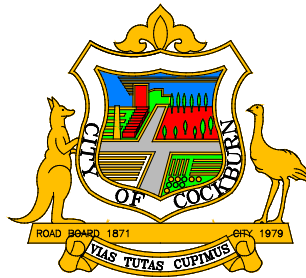


CITY OF COCKBURN



GRANTS & DONATIONS COMMITTEE

AGENDA PAPER

FOR

THURSDAY, 21 JULY 2016

CITY OF COCKBURN

SUMMARY OF AGENDA TO BE PRESENTED TO THE GRANTS & DONATIONS COMMITTEE MEETING TO BE HELD ON THURSDAY, 21 JULY 2016 AT 7:00 PM

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CITY OF COCKBURN

AGENDA TO BE PRESENTED TO THE GRANTS & DONATIONS COMMITTEE MEETING TO BE HELD ON THURSDAY, 21 JULY 2016 AT 7:00 PM

1. DECLARATION OF MEETING
2. APPOINTMENT OF PRESIDING MEMBER (If required)
3. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS & CONFLICT OF INTEREST (BY PRESIDING MEMBER)
4. APOLOGIES & LEAVE OF ABSENCE
5. CONFIRMATION OF MINUTES
 - 5.1 (GAD 21/07/2016) - MINUTES OF THE GRANTS AND DONATIONS COMMITTEE MEETING - 19/4/2016 (ATTACH)

RECOMMENDATION

That the minutes of the Grants and Donations Committee meeting held on 19 April 2016 be adopted as a true and accurate record.

COMMITTEE DECISION

6. DEPUTATIONS & PETITIONS
7. BUSINESS LEFT OVER FROM THE PREVIOUS MEETING (IF ADJOURNED)

Nil

8. DECLARATION OF COUNCILLORS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS IN THE BUSINESS PAPER

9. COUNCIL MATTERS

9.1 (GAD 21/07/2016) - SPORT & RECREATION MAJOR CAPITAL WORKS FUNDING SUBMISSIONS (162/002) (T MOORE) (ATTACH)

RECOMMENDATION

That Council:

- (1) Supports (in the following priority order) the two community funding applications received:
 1. Jandakot Jets Junior Football Club - Atwell Reserve Lighting Project
 2. Southern Lions Rugby Union Football Club - Success Regional Sporting Facility Lighting Project
- (2) Contributes towards the projects as per (1) above, subject to the successful outcome of respective CSRFF applications:
 1. Atwell Reserve Lighting Project \$50,000 (Exc GST)
 2. Success Regional Sporting Facility Lighting Project \$21,667 (Exc GST)

COMMITTEE RECOMMENDATION

COUNCIL DECISION

Background

The City of Cockburn's Recreation Services team called for submissions from sporting clubs for funding applications in early 2016, as part of the City's Community Funding program.

The City subsequently received two submissions:

- Jandakot Jets Junior Football Club (JJJFC) – Atwell Reserve lighting upgrade
- Southern Lions Rugby Union Football Club (SLRUFC) – Success Regional Sporting Facility lighting upgrade

Both submissions are now presented for consideration.

Submission

N/A

Report

Jandakot Jets Junior Football Club – Atwell Reserve

Atwell Reserve currently accommodates almost 950 participants in the winter season (senior and junior), which equates to 52 teams. The Reserve is also home to both a senior and junior cricket club during the summer months.

Currently, the Reserve only has one of the two ovals lit, with the existing lighting operating at less than Australian standards for Australian Football League (AFL) match play.

The Clubs' proposed project involves the removal of 2 existing light fittings on Oval 1, the towers located in the middle of Oval 1 and 2 to be replaced with new towers that can accommodate new lights facing both Oval 1 and 2. The poles that will be removed will be relocated to the far eastern edge of the reserve and face toward Oval 2.

This would allow Oval 1 to have lighting sufficient for AFL night fixtures, and for Oval 2 to have sufficient lighting for training.

The JJJFC has committed to fund one-third of the costs of the total lighting project at Atwell Reserve, which is approximately \$150,000 (Ex. GST).

Proposed budget breakdown:

City of Cockburn contribution	\$50,000 (Ex. GST)
Jandakot Jets JFC contribution	\$50,000
<u>CSRFF contribution</u>	<u>\$50,000</u>
TOTAL	\$150,000

Southern Lions Rugby Union Football Club – Success Regional Sporting Facility

The club has advised the City in their 2016 Winter Club Survey that they currently have 250 male members and 17 female members for a total of 267 members.

Currently the Reserve has three rugby pitches, one lit to Australian match standard, one lit to training standard and one field that does not have any lighting.

The proposed project provides lighting via two new towers for field 3 to allow additional training space for the club for rugby union in winter and touch rugby in summer.

The SLRUFC application has sought the City fund the entire project cost estimated to be \$65,000. The club have further advised that they don't have the capacity to contribute towards the project.

Proposed budget breakdown from the SLRUFC:

City of Cockburn contribution	\$65,000
Southern Lions RUFC contribution	\$0
<u>CSRFF contribution</u>	<u>\$0</u>
TOTAL	\$65,000

Whilst the club have sought the City fund the project in its entirety, it is suggested that a CSRFF application be made to seek a one-third contribution towards the project.

City of Cockburn's preferred budget breakdown:

City of Cockburn contribution	\$21,667
Southern Lions RUFC contribution	\$21,667
<u>CSRFF contribution</u>	<u>\$21,666</u>
TOTAL	\$65,000

Both the JJJFC and SLRUFC submissions were considered by staff against a number of key criteria to determine the preferred proposal. In particular, assessment criteria included:

- a) Strategic planning alignment
- b) Community benefit
- c) Potential to increase participation
- d) Financial consideration

Both applications met the above criteria. In assessing the applications received, the Atwell Reserve lighting project was considered to be a higher priority for the following reasons:

- Contribution of funds from JJJFC to the Atwell Reserve project.
- Greater community benefit with the JJJFC having a larger membership base.
- Success Regional Sporting Facility currently having two fields available for training purposes, compared with Atwell Reserve having one.

Both clubs are showing growth in their participation numbers and both requests have merit and would ensure that the amount of space available for use is maximised.

Through the CSRFF program, the State Government provides financial assistance to community groups and Local Government Authorities to develop basic infrastructure for sport and recreation. The program aims to increase participation in sport and recreation with an emphasis on increasing physical activity through the provision of well-planned facilities.

The maximum grant approved will be no greater than one-third of the total estimated project cost, with a maximum total project cost of \$200,000.

Both of the proposed projects meet the eligible criteria for the Small Grants CSRFF round.

Strategic Plan/Policy Implications

Community, Lifestyle & Security

- Provide for community facilities and infrastructure in a planned and sustainable manner
- Provide safe places and activities for residents and visitors to relax and socialise
- Create and maintain recreational, social and sports facilities and regional open space

Budget/Financial Implications

Should Council be supportive of both projects, it is recommended that CSRFF applications be made for both projects with Council to contribute 1/3 to the JJJFC project and 1/3 to the SLRUFC project.

This would require a total contribution of \$71,667 across both submissions:

JJJFC – Atwell Reserve Lighting Project \$50,000

SLRUFC – Success Regional Sports Facility Lighting Project \$21,667

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

The two proposed projects will ensure that there is an appropriate level of lighting to ensure safe use of the Reserve.

Should the two proposed projects proceed, it is recommended that they be managed by the City to ensure all works are completed to the satisfactory standard of the City.

Attachment(s)

1. Proposed Atwell Reserve Lighting Project Plans and Quote.
2. Proposed Success Regional Sporting Facility Lighting Project Quote.

Advice to Proponent(s)/Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the August Council Meeting.

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.2 (GAD 21/07/2016) - REVIEW OF GRANT APPLICATION PROCESS AND EVENTS GRANTS (162/003) (R AVARD)

<p>RECOMMENDATION That Council:</p> <ol style="list-style-type: none">(1) Approve the proposed plan for reviewing the selected grants programs, guidelines, application forms and processes as outlined in the report;(2) Approve an allocation up to \$10,000 in 2016/17 for a subscription to the SmartyGrants online grants management system; and(3) Remove the Sustainable Events Grants Program and annual allocation and replace with a \$15,000 allocation in 2016/17 for a
--

Small Events Sponsorship and Grants Program to be developed and delivered in collaboration with Community Development.

COMMITTEE RECOMMENDATION

COUNCIL DECISION

Background

Grants and Research Officers are planning a review of some of the grants programs available to City of Cockburn residents and organisations and the relevant guidelines, application forms and processes for applying.

Officers are also investigating moving to an online grants management and application system to make the process more efficient for applicants and administrators and to keep pace with current best practice grants management programs.

Submission

N/A

Report

Review of Grants Programs

A review of the Community Grants, Cultural Grants, Donations and Sponsorship (Group and Individual) and Sustainable Events Grants programs, guidelines, application forms and processes has been planned for the new financial year to make applications available and managed online to make the process more efficient for applicants and administrators.

Results of the review will be made available to the Grants and Donations Committee and inform the recommendations for future

funding programs and the development of the online grants management system and applications.

The review of the application process and launch of the online applications is expected be finished in time for the 2017 funding rounds.

The planned process for the review is as follows:

Presentation and feedback through the Cockburn Community Development Group (CCDG) at their next meeting in September 2016 inviting representatives from residents associations that have experience applying for grants. The presentation and feedback will include:

- The list of grants currently available, including criteria and types of projects funded.
- The legal requirements the City must meet so they have an understanding of the required accountability/transparency/probity of the grants program.
- A survey/feedback form on the grants programs available, strengths and weaknesses of the current programs and process, suggestions for the online application process, and suggestions for the new small events sponsorship and grants program.

Following this presentation and feedback, Grants and Research and Community Development officers will collate the information and hold a focus group with a sample of previous grant applicants.

The Grants and Research officers will report back to the Grants and Donations Committee at the October meeting on the review and make recommendations on the updated guidelines, online application forms and processes. Subject to approval by Council, it is then proposed the new guidelines, online application forms and processes are rolled out for the March 2017 funding round.

SmartyGrants

SmartyGrants has been developed by the Australian Institute of Grants Management (AIGM), the grants management body established by Our Community, to help drive and disseminate best practices in grantmaking in Australia. SmartyGrants is Australia and New Zealand's most widely used online grants management system. It allows the grantmaker to receive online applications and manage the entire grants cycle from application to evaluation.

Grants and Research officers have been trialling the SmartyGrants online grants management system since March 2016 and reviewed other organisations' grant application forms, guidelines and systems.

City officers that manage various grants programs have seen a demonstration of the system. It has also been reviewed by the City's Manager Information Services, who advises that the system appears to meet all requirements in terms of data sovereignty, protection and mobility from a technical point of view.

It is proposed that the City allocate up to \$10,000 in 2016/17 from the Grants and Donations Budget to enter into an agreement with Our Community for a one-year subscription to the SmartyGrants online grants management system.

The subscription includes:

- 12 months access to SmartyGrants, including unlimited number of users and instant access to all general release upgrades/improvements
- Access to the SmartyGrants help desk (phone, web and email) for assessors, applicants and grants managers
- Initial "skinning" of the SmartyGrants page (i.e. applying the organisation's branding/style sheet to the applicant site)
- Initial training, including:
 - Process consultation (up to 2 hours)
 - Training pack
 - 2 webinars (up to 2 hours per webinar for one or multiple participants)
 - 6 x SmartyClass passes to be used for scheduled training
- Free 10-user AIGM Membership: This gives up to 10 users access to all areas of the Australian Institute of Grants Management (AIGM) website, including the password-protected tools and templates, as well as each edition of Grants Management Intelligence.

Our Community also has the endorsement of WALGA as a current Preferred Supplier of Software Applications. Current customers include:

- WA Department of Agriculture and Food
- City of Swan
- Shire of Mundaring
- City of Melville
- City of Mandurah
- City of Joondalup
- City of Wanneroo
- WA Goldfields-Esperance Development Commission
- University of Western Australia, as trustee for The Raine Medical Research Foundation
- ScreenWest Inc

“Off the Shelf” Small Events Sponsorship and Grants

Recently, the Community Development and Grants and Research staff have also been investigating the possibility of a small events sponsorship and grants program with the aim to encourage small scale neighbourhood events across Cockburn. The proposal is that these sponsorships/grants will be open all year round providing flexibility to groups to gain funding. It is proposed that the allocation for Sustainable Events is used for these sponsorships/grants.

The Sustainable Events Grants Program has been running since March 2004, enabling the City to support local community associations and schools in starting new events and building them up over a four-year period so that the events become financially self-sustaining.

Unfortunately, the number of applications to this program has been declining. One of the major factors is that the applications are only invited twice a year in the March and September funding rounds, so it is inflexible when it comes to the timing of community events and small scale neighbourhood events. Secondly, the events that have been funded through this program rarely make surplus funds to carry over to the next year's event.

The proposed “Off the Shelf” Small Events Sponsorship and Grants program is not intended to replace the current Community Grant and Sponsorship programs currently available in two rounds per year, but provide supplementary funding available all year round for smaller events such as movie nights, pop up cafés, Christmas Carols, food swaps and fetes to be run by organisations and in consultation with the City's Community Development team.

Potentially, two tiers would be offered (for example only):

- Small Neighbourhood Event Sponsorship – for up to 100 people and limit of \$1,000 (e.g. movie nights, pop-up events, small fetes)
- Small Events Grants – from 100-500 people, and up to \$4,000 (e.g. Christmas Carols, Suburb Open Days)

It is proposed these small events grants and sponsorships be presented and feedback sought from the CCDG at the same time as the review of the other grants programs and processes.

It is also proposed to remove the Sustainable Events Grants Program and annual allocation and replace with a \$15,000 allocation in 2016/17 for a Small Events Sponsorship and Grants Program to be developed and delivered in collaboration with Community Development.

Strategic Plan/Policy Implications

Community, Lifestyle & Security

- Provide residents with a range of high quality, accessible programs and services
- Provide safe places and activities for residents and visitors to relax and socialise

Economic, Social & Environmental Responsibility

- Create opportunities for community, business and industry to establish and thrive through planning, policy and community development

Leading & Listening

- Deliver sustainable governance through transparent and robust policy and processes

Budget/Financial Implications

Annually, Council allocates up to 2% of the rates income to a range of grants, donations, sponsorship and subsidies. For 2016/17 the Grants and Donations budget is \$1,300,000, for which the following allocations are proposed for the following programs that are to be reviewed and/or available online:

- \$100,000 for Community Grants
- \$20,000 for Cultural Grants
- \$180,000 for Donations
- \$120,000 for Sponsorship
- up to \$10,000 for a subscription to SmartyGrants
- \$15,000 for a Small Events Sponsorship and Grants Program

Legal Implications

Nil

Community Consultation

Previous grant applicants, and Community Development contacts and representatives from not-for-profit organisations, will be invited to participate in the review of the grants programs and application process as described in the report.

Risk Management Implications

The Council allocates a significant amount of money to support individuals and groups through a range of funding arrangements. There are clear guidelines and criteria established to ensure that Council's intent for the allocation funds are met. To ensure the integrity of the

process there is an acquittal process for individuals and groups to ensure funds are used for the purpose they have been allocated.

The reputation of the City of Cockburn could be seriously compromised should funds allocated to individuals or groups who did not meet the criteria and guidelines and or did not use the funds for the purposes they were provided. Adherence to these requirements is essential.

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.3 (GAD 21/07/2016) - SAFETY HOUSE WA AND SAFETY HOUSE COCKBURN COMMITTEE REPORT (162/003) (R AVARD) (ATTACH)

RECOMMENDATION

That Council receive the report on Safety House WA and the Safety House Cockburn Committee.

COMMITTEE RECOMMENDATION

COUNCIL DECISION

Background

The Grants and Donations Committee, at its meeting on 19 April 2016, received and considered a proposal from the Safety House Cockburn Committee. The proposal was to increase the annual grant allocation to

the Safety House School Program from \$500 to \$1,000 to increase participation from 8 schools to 15 schools by the end of 2017 and use the increased allocation for Annual Group Affiliation fee (\$300), Annual Safety House Show fee (\$200) and Safety House merchandise and promotion to be divided between the schools (\$500).

The Committee recommended a revised allocation of \$0 for the Safety House School Program until further information had been received about the program including: policies, procedures, budgets and State Government funding, monitoring, reporting and compliance (Working with Children Checks), school participation rates and long-term sustainability. It was requested that this report be presented at the next Grants and Donations Committee Meeting in July 2016.

At the Council Meeting on 12 May 2016 Council approved *“an allocation of \$1,000 to “Safety House Cockburn Committee” for 2015/16 and require the provision of a report from the Committee on this program for presentation at the next Grants and Donations Committee Meeting”*.

Submission

N/A

Report

The following information was accessed from the Safety House WA website <http://www.safetyhousewa.org.au> between Friday 22 April 2016 and Wednesday 6 July 2016.

“The Safety House Association of Western Australia Inc. was set up in October 1983 and is an Incorporated Association with full support and co-operation from the WA Department of Education and the Western Australian Police.

The Association carries Volunteer Worker Injury and Public Liability insurance policies that cover all Safety House Committee Coordinators and Committee Members whilst they are undertaking any volunteer work on behalf of the Association. It is strongly recommended that all individual Safety Houses ensure that they have adequate insurance cover for their personal needs. Just as with Neighbourhood Watch WA, being a member of the Safety House program should not make any difference to the resident’s existing insurance cover situation but they are definitely not covered by any Safety House WA insurance policy.

All Safety House WA volunteers and staff aged 14 years and over are subject to a mandatory rigorous continuous police check as a pre-condition of being registered as a volunteer with the Association. There is no charge to the applicant or to the Safety House Committee for this

police check and the check is continually reviewed until the applicant leaves the Safety House program.

The Management Committee is elected by the Association Membership at the Annual General Meeting and includes representatives of major organisations involved in primary schooling and child safety. The Management Committee is responsible for policy and strategic direction of the Association and holds General Meetings each term at which all Members are welcome.

The State Head Office is located in the scenic grounds of Waddington Primary School in Koondoola and employs a small full time staff to coordinate and manage the Safety House program throughout WA. Safety House WA staff work with primary school Parent Associations across the state to establish local Safety House Committees. The Safety House WA Head Office also supplies advice, assistance and resources to local Safety House Committees.

The local Safety House Committee involves their local community in setting up, operating and monitoring Safety Houses in their area. A local Safety House Committee Coordinator runs their local program and has a vitally important role to regularly monitor all Safety Houses in their area. This is to ensure that standards of safety for children are maintained and that Safety House signs are current and clearly visible to any child needing assistance. The local Safety House Committee is also active in the school and community to promote and raise awareness of the benefits of the Safety House program.”

The goals of the Safety House Cockburn Committee are increased participation in the Safety House program by schools, residents, organisations and local business owners creating a safer environment for young children in the City of Cockburn community.

The Safety House WA Chief Executive Officer Michael Clarke, and Safety House Cockburn Coordinator Chontelle Sands, have supplied the following documents to address the information requested by the Grants and Donations Committee and Council:

Policies, Procedures, Monitoring, Reporting, Compliance:

- The Constitution of the Safety House Association of WA Inc.
- WA Police Check and Working with Children Card Information Sheet
- Applying for a Working with Children Card details
- 2016 Application to Join Safety House Program Personal (Non-Commercial Premises)
- 2016 Application to Join Safety House Program Commercial or Business Premises
- Safety House Newsletter Term 1 2016

Budgets and Funding

- Profit and Loss Statement – Full Year 1 January 2015 to 31 December 2015
- Notes to the P& L Statement from the 2016 AGM

Participation Rates

According to the Safety House WA website there are:

- 203 Schools participating in the Safety House Program
- 716 Local Safety House Committee Volunteers
- 3,176 Safety House Households
- 13,000 Safety House Volunteers
- 71,650 School children covered by the Safety House Program

In Cockburn there are currently 8 schools out of the 28 with local residents currently participating in the Safety House Program. These are:

- Aubin Grove Primary School
- Bibra Lake Primary School
- East Hamilton Hill Primary School
- Harmony Primary School
- Success Primary School
- Atwell Primary School
- Beeliar Primary School
- Yangebup Primary School

The Safety House Cockburn Committee would like to increase to 15 participating schools by the end of 2017.

Long-term Sustainability

Safety House WA are reliant on grants, donations, affiliation fees, Safety House show income, and sale of merchandise to fund their operations, and, in particular, thousands of volunteers.

Strategic Plan/Policy Implications**Community, Lifestyle & Security**

- Provide residents with a range of high quality, accessible programs and services
- Provide safe places and activities for residents and visitors to relax and socialise

Leading & Listening

- Deliver sustainable governance through transparent and robust policy and processes

Budget/Financial Implications

There is an allocation of \$1,000 allocation proposed on the 2016/17 Grants, Donations and Sponsorship Budget for the Safety House School Program.

Legal Implications

Nil

Community Consultation

Nil

Risk Management Implications

The Council allocates a significant amount of money to support individuals and groups through a range of funding arrangements. There are clear guidelines and criteria established to ensure that Council's intent for the allocation funds are met. To ensure the integrity of the process there is an acquittal process for individuals and groups to ensure funds are used for the purpose they have been allocated.

The reputation of the City of Cockburn could be seriously compromised should funds allocated to individuals or groups who did not meet the criteria and guidelines and or did not use the funds for the purposes they were provided. Adherence to these requirements is essential.

Attachment(s)

1. Safety House WA Information Pack

Advice to Proponent(s)/Submissioners

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil

9.4 (GAD 21/07/2016) - GRANTS AND DONATIONS COMMITTEE RECOMMENDED ALLOCATIONS 2016/17 (162/003) (R AVARD) (ATTACH)

RECOMMENDATION

That Council:

- (1) adopt the grants, donations, and sponsorship recommended allocations for 2016/17 as attached to the agenda, and
- (2) advertise the availability of the grants, donations and sponsorships in two instalments closing 30 September 2016 and 31 March 2017 respectively.

COMMITTEE RECOMMENDATION

COUNCIL DECISION

Background

Council approved a budget for grants and donations for 2016/17 of \$1,300,000. The Grants and Donations Committee is empowered to recommend to Council how these funds are to be distributed.

Submission

The City received funding requests from:

- Native ARC (Report attached)
- Cockburn Wetlands Education Centre (Report attached)
- Amalfi Publishing – Sponsorship Application for First Horse Re-Enactment Race (Proposal attached)
- Jandakot Jets Junior Football Club – Atwell Reserve Lighting Project; and Southern Lions Rugby Union Football Club - Success Regional Sporting Facility Lighting Project (Agenda Item 9.1)

Report

COMMITTED/CONTRACTUAL DONATIONS

As can be seen in the Budget attachment, a number of donations are deemed to be committed by legal agreements, such as leases, or by previous Council decisions.

There are three new proposed commitments for the 2016/17 financial year:

- Jandakot Jets Junior Football Club – Atwell Reserve Lighting Project (as to Agenda Item 9.1)
- Southern Lions Rugby Union Football Club - Success Regional Sporting Facility Lighting Project (as to Agenda Item 9.1)
- SmartyGrants – subscription to online grants management system (as to Agenda Item 9.2)

There are two ongoing commitments that require approval for the 2016/17 financial year:

- A donation to support the administration costs of Native ARC of \$89,064.89.
- A donation to support the administration costs of Cockburn Wetlands Education Centre of \$89,064.89.

At its meeting on 14 August 2014, the following Council decision was made:

That Council:

- (1) *approve the contribution sponsorship request from both the Cockburn Wetlands Education Centre and Native ARC for funding towards the annual administration costs for each organisation (Cockburn Wetlands Education Centre \$86,708 and Native ARC \$86,708) for a period of four years indexed annually according to Perth consumer price index, and coinciding with the terms of their leases and also being subject to:*
 1. *The Cockburn Wetlands Precinct members providing an annual report detailing their progress in meeting designated joint Key Performance Indicators as endorsed previously by Council.*
 2. *The Cockburn Wetlands Education Centre and Native ARC each providing a separate annual report which summarises the previous 12 months activities and their progress in meeting designated individual key performance indicators previously endorsed by Council.*

Native ARC and Cockburn Wetlands Education Centre have provided their reports for 2016/17, which are attached to the agenda, and it is recommended to approve the 206/17 donation of \$89,064.89 (including CPI of 1.3%) to each organisation.

The total allocation proposed for committed/contractual donations for 2016/17 is \$500,000.

GRANTS

As can be seen in the Budget attachment, there are a number of grants for which there are established criteria and processes in place.

The 2016/17 Budget includes small increases in the following allocations based on the previous year's expenditure due to increased subscription to these programs and predicted expenditure for 2016/17:

- Junior Travel Assistance Program
- Community Associations Hall Hire Subsidy
- Bus Hire Subsidy
- Environmental Education Initiatives Program
- Cockburn Community Group Volunteer Insurance

The 2016/17 Budget includes small decreases in the following allocations based on less expenditure in the previous financial year:

- Sport and Recreation Club Grants

There is also a proposal to change to the Sustainable Events Grants Program allocation – this program has not been well subscribed in the last few years, so it proposed to change this program as to Agenda Item 9.2 and include an allocation of \$15,000.

There are no other significant changes from last financial year in the new allocations.

The total allocation proposed for grants for 2016/17 is \$500,000.

DONATIONS

It is proposed that Council will seek applications for Donations from not-for-profit organisations in two instalments. It is proposed for 2016/17 to have the first round closing on 30 September 2016 and the second round closing on 31 March 2017.

Applications for Donations will be assessed under policy ACS2, and a report presented to the Committee for its deliberation. The Committee will then consider the requests for Donations and make a recommendation to Council.

It is proposed to increase the allocation for Donations from \$161,500 to \$180,000 for 2016/17.

SPONSORSHIP

It is proposed to allocate \$120,000 of the 2016/17 Grants and Donations Budget to the Sponsorship program, to reflect the steady increase in applications to this program.

It is proposed to seek applications for Sponsorship for Groups in line with the other funding opportunities closing on 30 September 2016 and 31 March 2017, other than Sponsorship for Individuals, where applications are invited all year round.

There is also a one-off Sponsorship Application for a First Horse Re-Enactment Race from Amalfi Publishing to be considered. The Proposal is attached and a summary provided below.

Applicant: Amalfi Publishing

Proposal: First Horse Re-Enactment Race, CY O'Connor Beach
183rd Anniversary - 2 October 2016

Requested: \$7,000 (\$6,700 Cash, \$300 In-kind)

Recommended: \$7,000

Amalfi Publishing seeks sponsorship support for the construction of a permanent plaque at a commemorative horse race on CY O'Connor Beach on 2 October 2016. Following are some excerpts from the proposal:

"On October 3, 1833, Western Australia's first horse race was held on a stretch of the Cockburn Coastline now known as CY O'Connor Beach. Reported by the Perth Gazette (now The West Australian), six imported Timor ponies took part in this historic meeting... Since the first race meeting, the beach strip has been used continuously by champion riders and trainers, including members of the Australian defence force and WA's police mounted section."

"The planned commemorative event consists of two main elements:

- 1. Plaque Unveiling – The unveiling of a permanent plaque dedicated to the trainers, riders and horses which have used the beach area since the first horse race in 1833.*
- 2. Family Fun Day – Stage a public event celebrating the history of the area by WA's horse training/riding community. The day will celebrate the history, culture, and continuing use of the coastline. Families will be invited to share this history using recreational*

facilities at CY O'Connor Reserve (...) Pony rides, face painting and games such as pin the tail on the donkey are also planned. A Clydesdale wagon is available to ferry people from one end of Robb Road to the other. A series of 'stalls' or exhibition spaces will be made available on the grassed area to reflect/demonstrate Cockburn's rich heritage."

"The Project:

- *will have long-term benefits for the community and the City of Cockburn by attracting people to the site of the State's first horse race meeting in October 1833. Importantly, it recognises (in a physical form) the permanent listing in 2007 of the 'South Beach Horse Exercise Area' in the WA Register of Heritage Places*
- *will raise awareness of the City's colonial heritage and horse training history, with many winning jockeys and horses having trained here since the early 1800s, including WA engineer CY O'Connor at the turn of the last century. It also highlights the ongoing use of CY O'Connor Beach by local trainers and riders from not just the Cockburn area, but the wider metropolitan area*
- *will raise the profile of the City by supporting its historic 'roots' through recognition of the site as the meeting place for the State's first colonists, and generations of residents and visitors to the increasingly popular area*
- *fills "an identified need" by ensuring a historical and cultural context to the rapidly expanding area of coastal development in which tens of thousands of people are expected to live and work over the next couple of decades*
- *does not duplicate an activity already available in the area, it will compliment existing facilities. The last informal meeting of horses and trainers/riders in 1999 attracted more than 1000 people including the media*
- *does not overlap any other major event on October 2. The event will be held the day after the end of the Royal Agricultural Show (October 1). It also runs before the AFL grand final and importantly, will be held in the run-up to the Melbourne Cup in early November."*

Perth Racing WA, Racing and Wagering WA, and Seacorp have committed financially, with other individuals and organisations taking requests for funding support/sponsorship to committees.

It is recommended to support this application.

Strategic Plan/Policy Implications

Community, Lifestyle & Security

- Provide residents with a range of high quality, accessible programs and services

Economic, Social & Environmental Responsibility

- Create opportunities for community, business and industry to establish and thrive through planning, policy and community development

Budget/Financial Implications

Council approved a Budget for Grants and Donations for 2016/17 of \$1,300,000. Following is a summary of the proposed grants, donations and sponsorship allocations.

Summary of Proposed Allocations

Committed/Contractual Donations	\$500,000
Specific Grant Programs	\$500,000
Donations	\$180,000
Sponsorship	\$120,000
Total	\$1,300,000
Total Funds Available	\$1,300,000
<u>Less Total of Proposed Allocations</u>	<u>\$1,300,000</u>
Balance	\$0

Legal Implications

Nil

Community Consultation

Council's grants are advertised widely in the local community through the City's website, local media, Cockburn Soundings, and Council networks. It is recommended that advertising start immediately following the Council decision to ensure a wider representation of applications.

Risk Management Implications

The Council allocates a significant amount of money to support individuals and groups through a range of funding arrangements. There are clear guidelines and criteria established to ensure that Council's intent for the allocation funds are met. To ensure the integrity of the process there is an acquittal process for individuals and groups to ensure funds are used for the purpose they have been allocated.

The reputation of the City of Cockburn could be seriously compromised should funds allocated to individuals or groups who did not meet the criteria and guidelines and or did not use the funds for the purposes they were provided. Adherence to these requirements is essential.

Attachment(s)

1. Grants, Donations and Sponsorship Recommended Allocations Budget for 2016/17.
2. Cockburn Wetlands Precinct Reports from Cockburn Wetlands Education Centre and Native ARC.
3. Sponsorship Proposal from Amalfi Publishing for a First Horse Re-Enactment Race.

Advice to Proponent(s)/Submissioners

Submissioners have been advised that a decision will be made at the Council Meeting on 11 August 2016 and they will be advised of the outcome following this meeting.

Implications of Section 3.18(3) Local Government Act, 1995

Nil

10. **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
11. **NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING**
12. **NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING BY COUNCILLORS OR OFFICERS**
13. **MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE**
14. **CONFIDENTIAL BUSINESS**
15. **CLOSURE OF MEETING**

CITY OF COCKBURN

SUMMARY OF MINUTES OF THE GRANTS & DONATIONS COMMITTEE MEETING HELD ON TUESDAY, 19 APRIL 2016 AT 6:00 PM

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CITY OF COCKBURN

MINUTES OF THE GRANTS & DONATIONS COMMITTEE MEETING HELD ON TUESDAY, 19 APRIL 2016 AT 6:00 PM

PRESENT:

Mr L. Howlett	-	Mayor (Presiding Member)
Mrs C. Reeve-Fowkes	-	Deputy Mayor
Mrs L. Sweetman	-	Councillor
Mr S. Portelli	-	Councillor
Ms L. Smith	-	Councillor

IN ATTENDANCE:

Mr R. Avard	-	Manager, Recreation & Community Safety
Ms M. Bolland	-	Grants & Research Officer
Ms K. Green	-	Grants & Research Support Officer

1. DECLARATION OF MEETING

The Manager, Recreation and Community Safety declared the meeting open, the time being 6:14pm.

2. APPOINTMENT OF PRESIDING MEMBER (If required)

The Manager, Recreation and Community Safety advised that in the absence of the appointed Presiding Member, and pursuant to Section 5.44 of the Local Government Act, 1995 he had been delegated the power to preside at the Grants and Donations Committee Meeting held on 19 April 2016 and to conduct the election to determine the Presiding Member of the Committee, in accordance with Schedule 2.3 Division 1 of the Act.

The Manager, Recreation and Community Safety called for nominations and received a nomination for Mayor Logan Howlett to be appointed Presiding Member for the meeting from Cllr Steven Portelli.

There being no further nominations, Mayor Logan Howlett was duly declared Presiding Member.



3. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS & CONFLICT OF INTEREST (BY PRESIDING MEMBER)

Nil

4. (GAD 19/4/2016) - APOLOGIES & LEAVE OF ABSENCE

Clr Stephen Pratt	-	Apology
Clr Philip Eva	-	Apology
Clr Bart Houwen	-	Apology

5. CONFIRMATION OF MINUTES

5.1 (MINUTE NO 92) (GAD 19/4/2016) - MINUTES OF THE GRANTS AND DONATIONS COMMITTEE MEETING - 29/10/2015 (ATTACH)

RECOMMENDATION

That the minutes of the Grants and Donations Committee Meeting held on 29 October 2015 be adopted as a true and accurate record.

COMMITTEE DECISION

MOVED Deputy Mayor C Reeve-Fowkes SECONDED Clr S Portelli that Council adopt the Minutes of the Grants and Donations Committee Meeting held on 29 October 2015 as a true and accurate record.

CARRIED 5/0

6. DEPUTATIONS & PETITIONS

Nil

7. BUSINESS LEFT OVER FROM THE PREVIOUS MEETING (IF ADJOURNED)

Nil

8. DECLARATION OF COUNCILLORS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS IN THE BUSINESS PAPER

Nil



9. COUNCIL MATTERS

9.1 **(MINUTE NO 93) (GAD 19/4/2016) - GRANTS AND DONATIONS COMMITTEE RECOMMENDED ALLOCATIONS 2015/16 (162/003) (R AVARD) (ATTACH)**

RECOMMENDATION

That Council adopt the revised grants, donations and sponsorship allocations for 2015/16 as attached to the agenda.

COMMITTEE RECOMMENDATION

MOVED Deputy Mayor C Reeve-Fowkes SECONDED Cllr S Portelli that the recommendation be adopted subject to the following amendments as shown in the attachment to the minutes:

- (1) Recommended \$0 Donation to Business Foundations, with a request for additional information to be provided to all Elected Members prior to the May 2016 Council Meeting;
- (2) Recommended \$0 Sponsorship to MACA Ride to Conquer Cancer;
- (3) Recommended \$0 Sponsorship to Woolkabunning Kiaka (Outback Academy Red Dust Healers); and
- (4) Recommended revised allocation of \$0 for the Safety House School Program, with a request for a report to be presented on this program at the next Grants and Donations Committee Meeting in July 2016.

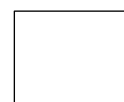
CARRIED 5/0

COUNCIL DECISION

Reason for Decision

Business Foundations

The Grants and Donations Committee requested additional information to be sought from Business Foundations and provided to all Elected



Members prior to the May 2016 Council Meeting, including how many of the new businesses assisted in the last year were NEIS funded, a list of the businesses from Cockburn (new and existing) that were assisted, and clarity about how funding from the City of Cockburn would be used to create a new way to measure the impact of the services provided by Business Foundations.

MACA Ride to Conquer Cancer

The Committee did not support this request based on the inferior application.

Woolkabunning Kiaka (Outback Academy Red Dust Heelers)

The Committee did not support this request based on the unsatisfactory application and requested feedback be provided to the applicant.

Safety House School Program

The Committee recommended a revised allocation of \$0 for the Safety House School Program until further information has been received about the program including: policies, procedures, budgets and State Government funding, monitoring, reporting and compliance (Working with Children Checks), school participation rates and long-term sustainability. A report on this program has been requested (under Item 13.1) to be presented at the next Grants and Donations Committee Meeting in July 2016.

Background

Council approved a budget for Grants and Donations for 2015/16 of \$1,200,000. The Grants and Donations Committee is empowered to recommend to Council how these funds are to be distributed.

At its meeting of 29 July 2015, the Committee recommended a range of allocations of grants, donations and sponsorship, which were duly adopted by Council on 13 August 2015.

Following the September 2015 round of grants, donations and sponsorship funding opportunities, the Committee, at its meeting of 29 October 2015, recommended a revised range of allocations which were duly adopted by Council on 12 November 2015.

The March funding round was advertised to close on 31 March 2016. A total of 28 applications were received, including 15 applications for Community Grants, which will be reviewed under delegated authority of the Manager of Recreation and Community Safety. The Committee is to consider the remaining seven applications for Donations and six



applications for Sponsorship, as well as revised allocations for the 2015/16 grants, donations and sponsorship budget.

Submission

Coogee Beach Progress Association (CBPA), Perth Modern School, and Safety House Cockburn.

Report

In the Summary of Grants, Donations and Sponsorship Recommended Allocations Budget 2015/16, attached to the agenda, there are the following items for the Committee to consider:

- 2 proposed adjustments to the committed/contractual donations
- 7 applications for donations
- 6 applications for sponsorship, and
- 3 proposed adjustments to grant funding allocations.

The proposed adjustments and applications for donations and sponsorship are described in brief below.

COMMITTED AND CONTRACTUAL

As can be seen in the attachment, a number of donations are deemed to be committed by legal agreements, such as leases, or by Council decision.

The total proposed for committed/contractual donations will be \$470,000 for 2015/16.

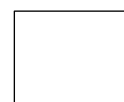
There is one adjustment and one new proposed commitment highlighted:

South Lake Leisure Fee Subsidy

There has been an increase in uptake of the South Lake Leisure Fee Subsidy for the South Lake Dolphins Swimming Club (SLDSC), a year-round swimming club based in South Lake. The subsidy is based on membership numbers and has been oversubscribed, so it is proposed to increase the allocation for this subsidy from \$110,000 to \$125,000.

Coogee Beach Progress Association - Defibrillator

Please see attached request from Coogee Beach Progress Association (CBPA) for a one-off donation for the purchase of a Defibrillator (\$2,450) from the Defib For Life Organisation (www.defibforlife.org.au) for installation in the Coogee Community Hall.



CBPA have advised in their request letter that “Defibrillators are specifically designed for the layman in mind and no training is required because simple user instructions are integral to the device”, however, one of their members “who has intimate knowledge and operation of defibrillators is a retired nurse and is happy to arrange for training at the hall, as she did at her tennis club, through Sports Medicine who run a certified CPR/DEFIB course run by paramedics. Those who use the hall on a regular basis could be invited to attend.”

It is proposed to support this request as a pilot project and, if successful, develop a subsidy scheme for shared cost of defibrillators through an allocation in the Grants and Donations budget so that other community and sporting groups can afford to have defibrillators in future, if the subsidy scheme is approved by Council.

Perth Modern School – “Raise the Roof” Project

Please see attached request from Perth Modern School for the "Raise the Roof" project to build a new 700 seat multi-purpose auditorium. This request is not recommended for funding as it is located out of the Cockburn district and deemed an Education Department responsibility.

DONATIONS

The proposed total for donations for 2015/16 is \$161,500, following are the latest round of application summaries for consideration.

Applicant: Hamilton Hill YouthCARE Council

Requested: \$9,000

Recommended: \$9,000

The Hamilton Hill YouthCARE Council supports a full time chaplain at Hamilton Hill Senior High School.

The City has provided annual donations for this program for a number of years:

October 2006	\$9,000
March 2008	\$9,000
March 2009	\$9,000
March 2010	\$9,000
March 2011	\$9,000
March 2012	\$9,000
March 2013	\$9,000
March 2014	\$9,000



March 2015 \$9,000

The YouthCARE mission is to provide pastoral care, and provide personal and professional development to staff and volunteers.

Hamilton Hill YouthCARE Council has requested a donation of \$9,000 to assist with their aim to serve the school community and provide positive benefits for the whole community. It is recommended to support this application.

Applicant: South Lake Ottey Family and Neighbourhood Centre

Requested: \$10,000

Recommended: \$10,000

The South Lake Ottey Family and Neighbourhood Centre provide diverse programs and outreach activities in the community in collaboration with solid partnerships and networks. The Centre works closely with the City of Cockburn, St. John of God Murdoch, One Healthy Community, Uniting Care West and local disability services.

The Centre is available to individuals and families in Cockburn and surrounds, offering support and activities in response to demonstrated community needs. The Centre aims to provide an integrated service and is seen as a 'one stop shop' by centre users and external stakeholders. In responding to needs, the Centre sees 'the whole person' and seeks to provide a mix of formal and informal programs and interactions.

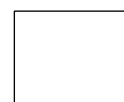
The centre has previously received a number of donations for operating costs and community grants for specific projects from the City:

Donations:

March 2007	\$5,000
March 2008	\$5,000
March 2009	\$5,000
March 2010	\$5,000
March 2011	\$5,000
March 2012	\$10,000
March 2013	\$7,000
March 2014	\$10,000
March 2015	\$10,000

Community Grants:

October 2001	\$1,000
March 2003	\$1,000
March 2008	\$1,500



September 2009 \$1,260

This round, the group has requested a donation of \$10,000 towards general operating costs. This group is well supported by operating grants from Department for Communities and Lotterywest. It is recommended to support this application for \$10,000.

Applicant: EdConnect Australia
(trading as the School Volunteer Program)

Requested: \$13,500

Recommended: \$13,500

EdConnect Australia connects volunteers who want to make a difference with young people in school who need extra help. The organisation trains volunteers to provide mentoring and learning support in schools for young people who are at risk of not fulfilling their educational potential. It's about inspiring older generations to inspire the next. It's about raising literacy and numeracy standards, but also equipping young people with the life skills they need.

The organisation (as the School Volunteer Program) received a donation for \$15,000 in March 2009 to assist with the initial engagement, recruitment and ongoing support of volunteers within the City.

The organisation has partnered with six schools in the Cockburn community (Atwell, Bibra Lake, Harmony, South Coogee, Success, Yangebup), and the City of Cockburn has acknowledged the work of EdConnect Australia with two awards presented at the Get Connected Expo in November 2015.

Arising from recent service improvements the organisation is making available a range of programs to the Cockburn community such as the Learning Support Program, Mentor Me Program, and Mentor Mates Program, which are all complemented by high quality volunteer training. These programs are designed to improve the social, emotional and academic outcomes of young people who need help the most with the added benefit of creating volunteer health and wellbeing benefits.

Benefits to the Cockburn community will be many and varied;

- Young people will benefit by reporting improved self-esteem, confidence, improved relationships with peers and improved academic performance.
- Volunteers will report improved mental health and wellbeing benefits and report how they feel more connected to their community.



- Volunteers will have the opportunity to gain new skills by accessing high quality training (at no cost) in topics such as Mentoring, Communication skills, Resiliency, Child Protection, Literacy.
- Local volunteers will have the opportunity to access a range of morning teas, additional workshops and symposiums further enhancing their sense of community.
- Older members of the Cockburn community will be less socially isolated through engagement with EdConnect Australia and their local school communities.
- Young people will be more likely to succeed in school, have improved self-esteem, and confidence which in turn will help them become more responsible community members. Research evidence for example cites a lack of school engagement and educational attainment in greater incidences of involvement in the criminal justice system, drug use, anti-social behaviour etc. which impacts on local communities and quality of life.

With support from a donation, EdConnect Australia will connect at least 40 older Australians from the City of Cockburn as Mentors or Learning support volunteers to their local school communities and who in turn will support over 80 local young people who need help the most. It is recommended to support this request.

Applicant: Second Harvest Inc.

Requested: \$20,000

Recommended: \$16,000

The objective of Second Harvest is to relieve hardship in the community, which is achieved by:

- Offering a wide range of low cost food lines, including general grocery, frozen goods, dairy produce and other household commodities.
- Emergency food relief.
- Opportunities for volunteering.
- Work for the Dole and Community Youth Programmes and Advocacy.

Second Harvest has a long history of working in the community to achieve immediate assistance to families and individuals via low cost food centres and emergency food relief.

Emergency Relief (ER) is a vetted process that sees individuals and families experiencing financial hardship provided with food hampers to feed themselves and their families with 3 - 4 days of basic grocery lines. More recently Second Harvest opened an Op Shop that will assist with providing funds to the ER program and a soon to be opened



Community Centre. Throughout their programs they seek to provide employment to individuals via the support of work for the dole programs and an avenue for volunteering for retirees or people wanting to get back to the community.

By opening the Community Centre this will provide a much needed space to allocate the ER hampers, provide the community with ongoing (3 days per week) opportunities to purchase low cost basic food items and allow individuals to feel a part of the community. Second Harvest aim to service the community with the required empathy to make it a safe and compassionate place for people to come. To increase the community spirit they will provide tea and coffee facilities, free sausage sizzle Fridays and a space where they can meet others.

The projected numbers that will benefit from this are:

Average family for ER = 3 (1 adult and 2 children)

No. of scheduled appointments per week = 36

Centre will be opened 50 weeks of the year = 5,400 people for ER

Projected at least 8 additional people per day to visit the community centre = 24 per week x 50 weeks = 1,200

Total anticipated numbers annually = 6,600.

Second Harvest has received the following funding from the City to assist with their ongoing costs in providing emergency relief food hampers:

March 2012	\$8,850 (Community Grant for fridge and freezer)
March 2013	\$10,000 (Donation)
March 2014	\$12,000 (Donation)
March 2015	\$14,000 (Donation)

Second Harvest is also supported through Lotterywest, Westpac and Commonwealth Bank grants. It is recommended to support this application for \$16,000.

Applicant: Port Community High School

Requested: \$15,000

Recommended: \$15,000

Port School is an independent school that caters for at risk youth, with the student intake coming mainly through referrals from Schools, Juvenile Justice, and Child Protection and Family Services. The school serves students that have not been able to achieve success in mainstream schooling, including some students that have very specific needs and are severely disadvantaged.



The school has 75 students, of which 30 have a diagnosed mental health condition with the majority fitting into the areas of PTSD, Autism, Anxiety and Foetal Alcohol Spectrum disorder. The school offers the students a safe environment with small classes and caring staff who deliver academic work that is at the student's level.

The core subject areas are Numeracy, Literacy and Health and Wellbeing and the classes are based on ability rather than age. Option classes are woodwork, art, healthy eating and physical education.

The school has four arms:

1. Main School Campus
2. Bus Programme
3. Outreach Programme
4. Young Parent and Early Learning Centre.

The school has previously received the following donations:

September 2010	\$9,000
September 2011	\$15,000
September 2012	\$15,000
March 2014	\$15,000
March 2015	\$15,000

Community Grants:

September 2014	\$15,000
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This is the second year the school has employed their chaplain full-time rather than an arrangement with YouthCARE. This arrangement means that the chaplain can put more time and energy into the highly successful and dynamic team sport and community service programme, which takes at-risk youth and gives them the skills to coach and mentor upper primary students from surrounding schools. Also, having the chaplain's time freed from some of the other pastoral care duties allows him the time to coordinate an extension programme for our older students to do certified coaching and umpiring courses and for these students to be placed at local primary schools to help with their team sport programme. Thus, this extra day would also allow Port students to be more involved in community service through a volunteer programme.

Having a full-time chaplain as well as a full-time counsellor gives the school a greater ability to cater for its emotionally needy clientele. Port School currently has five students that are school-phobic and who need constant emotional and academic support to reengage them back into a school programme. The chaplain would take a pivotal role in working with these students through phone, Skype and contact visits in the home.



The application is supported by the WA Police Youth Policing Operations and Southwell Primary School.

The chaplain has been a huge asset to Port School and continued support from the City through a donation for the Chaplaincy program helps the school to deliver a service to a section of the community that is in dire need. The requested donation of \$15,000 will continue to support extra chaplaincy hours so the school community has access to a full-time chaplain. It is recommended to support this request.

Applicant: Volunteer Home Support Inc.

Requested: \$5,000

Recommended: \$5,000

Volunteer Home Support (VHS) was established 33 years ago and provides Government subsidised domestic cleaning, transport, handyman, lawn and gardening services to around 940 people that are frail, aged and with disabilities. In their fourth bi-annual client satisfaction survey, preliminary results are indicating an outcome in excess of 98% in all service areas. They currently have around 45 volunteers and subsidise other independent programmes such as weekly 'Movies with Lunch' and distant outings, which are heavily subsidised by VHS with no Government contribution. Paid staff provide all services except transport, which is provided by the 45 volunteers who, in 2015, contributed 10,665 hours at an average of 215 hours per week or 43 hours per day.

VHS has been able to dump waste material arising from gardening activities at clients' homes at the Henderson Waste Management site for many years. In the past there were no tip fees charged, but that changed in May 2012 when tip fees were applied to VHS.

The City has seen fit to make an annual donation of \$5,000 since the introduction of tip dumping charges so that VHS didn't have to pass on the cost of these fees to Cockburn residents. However, residents of Fremantle, East Fremantle and Melville don't enjoy the same level of consideration from their respective Councils so VHS must charge them a tip fee after each lawn or gardening service.

The City has provided the following donations to cover some of the costs towards their waste disposal from the Cockburn homes that VHS service.

October 2006	\$5,000
May 2012	\$5,000



March 2013	\$5,000
March 2014	\$5,000
March 2015	\$5,000

Following a review of the VHS database, there are 408 client households within the boundaries of the City of Cockburn. VHS has again requested a \$5,000 donation and it is recommended to support this application.

Applicant: Business Foundations Inc.

Requested: \$10,000

Recommended: \$10,000

Business Foundations Inc. is a not-for-profit provider of business development services to owners of small businesses in Cockburn. Their services benefit the local community and economy through employment creation. Clients range from people wanting to start a small business to existing small to medium sized businesses wanting to grow. The services are provided for free or low cost and they include one-to-one advisory sessions, small business mentoring and small group training.

Business Foundations provides an important service to people wanting to start in business or become self-employed and to existing business owners that require professional business management know-how. As the downturn in the Western Australian economy bites harder, more people will find that self-employment is the only way to generate an income and this will increase demand for their services. Also, existing business people will be facing challenging economic conditions and will require better management skills and professional management support to assist in making the right decisions to ensure survival.

Business Foundations continue to innovate, providing new services every year, including training seminars regarding on-line business, specific support program for Home Based (small office/home office SOHO) businesses, early stage ventures and technology business incubation.

In 2015, Business Foundations assisted over 100 existing businesses and 25 new businesses to start with an economic impact of approximately \$6.25 million, which is an increase on the 2014 figures of 81 existing businesses, 10 new businesses, and \$2.2 million of economic value.

The organisation has received funding from the City in previous years, as follows:



October 2007	\$10,000
March 2009	\$10,000
March 2010	\$10,000
March 2011	\$10,000
March 2012	\$10,000
March 2013	\$10,000
March 2014	\$10,000
March 2015	\$10,000

Business Foundations is supported by major State and Federal Government funding bodies, receiving \$277,000 from the Small Business Development Corporation, and \$250,000 from New Enterprise Incentive Scheme.

Business Foundations will make use of the support from the City of Cockburn to create a new way to measure the impact of their services. There have been many changes to the way not-for-profits demonstrate their benefit to the communities they serve and it is now time for Business Foundations to better determine the impact of their support for small business.

Business Foundations also utilises the support from the City of Cockburn to ensure that the one to one advisory service is provided to the residents of Cockburn. The funding allows a staff member of Business Foundations to maintain a presence at Melville Cockburn Chamber of Commerce events promoting the services available to Cockburn business people. The funding also allows for delivery of workshops within the City to focus the services on the Cockburn community. It is recommended to support this application for \$10,000.

SPONSORSHIP

The proposed total for sponsorship is \$102,604, please see following the latest round of proposal summaries.

Applicant: MACA Ride to Conquer Cancer

Proposal: 'Pit Stop Sponsor'

Requested: \$10,000

Recommended: \$5,000 ('Official Sponsor')

The MACA Ride to Conquer Cancer is a two-day cycling fundraising event for the registered charity Harry Perkins Institute of Medical Research. Participants must each raise \$2,500. To be held on October 15-16, the 200-kilometre Perth event includes a lunchtime 'pit stop' at



Coogee Beach Reserve. The applicant advises that City of Cockburn sponsorship will enable them to offset costs associated with the setup of the Coogee pit stop, including permit fees, popup marquees, toilets, water etc. They intend to use a small portion of the funding for bean bags and lawn games volunteers and participants.

The applicant advises that in return, the branding benefits to 'Pit Stop' sponsors are website recognition, social media coverage; the City's logo on the event homepage and sponsors page, selected emails, promo material, signage and crew apparel; and the opportunity to distribute the City's promotional material.

The applicant has provided an inferior application in that: they declined to provide a requisite financial statement (however, a financial statement to December 2014 was able to be downloaded from the Australian Charities website) and did not provide: 1) letters of support, 2) cost breakdown of the event or the Coogee pit stop, and 3) Certificate of Incorporation (however, evidence of the organisation as a registered charity was obtained from the Australian Government website).

An alternative to the category of 'Pit Stop' sponsorship (\$10,000-\$30,000) is 'Official' sponsorship (\$5,000), for which the branding benefits are: logo on sponsors' page of event website; logo on selected event signage and other communications; logo on back of crew and volunteer captain shirts. It is therefore recommended to support this application for \$5,000.

Applicant: Melville Cockburn Chamber of Commerce

Proposal: Partnership Sponsorship

Requested: \$20,000

Recommended: \$20,000

The City has funded MCCC for many years to assist with the cost of delivering information and networking events to the City of Cockburn's business community. Previous funding includes:

October 2006	\$20,000
October 2007	\$20,000
September 2008	\$20,000
September 2009	\$20,000
August 2010	\$10,000 (interim funding)
March 2011	\$20,000
March 2012	\$20,000
March 2013	\$20,000



March 2014 \$20,000
March 2015 \$20,000

The MCCC has applied for \$20,000 for a Partnership Sponsorship to provide 10-12 large scale business networking events over the following year, with at least half of all events conducted in the City of Cockburn. The applicant advises that in return the City will receive: City logo on Partnership Position on MCCC website, 'ShoutOut' newsletter (distributed to 1000 businesses), mail-outs and on their big screen at events; and public acknowledgement at MCCC events.

The 2015 Sponsorship arrangement was for MCCC's office accommodation (24.3m²) rent at the Cockburn Health and Community facility and outgoings be deducted from the approved sponsorship. In 2015 Council responded to concerns from the Grant and Donations area that MCCC were not meeting their acquittal requirements, and requested that the Conditions of Sponsorship also include a "detailed Sponsorship Report outlining all aspects of the Joint Principal Partnership Sponsorship Proposal including lessons learned".

To date, the MCCC has not met its acquittal responsibilities for the 2015 Sponsorship of \$20,000. In addition, the MCCC has not provided prerequisite documents for assessing the current Sponsorship application, including confirmation of the City of Melville's sponsorship. A letter of support for the applicant is provided by Business Foundations.

It is recommended that the current Sponsorship application be approved and paid in instalments direct to MMJ (the City's Cockburn Health and Community Facility Property Manager) for MCCC's office accommodation (24.3m²) rent at the Cockburn Health and Community facility and outgoings, conditional on the 2015/16 Sponsorship Conditions of Funding being met and the outstanding documents for the current Sponsorship application for 2016/17 be received and satisfactory.

Applicant: A Cappella West

Proposal: 'Partners in Harmony'

Requested: \$10,000

Recommended: \$5,000

A Cappella West is a women's 'barbershop' chorus with one-quarter of the chorus's 99 members being Cockburn residents. The group's rehearsal venue is at Murdoch University. The chorus performs at many community events throughout the year; in the past 12 months the



chorus performed at Cockburn Gateway Shopping Centre, at St John of God Hospital, at the Cockburn Spring Fair, St Ives Nursing Home and the Mater Christi Church concert.

In 2015, the chorus won a national competition of significance and will represent Australia at the subsequent international competition in the USA in October 2016. The chorus is applying for sponsorship to assist with the cost of attending this event (accommodation, registration and meals).

In return, the applicant advises that 1) chorus members will provide up to four performances for City of Cockburn community events (according to availability) or for community events recommended by the City's Community Development area, 2) the City's support will be promoted via the applicant's website, social media and newsletter, and at performances and in radio interviews and other media, 3) the City of Cockburn logo will be displayed at performances and included on marketing materials, and 4) the City will be able to distribute publications at A Cappella West performances. Letters of support for the applicant are provided by Mater Christi, Hammond Park resident Richard Kilmartin and four Cockburn chorus members.

It is recommended to support this application for \$5,000.

Applicant: Western Australian Figure Skating Club

**Proposal: Western Australian Figure Skating Development
Camp and Performance**

Requested: \$3,000

Recommended: \$3,000

The Western Australian Figure Skating Club was founded two years ago at Cockburn Ice Arena. Current membership is 74, with the majority from the Cockburn area. The club now hosts two competitions annually as well as training workshops, and a development camp supported by Cockburn Ice Arena and the Western Australian Ice Skating Association, for which an experienced coach or high-level figure skater is engaged (usually from overseas or interstate). Skaters from all skill levels are encouraged to participate.

The Club has applied for Sponsorship of the 2016 development camp, which will comprise a four-day workshop for about 50 figure skaters at Cockburn Ice Arena to be held in July. The club has secured four-time U.S. national champion and Olympic bronze medallist Jeremy Abbott to coach and facilitate the workshop, which will see increase substantially the profile of figure skating in WA. In addition to the workshop, Jeremy



will undertake an exhibition performance at Cockburn Ice Arena, which will open to the public and promoted widely. Given his high standing, the club is expected the performance to attract 200-300 spectators, which will both raise awareness of the sport and benefit Cockburn Ice Arena by attracting new participants and customers to this local business.

In return for Sponsorship, the City of Cockburn's support will be promoted via the club's website, social media, in local newspapers, in all advertising of the event and via signage at the Cockburn Ice Arena. The City of Cockburn will receive two tickets to the public performance by Jeremy Abbott and will be invited to distribute publications at this event.

Letters of support are provided by the Western Australian Ice Skating Association and Cockburn Ice Arena.

It is recommended to support this application.

Applicant: Hamilton Hill Community Group

Proposal: 'Back to Country – Celebrating our History'

Requested: \$16,604

Recommended: \$16,604

The Hamilton Hill Community Group was re-formed in 2011; the group's mission statement states that they "promote and drive initiatives that further develop Hamilton Hill as the 'Heart of Cockburn'", and "...work with our community to preserve and take pride in our cultural heritage and environment".

The HHCG and the Randwick Stables Community Garden are proposing that, following the Randwick Stables Open Day held in 2009 and 2013, the City of Cockburn sponsor the *Back to Country – Celebrating our History* event that aims to "celebrate the Aboriginal, colonial, and post-colonial history of Hamilton Hill". To be held on 5 June, during Western Australia Heritage Week, the event also aims to host a free family fun day; consult with the community about HHCG and RSCG priorities such as a community hub in Hamilton Hill; raise environmental awareness of the remnant heritage-listed tuart trees behind Clontarf Hill; and to potentially name and acknowledge the Hamilton Hill (swamp) Wetlands Heritage Precinct.

For its sponsorship, the City will be recognised in all promotional material (flyers, posters, banners, social media and websites), and via radio interviews and newspaper articles.



Letters of support are provided by the Historical Society of Cockburn and Friends of Clontarf Hill.

It is recommended to support this application.

**Applicant: Woolkabunning Kiaka Inc.
Outback Academy Red Dust Heelers**

Proposal: Official Sponsor

Requested: \$15,255

Recommended: \$5,000

Woolkabunning Kiaka Inc. (WKI) is part of the Outback Academy Foundation (OA) that was formed to accelerate economic development, employment and wellbeing with Indigenous communities and landholders across Australia. The Red Dust Heelers (RDH) wheelchair basketball team was formed under the OA banner to bring together athletes with disabilities (Aboriginal and non-Aboriginal) to raise awareness about disability within communities, as well as levels of social inclusion and participation in sports and recreation, education and employment. The team's home base is Wally Hagan Stadium in Hamilton Hill.

The sponsorship proposal is for the City to sponsor 1) the Heelers' four National Wheelchair Basketball League (NWBL) home games at Wally Hagan Stadium in May and June; 2) a major event called 'Rio Goes to Cockburn' (May 2016) collaborating with the City's Recreation Services team and DAIP officer to deliver a 'come and try' Paralympic sports and concluding with a wheelchair basketball game (expected attendance 200-300); and 3) six clinics at Wally Hagan Stadium for children/youth with disability.

The sponsorship proposal (from WKI as OA is not an incorporated organisation) is that in return for combined events' sponsorship of \$15,255 the City will receive branding benefits through promotion via the RDH website, social media, signage/posters/flyers, media interviews and joint media release. The Mayor will be requested to open the first NWBL game played at Cockburn. The applicant is also offering to provide the City with a customised DAIP workshop.

Upon checking with the Basketball Association's NWBL coordinator, it appears the budget provided by the applicant is inaccurate, with the cost of hosting NWBL games being overestimated. City's Recreation Services and Disability and Access Inclusion Officer have not been contacted by the applicant. A letter of strong support has been provided



by the Cockburn Basketball Association. This applicant also provided an inadequate application in the same round last year and has not followed feedback provided.

The organisation and proposed events appear worthwhile for the Cockburn community, so it is recommended to provide \$5,000 in this instance to see what the organisation can deliver, conditional on the outstanding requirements of the application being met.

GRANTS

As can be seen in the attachment, there are a number of grants for which there are established criteria and processes in place.

The total proposed for grant programs is \$465,896 with the following recommended amendments to the allocations.

Emergency Disaster Fund

An increase in allocation from \$15,000 to \$30,000, as there have been two large donations made under Delegated Authority ACS13 "Emergency Relief Fund" to the Esperance and Waroona/Yarloop Fire Appeals for a current total of \$22,500.

Cockburn Community Group Volunteer Insurance

The actual premium for this year's insurance was \$8,511.28, so a small increase from the \$8,500 allocation.

Safety House School Program

An increase in allocation from \$500 to \$1,000 as to the attached proposal from the Safety House Cockburn Committee. Safety House Cockburn would like to increase participation from 8 schools to 15 schools by the end of 2017 and use the increased allocation for Annual Group Affiliation fee (\$300), Annual Safety House Show fee (\$200) and Safety House merchandise and promotion to be divided between the schools (\$500).

Strategic Plan/Policy Implications

Community & Lifestyle

- Community environments that are socially cohesive and embrace diversity.
- Communities that are connected, inclusive and promote intergenerational opportunities.



- Communities that take pride and aspire to a greater sense of community.
- Promotion of active and healthy communities.

Leading & Listening

- A responsive, accountable and sustainable organisation.

Budget/Financial Implications

Council approved a budget for Grants and Donations for 2015/16 of \$1,200,000. Following is a summary of the proposed grants, donations and sponsorship allocations.

Summary of Proposed Allocations

Committed/Contractual Donations	\$470,000
Specific Grant Programs	\$465,896
Donations	\$161,500
Sponsorship	\$102,604
Total	\$1,200,000
Total Funds Available	\$1,200,000
<u>Less Total of Proposed Allocations</u>	<u>\$1,200,000</u>
Balance	\$0

Legal Implications

N/A

Community Consultation

In the lead up to the March 2016 round, grants, donations and sponsorship funding opportunities were promoted through the local media and Council networks. The promotional campaign has comprised:

- Three advertisements running fortnightly in the Cockburn Gazette City Update on 23/02/16, 08/03/16 and 22/03/16.
- Two advertisements in the City of Cockburn Email Newsletter on 24/02/16 and 08/03/16.
- Advertised in the City Staff email banner from 13 to 31 March 2016.
- Advertisement in the February Edition of the Cockburn Soundings.
- Advertisement in the 2016 Sustainable Living Booklet distributed in January.
- All members of the Cockburn Community Development Group, Regional Parents Group and Regional Seniors Group have been encouraged to participate in the City's grants program.



- Additional Advertising through Community Development Promotional Channels:
 - Community Development Calendar distributed to all NFP groups in Cockburn.
 - Cockburn Community Group ENews March 2016 edition.
- Closing dates advertised in the 2016 City of Cockburn Calendar.
- Information available on the City of Cockburn website.
- Reminder email sent to regular applicants.

Risk Management Implications

The Council allocates a significant amount of money to support individuals and groups through a range of funding arrangements. There are clear guidelines and criteria established to ensure that Council's intent for the allocation funds are met. To ensure the integrity of the process there is an acquittal process for individuals and groups to ensure funds are used for the purpose they have been allocated.

The reputation of the City of Cockburn could be seriously compromised should funds allocated to individuals or groups who did not meet the criteria and guidelines and or did not use the funds for the purposes they were provided. Adherence to these requirements is essential.

Attachment(s)

1. Grants, Donations and Sponsorship Recommended Allocations Budget 2015/16.
2. Coogee Beach Progress Association (CBPA) request for Defibrillator.
3. Perth Modern School – “Raise the Roof” Project request.
4. Safety House Cockburn Committee Proposal.

Advice to Proponent(s)/Submissioners

Applicants have been advised that they will be notified of the outcome of their applications following the 12 May 2016 Council Meeting.

Implications of Section 3.18(3) Local Government Act, 1995

Nil



9.2 (MINUTE NO 94) (GAD 19/4/2016) - PARTICIPATORY BUDGETING (162/003) (G BOWMAN)

RECOMMENDATION

That Council

1. Support in principle that a Participatory Budgeting model is developed, adopted and implemented;
2. Support the development of a Policy and Guidelines to be approved by the DAPPS Committee; and
3. Consider an allocation for the Participatory Budgeting project in the 2016/17 financial year Grants and Donations budget.

COMMITTEE RECOMMENDATION

MOVED Clr L Sweetman SECONDED Clr L Smith that a more detailed report is to be provided to the Grants and Donations Committee for consideration, on a Participatory Budgeting model for the City of Cockburn, including Budget and Financial implications.

CARRIED 5/0

COUNCIL DECISION

Reason for Decision

The Committee would like more information and details about what the proposed Participatory Budgeting model for the City of Cockburn would be like, including what sorts of projects would be eligible, how the system would work, the budget and financial implications, and if there is scope for a separate budget from the Grants and Donations budget.

Background

Participatory budgeting is a partnership approach to the budgeting process. It was first implemented in Brazil and has since been used in many places and organisations. The process in its most basic form is providing residents with the opportunity to brain storm spending ideas and projects. They are then required to develop a proposal and budget.



These proposals are then promoted to the wider public and residents vote on their preferred proposal. The chosen proposals will then receive either a pre-determined share of the budget or an allocated amount. It can then be implemented either by the group or by the Local Government depending on the project.

Submission

N/A

Report

The City of Cockburn is investigating the possibility of implementing a Participatory Budgeting Model in the 2016/17 Financial Year and would like the Committee's support in principle toward progressing this.

As in other participatory budgeting models, the City is proposing to develop a process where the community are invited to identify community ideas and projects that will benefit City of Cockburn residents. The City will then work in partnership with the community members to identify each proposal's details and requirements. The City will also provide advice on technical requirements, how risks could be managed, identify operational costs, and any legal issues with the proposed projects. Subject to the development of the Policy and guidelines, it is likely that the projects that demonstrate benefit to the community, are deemed safe, sustainable, and are lawful will then be approved for advertising and voting. The guidelines will also need to include how to ensure a level playing field, so that there is equity of access to funds by diverse groups and that projects are spread across the District.

The participatory budgeting model will require additional staff resources and it is proposed that this project would be administered by the soon to be appointed Community Engagement Officer. The Community Engagement Officer would manage community and staff liaison, development of project details, assessment of the projects against the criteria, advertising, and the management of the Engagement HQ Software program enabling on-line voting for the projects that have been approved.

A number of Local Governments in Australia have implemented some form of Participatory Budgeting. Some well-known examples include the City of Melville Robin Hood Project which started in 2012, where they provided \$100,000 in grants of up to \$20,000 per project developed by the community. They used an online budget allocator tool to coordinate voting from the community on the projects.



The City of Melville found the benefits of the project to be encouraging community participation, supporting creative and community owned ideas and improving relationships between the community and the Council.

Similarly, the City of Fremantle recently announced its interest in implementing a Participatory Budgeting Process. Their model would include a Citizen Jury to make final decisions on a set amount of Council expenditure.

The Participatory Budgeting Project, a not-for-profit that specialises in Participatory Budgeting processes, suggests six benefits to implement a participatory budgeting process:

1. **Deeper Democracy:** Ordinary people have a real say—and they get to make real political decisions. As a result, Participatory Budgeting tends to engage many people who are otherwise cynical about government. Politicians build closer relationships with their constituents, and community members develop greater trust in government.
2. **Transparency & Accountability:** Budgets are policy without the rhetoric—what a government actually does. When community members decide spending through a public process, there are fewer opportunities for corruption, waste, or backlash.
3. **Public Education:** Participants become more active and informed citizens. Community members, staff, and officials learn democracy by doing it. They gain a deeper understanding of complex political issues and community needs.
4. **More Informed Decisions:** Budget decisions are better when they draw on residents' local knowledge and oversight. Once they are invested in the process, people make sure that money is spent wisely.
5. **Fairer Spending:** Everyone gets equal access to decision making, which levels the playing field. When people spend months discussing project ideas, they end up prioritising projects that address the greatest community needs.
6. **Community Building:** Through regular meetings and assemblies, people get to know their neighbours and feel more connected to their city.

The proposed participatory budgeting model will provide increased community engagement through community voting on Council funding which also aligns with the City's Community Engagement Policy.

It is likely that this new model will attract considerable community interest and generate many community ideas which will then require staff resources to assist in developing many detailed project briefs.



If approved, a policy and procedure will be developed and submitted to the DAPPS Committee, with an allocation of funds potentially up to \$200,000 to be considered by the Grants and Donations Committee from the Grants and Donations 2016/17 budget.

Strategic Plan/Policy Implications

Community & Lifestyle

- Community environments that are socially cohesive and embrace diversity.
- Communities that are connected, inclusive and promote intergenerational opportunities.
- Communities that take pride and aspire to a greater sense of community.
- People of all ages and abilities to have equal access to our facilities and services in our communities.

Leading & Listening

- Effective and constructive dialogue with all City stakeholders.

Budget/Financial Implications

An allocation from within the Grants and Donations Budget for the 2016/17 Financial Year.

Legal Implications

Nil

Community Consultation

Community working group to be set up to assist with development of the Participatory Budgeting Model.

Risk Management Implications

As this has not yet been adopted, this is not on the City Operational Risk Register.

Attachment(s)

Nil

Advice to Proponent(s)/Submissioners



Nil

Implications of Section 3.18(3) Local Government Act, 1995

Nil

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11. NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING

Nil

12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING BY COUNCILLORS OR OFFICERS

Nil

13. (GAD 19/4/2016) - MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE

13.1 Mayor Logan Howlett requested a detailed report be prepared for the next Grants and Donations Committee Meeting in July 2016 on the Safety House School Program including: policies, procedures, budgets and State Government funding, monitoring, reporting and compliance (Working with Children Checks), school participation rates and long-term sustainability.

14. CONFIDENTIAL BUSINESS

Nil

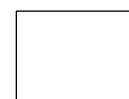
15. (GAD 19/4/2016) - CLOSURE OF MEETING

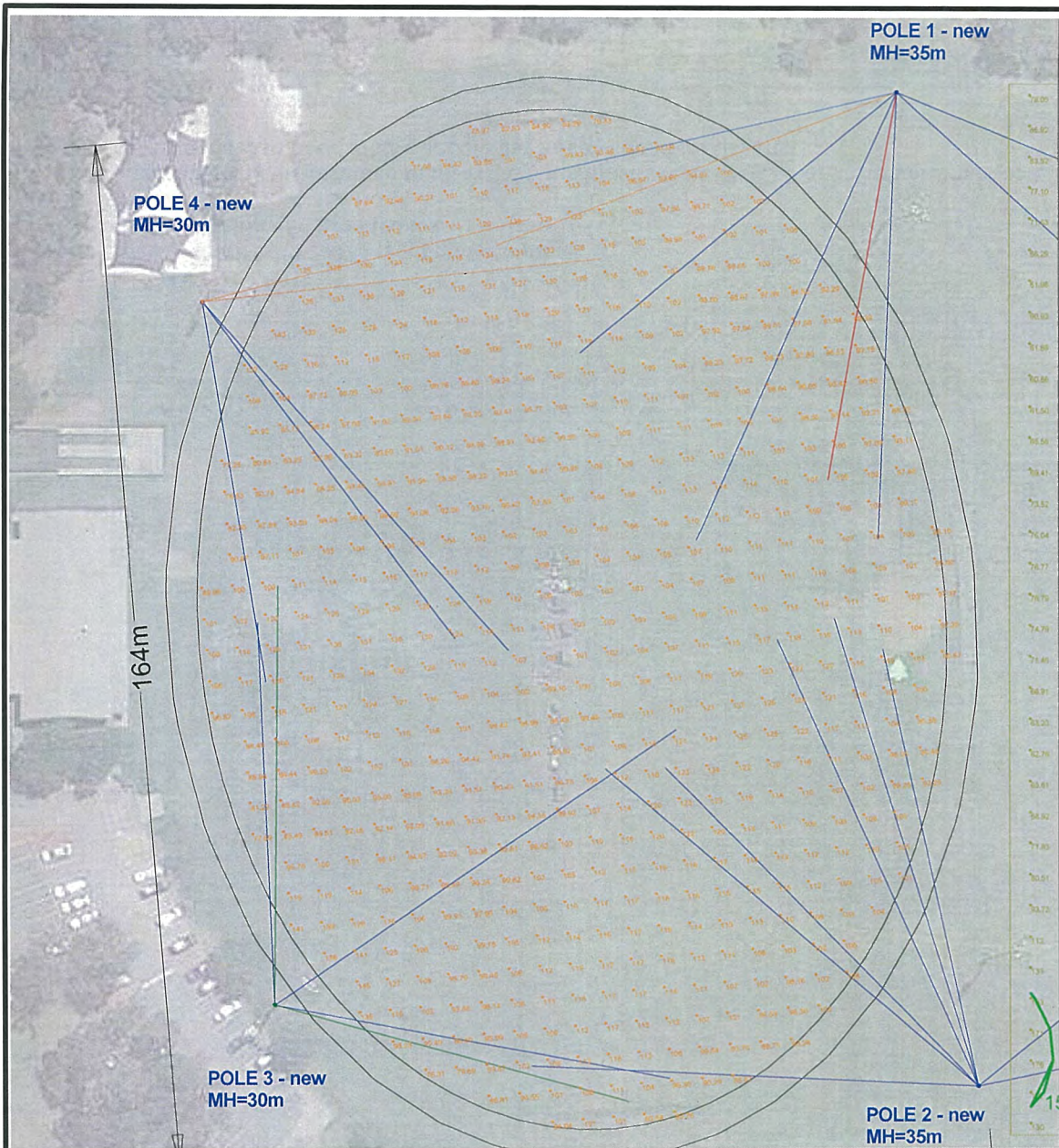
7:36pm

CONFIRMATION OF MINUTES

I, (Presiding Member) declare that these minutes have been confirmed as a true and accurate record of the meeting.

Signed: Date:/...../.....





Calculation Summary							
Project: AFL							
Label	CalcType	Units	Avg	Max	Min	Min/Avg	Min/Max
AFL - Eh @ 0m GL	Illuminance	Lux	106.59	156	75.97	0.71	0.49
Reserve - Eh @ 0m GL	Illuminance	Lux	31.55	176	3.64	0.12	0.02

Calculation Summary			
Project: Spill & TI			
Label	CalcType	Units	Max
Spill - East side_III_Seg1	Obtrusive Light - III	Lux	5.16
Spill - East side_III_Seg2	Obtrusive Light - III	Lux	5.43
Spill - East side_III_Seg3	Obtrusive Light - III	Lux	3.84
Spill - North side_III_Seg1	Obtrusive Light - III	Lux	7.78
Spill - North side_III_Seg2	Obtrusive Light - III	Lux	3.34
Spill - West side 1_III_Seg1	Obtrusive Light - III	Lux	1.23
Spill - West side 1_III_Seg2	Obtrusive Light - III	Lux	1.51
Spill - West side 2_III_Seg1	Obtrusive Light - III	Lux	0.57
Spill - West side 2_III_Seg2	Obtrusive Light - III	Lux	2.11
Spill - West side 2_III_Seg3	Obtrusive Light - III	Lux	2.33
Spill - West side 2_III_Seg4	Obtrusive Light - III	Lux	0.96
TI - Avon Cres	Obtrusive Light - TI	%	3.9
TI - Brenchley Dr E1	Obtrusive Light - TI	%	0.3
TI - Brenchley Dr E2	Obtrusive Light - TI	%	0.3
TI - Brenchley Dr W1	Obtrusive Light - TI	%	1.2
TI - Brenchley Dr W2	Obtrusive Light - TI	%	4.3

This design is for information only. It is not intended to be used for construction purposes. The client is responsible for ensuring that the design meets all relevant regulatory requirements. The design is based on the information provided by the client and is subject to change without notice. The design is not a contract and does not constitute an offer of any service. The design is the property of Gerard Lighting and is not to be used for any other purpose without the written consent of Gerard Lighting. The design is provided on the basis of the information provided by the client and is not to be used for any other purpose without the written consent of Gerard Lighting. The design is provided on the basis of the information provided by the client and is not to be used for any other purpose without the written consent of Gerard Lighting.

Rev#	Date	Comment	By	Chkd	Appd
01	09.06.2016	Added 2 footspole for eastern area.	AP		

GERARD LIGHTING
 76-112 Gow Street, Padstow NSW 2211
 Ph: 1300-799-300

Project: Atwell Reserve City of Cockburn	Scale: 1:750 / A3
Title: AFL - western oval AS2560.2.3 - 100lux	Designer: AP Page No: Page 2 of 3
Client: City of Cockburn	Document No: Atwell Reserve_Rev1 - left AFL oval.AGI

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FAX: (08) 9434 1086
MOBILE: 0418 932 347
0417 932 161
EMAIL: jfcovich@eftel.net.au

J. F. Covich & Co. PTY. LTD.

Est. 1958

LIC. EC000553 ACN 008 770 554

Electrical Contractors and Engineers

INDUSTRIAL • DOMESTIC • COMMERCIAL • RURAL

2nd June 2016

Attention Nathan Johnston
City of Cockburn

Quote Re: Atwell Reserve AFL Western Oval

Electrical quote to upgrade floodlighting to eastern end of oval to bring it up to 100 lux match standards as follows.

- 1) To disconnect wiring to 2 x existing flood poles eastern flood light poles and make wiring safe.
- 2) Arrange for crane to pick up existing flood light poles and lay poles in location as directed on oval and install bunting around poles.
- 3) Remove rag bolt cages in ground for existing poles and store on oval with poles.
- 4) Arrange for truck borer to travel to site and bore two new holes for new rag bolts assemblies to new locations and arrange for concrete truck to fill rag bolts with concrete.
- 5) Cut turf along south side of oval outside boundary and across centre of oval from new south pole to new north pole location.
- 6) Carry out trenching as required and install two conduits and two cable runs so main oval lights are separately switched and junior oval flood lights are separately switched from clubrooms.
- 7) Back fill a reinstall lawn turf and make good.
- 8) Supply and install two only 35m tapered poles with cross arms to suit 8 x flood lights per pole.
- 9) Supply and install 8 only Philips Olympic 2 kilo watt flood lights to each pole. (6 facing main oval 2 facing junior oval per pole).
- 10) Arrange for crane to erect poles onto rag bolts to new pole locations.
- 11) Connect all wiring to flood lights and control gear to each pole.
- 12) Install additional circuit breakers to existing switchboard inside clubrooms and RCD safety switches to protect cabling to new poles and install additional switch for junior flood lights at clubrooms.
- 13) Commission and test installation and submit tickets through to western power on completion.
- 14) Supply test certificate on completion of job.
- 15) Clean up and make good after completion of job.

Total cost (inc gst) \$112,744.50

Note:

No allowance for any hard digging if any rock, roots etc.

No allowance for any liners or additional concrete if required when boring is being carried out for rag bolt assemblies due to unknown ground conditions if hole collapses during boring.

No allowance to repair any existing unknown services below ground or reticulation pipes if damaged during trenching.


No allowance to upgrade existing switchboard if no room for additional circuit breakers as required.

No allowance to remove, transport old removed poles from site.

No allowance for any adjustments if required with cherry picker all lights will be set as per recommendations from Gerard lighting.

Above quote valid for 30 days only .

Regards


Stephen Covich

UNIT 10, 125 ROCKINGHAM ROAD,
HAMILTON HILL,
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J. F. Covich & Co. PTY.
LTD.
Est. 1958

LIC. EC000553 ACN 008 770 554

Electrical Contractors and Engineers

INDUSTRIAL • DOMESTIC • COMMERCIAL • RURAL

7th July 2016

Attention Nathan Johnston
City of Cockburn

Quote Re: Atwell reserve Junior oval Flood lights

Electrical quote to floodlight eastern side of junior football oval to bring it up the training level of 50 lux as follows.

- 1) To carry out trenching from clubrooms along boundary line up to far eastern end on junior oval.
- 2) Install all cables and conduits as required to operate 2 x flood lights on new poles at eastern end of main oval facing junior oval and far eastern end of junior oval so all flood lights facing junior oval only are controlled by one switch.
- 3) Back fill trenching and reinstall turf and make good.
- 4) Arrange for excavator to dig around old muscoe light pole footings and arrange crane to remove concrete footings from ground.
- 5) Hire gen set and kango hammer and break all concrete off from around flood light footings.
- 6) Arrange for truck borer to bore holes to required locations of flood light pole locations and reinstall flood light cages into ground and arrange for concrete and re concrete footings into ground.
- 7) Arrange for crane and reinstall old muscoe light poles to new locations and connect all wiring.
- 8) Install required circuit breakers, RCD safety switches, control contactors and control switch and connect all wiring and commission and test.

Total cost (inc gst) \$40,671.40

Note :

No allowance for any hard digging if any rocks, roots etc.

No allowance for any liners or additional concrete due to unknown ground conditions if hole collapses during boring.

No allowance to repair any existing unknown services below ground or reticulation pipes if damaged during trenching boring.

No allowance to upgrade existing switchboard if no room for additional circuit breakers as required.

No allowance for any cherry pickers to adjust floodlights.

No allowance to replace any lamps control gear lamps etc. if any fail during removal and reinstalling of floodlight poles.

Sand will be required to back fill holes from old pole locations

Above quote valid for 30 days only.

Regards


Stephen Covich

Item 9.1 Attachment 2



Sarel Louw

Managing Director

JDS Technical Services PTY LTD

ABN: 69697857838

Unit 3/44 Vinnecombe drive

Canning Vale

Dear Ronan O'Shea

Thank You for the opportunity to quote on the Installation of new Sport Floodlights at 359 Hammond Road Rugby Oval Field 3.

The cost, excluding GST, to complete the works is -

1. Pole 1 - \$34,009.95
2. Pole 2 - \$30,009.95

The price includes -

- Installation of pole excavation for reinforcing cage for new poles
- Electrical Installation, i.e. cables and conduits, for new poles
- Installation of 3 Floodlights per pole
- Cable and conduit to new installation from existing distribution board.

Please contact me if you need additional information.

Regards

Sarel Louw

[Tel:0438142253](tel:0438142253)

E mail: sarel@jds-services.net

**THE CONSTITUTION
OF THE
SAFETY HOUSE ASSOCIATION OF WA INC**
ABN 18 933 719 759



**THE CONSTITUTION OF THE ASSOCIATION AS LAST
AMENDED BY THE ANNUAL GENERAL MEETING OF THE
MEMBERSHIP ON TUESDAY, MARCH 15th 2011**

THE CONSTITUTION OF THE SAFETY HOUSE ASSOCIATION OF WA INC

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THE CONSTITUTION OF THE SAFETY HOUSE ASSOCIATION OF WA INC

1. Name of the Association

- a. The Association shall be called **THE SAFETY HOUSE ASSOCIATION OF WESTERN AUSTRALIA INC.**
- b. The working name of the Association shall be **SAFETY HOUSE WA INC.**

2. Definitions

- a. In the text of this Constitution, unless the contrary intention appears:

"the Act" means the Associations Incorporation Act 1987;

"the Association" means the Safety House Association of Western Australia Inc. referred to in clause 1;

"Financial Year" has the meaning given by section 3(1) of the Act, a reference in that section to:

- i. "an Incorporated Association" or "the Association" being construed as a reference to the Association,
- ii. "the Committee" being construed as a reference to the Management Committee;

"General Meeting" means a meeting of the Association membership convened under clause 19;

"Honorary Life Member" means an individual who has been awarded the honour by an Annual General Meeting in recognition of achieving more than ten (10) years service to the Association as a former Patron, former Management Committee Member or former employee;

"Local Committee" means a Local Safety House Committee affiliated with the Association under clause 24; responsible for running the Safety House program in a school, or a number of schools, in their local area.

"Management Committee" means the Committee of Management referred to in clause 11 which is the decision making body elected by the membership to run the Association's affairs.

"Management Committee meeting" means a meeting of the Management Committee referred to in clause 16;

"Management Committee Member" means a person who is a Member of the Management Committee referred to in clause 11;

"Member" means an individual or Local Safety House Committee that is a Member of the Association.

"Ordinary Resolution" means a resolution other than a special resolution as defined by section 24 of the Act.;

"the President" means the President referred to in clause 12; elected by the membership to lead the Management Committee of the Association.

"School Term" means a period designated by the WA Department of Education during which state schools are operational;

"Secretary" means the Secretary referred to in clause 15;

"Special Resolution" has the meaning given by section 24 of the Act;

"Treasurer" means the Treasurer referred to in clause 14;

"Voting Member" means an individual or Local Safety House Committee who is a Member of the Association and is entitled to vote at a General Meeting of the Association referred to in clause 19.

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3. Objective of the Association

- a. The objective of the Association shall be to organise a network of community based safe places in WA offering help and security for anyone, particularly young children, seeking assistance or protection whilst they are away from the safe environment of their home or school.

4. Powers of the Association

- a. The powers conferred on the Association by section 13 of the Act are subject to the following additions, exclusions or modifications:
 - i. the Association shall, subject to the Act and to this Constitution, have the power to do all such lawful things as the Association may deem necessary to carry out the objective of the Association.

5. Operations of the Association

- a. The operations of the Association shall be to:
 - i. promote the safety of children and increase community awareness of the Safety House program throughout Western Australia;
 - ii. institute and conduct in Western Australia the Safety House Program in a responsible and effective manner and in the best interests of clients, members and stakeholders;
 - iii. guide, support and co-ordinate the activities of the Local Safety House Committees;
 - iv. establish and manage the criteria for participation in the Safety House Program by householders;
 - v. create and maintain accurate and comprehensive records for all Safety House Committees, schools, householders and members participating in the program in Western Australia;
 - vi. manage in an ethical and financially responsible manner all funds and property received by the Association.
- b. The property and income of the Association shall be applied solely towards the promotion of the objectives of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to Staff or Members, except in good faith in the promotion of those objects.

6. Qualification for Membership of the Association

- a. The following persons are eligible for membership of the Association:
 - i. a person affiliated with a Local Safety House Committee;
 - ii. a person appointed by resolution at a *General Meeting* of the Association; such appointment being for the period and reason specified in the said resolution;
 - iii. an Office Bearer of the Association;
 - iv. a Member of the Management Committee of the Association;
 - v. an Honorary Life Member of the Association.

7. Register of Members of the Association

- a. The Secretary shall on behalf of the Association ensure that the Register of Members is kept and maintained in accordance with section 27 of the Act and that register shall be kept securely and maintained at the principal office of the Association.
- b. The Secretary shall ensure that the name of a person who dies or who ceases to be a Member under clause 9. or clause 10 be deleted from the Register of Members referred to in clause 7.a.

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8. Subscriptions by Local Safety House Committees

- a. All Local Committees must pay an annual affiliation fee as shall be determined by the Association from time to time at an Annual General Meeting.
- b. Each Local Committee shall pay to the Association, annually on or before 1st July or such other date as the Management Committee from time to time determines, the amount of the affiliation fee determined under clause 8.a.
- c. If a Local Committee is more than six (6) months in arrears with their affiliation fee that Committee forfeits all voting and delegate rights until such time as payment of the fee is received.
- d. If a Local Committee is more than twelve (12) months in arrears with their affiliation fee that Committee shall cease to be a Member, unless the Management Committee decides otherwise.
- e. There is no annual subscription fee payable by persons who are individual Members of the Association and not associated with any Local Safety House Committee.

9. Resignation of Members of the Association

- a. A Member who delivers notice in writing of their resignation to the Association ceases to be a Member on delivery of that notice.
- b. A Local Committee who ceases to be a member under clause 8.d. remains liable to pay to the Association the amount of any subscription due but unpaid at the date of that cessation.

10. Expulsion of Members of the Association

- a. If the Management Committee considers that a Member should be expelled from membership of the Association because of conduct detrimental to the interests of the Association, the Management Committee shall communicate the following to the Member in writing not less than thirty (30) days before the date of the Management Committee meeting at which the question of that expulsion will be decided,
 - i. Notice of the proposed expulsion and of the time, date and place of the Management Committee meeting at which the question of the expulsion will be decided;
 - ii. Particulars of the conduct considered detrimental to the interests of the Association.
- b. At the Management Committee meeting referred to in the notice communicated under clause 10.a., the Management Committee may, having afforded the Member concerned a reasonable opportunity to be heard by or to make representation in writing to the Management Committee, expel or decline to expel that Member from membership of the Association and shall, forthwith after deciding whether or not to expel that Member, communicate that decision in writing to that Member without undue delay.
- c. A Member who is expelled under clause 10.b. ceases to be a Member fourteen (14) days after the day on which the decision to expel him or her is communicated to them.
- d. If a Member who is expelled under clause 10.b. wishes to appeal in a General Meeting against that expulsion, they must give notice to the Association of an intention to appeal within fourteen (14) days from the day on which the decision to expel them was communicated to them.
- e. The Association in a General Meeting may, after having afforded the Member who gave notice of appeal a reasonable opportunity to be heard or to make representation in writing to the General Meeting, confirm or set aside the decision of the Management Committee to expel that Member.. The Member making the appeal does not cease to be a Member unless and until that decision of the Management Committee to expel them is either confirmed or set aside by the General Meeting.
- f. The Association may in a General Meeting revoke without having to show cause, the appointment of any Member appointed in accordance with clause 6.a.ii.

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11. Committee of Management

- a. The general control and management of affairs, property, staff and finance of the Association shall be by decision of the Management Committee taken at a meeting of that committee.
- b. The Management Committee shall consist of the following:
 - i. a President;
 - ii. a Vice President;
 - iii. a Treasurer;
 - iv. a Secretary;
 - v. no more than six (6) other persons elected from the membership of the Association;
 - vi. a representative nominated by the Western Australia Department of Education;
 - vii. a representative nominated by the Western Australia Police;
 - viii. a representative nominated by Neighbourhood Watch WA
 - ix. no more than three(3) other representatives nominated by key stakeholder organisations;
 - x. no more than six (6) persons invited by the Association to join the Management Committee to contribute their specialist professional expertise or experience to the Association's operations.
 - xi. all honorary Life Members of the Association
- c. The Management Committee positions defined in clauses 11.b.i. to 11.b.v. are open to any persons committed to the principles and values of the Association willing to offer themselves for election at an Annual General Meeting of the Association except for any person in paid employment of, or in a direct personally beneficial financial relationship with, the Association.
- d. Each Local Safety House Committee may only provide one (1) of the elected Management Committee positions defined in clauses 11.b.i. to 11.b.v.
- e. Management Committee positions defined in clauses 11.b.vi. to 11.b.ix. are to be filled by persons nominated as representatives of their respective organisations in response to invitations from the Association.
- f. The Management Committee positions defined in clauses 11.b.i. to 11.b.v. are elected by the membership for a two (2) year term. Half of these committee positions are due for election each Annual General Meeting.
- g. The Management Committee positions defined in clauses 11.b.vi. to 11.b.ix. are nominated at the Annual General Meeting for a one (1) year term as representatives of their respective organisations.
- h. The Management Committee positions defined in 11.b.x. are by invitation of the Association to serve for a one (1) year term and their acceptance is confirmed at the Annual General Meeting.
- i. There is no limit to the number of terms or consecutive terms of office for which a person may be elected or nominated to the Management Committee positions defined in clauses 11.b.1. to 11.b.x.

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12. President

- a. Subject to clause 13.a the President shall preside at all General Meetings and Management Committee meetings.
- b. The President may at any time convene a meeting of the Management Committee if specific issues or decisions need to be discussed and voted on before the next scheduled Management Committee meeting.

13. Vice-President

- a. The Vice President shall stand in for the President with the full authority of that office at General Meetings, Management Committee meetings or any other Association function whenever required by the absence of the President.
- b. In the event of the President resigning during their term of office the Vice President shall take up that position until the next Annual General Meeting when the position shall be declared vacant and nominations will be sought for an election at the meeting.

14. Treasurer

- a. The Treasurer is responsible for ensuring that the Association maintains complete and accurate records of all financial transactions and maintains the required standards of financial probity and responsibility.
- b. The Treasurer is responsible for ensuring that timely, accurate and complete financial reports are given to the General Meetings and Management Committee meetings of the Association.
- c. The Treasurer is responsible for ensuring that all payments, cheques or withdrawals drawn on bank accounts of the Association are always signed by any two of the authorised signatories of the Association. The Management Committee will determine the list of authorised signatories of the Association from time to time and these authorised signatories will be detailed in the Minutes of the Management Committee.
- d. The Treasurer is responsible for ensuring that the Association is in full compliance with:
 - i. section 25 of the Act in respect of the accounting records of the Association;
 - ii. section 26 of the Act in respect of the accounting records of the Association
- e. The financial year of the Association closes on 31st December of each year.
- f. The financial year of the Association may be changed by a resolution carried at an Annual General meeting.

15. Secretary

- a. The Secretary shall ensure that proper and accurate minutes of all proceedings of all General Meetings, Annual General Meetings and Management Committee meetings are taken and a copy filed at the principal office of the Association within thirty (30) days of the meeting.
- b. The Secretary is responsible for ensuring that the Association maintains safe custody of all books, documents, records and registers of the Association, including those referred to in clause 15.a., other than those required by clause 14.c. for which the Treasurer is responsible.
- c. The Secretary is responsible for ensuring that the Association is in full compliance with:
 - i. section 27 of the Act in respect of the register of Members of the Association;
 - ii. section 28 of the Act in respect of the Constitution of the Association; and
 - iii. section 29 of the Act in respect of the record of the officeholders, and any trustees.

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16. Proceedings of the Management Committee

- a. The Management Committee shall meet for the dispatch of business not less than every two months.
- b. The date, time and venue of each Management Committee meeting shall be decided by the Management Committee in compliance with clause 16.a.
- c. In the event of the President and Vice President being absent from a Management Committee Meeting, a Member elected by the other Committee Members present at the Meeting will preside at the meeting.
- d. A question arising at a Management Committee meeting shall be decided by a majority of votes, but, if there is an equality of votes, the person presiding at the Management Committee meeting shall have a casting vote in addition to his or her deliberative vote.
- e. Each Management Committee Member has one deliberative vote, subject to clause 16.c. when the person presiding at the Management Committee meeting has an additional casting vote in the case of a tied vote.
- f. The presence of 50% + 1 of the Members of the Management Committee shall constitute a quorum.
- g. A Member of the Management Committee may be granted leave of absence by the Management Committee.
- h. The procedure and order of business to be followed at a Management Committee meeting shall be determined by the Management Committee members present at the Management Committee meeting.
- i. A Management Committee member having any direct or indirect pecuniary interest referred to in section 21 or 22 of the Act shall comply with that section of the Act.

17 Election process for the Management Committee

- a. The Management Committee positions defined in clauses 11.b.i. to 11.b.v. are to be elected from nominations for each position received before or during the Annual General Meeting by those persons eligible to vote and who are present, or represented by lodged proxies, at the Annual General Meeting.
- b. Vacant Management Committee positions are announced to the membership and nominations called for in the Notice of Annual General Meeting distributed to every Local Safety House Committee not less than thirty (30) days before the scheduled meeting date.
- c. Candidates may nominate themselves for election or re-election and vote for themselves in the election.
- d. Nominations may be made orally or in writing to the Association at any time up to the actual election at the Annual General Meeting. A seconder is not required for the nomination to be lodged.
- e. The four Office Bearers of the Association are eligible to vote in any election but an Office Bearer cannot also vote as the representative of their Local Safety House Committee. Each Local Safety House Committee may only have one vote in any election.
- f. The voting to fill each vacant position will be conducted in the Annual General Meeting by a show of hands of the eligible voters and proxy holders at the meeting. It is the right of any candidate to demand a formal secret ballot for a vacant position. In either case a simple majority of eligible votes will decide the outcome. In the event of a tied vote, runoff elections between the two leading candidates will be conducted amongst the eligible voters and proxy holders at the meeting until a result is obtained.
- g. In the event of the number of vacancies equaling or exceeding the number of candidates nominating for election, the President or person conducting the election will declare the candidates to be duly elected without needing to hold a ballot.

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18. Casual Vacancies in Membership of Management Committee

- a. A casual vacancy occurs on the Management Committee if any elected Management Committee Member:
 - i. dies or is permanently incapacitated by mental or physical ill-health;
 - ii. resigns by notice in writing delivered to the Association
 - iii. is absent from more than three (3) consecutive Management Committee meetings without due cause or having a leave of absence granted under clause 16.f.;
 - iv. is absent without tendering an apology to the Association for more than three (3) Management Committee meetings in the same financial year unless a leave of absence is granted under clause 16.f.
 - v. ceases to be a Member of the Association.
- b. When a casual vacancy occurs the Management Committee may appoint a person to fill that vacancy; and anyone appointed under this clause shall hold office until the next Annual General Meeting, when that position is declared vacant and nominations for election are sought.

19. General Meetings and Annual General Meeting

- a. General Meetings of the Association shall be held once every school term on a date to be decided by the Management Committee.
- b. An Annual General Meeting shall be held on a date each year to be decided by the Management Committee as stipulated in section 23 of the Act.
- c. At least thirty (30) days prior to each General Meeting or Annual General Meeting the Association shall give notice to each Local Committee and members of the Management Committee advising the date, time and venue of the General Meeting or Annual General Meeting, the purpose and details of any motions to be put to the meeting.
- d. In the event of the President and Vice President being absent from a General Meeting, a Member elected by the other Members present at the General Meeting will preside at the meeting.
- e. Each Local Committee and member of the Management Committee may exercise their membership vote by either:
 - i. attending the General Meeting or Annual General Meeting and voting in person or through a nominated representative of their Local Safety House Committee, or
 - ii. appointing as their proxy a person who will attend the General Meeting or Annual General Meeting and will vote under the instruction of the absent Member. Proxy appointments must be notified in writing to the Association before the start of the General Meeting or Annual General Meeting.
- f. A question arising at a General Meeting or Annual General Meeting shall be decided by a majority of votes, but, if there is an equality of votes, the person presiding at the General Meeting or Annual General Meeting shall have a casting vote in addition to his or her deliberative vote.
- g. Each Member of the Association has one deliberative vote subject to clause 19.e. when the person presiding at the meeting has an additional casting vote in the case of a tied vote.
- h. Any Member may attend a General Meeting or Annual General Meeting of the Association and speak on any matter or motion at that meeting. However, only Office Bearers and voting Members as defined in clause 19.d. may vote on any motions or matters arising.
- i. The Management Committee may at any time convene a Special General Meeting.

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- j. The Management Committee shall within thirty (30) days of receiving a request in writing to do so from not less than five (5) Members, convene a Special General Meeting for the purpose specified in that request.
- k. The Management Committee shall within thirty (30) days of receiving a notice of appeal against expulsion under clause 10.d., convene a Special General Meeting for the purpose of dealing with the appeal.
- l. The business to be transacted at the Annual General Meeting shall include:
 - i. the receipt of the President's report and financial report for the preceding financial year;
 - ii. the receipt of the Auditor's report upon the books, balance sheet and statement of accounts for the preceding financial year;
 - iii. the election of Office Bearers and Management Committee Members as required;
 - iv. the appointment of an Honorary Auditor and any other Honorary Advisors for the ensuing year.
- m. The Association may give notice of a Management Committee Meeting, General Meeting or Annual General Meeting to the membership by:
 - i. serving it on a member personally: or
 - ii. sending it by post or email to the Member at the address of the Member appearing in the Register of Members kept and maintained under section 27 of the Act.
- n. The Association will also advise the membership of Management Committee Meetings, General Meetings and Annual General Meetings by posting details on the Association's website.
- o. When a notice is sent by post under clause 19.m.ii. sending of the notice shall be deemed to be properly effected if the notice is sufficiently addressed and posted to the Member concerned by ordinary mail.
- p. When a notice is sent by email under clause 19.m.ii. sending of the notice shall be deemed to be properly effected if the notice is correctly addressed and confirmed as sent by a delivery receipt.
- q. Subject to clause 19. the Association may meet together and regulate its proceedings as it thinks fit, and may adopt standing orders.

20. Quorum in Proceedings at General Meetings and Annual General Meetings

- a. At a General Meeting a minimum of eight (8) Members comprising of not less than four (4) Management Committee Members and not less than four (4) Local Committee Members, present in person or by proxy, shall constitute a quorum.
- b. The presence of 50% PLUS ONE of the Members of the Management Committee shall constitute a quorum for a Management Committee meeting.
- c. If a quorum is not present within 30 minutes after the time specified for the holding of a General Meeting in the published notice given, the General Meeting lapses and all business matters stand adjourned to the next scheduled General Meeting.
- d. At an Annual General Meeting a minimum of eight (8) Members comprising of not less than four (4) Management Committee Members and not less than four (4) Local Committee Members, present in person or by proxy, shall constitute a quorum.
- e. If a quorum is not present within 30 minutes after the time specified for the holding of an Annual General Meeting in the published notice given, the Annual General Meeting lapses and all business matters stand adjourned to the same time on the same day at the same venue, twenty eight (28) days henceforth.
- f. If within 30 minutes of the time appointed in for the resumption of an adjourned Annual General Meeting a quorum is not present, the Members who are present in person or by proxy may nevertheless proceed with the business of that Annual General Meeting as if a quorum were present.

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- g. There shall not be transacted at an adjourned Annual General Meeting any business other than business left unfinished or on the agenda at the time when the Annual General Meeting was adjourned.
- h. At a General Meeting or an Annual General Meeting an ordinary resolution put to the vote shall be decided by a majority of votes cast on a show of hands. It is the right of any Member to require a formal secret ballot. In either case a simple majority of eligible votes will decide the outcome. In the event of a tied vote, the resolution will be deemed to be lost.

21. Minutes of Meetings of the Association

- a. The President shall ensure that the Minutes taken of a General Meeting, Annual General Meeting or Management Committee meeting are presented to the next meeting to be accepted by the Members present. Once accepted by the meeting, the minutes are signed and dated as correct by the President.
- b. When minutes have been accepted and signed as correct, they shall, until the contrary is proved, be evidence that:
 - (a) the meeting to which they relate was properly convened and held;
 - (b) all proceedings recorded as having taken place at the meeting did in fact take place, and,
 - (c) all appointments or elections purporting to have been made at the meeting had been validly made.

22. Voting Rights of Members of the Association

- a. The following persons are entitled to vote at General Meetings and Annual General Meetings as voting Members of the Association.
 - i. One person from each Local Committee nominated as a delegate to vote on their behalf at the General Meetings or Annual General Meeting; subject to clause 22.d.
 - ii. All elected and nominated members of the Management Committee; subject to clause 22.d.
 - iii. All Honorary Life Members when attending a General Meeting or Annual General Meeting
- b. Each Local Committee may appoint one (1) person to be its voting Member at any General Meeting or Annual General Meeting of the Association. No Local Committee shall be represented by more than one (1) voting Member at any meeting.
- c. A Local Committee or Management Committee Member may nominate in writing any person who is attending a General Meeting or Annual General Meeting of the Association to act as a proxy figure for them in any voting at the meeting. Specific instructions may or may not be given to that proxy as to voting intention on any motion on notice. Written notice of proxies must be lodged with the Association before the opening of any meeting for which they apply. Any person may only act as a proxy for a maximum of six (6) Local Committees or organisations.
- d. An Association Office Bearer may be nominated as a delegate of their Local Committee to be their voting Member but the Office Bearer would still only have one (1) vote in any deliberations at the meeting.

23. Sub-Committees

- a. Any meeting of the Association may by resolution establish Sub-Committees for any project or purpose. Such Sub-Committees shall report and be responsible to the President and may also include persons who are not Members of the Association.

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24. Local Committees

- a. The Association may accept as an affiliated Local Committee any local group formed for the same objective as the Association. The Association will approve the local school or schools for which the Local Committee shall be responsible. Any such Local Committee shall be subject to the direction of the Association and the Management Committee for the effective achievement of the Association's objective in their local area.
- b. A Local Committee does not necessarily need to be part of a school P&C or P&F Association.
- c. A Local Committee may adopt by-laws dealing with matters such as the scheduling of meetings, place and time of meetings, delegate structure, Office Bearers and rules which govern the day to day running of the Local Committee provided that:
 - i. no Local Committee may adopt by-laws inconsistent with any clause of this Constitution; and
 - ii. the Association may by resolution disallow any by-law and such by-law will then be of no force and effect.
- d. All Local Committees are required to pay an annual affiliation fee as shall be determined by the Association from time to time at an Annual General Meeting.
- e. Where a resolution is passed by a majority of voting Members at a General Meeting that a Local Committee is considered to be acting contrary to the interests of the Association that Committee will have their affiliation with the Association withdrawn. That withdrawal of affiliation decision may be subject to appeal by the Local Committee at a subsequent General Meeting upon notification in writing of an appeal being lodged with the Association.

25. Staff

- a. The Association shall appoint such staff members as may be considered necessary.
- b. The salaries and conditions of employment of all staff shall be determined by the Association before commencement of employment through negotiation with the individual staff member and detailed in a formal contract of employment to be signed by both parties.
- c. Salaries and conditions of employment of all staff should be reviewed annually at the end of the financial year and any proposed changes must be considered and voted on by the Management Committee.
- d. The salary and conditions of employment of any staff member may be reviewed at any time during the year if it is deemed necessary. Any proposed change must be considered and voted on by the Management Committee.
- e. In establishing the base line for negotiation of salary and conditions the Association will consider the experience and skills of the candidate, available Safety House funding, current salaries and conditions for similar positions in comparable market sectors and relevant award levels in the Public Service Salaries Agreement 1985 and Public Authorities Salaries Award 1986.
- f. All staff members must produce a Working with Children Card within four (4) weeks of commencing employment with the Association and consent to Safety House Police Check being conducted. Safety House WA will reimburse the cost of obtaining these documents if the staff member does not already have them.
- g. The Management Committee may suspend, with or without pay, any staff member for alleged misconduct, and shall report the fact to the Association at the next General meeting stating the grounds for the suspension. The Management Committee shall hold a hearing into the matter and may reinstate or, if it is of the opinion the staff member has been guilty of gross misconduct, summarily dismiss the staff member. The staff member and the Management Committee may employ any persons they wish to assist them in the conduct of the hearing. The staff member will have the right of appeal to the next General Meeting of the Association who will hear the appeal and may confirm or reverse the dismissal decision.

THE CONSTITUTION OF THE SAFETY HOUSE ASSOCIATION OF WA INC

26. Changing the Constitution of Association

- a. The Association may alter or rescind any clause in this Constitution, or make additional clauses to this Constitution, in accordance with the procedure set out in sections 17, 18 and 19 of the Act.
- b. The clauses of this Constitution bind every Member and the Association to the same extent as if every Member and the Association had signed and sealed these clauses and agreed to be bound by all their provisions. Members and the Association cannot ignore or overrule the clauses set out in this Constitution.
- c. The Members present at a General Meeting of the Association shall have authority to interpret the meaning of this Constitution and any matter relating to the Association on which this Constitution is silent.

27. Common Seal of Association

- a. The Association shall have a common seal on which its corporate name shall appear in legible characters.
- b. The common seal of the Association shall only be used with the express authority of the Management Committee and every use of that common seal shall be recorded in a specific book and all such uses should be reviewed at the next Management Committee Meeting.
- c. The affixing of the common seal of the Association to a document may only be applied by an Office Bearer or the Chief Executive Officer of the Association.
- d. The common seal of the Association shall be kept under security in the custody of any such persons as the Management Committee may decide from time to time.

28. Inspection of Records of the Association

- a. A Member may at any reasonable time inspect without charge on the premises of the Association the books, documents, records and securities of the Association.

29. Distribution of Surplus Property on Winding up of the Association

- a. If upon the winding up or dissolution of the Association there remains after satisfaction of all debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members but shall be given or transferred:
 - i. to another Association incorporated under the Act; or
 - ii. to Charitable Purposes
- b. The choice of which Incorporated Association or Charitable Purposes shall be determined by a resolution of the Members of the Association when authorising and directing the Management Committee under section 33(3) of the Act to prepare a distribution plan of the surplus property of the Association.
- c. In the event of winding up or dissolution of the Association, the Commissioner of Taxation shall be advised of the date of dissolution within 30 days of the dissolution.

APPENDICES

A. Certificate of Incorporation of the Association

- a. Copy of the original Certificate of Incorporation dated June 8th 1984 issued under the Associations Incorporation Act 1895-1982
- b. Copy of the Certificate of Incorporation dated June 8th 1984 issued under the Associations Incorporation Act 1987.

A821130

Form 5



Certificate of Incorporation

*Associations Incorporation Act 1895-1982
Section 3 (3)*

These are to Certify that ..

SAFETY HOUSE ASSOCIATION OF WESTERN AUSTRALIA INC

has this day been incorporated as an Association under the provisions of
the Associations Incorporation Act, 1895-1982.

Dated this Eighth day of June 19 84 .



A handwritten signature in black ink, appearing to read "R. Lamb".

DEPUTY COMMISSIONER FOR CORPORATE AFFAIRS.



Department of Consumer & Employment Protection
Government of Western Australia

WESTERN AUSTRALIA

Associations Incorporation Act 1987
(Section 9(1))

Registered No.: A0821130K

Certificate of Incorporation

This is to certify that

SAFETY HOUSE ASSOCIATION OF WESTERN AUSTRALIA INC.

was on the eighth day of June 1984
incorporated under the *Associations Incorporation Act 1987*.

Commissioner for Fair Trading

This is a **REPLACEMENT CERTIFICATE** issued on the second day of December 2004

CERTIFICATE



SAFETY HOUSE WA INC ABN 18 933 719 759
WADDINGTON PRIMARY SCHOOL, 15 HENNIKER WAY, KOONDOOLA WA 6064
Tel: (08) 9343 7511 Fax: (08) 9343 7611
safety@safetyhousewa.org.au www.safetyhousewa.org.au

SAFETY HOUSE WA POLICE CHECKS

A Safety House Continuous WA Police Check is required for all Safety House Committee Members and for all Safety House residents or workers aged fourteen years and over in Safety House premises. This is an electronic based police checking system so no hard copy certificate is issued. The Safety House Police Check is significantly different to other types of Police Checks in that it is totally electronic and no certificate is issued. For every registered person, WA Police checks the conviction record as well as any impending court appearances every seven days until they leave the Safety House program. As these Police Checks are validated every seven days they do not need to be renewed and the WA Police Check fee is fully paid by Safety House WA Inc. with no cost whatsoever to the volunteer.

The Safety House Continuous Police Check remains active in the WA Police checking system until the Safety House WA Inc. Head is advised that a person is no longer in the Safety House program and then WA Police are advised to cease any further checking and permanently remove the person from the police checking system.

Every resident or worker in a Safety House must be listed on the Safety House Application Form and a Police Check Request will be submitted for each person aged fourteen years and over. As stated on the Application Form, all younger residents of the Safety House will be police checked automatically once they reach the age of fourteen unless the Parent/Carer has ticked the box requiring a specific notification before any Police Check is made for the child or if they have otherwise notified the Safety House Office.

If there are no WA Police delays for interstate or international checking, applicants should generally expect a response to their Police Check and Safety House Applications within a maximum of two weeks of the forms being received at the Safety House Office. Once the application has been accepted the local Safety House Committee Coordinator will be informed and asked to contact the successful applicant and present them with a Safety House letterbox plate and a Procedure Card.

CONFIDENTIALITY OF SAFETY HOUSE POLICE CHECKS

WA Police conviction information about an individual resulting from the Safety House Continuous Police Check is highly confidential and can only be released directly to the individual concerned and not to any family member or third party.

If any applicant has any issue about an adverse WA Police resulting from a Safety House Police Check they will be directed to take the matter up directly with WA Police.

Safety House WA Inc. will never accept any applicant with a prior conviction record for any offence related to a violent, sexual or child related matters. Any other prior convictions will be considered solely in relation to the applicant's suitability as a Safety House and a decision will be made whether to accept their application based on a child safety risk assessment.



Feeling unsure? Knock on a Safety House door!



SAFETY HOUSE WA INC ABN 18 933 719 759
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WORKING WITH CHILDREN CARDS

In 2016 an important new requirement has been placed on all Safety House community volunteers. The Department of Children Protection and Family Services has given Safety House WA Inc a legal directive that all eligible Safety Householders who are aged 18 and over and who are considered likely to help a child who may come to the Safety House door for help must hold a valid Working with Children card. This card is not required for Safety House Committee Members unless they also are Safety House residents.

This same Working with Children Card is valid to be used for any type of paid or volunteer work in any of the 18 categories where possession of a valid Working with Children Card is a mandatory legal requirement. The standard paid employee Working with Children Card 3 year fee is \$82.00 NO GST but by applying for the Card as a Safety House Volunteer a lower 3 year fee of \$11.00 NO GST will apply, giving a significant potential saving to an applicant of \$71.00.

Safety House WA Inc will continue to provide a FREE WA Police Check service but unfortunately we are just not able to also pay the 3 year WWC Card \$11 volunteer fee for each of the thousands of volunteers who may now need to obtain a Working with Children Card through Australia Post. Safety House WA understands that for some people this may be a lot to ask but we have no choice in the matter and this is what we have been instructed to do. We sincerely hope that our valued volunteers will choose to stay in the Safety House program and we thank them for their service.

The process to obtain a Working with Children Card is as follows:

- Please look at the Working with Children website <https://workingwithchildren.wa.gov.au>
- Working with Children Card application forms can be collected from Australia Post.
- Each person must complete a separate Working with Children Card application form.
- A formal volunteer organisation such as a local school, P&C or sporting club, etc. must complete sections 5, 6 and 7 of the form so that the applicant can qualify for the subsidised volunteer fee of \$11.00 NO GST.
- Section 5 of the Working with Children Card application form should be filled out by the volunteer organisation to read as shown
- Unfortunately Safety House WA Inc is not able to cover this fee for the thousands of volunteers we believe will now need to obtain a Working with Children Card.
- If an applicant cannot find a formal volunteer organisation to complete sections 5, 6 and 7 of the form, it can be sent to Safety House WA Head Office to sign and return.
- The completed form with signed sections 5, 6 and 7 must be taken to an Australia Post Office with appropriate identity documents and the application fee.
- Australia Post will issue a receipt and a copy must be sent to the Safety House WA head office by email, fax or letter to allow processing of your Safety House application.
- A few weeks later the Working with Children Card will be sent out by Australia Post.
- This Working with Children Card is also valid to be used for any type of child related paid or volunteer work where possession of a valid Card is required by the law.

Part 5: Child-related work details
Category of child-related work (see "Categories of child-related work" in the guide)
05
Type of employment:
Self-employed OR Paid employee OR Volunteer OR Paid managerial officer OR Unpaid managerial officer
Paid student OR Unpaid student OR Child care service OR Child care service
Name of organisation where you engage in child-related work:
SAFETY HOUSE WA INC ABN 18 933 719 759
Applicant's job title in child-related work:
COMMUNITY SAFETY HOUSE VOLUNTEER (08) 9343 7511
Applicant's phone number:
safety@safetyhousewa.org.au
Page 2 of 3



Feeling unsure? Knock on a Safety House door!

Applying for a Working with Children Card.

Once that you have determined who in your Safety House is likely to assist a child at the door needing help, each of those eligible people must hold or obtain a valid Working with Children Card. We apologise for the inconvenience involved but the application process for someone to obtain a Working with Children Card is as follows:

1. Have a look at the website <https://workingwithchildren.wa.gov.au> for full details of the law.

1. Obtain from any Australia Post outlet the application form for a Working with Children Card.

2. Complete your personal details on the application form and fill in section 5 of the form as shown on the Safety House WA flyer.

3. Take the completed application form to your local school, P&C Association, Sports or Recreation Association, etc for them to complete sections 6 and 7 of the form.

4. Go to an Australia Post office with your completed form, necessary identity documentation and pay the \$11.00 fee to obtain a 3 year Working with Children Card.

5. Send a scanned, photographed or copied image of the Australia Post Working with Children Card application receipt to the Safety House WA office.

Safety House WA Inc. is totally committed to community based child safety and we believe the new Working with Children Card requirements in addition to our existing WA Police Continuous Checks will strengthen our assurance to parents that Safety House residents are intensively checked to be trusted adults.

We really hope that you will decide that the great community benefits to young children of the Safety House program will outweigh the cost and inconvenience of obtaining a WWC Card and that you will decide to stay with our program and comply with this directive from the WA Department of Child Protection.

APPLICATION RECEIVED: WWC CARD ATTACHED: SAFETY HOUSE APPROVED:	COMM: SCHOOL: HOUSE:
FAMILY NAME:	
SAFETY HOUSE GROUP: LOCAL PRIMARY SCHOOL:	

2016 APPLICATION TO JOIN SAFETY HOUSE PROGRAM PERSONAL (NON-COMMERCIAL PREMISES)



SAFETY HOUSE

FULL NAME OF PRIMARY CONTACT PERSON: MAIDEN NAME:

DATE OF BIRTH: BIRTHPLACE: DRIVING LICENCE NUMBER:

HOME ADDRESS: POSTCODE:

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HOME PHONE: MOBILE: EMAIL:

COPY ATTACHED OF WORKING WITH CHILDREN CARD NUMBER: NOMINATED BY AND CONTACT NUMBER: (Can be self-nomination)

WE ARE ADVISED THAT BY LAW EVERY COMMUNITY VOLUNTEER AGED 18 YEARS AND OVER RESIDENT IN A SAFETY HOUSE WHO MAY ASSIST A CHILD AT THE DOOR SEEKING HELP MUST HOLD A VALID WORKING WITH CHILDREN CARD UNLESS THEY ARE IN AN EXEMPT CATEGORY (Please check detail on WWC website) APART FROM THE PRIMARY CONTACT PERSON ABOVE, ANY OTHER RESIDENT WHO MAY ASSIST A CHILD MUST BE LISTED BELOW AND A COPY OF EACH PERSON'S WORKING WITH CHILDREN CARD MUST BE ATTACHED TO THIS APPLICATION. APPLICATIONS CANNOT BE PROCESSED WITHOUT THESE COPIES
If anyone does not hold a valid Working with Children Card please contact the Safety House WA Head Office. We will be able to assist you in applying for a WWC Card.

FULL NAMES OF Forenames and Family Name <small>PLEASE ALSO SHOW MAIDEN OR ANY OTHER NAMES</small>	DATE OF BIRTH <small>DAY/MONTH/YEAR</small>	PLACE OF BIRTH <small>TOWN/STATE/COUNTRY</small>	WORKING WITH CHILDREN CARD <small>The WWC card numbers must be shown below Copies of the WWC cards or Australia Post WWC Card receipts must be enclosed.</small>	DRIVING LICENCE <small>NUMBER/ISSUING STATE</small>	SIGNATURE <small>A Parent/Guardian/Carer should sign for a child aged under 10.</small>
			WWC Card Number		
			WWC Card Number		
			WWC Card Number		

PLEASE LIST BELOW THE NAME AND DETAILS OF EVERY OTHER PERSON WHO RESIDES AT THE ADDRESS ABOVE, INCLUDING ANY FIFO WORKERS.

By signing below residents indicate that they understand and agree to abide by Safety House WA principles and are aware that public liability/personal injury insurance cover is not provided by Safety House WA. Signing also accepts that all residents aged 14 and over agree to be Police Checked as per the Statement of Consent below.

CHILDREN MAY BE AUTO POLICE CHECKED WHEN THEY REACH THE AGE OF 14 YEARS. IF YOU WISH YOUR PERMISSION TO BE SOUGHT BEFORE POLICE CHECKING PLEASE TICK BOX

FULL NAMES OF OTHER RESIDENTS Forenames and Family Name <small>PLEASE ALSO SHOW MAIDEN OR ANY OTHER NAMES</small>	DATE OF BIRTH <small>DAY/MONTH/YEAR</small>	PLACE OF BIRTH <small>TOWN/STATE/COUNTRY</small>	WORKING WITH CHILDREN CARD <small>If you have a valid WWC card please note number below. If you have applied but not yet received card, please note date of application.</small>	DRIVING LICENCE <small>NUMBER/ISSUING STATE</small>	SIGNATURE <small>A Parent/Guardian/Carer should sign for a child aged under 10.</small>
			WWC Card Number		
			WWC Card Number		
			WWC Card Number		

Statement of Consent and Indemnity I consent to a police check of the records of all Australian Police jurisdictions and to the acknowledgement of the existence of any convictions to an approved volunteer group. In consideration of WA Police releasing and acknowledgement of any convictions, under this application, I hereby indemnify the state of WA, its servants and agents including all members of WA Police against all actions, suits, proceedings, causes of actions, costs, claims and demands whatsoever which may be brought or made against it or them by any body or person by reason of, or arising out of, the reason of any details of any conviction and other information recorded against my name to either relate to or concern me.

PRINCIPAL CONTACT PERSON'S SIGNATURE: DATE:



QUESTIONS FOR APPLICANTS WISHING TO JOIN SAFETY HOUSE PRIVATE RESIDENCE

FIRST, HAVE A LOOK AROUND AND CHECK FOR THE FOLLOWING THINGS:

Is the front door of your house easily visible from the street?YES NO

Is there easy access for a child to the front door of your house from the street?YES NO

Is the entrance to your house easily visible and not hidden by a wall, fence or trees?YES NO

Is it easy for a young child to seek help at your house, without being scared by any dogs? ..YES NO

Is an adult usually present in the house at times children are going to and from school?YES NO

**ANY NO ANSWERS ABOVE MEAN IT IS POSSIBLY NOT SUITABLE AS A SAFETY HOUSE
LOOK AROUND WITH THE EYES OF SIX YEAR OLD CHILD AND SEE WHETHER THERE IS
PROPER ACCESSIBILITY AND VISIBILITY TO MAKE YOURS A SUITABLE SAFETY HOUSE**

PLEASE THINK ABOUT THE FOLLOWING QUESTIONS

1. Are you happy to assist any child in need who might come to your door for help?YES NO

2. Are you happy to contact the parents of a child seeking help in a difficult situation? ...YES NO

3. Are you happy to contact WA Police if an offence has been, or could be, committed?YES NO

4. Do you have easy access to a telephone in your house?YES NO

5. Do you agree to affix a Safety House plate to your letterbox?.....YES NO

6. Do you agree to remove the Safety House letterbox plate when you move house?YES NO

7. Do you understand that insurance cover is not provided by Safety House WA?YES NO

IF YOU HAVE ANSWERED YES TO ALL SEVEN QUESTIONS ABOVE, YOU MAY DECIDE TO PROCEED AND COMPLETE THE SAFETY HOUSE APPLICATION FORM WHICH INCLUDES AUTHORISATION FOR CONTINUOUS POLICE CHECK REQUESTS. THE POLICE CHECK FEES WILL BE FULLY PAID BY SAFETY HOUSE WA.

NB EVERY RESIDENT WHO IS LIKELY TO ASSIST A CHILD AT THE DOOR MUST HAVE A VALID WORKING WITH CHILDREN CARD. EVERY RESIDENT OF THE HOUSE AGED 14 YEARS AND OVER MUST ALSO AGREE TO A SAFETY HOUSE WA POLICE CONTINUOUS POLICE CHECK REQUEST. THERE IS NO FEE FOR THE POLICE CHECK.

PLEASE SEND THE COMPLETED FORM AND COPIES OF WWC CARDS AS SCANNED EMAIL ATTACHMENTS TO: SAFETY HOUSE WA INC OFFICE BY EMAIL TO safety@safetyhousewa.org.au OR BY FAX TO (08) 9343 7611.

IF YOU HAVE ANY CONCERNS OR WISH TO DISCUSS ANY QUESTION IN DETAIL PLEASE CONTACT EMAIL CEO-SAFETY HOUSE WA AT safety@safetyhousewa.org.au.



QUESTIONS FOR COMMERCIAL PREMISES

APPLICANT BUSINESSES WISHING TO JOIN AS A SAFETY HOUSE

FIRST, HAVE A LOOK AROUND AND CHECK FOR THE FOLLOWING THINGS:

Is the front entrance of your premises easily visible from the street?YES NO

Is there easy access for a child to the front entrance of your premises from the street? ...YES NO

Is the entrance to your premises easily visible and not hidden by a wall, fence or trees?YES NO

Are your premises usually open at the times children are going to and from school?YES NO

ANY ANSWERS TO THE QUESTIONS ABOVE MAY MEAN YOUR COMMERCIAL PREMISES ARE POSSIBLY NOT SUITABLE AS A REGISTERED SAFETY HOUSE

LOOK AROUND WITH THE EYES OF SIX YEAR OLD CHILD AND SEE WHETHER THERE IS PROPER ACCESSIBILITY AND VISIBILITY THAT WOULD MAKE YOUR COMMERCIAL PREMISES SUITABLE TO BECOME A REGISTERED SAFETY HOUSE

PLEASE THINK ABOUT THE FOLLOWING QUESTIONS

1. Would a child alone in your premises be assisted by a staff member without delay?YES NO

2. Are you happy to assist any child in need who might come to your premises for help? ..YES NO

3. Are you happy to contact the parents of a child seeking help in a difficult situation? ...YES NO

4. Are you happy to contact WA Police if an offence has been, or could be, committed?.... YES NO

5. Do you agree to display a Safety House sign at the front of your premises?YES NO

6. Do you agree to remove the Safety House sign if you move premises?YES NO

7. Do you understand that insurance cover is not provided by Safety House WA?YES NO

IF YOU HAVE ANSWERED TO ALL SEVEN QUESTIONS ABOVE, YOU MAY DECIDE TO PROCEED AND COMPLETE THE SAFETY HOUSE APPLICATION FORM WHICH INCLUDES AUTHORISATION FOR CONTINUOUS POLICE CHECK REQUESTS. THE POLICE CHECK FEES WILL BE FULLY PAID BY SAFETY HOUSE WA.

NB EVERY STAFF MEMBER WHO MAY BE LIKELY TO ASSIST A CHILD IN YOUR PREMISES MUST HAVE A VALID WORKING WITH CHILDREN CARD. WORKERS IN SAFETY HOUSE PREMISES CAN QUALIFY TO ONLY PAY A REDUCED VOLUNTEER FEE.

PLEASE SEND THE COMPLETED FORM AND COPIES OF WWC CARDS AS SCANNED EMAIL ATTACHMENTS TO: SAFETY HOUSE WA INC OFFICE BY EMAIL TO safety@safetyhousewa.org.au OR BY FAX TO (08) 9343 7611.

IF YOU HAVE ANY CONCERNS OR WISH TO DISCUSS ANY QUESTION IN DETAIL PLEASE CONTACT EMAIL CEO-SAFETY HOUSE WA AT safety@safetyhousewa.org.au.



Safety House News

Term 1 2016

Safety House WA Inc. Newsletter



This newsletter is running really late and we apologise for that but we have been rather preoccupied with resolving a critical issue to secure a future for our organisation. The WA Department of Child Protection has directed that all eligible Safety House volunteers must now hold a valid Working with Children Card. This is a major task and the Safety House WA Head Office will take on the massive workload to contact every registered Safety House. In this newsletter we have given information about this change so that Coordinators and Schools are fully informed. There is nothing our Coordinators and Committee Members are required to do at this stage except to read the material and to contact Safety House Head Office if there are any queries or comments. Please also be aware that this requirement has caused a change in the process for a residence or business premises to become a new Safety House and the new application forms are attached. Having worked through many issues around this change we look forward to making the rest of the year a success, providing safe places where young children in need of help can find support from a trusted adult volunteering to foster child safety in their local community.

Welcome to the
rest of 2016

We look forward to working with all our amazing
Community Volunteers, Coordinators and Committee Members in 2016

Thank you for making our community a safer place for all our children
Your participation is greatly appreciated



WORKING WITH CHILDREN CARDS

Safety House WA Inc. is totally committed to community based child safety. We believe the new Working with Children Card requirements in addition to our existing WA Police Continuous Checks will strengthen our assurance to parents that Safety House residents are intensively checked out to be trusted adults. We really hope that the great community benefits to young children of the Safety House program will outweigh the cost and inconvenience of obtaining a WWC Card and that most of our Community Volunteers will decide to stay with our program and thereby comply with this legal directive from the WA Department of Child Protection.

The directive from the WA Department of Children Protection and Family Services is that all eligible Community Volunteer Safety Householders who are aged 18 and over, and who are deemed likely to help a child who may come to the Safety House door for help, must hold a valid Working with Children card. This card is not required for Safety House Coordinators or Committee Members unless they also are Safety House residents.

This same Working with Children Card is valid to be used for any type of paid or volunteer work in any of the 18 categories where possession of a valid Working with Children Card is a mandatory legal requirement. The standard paid employee Working with Children Card 3 year fee is \$82.00 NO GST but by applying for the Card as a Safety House Volunteer a lower 3 year fee of \$11.00 NO GST will apply, giving a significant potential saving to an applicant in child related work of \$71.00.

Safety House WA Inc will continue to provide a FREE WA Police Check service but unfortunately we are just not able to also pay the 3 year WWC Card \$11 volunteer fee for each of the thousands of volunteers who may now need to obtain a Working with Children Card through Australia Post. Safety House WA understands that for some people this may be a lot to ask but we have no choice in the matter and this is what we have been instructed to do. We sincerely hope that our valued volunteers will choose to stay in the Safety House program and we thank them for their service.

The key points about this significant change for Safety House community volunteers are:

- *Safety House WA Inc. has no choice but to comply with this directive. The penalties on volunteers and their host organisations for non-compliance are severe.*
- *In each registered Safety House anyone aged 18 and over who is likely to go to the door and assist a child in need of help must hold a valid Working with Children Card.*
- *The primary contact person in each registered Safety House must hold a valid Working with Children Card **and they must decide who else in the house needs to have one.***
- *A new Working with Children Card can only be obtained through Australia Post using the appropriate application form. Renewal of an expired WWC Card can be done on-line.*
- *Please refer to the website <https://workingwithchildren.wa.gov.au> for details.*
- *The standard application full fee for a work related WWC Card is \$82 NO GST but as a community volunteer the fee is only \$11 NO GST for a 3 year WWC Card.*
- *Regrettably Safety House WA Inc. cannot afford to pay this \$11 fee for each of the several thousand volunteers who may need to get a WWC Card.*
- *To qualify for the community volunteer card fee a person from an appropriate organisation must complete sections 5, 6 and 7 of the application form.*
- *Safety House WA Inc. will continue to process and pay for the WA Police Continuous Checks at no cost to our community volunteers*

NEW SAFETY HOUSE APPLICATION FORMS

The new Safety House application forms for private residences and business premises are attached and are also available to download from our website www.safetyhousewa.org.au Applications can only be accepted if they comply with the new Working with Children requirements as detailed on the attached application forms.

WELCOME TO NEW COORDINATORS AND COMMITTEE MEMBERS

A very warm welcome to the following Safety House Coordinators and Safety House Committee Members who have joined our team.

Anne & Alan Barnshaw	Karrinyup Primary School - Coordinators
Cassandra Brown	Poynter Primary School - Coordinator
Charles Pocock	Rosalie Primary School - Committee Member
Chontelle Sands	City of Cockburn Safety House Group - Group Coordinator
Chris Shaw	Currambine Primary School - Coordinator
Dee Wright	Mary Mackillop Catholic Community Primary School - Coordinator
Diane Keenan	Glengarry Primary School - Committee Member
Gemma Taavale	Hawker Park Primary School - Coordinator
Jennifer Kerr	Pinjarra – Peel Safety House Group – Caroola PS Committee Member
Jo Long	Port Kennedy Primary School - Committee Member
Kasey Summer	Atwell Primary School – Coordinator
Kirsten Cleeve-Edwards	Wembley Downs Primary School - Coordinator
Kirsten Drummond	Davallia Primary School - Committee Member
Marnie Delauney	Halidon Primary School – Committee Member
Monica Pettersen	Beldon Primary School - Coordinator
Richard Lambe	Applecross Primary School - Coordinator
Sarah Zuchetti	West Greenwood Primary School - Coordinator
Sharmaine Saunders	Riverton Primary School - Committee Member

SAFETY HOUSE MERCHANDISE FOR SALE PRICE LIST

The price list of all Safety House merchandise items available for Coordinators, Committees, Schools and Community Volunteers to purchase is attached with this newsletter.

To place an order please just send an email to the Safety House WA Inc. office on safety@safetyhousewa.org.au Any Nomination Award Vouchers held by a person or committee can be used as part or full payment of any merchandise order placed. No money needs to be paid at the time of order as a Safety House WA Tax Invoice will be sent out with the goods with full instructions on how to make payment.

NEW LOW PRICES ON NEW DESIGN SAFETY HOUSE WA SIGNS

We are very pleased to introduce a new range of new Safety House School and Street signs. These new signs are light and very durable as they are made from a bonded aluminium and composite material giving good strength, longevity and improved ease of handling. The signs come in two different sizes and each size has two different options for the wording. One option is for a Safety House School to use and the other option is for community and street signage.

The new larger aluminium composite school signs (size 1200mm x 900mm) are at a new lower price of just **\$75.00 each including GST and delivery cost**. That is \$67 cheaper than the previous style aluminium sheet school signs and they are also exactly the same size but are much lighter than before. This is **a cost saving of 46%** on the previous style school sign.

The new smaller aluminium composite street signs (sized 600mm x 450mm) are at a new low price of just **\$25.00 each including GST and delivery cost**. That is \$17 cheaper than the previous style aluminium sheet street signs and they are exactly the same size but are lighter than before. This is **a cost saving of 40%** on the previous style small street sign.

The poly corflute Safety House Letterbox sign replaced the old heavier and duller lucite plastic sign last year and these are **available free of charge** to Safety House Committees and volunteer community Safety Houses.

A new poly corflute Safety House Wall sign replaces the old heavier and duller lucite plastic sign and last year and these are at a new low price of just **\$2.00 each including GST and delivery cost**. That is 90 cents cheaper than the previous style lucite wall signs and they are exactly the same size but are lighter than before. This is **a cost saving of 31%** on the previous style wall sign.

New Style School Signs

NEW Large (1200mm x 900mm)

\$75.00 each INC GST AND DELIVERY

NEW Small (600mm x 450mm)

\$25.00 each INC GST AND DELIVERY



**NEW LIGHT, EASY TO HANDLE
ALUMINIUM COMPOSITE MATERIAL
NEW LOW PRICES
DELIVERY AND GST INCLUDED**

New Style Street Signs

NEW Large (1200mm x 900mm)

\$75.00 each INC GST AND DELIVERY

NEW Small (600mm x 450mm)

\$25.00 each INC GST AND DELIVERY



**NEW LIGHT, EASY TO HANDLE
ALUMINIUM COMPOSITE MATERIAL
NEW LOW PRICES
DELIVERY AND GST INCLUDED**

New Style Safety House Signs

Letterbox sign (86mm x 72mm)

New Lighter and brighter design
FREE TO SAFETY HOUSES

NEW Wall Sign (170mm x 140mm)

Four times larger than letterbox sign

\$2.00 each INC GST AND DELIVERY



**POLY CORFLUTE MATERIAL
WEATHER AND FADE RESISTANT
EASY TO AFFIX AND REMOVE
LETTERBOX SIGN - FREE
WALL SIGN - NEW LOW PRICE
DELIVERY AND GST INCLUDED**

The full range of all the available Safety House signage is listed below. To place an order please just send an email to the Safety House WA Inc. office on safety@safetyhousewa.org.au Any Nomination Award Vouchers held by a person or committee can be used as part or full payment of any merchandise order placed. No money needs to be paid at the time of order as a Safety House WA Tax Invoice will be sent out with the goods with full instructions on how to make payment.

SAFETY HOUSE SIGNAGE FOR SCHOOLS	UNIT PRICE INCL GST AND DELIVERY
NEW STYLE Large Safety House School Sign, Bonded Aluminium Composite material Size (1200mm x 900mm) Sign wording THIS SCHOOL IS IN A SAFETY HOUSE ZONE	\$75.00 each NEW LOW PRICE
NEW STYLE Small Safety House School Sign, Bonded Aluminium Composite material Size (600mm x 450mm) Sign wording THIS SCHOOL IS IN A SAFETY HOUSE ZONE	\$25.00 each NEW LOW PRICE
OLD STYLE Large Safety House School Sign, Aluminium Sheet material Size (1200mm x 900mm) Sign wording THIS SCHOOL IS IN A SAFETY HOUSE ZONE	\$140.00 each LIMITED STOCK
NB The large aluminium sheet and metal composite signs cannot be delivered by School Courier or Australia Post. Please contact us about making some special delivery arrangements for the large items.	
SAFETY HOUSE SIGNAGE FOR STREETS AND COMMUNITIES	UNIT PRICE INCL GST AND DELIVERY
NEW STYLE Large Safety House Street Sign, Bonded Aluminium Composite material Size (1200mm x 900mm) Sign wording YOU ARE NOW IN A SAFETY HOUSE ZONE	\$75.00 each NEW LOW PRICE
NEW STYLE Small Safety House School Sign, Bonded Aluminium Composite material Size (600mm x 450mm) Sign wording YOU ARE NOW IN A SAFETY HOUSE ZONE	\$25.00 each NEW LOW PRICE
OLD STYLE Small Safety House Street Sign, Aluminium Sheet material Size (600mm x 450mm) Sign wording YOU ARE NOW IN A SAFETY HOUSE ZONE	\$140.00 each LIMITED STOCK
NB The large aluminium sheet and metal composite signs cannot be delivered by School Courier or Australia Post. Please contact us about making some special delivery arrangements for the large items.	
WALL AND LETTERBOX SIGNS FOR LOCAL SAFETY HOUSES	UNIT PRICE INCL GST AND DELIVERY
NEW STYLE Safety House Wall Sign, Poly Corflute material Size (170mm x 140mm) Sign wording SAFETY HOUSE	\$2.00 each NEW STYLE
NEW STYLE Residential Safety House Letterbox sign plate, Poly Corflute material (86mm x 72mm) Sign wording SAFETY HOUSE	FREE OF CHARGE TO RESIDENTIAL SAFETY HOUSES
Commercial Premises Safety House Adhesive Window Sign, Printed Acetate material (150mm x 150mm) Sign wording SAFETY HOUSE	FREE OF CHARGE TO COMMERCIAL SAFETY HOUSES

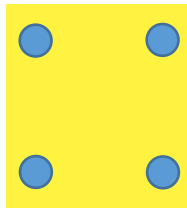
NEW SAFETY HOUSE LETTERBOX PLATE FIXING INSTRUCTIONS

We have been advised by the letterbox sign plate manufacturer that it is possible that the adhesive we previously recommended to fix the plate to the letterbox can cause warping or blistering of the sign. They strongly recommend that a **SILICONE BASED ADHESIVE** is always used to affix the Safety House sign plate to a letterbox.

Please see our new fixing instruction for Safety House Letterbox Plates below. If you have a letterbox plate that needs replacing due to warping or because it is broken or lost we are happy to post you out a replacement plate free of charge. Just send an email to safety@safetyhousewa.org.au

Affixing a Safety House Letterbox Plate

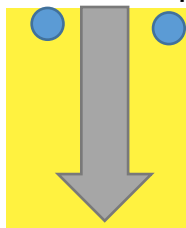
Safety House sign plates should be affixed to the letterbox by using one blob of a Silicone based adhesive in each corner of the plate. This will give a good solid hold without damaging the letterbox but it will also leave a clear channel between the plate and wall to give easy access for a knife blade when the time comes for removal. It is a good idea to avoid using too much adhesive on the sign plate as this may make removal very difficult. Please avoid using No More Nails or similar adhesives as they can interact chemically and warp the plastic sign, always use a Silicone based adhesive.



Removing a Safety House Letterbox Plate

We have been asked several times about the best way to remove an old Safety House plate from a house letterbox without causing too much damage. It is very important that if a residence is no longer a registered Safety House the letterbox plate is removed so that a child in need of help will not go there for help.

The best way to remove a letterbox house plate is to take a solid knife or screwdriver and slip the blade between the plastic Safety House sign and the letterbox. Often the plate will just pop off the wall in one piece with the adhesive blobs attached and it can then be broken up and discarded in the rubbish. If more adhesive has been used on the plate and it is solidly stuck to the wall, the knife blade can be worked between the plate and wall to lever off the plate and break it up in sections. The back of the old plastic plate is usually scored so that it will easily break up if this sort of leverage pressure is applied.



NEW CONTACT NUMBER CARDS FOR KIDS SCHOOL BAGS

As many people will know, and may also remember from the scene played out in the Safety House Show, it can be vitally important to have emergency contact details available in your child's school bag. This will ensure that if a child needs help from a Safety House person or another trusted adult they can easily get in contact with the child's parents or carers.

A great idea was given to Safety House by our wonderful local group at Kingston Primary School in Australind. An emergency contact number ID card that a child can have securely kept inside their school bag. Then, no matter how upset the child might be, the Safety House person can quickly find the right contact number to ring to help the child.

The Safety House Contact Number Cards are very similar in size to a standard credit card, made out of hard plastic and printed with the child's basic contact information details. For personal safety reasons there is no address or family surname on the card, just sufficient information that will help the Safety House person or trusted adult contact the right person as quickly as possible if the child is in need of help.

How an individual person can order a Safety House WA Contact Number Card

The Contact Number Card is available exclusively from Safety House WA Inc. for any family to order. The card can then be kept safely in the child's school bag just in case they ever need to give a contact number when they are hurt or upset.

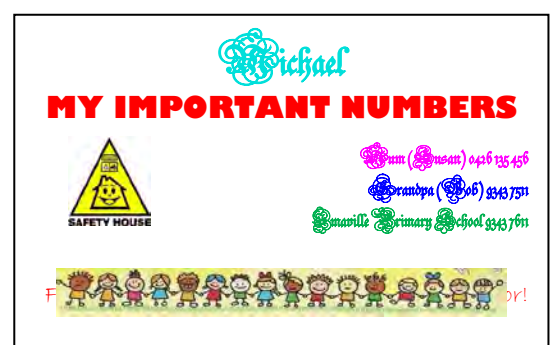
This Safety House WA Contact Number Card is available from the Safety House WA Inc. Head Office at a price of \$1.50 each including GST and postage. Payment can be made by EFT on line or by cash deposit at any CBA Commonwealth Bank branch to **BSB 066 003 ACCOUNT 1005 9162**

To order your Contact Number Card, that will be a similar design to the image shown below, just email to the Safety House WA Inc. safety@safetyhousewa.org.au the child's first name and a MAXIMUM of 2 contact names and numbers plus the name of the school. Please include your mailing address so that we can post out your contact number card. There is no limit to how many children for whom you may request contact cards. Orders will be posted out within 24 hours of receipt of payment confirmation to our CBA Commonwealth Bank account.

Organise a group order of FREE Safety House WA Contact Number Cards

The biggest cost to Safety House WA Inc of the Contact Number Cards is the \$1.00 postage we have to pay. Talk with your School Principal and P&C about a group bulk order FREE contact card deal and then contact the Safety House WA Head Office. We could arrange a special limited time deal for your Primary School Safety House group to make the Safety House WA Contact Number Card available to parents and families **FREE OF CHARGE.**

The Contact Number Card could be ordered by parents or families completing a form at your Primary School Office with details of the child's first name and a MAXIMUM of 2 contact names and numbers. There is no limit to how many contact number cards can be ordered. This offer would be available for a limited period and then once all the orders are received at the School Office, one bulk order would be sent to Safety House WA and the printed cards



SAFETY HOUSE WA 2016 MEETINGS CALENDAR

Please make a note in your diary of these Safety House general meeting dates in 2016. All Safety House members and friends are welcome to attend any General Meeting of the Safety House Association of WA Inc. General Meetings are held each school term in the Staff Room at Waddington Primary School, 15 Henniker Way Koondoola WA 6064.

**Term 2 2016 Safety House WA General Meeting
@ 5:30pm Tuesday, May 17th 2016**

**Term 3 2016 Safety House WA General Meeting
@ 5:30pm Tuesday, August 9th 2016**

**Term 4 2016 Safety House WA General Meeting
@ 5:30pm Tuesday, November 8th 2016**

NEW SAFETY HOUSE WA WEBSITE www.safetyhousewa.org.au

Safety House WA is very excited to announce that we have a BRAND NEW website. We are very fortunate to be partnered with a talented team of people at Lateral e-Solutions who have created a new, modern and user friendly Safety House WA website.

Our website and email addresses address have not changed so you will still be able to find us at www.safetyhousewa.org.au and safety@safetyhousewa.org.au

We would be really pleased to hear from any members or supporters of our program with any comments or suggestions about the new Safety House WA Inc. website.

SAFETY HOUSE NEWS ITEMS

We always welcome any ideas or suggestions for items to be included in Safety House News. If you have anything you would like to see in future issues please email Safety House WA Office.



Safety House News

**SAFETY HOUSE WA INC.
WADDINGTON PRIMARY SCHOOL
15 HENNIKER WAY, KOONDOOLA WA 6064
Telephone: 9343 7511 safety@safetyhousewa.org.au Fax: 9343 7611**

SAFETY HOUSE WA INC. ABN 18 933 719 759
Profit and Loss Statement [Cash excluding any GST] - FULL YEAR 2015 January 1st 2015 to December 31st 2015

INCOME			EXPENSES		
LOCAL GOVERNMENT GRANTS			ADMIN-OFFICE EXPENSES		
City of Gosnells Grants	\$0.00		ID badges purchases	\$722.73	
City of Joondalup Grants	\$4,000.00		Bank charges	\$12.00	
City of Rockingham Grants	\$0.00		Shredding pickup charges	\$35.00	
Total LOCAL GOVERNMENT GRANTS	\$4,000.00	8.87%	Office Stationery	\$227.81	
OTHER SPONSORSHIPS			Postage, Parcels, Stamps	\$719.03	
Britel Handbook Donation	\$15,460.00		Printing & Copying	\$303.50	
Total OTHER SPONSORSHIPS	\$15,460.00	34.29%	Total ADMIN-OFFICE EXPENSES	\$2,020.07	3.70%
FEES & CHARGES-EARNED INCOME			ADMIN-DEPRECIATION EXPENSES		
Affiliation Fees	\$10,802.48		Depreciation-Furniture and Fixtures	\$204.40	
Recouped Freight & Postage	\$31.86		Total ADMIN-DEPRECIATION EXPENSES	\$204.40	0.37%
Safety House Month Tickets	\$1.82		ADMIN-COMPUTER/COMMS EXPENSES		
Safety House Show Fees	\$11,811.21		Email & Internet	\$552.96	
Total FEES & CHARGES-EARNED INCOME	\$22,647.37	50.23%	PC Licence Fees/Programming	\$242.30	
OTHER SALES OF RESOURCES			Telephone & Fax	\$1,954.65	
Sale of Merchandise Items	\$1,965.55		Telephone VOIP Service	\$232.88	
Total OTHER SALES OF RESOURCES	\$1,965.55	4.36%	Total ADMIN-COMPUTER/COMMS EXPENSES	\$2,982.79	5.46%
OTHER DONATIONS RECEIVED			ADMIN-INSURANCES		
Donations Received	\$1,000.00		Business Building/Contents Insurance	\$918.18	
Total OTHER DONATIONS RECEIVED	\$1,000.00	2.22%	Public Liability Insurance	\$909.09	
OTHER MISCELLANEOUS INCOME			Volunteers Accident Insurance	\$1,830.00	
Interest Income	\$13.55		Total ADMIN-INSURANCES	\$3,657.27	6.69%
Copyright Agency Ltd Royalties	\$0.00		STAFF-EMPLOYMENT EXPENSES		
Total OTHER-MISCELLANEOUS INCOME	\$13.55	0.03%	Staff & Office Amenities	\$696.59	
Total INCOME EARNED AND RECEIVED	\$45,086.47		Staff leave liability paid out	\$10,514.12	
COGS-COST OF RESOURCES PURCHASED			Staff Salaries	\$9,273.00	
COS Wall Sign Plates-Poly corflute	\$420.00		Superannuation SGC Payments	\$914.40	
COS School Sign-Alcobond SMALL	\$432.50		Worker's Compensation	\$370.00	
COS School Sign-Alcobond LARGE	\$432.50		Total STAFF-EMPLOYMENT EXPENSES	\$21,768.11	39.85%
COS Zone Sign-Alcobond SMALL	\$606.00		OPS-OTHER EXPENSES		
COS Zone Sign-Alcobond LARGE	\$606.00		Food & Catering	\$381.07	
COGS-COST OF RESOURCES PURCHASED	\$2,497.00		Professional Membership Fees	\$80.00	
SALES OF MERCHANDISE ITEMS/RESOURCES			Police Checks	\$3,752.91	
TOTAL SALES INCOME MERCHANDISE AND RESOURCES	\$1,965.55		Total OPS-OTHER EXPENSES	\$4,213.98	7.7%
TOTAL COST OF GOODS MERCHANDISE AND RESOURCES	\$2,497.00		OPS-SAFETY HOUSE EVENTS		
NET PROFIT/(LOSS) ON SALES OF RESOURCES	\$531.45		Safety House Month Art Comp	\$922.36	
SAFETY HOUSE SHOW TOURING PRODUCTION 2015			Total OPS-SAFETY HOUSE EVENTS	\$922.36	1.69%
TOTAL SAFETY HOUSE SHOW INCOME RECEIVED	\$11,811.21		OPS-ADVERTISING AND PROMOTION		
TOTAL SAFETY HOUSE SHOW EXPENSES INCURRED	\$13,041.44		Advertising & Promotions	\$0.00	
NET PROFIT/(LOSS) ON SAFETY HOUSE SHOWS	\$1,230.23		Total OPS-ADVERTISING AND PROMOTION	\$0.00	0.00%
OVERALL GROSS OPERATING PROFIT BEFORE OPERATING EXPENSES			MVE-MILEAGE, CARS, FUEL, ETC		
	\$42,589.47		Mileage Reimbursed-General	\$2,216.20	
OVERALL TOTAL OPERATING EXPENSES			Total MVE-MILEAGE, CARS, FUEL, ETC	\$2,216.20	4.06%
	\$54,629.78		OPS-MEMBERS TRAINING		
OVERALL TOTAL OPERATING PROFIT / (LOSS)			Training Workshops-Mileage Reimbursed	\$2,039.73	
	\$12,040.31		Total OPS-MEMBERS TRAINING	\$2,039.73	3.7%
SAFETY HOUSE SHOW TOURING PRODUCTION 2015			R&M-REPAIRS AND MAINTENANCE		
TOTAL SAFETY HOUSE SHOW INCOME RECEIVED	\$11,811.21		PC Repairs & Maintenance	\$1,563.43	
TOTAL SAFETY HOUSE SHOW EXPENSES INCURRED	\$13,041.44		Total R&M-REPAIRS AND MAINTENANCE	\$1,563.43	2.86%
NET PROFIT/(LOSS) ON SAFETY HOUSE SHOWS	\$1,230.23		OPS-SAFETY HOUSE SHOW COSTS		
OVERALL GROSS OPERATING PROFIT BEFORE OPERATING EXPENSES			Show-Actors contract fees	\$9,364.09	
	\$42,589.47		Show-Producers contract fees	\$1,927.27	
OVERALL TOTAL OPERATING EXPENSES			Show-Cast regional meal allowances	\$120.00	
	\$54,629.78		Show-Sets/Props/Materials	\$150.44	
OVERALL TOTAL OPERATING PROFIT / (LOSS)			Show-Trailer Rego/Insurance	\$56.27	
	\$12,040.31		Show-Vehicle hire, fuel, R&M	\$1,433.37	
			Total OPS-SAFETY HOUSE SHOW COSTS	\$13,041.44	23.87%
			Total EXPENSES	\$54,629.78	

SAFETY HOUSE WA INC. GENERAL MEETING TERM 1 2016

NOTES TO P&L STATEMENT FULL YEAR 2015

Excel spread sheet 2015 P&L attached

INCOME ITEMS

Britel Handbook Donations \$15,460

The income from the partnership with Britel Enterprises Pty has been a lifeline for Safety House WA Inc. In addition to the handbook donations this year Britel also contributed \$4,500 for Safety House Show performances.

Affiliation Fees \$10,802

Payments received for 2015 Safety House Committee annual affiliation fees.

City of Joondalup Community Grant \$4,000

The City continues to provide excellent support to the 26 COJ Primary School that are involved in the Safety House program.

EXPENSE ITEMS

Staff Salaries and on costs \$10,557

Wages, Workers Comp and Employer Superannuation Contributions for Renee Chappell.

Staff leave liability payout..... \$10,514

Part payout of employee staff leave liability to CEO as per agreement with President and Vice President at April 2015 General Meeting. Balance of liability remaining unsettled is \$10,000.

PROJECT ITEMS

	INCOME	COSTS	NET PROFIT/LOSS
Sale of Merchandise Items	\$1,966	\$2,497	-\$531

Safety House Shows 2015..... \$11,811 \$13,041 -\$1,230

The projected break even for the 2015 Safety House Show season was not achieved due to some increased operating costs, schools booking issues and revenue loss following the show car accident.

OVERALL NET OPERATING RESULT JANUARY 1ST 2015- DECEMBER 31ST 2015

	INCOME	COSTS	NET PROFIT/LOSS
Year to date	\$45,086	\$54,630	-\$12,040

With \$10,514 of outstanding employee leave liability discharged in the period and small deficits in Merchandise Sales and the Safety House Shows, the overall financial result was close to expectation. Clearly some greater income generation and costcutting actions are required in 2016.

Commonwealth Bank Admin Account Balance as at December 31ST 2015..... \$20,412.24CR

Commonwealth Bank Gift Account Balance as at December 31ST 2015..... \$35.00CR

Michael Clarke-February 8th 2016



SAFETY HOUSE WA INC
ABN 18 933 719 759

2016 ANNUAL GENERAL MEETING

**STAFF ROOM, WADDINGTON PRIMARY SCHOOL
15 HENNIKER WAY, KOONDOOLA 6064
Tel: (08) 9343 7511 safety@safetyhousewa.org.au Fax: (08) 9343 7611**



SAFETY HOUSE WA INC

2016 ANNUAL GENERAL MEETING

TUESDAY, MARCH 8th 2016

STAFF ROOM, WADDINGTON PRIMARY SCHOOL
15 HENNIKER WAY, KOONDOOLA 6064

Tea, coffee and refreshments will be available from 5.00pm
Registration for Annual General Meeting open from 5.00pm
Annual General Meeting proceedings will start at 5.30pm

AGENDA

- 1 Opening of the 2016 Annual General Meeting
- 2 Welcome and apologies
- 3 Minutes of the 2015 Annual General Meeting
- 4 Any matters arising from the 2015 AGM Minutes
- 5 2015 Full year Financial Report-P&L Cash basis and accompanying notes
- 6 2015 President's Report
- 7 Nominations and Election of Safety House Association President
2 YEAR TERM EXPIRED-Committee Member William (Bill) Carruthers
- 8 Nominations and Election of Safety House Association Secretary
2 YEAR TERM EXPIRED-Committee Member Jan Semple-Collier Safety House Group
- 9 Nominations and Election of up to five Management Committee Members
2 YEAR TERM EXPIRED-Committee Member Amandah-Kayte Lead
2 YEAR TERM EXPIRED-Committee Member Donna Jackson-Maida Vale Safety House Group
2 YEAR TERM EXPIRED-Committee Member Julie Angwin-Gosnells Safety House Group
2 YEAR TERM EXPIRED-Committee Member Theresa Carruthers
- 10 Appointment of Auditor and Legal Advisor
- 11 Any other business matters
- 12 Close of the 2016 Annual General Meeting

MINUTES



2016 ANNUAL GENERAL MEETING SAFETY HOUSE ASSOCIATION OF WESTERN AUSTRALIA INC

HELD ON TUESDAY, MARCH 8th 2016-WADDINGTON PRIMARY STAFF ROOM

Minutes of the 2016 Annual General Meeting held on Tuesday March 8th 2016 at 5.30pm in the Staff Room at Waddington Primary School, 15 Henniker Way, Koondoola 6064.

1. MEETING OPENING

A quorum was achieved from Members present and proxy votes lodged prior to the meeting. President, Bill Carruthers, opened the meeting at 5.30pm.

The Management Committee welcomed Shirley Hindle and Raema Miffing from the Collie Safety House Committee to the AGM of the Safety House Association of WA Inc., thanked them for making the trip up to Perth and wished them well for their trip home.

2. WELCOME AND APOLOGIES

Present

Bill Carruthers - President

Julie Welch - Vice President

Carol Chapman - Treasurer - Duncraig Safety House Committee

Teresa Carruthers - Management Committee Member

Raema Miffing - Collie Safety House Committee

Shirley Hindle - Collie Safety House Committee

Michael Clarke - Chief Executive Officer

Apologies no proxies lodged

Amandah-Kayte Lead - Management Committee Member

Donna Jackson - Management Committee Member Maida Vale Primary School

Julie Angwin - Management Committee Member Gosnells Primary School

Apologies with undirected proxies lodged with CEO

Jan Semple - Secretary - Collier Primary School Safety House Committee

Jennifer Sampson - Management Committee Member Pinjarra Peel Safety House Committee

Ashdale Safety House Committee

Atwell Safety House Committee

Banksia Park Safety House Committee

Booragoon Safety House Committee

City of Cockburn Safety House Committee

City of Kwinana Safety House Committee

Davallia Safety House Committee

Geographe Safety House Committee

Halidon Safety House Committee

Heathridge Safety House Committee

Karrinyup Safety House Committee

Lake Monger Safety House Committee

Landsdale Safety House Committee

Manjimup Safety House Committee

Parkerville Safety House Committee

Port Kennedy Safety House Committee

Poseidon Safety House Committee

Poynter Safety House Committee

Rosalie Safety House Committee

Wembley Downs Safety House Committee

Shelley Safety House Committee

Springfield Safety House Committee

Warnbro Safety House Committee

South Padbury Safety House Committee

West Greenwood Safety House Committee

3. CONFIRMATION OF MINUTES FROM PREVIOUS AGM HELD ON APRIL 21ST 2015

MOTION: that the Minutes of the previous Annual General Meeting held on Tuesday, April 21ST 2016 be accepted as a true and correct record of proceedings.

MOVED: Carol Chapman

SECONDED: Julie Welch

MOTION CARRIED

4. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS AGM HELD ON APRIL 21ST 2015

There were no matters arising from the Minutes of the 2015 Annual General Meeting.

5. FINANCIAL ACCOUNTS

The 2015 full year accounts for the financial year January 1ST to December 31ST 2015 were presented to the 2016 Annual General Meeting with notes on key features on the accounts. The accounts present a complete and fair financial position of the Safety House Association of Western Australia and the overall result shows very satisfactory control of expenses giving a quite small annual deficit despite partly discharging a major employee liability during the year in 2016.

MOTION: that the Financial Accounts for the full year 2015 as presented be accepted as a true and correct financial position of the Association.

MOVED: Carol Chapman

SECONDED: Julie Welch

MOTION CARRIED

6. PRESIDENT'S REPORT

I would like to thank most sincerely our Management Committee Members and representatives from our associate organisations, Safety House Committees, Schools and Safety House Householdors. I would also like to thank our Safety House Office Staff, Michael Clarke and Renee Chappell for all their hard work during the year.

Despite the continuing funding challenges it was a another very successful year for Safety House in Western Australia with an increased number of new committees, new schools and new Safety Houses and a healthy financial situation carrying forward to another good year.

7. a. ELECTION OF ASSOCIATION OFFICERS

Two Office Bearers from 2013-2014 terms; President Bill Carruthers and Secretary Jan Semple, stood down at the end of the term of their current positions leaving these two Association Officer positions open for nominations and elections in 2016.

Only one nomination was received for the post of President, that was from Bill Carruthers who was elected unopposed:

PRESIDENT..... Bill Carruthers *elected for 2 year term of office to 2018*

Only one nomination was received for the post of Secretary, that was from Jan Semple who was elected unopposed:

SECRETARY..... Jan Semple *elected for 2 year term of office to 2018*

The current Vice President; Julie Welch and Treasurer; Carol Chapman are both midway through their 2 year terms of office and will continue in their roles for 2016.

7. b. ELECTION OF MANAGEMENT COMMITTEE MEMBERS

Four Management Committee Members completed their two year terms from 2015-2016; Amandah-Kayte Lead, Donna Jackson, Julie Angwin and Theresa Carruthers. One other Management Committee Member; Jenn Sampson; was in the middle of a two year elected term of office.

Five Management Committee Member positions were available for nomination and election to bring the number to the maximum allowed of six elected members.

Four nominations were received for the posts of Management Committee Member and the following nominees were elected unopposed:

MANAGEMENT COMMITTEE..... Amandah-Kayte Lead *elected for 2 year term of office to 2018*

MANAGEMENT COMMITTEE..... Donna Jackson *elected for 2 year term of office to 2018*

MANAGEMENT COMMITTEE..... Julie Angwin *elected for 2 year term of office to 2018*

MANAGEMENT COMMITTEE..... Theresa Carruthers *elected for 2 year term of office to 2018*

Management Committee Members for 2015

PRESIDENT..... Bill Carruthers *elected for 2 year term of office to 2018*

VICE PRESIDENT Julie Welch *servicing current 2 year term of office to 2017*

SECRETARY..... Jan Semple *elected for 2 year term of office to 2018*

TREASURER Carol Chapman *servicing current 2 year term of office to 2017*

COMMITTEE MEMBER Amandah-Kayte Lead *elected for 2 year term of office to 2018*

COMMITTEE MEMBER Donna Jackson *elected for 2 year term of office to 2018*

COMMITTEE MEMBER Jennifer Sampson *servicing current 2 year term of office to 2017*

COMMITTEE MEMBER Julie Angwin *elected for 2 year term of office to 2018*

COMMITTEE MEMBER Teresa Carruthers *elected for 2 year term of office to 2018*

EX OFFICIO COMMITTEE MEMBER.... CEO Michael Clarke *non voting member Management Committee*

8. APPOINTMENT OF AUDITOR AND LEGAL ADVISOR

Mark de Kerloy has accepted our invitation to continue acting as Honorary Legal Adviser to the Safety House WA Inc. Management Committee for 2016.

Allways Taxation Specialists of Butler have agreed to act as External Independent Annual Auditors for the Association in 2016.

9. ANY OTHER BUSINESS MATTERS

Raema Miffing and Shirley Hindle from the Collie Safety House Committee talked about their local P&F successful experience of offering rewards for meeting attendance in school excursion discounts. They also urged the Association to seek promotion in the West Australian newspaper for the Safety House concept and new members. There were no any other business matters discussed at the 2016 Annual General Meeting.

10. CLOSURE OF MEETING

The 2016 Annual General Meeting of the Safety House Association of Western Australia was closed at 6.25pm. All members were thanked for attending.

Signed as a true and correct record of proceedings.

Signed: William (Bill) Carruthers
President Safety Association of Western Australia Inc.

Dated May 18th 2016

GRANTS, DONATIONS & SPONSORSHIP RECOMMENDED ALLOCATIONS BUDGET 2016/2017

Activity OP 315 Natural Acc 6810	Description	Allocated 2015/2016	Actual 2015/2016	Proposed 2016/2017	Comments
	Donations				
	Committed/Contractual				
9109	Indian Ocean Fireworks Australia Day	25,000	25,000	25,000	Annual donation towards the Indian Ocean Fireworks on Australia Day (Co-ownership with City of Fremantle for 3 years as to proposed Sponsorship Agreement)
9239	Native ARC	87,922	87,922	89,065	Donation to support the annual administration cost of Native ARC (plus CPI 1.3%) as to Council Decision 14 August 2014
9310	Cockburn Wetlands Education Centre	87,922	87,922	89,065	Donation to support the annual administration cost of the Cockburn Wetlands Education Centre (plus CPI 1.3%) as to Council Decision 14 August 2014
9242	Burdiya Aboriginal Corporation - Rental Costs	3,000	2,248	0	Donation to cover rental costs at 8 Caffrey Place (internal transfer) two year agreement \$3,000 pa in 2014-15 and 2015-16 as to Council Decision on 14 August 2014
9245	Old Jandakot School Management Committee	3,000	3,000	0	Annual contribution to water and electricity charges (including Portuguese Cultural & Welfare Centre) included in the lease agreement as to Council Decision 8 October 2009
9317	Pineview Preschool Maintenance Contribution	7,618	7,618	7,717	Annual contribution for maintenance of grounds and building (plus CPI 1.3%)
9322	South Lake Leisure Fee Subsidy	125,000	142,060	110,000	Subsidised fees for South Lake Dolphins Swimming Club
9398	Cockburn Senior Citizens Building Donation	9,342	9,342	9,470	Assists with maintenance costs as per agreement (plus CPI 1.3%)
9559	Cockburn Cricket Club Insurance	1,500	1,500	1,500	Commitment included in the lease agreement (flat fee)
9574	Spearwood Dalmatinac Club - Rates Reimbursement	11,308	11,308	11,650	Reimbursement of 50% of the annual rates payable by Spearwood Dalmatinac Club for 41 Azelia Road, Spearwood as to Council Decision on 14 May 2009
8243	Little Green Steps WA Partnership Agreement	25,000	25,000	25,000	Two-year partnership agreement with LGS WA, to promote Education for Sustainability in the Early Years, \$25,000+GST pa for 2014-15 and 2015-16 as to Council Decision 14 May 2015
8805	Spearwood Bowling Club	57,300	57,300	0	Request for \$57,300 plus GST (one-third of cost of \$171,900) to resurface bowling green; with donation contingent on \$57,300 Club contribution and \$57,300 successful CSRFF grant
8804	Hamilton Hill Community Group	3,100	3,100	0	One-off donation of \$3,100 to the HHCG to assist in the production of a film opposing the Roe Highway extensions, as to Council Decision 13 August 2015
7813	Australian Sculpture Gifting to Nagasaki Peace Park	2,025	2,024	0	Australian Sculpture Gifting to Nagasaki Peace Park and Annual Membership Fee for Mayors for Peace
8851	Coogee Beach Progress Association - Defibrillator	2,450	2,450	0	As to request from Coogee Beach Progress Association (CBPA) for the purchase of a Defibrillator for installation in the Coogee Community Hall
New	Jandakot Jets Junior Football Club - Atwell Reserve Lighting Project	0	0	50,000	Request for \$50,000 plus GST (one-third of cost of \$150,000) for Jandakot Jets Junior Football Club - Atwell Reserve Lighting Project; with donation contingent on \$50,000 Club contribution and \$50,000 successful CSRFF grant
New	Southern Lions Rugby Union Football Club - Success Regional Sporting Facility Lighting Project	0	0	21,667	Request for \$21,667 plus GST (one-third of cost of \$65,000) for Southern Lions Rugby Union Football Club - Success Regional Sporting Facility Lighting Project; with donation contingent on \$21,667 Club contribution and \$21,666 successful CSRFF grant
New	SmartyGrants Online Grants Management System	0	0	10,000	Subscription to SmartyGrants online grants management system for government and non-profit grantmakers
	Future Allocations	18,513		49,866	(To be allocated throughout the year)
	Committed/Contractual Sub Total	470,000	467,794	500,000	
	Donations to Organisations				
9196	Donations to Organisations	161,500	161,500	180,000	Amount set aside for allocation in the two funding rounds for 2016/2017
	Donations to Organisations Sub Total	161,500	161,500	180,000	
	Sponsorships				
9197	Sponsorships	95,104	95,104	108,000	Amount set aside for allocation in the two funding rounds for 2016/2017
9197	Individual Sponsorships	5,000	1,000	5,000	Formal Sponsorship program for individuals as per DA ACS2
New	Amalfi Publishing	0	0	7,000	Request for \$7,000 Sponsorship as to First Horse Re-enactment Race Proposal on 2 October 2016 at CY O'Connor Beach
	Sponsorships Sub Total	100,104	96,104	120,000	
	Grants				
8040	Landowner Biodiversity Conservation Program	35,000	29,131	35,000	Financial and natural resource management training support program for Cockburn landowners to conserve the natural bushland and wetland areas on their property
9004	Emergency Disaster Fund	30,000	22,500	30,000	For one off emergency and disaster situations as to DA ACS13 (revised as per Council Decision 10 February 2011)
9015	Youth Academic Grants	500	0	500	Assists young people to attend academic programs as per DA ACS11
9031	Junior Travel Assistance - Sports	45,000	49,211	50,000	Assists young people in Cockburn representing WA or Australia in interstate or international team or individual sports by providing assistance for travel to competitions
9240	Sustainability Grants Program	40,000	32,415	40,000	Grants program established in accordance with Council Decision on 13 May 2010
9241	Len Packham Hall Subsidy (Burdiya)	1,000	115	1,000	Subsidy program that will allow indigenous and multicultural Cockburn families to access funds to assist with hall hire costs for hosting funerals, memorials and cultural events
9312	Community Grants Program	100,000	41,579	100,000	Formal grant process for local organisations as per DA ACS2
9314	Provide Bins Sporting Events	1,000	0	1,000	Provide bins to schools for sports carnivals
9327	Community Associations Hall Hire Subsidy	1,500	3,010	3,000	Assists community groups to conduct monthly meetings and events
9329	Cultural Grants Program	20,000	12,905	20,000	Provide small grants to cultural and artistic groups
9331	Bus Hire Subsidy	1,000	1,555	1,500	Provides a small allocation towards the bus hire for community organisations
9335	Grants General Welfare	6,000	4,912	6,000	Miscellaneous requests for small donations
9341	Community Group Newsletter Subsidy	8,000	1,237	8,000	Assists community groups to disseminate information
9373	Sustainable Events Grants Program - replace with Small Events Sponsorship and Grants Program	4,000	3,000	15,000	"Off-the-Shelf" Small Events Sponsorship and Grants Program for community organisations - program to be developed and delivered in collaboration with Community Development
9396	U Fund	1,000	0	1,000	Small grants up to \$600 to youth for cultural/arts initiatives and events
9399	Youth Arts Scholarships	5,000	2,400	5,000	Assist young people to travel in order to participate in performing/arts events and also for further study
9475	Alcoa Cockburn Community Projects Fund	10,000	3,680	10,000	A partnership fund with Alcoa delivering community-driven projects (allocation doesn't include Alcoa funds carried forward, only CoC funds)
9490	Environmental Education Initiatives Program	15,000	22,000	20,000	Support for Environmental Services to assist schools to facilitate environmental education
9517	Cockburn Community Group Volunteer Insurance	8,511	8,789	9,000	Cockburn Community Group Insurance Program
9535	Council Match Staff Donation	4,000	1,929	4,000	Council to match staff fund raising effort
9596	SLLC Subsidy for Emergency Services Volunteers	500	0	500	South Lake Leisure Centre gym subsidy for Jandakot BFB, South Coogee BFB and SES volunteers
9649	Safety House/Walk to School Program	1,000	1,000	1,000	Support to schools for safety programs for children getting to school and to attend Safety House shows in Safety House month
9673	Sport and Recreation Club Grant	45,000	11,353	40,000	Grants matched by local sporting clubs for minor capital works on Council owned facilities and sporting equipment
9674	Grants to Schools	6,000	5,380	6,000	For small donations to schools for minor items as per DA ACS7
9688	Security Subsidy for Seniors	30,000	22,173	30,000	Subsidy for security devices for seniors
9495	Donation and Grants General Account	49,385	98	62,500	(Remainder of grant allocations, to be allocated based on expenditure throughout the year)
	Grants Programs Sub Total	468,396	280,372	500,000	
	Totals	1,200,000	1,005,770	1,300,000	
	Budget	1,200,000		1,300,000	
	Balance	0		0	

COCKBURN WETLANDS PRECINCT STEERING COMMITTEE

C/- Cockburn Wetlands Education Centre
184 Hope Road, Bibra Lake WA 6163



16 June 2016

Mr Rob Avard
Manager, Community Services
City of Cockburn
PO Box 1215
BIBRA LAKE DC 6965

Dear Mr Avard

**RE: 2016-17 Budget Request for Precinct Partners, Native ARC Inc. (NARC) and
Cockburn Wetlands Education Centre Inc. (CWEC)**

The City of Cockburn sponsorships provided to NARC and CWEC are shortly due to expire. The Boards of NARC and CWEC are requested to report on Key Performance Indicators (KPI's) for the Cockburn Wetlands Precinct and report on their individual performance and KPI's for the 2015/16 year.

The Grants and Donations Committee in July 2014 agreed:

To approve the contribution sponsorship request from both Centres for funding towards the annual administration costs for each organization (NARC and CWEC) for a period of four years indexed annually according to Perth consumer price index, and coinciding with the terms of their leases and also being subject to:

- The Cockburn Wetlands Precinct Members providing an annual report detailing their progress in meeting designated joint KPI's as endorsed previously by Council and
- The CWEC and NARC each providing a separate annual report summarising the previous 12 months activities and their progress in meeting designated individual KPI's endorsed by Council.

The Cockburn Wetlands Precinct KPI's and reports from the CWEC and NARC are presented for consideration by the Grants and Donations Committee.

We would appreciate if you could forward this letter and accompanying documentation to the Grants and Donations Committee.

Yours sincerely



Philip Jennings
President
Cockburn Wetlands Education
Centre Inc.



Robert Dunn
Chairman
Native ARC Inc.

Cc: Mayor Logan Howlett

8/21



Cockburn Wetlands
EDUCATION CENTRE Inc.

#

The Cockburn Wetlands Education Centre Incorporated

Sponsorship Submission

2016- 2017

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2015-2016 KPI's Developed for Joint Programs Conducted by the Wetland Precinct Members

KPI No.	Annual Objective	KPI	
1	Financial Performance	Undertake at least one joint fundraising activity annually to raise funds for the Precinct.	
		Date	Progress
		Current	Funding type: Precinct Major Fundraising Event Project: Wetlands and Wildlife Amazing Race fundraiser Status: Initial planning meeting held 31/05/2016. NB it is anticipated this will become a major annual community event involving corporate groups and families participating in a specifically designed environmentally themed circuit around Bibra Lake.
		Ongoing	Funding type: Fremantle Ports Cockburn Community Projects Fund. Funding program no longer available. Application to be transferred to Alcoa grant program. Project: Primary Schools Education program. Status: In preparation
KPI No.	Annual Objective	KPI	
2	Community Education	Deliver a minimum of two programs annually.	
		<ul style="list-style-type: none"> One community education program in partnership with the City of Cockburn. 	
		Date	Progress
		11 & 18/11/2015 23/03/2016	TurtleWatch school excursion program. CoC, CWEC and Native ARC. 6 schools, 165 students
		9/06/2016	World Environment Day Primary Schools Festival. Joint program delivered by CoC, CWEC, Native ARC and BL Scouts. 6 schools, 177 students.
		16/05/2016	TurtleWatch: Suez Community Grants 2016 application submitted for \$14,713 to expand TurtleWatch programs to the community.
		<ul style="list-style-type: none"> Attend a minimum of one Cockburn Community Event. 	
25/10/2015	Cockburn Rotary Fair. Shared tent display by Native ARC, CWEC and CoC.		
9-13 May 2016	National Volunteer Week. Cockburn Gateways display stall manned by Native ARC and CWEC.		

		30/04/2016	Harvest Lakes Hoo Haa Festival. Shared tent display by Native ARC, CWEC and CoC.
KPI No.	Annual Objective	KPI	
3	Corporate	Deliver a minimum of one corporate volunteering event annually.	
		Date	Progress
		Current	Planning in progress regarding corporate participation in Precinct Major Fundraising Event (See KPI no 1)
KPI No.	Annual Objective	KPI	
4	Communications/ Marketing	Develop an appropriate electronic delivery system to highlight the events offered within the Precinct.	
		Current	CWEC website grant application in progress. Links will be incorporated on both CWEC and Native ARC websites upon completion.
		5/08/2015	Murdoch Uni Access Fair. Joint attendance to promote the precinct as a venue, and the value of work experience, volunteering and professional engagement as an essential employability activity during tertiary studies.
		Deliver an events calendar updated at least quarterly highlighting events within the Precinct.	
		Current	As above.

2015-2016 Additional Joint Programs Conducted by the Wetland Precinct Members

No.	Programs	Comments
1	Precinct site planning	Participated in City of Cockburn's Community Sport and Recreation Community Facilities Strategic Plan workshops and/or on-line survey to highlight the need for future precinct development.
2	Precinct meetings	6 Precinct Committee meetings and numerous additional meetings

2015-2016 KPI's Developed for Cockburn Wetlands Education Centre Inc

KPI No.	Annual Objective	KPI	
1	Financial Performance	Aim to achieve a 5% growth in income per annum averaged over the preceding 5 years.	
		<ul style="list-style-type: none"> • Preceding 5 year average (\$53,987) plus 5% growth (\$2,699) is \$56,686 (see attachment 1) • 2014-2015 unaudited income is \$40,111 representing a decrease of \$16,575 or 29% • KPI not achieved but foundation plans progressing 	
		NOTES:	
		1. The figures in the attached financial statement are unaudited and do not include depreciation figures (see attachment 2).	
		2. The income is underrepresented as contract funding of \$7,509 was deposited on 1 July 2016, and conference income of \$1,000 is outstanding. This represents a decrease of 14% income rather than 29%.	
		3. During 2015-16 we have focused on increasing our hire income, fundraising and education income.	
		In progress	Funding type: Major Lotterywest Grant Project: 2nd onsite meeting held with Antony Feldhusen from Lotterywest on 10 June 2016 to advance a grant application for the refurbishment of the 21 year old CWEC building and gardens, educational and landcare equipment and assist our in-kind contribution for a new logo and web design. Grant aims to increase hire income, expand the educational programs and improve the amenities for volunteers. Amount: >\$120,000 quotes prepared by CWEC Status: Lotterywest has provided advice on suggested inclusions/exclusions and the grant application can now be finalised and submitted.
		On-hold	Funding type: Previously secured \$10,000 donation Project: Brand development, website redesign (including CRM database), social media and membership. Status: awaiting submission of Lotterywest project as this funding will provide in-kind contribution support for the project. Quotes & initial meetings held with 5 designers.
		Submitted	Funding type: SUEZ environnement Community Grants Project: Water dragons - Interactive dragonfly larvae model Amount: \$5,500 Status: Submitted 16/05/2016

		Ongoing	<p>Funding type: Fundraising licence Project: Bunnings all-day sausage sizzle fundraiser Amount: \$181.90 in donations and \$1,299.20 in sales Status: Volunteers manned an all-day sausage sizzle. Another fundraiser has been secured from Bunnings in November.</p>
		Ongoing	<p>Funding type: Fundraising licence Project: Donation boxes Amount: 10 x boxes purchased and distributed at local shops. Status: Ongoing as boxes are emptied every 1 to 2 weeks</p>
		Ongoing	<p>Funding type: Plant sales Project: Develop and expand wetland seedling and sedge production in nursery facility Status: Nursery capacity increased from 7,000 to 24,000 seedlings. During 2015-16, CWEC grew 18,596 seedlings for:</p> <ul style="list-style-type: none"> • meeting the minimum KPI no 3 (even when grants are not available), • contract sales for revegetation in the Beeliar Regional Park (public sales excluded) • purchase by corporate groups, and • catering for ad hoc planting requests by corporates (sedges can be planted all-year)
		Ongoing	<p>Funding type: In-kind labour Project: Train (2-carriage train) Amount: Asset donation Status: Train used to transport 30 x children or 20 x adults at major events is in need of refurbishment. Diverse Engineering has agreed to assist. Contact made with airport to source a 3rd carriage to retrofit for wheel chairs. The train is expected to compliment future 'Bibra Lake Nature Tourism activities'.</p>
		Ongoing	<p>Funding type: To be advised Project: Bibra Lake Nature Tourism proposal Status: Meeting held on 23/06/2015 with Chris Beaton and Claire Dunn to discuss potential support from the City of Cockburn and the Precinct Committee to investigate the feasibility of setting up a Nature Tourism operation at Bibra Lake. Currently focusing on the supporting infrastructure eg furnishings, train</p>

KPI No.	Annual Objective	KPI
2	Education Performance	Aim to exceed the education program participation rate of the preceding 12 months.
		<ul style="list-style-type: none"> • Participation rate of the preceding 12 months: 6,662 • Participation rate of existing 12 months: 7,081 • KPI participation rate increased by 6.3%
		<p>NOTES:</p> <ol style="list-style-type: none"> 1. Schools program: increased from 1,590 to 3,151 participation hours, or by 49.5%. The Wetlands Officer has invested considerable time into the training of casual teacher Natasha Bowden to increase the student participation rates at the Centre. 2. Community education program: decreased from 2,853 to 1,544 participation hours or by 46%. 'Get Wild About Wetlands' school family holiday program is a partnership program between CWEC and COC. The program continues to be popular and oversubscribed. Reduced numbers are simply a reflection of the maximum number of attendees set for each program. 3. Adult education: increased from 2,219 to 2,361 participation hours, or by 6.4%. A new adults term program will be developed once the new website is operational. 4. WA Wetland Management Conference: The 12th annual event was held on World Wetlands Day and participation remained at capacity with 175 participants.
KPI No.	Annual Objective	KPI
3	Landcare Performance	Plant a minimum of 5,000 seedlings per annum.
		<ul style="list-style-type: none"> • Seedlings planted preceding 12 months: 5,178 • Seedlings planted existing 12 months: 6,706 • KPI achieved
		<p>NOTES:</p> <ol style="list-style-type: none"> 1. Planting sites usually require 3 years site preparation/maintenance and planting rates must not exceed maintenance capacity. Maintenance costs need to be built into the cost per seedling. 2. Nursery capacity: expanded table capacity from 7,000 to 24,000 seedlings. 3. Propagation: maintained production from 18,596 seedlings during the preceding 12 months to 18,276 for the existing 12 months.

KPI No.	Annual Objective	KPI
4	Volunteering Performance	Aim to exceed the number of volunteer hours of the preceding 12 months.
		<ul style="list-style-type: none"> • Participation rate of preceding 12 months: 9,500 • Participation rate of existing 12 months: 8,782 • Participation hours decreased by 718, or 7.5%.
		<p>NOTES:</p> <ol style="list-style-type: none"> 1. Participation rates do not include voluntary hours contributed outside of the Centre. 2. Regular volunteers: numbers decreased from 42 to 38, or by 9%. The CWEC Board has approved the development of new membership categories (see KPI 1). The new categories will not be advertised until the CRM database, website and Social Media links are in place. 3. Occasional volunteers: numbers decreased from 526 to 485, or by 8%. Regular corporate groups have not attended the Centre during the second half of the financial year due to unforeseen circumstances. The Centre has advertised 3 planting events in response.

2015-2016 Additional Activities Conducted by the Cockburn Wetlands Education Centre Inc

No.	Programs	Comments
		<ul style="list-style-type: none"> • Wetlands Administrative Assistant – a new staff member, Danielle Tyrls, commenced this position on 31 August 2015. Training and restructuring in the office has been ongoing.
		<ul style="list-style-type: none"> • Communication workshop – held on 22 March 2016 to develop core educational messages and taglines for the Centre to guide all future education programs and assist with management of casual teaching staff.
		<ul style="list-style-type: none"> • Representation at the Beeliar Regional Park Community Consultative Committee and the Jandakot Groundwater Community Consultative Committee • CWEC hosted USA gap student for 16 week Intern Semester administered through Council on International Educational Exchange (CIEE) at Murdoch University with a focus on igniting interest in Sustainability for students. • Provided hosting for 3 placements for 'Work for the Dole' Activities, 2 days per week. • Providing 6 months hosting for 1 placement for 'Graduated Return to Workplace Program'.

		<ul style="list-style-type: none">• Provided > 1 year hosting (1 day per week) for Aboriginal Horticulture trainee• Provided pots, soil and nursery space for Friends of North Lake. The loss of Regional Parks funding has prevented them from continuing their core program of revegetation works.

Sponsorship request

Cockburn Wetlands Education Centre Inc

2015 – 2016 approved salary package (CWEC Inc)						
Name	Position	Gross salary	4% Workers compensation	9.5% Superannuation Guarantee	Long service leave	Totals
Denise Crosbie	Wetlands Officer (f/t)	64,262.64	2,570.50	6,104.95	1,071.04	\$74,009.13
Danielle Tyrls	Wetlands Administrative Officer (p/t)	12,080.59	483.22	1,147.65	201.32	\$13,912.78
Rex Sallur	General Assistant (p/t)	7,968.52	318.74	757.01	0	\$9,044.27
Natasha Bowden	Landcare & Wetlands Education Assistant (p/t)	2,158.22	86.33	0	0	\$2,244.55
Anna Nelson	Landcare Assistant (p/t)	2,158.22	86.33	0	0	\$2,244.55
Natasha Bowden	Wetlands Education Assistant (casual)	Unknown: dependent on school bookings. Costs offset by booking fees				
2015 - 2016 Total Salary Package						\$101,455.28
2015 - 2016 City of Cockburn Sponsorship Received						\$87,921.91
2015 - 2016 CWEC Contribution						

2016 – 2017 sponsorship request (CWEC Inc)	
	Totals
2015 - 2016 City of Cockburn sponsorship received	\$87,921.91
Perth CPI change March Quarter 2015 to March Quarter 2016 (1.3%)	\$1,213.91
2016 - 2017 City of Cockburn sponsorship request	\$89,064.89

2016 – 2017 Proposed salary package (CWEC Inc)						
Name	Position	Gross salary	4% Workers compensation	9.5% Superannuation Guarantee	Long service leave	Totals
Denise Crosbie	Wetlands Officer (f/t)	65,098.05	2,603.92	6,184.31	1,084.96	\$74,971.24
Danielle Tyrils	Wetlands Administrative Officer (p/t)	12,237.64	489.50	1,162.57	203.94	\$14,093.65
Rex Sallur	General Assistant (p/t)	8,072.11	322.88	766.85	0	\$9,161.84
Natasha Bowden	Landcare Assistant (p/t)	4,206.15	168.25	399.58	0	\$4,773.98
Natasha Bowden	Wetlands Education Assistant (casual)	Unknown: dependent on school bookings				
						\$103,000.71
2016 - 2017 Proposed City of Cockburn Sponsorship Request						\$89,064.89
2016 - 2017 Proposed CWEC Contribution (minimum)						\$13,935.82

Notes

- *The salaries for the General Assistant and Landcare Assistant (totalling \$13,935.82) are funded from the CWEC's own revenue streams. Additional funding will be provided for the salary of the Wetlands Education Assistant. We are not seeking salary support for any of these positions.*
- *CWEC does not come under any registered agreements so long service leave rulings are used from the Long Service Leave Act (1958). Full-time and part-time (pro-rata) employees are eligible for 8 2/3 weeks of paid leave after 10 years of service. They are eligible for 4 1/3 weeks of paid leave for subsequent 5 year periods thereafter.*

Attachment 1 for KPI 1: Cockburn Wetlands Education Centre Inc

Income & Preceding 5-year average

CWEC Income	Financial year ending					2016
	2011	2012	2013	2014	2015	
Conference income	9,960	9,050	11,175	10,070	9,309	9,633
Consulting fees	3,514	1,210	600	250	1,045	500
Contract services	10,831	11,290	7,982	3,545	21,920	-
Donations	553	1,909	13,359	1,173	3,392	1,660
Education	1,409	1,672	2,537	1,077	4,212	5,941
Facility hire	14,247	12,306	11,722	8,903	10,687	14,041
Fundraising income	-	-	-	-	-	1,417
Grants - expended	5,010	-	11,916	7,453	4,653	2,639
Investments	5,978	5,309	4,525	4,245	4,401	4,179
Miscellaneous income	10,000	4,984	27	287	239	101
Subtotal Income¹	61,502	47,730	63,843	37,003	59,858	40,111
City of Cockburn Sponsorship	72,000	74,160	75,569	83,919	86,708	87,922
Total income	133,502	121,890	139,412	120,922	146,566	128,033
LIABILITIES						
CWEC²						
CWEC Grants - unexpended	7,663	7,663	22,764	16,266	12,646	6,413
CWEC Fundraising - unexpended		1,109	528	241	9,208	9,228
Subtotal CWEC Liabilities	7,663	8,772	23,292	16,507	21,854	15,641
Precinct³						
Precinct Grants - expended		5,000	2,000			
Precinct Grants - unexpended		2,000				
Precinct Fundraising - unexpended				2,712	2,712	2,712
Subtotal Precinct Liabilities	-	7,000	2,000	2,712	2,712	2,712
TOTALS	\$ 141,165	\$ 137,662	\$ 164,704	\$ 140,141	\$ 171,132	\$ 146,386

¹ The 5 year average, \$53,987 has been calculated by adding the Subtotal CWEC figures from financial years ending 2011 to 2015 and dividing by 5. City of Cockburn sponsorship has been excluded from the calculations. Precinct funding has also been excluded from the calculations as Grant funding cannot be evenly distributed amongst the Precinct partners.

² All grant monies received are held in the Centre's Liabilities account. Grant monies are considered unearned income until the conditions of the grant are satisfied. As the conditions are satisfied the grant monies are transferred to the profit and loss as expended grants.

³ All precinct monies are held in trust in either, or both, of the Centre's or Native ARC's Liability accounts to ensure accountability. Joint Precinct Grants are auspiced by either CWEC or Native ARC on behalf of the Wetland Precinct while joint Precinct Fundraising is held 50/50 by CWEC and Native ARC until such time that the members agree to its expenditure.

Cockburn Wetlands Education Centre

184 Hope Road, Bibra Lake WA 6163

ABN: 48 996 459 438

Profit & Loss [With Last Year]

July 2015 through June 2016

	This Year	Last Year
Income		
Conference Income	\$9,633	\$9,309
Consulting fees	\$500	\$1,045
Contract Services	\$0	\$21,920
Donations-Non Tax ded.	\$30	\$1,409
Education Services	\$5,941	\$4,212
Fundraising income	\$1,417	\$0
Grant Income		
Grant 6-State NRM	\$1,977	\$3,419
Grant 8-Action Grant	\$662	\$0
Grant 11-Volunteer Grants 2012	\$0	\$72
Grant 14/1-Rotary Club	\$0	\$955
Precinct Grant Income		
Fundraising/Awards Income		
FCWEC	\$0	\$241
BHPBIO Marketing Funds	\$498	\$889
Sponsorship	\$87,922	\$86,708
Trust Fund-Tax Ded. Donations	\$1,630	\$2,597
Trust Fund - Bank Interest	\$445	\$866
Investment Account - Interest	\$3,734	\$3,647
Total Income	\$114,388	\$137,290
Cost of Sales		
Gross Profit	\$114,388	\$137,290
Expenses		
Advertising/promotions	\$1,240	\$1,192
Conference Expense	\$3,923	\$4,460
Consultants Fees	\$1,499	\$1,188
Consumables	\$2,966	\$3,574
Contractors	\$1,525	\$1,890
Depreciation		
Acc dep - Landcare Equipment	\$0	\$592
Acc dep - Vehicle attachments	\$0	\$7
Acc dep - Office Equipment	\$0	\$605
Acc dep - Education Equipment	\$0	\$330
Education Expenses	\$2,314	\$2,086
Employment Expenses		
Superannuation Expense	\$8,288	\$7,662
Wages & Salaries Expense	\$88,358	\$86,040
Workers' Compensation	\$3,087	\$3,061
Total Employment Expenses	\$99,733	\$96,763
Fundraising expenses	\$685	\$0
Insurance	\$438	\$2,712
Landcare Equipment		
Fuel/oil - LEq	\$69	\$94
Repair & Maintenance - LEq	\$163	\$228
Landcare Expenses	\$1,972	\$5,107
Legal & Accounting	\$487	\$295
Plant/Equipment & Venue Hire	\$150	\$0
Reimburse Expenses-Volunteers	\$20	\$40
Repairs & Maintenance	\$0	\$9
Communications		
Telephone	\$618	\$516
Domain	\$242	\$144
Internet	\$299	\$327
Training & Safety	\$14	\$429
Vehicle		
Fuel/oil - V	\$187	\$175
Insurance - V	\$576	\$550
Licensing - V	\$739	\$726

Cockburn Wetlands Education Centre

Profit & Loss [With Last Year]

July 2015 through June 2016

	This Year	Last Year
Maintenance & Repair - V	\$723	\$365
Vehicle attachments		
Insurance - T	\$33	\$33
Licensing - T	\$62	\$61
Maintenance & Repair - T	\$0	\$178
Fundraising profits deferred	\$615	\$0
Total Expenses	<u>\$121,291</u>	<u>\$124,675</u>
Operating Profit	<u>-\$6,903</u>	<u>\$12,615</u>
Management Income		
Facility Hire - (M)	\$10,041	\$6,208
Members Facility Hire - (M)	\$4,000	\$4,770
Recycling - (M)	\$38	\$0
Renewable Energy Benefit	\$63	\$239
Total Management Income	<u>\$14,141</u>	<u>\$11,217</u>
Management Expenses		
Acc Dep - Furn & Fixtures (M)	\$0	\$32
Bank Expense - (M)	\$2	\$0
Cleaning (M)	\$302	\$198
Contractors (M)	\$336	\$336
Consumables (M)	\$557	\$843
Electricity - (M)	\$1,698	\$2,048
Insurance (M)	\$0	\$1,559
Repairs & maintenance (M)	\$172	\$473
Security - (M)	\$366	\$365
Sewerage/water - (M)	\$175	\$387
Telephone - (M)	\$591	\$516
Total Management Expenses	<u>\$4,199</u>	<u>\$6,756</u>
Net Surplus / (Deficit)	<u>\$3,040</u>	<u>\$17,076</u>

Cockburn Wetlands Education Centre

184 Hope Road, Bibra Lake WA 6163

ABN: 48 996 459 438

Balance Sheet [Last Year Analysis]

June 2016

	This Year	Last Year
Assets		
Current Assets		
Cash On Hand		
UniBank S1-603609670	\$39,127	\$17,037
UniBank S10-100724108	\$11,363	\$40,936
UniBank I10.1-379041616	\$55,104	\$53,563
UniBank I10.2-379042229	\$64,261	\$62,508
Undeposited Funds	\$0	\$100
Petty Cash	\$300	\$300
UniBank Trust I10-379024948	\$16,484	\$16,039
UniBank Trust S1-603624447	\$6,601	\$4,854
Total Cash On Hand	\$193,240	\$195,337
Total Current Assets	\$193,240	\$195,337
Property & Equipment		
Landcare Equipment		
Landcare Equipment at Cost	\$13,785	\$13,422
Landcare Equipment Accum Dep	-\$9,068	-\$9,068
Total Landcare Equipment	\$4,717	\$4,354
Vehicle attachments		
Vehicle attachments at Cost	\$634	\$634
Vehicle attachments Accum Dep	-\$610	-\$610
Total Vehicle attachments	\$24	\$24
Furniture & Fixtures		
Furniture & Fixtures at Cost	\$3,110	\$1,143
Furniture & Fixtures Accum Dep	-\$1,026	-\$1,026
Total Furniture & Fixtures	\$2,085	\$117
Office Equipment		
Office Equipment at Cost	\$8,830	\$7,830
Office Equipment Accum Dep	-\$7,306	-\$7,306
Total Office Equipment	\$1,524	\$524
Educational Equipment		
Education Equipment at Cost	\$4,351	\$4,351
Education Equipment Accum Dep	-\$2,716	-\$2,716
Total Educational Equipment	\$1,636	\$1,636
Total Property & Equipment	\$9,986	\$6,656
Total Assets	\$203,226	\$201,992
Liabilities		
Current Liabilities		
Unexpended Grants		
Grant 1-BRP Booklets	\$1,350	\$1,350
Grant 2-Posters	\$1,650	\$1,650
Grant 6-State NRM	\$0	\$3,796
Grant 8-Action Grant	\$2,163	\$2,825
Grant 9-BRP Booklets 2	\$1,250	\$1,250
Total Unexpended Grants	\$6,413	\$10,871
Unexpended Fundraising		
CWEK	\$615	\$0
BHPBIO Marketing Funds	\$8,613	\$9,111
Unexpended Precinct Funds		
Quiz night	\$2,712	\$2,712
Unexpended Auspicing Grants		
Boronia Estate Residents Group	\$0	\$949
GST Liabilities		
GST Collected	\$5,232	\$5,600
GST Paid	-\$1,662	-\$552
Total GST Liabilities	\$3,569	\$5,048
Payroll Liabilities		
PAYG Withholding Payable	\$10,247	\$5,207
Superannuation Payable	\$2,357	\$2,076
Total Payroll Liabilities	\$12,604	\$7,283

Cockburn Wetlands Education Centre

Balance Sheet [Last Year Analysis]

June 2016

	<u>This Year</u>	<u>Last Year</u>
Total Current Liabilities	\$34,527	\$35,975
Suspense Account	\$177	\$435
Total Liabilities	<u>\$34,704</u>	<u>\$36,410</u>
Net Assets	<u>\$168,522</u>	<u>\$165,582</u>
Equity		
Retained Earnings	\$165,482	\$148,507
Current Year Surplus/Deficit	\$3,040	\$17,076
Total Equity	<u>\$168,522</u>	<u>\$165,582</u>

Cockburn Wetlands Education Centre Inc**July 2016 to June 2017 FY Budget Forecast - prepared 30 June 2016**

Profit & Loss	Audited 2014-2015 Financial Year	July 2015 - June 2016 Profit & Loss (Pre-audit)	2016-2017 Budget Forecast
Operating Income			
Conference income	9,309	9,633	9,800
Consulting fees	1,045	500	1,000
Contract services	21,920	0	13,000
Donations (Non-tax deductible)	1,409	30	50
Education services	4,212	5,941	6,200
Fundraising income	0	1,417	5,000
Grant and fundraising income			
Grants	5,576	3,137	105,000
Sponsorship	86,708	87,922	89,064
Trust Fund - Donations	2,597	1,630	2,000
Trust Fund - Bank Interest	866	445	600
Investment Account - Interest	3,647	3,734	3,850
Total Operating Income	137,289	114,389	235,564
Operating Expenses			
Advertising/promotions	1,192	1,240	1,300
Conference expense	4,460	3,923	4,500
Consultants Fees	1,188	1,499	0
Consumables	3,574	2,966	0
Contractors	1,890	1,525	0
Grant expenses			105,000
Grant Lotterywest (proposed)			
Education Expenses	2,086	2,314	2,500
Employment Expenses			
Superannuation Expense	7,662	8,288	8,515
Wages & Salaries Expense	86,040	88,358	89,615
Workers' Compensation	3,061	3,087	3,585
Long service leave			
Total Employment Expenses	96,763	99,733	101,715
Fundraising expenses	0	685	
Insurance	2,712	438	500
Fuel/oil - LEq	94	69	100
Maintenance & Repair - LEq	228	163	300
Landcare Expenses	5,107	1,972	2,000
Legal & Accounting	295	487	500
Plant/equipment/venue hire	0	150	250
Reimburse Expenses - Volunteers	40	20	60
Repairs & Maintenance	9	0	200
Telephone	516	618	650
Domain	144	242	250
Internet	327	299	350
Training & Safety	429	14	200
Fuel/oil - V	175	187	200
Insurance - V	550	576	760
Licensing - V	726	739	800
Maintenance & Repair - V	365	723	500
Insurance - Trailer	33	33	40
Licensing - Trailer	61	62	75
Maintenance & Repair - Trailer	178	0	50
Fundraising profits deferred	0	615	5,000
Total Operating Expenses	123,142	121,292	227,800
Operating Profit	14,147	-6,903	7,764
Profit & Loss	Audited 2014-2015 Financial Year	July 2015 - May 2016 Profit & Loss	2016-2017 Budget Forecast
Management Income			
Facility Hire - (M)	6,096	10,041	11,000
Members Facility hire - (M)	2,290	4,000	4,300
Recycling		38	50
Renewable Energy Benefit (M)	397	63	360
Total Management Income	8,783	14,142	15,710
Management Expenses			
Advertising/promotion			
Bank Expense (M)	1	2	2
Bond refund	-500	0	0
Cleaning (M)	184	302	350
Contractors (M)	0	336	600
Consumables (M)	193	557	700
Electricity (M)	2,020	1,698	1,800
Insurance (M)	0	1,559	2,130
Repairs & maintenance (M)	948	172	500
Security (M)	501	366	420
Sewerage/water (M)	822	175	200
Telephone (M)	406	591	620
Total Management Expenses	4,575	5,758	7,322
Management Profit	4,208	8,384	8,388
Net Surplus / (Deficit)	18,355	1,481	16,152

Notes to the CWEC Budget Forecast 2016 - 2017

NB: Potential grants have not been included as these are offset in the profit and loss

OPERATING INCOME

Conference income

The 13th WA Wetland Management Conference will be held on 2 February 2017.

Contract services

Includes forward projection and 2015/16 fees of \$5,939 deposited 01/07/16 for seedling contracts.

Education services

Income is expected to grow with casual staff

Fundraising income

Fundraising licence received and further fundraising initiatives will be undertaken.

Grants

development, indoor/outdoor refurbishment, and education/landcare equipment. This grant will be spent on capital items that will enhance the value of the City of Cockburn investment. Offset in expenses. Additional grants may be applied for but are offset for the same amount in the expenses.

Sponsorship

\$89,921 - approved sponsorship from the City of Cockburn.

Trust Fund donations

CWEC is registered under the Register for Environmental Organisations for tax-deductibility status for donations over \$2. Most donations are currently received through the Get Wild about Wetlands program and through our 10 new donation boxes. On line donations will be available during 16/17 FY.

Trust Fund/Investment Account - Bank interest

Bank interest earnings from 3-monthly investments are expected to continue to grow.

OPERATING EXPENSES

Consultants fees/Contractors

Fees incurred through grants only.

Employment expenses

Based on Grants and Donations sponsorship request to City of Cockburn plus casual staff expenses plus estimated 1.3% cpi increase. Additional casual salaries subject to teaching sessions but will be funded via

Landcare expenses

Higher expenses were incurred during previous FY while increasing stock production from 6,000 to 18,000

Fundraising profits deferred

Enables staff and volunteers to fundraise for agreed projects that are difficult to fund through external grants. Funds are transferred to the liabilities section while raising the funding to target amount.

BUILDING MANAGEMENT INCOME & EXPENSES

Facility hire income

Lotterywest Grant will seek to improve building amenity and comfort to increase revenue from day workshops. If grant submission is successful implementation will occur during 2016-17.

Renewable energy benefit

Includes projected figure and \$177.77 representing the total of 6 outstanding invoices from Synergy. A letter

Electricity

Expected to remain same despite patronage increase - new LEDS are reducing the lighting costs but have not been in operation for a full year.



Face₂Face Business Solutions

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INDEPENDENT AUDIT REPORT TO THE MEMBERS OF COCKBURN WETLANDS EDUCATION CENTRE INC.

I have been asked to examine the financial records of the Cockburn Wetlands Education Centre Inc. ("CWEC") for the year ended 30th June 2015. The Wetlands Officer of CWEC is responsible for the preparation and presentation of the accounts and the information contained herein, specifically the books of Cash Receipts and Cash Payments, as well as the Profit & Loss Statement and Balance Sheet.

My examination included such tests as I considered necessary to generally satisfy myself as to the reasonableness of the aforementioned books of record. However, nothing came to my attention which would lead me to question the fairness of the amounts shown in the Profit & Loss Statement and Balance Sheet.

The financial report has been prepared for distribution to members for the purpose of fulfilling the committee's financial reporting under the Associations Incorporation Act Western Australia 1987. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

In my opinion, the books of Profit & Loss Statement and Balance Sheet summarize fairly the financial position at 30th June 2015, and the results of its activities for the year then ended.

A handwritten signature in black ink, appearing to read "Andy Robert FIPA".

Andy ROBERT FIPA
Auditor

29 January 2016

Profit & Loss Statement

July 2014 through June 2015

Income	
Conference Income	\$9,309
Consulting fees	\$1,045
Contract Services	\$21,920
Donations-Non Tax ded.	\$1,409
Education Services	\$4,212
Grant Income	\$5,575
Sponsorship	\$86,708
Trust Fund-Tax Ded. Donations	\$2,597
Trust Fund - Bank Interest	\$866
Investment Account - Interest	\$3,647
Total Income	<u>\$137,290</u>
Cost of Sales	
Gross Profit	<u>\$137,290</u>
Expenses	
Advertising/promotions	\$1,192
Conference Expense	\$4,460
Consultants Fees	\$1,188
Consumables	\$3,574
Contractors	\$1,890
Depreciation	\$1,534
Education Expenses	\$2,086
Employment Expenses	\$96,763
Insurance	\$2,712
Landcare Equipment	\$322
Landcare Expenses	\$5,107
Legal & Accounting	\$295
Reimburse Expenses-Volunteers	\$40
Repairs & Maintenance	\$9
Communications	\$987
Training & Safety	\$429
Vehicle	\$1,816
Vehicle attachments	\$272
Total Expenses	<u>\$124,675</u>
Operating Profit	<u>\$12,615</u>
Management Income	
Facility Hire - (M)	\$6,208
Members Facility Hire - (M)	\$4,770
Renewable Energy Benefit	\$239
Total Management Income	<u>\$11,217</u>
Management Expenses	
Acc Dep - Furn & Fixtures (M)	\$32
Cleaning (M)	\$198
Contractors (M)	\$336
Consumables (M)	\$843
Electricity - (M)	\$2,048
Insurance (M)	\$1,559
Repairs & maintenance (M)	\$473
Security - (M)	\$365
Sewerage/water - (M)	\$387
Telephone - (M)	\$516
Total Management Expenses	<u>\$6,756</u>
Net Surplus / (Deficit)	<u>\$17,076</u>

Cockburn Wetlands Education Centre

184 Hope Road, Bibra Lake WA 6163

ABN: 48 996 459 438

Balance Sheet

As of June 2015

Assets		
Current Assets	\$195,337	
Property & Equipment	\$6,656	
Total Assets		\$201,992
Liabilities		
Current Liabilities	\$35,975	
Suspense Account	\$435	
Total Liabilities		\$36,410
Net Assets		\$165,582
Equity		
Retained Earnings	\$148,507	
Current Year Surplus/Deficit	\$17,076	
Total Equity		\$165,582

Report on KPI's and Activities

2015-2016

Native ARC Inc.



NativeARC

Wildlife • Rehabilitation • Sustainability

To the Grants and Donations Committee

OVERVIEW

The Executive Committee of Native ARC Inc. is pleased to provide this report to the City of Cockburn outlining the activities of the last twelve months.

Native ARC is committed to working with the City of Cockburn, Cockburn Wetlands Precinct and other groups to ensure a sustainable future. The work undertaken over the last 12 months as a Member of the Precinct in addition to our own activities demonstrates huge potential to develop a coordinated approach to educating the community towards a sustainable future.

Native ARC has undertaken a number of projects as a Precinct Member as outlined in the reported KPIs and also worked very closely with the City of Cockburn in a range of educational environmental initiatives.

In addition we are in the process of developing partnerships with Lotterywest, several corporate organisations; Murdoch University, South Metropolitan TAFE and Perth Zoo to enable the Centre expand its education and rehabilitation objectives.

We believe the Precinct has commenced a journey to provide Cockburn residents and the wider community with access to sustainability information and opportunities for a physical connection with the environment. We are committed to continuing to develop partnerships with corporate groups, the local community organizations and other environmental groups to strengthen Native ARC and the Precinct and expand activities it can offer including potential for eco-tourism.

In progressing Native ARC's vision our approach is to emphasize the importance of sustainability in all aspects of our operations. Our vision for the future incorporates not only a wildlife hospital but also the opportunity to expand Native ARC's ability to provide the community with environmental experiences and education. This will be achieved through eco-tourism activities and on site facilities. Inherent in this approach will be emphasis on connection with the natural environment, sustainability practices and recognition of Indigenous culture.

Over the last twelve months Native ARC has:

- increased income;
- increased volunteer involvement;
- increased educational activities;
- increased corporate involvement and partnerships;
- developed partnerships with veterinary professionals and tertiary teaching institutions;
- increased the number of animals admitted and the outcomes achieved;
- continued to up skill volunteers and develop competencies in different aspects of rehabilitation intervention;
- continued to upgrade the leased site.

The next stage in Native ARC's development is to:

- continue to explore and develop opportunities for income generation with a core focus around eco-tourism;
- develop capacity for research partnerships;
- further develop partnerships with corporates including wildlife training and rehabilitation programs;
- strengthen our relationship with the local Noongar community;
- develop new programs to support the rehabilitation of wildlife;
- undertake new initiatives with youth of all ages to enable them experience wildlife and the natural environment and understand the importance of sustainable living;
- develop the site further to create an interactive learning environment for the community.

Our aim is to be a major contributor to the Cockburn community and a leader in wildlife rehabilitation and environmental education and sustainability.

Our progress would not have been possible without the support of the City of Cockburn and we are very grateful for this.

A handwritten signature in black ink, appearing to read 'Robert Dunn', with a long horizontal stroke extending to the right.

Bob Dunn
Chairman
Executive Committee.

2015/2016 KPI's developed for Native ARC

KPI No.	Annual Objective	KPI	Progress																											
1	Service Delivery	Achieve industry standard for outcomes and maintain minimum standards of animal care based on Department of Parks and Wildlife requirements.	<ul style="list-style-type: none"> In 2012 the Centre achieved a success rate of 64% the highest of all wildlife centres in the Perth metro area (Department of Parks and Wildlife Rehabilitation Meeting, August 2013). In 2015 the success rate was 67%. Construction of state of the art Waterbird Rehabilitation Enclosures. These are available to other wildlife rehabilitation facilities as part of Native ARC's emphasis on partnerships. Western Australian Seabird Rescue is utilising the facilities and working with the Centre in the rehabilitation of waterbirds. A microscopy testing service is now established and runs seven days a week to allow diagnostics on site to significantly increase our ability to diagnose and treat patients with infectious disease. Native ARC is now providing a free microscopy testing service to Western Australian Seabird Rescue, Darling Range Wildlife Shelter and Kooikuna Wildlife Sanctuary. Native ARC is a partner with Murdoch University and is listed as a practicum site for veterinary students requiring experience in wildlife rehabilitation hosting more than 30 students in 2015/16. Native ARC is considered a leader in "Wildlife Rehabilitation Training" across Perth and the South West area and has regular attendees at our workshops from Kanyana Wildlife Centre, Darling Range Wildlife Shelter, Native Animal Rescue, FAUNA, Murdoch University, Seabird Rescue and Mandurah Wildlife. All new enclosures conform with the DPaW animal housing requirements. Native ARC's Animal Care Coordinator presents at Polytechnic TAFE on captive bird management, bird rehabilitation and husbandry of marsupials and has trained over 200 Veterinary Nurses as part of their studies in 2015-2016. A number of Native ARC volunteers are now Registered Veterinary Nurses having undertaken their practicum work at Native ARC and obtained a Certificate IV in Veterinary Nursing. Native ARC offers a 24/7 phone service and <u>is now the only organisation in Western Australia that provides a 24 hour phone service for sick, injured and orphaned wildlife.</u> Native ARC now has 5 Veterinarians, 5 Veterinary Nurses and 3 Registered Wildlife Rehabilitators who undertake voluntary work at the Centre. 																											
	Annual Objective	KPI	Progress																											
2	Financial Performance	Aim to achieve a growth in income of at least 10% over the preceding 12 months.	<table> <tr> <td>Income for</td> <td><u>July 2014 to June 2015</u></td> <td>\$234, 182.00</td> </tr> <tr> <td>less CoC Grant</td> <td></td> <td>\$ 86,708.00</td> </tr> <tr> <td></td> <td></td> <td>TOTAL \$ 147,474.00</td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td>Projected Income</td> <td><u>July 2015 to June 2016</u></td> <td>\$255,000.00</td> </tr> <tr> <td>less CoC Grant</td> <td></td> <td>\$ 87, 921.91</td> </tr> <tr> <td></td> <td></td> <td>TOTAL \$ 167, 078.09</td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td>% increase</td> <td></td> <td>13.3%</td> </tr> </table> <p>NOTE: 2015/2016 financials are preliminary figures. Final figures to follow.</p>	Income for	<u>July 2014 to June 2015</u>	\$234, 182.00	less CoC Grant		\$ 86,708.00			TOTAL \$ 147,474.00	 			Projected Income	<u>July 2015 to June 2016</u>	\$255,000.00	less CoC Grant		\$ 87, 921.91			TOTAL \$ 167, 078.09	 			% increase		13.3%
Income for	<u>July 2014 to June 2015</u>	\$234, 182.00																												
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		TOTAL \$ 147,474.00																												
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less CoC Grant		\$ 87, 921.91																												
		TOTAL \$ 167, 078.09																												
% increase		13.3%																												

3	Annual Objective	KPI	Progress
	Investment and Development	Aim to achieve a 10% growth in Education/training programs income over the preceding 12 months	<ul style="list-style-type: none"> • Income for July 2014 to June 2015 \$ 28, 662.00 • Projected Income for July 2015 to June 2016 \$ 32, 000.00 <p style="text-align: center;">%increase 11.5%</p> <p>NOTE: 2015/2016 financials are preliminary figures. Final figures to follow.</p>
4	Annual Objective	KPI	Progress
	Strong Corporate Partnerships	At least one corporate involvement/ partnership developed annually.	<ul style="list-style-type: none"> • 28 corporates attended team building days at Native ARC in 2015/2016 <ul style="list-style-type: none"> Curtin University General Electric PKF Accounting Bank west CHC Helicopter PTTEP Woodside Petroleum BHP Billiton • BP Kwinana’s ongoing partnership. BP Kwinana grant in 2014/15 \$15,000 for Waterbird Enclosure. • Pickles Auctions Bibra Lake has provided funding in 2015/2016 to cover running costs of Native ARC’s Education / Transport Vehicle. It is anticipated this will be an ongoing commitment. • Partnership with Synergy Collie to deliver Wildlife Training in November 2015. Ongoing relationship. • Partnership with Regis Resources Laverton to provide wildlife training in October 2015. Ongoing relationship.

2015/2016 Native ARC Additional Initiatives

	Programs		Comments
	Grants		<p>Successful Grants Achieved (Excluding City of Cockburn Grant)</p> <ul style="list-style-type: none"> • IMPACT Philanthropy Application Program \$15,000.00 for environmental education program catering to the specific needs of Deaf and Hearing Impaired children. • Australian Government, Department of Social Services - Volunteer Grants 2015. \$2,131.50 for Volunteer First Aid training. • Australian Government, Department of Infrastructure and Regional Development -Building Stronger Communities. \$18,179.00 for 'Wildlife Encounters Education Zone'. • Pickles Auctions Community Sponsorship program. Vehicle Running Costs. \$5,000.00 <p>NOTE: It is anticipated the BP Grant for new aviaries will be received in the first half of 2016/2017.</p> <p>Total successful grants \$40,310.50. Please note these are for specific projects and capital builds.</p> <p>Unsuccessful Grants</p> <ul style="list-style-type: none"> • Commonwealth Bank \$15,000.00 for environmental education program catering to the specific needs of Deaf and Hearing Impaired children. • Aurizon Community Giving Fund \$10,116.00 for 'The Six Seasons- Indigenous Sign Trail' education program.
	Education & Training		<p>Comments</p> <ul style="list-style-type: none"> • Partnership with Millennium Kids recently established to increase scope of education programs. • Education program designed for children with disability with a core focus on Deaf students. This program is in its first year and began in January 2016 with more than 40 children involved. • Cockatoo Kids Club (CKC) developed in Partnership with City of Cockburn, Millennium Kids and CREEC. The program has proven very successful with every session fully booked. In 2015-2016 more than 150 children participated in CKC sessions and over 40 new members signed in 2015-2016. These numbers significantly exceed the inaugural CREEC Cockatoo Club. • We have completed a partnership with a PhD student to ensure all of our education programs reflect the National Curriculum. • Partnership with LDW Veterinary Consultancy to deliver wildlife training to the Department of Parks and Wildlife (DPaW), Murdoch University, South

			<p>Metropolitan TAFE, Wildlife Rehabilitation centres and the general public.</p> <ul style="list-style-type: none"> • The CABATE program was implemented and commenced operations in February 2016 with over 160 students undertaking the session to date. • Over 1100 students participated in programs in 2015/2016 with more 4600 education hours.
	Programs		Comments
	Sustainability		<ul style="list-style-type: none"> • Worm Farms and recycling bins are in use and operational reducing land fill. • A local solar panel company donated solar panels in 2014 including installation. This has reduced electricity bills. • There are currently 5 fully functional Aquaponics systems installed which provide water filtration in Turtle and Waterbird enclosures. • We are currently in negotiations with Perth Energy to purchase additional solar panels and increase the size of the current system.
	Programs		Comments
	Fundraising		<ul style="list-style-type: none"> • Regular collection of donation tins from local businesses raised in excess of \$10,000 in 2015-2016 (with over 100 tins placed at local business predominately in the City of Cockburn). • A fund raiser held in November//December 2015 raised approximately \$9,000.00 by selling Mangoes online. • Approximately \$3,000.00 was raised online to repair Native ARC's cool room which broke down late 2015. An additional \$2,000.00 was sourced through corporate sponsorship to cover the remaining cost of the repair. • Several fund raising initiatives were undertaken in 2015 including movie nights, dinners, and online raffles.
No.	Programs		Comments
	Upgrade of Leased Site at 172 Hope Road Bibra Lake.		<ul style="list-style-type: none"> • Renovations to the house at 172 Hope Road. Installation of hospital sink, bench and cupboards. Volunteer room installation of sink, cupboards. Painting of internal walls of the house. Additional electrical circuit added to the house. Electrical upgrade of education demountable. Removal of carpet with installation of underlay and floorboards. Build of outdoor seating in education area. Plants and garden upgrade. In kind labour was provided along with donations of materials. Estimated cost of labour and goods \$14,747. • Additional car park installed in front of building to allow parking for up to 20 more patrons/visitors to the Centre.

Sponsorship request

2015 – 2016 approved salary package (NARC Inc)						
Name	Position	Gross salary	4% Workers compensation	9.5% Superannuation Guarantee	Long service leave	Totals
Diane Munrowd	\$74,009.13	64,262.64	2,570.50	6,104.95	1,071.04	\$72,987.51
Dean Huxley						
Megan Goodwin	\$13,912.78	12,080.59	483.22	1,147.65	201.32	\$13,720.72
2014 – 2015 Total Salary Package						\$87,921.91
2015 - 2016 City of Cockburn Sponsorship Received						\$87,921.91

2016 – 2017 sponsorship request (NARC Inc)		Totals
2015 - 2016 City of Cockburn sponsorship received		\$87,921.91
Perth CPI change March Quarter 2015 to March Quarter 2016 (1.3%)		\$1,213.91
2016 - 2017 City of Cockburn sponsorship request		\$89,064.89

2016 – 2017 Proposed salary package (NARC Inc)						
Name	Position	Gross salary	4% Workers compensation	9.5% Superannuation Guarantee	Long service leave	Totals
Diane Munrowd	Manager (f/t - job share)	65,098.05	2,603.92	6,184.31	1,084.96	\$74,971.24
Dean Huxley						
Megan Goodwin	Administrative Officer	12,237.64	489.50	1,162.57	203.94	\$14,093.65
2015 - 2016 Proposed Total Salary Package						\$89,064.89
2015 - 2016 Proposed City of Cockburn Sponsorship Request						\$89,064.89

SUMMARY OF NATIVE ARC's ACTIVITIES (2015) OVERVIEW

Native ARC was incorporated in 1998. A restructure at the end of 2009 resulted in a major overhaul of operations at the Centre positioning Native ARC as a professional wildlife organization with appropriate infrastructure, governance and administrative processes. Native ARC is now capitalizing on the improvements made.

The Executive Committee has the skills and experience to oversee the development and the future expansion of the Centre. There are demonstrated competencies and/or qualifications required to be eligible for nomination and acceptance on the Executive Committee.

Executive Committee Members:

- One member with small business experience;
- One with private sector policy/legislation experience (Chamber of Commerce and Industry of Western Australia) at a State/Federal level;
- One with experience in the State Public Sector at a senior executive level;
- One with financial management experience;
- A CEO of a not for profit organization;
- 2 Department of Parks and Wildlife Registered Wildlife Rehabilitators.

Native ARC is registered with:

- Australian Charities and Not for Profits Commission (ACNC) Register (Federal Government);
- Register of Environmental Organisations (Federal Government);
- Registered Wildlife Rehabilitation Centre Department of Parks and Wildlife WA (State Government);
- Registered for a Charitable Collections License (State Government).

These registrations have been reviewed by the responsible organisations with Native ARC compliant with all requirements.

Native ARC's Executive Committee Members are volunteers with only the Manager (F/T) and Administration Assistant (0.25) occupying paid positions. All Coordinators, the 28 Supervisors and Animal Care Assistant are volunteers. *See below Organisational Structure.*



Native ARC's volunteers and staff are directed by a range of policies developed to support due diligence and governance. Policies in place are:

- Domestic Animal Policy
- Emergency Evacuation Procedure
- Euthanasia Policy
- Grievance and Dispute Policy
- Invasive Species Policy
- Occupational Safety and Health Policy
- Off-Site Rehabilitation Policy
- Off-Site Rehabilitation Reptile Policy
- Photographs at Native ARC Policy
- Regulation 16 License Policy
- Snake Policy
- Social Media Content Management Policy
- Supportive Placement Policy
- Volunteer/Staff Code of Conduct

The Centre has developed positive partnerships with other wildlife centres, corporate groups, other not for profit organizations and tertiary teaching/training institutions.

Building a strong foundation and infrastructure has enabled the Centre to positively contribute as a Member of the Cockburn Wetlands Precinct to promote environmental sustainability within the Cockburn community.

The potential to develop the site further as an eco-tourism destination is something Native ARC is committed to achieve in partnership with Precinct Members and the City of Cockburn.

Native ARC has met the KPI's negotiated with the City of Cockburn and has demonstrated it is on track to achieve further growth.

HIGHLIGHTS

PERFORMANCE STATISTICS for 2015

Native ARC:

- is open 365 days a year;
- provided an afterhours service (8.00pm to 8:00am) for wildlife calls (860 calls);
- rescued 278 animals from a variety of locations and situations with a successful release of 76%;
- provided opportunities for over 210 regular volunteers;
- admitted 2922 animals(this does not include animals rescued);
- provided ongoing placement opportunities for people with disabilities (12);
- supported 65 work experience students from private/public schools;

- provided placements for 30 veterinary students from Murdoch University (a formal veterinary placement program is now in place);
- hosted 28 corporate team building days.

Native ARC is the only wildlife rehabilitation centre operating in the catchment area of the City of Cockburn and operates 24/7 providing a point of contact for concerned Cockburn residents who have either rescued or require assistance with wildlife. The majority of animals come from the Cockburn area. Feedback from residents indicates they value and support the work done by the Centre.

WILDLIFE ADMISSIONS

In 2015 over 2,922 animals were admitted compared to 950 in 2010 (an increase of over 300% over the 5 year period).

Volunteer hours reported to Department of Parks and Wildlife in 2015 was 54,444 compared to 13,492 in 2010 (an increase of over 350% over the 5 year period).

Successful outcomes recorded in 2015 was 67% compared to 47% in 2011 reflecting in part the ongoing skill development and training of volunteers.

Year	Admissions	Rehabilitation Success Rate	Volunteer hours at Native ARC	Financial Value Hours ¹ \$30.00 per hour
2015	2922	67%	54,444	\$1,633,320.00
2014	2662	67%	41,518	\$1,245,540.00
2013	2244	67%	26,249	\$787,470
2012	1458	64%	20,497	\$614,910
2011	1200	47%	17,535	\$526,050
2010	950	41%	13,492	\$404,760

¹ Note the financial figures are based on State National Resource Management Community Grants Adult Volunteer in kind costings.

SUMMARY OF PARTICIPATION HOURS RECORDED for 2015

Volunteer	Participation at the Centre undertaking rehabilitation of wildlife.	41,182
Fundraising	Attendance at fetes, events, stalls, etc.	400
Training	Volunteers/External groups attending training workshops.	3,102
*Corporate Participation	On site / Team building.	760
Off-Site Rehabilitation	Volunteers rehabilitating animals off-site.	9,000

NOTE: Native ARC received an award from the City of Cockburn (November 2013) for Corporate Volunteering in recognition of its contribution to the community through facilitating corporate volunteering partnerships.

In 2015 Meg Rodgers (Native ARC Volunteer) was announced as the City of Cockburn's Inspirational Volunteer of the year. In addition, Meg won the Western Australian Newspaper "People's Choice Award", for her volunteer contributions to Native ARC.

Native ARC is the first community group in the City of Cockburn to ever receive multiple "Inspirational Volunteer of the Year" awards, with Dean Huxley (Native ARC Volunteer) taking the award in 2009.

FINANCIAL MANAGEMENT.

The Audit Report for 2014/2015 is attached (Attachment 1).

Where ever possible Native ARC actively pursues in kind contributions, fundraising, social media or grants in addition to education/training programs to fund activities at the Centre.

The State Government no longer provides financial support for wildlife rehabilitators. These grants previously covered expenditure for veterinary care and medications. The number of wildlife admissions has increased significantly over the last few years with costs associated with veterinary examinations, treatment, medicines and food and housing costs borne by Native ARC. The flow on effect means that a significant amount of expenditure is directed towards treatments and care.

Native ARC provides rehabilitation services in partnership with veterinary clinics taking wildlife brought to these clinics and receiving many referrals from local veterinarians, the Murdoch Veterinary Teaching Hospital and Murdoch Pet Emergency Centre.

As Native ARC does not charge for its services to wildlife the community is comfortable in bringing animals to the Centre as they know the service is free and wildlife will be cared for.

Native ARC recently developed a partnership with the Murdoch School of Veterinary Medicine and South Metropolitan TAFE where Veterinary Science and Veterinary Nurse students are able to undertake a practicum at Native ARC, thus increasing skills of future practitioners in wildlife rehabilitation.

Native ARC has also developed relationships with five veterinarians who volunteer their time and undertake weekly assessments of patients and up skilling of volunteers.

In addition, Native ARC is represented on the Department of Parks and Wildlife's Rehabilitation Advisory Committee providing input on the rehabilitation of wildlife in Western Australia and has done so since 2010.

CALL CENTRE SERVICE

Native ARC received in excess of 12,000 calls in 2015. In addition 860 calls were received as part of the Centre's after- hour's service. Many calls are directed to the Centre by the City of Cockburn regarding community concerns about wildlife, for advice on what to do in specific situations where wildlife is involved and for the rescue of wildlife. The Wild Care Helpline run by the Department of Parks and Wildlife also refers callers to Native ARC for wildlife assistance. **Native ARC provides the only 24 hour phone service for wildlife in Western Australia.**

NEW TRANSPORT VEHICLE

Native ARC provides a wide range of services focused around environmental education and wildlife rehabilitation and rescue. One of Native ARC's core values is to strive to provide the community with a service that benefits wildlife and the environment and assists the general public if there is a need to rescue sick and injured wildlife.

Native ARC received a grant from Lotterywest in 2015/2016 to support and expand wildlife rehabilitation and educational activities through the purchase of an Education/ Transport Vehicle.

The vehicle supports Native ARC in meeting a number of priority areas. The first relates to education. The vehicle allows Native ARC to safely transport the necessary equipment, materials and animals necessary for providing curriculum based, environmental education. Part of Native ARC's education and fund raising activities also include attendance at fetes, festivals and other community events where safe transport of animals and large equipment is required.

The second priority relates to the transfer and rescue of native animals to and from the Centre. Native ARC receives sick, injured and orphaned wildlife every year. All of these animals require transportation to the Centre, to nearby veterinary clinics or to their release location.

In addition to the vehicle Lotterywest provided funds for rescue equipment and cages for safe transport of wildlife.

Pickles Auctions in Bibra Lake provided funding in 2015/2016 to cover the running costs for Native ARC's new vehicle. The organisation has indicated this will be an ongoing relationship. With running costs covered, Native ARC can direct its funds into major areas of operations including food, medications and veterinary costs thus increasing the number of services provided to the Cockburn community.

SCHOOL EDUCATION

In 2015, 4,617 primary/secondary school education hours were provided through on site and off site programs.

Native ARC's ongoing involvement in World Environment Day in partnership with the City of Cockburn and the Cockburn Wetlands Education Centre provides information to hundreds more students.

In addition Native ARC provides eight school holiday sessions annually which have been very well attended and received.

Cockatoo Kids Club (CKC) has been developed in partnership with the City of Cockburn, Millennium Kids and CREEC. The program has been very successful with every session fully booked. In 2015 more than 150 children participated in CKC sessions and 40 new CKC members were registered in 2015/2016.

The Centre has an ongoing partnership with the local Perth Waldorf School and All Saints College providing a series of education and hands on sessions spread over each term for students focusing on wildlife education, habitat creation and environmental sustainability.

C.A.B.A.T.E

With the disappearance of Australian bush at an alarming rate, education, now more than ever, is imperative to the long term protection of native wildlife and the environment. There is an ever increasing disconnect between human beings and the environment in which they live. As human activities are responsible for most of the loss of biodiversity throughout the world the importance of information and education cannot be underestimated.

Recently, the Centre launched a new initiative branded "C.A.B.A.T.E" - Conserving Australia's Biodiversity And The Environment. This project was sponsored by a grant from BHP Billiton in 2015 and is comprised of two components. An educational video and an interpretive environmental bush walk. The video provides a number of perspectives on the importance of relationship to the land and caring for the environment. The bush walk provides information on the environment and the species (flora and fauna) endemic to the Beeliar Wetlands, the traditional Noongar way of life in addition to information on how the public can create a wildlife friendly environment. This is a major initiative expanding our existing education programs.

The intention is to provide an interactive educational experience where the community and school groups can discover the environment pre and post human intervention, gain an appreciation of Aboriginal culture, learn about native wildlife, connect with the environment and understand the importance of protecting it.

TERTIARY EDUCATION / TRAINING

Native ARC has a strong focus on training and tertiary education. The Centre runs five major courses throughout the year for tertiary students and members of the public in consultation with several organisations and runs many more workshops for its volunteers.

Courses include:

- Wildlife First-Aid
- Rehabilitation Training
- Treatment Training
- Snake Rescue and Relocation Training.

The programs incorporate experts in many areas of wildlife rehabilitation attracting practicing wildlife carers, tertiary students and Native ARC volunteers. The Centre also has a program for veterinary nurses providing information on wildlife rehabilitation and first aid for injured wildlife.

In 2015 the Centre conducted one Snake Rescue and Relocation workshop sanctioned by the Department of Parks and Wildlife and now has 22 volunteers listed as venomous snake rescue and relocators.

The Rotary Club of Booragoon sponsored two workshops in 2015 and additional workshops will be supported in 2016 to provide information to Veterinarians/Veterinary Students, Veterinary Nurses/Students, Wildlife Rehabilitators and Animal Science Students on mental health issues for individuals working in the animal care industry. In 2015 Native ARC provided two workshops and reached over 70 participants. The workshops attracted a lot of interest and are now being advertised by most veterinary clinics in the Perth region and wildlife organisations.

COCKBURN YOUTH AND PEOPLE WITH DISABILITIES

Native ARC places priority in providing opportunities for Cockburn youth. In 2015, 65 students from local schools participated in work experience at the Centre.

Native ARC also encourages opportunities for people with disabilities (12 placements in 2015) to gain experience in working with wildlife and valuable social skills.

In 2015 Native ARC partnered with Alzheimer's Australia to provide supported placements for volunteers with early onset Dementia/Alzheimer's.

Native ARC also participated in a number of programs with Millennium Kids focusing on the health of waterways and contributed to an international program with students from overseas. Centre also partners with Rio Tinto Earth Assist to provide on-site education and hands on activities to students with special learning requirements and provides opportunities for Bush Ranger groups.

VOLUNTEERING OPPORTUNITIES/TRAINING

Native ARC provides volunteering opportunities for the Cockburn community with the majority of volunteers coming from the area. Emphasis has been on up skilling

volunteers to enhance the level of care and this is reflected in outcome data. At any one time Native ARC has between 200-220 regular volunteers providing their services at the Centre. Native ARC works closely with the City of Cockburn Volunteer Resource Centre on a range of projects promoting volunteering opportunities in the Cockburn area.

Our volunteers are representative of a variety of ages, professions and experiences. In addition to older volunteers and retired professionals the number of younger volunteers is also increasing. The Centre also attracts student volunteers undertaking tertiary courses in veterinary studies and environment and conservation.

Many volunteers come from various backgrounds and have skills and experience across many fields. This is potentially useful when the Centre requires maintenance such as plumbing or electrical work and can often source this labour cheaper or at no cost. This ongoing relationship is essential to ensuring the Centre and its assets are well maintained.

VOLUNTEER SOCIAL EVENTS

In 2015 Native ARC hosted three volunteer social events which were sponsored privately by the Executive Committee (not paid for out of operational funds) with the focus on recognizing and rewarding the Centre's 220 plus volunteers. These included:

- Whiteman Park Nocturnal Tour;
- Harry Waring Marsupial Reserve BBQ;
- Calingri BBQ and tree planting;
- Annual Volunteer Christmas party.

In 2015, volunteers were also required to attend one Personal Development (PD) course as part of their volunteer placement. Several PD sessions were run to cater for individual interests which will assist volunteers in their professional development.

PD sessions run in 2015 included:

- Time management;
- Self- care;
- Preventing sleep deprivation;
- Pain management in wildlife;
- Diagnostic investigation in wildlife;
- Confidence and assertiveness in the workplace.

CORPORATE PARTNERSHIPS AND COMMUNITY DAYS

Partnerships with corporations in the Cockburn area are increasing. Community service days for private corporations have occurred over the last two years and these have assisted in the upgrade of the site in addition to strengthening relationships. For example, General Electric and Native ARC offer a day a month volunteering opportunity for GE staff as part of their community/team building program.

Native ARC recognizes the importance of developing strong links with the private sector in Cockburn and is continuing to explore opportunities where the Centre can assist organisations operating in county areas manage wildlife issues. In addition opportunities for corporate groups to utilize the Centre as a team building activity are offered.

Native ARC is a member of Volunteering WA and has hosted a number of private sector corporate community days with very positive feedback from Volunteering WA and the groups involved.

Organisations participating in community days in the last twelve months:

- NAB Bank
- General Electric
- ANZ Bank
- BP Refinery
- Bankwest
- Woodside Petroleum
- BHP Billiton

General Electric Jandakot sponsored four large educational signs which are now located at the main entrance to the Centre. The signs provide visitors with information on Baby Birds, Birds, Reptiles and Mammals and what to do when they find sick, injured and orphaned native animals.

Native ARC:

- is a member of the DPaW Wildlife Rehabilitation Committee.
- is a member of the Turtle Watch Network Inc.
- is a member of the Western Australian Wildlife Rehabilitation Council.
- is a member of the Cockburn Wetlands Precinct Committee.
- is a member of the Chamber of Commerce and Industry.
- is a member of Volunteering WA.
- has three DPaW Registered Wildlife Rehabilitators.
- Is registered with the Health Department to stock S4 prescription only medications onsite.

LETTERS OF SUPPORT

Examples of feedback from the community.

“Additionally from seeing a different perspective than I normally do when we rock up to help out at Native Arc I had some feedback. From the different point of view of someone submitting a patient it was great to see the same dedication, commitment, professionalism and compassion on display echoing through the organisation that I have personally witnessed in my volunteering experiences there. Thanks to all of you for the service you provide to our native fauna and flora, and our community at large – keep up the good work everyone.”

~ Shane Hart, Materials Controller, BP Refinery Kwinana

“Please accept a huge thank you for the lecture and tour yesterday afternoon – very much appreciated. You did an awesome job – you have just the right kind of style (and knowledge too of course) for the Vet Nurse trainees.”

~ Kirsten Underwood, Veterinary Nursing Traineeship Lecturer, South Metropolitan TAFE

“Thank you for providing the Woodside Summer Vacation team with the opportunity to volunteer at Native ARC yesterday. They thoroughly enjoyed themselves and learned a lot about Native Wildlife and the work that you do. Two volunteers said they enjoyed the experience so much that they are keen go back home and volunteer (Queensland).

On another note, I have been in touch with my team members from the MSEL program, they send their regards and congratulate you and Native ARC on the launch of the new website and the adopt an animal initiative.”

~ Angelina Fernandez, Coordinator Corporate Events and Training, Volunteering WA.

“I recently handed a bird into your centre and wanted to pass on some feedback. When I arrived I was greeted immediately and one of your staff quickly transferred the bird from my cage to a quiet room. The lady was so friendly and gave me a lot of useful information. I didn’t even realise you guys existed and I live pretty close it’s nice knowing I can bring injured animals to you in the future. Keep up the amazing work!”

~Jonica Noels, Member of Public

SUMMARY

Native ARC's partnership with the Cockburn Wetland Precinct has evolved and strengthened over time and provides a unique opportunity for the Cockburn community to learn about an important environmental issues and experience a "sense of place" within the A Class Reserve.

Native ARC has transitioned into a professional wildlife rehabilitation facility in a very short time primarily because resources have been available to develop and maintain administrative structures and processes that underpin the operations of the Centre. The Centre has demonstrated its ability to improve in all areas. However ongoing support is required to continue to grow the Centre and also ensure the Cockburn Wetlands Precinct continues to develop and expand in partnership with the City of Cockburn.

ATTACHMENT 1



BARRON K. TING



Business Address: 29 Leveburgh Street ARDROSS WA 6153

Postal Address: PO Box 1092 BOORAGOON WA 6954

Mobile: 0412-168-817 **E-mail:** barron.ting@aw-a.com.au

27th October 2015

Native Arc Incorporated
60 Hope Road
Bibra Lake WA 6163

Independent auditor's report

We have conducted an independent audit of the financial report of Native Arc Inc, which comprises the balance sheet and Profit and Loss Statement for the year ended 30th June 2015.

The Responsibility of the Members of the Board for the Financial Report

The members of the board are responsible for the preparation and fair presentation of the Financial report in accordance with Australian Accounting Standards. This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the members of the board, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Auditor's Opinion

In our opinion, the financial report presents a true and fair view, in all material respects, of the financial position of Native Arc Incorporated as of 30th June 2015, and of its financial performance for the year then ended in accordance with Australian Accounting Standards.

Yours sincerely,



Barron Ting (CPA 1939653)
Tax Agent / Public Accountant
Perth, Western Australia.

ATTACHMENT 2



NATIVE ARC NEWSLETTER

AUTUMN/WINTER EDITION

BANKWEST FAMILY VOLUNTEERING DAY



The animal enclosures at Native ARC received a much needed makeover in December, thanks to a team of Bankwest volunteers and their children lending a helping hand – or paw, claw or wing as the case may be.

Native ARC in Bibra Lake provides a wildlife rehabilitation service and relies heavily on the generosity of the public and its volunteers.

As part of the family volunteering day, staff from Bankwest were joined by their children to give animal enclosures a makeover with new plants, plant guards and mulch.

The day was facilitated by Volunteering WA, who have a close relationship with both Bankwest and Native ARC and do an incredible job connecting volunteers to many community organisations in WA.

Native ARC Manager and Animal Care Coordinator, Dean Huxley, said the family volunteering day was a huge success and despite the heat, everyone worked extremely hard and the children enjoyed the interaction with the animals.

"I would highly recommend other organisations hosting a family volunteer day to assist with a project and contribute to environmental awareness in the community," Mr Huxley said.

Bankwest Head of Community Engagement, Craig Spencer, said the family volunteering day allowed Bankwest colleagues the opportunity to share their volunteering experience with their families and support the WA community. "We were thrilled with the outcomes of our first ever family volunteering day and the impact it will have for Native ARC and their much loved patients," Mr Spencer said.



VOLUNTEER AWARDED

Native ARC's own Meg Rodgers recently won the City of Cockburn's Volunteer of the Year for 2015 as well as the West Australian's People's Choice Award.

"In spite of being a busy full time university student with a part-time job, Meg has proved her dedication, enthusiasm and commitment for wildlife and the environment by donating an incredible amount of time assisting Native ARC in both on-site and off-site animal care, research, mentoring and fundraising. Meg always treats her work with the highest possible attention and care. She is an incredible role

model at Native ARC providing training to others. Her kindness and generosity inspires many other volunteers."

<http://www.communitynews.com.au/news/City-of-Cockburns-Inspirational-Volunteer-passionate-about-helping/7680312>



HOOKEED



Check this out! The little Turtle we rescued many weeks ago that we took to Perth Zoo successfully had the hook removed and has been named after Paris Hilton. Wow!!

<http://www.msn.com/en-au/entertainment/celebrity/paris-hilton-supports-little-aussie-battler/ar-BBmWVLU>



RAVEN RESCUE



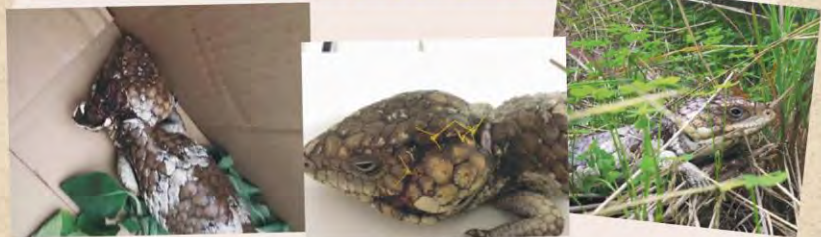
Our after hours phone has been running hot tonight. We rescued a young raven stuck in a storm water drain. A little dehydrated and cold it only needed a few days in one of our pre release enclosures with some other juveniles. Native ARC receives in excess of 1800 after hours calls every year.

RELEASE THE SWANS!

These beautiful Black Swans were released in February after spending three weeks in care. Two of these were rescued by Western Australian Seabird Rescue (WASR) and sent to Native ARC for pre releasing housing.



SNIPPER SURVIVOR



This poor bobtail was admitted with a suspected whipper sniper injury. With some first aid and cleaning by our amazing volunteers, Hilton Vet Hospital did another great job treating and suturing this little reptile! This little bloke was released in May after three months of rehabilitation and supportive care. We would like to say a huge thank you to Hilton Vet Hospital who see dozens of Native ARC's patients every week and provide their time free of charge to our patients. Thank you to the lovely work by Dr Heinrich and staff.

PYGMY POSSUM



Remember this gorgeous little Pygmy Possum, "Sprite"? Sprite weighed only 4g when she was admitted 4 months ago and last week she weighed in at a whopping 20g! Sprite was soft released down South. Check out Maroo Wildlife Rescue Inc on Facebook as Sprite featured there post release. Huge thank you to our Off-Site Rehabilitator Rachel for doing such a brilliant job rearing Sprite and getting her ready for the world!

WILD BIRDS

These are some of our juvenile Pink and Grey Galahs in pre release. These babies have been raised from very young and will be soft released when the weather cools down.

All baby parrots born wild should stay wild and not turned into pets. As wildlife rehabilitators we are not doing our job if a wild animal becomes a pet if it's otherwise healthy.



SNAKE SPOTTED



Check out this cute little Dugite popping his head out. Too quick for us to catch and relocate.

VOLUNTEER SOCIAL



We try and run social events for our wonderful volunteers as often as possible. In May, volunteers were treated to a tour at Whiteman Park's Woodland Reserve. Thank you volunteers for everything you do!

DOVE

This beautiful little dove was admitted six weeks ago with nerve damage and was unable to hold its head up. With some physio and time the dove is now perching, eating and will be released in the near future.



MEET NIKKY!

Nikky is a little 1.5kg Wallaroo who was rescued and raised for a month by a well-meaning member of the public on a substandard diet of bread and milk. When Nikky was eventually handed in to us she was in a critical state, diagnosed with and treated for severe gastrointestinal dysbiosis, colic, dehydration, malnutrition, candidiasis, giardiasis and malabsorptive diarrhea. She also has an old tail fracture. After two weeks of intensive treatment with one of our experienced offsite rehabilitators she is now well and truly on the mend, however she is very lucky to have survived. Macropods and marsupials require specialist care and diets in order to be properly rehabilitated back into the wild where they belong. Please remember if you do find a joey its best chance of survival is to be handed in to a wildlife centre or experienced rehabilitator as soon as possible.

NEW WEBSITE LAUNCHED



Native ARC Inc has a fantastic new website, launched earlier this year!

Our new dynamic website has a great new layout and design, is easy to navigate, has new content published on every page, and features an

events calendar for booking up coming training and volunteer events with Native ARC! Native ARC wishes to thank T'Anne from Incub8 IT for donating the development of the new website and for her ongoing technical assistance, Committee Member Emma Brown and Manager Dean Huxley for the content development and Greenhough Graphic Design Services for donating the creation of the design concept for the website.

Our new website will grow and evolve as we do, so keep checking back for updates and more content, keeping you informed and connected with our Centre!

Click to browse our new website: www.nativearc.org.au

BABY SEAGULL



Check out this juvenile Silver Gull transferred to Native ARC by WASR. He's a bit of a greedy kid and we can't feed him enough. Soon he will be in our new waterbird enclosures and have his first chance at swimming.

SHOREBIRDS

Shorebirds are marvels of global migration. But they are in trouble, serious trouble – Australian scientists have been sounding the alarm for some time. Protecting our shorebirds and their habitats in Australia and East Asia is a shared responsibility of governments and communities, in Australia and globally. It's time to act.

~ BirdLife Australia

Please support BirdLife Australia.

FROG FOUND



Our amazing volunteers staff the Centre every day of the year including public holidays. Check out this little Motorbike Frog admitted on Anzac Day. No injuries however quite thin so will stay in one of our Turtle enclosures for a few weeks.

NEW WATER BIRD ENCLOSURES



State of the art Water Bird Enclosures were launched on 5th February 2016. These enclosures are a result of an ongoing partnership between BP Kwinana and the Centre. BP Kwinana has been involved with Native ARC since 2011 providing funding on an annual basis for the construction of a variety of wildlife enclosures some of which have been built to house special need animals such as turtles, joey kangaroos, marsupials and birds of prey. Each year BP staff volunteer their time to assist in the construction of these enclosures.

"Each project BP has been involved in has resulted in an increase in our capacity to treat and rehabilitate injured wildlife and achieve improved release rates" said Manager Diane Munrowd. "The education enclosures funded by BP have provided a great opportunity for students to connect with wildlife

and learn about the importance of biodiversity and environmental sustainability" she said.

The new Water Bird Enclosures provide a natural environment for these birds to recover prior to release. Native ARC will also make these ponds available to other wildlife organisations and have developed a close working relationship with Western Australian Seabird Rescue (WASR).

"BP has provided financial support and labour over the last 5 years and this is a great example of a private sector company working with a community based organisation to achieve positive environmental outcomes." Diane Munrowd said.

C.A.B.A.T.E NOW OPEN!

With the disappearance of Australian Bush at an alarming rate, education, now more than ever, is imperative to the long term protection of native wildlife and the environment. There is an ever increasing disconnect between human beings and the environment in which they live. As human activities are responsible for most of the loss of biodiversity throughout the world the importance of information and education cannot be underestimated.

Recently, the Centre launched a new initiative branded "C.A.B.A.T.E" - Conserving Australia's Biodiversity And The Environment. This project is comprised of two components which includes an educational video and an interpretive environmental bush walk. The video provides a number of perspectives on the importance of relationship to the land and caring for the environment. The bush walk provides information on the environment and the species (flora and fauna) endemic to the Beelie Wetlands, the traditional Noongar way of life in addition to information on how the public can create a wildlife friendly environment.

The intention is to provide an interactive educational experience where the community and school groups can discover the environment pre and post human intervention, gain an appreciation of Aboriginal culture, learn about native wildlife, connect with the environment and understand the importance of protecting it.

The project is now open to schools and interested members of the public as of March 1st 2016. This project would not have been possible without the support for our vision by BHP Billiton who provided funding for the project. The City of Cockburn's ongoing support for the Centre was integral to the project's completion. If you would like to find out more about C.A.B.A.T.E please email education@nativearc.org.au



JUNIOR VETS



Excited to once again be apart of the MACE (Murdoch Association for Companion Exotics) training day. Dean is teaching the next generation of Veterinarians how to identify and bandage wing fractures in birds.

BABY FALCON



This juvenile Peregrine Falcon was admitted earlier this year after falling from its nest at the airport. After several failed attempts to return the bird to its nest, the decision was finally made to rear the bird in captivity. Birds of Prey are notorious for "Imprinting" when reared in captivity so every effort must be made to ensure the bird grows up with as little "human" contact as much as possible. We take this very seriously as you can see. One of our off-site rehabilitators Gwen is learning the ropes when it comes to Bird of Prey rehabilitation and is being mentored by an expert Raptor Specialist. Gwen came up with this ingenious Raptor puppet which was used to feed and interact with the baby falcon. The bird was later transferred to a Raptor Specialist once it was old enough for release conditioning.



WESTERN POWER



Thank you Western Power staff for your help renovating some enclosures this week. What a great team and fantastic workers!

ILLEGAL SHOOTING

This is an X-ray of a Raven admitted in April. If you look closely on the left you can still see the pellet where this bird was shot and the shattered bones. Ravens are protected under the Wildlife Conservation Act of 1951 and shooting is illegal in the Perth region.



The penalty for intentionally injuring or killing protected fauna is a fine of up to \$4,000. However, if a person is cruel, or inflicts unnecessary harm upon an animal the person is liable under the Animal Welfare Act 2002 to a penalty of up to \$50,000 and five years' imprisonment.

This bird was sadly euthanised as there was no chance the bird would ever fly again. Ravens have adapted well to living in suburbia however they play an important role in population control of other species.

Myth: Ravens are classified as pests. Incorrect! Ravens are classified as protected fauna and are an endemic species to the Perth region.

ENTERTAINMENT BOOK



Help Native ARC rehabilitate & rescue over 3000 native animals in WA every Year. Support us by purchasing an Entertainment Book! Order your 2016/2017 book online now:

<https://www.entertainmentbook.com.au/orderbooks/918a38>

KIDS MEET WILDLIFE

Native ARC offers curriculum integrated incursions and excursions to local schools (K-12) that engage students with issues of sustainable living, connection to land and self and the importance of biodiversity. For over 15 years Native ARC has been providing education to schools in the Perth Metro area. If you would like more information about our curriculum based education programs visit our website!

LOTTERYWEST TO THE RESCUE



Native ARC provides a wide range of services to the Perth community focused around environmental education and wildlife rehabilitation and rescue.

One of Native ARC's core values is to strive to provide the community with a service that benefits wildlife and the environment and assists the general public if there is a need to rescue sick and injured wildlife.

Native ARC received a grant from Lotterywest to support and expand our wildlife rehabilitation and educational activities through the purchase of an Education / Transport Vehicle.

The vehicle will support Native ARC in meeting a number of priority areas. The first relates to education. The Education/Transport vehicle will allow Native ARC to safely transport the necessary equipment, materials and animals necessary for providing curriculum based, environmental education. Part of Native ARC's education and fund raising activities also include attendance at fetes, festivals and other community events where transport of animals and large equipment is required.

The second priority relates to the transfer and rescue of native animals to and from the Centre. Native ARC receives in excess of 3000 sick, injured and orphaned wildlife every year. All of these animals require transportation to the Centre, to nearby veterinary clinics or to their release location.

The vehicle would not be possible without support for our vision by Lotterywest who provided funding for the vehicle and necessary equipment. We are very grateful to Lotterywest for supporting Native ARC and other community based groups as the funds provide much needed equipment.

PICKLES AUCTIONS HERE TO HELP!



Pickles Auctions in Bibra Lake provided funding this year to cover the running costs for Native ARC's new Education and Transport Vehicle. Running costs for vehicles can be extremely expensive. Native ARC can better direct its funds into major areas of operations including food, medications and veterinary costs thus increasing the number of services provided to the Cockburn and Perth Community. Thank you Pickles Auctions Bibra Lake for your ongoing support.





NativeARC™



VOLUNTEER PROFILE: EMMA McLERIE (AGE 31)

How long have you been a volunteer at Native ARC?

Since May 2015 (1 Year)

Why did you become involved?

I developed a huge love of wildlife through volunteering at the Armadale Reptile Centre. I found myself very drawn to the injured, orphaned and sick wildlife that was brought in. There is something very special about being able to help such wonderful animals. I wanted to expand my knowledge and volunteer somewhere that was purely rehabilitation, which led me to Native ARC.

How many hours do you volunteer per week?

I volunteer one shift per week in additions to many hours of off-site rehabilitation. I'm a volunteer Reptile Remover and Registered Wildlife Rehabilitator.

What do you do?

I'm very lucky to volunteer in the wildlife hospital at Native ARC. I have the opportunity to do a number of amazing things from admitting and triaging wildlife brought to us, to taking care of our existing hospital patients. Outside of the wildlife hospital, I am also involved with releases and off-site rehabilitation for patients who need a little extra support.

How do you manage so many hours of volunteer work and what do you do outside of volunteering?

I really love what animals and volunteering has brought to my life. It brings a huge sense of purpose, fulfillment and commitment. Having such a deep passion for animals, it's natural to want to help in every way i can with any time I can spare. I'm very lucky to have the support of my fiance, Tom. He is very understanding and admits that me being so busy frees him up to pursue his own passions.

My spare time is often also filled with animals (no surprises there). I love bush walking and observing wildlife in their natural setting. I have 13 pets at home that keep me busy.

What is your Favourite animal?

This is such a hard question! I love so many animals for so many different reasons. My heart is definitely with Australian Fauna, in particular reptiles. I feel like I would be cheating to just mention one.

A favourite of many would probably be the Shingleback Lizard (Bobtail.) I think Bobtails are such tough but loving creatures, they have amazing personalities and have the cutest little face.

What is your most memorable moment at Native ARC?

There has been many great memories in the short 12 months that I have been at Native ARC; such as getting my first pair of off-site rehabilitation joeys, being asked to be a hospital supervisor and doing my first figure 8 bandage.

My most memorable moment by far would be treating an injured Magpie. He was brought to us after having been attacked by another Magpie. He had been scalped and was bleeding very heavily from the head. We treated the wounds but could not stop the bleeding. He was a mess. After lots of fluid, warmth and a night off-site with me at my house, he pulled through. I'll never forget comforting him in my arms expecting the worst but hoping for the best. It was an unbelievable outcome and I was so happy we could help the little bird.

What has been the biggest change at Native ARC since you started?

Native ARC is continuously growing and improving. I've seen a lot of changes including the new water bird enclosures, our new rescue vehicle, updates in procedures, a new website but the biggest would have to be our new recording system. Keeping patient information on line rather than paper has made things so much easier, efficient and organised.

What is one thing about you most people don't know?

I grew up with a fear of animals. I had a pet rabbit I never held and a budgie I would hold with a sock over my hand so it couldn't bite or scratch me. I had no experience when I started volunteering with animals but here I am 3 plus years later confident, happy and grateful.

What would you say to prospective volunteers looking to work with wildlife?

Don't let nervousness or lack of experience prevent you from having a go. There are great supports in place and amazing people to learn from. Affordable workshops are run all year round, by Native ARC, for those wanting to learn more and upskill. There are so many different volunteer roles and something to suit everyone. You can never underestimate the rewarding feeling of helping an animal. I see it as a win win, we feel the benefit of being able to help and our wildlife are given a second chance.





Scanning Cover Sheet

CITY OF COCKBURN
DOC Set
04 JUL 2016
SUBJECT 162/003
RETENTION 105-207
PROPERTY
APP
ACTION MELISSA BOLLAND

The original document has not been stamped. This cover sheet is used to record metadata without damaging the original document.

Brief description of document:

SPONSORSHIP APPLICATION - FIRST HORSE RE-ENACTMENT
RACE - M O'CONNOR BEACH - ANALFI PUBLISHING

ALL APPLICANTS

STEP 1: Tell us about your organisation

Name of Organisation: AMALFI PUBLISHING PTY LTD

Street Address: 25 SPARROW WAY, SPEARWOOD 6163

Postal Address: GPO BOX FREMANTLE 6160

Contact Person: CARMELO AMALFI

Position/Title: DIRECTOR

Telephone (Business Hours): 0468608503 Fax: _____

Email: me1net@westnet.com.au

Does your organisation have an ABN (Australian Business Number)? Yes No

Yes, the ABN is: _____

Is your organisation registered for GST (Goods and Service Tax)? Yes No

Is your organisation a not-for-profit organisation? Yes No

If NO, you are not eligible to apply for sponsorship

Is your organisation incorporated? Yes No

If YES, you must supply a copy of your Incorporation Certificate.

If NO, you may apply for a sponsorship through an auspicing body. You will need to provide evidence that the auspicing body supports your application.

If you do not have an auspicing body, you cannot apply for a sponsorship.

Auspice Organisation Name: _____

Street Address: _____

Postal Address: _____

Contact Person: _____

Position/Title: _____

Telephone (Business Hours): _____ Fax: _____

Email: _____

Does your organisation have an ABN (Australian Business Number)? Yes No

Yes, the ABN is: _____

Is your organisation registered for GST (Goods and Service Tax)? Yes No

Is your organisation a not-for-profit organisation? Yes No

Is your organisation incorporated? Yes No

If NO, you are not eligible to auspice this application.

If YES, you must supply a copy of your Incorporation Certificate.

Who in your community supports you and how? Letters of support will strongly assist your application.

COCKBURN, FREMANTLE & PERTH HORSE

TRAINING & RIDING/RACING

(PAST & PRESENT) PLUS

PERTH MEDIA (THE WEST/SEVEN NETWORK)

Please answer the following in 150 words or less. Describe your organisation and its purpose.

AMALFI PUBLISHING IS AN INDEPENDENT BODY

DEDICATED TO STORYTELLING; EVENTS WHICH

PROMOTE LOCAL HISTORY, CULTURE & BUSINESS;

AND RAISING MONEY FOR A NUMBER OF

CHARITIES (PLEASE SEE 'RACE BRIEF')

City of Cockburn Sponsorship Application Form (Groups) 2013/2014

Last Updated: 04/07/13

Does your group have an ABN and is it GST registered?

If YES, you are liable to pay GST. If this applies to you, the City of Cockburn will automatically increase successful funding applications by 10%. A completed Recipient Created Tax Invoice Agreement or Tax Invoice must be provided by funds recipient (either applicant or auspicing body)

ABN but not GST registered?

If YES, you are not liable to pay GST.

If you do not have an ABN?

If your group is not required to have an ABN, you will need to complete a "Statement by Supplier" form. If this form is not supplied, up to 48.5% of the funding may be withheld.

What is an auspicing body?

An auspicing body is an incorporated group that applies for funding on behalf of an unincorporated group. The auspicing body is responsible for the financial management of the funding e.g. your local community or residents group.

What is a letter of support?

A letter of support is written by a funding organisation or individual to support your application. The letter should state the reasons why the organisation or individual supports your application and the amount of funding they are willing to provide.

ALL APPLICANTS

STEP 2: Tell us about any previous funding

If the Applicant and/or the Auspice Organisation has received funding from the City of Cockburn you MUST complete this step.

Has your organisation previously received funding from the City of Cockburn?

Yes No

If NO, please proceed to next step

If YES, please specify funding category and whether funds were received by the Applicant (APP) or Auspice Organisation (AO):

- | | |
|---|--|
| <input type="checkbox"/> Community Grant | APP <input type="checkbox"/> AO <input type="checkbox"/> |
| <input type="checkbox"/> Sustainable Events Grant | APP <input type="checkbox"/> AO <input type="checkbox"/> |
| <input type="checkbox"/> Cultural Grant (Co-Express) | APP <input type="checkbox"/> AO <input type="checkbox"/> |
| <input type="checkbox"/> Donation | APP <input type="checkbox"/> AO <input type="checkbox"/> |
| <input type="checkbox"/> Alcoa/City of Cockburn Community Projects Fund | APP <input type="checkbox"/> AO <input type="checkbox"/> |
| <input type="checkbox"/> Sponsorship | APP <input type="checkbox"/> AO <input type="checkbox"/> |
| <input type="checkbox"/> Other | APP <input type="checkbox"/> AO <input type="checkbox"/> |

Please specify date funding was received?

- | | |
|--|--|
| 1) <u> </u> / <u> </u> / <u> </u> | APP <input type="checkbox"/> AO <input type="checkbox"/> |
| 2) <u> </u> / <u> </u> / <u> </u> | APP <input type="checkbox"/> AO <input type="checkbox"/> |
| 3) <u> </u> / <u> </u> / <u> </u> | APP <input type="checkbox"/> AO <input type="checkbox"/> |

How much funding was received?

- | | |
|-----------------------------------|--|
| 1) \$ <u> </u> | APP <input type="checkbox"/> AO <input type="checkbox"/> |
| 2) \$ <u> </u> | APP <input type="checkbox"/> AO <input type="checkbox"/> |
| 3) \$ <u> </u> | APP <input type="checkbox"/> AO <input type="checkbox"/> |

What was the funding used for?

- 1) _____

- 2) _____

- 3) _____

Does your organisation have any outstanding City of Cockburn acquittals?

Yes No

What does 'acquitted' mean?

Acquitted means you have provided a detailed report of how the funding was used, including providing receipts.

The City of Cockburn requires funding to be acquitted before applying for further funding.

ALL APPLICANTS

STEP 3: Tell us about your Proposal

What is the name of your Proposal? (what project/event/organisation will funding be for) PLEASE REFER TO ATTACHED BRIEF

What is the TOTAL cost of your Proposal? \$ _____

What is the investment you are applying for from the City of Cockburn? \$ _____

Proposed sponsorship start date: 02 / 10 / 2016

Proposed sponsorship finish date: 02 / 10 / 2016

What is the level of sponsorship being requested? (naming rights, official sponsor, supporting, other) _____

Will the City of Cockburn have the first right of refusal to a further term? _____

Please provide brief background information on the organisation and proposal. *Please use attachments if more space is required.*

Please describe your proposed project/activity/event/organisation and its aims and expected outcomes: (i.e. what you intend to achieve with the proposed funding)

REFER TO RACE BRIEF

How will you achieve your aims and expected outcomes?

Please provide information on the target market/s, expected numbers and demographics of attendees, audience, participants or members. Does it involve a large cross-section of the community or a particular community group?

What benefits does the proposal offer to the Cockburn community? (e.g. increased involvement in community life, supports community groups). Please explain.

What is the TOTAL cost of your proposal?
The total cost of your proposal includes all the expenses associated with your event/activity including what you are paying for and what you are fundraising for.

ALL APPLICANTS

STEP 3: Tell us about your Proposal (cont.)

How will you promote and publicise the sponsorship?

What branding benefits will the City of Cockburn receive? (advertising, media coverage, logo inclusion on event or organisation signage, opportunity to display City signage at the event, logo inclusion and sponsor recognition on advertising and promotional material e.g. flyers, posters, website, program etc.). Please explain.

Please list any other benefits or opportunities the City of Cockburn will receive in return for support (e.g. tickets to the event, opportunity to present a speech, opportunity to distribute publications).

For events:

- Is it an annual event, or does it have the potential to become an annual event?

POTENTIALLY

- Is it free for the public to attend? If not, what is the entry fee and where will the profits go?

FREE

- Will it be conducted in the City of Cockburn? Where will it take place?

YES. CY O'CONNOR BEACH

List of Attachments:

ALL APPLICANTS

STEP 4: Tell us about other sponsors

Please fill in the following table and provide details of any other funding contributions you have sourced, including other sponsors, grants and donations. Please include total number of sponsors and each sponsor's contribution value (financial, in-kind or both) and level of involvement. Please tell us if these have been confirmed or not. If none are secured, please outline the proposed sponsorship structure. DO NOT include GST.

CONTRIBUTION FROM OTHER SOURCES:	AMOUNT / VALUE (\$)	CONFIRMED:
Your Contribution:		Yes <input type="checkbox"/> No <input type="checkbox"/>
Name: SEACORP	5000	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Name: PERTH RACING	500	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Name: RACING + WAGERING WA	1000	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Name:		Yes <input type="checkbox"/> No <input type="checkbox"/>
Name:		Yes <input type="checkbox"/> No <input type="checkbox"/>
Amount Requested from City of Cockburn:		
TOTAL INCOME		

You will need to provide a copy of your most recent financial details (either bank statement or balance sheet)

ALL APPLICANTS

STEP 5: Declaration

I CARMELO AMALFI

(Position Title) DIRECTOR

of (Organisation Name) AMALFI PUBLISHING

do hereby declare that all of the information supplied in this application form is, to the best of my knowledge, accurate and complete, and that the City of Cockburn will be notified of any change to the information supplied and any other information or circumstances arising that may affect this application.

I understand that any decision made by the City of Cockburn is final and is not subject to an appeals process.

Signed: [Signature] Date: 30/06/2016

Auspecting Organisation Name (if applicable):

Name: _____ Position: _____

Signed: _____ Date: / /

TERRY PATTERSON

[Signature]

What does 'In-kind' mean?

An 'In-kind' contribution refers to donations of goods or services that have a value. This may include venue, donated materials, advertising or volunteer staff time. Estimate the dollar value for each item to include in the table. For example, donated rent of \$185 per week for 10 weeks equals an In-kind value of \$1850. Proof of financial contributions required.

What are financial details?

Your group's financial details include financial and bank statements.

The financial details allow the City to make an informed decision on how your group manages money.

For any funding over \$5000, please provide a copy of your most recent audited report.

Who can sign the declaration?

The application must be signed by an individual who is appointed by the group to sign on behalf of the group.

This signature is an organisation's responsibility. The group does not sign the application on behalf of the organisation unless it is authorised to do so.

OPTIONAL

STEP 6: Bank account details

If your application is successful you will receive electronic funds transfer.

Please provide the following information.

Organisation Name: AMALFI PUBLISHING
(Name of the incorporated organisation applying for the funding)

Name Of Bank: COMMONWEALTH BANK

Branch Location: FREMANTLE

Branch Code/BSB Number: 066102

Account Name: ONLINE SAVER

Account Number: 10209003

ALL APPLICANTS

STEP 7: Checklist

Have you:

- Spoken to a City of Cockburn officer. You MUST contact the Council to be eligible for Sponsorship.
- Completed Step 5 with a signature from your Chairperson, President or authorised officer.
- Kept a copy of your signed application and inclusions.

Have you included the following documents with your application:

(Please submit only copies of your original documents)

- A copy of your Incorporation Certificate (if applicable) (see step 1)
- A letter from your Auspicing Body (if applicable) (see step 1)
- A copy of your Auspicing Body's Incorporation Certificate (if applicable) (see step 1)
- Letter/s of Support (see step 1)
- A copy of your financial statement (see step 4)

If you have completed all of the above, you are ready to hand in your application.

Please submit your application including attachments:

In Person:

Manager Community Services
City of Cockburn
9 Coleville Crescent
Spearwood WA 6163

By Mail:

Manager Community Services
City of Cockburn
PO Box 1215
Bibra Lake DC WA 6965

By Email:

Manager Community Services
communitygrants@cockburn.wa.gov.au

What happens next?

- 1) Your application will be assessed using the Sponsorship criteria.
- 2) You may be asked to supply additional information to support your application.
- 3) The City of Cockburn will let you know if your application has been successful or unsuccessful within eight weeks after the application close date.


Disability Access and Inclusion Plan and Sustainability Policy Checklist

Attachment for Grants, Donations and Sponsorship Applications

Applicant Name:	AMALFI PUBLISHING
Project Name:	

	OUTCOMES Disability Access and Inclusion Plan (DAIP)	APPLICANT ACTIVITIES/STRATEGIES Please provide examples of how your organisation might help to achieve the DAIP outcomes through the funded activity/ies.
1	People with disabilities have the same opportunities as other people to access services and events .	(e.g. have you considered if parking will be available for people with disabilities at your community event?) YES.
2	People with disabilities have the same opportunities as other people to access buildings and other facilities .	(e.g. have you considered if people with disabilities will have access to the venue where funded activity/ies will be held?) YES.
3	People with disabilities receive information in a format that will enable them to access information as readily as other people are able to access it.	(e.g. will you ensure that advertising for funded activity/ies will not be smaller than <u>12 point font</u> ?) YES.
4	People with disabilities receive the same level and quality of service from volunteers and staff as other people receive.	(e.g. have you considered a brief induction for volunteers and staff about awareness of disability access and inclusion as it relates to funded activity/ies?) YES.

	OUTCOME Sustainability Policy	APPLICANT ACTIVITIES/STRATEGIES Please provide examples of how your organisation might help to achieve environmental, social and economic sustainable outcomes through the funded activity/ies.
1	Meeting the needs of current and future generations through integration of environmental protection, social advancement, and economic prosperity.	<p>(Have you considered how your project will deliver:</p> <p>Environmental outcomes – e.g. will recycling bins be provided at your event?</p> <p>Social outcomes – e.g. will the activity/ies provide good networking opportunities for community members and be inclusive of diversity of all kinds?</p> <p>Economic outcomes –e.g. will you be utilising local suppliers for good and services? Are there opportunities to share resources with other groups?)</p> <p>YES.</p>

Signature of authorised representative:		
Name of authorised representative:	CARMELO AMALFI	
Position/title:	MR	Date:

c/o City of Cockburn

The enclosed application seeks sponsorship support for the construction of a permanent plaque and its unveiling at a commemorative horse race on CY O'Connor Beach on October 2, 2016.

The Applicant:

- * strives to promote at a State, national and international level the history and cultural heritage of Cockburn for the benefit of all residents in and visitors to one of the biggest municipalities in Western Australia
- * has received support from a wide range of people and organisations including several Government departments and agencies involved in the horse racing/training industry in WA
- * has demonstrated an ability to manage such a project, having organised and coordinated several events in the past year including a charity car event which successfully raised money for the breast and prostate cancer foundations of WA (letters attached) and a bike charity event that raised money for homeless people in the Fremantle region (via St Patricks).

The Project:

- * will have long-term benefits for the community and the City of Cockburn by attracting people to the site of the State's first horse race meeting in October 1833. Importantly, it recognises (in a physical form) the permanent listing in 2007 of the 'South Beach Horse Exercise Area' in the WA Register of Heritage Places
- * will raise awareness of the City's colonial heritage and horse training history, with many winning jockeys and horses having trained here since the early 1800s, including WA engineer CY O'Connor at the turn of the last century. It also highlights the ongoing use of CY O'Connor Beach by local trainers and riders from not just the Cockburn area, but the wider metropolitan area
- * will raise the profile of the City by supporting its historic 'roots' through recognition of the site as the meeting place for the State's first colonists, and generations of residents and visitors to the increasingly popular area
- * fills "an identified need" by ensuring a historical and cultural context to the rapidly expanding area of coastal development in which tens of thousands of people are expected to live and work over the next couple of decades
- * does not duplicate an activity already available in the area, it will compliment existing facilities. The last informal meeting of horses and trainers/riders in 1999 attracted more than 1000 people including the media
- * does not overlap any other major event on October 2. The event will be held the day after the end of the Royal Agricultural Show (October 1). It also runs before the AFL grand final and importantly, will be held in the run-up to the Melbourne Cup in early November.

Costs:

- * The amount awarded by the City of Cockburn will cover two main elements as outlined in the 'Race Brief' - the construction and erection of a plaque and the family day. This will include events management and coordination, the hiring of horses and associated activities such as pony rides, entertainment and displays (e.g. exhibition of historical materials and artefacts); publication of a small commemorative booklet; and prizes for race winners (yet to be determined).
- * Perth Racing WA, Racing and Wagering WA, Seacorp have committed financially (see Race Brief), with individuals and organisations taking requests for funding support/sponsorship to committee (Magic Millions, WA Bookmakers' Association of WA, Belmont City Council, et al.)

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**First Horse Re-Enactment Race
CY O'Connor Beach, Cockburn: 183rd Anniversary - October 2, 2016**



On October 3, 1833, Western Australia's first horse race was held on a stretch of the Cockburn coastline now known as CY O'Connor Beach. Reported by the *Perth Gazette* (now *The West Australian*), six imported Timor ponies took part in the historic meeting:

'the adjoining hills affording a full view of the course; booths which were erected on the brow of the hill, with their variegated flags, the ginger-bread nut-stall, and the lame fiddler, contributed much to the animation of the scene. The groups of fashionably dressed ladies' and gentlemen promenading to and fro, the tilted carts, the busy din of preparation, the cry of clear the course - and at length the ponies being placed side by side at the starting post, the jockies all appropriately dressed'



Since the first race meeting, the beach strip has been used continuously by champion riders and trainers, including members of the Australian defence force and WA's police mounted section. The site has produced 10 Perth Cup wins and *'various winners of every major State and national event other than the Melbourne Cup having trained at the place and numerous trainers and jockeys of State, national and international repute having worked horses there'*. Notable trainers and jockeys include Billy Dillon, Ted Temby, JJ Miller, Jack Collinson, Jim Cockell (father of WA country racing), the Marks brothers, Arthur Bowden, the Banks, Johnsons and Patterson families and the grandfather of Melbourne Cup winner Damien Oliver. Used by Engineer-In-Chief C.Y. O'Connor, the heritage-listed beach also was a training ground for the 10th Light Horse.

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Today, the South Beach Horse Exercise Area, *'is a managed coastal landscape of tracks, parks, beach facilities, groynes, public art, fenced and unfenced tracks, dune vegetation, and a beach with archaeological remains and ocean outlooks to Garden, Carnac and Rottnest Islands'*.

It includes sites of Aboriginal heritage significance, including mythological sites pre-dating European settlement. The area has been, *'an integral part of the industrial history of the State, particularly the development of Robb Jetty, the abattoir and associated industries from the mid-1850s through to the early 1990s, and the Fremantle Smelting Works'*.

Horse racing and stables have been an important part of the history of Cockburn, according to www.azelialeymuseum.com.au/history-of-woodman-point-racecourse. Since the earliest days of settlement, generations of families have converged on the area to train and race horses, hold picnics and swim in the ocean. This application proposes to revive this community spirit by holding a family day celebrating the rich heritage of Cockburn's horse racing history and development.



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The planned commemorative event consists of two main elements:

1. Plaque Unveiling - The unveiling of a permanent plaque dedicated to the trainers, riders and horses which have used the beach area since the first horse race in 1833. Preferable to have the plaque unveiled by the Mayor of Cockburn and/or the Minister for Racing and Gaming, the Hon Colin Holt MLC (possibly Minister for Heritage, the Hon Albert Jacob MLA). Local stables owner Terry Patterson, whose family has lobbied for years for the installation of a plaque/memorial in Cockburn, will be acknowledged for his efforts.

Final design of and wording on the plaque TBA (Recommendation is for a plaque to be attached to a stone block placed at the public picnic area skirting CY O'Connor Beach).

2. Family Fun Day - Stage a public event celebrating the history of the area by WA's horse training/riding community. The day will celebrate the history, culture and continuing use of the coastline. Families will be invited to share this history using recreational facilities at CY O'Connor Reserve, such as the existing barbecues, grassed areas and art installations, not to mention the beach itself. Pony rides, face painting and games such as pin the tail on the donkey are also planned. A Clydesdale wagon is available to ferry people from one end of Robb Road to the other. A series of 'stalls' or exhibition spaces will be made available on the grassed area to reflect/demonstrate Cockburn's rich heritage. Example, stalls displaying photographs of famous riders, jockeys, horses and stables; Perth Racing (WA Turf Club); the 10th Lighthouse Memorial Troop (Kelmscott/Pinjara); Murdoch University Veterinary School; Mounted Police; *The West Australian*.

Horse owners/riders/trainers will need a roped off space to park their floats with access to the beach (Possible use of the power station carpark).

It is crucial to keep the public at a safe distance from the horses during the actual race (see below).



Education and the raising of awareness of the heritage values of the site are a high priority. Exhibition stands will be erected and a small commemorative booklet (40 pages) will be produced by Amalfi Publishing. Copies of 'old' newspaper articles and reports of the first race meeting will be produced and put on display to provide a backstory for the day's events.

The Race



While six imported horses took part in the 1833 race, the planned 2016 meeting will need to accommodate 9 to 10 horses in case one or more horses become unsettled or cannot attend the event. Mr Patterson and fellow trainers, with Cockburn council rangers/security, will be responsible for coordinating horses. WA Police's mounted section have offered to conduct patrols on the day. The race course itself will be marked out, the public able to view the historic event from the existing dunes. Signs will also be erected to direct people to where they can view the event. A military re-enactment will be staged by a team from the 10th Lighthorse Memorial Troop (Kelmscott/Pinjarra) while the WA Police mounted section have offered to perform a beach drill.

The race will be called by the 'official' race caller (Racing and Wagering WA has offered to provide a caller for the event). A starting price bookmaker will run a fake betting stand for 'punters', all proceeds of which will be donated to a local charity (yet to be chosen). A permit will be sought from Racing, Gaming and Liquor WA to collect bets.

The race will be run from north (the groyne) to the finishing line south (power station). This will allow people to view the event from the safety of the groyne and dunes area. It also will give riders the space to 'pull up' their horses in time in front of the public picnic area. A prize(s), yet to be determined, will be given to the winner(s). Several heats, depending on the time available, will be run.

(The applicants also are seeking coverage by the City for public liability associated with the event).

Support

The planned event has received the support of;

- Perth Racing (WA Turf Club), which has committed financially (\$5000) to the erection of the permanent plaque
- Racing and Wagering WA, which has committed financially (\$1000) towards the plaque as well as providing a race caller, jockeys and importantly through its media network coverage via print, radio, TV and online - in particular, *Channel Seven/The West Australian* (*The West's* predecessor '*The Perth Gazette*', as stated above, reported the first race, October 5, 1833)
- The West Australian, which committed (on June 28) to coverage of the event once the Cockburn Council approves this application. West sports editor Steve Butler and its marketing department has stated they will publish articles as part of its spring racing and Melbourne Cup weekend lift-outs. *West* coverage will also filter down into its community newspaper/online editions (*Cockburn Gazette*) and other media such as *The Sunday Times* and *The Australian*, *ABC*, etc.
- The Samson family. Hale Preston Samson has indicated his family's interest in attending (Other notable families such as the Batemans and McGraths are being approached. Fremantle-born South Perth MLA John McGrath's family lived opposite Randwick stables in Hamilton Hill)
- Seacorp (Craig Thompson) has committed a substantial contribution/donation to the plaque and/or day's events. Craig's father, in his 90s, recalls watching horses racing/training on the beach
- Belmont City Council, which has made contact stating, "Please count us in". Discussions continue with Councillor Bernie Ryan and former horse trainer and Mayor Phil Marks, whose grandfather Percy trained racehorses in South Fremantle. The Marks family also built their home (still there) across the road from Randwick stables in Hamilton Hill
- Cockburn Labor MLA Fran Logan, written support for the event (attached)
- SW Region Liberal MLC Hon. Robyn McSweeney. Her great grandfather Albert Edmund Cockram (1820-1943) was the largest importer of thoroughbred racehorses in Australia from Europe and NZ who built and owned Belmont and Goodwood racecourses. Cockram was an inaugural member of Trotting in this State, a life member of WATA. Her book will be available on the day (Cockram was also related to Gina Rhinehart's family)
- Magic Millions WA. Manager David Houston has expressed his interest in the event as a way of showcasing the organisation's prized lines. Houston says the event would add significantly to WA tourism and local history, the organisation having run in January its 2016 Jeep Magic Millions Carnival on Surfers Paradise. The event covered by Channel 7 Sunrise and local radio

Other supporters include the SP Bookmakers Association, Country Racing Association, Kalgoorlie-Boulder Racing Club, Thoroughbred Breeders WA, WA Racehorse Owners' Association and Randwick stables, the State's oldest operating stables on Hamilton Road in Hamilton Hill.

Events coordinator Amalfi Publishing, which is applying for support on behalf of the Patterson family, will provide additional media via its free quarterly magazine, '*Freo StreetWise*', and Facebook community page of over 3700 members. The event will be promoted as a national event, with *The Australian* and eastern States news media (*SMH* and *The Age*) expressing interest

(With extensive contacts in the Australian media industry, Amalfi Publishing director Carmelo Amalfi has had a close association with the Patterson family, having published many articles on local horse training and racing identities while working at *The West Australian* - enclosed).

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Costs:

- Events management/ coordination including publisher's fee = \$4800
- Commemorative booklet (40 pages) = \$4000

- Plaque construction: Cost/ sculptor TBA

- Events hire (CY O'Connor Reserve):
 1. Clydesdale wagon hire (\$500) Possible closure or part closure of Robb Road
 2. Pony rides (\$400)
 3. Food (up to \$1000 ~\$10/head)
 4. Costume hire (\$500)
 5. Band + Fiddler (\$400)
 6. Straw (\$200)
 7. Display panels (\$100)
 8. Video hire (\$200)

- Prizes TBA
 - 1st (\$500 or equivalent of)
 - 2nd (\$250 “)
 - 3rd (\$150 “)



c/o Cockburn City Council

The South Beach Horse Exercise Area was entered in the WA Register of Heritage Places in 2007.

This was a great day for Cockburn because it recognised the site of the first horse race in 1833 and the continued use of the historic beach by local trainers and riders from Cockburn and Fremantle, and the wider Perth community.

One of the people who helped us get this permanent listing was Carmelo Amalfi who grew up in Spearwood and has had a long link to our family since he first started publishing stories in the late 1980s about WA's horse heritage. His input and advice as the then history writer for The West Australian proved important and ensured the history of Cockburn is recognised forever.

I enclose two stories he did on the local horse training industry and urge the City of Cockburn to support his bid on our behalf to establish a permanent marker or plaque at CY O'Connor Beach so we can recognise the history of horse training and racing at this site.

Yours Sincerely

Terry Patterson

A handwritten signature in black ink that reads "T. Patterson". The signature is written in a cursive style with a large, prominent initial "T".

Those hazy, crazy days of racing in Freo

A yacht race might have put Fremantle on the international map but its long and colourful history as the birthplace of WA horse racing is in danger of being lost. CARMELO AMALFI reports.

EARLY on March 10, 1902, an elderly South Fremantle horseman was riding to South Beach. After a short canter across the beach, he dismounted near Robb Jetty, pulled out a 0.38 revolver and shot himself in the mouth.

About 7.30am a young worker from the local lime kilns on Rockingham Road found the horse, still saddled and bridled, while its rider — WA engineer-in-chief C.Y. O'Connor — lay dead in the water.

For more than 155 years, South Fremantle trainers have traditionally taken their horses to South Beach for their daily workout. Today, the thunder of hoofs across the beach is a distant echo heard only by a thinning population of old-timers and their families who refuse to forget that WA's multi-million-dollar horse racing industry was born out of the hell-fire days of Fremantle's early settlement.

Many of the city's surviving racing families remember the story of that fatal Monday and honour their fellow horseman by counting him and his family among their ranks.

However, they say South Beach was the venue for another important historical event — WA's first horse race, held on October 3, 1833 — almost 60 years before O'Connor's death.

The contestants — one under the more expressive than euphonious name of *More in Sorrow than Anger* — were imported Timorese ponies and the race was for five pounds in heats twice round a "half-mile" course.

In the adjoining hills, fashionable ladies and gentlemen watched, gingerbread and nut stalls were erected and a lame fiddler played until the cry of "clear the course" signalled the historic start.

According to the Gazette: "The first heat was well contested. The second was a fiasco until the third, when the winner was a new arrival from the mainland."

first race actually run in Perth was probably at the lime kilns between what is now Wembley and City Beach on June 1, 1838.

Over the years, many inexperienced and scrawny apprentices were slapped into shape on South Beach while professional punters and turf watchers hid in nearby sand dunes taking notes.

Nowadays, only during the very early hours will you see a local trainer and his horse quietly moving down the historic trail C.Y. O'Connor and the early WA horsemen took to the beach.

Many trainers, horsemen, jockeys and bookmakers lived in the area and often worked at the local meatworks, woolstores and Fremantle wharf.

This was in the days when Fremantle boasted a booming population of blacksmiths, produce merchants, saddlers and wagon makers.

On race days as many as 60 horses, their attendants, jockeys, apprentices, trainers and followers of the sport eagerly boarded trains to get there on time. Today only 14 racing stables with about 50 horses remain in Fremantle, which once boasted more than 400 horses.

FREMANTLE trained horses have won all national racing events except the Melbourne Cup, though Fremantle jockeys have won it, including Neville Percival who beat Phar Lap on White Nose, and the controversial jockey John James Miller.

Some of the top horses included St Warden, Sir Coral, English Dust and Dark David.

But it's not so much that WA horse racing began in South Fremantle, it's the social history behind it which brought many famous families and colourful characters together.

Families such as the Jeffreys, Foleys, the Millers, the Mac-



SPINNING TALES . . . Fremantle racing identities gather outside Cockell's old stables which were recently partly demolished. From left: Billy Dillon's son George (59), Ernie Hodgson (80), Arthur Egan (71), JJ's father John Miller (83), local trainer Frank Fragomeni (52), Bill Dillon, oldest son of Billy, (60), Tom Duggan (79) and Ned Bronder (72). Picture: BILL PLOWMAN.

Billy always threw a few bob to the kids

WHENEVER Billy Dillon rode through the streets of Fremantle, you could count on his army of fans to line up to catch a glimpse of their favourite racing hero.

Today, Dillon's eldest son Bill says his father loved to throw out a few bob or handfuls of lollies to children who eagerly gathered round.

Bill described his father as "probably the most irresponsible bloke on earth." But no one, he says, can dispute that he was one of this country's or the world's best jockeys.

"During the early 1930s, Dad had to battle to get a quid," Bill said.

Bill says his father, born in 1906, was originally sent to an orphanage in Perth. After a long and remarkable career in racing, he died of tuberculosis at the Woollooloo sanitarium in 1955.

It was a year after his father's death that Bill gave up his job as a motor mechanic and got a licence to train horses.

He says many famous stories came out during his father's wild escapades overseas, particularly when he was racing Arab ponies in India, then under British rule.

One story goes that Billy was fined after giving out a wild "cowboy's yell" during a race, which frightened his horses.



But if Billy ranks a mention in the area's history, his drinking pal and friend James David Cockell, must also.

Known as the father of WA country racing, Cockell raced at Bicton in the early 1900s and regularly took his big team across WA. He built stables in 1929 for 400 pounds and they stand today as one of the oldest and most famous in WA. They were de-licensed in the late 1970s to become a residence.

About 30 to 40 horses were once housed there but, more importantly, "Cockell's place" became a focal point for racing families in Fremantle — particularly during the Depression when Cockell took local drunks and homeless off the streets for a meal and shelter for as long as they stayed at his stables.

Cockell's infamous parties were also said to have lasted up to three weeks: shetland ponies danced across the stable on their back legs (a common site at the nearby Davilak Hotel) while locals played two-up or cards and drank themselves into oblivion.

One local trainer, Ernie Hodgson, says Cockell was proud of his stables and recounts a tale of a judge asking him if it was a health risk to live there.

Cockell asked the judge: "Your honour, do you go to church?"

The judge said: "Yes I do." "And who was the greatest man on earth, your honour?" Cockell went on.

"Jesus Christ of course," the judge replied.

"And where was he born, your honour?"

"In a stable."

"Well," Cockell answered, "if it was good enough for Jesus Christ, it's good enough for J.D. Cockell."

Cockell won the case and gained further fame as a stubborn and outspoken individual.

But what is most disturbing — especially after last year's publicity on the importance of Australia's 200-year heritage — is that little has been recorded about Fremantle's racing history

horse shoes and harnesses now lie buried beneath the rubble.

Terry Patterson, who owns Collinson's historic stables, says the council's health department has forced stable owners from the city using a by-law regulating the distance of houses from stables.

The classic example is where stables face the axe because a resident decides to extend within the regulated distance — 50 feet.

Mr Patterson said stables were losing licences under council by-laws through neighbours extending their homes. The extensions made it impossible for stables to be relicensed and the owners were being forced to sell out to neighbours.

"Approximately 20 trainers have been forced out of Fremantle, breaking family traditions which in most cases go back three or more generations," he said.

Historian and former chief racing writer for *The West Australian*, Alf Dunn, said it was a pity stable owners were forced to move when their land became prime real estate.

HOWEVER, Fremantle councillor Dennis Sowden-Overmars, whose family has been associated with the industry, says economics and not by-laws drove them out.

"In fact, during the 1970s there was a plan to move all stables out of the area," he said.

"And although we fought to keep the horses and the stables in Fremantle because of their contribution to racing, my father and I knew the horse industry would one day leave."

During *The West Australian's* investigations into the area's history, the National Trust and Fremantle City Council decided to salvage what was left of the area's racing history.

Councillor June Hutchison, who visited Cockell's stables after the demolition, said the council had limited resources to research history.

"We haven't done enough re-

COVER STORY

A living heritage

There's a battle looming to save one the earliest historical elements of Fremantle... its horse racing heritage. **Carmelo Amalfi** reports.

One-eyed Windex treads the grey beach sand at the last working stables in South Fremantle. Built over a dune at the end of Daly Street, the historical home to nine Perth Cup winners now houses one of its last charges, a well-groomed pacer whose right eye was surgically removed after it was blinded by a tree branch.

Still trotting, the friendly four-year-old gelding springs around the sandpit like a proud puppy. Stable owner Terry Patterson leans against a rusty railing, admiring the animal's behaviour in front of strangers.

"Children love horses," he says from experience, having climbed on to a half-donkey, half-brumby at the age of nine — and lived.

Patterson has for years promoted the merits of protecting the remnants of a vibrant and historical horse presence in the port city. But it has not been an easy ride.

Four years ago, mesothelioma killed his 77-year-old father, Len "Banjo" Patterson — a former navy months ago Fremantle wharfie who died at home with a pair of old stirrups hanging from his bedhead. He was buried with a World War I saddle, a couple of two-up coins and red

poppies, his brothers having served in the Boer War, France and Egypt in World Wars I and II.

Len's wife, Annie, who joined the air force in World War II, helped run the stables until her death in 1997. Len and his father, a 10th Lighthorseman, built the stables overlooking the southern end of the city in 1960. They also built the end of Daly Street after the council refused to extend the road to the family's stables.

Hundreds of horses were housed in stables across Fremantle until the 1960s and 1970s — using the beach to exercise. Before the use of towed floats, they were and still are ridden to the beach for an early morning training run and swim in the ocean. Terry said he often went with his father to swim the horses, recalling the sharks attracted to the tide of offal waste from the former Robb Jetty abattoir. It was not unusual for local trainers and horses to have close encounters with sharks while treading the discoloured water in Owen Anchorage.

"We have fought hard for years to keep our horse heritage alive," Terry Patterson told Weekend Extra. "We'll hang in there until we can, doing what generations of horse

owners and trainers have been doing since the early 1800s."

The well-used beach strip stretches south, past the old power station and former abattoir sites, to Coogee Beach and Woodman Point — now one of WA's most sought-after pieces of coastal real estate south of Fremantle.

Patterson said that the path running past his stables was one of the last routes used for access to the coast south of South Beach groyne.

Top horse trainers, troops and the troubled engineer, C. Y. O'Connor, who rode his horse into the water and shot himself in 1902, have used the beach to train and heal their animals.

As well as the site of an abattoir, the area also has been used to process fish, swim and run dogs, produce electricity and store chemicals for agricultural use around WA.

The State's first horse race was run on the popular beachfront on October 3, 1833. The results of that historic meeting were published a few days later in the Perth Gazette (now *The West Australian*): Seven Timor ponies raced for £5 in heats twice around a "half-mile" course on what was then called The Downs.

Fashionable ladies and gentlemen wagered on the day's heats against a



Part of the first panel of the "Great Mural" commissioned in the late 1970s by the Victorian Racing Club.

background of nut and gingerbread stalls erected in the adjoining hills and flags flying in the sea breeze. A fiddler played in the dunes until the cry, "Clear the course," signalled the start of the first heats run by ponies sporting names such as More in Sorrow than Anger, Dandy, Tinker and Teazer.

They were imported by Capt. D. Taylor and merchants C. Smith and J. Weavell at £3 or £4 a horse, plus £4 to ship them to WA from parts of South-East Asia.

Stephen George Henty, 22 at the time of the first horse race, arrived in WA from England with his older brothers, James and John, on the Caroline in 1829. His brothers imported at least five thoroughbreds owned by their father, Thomas

Henty, who settled in Victoria.

Dandy was WA's first winning horse at the 1833 race meeting, its owner Capt. James McDermott, having taken up land in the Canning District three years earlier. He died in 1834 when his ship, Cumberland, sank in a wild storm near Safety Bay.

On April 14, 1834, the length of the South Beach race course was increased to six furlongs — about 1200m. In 1836, race lovers headed inland when a fixture was held at Guildford. By 1848, the venue had moved near to where the Ascot racecourse is now.

By the late 1800s, WA colonists were importing finely bred thoroughbreds from famous English studs, including the Earl of Egremont's Petworth stables.

In her 1990 book, *Born Winners Born Losers*, Jenny Tomlinson describes the day on October 21, 1890, when the new Constitution of WA was inaugurated with a sporting day, "events including pony races at running races for people". In 1898, *The West Australian* devoted 2½ columns to the annual race meeting that included an extensive coverage of ladies' fashions.

There were 90 registered clubs and 120 registered jockeys at the start of the last century, many of the ride from Fremantle.

Patterson's stables, formerly owned and run by the Collinson family since the early 1940s, have produced Perth, Kalgoorlie and Caulfield cup winners and two Railway Stakes winners, one of which, Aptofine, was led down Thomas Street, South Fremantle, in 1952 as residents cheered.

Jack Collinson, a former farmer from Lake Grace, trained five-year-old gelding Yabaroo to win the 1954 Perth Cup. He took over the stables from local trainer Billy Curtis.

Many racing families in WA have their origins at South Beach, including the Marks brothers, Ted Temby, Jimmy Banks and Jack Ingram. Jockeys from South Fremantle included Jackie Edwards, Stan Lee, Eric Cameron, Tony Outram, Bernie Duggan and Arthu Wagner.

Jack D. Cockell, one of the State's best horsemen, died at his stables at the north end of Daly Street in 1921. His parties were legendary, including Shetland ponies dancing on their hi



Suzannah, Claudia, and Terry Patterson outside the last working stables in Fremantle with the four-year-old gelding Windex. PICTURE: ASTRID VOLZKE



Francis Logan

Member of the Legislative Assembly – District of Cockburn

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Mayor Logan Howlett
PO Box 1215
Bibra Lake DC
WA 6965

Dear Mayor,

22nd June 2016

Proposed Commemoration Race – CY O'Connor Beach

I write in support of the initiative being taken by Mr Carmelo Amalfi on behalf of the Patterson family, of South Fremantle, to recognise the 183rd Anniversary of the first running of a horse race in Western Australia.

The horse race, as you well know, took place on the sands of what is now CY O'Connor Beach in North Coogee. It is also the site where Western Australia's 10th Light Horse trained before shipping out to Egypt and the Middle East campaigns of the First World War.

Mr Amalfi and the Pattersons are organising a celebration of the first race on the actual site at CY O'Connor Beach in the following terms:

" ... to commemorate the 1833 race on the beach, we will have horses lined up for the 183rd anniversary event, which will include the unveiling of a permanent plaque and a family fun-filled day on the grassed area at CY O'Connor Beach. We are celebrating the history and continuous use of the heritage-listed site by WA's leading trainers and riders, CY O'Connor (of course) and the 10th Lighthorse.

We already have the support of Perth Racing (WA Turf Club), Racing and Wagering WA, the Thoroughbred Breeders WA, WA Racehorse Owners' Association and Randwick stables, the State's oldest operating stables on Hamilton Road in Hamilton Hill."

I believe the initiative is a great reminder of the 1833 event and a superb way for the whole of Perth to appreciate the heritage of Cockburn as well as being a terrific day out for horse/race lovers and families alike.

I strongly encourage the City of Cockburn to get behind this initiative and help Mr Amalfi and the Pattersons turn their concept into reality.

Yours Sincerely

Hon Francis Logan MLA

Attention: Carmelo Amalfi

By Hand

2 March 2016

Dear Carmelo

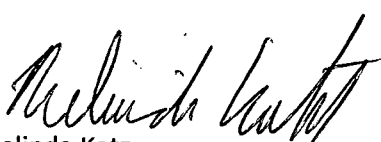
We would like to thank you most sincerely supporting our organisation and for all your hard work at the recent Freo Car Rally Event in Fremantle. We know the time and effort that is needed for these type of events and we thank you and everyone involved.

All donations help the Foundation in our quest to improve the outlook for men who have been diagnosed with prostate cancer, as well as creating ongoing awareness in the wider community. Without your help the event would have not been as successful as it was, and we thank you once again for your commitment and support.

It was lovely to meet you and fantastic to work with you – thank you so much for helping us to make a difference!

Looking forward to perhaps another fundraising opportunity in the future, please keep in touch.

With regards



Belinda Katz
Office and Events Coordinator WA



WEEKEND IDEAS

BY JENNI STOREY

FEEL AT HOME

Get along to the free Perth International Arts Festival opening event at **Langley Park** today. **Home**, starting at 7.45pm, is a live concert with a dynamic visual backdrop. This outdoor spectacle reflects on what the WA landscape and concept of "home" means to some of the State's most evocative and imaginative artists, from the suburbs to the sea and from backyards to the bush. Spread your picnic blanket from 6pm. Public transport recommended. Visit perthfestival.com.au.

MARK A CENTENARY

Anzac Cottage in **Mt Hawthorn** is staging a weekend of free events to celebrate its centenary. The cottage, built in February 1916 as a war memorial and home for a wounded soldier, will host an **Open House** today from 10am-4pm. There will be re-enactments, talks, tours and loads of activities for the whole family. From 6.30-9pm there will be a concert in nearby Braithwaite Park, featuring the Malibu Kolbe Glee Club, Mt Hawthorn Primary School Choir, James Blundell, bush poet John Hayes and a performance of *Coming Home* by Agelink Theatre. Tomorrow the Sunsmart Street Party will be held in Kalgoorlie Street. Join the entertainment and birthday celebrations from 3.30-6.30pm. Anzac Cottage is at 38 Kalgoorlie Street. Visit facebook.com/AnzacCottage.

TAKE A BOG LAP

Help support Fremantle's inaugural charity car run tomorrow to raise money for breast

and prostate cancer research and care in WA. The **Freo Charity Car Cruise** revives the 1960s "Freo bog lap" tradition, showing off vintage cars along the cappuccino strip and beyond. The event starts on the corner of **Market Street** and **South Terrace** at 10.30am. Entry is \$10 per car and free for spectators. Visit prostate.org.au.

SEE TWO PLAYS

A comedy about a newspaper and Cinderella – as you've never seen her before – are the subject of two short plays at **Limelight**

Theatre in Wanneroo tonight. **Don't Shoot The Messenger** is set in a present-day newsroom as management decides the newspaper should become completely digital. The story is seen through the eyes of two veteran journalists who yearn for a return to the "good old days" of journalism. **The Broken Slipper** is a black comedy about Cinderella facing the Fairytale Tribunal after breaking the rules by not marrying Prince Charming. Tickets are \$15 via limelighttheatre.com. Curtain up at 8pm. More shows on February 19 and 20. The venue is on Civic Drive.

CHILL AT THE PARK

Cool off in the shade of the lovely **Mason Gardens** in Dalkeith tomorrow and hear cover band **Proof** play a mix of classic hits, top 40, dance, rock and pop. Running from 5.30-7pm, this free community concert is suitable for all ages and is part of the City of Nedland's summer concert series. BYO picnic. The park is on Melvista Avenue.

WATCH A FILM FEST

Get your fill of boutique cinema in **Midland**



Helping others on Valentine's Day

PROSTATE and breast cancer sufferers will get more support with a new fundraising initiative that will launch on Valentine Day.

Prostate Cancer Foundation of Australia (PCFA) and Breast Cancer Care WA will be the lucky recipients of the inaugural charity car cruise through Fremantle on February 14.

More than 100 car enthusiasts and members from classic and vintage car clubs will muster at 11am at the Beach St car park (near Clancy's Fish Pub) before cruising to Fremantle's Cappuccino Strip at midday.

Local business owners will display collection boxes for PCFA and Breast Cancer Care WA in the weeks leading up to the event, which relives the Fremantle 'bog lap' tradition dating back to the 1960s.

A small army of volunteers will be on hand on the day to invite on-lookers to make a gold coin donation for the

not-for-profit health organisations.

The driving force behind the charity car cruise is Fremantle resident Carmelo Amalfi who is hoping to raise public awareness of breast and prostate cancer.

Mr Amalfi held a successful 'test run' event in November 2015 when hundreds of people turned out to photograph and post via social media on the street spectacle.

"Bog laps made the cappuccino strip, it was a way of showing off your wheels and cruising through the streets, usually on the weekend."

Mr Amalfi said he also had cruised through the CBD in his V8 Holden Monaro.

"This event will be a great way for people to see up close some of the world's hottest street cars - Stingrays, Shakers, Chevys,

GTRs and SLRs, while fundraising for a worthy cause."

Mr Amalfi plans to make the charity cruise an annual event and he is urging WA car enthusiasts and volunteers to support the event via Freo StreetWise's facebook site at <https://www.facebook.com/freostreetwise>.

PCFA state manager WA Cate Harman said the foundation was thrilled to be the recipient of this exciting new event.

"Our volunteers will be on the strip to assist Carmelo and his team to receive donations," she said.

"Early detection of the disease is the key to saving lives, and events such as this go a long way to raising awareness of prostate cancer."

Prostate Cancer is the most common cancer in men in Australia, with 20,000 new cases diagnosed nationally each year. In Australia, more men die of prostate cancer than women die of breast cancer and in WA, 300 men lose their lives to the disease each year.

For more information go to www.prostate.org.au and www.breastcancer.org.au





Revving up for cancer charities

More than 100 car enthusiasts and classic and vintage car owners will relive Fremantle's "bog lap" tradition on Valentine's Day.

Back in the 1960s, drivers of souped-up cars did bog laps around Freo, but on February 14 the cruise around Freo's cappuccino strip will be in the name of charity.

Organiser Carmelo Amalfi said: "This event will be a great way for people to see up close some of the world's hottest street cars – Stingrays, Shakers, Chevys, GTRs and SLRs, while fundraising for a worthy cause.

"Bog laps made the Cappuccino Strip.

"It was a way of showing off your wheels and cruising through the streets, usually on the weekend."

The cars and owners will muster at 11am at the Beach Street carpark near Clancy's Fish Pub before cruising to Fremantle's Cappuccino Strip at noon.

Local businesses will display collection boxes for the Prostate Cancer Foundation of Australia (PCFA) and Breast Cancer Care WA and a small army of volunteers will invite onlookers to make gold coin donations for the not-for-profit health organisations.













The Marks Brothers. (l-r) Bill, Jack, Phil (an Adelaide dentist who did not move to Western Australia), Sol and Percy.

