee);**
- j. Delany Delaney for the amount of \$2,000 cash towards aboriginal story recording using new digital technologies;**
- k. Port Hedland Pony Club for the amount of \$1,000 cash towards annual ground's clean-up and maintenance; and**
- l. Port Hedland Netball Association for the amount of \$1,000 (\$500 cash and \$500 waiver of venue hire fees) towards end of year presentations.**

CARRIED 3/0

ATTACHMENT 1 TO ITEM 10.1.1
6/003 FUNDING AND DONATIONS POLICY

The Town of Port Hedland will work in collaboration with the community to support the delivery of events, celebrations and community activities which reflect the unique identity, add to the social fabric of the Town of Port Hedland and the wellbeing of residents.

Previous Council resolutions have identified a series of community, recreation, sporting and cultural celebrations and events of significance and regularity, and accordingly determined levels of support to be provided by the Town. This information forms the later part of this Policy (section 8). The Town will encourage excellence and innovation, and inclusive community participation.

1. Objectives

- a. To support community initiatives that strengthen the capacity of local organisations and that deliver valuable outcomes to the Town's residents
- b. To assist in the initiation and establishment of new, independently sustainable events, programs and activities that build capacity within the community
- c. To enable the Town to implement a consistent response to support requests received from community organisations, individuals and not for profit organisations
- d. To provide budget certainty to applicants
- e. To provide both local residents and community organisations with guidance in respect to the Town's expectations of such requests.

2. Scope of Funding

The Town of Port Hedland will provide assistance to the community based on the below structure:

Community Support Donations

- a. This support is limited to the consideration of requests up to a maximum of \$2,000 cash component in value
- b. This maximum value of all or any Community Support Donation within this section, whether comprised of cash funding, in-kind support, talent development or waiver of fees, is to a maximum of \$5,000 in total annually. In order to assess the value of a request, a dollar (\$) value will be estimated for the in-kind component
- c. All funding applications will be considered as part of this policy; applications outside this policy will be referred to and considered separately by Council
- d. A maximum of one (1) application per financial year per organisation or individual will be considered.

Types of Community Support include:

- o Establishment funding (Cash - \$2,000 maximum) – Available to applicants running a new, one-off project, program, activity or event
- o Periodical funding (Cash - \$1,000 maximum) – Available to applicants to support a community project, program, activity or event on a recurring basis or that has been funded previously. Organisations are required to fund 50% of the project’s cash contribution from their own or other funding sources. Funding may be used for the purchase of equipment, uniforms etc.
- o In-kind contributions – This support includes the provision of facilities, equipment and purchases

These will usually not require a significant contribution of staff time. In-kind contributions will be considered subject to their availability, the need to protect the security and value of the assets, and their use for required Town of Port Hedland purposes

- o Waiver of Fees – This support is for the waiver of fees for the hire of community facilities. Waiver costs will be in accordance with the Town of Port Hedland adopted Schedule of Fees and Charges
- o Development of Talented Local People – Financial contributions may be made towards the costs associated with the initiatives by local people of all ages that develop talented individuals. A maximum contribution of \$500 in one financial year may be considered to each person who is eligible for this support. These initiatives may include:
 - o Travel and attendance at competitions, educational tours or recognised State level (or above) training usually located elsewhere in Western Australia or beyond. The person concerned must have been invited to attend on the basis of exceptional sporting, artistic or other talent
 - o Hosting of a talent development initiatives (incl. coaching courses).

The table below identifies in-kind assistance and fee waiver support that will be provided on an ongoing basis:

Event	Key Partner	Council Support	Notional Value
Sports Group Forums	Department Sport and Recreation WA	<ul style="list-style-type: none"> - Use of Town Venues - Advertising, photocopying and postage - Contribute to hosting event 	\$500
Port Hedland Cup Day	Port Hedland Turf Club	<ul style="list-style-type: none"> - Provision for 20 extra bins - Waiver of all stall fees and street trading ground hire for one day - Ground hire - Use of Town Flag to fly at event 	\$5,000
Premier Regional Lawn Bowls	Port and South Hedland Bowling Clubs	<ul style="list-style-type: none"> - Staff member on Committee - Advertising/photocopying, fax and postage 	\$500
Nindji Nindji Festival	Bloodwood Tree Association	<ul style="list-style-type: none"> - Use of Town Venue - Provision for up to 20 extra bins 	\$500

Australia Day Breakfast	Soroptimist International	<ul style="list-style-type: none"> - Administration/organisation of Premier's Australia Day Active Citizen Awards - Use of Town equipment and facilities - Advertising and photocopying of events 	\$3,000
Port Hedland Golf Club Pro-AM Open Event	Port Hedland Golf Club	<ul style="list-style-type: none"> - When required leading mowing and maintenance equipment support 	\$2,000
Community Clean-Up Event	Care for Hedland Environmental Association	<ul style="list-style-type: none"> - Waiver of tip fees and provision of litter bags for community clean up events including but not limited to Clean Up Australia Day, Adopt a Spot, Great Northern Clean Up and South Hedland Street Blitz 	\$3,000
PH Pony Club Pre-Season	PH Pony Club	<ul style="list-style-type: none"> - Pre-season annual slash of the Port Hedland Pony Club Event space 	\$1,000
Relay for Life	Relay for Life Port Hedland Committee	<ul style="list-style-type: none"> - Funding of \$5,517 per year in 2012/13, 2013/14, and 2014/15 budget years for: reserve hire; disabled toilet hire; rubbish collection; and reserve floodlighting. 	\$5,517.00
Pilbara Music Festival	Pilbara Music Festival	<ul style="list-style-type: none"> - Patron of Festival - Use of Town Venues - Provide administrative and photocopying assistance 	\$5,000
NAIDOC Week	Pundulmurra Campus EPCT	<ul style="list-style-type: none"> - Town of Port Hedland display 	\$250
Chamber of Commerce Business of the Year Awards	Chamber of Commerce	<ul style="list-style-type: none"> - Additional trophies for Community of the Year Award Categories 	\$1,000
Carols by Candlelight	Ministers Fraternal	<ul style="list-style-type: none"> - Use of Town venue 	\$500
ANZAC Day Ceremony	RSL	<ul style="list-style-type: none"> - Use of Town venue - Wreath - Advertisement 	\$1,500

Community Partnership Grant

- a. This Partnership support is limited a maximum period of 3 years
- b. The maximum value of all or any Community Partnership support within this section whether comprised of cash funding, in-kind support or waiver of fees is to a maximum of \$15,000 in total annually. In order to assess the value of a request, a dollar (\$) value will be estimated for the in-kind component and / or fee waiver
- c. All funding applications will be considered as part of this policy; applications outside this policy will be referred to and considered separately by Council
- d. A maximum of one (1) application per financial year per organisation or individual will be considered

The Partnership Fund has three main aims:

1. To increase community access to essential programs and services through the development of partnerships between the Town and not for profit community organisations

2. To provide assistance to not for profit community organisations with the capacity to assess community need to develop essential community services or programs which are consistent with the Town of Port Hedland’s strategic objectives and programs, but not directly operated by the Town

3. To provide initial support for significant community, sport, recreation and cultural events and to ensure these activities build independent capacity and reduced reliance on Town funding over a set period of time.

The table below identifies financial support that will be provided (maximum of \$15,000 annually for a period of up to 3 years):

Event	Key Partner	Council Support	Notional Value
Premier Regional Lawn Bowls	Port and South Hedland Bowling Clubs	Provide sponsorship towards event of a maximum of \$12,000 annually for a period of up to 3 years (2013/14 to 2015/16 inclusive)	\$36,000
Australia Day Breakfast	Soroptimist International	Provide sponsorship towards event of \$1,500 annually for a period of up to 3 years (2013/14 to 2015/16 inclusive)	\$4,500
Nindji Nindji Festival	Bloodwood Tree Association	Provide sponsorship towards event of \$1,000 annually for a period of up to 3 years and/or for 3 events (2013/14 to 2015/16 inclusive)	\$3,000
Mingle Mob	Youth Involvement Council	Provide Sponsorship support of \$15,000 annually towards the operation of the Mingle Mob annually for a period of up to 3 years (2013/14 to 2015/16 inclusive)	\$45,000
n/a	Port Hedland Cricket Association	Provide support of \$5,000 annually towards structural and seasonal alignment (2013/14 and 2014/15)	\$10,000
n/a	Pilbara Mental Health and Drug Service	Provide support of \$4,000 towards a healthy lifestyle program (2013/14)	\$4,000
n/a	Hedland Amateur Swimming Club (HASC)	Provide support of \$5,000 annually towards club development initiatives (2013/14 and 2014/15)	\$10,000
n/a	North West Roller Derby	Provide support of \$5,000 towards venue hire and establishment costs (2013/14)	\$5,000
n/a	Gentle Transitions	Provide support of \$5,000 towards Equine Assisted Therapy and Learning (2013/14)	\$5,000
n/a	Department of Child Protection and Family Support	Provide support of \$5,000 towards carers recruitment (2013/14)	\$5,000

What will not be funded?

- o Commercial activities

- o Retrospective costs (ie for activities, programs and events that occur prior to consideration by Council of the funding application)

- o Associations with outstanding debts to the Town of Port Hedland

- o Non-incorporated organisations, unless prior written approval by Council resolution
- o Core organisational operating costs i.e. a permanent position for ongoing work.

3. Application Process

Community Support Donations

- a. Requests for assistance will be made in writing through completion of an application form. Form A is to be completed by Individuals and Community Organisations. Form B is to be completed by Not For Profit Organisations
- b. Applications to be made in response to Town of Port Hedland advertising, within specified deadlines and funding criteria
- c. Application forms are available on the website or from the Customer Service Counter. Applications must provide all required information
- d. The Audit and Finance Committee will make recommendations to the next Ordinary Meeting of Council in regard to the approval or otherwise of applications received
- e. Four (4) funding rounds will be held annually, timed to allow for consideration at the quarterly Audit and Finance Committee.

Community Partnership Funding

- a. Requests for assistance will be made annually in writing and considered as part of the budget preparation process
- b. Applications to be made in response to Town of Port Hedland advertising, within specified deadlines and funding criteria
- c. Applications supported (by Council) for more than one year will be included in the Policy table, detailing the level and length of funding
- d. Applications for support outside of policy limit (i.e. above \$15,000 / 3 years) to be considered by Audit and Finance Committee, then Council and subject to budget availability.

4. Selection Criteria

In considering the relative merits of applications, the Town will apply the following criteria:

- a. The positive contribution the event or project will make to the Hedland community
- b. The information requested meets the requirements of this policy
- c. The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation
- d. The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town
- e. Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project
- f. The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.

5. Acquittals

Successful applications will be required to provide a brief report / acquittal containing information including:

- o Measuring qualitative aspects, such as the success of the activity
- o Financial information, such as receipts accounting for the expenditure of monies.



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person Community Organisation Not For Profit

Organisation/ Individual Name: C3 Church Port Hedland

Contact Person: Kevin Angel

Position within Organisation: Carols Coordinator

Postal Address: PO Box 2250, South Hedland WA 6722 Postcode: 6722

Telephone: (08) 9140 2770 Email: c3church@westnet.com.au

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No Year of Incorporation: 1981

If Yes, please attach a copy of your Certificate of Incorporation

ABN: 77 374 652 943

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No If yes, by who? _____

If No, will you/your organisation be obtaining cover for this event?

Yes No If yes, by who? _____



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf on this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: Kevin Angel

Signed: *Kevin Angel*

Date: 23/9/13

Section 2a: Application Details

What is the name of your Project / Event:

The Town of Port Hedland Christmas Carols

Provide a brief outline of your project / event and what you would like to achieve.

The program will run for about 2 hours and will include a number of Christmas songs and acts

performed by locals. There will be crowd entertainment including clowns, Santa and a live

nativity scene.

Outline how ToPH funding will specifically be used.

Equipment hire, decorations, sound, lighting, food and entertainment.

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes No

If Yes, in which year? 2012

Please provide details: Carols by Candlelight was held at the Port Hedland Skate Park Oval

on 16 December 2012. The programme consisted of musical songs and acts. There was also crowd

entertainment which included clowns, Santa and a live nativity scene. This was a community event run by C3

Church but also involved other Hedland churches, community groups, the town and surrounding communities.



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	\$2,000.00
Periodical Funding* (max \$1,000 cash)	
In-kind Contributions	\$15,000
Waiver of Fees	\$500.00
Development of Talented Local People (max \$500)	\$1000.00

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: _____

(1) In-kind contributions - stage, set-up, extra bins at the venue, access to the public toilets - cleaning pre and post event of the toilets

(2) Waiver of fees - venue hire of park opposite the Port Hedland Skate park for 15 December 2013

(3) Development of talented local people - crowd entertainment, pony rides, face painters, clowns, juggler etc.

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$5,000.00	\$18,000.00	\$2,000.00
Venue fees funded			\$500.00
In-kind contributions*	\$47,000.00	\$6,200.00	\$1,500.00
Sub-totals	\$52,000.00	\$24,200.00	\$4,000.00
Total (max \$5,000 by ToPH)	\$80,200.00		

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

The Christmas carols will be advertised on the local radio stations, in the local newspapers, on the community notice boards and through different email distribution lists. In all media related to the event, the Council will be acknowledged for their sponsorship.



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'
- b. The positive contribution the event or project will make to the Hedland community
- c. The information requested meets the requirements of this policy
- d. The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation
- e. The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town
- f. Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project
- g. The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.



Government of Western Australia
Department of Commerce

WESTERN AUSTRALIA

Associations Incorporation Act 1987
(Section 18(6))

Registered No: A0810107W

**Certificate of Incorporation
On Change of Name**

This is to certify that

GATEWAY CHRISTIAN FELLOWSHIP INCORPORATED

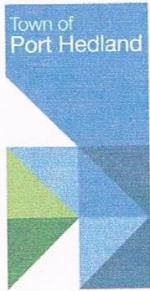
which was on the sixth day of August 1981
incorporated under the *Associations Incorporation Act 1987*
changed its name to:

C3 CHURCH PORT HEDLAND INCORPORATED

on this twenty eighth day of December 2011

A handwritten signature in black ink, appearing to read 'D. Quill'.

Commissioner for Consumer Protection



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person Community Organisation Not For Profit

Organisation/ Individual Name: Hedland School of Dance.

Contact Person: Kylie Neylon

Position within Organisation: Principal Teacher

Postal Address: 8 Corran Place Stb Hedland Postcode: 6722.

Telephone: 0401783890 Email: neylonk@westnet.com.c

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No Year of Incorporation: _____

If Yes, please attach a copy of your Certificate of Incorporation

ABN: 17 010 738 076 (waiting to be re-instate as it hasn't been used)

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No If yes, by who? Ausdance

If No, will you/your organisation be obtaining cover for this event?

Yes No If yes, by who? _____



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf of this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: Kylie Ann Neylon

Signed: Kylie Neylon

Date: 24.9.13

Section 2a: Application Details

What is the name of your Project / Event:

Wonderful World of Disney

Provide a brief outline of your project / event and what you would like to achieve.

Wonderful World of Disney is our end of year showcase for our dance students. For our students to be given the opportunity to perform and entertain members of the Port Hedland Community.

Outline how ToPH funding will specifically be used.

Funding from ToPH will be used to cover Venue costs and lighting at the Matt Dann Cultural Centre

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes No

If Yes, in which year? _____

Please provide details: _____



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	
Periodical Funding* (max \$1,000 cash)	
In-kind Contributions	
Waiver of Fees	✓
Development of Talented Local People (max \$500)	

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: _____

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$	\$	\$
Venue fees funded	\$ 5000.00	\$	\$ 2000.00
In-kind contributions*	\$	\$	\$
Total (max \$5,000 by ToPH)	\$	\$	\$

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

Hedland School of Dance would be more than happy to perform and supports Events run by the Town of Port Hedland. We are also more than Happy to give recognition in our advertising and programming.



Town of Port Hedland

Community Funding & Donations Application

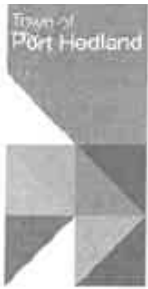


Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. *Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'* [
- b. *The positive contribution the event or project will make to the Hedland community* [
- c. *The information requested meets the requirements of this policy* [
- d. *The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation* [
- e. *The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town* [
- f. *Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project* [
- g. *The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.* [



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person Community Organisation Not For Profit

Organisation/ Individual Name: LAURA DELANEY

Contact Person: _____

Position within Organisation: _____

Postal Address: PO BOX 2238 STM HEDLAND Postcode: 6722

Telephone: 0407 554 522 Email: ldelaney-77@hotmail.com

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No Year of Incorporation: _____

If Yes, please attach a copy of your Certificate of Incorporation

ABN: _____

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No If yes, by who? _____

If No, will you/your organisation be obtaining cover for this event?

Yes No If yes, by who? _____



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf on this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: LAURA DELANEY

Signed: L Delaney

Date: 25/09/13

Section 2a: Application Details

What is the name of your Project / Event:

Amnesty International Inca Trail Challenge 2014

Provide a brief outline of your project / event and what you would like to achieve.

Trek the Inca Trail and help Amnesty International defend human rights. Our fundraising will help fight injustice and defend the human rights of men, women and children around the world.

Outline how ToPH funding will specifically be used.

The waiver of fees will be used for the hire of the foyer at the Matt Dunn Cultural Centre for a silent auction. The cash contribution will be used to purchase ingredients for 20 morning teas, dinner party raffles and guessing competitions.

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes No

If Yes, in which year? N/A

Please provide details: N/A



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	✓
Periodical Funding* (max \$1,000 cash)	
In-kind Contributions	
Waiver of Fees	✓
Development of Talented Local People (max \$500)	

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: I will be contributing countless hours of my time to organize fundraising events and help raise awareness of human right issues.

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties: TBC

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$	\$	\$ 2,000
Venue fees funded	\$	\$	\$ 200
In-kind contributions*	\$	\$	\$
Total (max \$5,000 by ToPH)	\$	\$	\$

As per 13/14 Fees + charges

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

Logo placement in advertisement and promotions
Mentions in editorials
Social media acknowledgement



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. *Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'*
- b. *The positive contribution the event or project will make to the Hedland community*
- c. *The information requested meets the requirements of this policy*
- d. *The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation*
- e. *The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town*
- f. *Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project*
- g. *The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.*

Laura and Nur's Inca Trail Challenge Fundraising Plan:

Ongoing Fundraising Activity	Major Fundraising Events
20 x morning teas at our workplace	February 2014: Matt Dann Cultural Centre movie fundraiser (raffle, silent auction, proceeds from ticket sales)
3 x raffles: Christmas, Easter, Mother's Day	March 2014: High Tea @ Well Womens Centre (raffle, silent auction)
Lolly jar guessing competition	June 2014: Saturday night event @ local establishment, money raised from ticket sales

Costs:

Ongoing Fundraising Activity

Morning Teas:

- Ingredients
- Food packaging (cupcake liners, napkins, cups etc)

Raffles:

- Raffle ticket books
- Items for raffle
- Packaging

Lolly jar:

- Jars
- Lollies
- Raffle ticket books or a number board

Major Fundraising Events:

Movie Night:

- Stationery (signs for auction items, tickets etc)
- Printing for flyers/posters

High Tea:

- Printing for flyers/posters, tickets etc
- Miscellaneous items such as plates, cutlery, decorations etc
- Raffle ticket book

Saturday night event:

- Printing for flyers/posters, tickets etc
- Decorations
- Raffle ticket book
- Entertainment (rides, bands etc)



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person Community Organisation Not For Profit

Organisation/ Individual Name: HEDLAND CANINE CLUB

Contact Person: SUSIE ANDRI

Position within Organisation: PRESIDENT

Postal Address: PO Box 2265, SOUTH HED Postcode: 6722

Telephone: 0419 156 838 Email: HedlandCanineClub@gmail.com

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No Year of Incorporation: _____

If Yes, please attach a copy of your Certificate of Incorporation

ABN: 66 957 757 627

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No If yes, by who? CAWA

If No, will you/your organisation be obtaining cover for this event?

Yes No If yes, by who? _____



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf on this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: SHARMA COOK (SECRETARY/TREASURER)
Signed: [Signature] Date: 22/9/13.

Section 2a: Application Details

What is the name of your Project / Event:

AGILITY EQUIPMENT UPGRADE

Provide a brief outline of your project / event and what you would like to achieve.

IMPROVE QUALITY OF AGILITY EQUIP @ CLUB.
REPLACE OLD / BROKEN ITEMS.

Outline how ToPH funding will specifically be used.

PURCHASE OF 2x AGILITY TUNNELS.
(cost is approx \$1800-2000 per tunnel)

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes No

If Yes, in which year? _____

Please provide details: _____



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	✓
Periodical Funding* (max \$1,000 cash)	
In-kind Contributions	
Waiver of Fees	
Development of Talented Local People (max \$500)	

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: HCC has already funded approx 9.5K of the equipment upgrade itself.

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$ 9500	\$	\$ 2000
Venue fees funded	\$	\$	\$
In-kind contributions*	\$	\$	\$
Total (max \$5,000 by ToPH)	\$	\$	\$

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

The ToPH will be publicly thanked on our club's Facebook page. In addition, if provided, a "sponsored by" or "donated by" plaque could be displayed adjacent to the tunnels.



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'
- b. The positive contribution the event or project will make to the Hedland community
- c. The information requested meets the requirements of this policy
- d. The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation
- e. The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town
- f. Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project
- g. The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person Community Organisation Not For Profit

Organisation/ Individual Name: HEDLAND FAMILY VIOLENCE ACTION GROUP (HFVAG)

Contact Person: VIKKI HAMMON

Position within Organisation: CONVENOR

Postal Address: PO BOX 2506, SOUTH HEDLAND Postcode: 6722

Telephone: 9140 1613 Email: dvo@pcls.net.au

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No Year of Incorporation: _____

If Yes, please attach a copy of your Certificate of Incorporation

ABN: _____

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No If yes, by who? HEDLAND WELL WOMEN'S CENTRE

If No, will you/your organisation be obtaining cover for this event?

Yes No If yes, by who? _____



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf of this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: VIKKI HAMMON

Signed:

Date: 30.08.13

Section 2a: Application Details

What is the name of your Project / Event: COMMUNITY EVENT

Guest speakers - Mullewa Football Club - Giving Violence the Boot!

Provide a brief outline of your project / event and what you would like to achieve.

HFVAG is a group of representatives from NGOS and Government Agencies working

together to address the issues surrounding Family and Domestic Violence. Each year HFVAG

organises events to increase community awareness and education. This event is targeted at

reducing men's violence and anti-social behaviour using sport as the medium.

Outline how ToPH funding will specifically be used.

TOPH is requested to waive the fees for the use of the Jimblebar Room at Wanangkura

Statium 5th October 2013, 5.00pm - 9.30pm

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes No

If Yes, in which year? _____

Please provide details: _____



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	
Periodical Funding* (max \$1,000 cash)	
In-kind Contributions	
Waiver of Fees	\$300-\$500
Development of Talented Local People (max \$500)	

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: Approx \$2500. Contributions from various agencies and in partnership with other community groups. Includes In-Kind-Support

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$500	\$3000 BHP not confirmed	\$
Venue fees funded	\$	\$	\$300-\$500 to be confirmed
In-kind contributions*	\$2,000	\$1320 FMG	\$
Total (max \$5,000 by ToPH)	\$2,500.00	\$4,320	\$300-\$500 to be confirmed

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

Recognised as a sponsor in any publicity including print and social media.

TOPH Community Development staff are invited to participate in the events.



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. *Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'*
- b. *The positive contribution the event or project will make to the Hedland community*
- c. *The information requested meets the requirements of this policy*
- d. *The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation*
- e. *The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town*
- f. *Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project*
- g. *The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.*



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person Community Organisation Not For Profit

Organisation/ Individual Name: OZTAG PORT HEDLAND

Contact Person: MOHAMMA MIKAR

Position within Organisation: PRESIDENT

Postal Address: 1 PARKER ST SOUTH HEDLAND Postcode: 6722

Telephone: 0416688400 Email: oztagporthedland@hotmail.com

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No Year of Incorporation:

If Yes, please attach a copy of your Certificate of Incorporation

ABN: _____

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No If yes, by who? SPORTS COVER AUSTRALIA

If No, will you/your organisation be obtaining cover for this event?

Yes No If yes, by who? _____



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf on this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: Mohanna Mirar

Signed: Mirar

Date: 15/09/13

Section 2a: Application Details

What is the name of your Project / Event:

OZTAG FOOTBALL

Provide a brief outline of your project / event and what you would like to achieve.

EVERY MONDAY NIGHT WE HOLD GAMES FOR
ANYONE WANTING TO PLAY NON-CONTACT FOOTBALL

Outline how ToPH funding will specifically be used.

FOR HELP IN PAYMENT OF EQUIPMENT, FIELD HIRE,
REFEREE FEES, ADVERTISEMENT ECT. LIGHT TOKENS

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes No

if Yes, in which year? _____

Please provide details: _____



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	✓
Periodical Funding* (max \$1,000 cash)	
In-kind Contributions	✓
Waiver of Fees	✓
Development of Talented Local People (max \$500)	

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: REGISTRATION FEES @ \$1000ea

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$ 6000	\$	\$ 2000 -
Venue fees funded	\$	\$	\$ 1760 -
In-kind contributions*	\$	\$	\$ 1240 -
Total (max \$6,000 by ToPH)	\$	\$	\$ 5000 -

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

2 x SEASON FIELD HIRE @ \$380ea

LIGHT TOKENS x 24 @ \$8.75ea

KEEPER FEES x 56 @ \$20ea

EQUIPMENT FEES + GRAND FINAL INCENTIVES



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'
- b. The positive contribution the event or project will make to the Hedland community
- c. The information requested meets the requirements of this policy
- d. The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation
- e. The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town
- f. Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project
- g. The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person Community Organisation Not For Profit

Organisation/ Individual Name: Hedland Tri Sport Association

Contact Person: David Burgess

Position within Organisation: Committee President

Postal Address: _____ Postcode: _____

Telephone: _____ Email: david.burgess@phpa.com.au

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No Year of Incorporation: 2000

If Yes, please attach a copy of your Certificate of Incorporation

ABN: 313-526-0647

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes, see attached No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No If yes, by who? _____

If No, will you/your organisation be obtaining cover for this event?

Yes No If yes, by who? _____



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf on this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: David Burgess

Signed:

Date: 11-9-2013

Section 2a: Application Details

What is the name of your Project / Event:

St John's Ambulance Attendance at all Hedland Triathlon Events

Provide a brief outline of your project / event and what you would like to achieve.

Hedland Tri Sports wish to provide qualified first aid at each of their season events to provide

participants with a level of comfort and assurance that if something goes wrong, we have the best

help at hand. With the climate significantly higher than in most other states running triathlon events

and the increase risk this presents to our participants, it is important that we manage this risk proactively

Outline how ToPH funding will specifically be used.

Sponsorship received from the ToPH would be given directly to St Johns Ambulance as a donation

towards their attendance at approximately 15 events over the 2012/13. We have spoken with St

John's Ambulance and in principle they are supportive of this proposal

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes No

If Yes, in which year? _____

Please provide details: _____



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	\$2000
Periodical Funding* (max \$1,000 cash)	
In-kind Contributions	
Waiver of Fees	
Development of Talented Local People (max \$500)	

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: _____

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$	\$	\$2,000
Venue fees funded	\$	\$	\$
In-kind contributions*	\$	\$	\$
Total (max \$5,000 by ToPH)	\$	\$	\$2,000

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

Radio coverage on race day, promotion of business logo at every event, logo on club shirt, promotion in newspaper advertisement promoting events and results, naming rights to a specific event, logo on club trailer situated at events and specific training venues, mention of business for specific awards for each race, free entry to specific races for staff, invitation to club annual presentation dinner, speaking opportunity at presentation dinner, opportunity to present awards at specific club events, promotion of business on club Facebook page, opportunity to provide promotional material to participant



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. *Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'*
- b. *The positive contribution the event or project will make to the Hedland community*
- c. *The information requested meets the requirements of this policy*
- d. *The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation*
- e. *The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town*
- f. *Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project*
- g. *The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.*



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person Community Organisation Not For Profit

Organisation/ Individual Name: Treloar Child Care Centre Inc

Contact Person: Fiona Janse van Rensburg

Position within Organisation: Director

Postal Address: PO Box 2626 - South Hedland Postcode: 6722

Telephone: 08 91401666 Email: treloardirector@westnet.com.au

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No Year of Incorporation: 1994

If Yes, please attach a copy of your Certificate of Incorporation

ABN: _____

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No If yes, by who? _____

If No, will you/your organisation be obtaining cover for this event?

Yes No If yes, by who? _____



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf on this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: Fiona Janice van Rensburg

Signed: [Signature]

Date: 12-8-13

Section 2a: Application Details

What is the name of your Project / Event:

Child Care Centre Christmas Party!

Provide a brief outline of your project / event and what you would like to achieve.

This year our centre would like to use the JO Hardie Centre as a venue for our Annual Childrens Christmas Party for the local families and children that use the service.

Please see attached our application + summary

Outline how ToPH funding will specifically be used.

As a not for profit organisation we were hoping that the ToPH could waiver the fees for the venue (JO Hardie Centre).

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes No

If Yes, in which year? _____

Please provide details: _____



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	
Periodical Funding* (max \$1,000 cash)	
In-kind Contributions	✓
Waiver of Fees	
Development of Talented Local People (max \$500)	

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: _____

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$	\$	\$
Venue fees funded	\$	\$	\$
In-kind contributions*	\$	\$	\$ <i>wavier the cost of venue.</i>
Total (max \$5,000 by ToPH)	\$	\$	\$

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

- *Recognition through newsletter*
 - *Recognition through speeches at the event*
 - *Possible story + recognition in local newspaper -*
- _____
- _____
- _____



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. *Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'*
- b. *The positive contribution the event or project will make to the Hedland community*
- c. *The information requested meets the requirements of this policy*
- d. *The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation*
- e. *The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town*
- f. *Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project*
- g. *The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.*

JD Hardie Youth Zone

Venue Hire Booking Form

JD Hardie Youth Centre
PO Box 41 Port Hedland WA 6721

PHONE: (08) 9158 9380
FAX: (08) 9158 9399
WEB: www.jdhardie.com



ACTIVITY

- Meeting/Seminar
- Function
- Youth Program
- Childrens Program
- Other.....

ORGANISATION CATEGORY

- Not-for-profit
- Community
- Commercial
- Private
- Government
- Other.....

APPLICANT DETAILS

Name: Fiona JVR
 Organisation: Treboar Child Care Centre
 Address: PO Box 2626, South Hedland
 Phone: 0891401666
 Fax:
 Email: treboardirector@westnet.com.au

Is an entry fee, membership fee or donation required?
 Yes Amount
 No
** Will be applying through TOPH for use of the venue "donation grant"*

Number of people: roughly 100-150 adults+children
 Equipment needed:

FACILITY REQUIRED

- Performing Arts
- Stadium
- Conference Room
- Kitchen
- Outdoor Courts
- Music Rehearsal Room
- Art & Design Room
- Youth Lounge
- Music Recording Room

CATERING - optional, please see attached menu
 Morning/ Afternoon Tea MENU A
 Morning/ Afternoon Tea MENU B
 Lunch MENU A
 Lunch MENU B

DECLARATION

As the hirer or on behalf of the hirer, I confirm the above details and have read and agree to comply with the terms and conditions overleaf.
 Signature: [Signature]
 Date: 19-7-13

Date/s: 7-12-13 OR 8-12-13
 Times (including setup and cleanup)
 Start: 2pm
 Finish: 5:30pm

*** If you require a time-slot past 8pm, bookings need to be made 3 weeks prior to booking date.**

OFFICE USE ONLY <input type="checkbox"/> Date availability checked <input type="checkbox"/> Booking confirmed with client <input type="checkbox"/> Booking uploaded to JDYz calendar For Internal TOPH Bookings please state:	HOURS	RATE	FEE	Notes
		/hr	\$
		/hr	\$
	Bond		\$
	Total fee		\$
<input type="checkbox"/> Deposit paid on/...../..... <input type="checkbox"/> Paid in full on/...../.....			Processing Officer	Receipt No..... Event No.....

Our desire is to use the stadium with JD Hardies equipment set up for the children. We were thinking we could also set up several tables - playdough, art+craft + face painting,

We were hoping to cater (cold meat+ salad+ can of drinks) that we would organise ourselves

At roughly 3:00pm we would require microphone use to do speeches, the ch'd would do 2 performances + then Santa would arrive to hand out gifts to the children.

The families would be invited to attend
2:30pm - 4:30pm.

Could we request a quote for both the Saturday+ Sunday?

Requirements -

- use of JD Hardie
- use of equipment (childrens resources)
- use of stereo + microphone
- tables for catering -
- chairs ???
-

Thanking you in advance.



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person

Community Organisation

Not For Profit

Organisation/ Individual Name: Australian Sports Commission: Active After Schools Communities Program

Contact Person: Nick Hughes

Position within Organisation: Regional Coordinator Pilbara Region

Postal Address: Po Box 2628 South Hedland WA 6722 Postcode: 6722

Telephone: 0437 700 440 Email: Nick.Hughes@ausport.gov.au

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No Year of Incorporation: _____

If Yes, please attach a copy of your Certificate of Incorporation

ABN: _____

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No If yes, by who? _____

If No, will you/your organisation be obtaining cover for this event?

Yes No If yes, by who? _____



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf on this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: Nicholas Hughes

Signed: N. Hughes

Date: 12/08/2013

Section 2a: Application Details

What is the name of your Project / Event:

Term 4 2013 AASC After-School South Hedland Swim Program

Provide a brief outline of your project / event and what you would like to achieve.

The AASC After-school Swim Program will allow approximately 60 indigenous South Hedland primary school children to undertake a free 7 week program at the South Hedland Aquatic Centre which will be further supported by the YMCA's Commando swim program. The program is designed to further develop & enhance the ToPH's already existing 'in-school' Austswim program while developing local capacity & longevity of junior swimming by having participants transitioning to a ongoing swim program by accessing the Department of Sport & Recreation's Kidsport funding.

Outline how ToPH funding will specifically be used.

ToPH funding will be utilised to cover the cost of both pool entry (\$1/child/session x 60 + 1.9/teacher/session x 4) & lane hire (\$15.70/lane/session x 4) for participants/coaches for a the 7 sessions (\$130.40/session) of the program = \$912.80

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes No

If Yes, in which year? 2013

Please provide details:

In Term 1 2013 the ToPH committed \$2000 to be utilised in the same manner for the same project but due to the continued delays in opening the South Hedland Aquatic Centre the program was unable to be run. The funds were acquitted & returned to the ToPH with a view for reapplication in the new financial year & upon the opening of the South Hedland Aquatic Centre.



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	
Periodical Funding* (max \$1,000 cash)	
In-kind Contributions	\$490.00
Waiver of Fees	
Development of Talented Local People (max \$500)	

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: \$4340.00 for Program Equipment, Delivery/Coaching & Travel

The total program = \$5742.80

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$ 4340.00 (AASC)	\$	\$
Venue fees funded	\$	\$	\$912.80
In-kind contributions*	\$	\$ 490.00 (YMCA)	\$
Total (max \$5,000 by ToPH)	\$	\$	\$

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

The ToPH will be given credit along with the other project partners for its financial contribution to the swim program in any & all media alerts/releases produced. Additionally the ToPH will be able to promote its involvement by displaying its logo on any & all promotional materials produced. In all instances where promotion of the project is undertaken the ToPH will be advised & all necessary approval processes completed prior to release or production.



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. *Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'*
- b. *The positive contribution the event or project will make to the Hedland community*
- c. *The information requested meets the requirements of this policy*
- d. *The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation*
- e. *The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town*
- f. *Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project*
- g. *The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.*



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person Community Organisation Not For Profit

Organisation/ Individual Name: PAINTINGS FOR A CAUSE

Contact Person: KEVIN BRUFFI

Position within Organisation: CHAIR PERSON

Postal Address: P.O. BOX 3006 SHELLEY Postcode: 6148

Telephone: 93543130 Email: kevin@baruffi.com.au

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No Year of Incorporation: _____

If Yes, please attach a copy of your Certificate of Incorporation

ABN: _____

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No If yes, by who? _____

If No, will you/your organisation be obtaining cover for this event?

Yes No If yes, by who? By ARTIST See attached certificate of currency



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf on this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name:

KEVIN BARUFFI

Signed:

[Handwritten signature]

Date:

06-09-2013

Section 2a: Application Details

What is the name of your Project / Event:

PERMANENT IMPRESSIONS

Provide a brief outline of your project / event and what you would like to achieve.

EXHIBITION OF 50 PORTRAITS OF SIGNIFICANT WOMEN OF WA WHO HAVE MADE A CONTRIBUTION TO OUR SOCIETY. NETWORKS ARE NOT FOR SALE. HOLD CAN ONLY DONATE TO Leukaemia Foundation is encouraged.

Outline how ToPH funding will specifically be used.

COVER THE COST OF VENUE HIRE AT J.D. HARDIE CENTRE SOUTH HEDLAND. FROM SATURDAY 12th OCTOBER 2013 UNTIL SAT. 19th OCTOBER. TRANSPORTATION COSTS FOR ARTISTS FROM PERTH & RETURN.

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes

No

If Yes, in which year?

Please provide details:



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	✓
Periodical Funding* (max \$1,000 cash)	
In-kind Contributions	
Waiver of Fees	✓
Development of Talented Local People (max \$500)	

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: The Artist has painted the 50 portraits without remuneration, the Artist and Association will be providing accommodation for the artist and media advertising.

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$ 2500-00	\$ 2500-00	\$ 2000-
Venue fees funded	\$	\$	\$ 1506-00
In-kind contributions*	\$	\$ 2500-00	\$
Total (max \$5,000 by ToPH)	\$ 2500-00	\$ 5000-00	\$ 3506-00

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

The event includes an opening night to which the Mayor Kelly Howlett has agreed to open. ToPH will be acknowledged on website, display at the venue, Facebook page and in media releases.



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'
- b. The positive contribution the event or project will make to the Hedland community
- c. The information requested meets the requirements of this policy
- d. The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation
- e. The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town
- f. Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project
- g. The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person

Community Organisation

Not For Profit

Organisation/ Individual Name: Port Hedland Motorcycle Club

Contact Person: Phillip Vosbergen

Position within Organisation: Treasurer

Postal Address: PO Box 2567, South Hedland Postcode: 6722

Telephone: 0437413884 Email: pvosbergen@gmail.com

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No

Year of Incorporation: 1978

If Yes, please attach a copy of your Certificate of Incorporation

ABN: 34939784647

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No

If yes, by who? _____

If No, will you/your organisation be obtaining cover for this event?

Yes No

If yes, by who? _____



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf on this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: Phillip Vosbergen

Signed: 

Date: 24/09/2013

Section 2a: Application Details

What is the name of your Project / Event:

Ongoing operation of Por Hedland Motorcycle Club

Provide a brief outline of your project / event and what you would like to achieve.

The Port Hedland Motorcycle Club Inc. (PHMC) is a non-profit organisation run by a local group of volunteer committee members. The club attract members as young as three years old and provides a variety of race classes for all age groups and motorcycle types. Currently the club operates Motocross, Enduro, Speedway and Trail Ride events catering for all level of riders and enthusiasts. In the coming years PHMC are not just looking to sustain the club, but to build on its success of the last few years as well as developing first class facilities for use by families at the new lease. Continued operation of the PHMC ensures that the people of Port Hedland have a safe and constructive environment in which they can enjoy participating in Motorcycle sport.

Outline how ToPH funding will specifically be used.

The PHMC requests a waiver of the annual lease fee applied to Reserve 30698, Lot 145, Great Northern Highway, Port Hedland (current PHMC premises). This will enable the Port Hedland Motorcycle Club to focus its monetary expenditure on the continued development of its new premises. In addition it will reduce the financial impact of other ongoing expenses such as public liability insurance, maintenance of club assets and purchase of trophies for the yearly presentation night just to name a few.

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes No

If Yes, in which year? _____

Please provide details: _____



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	No
Periodical Funding* (max \$1,000 cash)	No
In-kind Contributions	No
Waiver of Fees	Yes
Development of Talented Local People (max \$500)	No

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: Nil

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$	\$	\$
Venue fees funded	\$0	\$0	\$2,222
In-kind contributions*	\$	\$	\$
Total (max \$5,000 by ToPH)	\$0	\$0	\$2,222

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

In line with the PHMC sponsorship agreements made in 2013 the Town of Port Hedland will be printed as a sponsor on the back of the 2014 PHMC club shirts. In addition a ToPH banner (1200mm x 2400mm, to be supplied by ToPH) will be displayed at all 2014 PHMC events.



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'
- b. The positive contribution the event or project will make to the Hedland community
- c. The information requested meets the requirements of this policy
- d. The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation
- e. The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town
- f. Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project
- g. The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.



Certificate of Incorporation

Associations Incorporation Act, 1895-1969
Section 3 (3)

These are to Certify that ..

PORT HEDLAND MOTOR CYCLE CLUB (INC.) ..

has this day been incorporated as an Association under the provisions of

the Associations Incorporation Act, 1895-1969.

Dated this seventh day of February, 19 78.



47783/ 8/78-1M-0009

Deputy COMMISSIONER FOR CORPORATE AFFAIRS.

at



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person Community Organisation Not For Profit

Organisation/ Individual Name: Delany Delaney and Bruce Thomas

Contact Person: Delany Delaney

Position within Organisation: _____

Postal Address: PO Box 2508 South Hedland WA Postcode: 6722

Telephone: 0412 421 903 Email: delanydelaney@bigpond.com

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No Year of Incorporation: _____

If Yes, please attach a copy of your Certificate of Incorporation

ABN: _____

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No If yes, by who? _____

If No, will you/your organisation be obtaining cover for this event?

Yes No If yes, by who? _____



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf of this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: Delany Delaney (I do have an ABN)

Signed: *Delaney*

Date: 25/09/2013

Section 2a: Application Details

What is the name of your Project / Event:

We Got a Story

Provide a brief outline of your project / event and what you would like to achieve.

A cross cultural multi media project filming, translating from Aboriginal to English and English to stories about the planet, about nature. Bruce has stories from his grandfather and stories he has dreamed, Delany has stories she has dreamed. The end product will include a book using AR,

Augmented Reality where an android device can scan a picture and it will take you to a video.

Outline how ToPH funding will specifically be used.

This is the first phase of project development. Funding will be used for bush visit with an artist

and skilled Aboriginal translator with both artists. Stories will be translated into picture and both

Aboriginal language and English. Filming will also be done. It's the initial 'work out how to work

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes No

If Yes, in which year? _____

Please provide details: _____



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	\$2000
Periodical Funding* (max \$1,000 cash)	
In-kind Contributions	
Waiver of Fees	
Development of Talented Local People (max \$500)	

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: We will be providing many hours unpaid. I will be providing a vehicle

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$	\$	\$2,000
Venue fees funded	\$	\$	\$
In-kind contributions*	\$2,600	\$	\$
Total (max \$5,000 by ToPH)	\$4,600	\$	\$

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :
TOPH will be recognised in media articles, in social media (FACEBOOK etc) and on the book and website when developed



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'
- b. The positive contribution the event or project will make to the Hedland community
- c. The information requested meets the requirements of this policy
- d. The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation
- e. The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town
- f. Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project
- g. The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf on this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: Michelle Irene Prendergast

Signed: M Panoho

Date: 27/09/13

Section 2a: Application Details

What is the name of your Project / Event:

N/A

Provide a brief outline of your project / event and what you would like to achieve.

N/A

Outline how ToPH funding will specifically be used.

We will be using the ToPH funding to pay for internet Costs and Advertising.

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes No

If Yes, in which year? _____

Please provide details: _____



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	
Periodical Funding* (max \$1,000 cash)	\$500.00
In-kind Contributions	
Waiver of Fees	
Development of Talented Local People (max \$500)	

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: _____

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$500	\$	\$500
Venue fees funded	\$	\$	\$
In-kind contributions*	\$	\$	\$
Total (max \$5,000 by ToPH)	\$	\$	\$

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

We will recognise the ToPH funding by noting in our Newsletters, advertising on our Facebook p and in any event programs.



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. *Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'*
- b. *The positive contribution the event or project will make to the Hedland community*
- c. *The information requested meets the requirements of this policy*
- d. *The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation*
- e. *The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town*
- f. *Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project*
- g. *The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.*



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person

Community Organisation

Not For Profit

Organisation/ Individual Name: Nur-Irdah Halik

Contact Person: Nur-Irdah Halik

Position within Organisation: _____

Postal Address: 14 Yarrunga Crescent, South Hedland Postcode: 6722

Telephone: 0447 084 000

Email: _____

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No

Year of Incorporation: _____

If Yes, please attach a copy of your Certificate of Incorporation

ABN: _____

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No

If yes, by who? _____

If No, will you/your organisation be obtaining cover for this event?

Yes No

If yes, by who? _____



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	✓
Periodical Funding* (max \$1,000 cash)	
In-kind Contributions	
Waiver of Fees	✓
Development of Talented Local People (max \$500)	

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: _____

I am contributing my own time towards organising all events and activities, including meeting stakeholders either before/after work, and on weekends.

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$	\$	\$2,000
Venue fees funded	\$	\$	\$200
In-kind contributions*	\$	\$ TBC	\$
Total (max \$5,000 by ToPH)	\$	\$	\$

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

Logo placement on event marketing and promo material; acknowledgement in interviews etc.



Wednesday, 25 September 2013

To whom it may concern,

Is increasing awareness about human rights abuse important to you? It's important to us, and that's why in August 2014 we are embarking on the adventure of a lifetime.

With our busy, hectic lifestyles, we often forget to take a moment to appreciate the rights we have as Australian citizens, such as freedom of speech, the right to vote and the right to practice any religion of our choice.

Together with Amnesty International, we will travel to Peru to learn about the work that Amnesty is undertaking all over the world and how we can assist in any way to help them achieve their goals and to increase awareness about human rights issues.

What will the trip involve:

Our trip to Peru won't be about staying in five-star resorts, or dining out at fine restaurants. Over the course of 14 days, we will be visiting small towns and villages in Peru and listening to real stories about the current issues and struggles facing men, women and children on a daily basis.

We will be travelling with Amnesty International staff who are on-the-ground, working closely with community leaders and other organisations to resolve these issues.

Part of our journey is to raise funds towards this worthy cause and we are appealing to you to help us.

How you can help:

We are asking community-minded businesses to show their support for two local girls seeking to make a difference in the world.

While what we are setting out to do won't revolutionise the global fight against human rights abuse, we believe that every little bit counts and the more awareness we raise about Amnesty International and their work, the more we achieve for those who need our help.

From now until July 2014, we will be hosting a series of fundraising events, as well as undertaking small fundraising activities around our workplace and in the community.

We are seeking support either in the form of cash donation (tax deductible) or in-kind support to assist in our fundraising events – we welcome any form of support that you can provide.

We are more than happy to discuss your support in further detail and we encourage you to contact us at your earliest convenience.

Laura and Nur's Inca Trail Challenge Fundraising Plan:

Ongoing Fundraising Activity	Major Fundraising Events
20 x morning teas at our workplace	February 2014: Matt Dann Cultural Centre movie fundraiser (raffle, silent auction, proceeds from ticket sales)
3 x raffles: Christmas, Easter, Mother's Day	March 2014: High Tea @ Well Womens Centre (raffle, silent auction)
Lolly jar guessing competition	June 2014: Saturday night event @ local establishment, money raised from ticket sales

Costs:

Ongoing Fundraising Activity

Morning Teas:

- Ingredients
- Food packaging (cupcake liners, napkins, cups etc)

Raffles:

- Raffle ticket books
- Items for raffle
- Packaging

Lolly jar:

- Jars
- Lollies
- Raffle ticket books or a number board

Major Fundraising Events:

Movie Night:

- Stationery (signs for auction items, tickets etc)
- Printing for flyers/posters

High Tea:

- Printing for flyers/posters, tickets etc
- Miscellaneous items such as plates, cutlery, decorations etc
- Raffle ticket book

Saturday night event:

- Printing for flyers/posters, tickets etc
- Decorations
- Raffle ticket book
- Entertainment (rides, bands etc)



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person Community Organisation Not For Profit

Organisation/ Individual Name: Port Hedland Pony Club

Contact Person: Emily Melbourne

Position within Organisation: Secretary

Postal Address: PO box 107 Port Hedland Postcod 6721

Telephone: 419807570 Email: porthedlandponyclub@hotmail.com

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No Year of Incorporatio 1991

If Yes, please attach a copy of your Certificate of Incorporation

ABN: 12 408 145 384

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No If yes, by who? PCAWA - EBM

If No, will you/your organisation be obtaining cover for this event?

Yes No If yes, by who? _____

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf of this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: Emily Melbourne
Signed: _____

Date: 25/9/2013

Section 2a: Application Details

What is the name of your Project / Event:

PHPC grounds cleanup and maintenance

Provide a brief outline of your project / event and what you would like to achieve.

The first cleanup would be after easter, then schedule a cleanup in july and one in september

Theses cleanups help the club function as we need a flat open area to ride the horses, also we have a lot of children that play on the grounds and we need to keep the grounds clean for there safety

Outline how ToPH funding will specifically be used.

First cleanup would involve slashing open areas, whipersnip under rope, around building, under trees, fence lines, driveways, under prune trees and take away branches following maintenance cleanups would involve the same as the first cleanup.

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes No

If Yes, in which year? ongoing

Please provide details: as per policy 6/003 Funding & Donations Policy
Pre-season annual slash of the Port Hedland Pony Club Event space \$1000

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	
Periodical Funding* (max \$1,000 cash)	
In-kind Contributions	6270
Waiver of Fees	

Development of Talented Local People (max \$500)	
--	--

* provide evidence of 50% cash contribution from applicant organization.

Details of funds from applicant: PHPC members will maintain the area between the big cleanups by whipper snipping, weeding and trimming trees as needed.

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$	\$	\$
Venue fees funded	\$	\$	\$
In-kind contributions*	\$	\$	6270
Total (max \$5,000 by ToPH)	\$	\$	\$

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :
PHPC has approximately 5 monthly riding meetings which get covered by the local paper, we also hold various clinics and Horse shows through out the year which members of the public are invited to come along to join and watch. We have the community gardens on the end of our grounds which has enhanced the number of people using the grounds.

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'
- b. The positive contribution the event or project will make to the Hedland community
- c. The information requested meets the requirements of this policy
- d. The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation
- e. The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town

f. Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project

g. The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person Community Organisation Not For Profit

Organisation/ Individual Name: Soroptimist International Port Hedland

Contact Person: Jeneille Harris.

Position within Organisation: President

Postal Address: 7 Rogers Street, Port Hedland Postcode: 6721.

Telephone: 0419 915 294 Email: siporthedland@hotmail.com.

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: Yes No Year of Incorporation: 2000.

If Yes, please attach a copy of your Certificate of Incorporation

ABN: 31 868 502 997.

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: Yes No

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No If yes, by who? _____

If No, will you/your organisation be obtaining cover for this event?

Yes No If yes, by who? _____



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf on this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: x Jeneille Harris

Signed: x [Signature]

Date: 25.9.13.

Section 2a: Application Details

What is the name of your Project / Event:

African Safari Quiz Night

Provide a brief outline of your project / event and what you would like to achieve.

This project is to raise funds for local Dr Anne-Sophie Rowcroft to work + study in Niger so that she is able to bring her skills and understanding back to the Pilbara to work within Indigenous Communities.

Outline how ToPH funding will specifically be used.

Funding will be used to subsidise the fee required for the Wangkura Stadium.

Has this project or event previously been supported by the Town's Funding & Donations Policy?

Yes No

If Yes, in which year? _____

Please provide details: _____



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	
Periodical Funding* (max \$1,000 cash)	
In-kind Contributions	
Waiver of Fees	✓
Development of Talented Local People (max \$500)	

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: As yet all funds have been donated by
SI Port Hedland and the local community. We will forward all required
evidence of contributions as soon as they are available.

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$	\$	\$
Venue fees funded	\$	\$	\$
In-kind contributions*	\$	\$	\$
Total (max \$5,000 by ToPH)	\$	\$	\$

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

Any funding will be recognised in Print Media as well as signage +
slide shows shown throughout the event.



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- a. *Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations'*
- b. *The positive contribution the event or project will make to the Hedland community*
- c. *The information requested meets the requirements of this policy*
- d. *The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation*
- e. *The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town*
- f. *Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project*
- g. *The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources.*



Town of Port Hedland Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 1a: Applicant Details

Identify who is applying for this funding:

Individual Person

Community Organisation

Not For Prof

Organisation/ Individual Name: Port Hedland Netball Association

Contact Person: Lisa Lock

Position within Organisation: Sponsorship Coordinators

Postal Address: PO Box 2717, South Hedland Postcode: 6721

Telephone: _____ Email: netballporthedland@hotmail.com

Applicants are requested to complete ALL sections relevant to their application.

Section 1b: Organisation Details

Incorporated: **Yes** Year of Incorporation: TBC

If Yes, please attach a copy of your Certificate of Incorporation

ABN: 12 318 824 427

Registered for GST: Yes No

Section 1c: Public Liability Insurance

Does your organisation have Public Liability Insurance: **Yes**

If No, are you/your organisation covered under another association (e.g. State Sporting Association)?

Yes No If yes, by who? _____

If No, will you/your organisation be obtaining cover for this event?

Yes No If yes, by who? _____



Town of Port Hedland

Community Funding & Donations Application

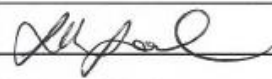


Please submit completed form to council@porthedland.wa.gov.au

Section 1d: Authorisation

I certify that the information provided on this application is correct to the best of my knowledge and that I am authorised to apply for funding on behalf on this community organisation/ individual. If successful, I will acquit the funds received before the end of the financial year in which they were received.

Full name: Lisa Marie Lock

Signed: 

Date: 25/09/2013

Section 2a: Application Details

What is the name of your Project / Event:

2014 Presentations

Provide a brief outline of your project / event and what you would like to achieve.

We are seeking support to assist with our End of Year Presentations for 2014 - celebrating successes and acknowledging player, umpire and volunteer contributions.

We are seeking assistance to fund our trophies and prizes, and our End of Year Senior and Junior Presentation events.

Outline how ToPH funding will specifically be used.

Purchase trophies, medallions and prizes

Contribute to the cost of venue hire and catering for Senior and Junior Presentation Nights

Has this project or event previously been supported by the Town's Funding & Donations Policy?

No

If Yes, in which year? _____

Please provide details: _____



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 2b: Type of Community Support

Which type(s) of community support are you seeking (refer to policy 6/003):

Establishment Funding (max \$2,000 cash)	
Periodical Funding* (max \$1,000 cash)	✓
In-kind Contributions	
Waiver of Fees	
Development of Talented Local People (max \$500)	

* provide evidence of 50% cash contribution from applicant organisation.

Details of funds from applicant: We are seeking funding of \$1000 from the Town of Port Hedland. Based on 2013 costs, Port Hedland Netball Association will contribute a further \$2000 cash to the projec

Section 2c: Funding Details

Detail the amount of each type of funding requested from contributing parties:

	Contributed by Applicant	Contributed by Other Funding Sources	Requested to be contributed by ToPH
Cash (max \$2,000 by ToPH)	\$2,000	\$	\$1,000
Venue fees funded	\$	\$	\$
In-kind contributions*	\$	\$	\$
Total (max \$5,000 by ToPH)	\$2,000	\$	\$1,000

* refer to Policy 6/003 for eligible criteria and provide details of in-kind requested (i.e. bins, vehicle usage, mowing, etc)

Section 3: Recognition

Detail how the funding / support from the Town of Port Hedland will be recognised :

If this application is successful, the Town of Port Hedland would be acknowledged as a Silver Sponsor of Port Hedland Netball Association for the 2014 Season.

Recognition would included logo display on all PHNA advertising (print, online and social media), court signage at Faye Gladstone Netball Courts, invitation to special events, and recognition in speeches at all PHNA events.



Town of Port Hedland

Community Funding & Donations Application



Please submit completed form to council@porthedland.wa.gov.au

Section 4: Application Criteria / Checklist

Please ensure the application meets all criteria below:

- | | |
|---|---|
| a. Applicant has read, understood and acknowledged the conditions and eligibility requirements contained in Policy 6/003 'Community Funding & Donations' | ✓ |
| b. The positive contribution the event or project will make to the Hedland community | ✓ |
| c. The information requested meets the requirements of this policy | ✓ |
| d. The applicant certifies within the application that they are authorised to apply for Town of Port Hedland support and to represent the applicant organisation | ✓ |
| e. The applicant certifies that the information contained within the application is true and accurate, with commensurate evidence / documentation able to be provided on request from the Town | ✓ |
| f. Sufficient financial information has been provided to clearly identify the items on which monies will be spent, their discrete costs and their importance to the success of the event or project | ✓ |
| g. The level of resource contribution to be made by the applicant, relative to their capacity to do so, as well as the accessibility of funds from other sources. | ✓ |

10.1.2 SAFE Hedland Inc. – Request to reallocate Community Donation (File No.: 02/05/0003)

Officer Gordon MacMile
Director Community
Development

Date of Report 4 November 2013

Disclosure of Interest by Officer Nil

Summary

Council is requested to consider a request from SAFE Hedland Inc. to vary the purpose of a community donation allocated previously.

Background

Policy 6/003 Community Funding and Donations was reviewed and updated in May 2013. This review was undertaken and a revised Policy developed that endeavoured to:

- Provide an increased focus on capacity building and independent sustainability within community organisations
- Allocate available funding more broadly and equitably throughout the community
- Reflect the new Committee and Working Group structures of Council
- Consolidate community funding requests previously considered outside of the Policy
- Provide for improved process and acquittal governance.

The Audit and Finance Committee meeting of 10 October 2012 allocated funds of \$1,280 as a donation to SAFE Hedland Inc. for the development of a “Hedland Pets” website.

Correspondence received (dated 23 October 2013) from SAFE Hedland Inc. requests Council consider a variation to the purpose of this donation.

Consultation

Nil

Statutory Implications

Nil

Policy Implications

6/003 Community Funding and Donations Policy.

Strategic Planning Implications

6.1	Community
6.1.1	Unified
	Wider range of community groups using the Town's facilities regularly. Members of the community have access to the Town's services and facilities.
6.1.2	Vibrant
	Higher utilisation of Port Hedland facilities (sporting ovals and buildings) by residents and visitors. Increased number of recreational facilities available.

Budget Implications

The donation (\$1,280) previously allocated (AFC 201213/003 – 10 October 2012) to SAFE Hedland Inc. was contained within the 2012/13 financial year.

Support for the variation of donation purpose if endorsed by Council, will be allocated within the 2013/14 financial year in GL 813285.

Officer's Comment

Council previously allocated a donation of \$1,280 to SAFE Hedland Inc. for the development of a "Hedland Pets" website.

Correspondence received from Hedland SAFE Inc. (Attachment 1) details that the loss of suitably skilled volunteers and the overall cost of the website development, as reason why the organisation has been unable to progress this initiative and ultimately expend / acquit the donated funds.

Council has been requested to consider varying the purpose of funding, allowing the donation to be allocated to the organisation's regular animal desexing and microchipping program.

Hedland SAFE Inc. are a well respected, not for profit / volunteer run animal welfare charity operating in Port Hedland. The group rescues and re-homes animals within the community, ensuring that re-homed animals are desexed and microchipped before adoption.

The application to vary the proposed funding is supported and recommended to the Committee.

Attachments

1. Hedland SAFE Inc. – Correspondence dated 23 October 2013.

AFC201314/006 Officer's Recommendation/Audit and Finance Committee Decision

Moved: Cr Jacob

Seconded: Cr Butson

That the Audit and Finance Committee recommend that Council allocates funding of \$1,280 within the 2013/14 budget from GL Account 813285 (Community Funding and Donations) to Hedland SAFE Inc. towards animal desexing and microchipping.

CARRIED 3/0

ATTACHMENT 1 TO ITEM 10.1.2



SAFE Hedland Inc.
PO Box 197, Port Hedland, 6721
0400 244 305
hedland@safe.asn.au
www.safe.asn.au
Find us on Facebook!

22 October 2013

The Town of Port Hedland
PO Box 41
Port Hedland WA 6721

Dear Sir/Madam,

COMMUNITY GRANT – ALLOCATION OF FUNDS

I confirm that there we were granted \$1280.00 towards the development of a website as stated in your correspondence to Ms Carey Hemingway dated 16 October 2012. I have attached this letter for your information.

I further refer to your e-mail correspondence dated 5 September 2013 and 12 September 2013. I apologise for our delay in responding to your e-mails but unfortunately we have had a high turn over of volunteers this year which seems to have created a few loose ends.

As you are aware, SAFE is a not-for-profit animal welfare charity, run by a hard working group of volunteers. Our aim is to rescue and re-home animals in the Hedland community that have either been surrendered to us or rescued from various situations. As part of our rehoming process, we make sure that all our animals are desexed and microchipped before they are adopted. This is to try and stop the overpopulation of stray animals in the Hedland area and as you can imagine it is a costly process.

When we initially applied for a community grant through the Town of Port Hedland, it was for a website that we were in the process of creating. Unfortunately we were never able to get the website up and running as the volunteer who was organising the website resigned. The enquiries we have since made to create a 'Hedland Pets' website, have far exceeded our initial estimation of costs and so to date, the funds have not been used. We would like to reallocate those funds as described in the minute enclosed.

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

Yours faithfully,

Caity Paul
Fundraising Coodinator
SAFE HEDLAND Inc.
Ph: 0433 697 854

Minute to: Town of Port Hedland

From: Caity Paul
SAFE Fundraising Coordinator

Copy to:

Date: 22 October 2013

Subject: **ALLOCATION OF FUNDS**

I confirm that we were provided with a grant to put towards the development of a website.

As we are unable to go ahead with the website, we would like to reallocate the money to where we need it most - our vet bill.

I have attached a price list, which includes the discounted price the vet provides to SAFE. This price list does not include the cost of any other operations or procedures we have had to pay for when an animal has required it.

If you allow us to reallocate the grant of \$1280.00, we will be able to pay for the following:

Quantity	Vet Procedure	Cost
1 x	Spey - Cat (STANDARD) <i>Female Sterilisation</i>	\$222.24
1 x	Spey - Dog (less than 15kg) <i>Female Sterilisation</i>	\$265.40
1 x	Spey - Dog (15-30kg) <i>Female Sterilisation</i>	\$325.76
1 x	Castrate - Cat <i>Male Sterilisation</i>	\$155.24
1 x	Castrate - Dog (10-20kg) <i>Male Sterilisation</i>	\$257.76
1 x	STANDARD microchip	\$61.60
	TOTAL:	\$1288.00

As you can imagine, this would make the world of different to our organisation and more than anything it would allow us to help more animals.

Kind regards,



Caity Paul
SAFE Fundraising Coordinator

**SOUTH HEDLAND VETERINARY HOSPITAL
PRICE LIST AS AT 21/10/13**

SPEY (FEMALE)**CAT:**

STANDARD: \$340.30 (standard cost) – our cost = \$222.24*

PREGNANT: \$384.10 (standard cost) – our cost = \$307.28

DOG:

< 15KG: \$394.25 (standard cost) – our cost = \$265.40*

15-30KG: \$469.70 (standard cost) – our cost = \$325.76*

> 30KG: \$532.80 (standard cost) – our cost = \$376.24*

SURCHARGE:

MATURE: \$70.05 (standard cost) – our cost = \$56.04

LATE PREGNANT: \$184.55 (standard cost) – our cost = \$147.64

ON HEAT: \$95.50 (standard cost) – our cost = \$76.40

CASTRATE (MALE)**CAT:** \$194.05 (standard cost) – our cost = \$155.24**DOG:**

< 10KG: \$355.55 (standard cost) – our cost = \$234.44*

10-20KG: \$377.20 (standard cost) – our cost = \$251.76*

20-30KG: \$414.45 (standard cost) – our cost = \$281.56*

> 30KG: \$428.40 (standard cost) – our cost = \$292.72*

* New owners pay an extra fee of \$99 when they bring in the animal for their sterilisation procedure. This payment includes IV Fluids, pain killers for five days, wound guard spray and Elizabeth Collar.

MICROCHIPS - *No longer discounted with sterilisation*

STANDARD \$77.00 (Our cost = \$61.60)

VACCINATIONS**CAT:**

F3 \$109 (standard cost) – our cost = \$87.20

F4 \$129 (standard cost) – our cost = \$103.20

DOG:

C3 \$109 (standard cost) – our cost = \$87.20

C5 \$129 (standard cost) – our cost = \$103.20



Carey Hemingway
PO Box 197
Port Hedland
WA, 6721

Tuesday, 16 October 2012

Dear Carey,

RE: APPLICATION FOR COMMUNITY FUNDING

Thank you for your recent application for community funding. Your application was considered at the Audit & Finance Committee on 10 October 2012, with the following resolution passed to Council:

"AFC201213/003 Officer's Recommendation/Audit and Finance Committee Decision

The Audit & Finance Committee recommend that Council:


1. ***Allocates funding within the 2012/13 budget to donations requested from:***
 - b) ***SAFE Hedland for the amount of \$1,280.00 towards the development of a 'Hedland Pets' website"***

The \$1,280 will be transferred to the bank account as per the details provided with your application form.

Please note that since you have been granted support of a value of more than \$1,000, you will need to provide an acquittal showing details of the expenditure of the funds. Please see attached the acquittal form for completion.

If you have any questions, please contact Caroline Everitt, EA Community Development, on 9158 9365 or email eadc@porthedland.wa.gov.au

Yours sincerely,



Gordon MacMile
Director Community Development



ITEM 11 LATE ITEMS AS PERMITTED BY PRESIDING MEMBER / COMMITTEE

Nil

ITEM 12 MOTIONS OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN

Nil

ITEM 13 CONFIDENTIAL ITEMS

Nil

ITEM 14 APPLICATIONS FOR LEAVE OF ABSENCE

AFC201314/007 Audit and Finance Committee Decision

Moved: Cr Jacob

Seconded: Cr Butson

That the following applications of leave:

- **Councillor Jacob from 19 November 2013 to 23 November 2013;**
 - **Councillor Butson from 23 December 2013 to 11 January 2014;**
- be approved.**

CARRIED 3/0

ITEM 15 CLOSURE**15.1 Date of Next Meeting**

The next Audit and Finance Committee Meeting of Council will be held on Wednesday 4 December 2013.

15.2 Closure

There being no further business, the Presiding Member declared the meeting closed at 12:20pm.

Declaration of Confirmation of Minutes

I certify that these Minutes were confirmed by the Audit and Finance Committee at its Ordinary Meeting held on _____.

CONFIRMATION:

PRESIDING MEMBER

DATE