

**I hereby give notice that a Junior Sports Assistance Fund Committee Meeting will be held on:**

**Date:** Wednesday, 28 October 2020  
**Time:** 6.00 p.m. General Meeting  
**Location:** Committee Room, Level 1  
Civic Centre  
10 Watson Terrace  
Mount Gambier

# **AGENDA**

## **Junior Sports Assistance Fund Committee Meeting 28 October 2020**



**Andrew Meddle**  
Chief Executive Officer

**21 October 2020**

## Order Of Business

<b>1</b>	<b>Acknowledgement of Country</b> .....	<b>3</b>
<b>2</b>	<b>Apology(ies)</b> .....	<b>3</b>
<b>3</b>	<b>Confirmation of Minutes</b> .....	<b>3</b>
<b>4</b>	<b>Questions without Notice</b> .....	<b>3</b>
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5.1	Preferred Financial Institution - Junior Sports Assistance Fund – Report No. AR20/54389 .....	4
5.2	Statement of Revenue and Expenses - 1/3/2020 - 31/08/2020 - Report No. AR20/55257 .....	6
5.3	Applications for Financial Assistance for Juniors and Payments from the Fund from 01/03/2020 to 31/08/2020 - Report No. AR20/55331 .....	9
5.4	Commercial Club Inc. - Annual Donation - Exceptional Junior 2019 – Report No. AR20/55376 .....	13
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<b>6</b>	<b>Meeting Close</b> .....	<b>17</b>



**1 ACKNOWLEDGEMENT OF COUNTRY**

We acknowledge the Boandik peoples as the traditional custodians of the land where we meet today. We respect their spiritual relationship with the land and recognise the deep feelings of attachment our indigenous peoples have with this land.

**2 APOLOGY(IES)**

Nil

**3 CONFIRMATION OF MINUTES**

**RECOMMENDATION**

That the minutes of be confirmed as an accurate record of the proceedings of the meeting.

**4 QUESTIONS WITHOUT NOTICE**



## **5 REPORTS**

### **5.1 PREFERRED FINANCIAL INSTITUTION - JUNIOR SPORTS ASSISTANCE FUND – REPORT NO. AR20/54389**

<b>Committee:</b>	<b>Junior Sports Assistance Fund</b>
<b>Meeting Date:</b>	<b>28 October 2020</b>
<b>Report No.:</b>	<b>AR20/54389</b>
<b>CM9 Reference:</b>	<b>AF11/725</b>
<b>Author:</b>	<b>Kylie Harradine, Team Leader Finance</b>
<b>Authoriser:</b>	<b>Barbara Cernovskis, General Manager Community Wellbeing</b>
<b>Summary:</b>	<b>Simplify banking protocols</b>
<b>Community Plan Reference:</b>	<b>Goal 1: Our People Goal 3: Our Diverse Economy</b>

#### **REPORT RECOMMENDATION**

1. That Junior Sports Assistance Fund Report No. AR20/54389 titled 'Preferred Financial Institution - Junior Sports Assistance Fund' as presented on 28 October 2020 be noted.
2. The Junior Sports Assistance Fund Committee close the Bendigo Bank Account and transfer the funds to Westpac and creating a Junior Sports Assistance Fund reserve.



## **BACKGROUND**

The current Junior Sports Assistance Fund financial arrangements have been the same for many years, with the current Financial Institution being the Bendigo Bank. Bendigo Bank has generously supported the Junior Sports Assistance Fund with sizeable donations to the Fund over several years, these sponsorships included naming rights to Coaching Clinics for juniors.

The Fund has been unsuccessful for the last 3 years in its applications to the Mount Gambier and District Bendigo Community Bank for sponsorship to hold its Coaching Clinic Program.

## **DISCUSSION**

Council's Financial Officers have provided the following information for Committee Member's information:

Benefits of transferring the funds to Westpac and creating a Junior Sports Assistance Fund reserve;

- Currently the Junior Sports Assistance Fund are the only Council managed fund with their own bank account.
- Treatment of the Junior Sports Assistance Fund would be consistent with all other funds such as Christmas Parade, Cemetery and Christmas Appeal.
- The biggest risk with the Bendigo Bank is the difficulty around changing signatories, currently we only have one signatory. The risk is eliminated of authorised signatories / officers not being updated or accurate. Should current authorised signatories become unavailable there is no way to access the fund.
- Eliminate the duplication of data entry, transferring of funds between entities and reliance on an individual to remember to complete the processes. Reporting would be more efficient and reduce any margin for error that currently exists.
  - o Currently funds received directly by Council are periodically transferred to JSAF. This requires the raising of a purchase order and payment through a creditors batch. It is also dependent on an individual remembering to complete the process.
  - o Invoices for Member Contributions / Donations are raised through Councils system, some customers make payments direct to the JSAF fund others direct to Council.
  - o Payments to recipients are made by a manual handwritten cheques directly from JSAF Bendigo bank account. This would change to payments through Councils Creditor's; Raise a purchase order and payment made by Electronic Funds Transfer. There would be more controls in place while processing payments would be easier and not reliant on an authorised signatory being available in person.
  - o Currently JSAF reporting is based on reconciliations between JSAF bank account, the JSAF work order, and manually maintained spreadsheet. This would no longer be required as the data in the work order would be accurate.

## **ATTACHMENTS**

Nil



**5.2 STATEMENT OF REVENUE AND EXPENSES - 1/3/2020 - 31/08/2020 - REPORT NO. AR20/55257**

**Committee:** Junior Sports Assistance Fund  
**Meeting Date:** 28 October 2020  
**Report No.:** AR20/55257  
**CM9 Reference:** AF11/725  
**Author:** Melissa Telford, Administration Officer - Executive Support  
**Authoriser:** Barbara Cernovskis, General Manager Community Wellbeing  
**Summary:** This report presents the financial position of the Junior Sports Assistance Fund for period 1 March 2020 – 31 August 2020.  
**Community Plan Reference:** Goal 1: Our People

**REPORT RECOMMENDATION**

1. That Junior Sports Assistance Fund Report No. AR20/55257 titled 'Statement of Revenue and Expenses - 1/3/2020 - 31/08/2020 as presented on 28 October 2020 be noted.
2. The financial statement of the Fund as 31 August 2020 be received, noting a cash balance of \$106,610.56.

## **BACKGROUND**

The financial position of the Junior Sports Assistance Fund from meeting to meeting is reported for information.

## **DISCUSSION**

The report provides the Junior Sports Assistance Fund Committee the balance of funds held at the Bendigo Bank as at 31 August 2020. Provided is the revenue from the member sporting organisations, Council contributions, bank interest and any donations received during the reporting period. Payments to junior sportspersons, coaching clinics, exceptional and financially disadvantaged juniors are also provided to inform the members of the expenditure incurred during this reporting period. This allows the Committee the ability to assess current funds to determine whether any adjustment is necessary in relation to payments to member organisations.

## **CONCLUSION**

The financial position of the Junior Sports Assistance Fund as at 31 August 2020 is very sound. The consolidated balance of the fund is \$106,610.56 which is more than sufficient to cover future commitments.

## **ATTACHMENTS**

1. Junior Sports Assistance Fund - Statement of Revenue and Expenditure - 01/03/2020 - 31/08/2020

**CITY OF MOUNT GAMBIER JUNIOR SPORTING FUND**

**STATEMENT OF REVENUE AND EXPENDITURE  
1<sup>st</sup> March 2020 – 31 August 2020**

**REVENUE**

<b>Member Contributions</b>	<b>\$0.00</b>
<b>Council Contributions</b>	<b>\$0.00</b>
City of Mount Gambier	
District Council of Grant	
<b>Investments on investment/bank accounts</b>	<b>\$317.56</b>
<b>Donations - Coaching Clinics</b>	<b>\$0.00</b>
<b>Donations - Financially Disadvantaged Juniors</b>	<b>\$900.00</b>
<b>Donations - Exceptional Juniors</b>	<b>\$2,500.00</b>
<b>Donations - Other</b>	<b>\$0.00</b>

<b>TOTAL REVENUE</b>	<b>\$3,717.56</b>
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**LESS EXPENDITURE**

<b>Payments for Junior Sports person</b>		<b>\$1,600.00</b>
Lower South East Hockey Association - Mason Hill	\$	400.00
Lower South East Hockey Association - Rachel Case	\$	400.00
Mount Gambier Cycling Club – T Wight & N Van Niekerk	\$	800.00
<b>Payments for Coaching Clinics</b>		<b>\$0.00</b>
<b>Payments for Financially Disadvantaged Juniors</b>		<b>\$900.00</b>
Basketball Mount Gambier	\$	900.00
<b>Payments to Exceptional Juniors</b>		<b>\$0.00</b>
<b>Bank fees and charges</b>	\$	-
<b>TOTAL EXPENDITURE</b>		<b>\$2,500.00</b>

**STATEMENT OF ASSETS AS AT 31ST AUGUST 2020**

**This is represented by:**

Closing Balance Bendigo Bank Term Deposit (633-000 152962106) as at 31 August 2020	\$42,969.46
Closing Balance Bendigo Bank Account (633-000 148372071) as at 31 August 2020	\$63,641.10
<b>TOTAL ASSETS</b>	<b>\$106,610.56</b>





**5.3 APPLICATIONS FOR FINANCIAL ASSISTANCE FOR JUNIORS AND PAYMENTS FROM THE FUND FROM 01/03/2020 TO 31/08/2020 - REPORT NO. AR20/55331**

<b>Committee:</b>	<b>Junior Sports Assistance Fund</b>
<b>Meeting Date:</b>	<b>28 October 2020</b>
<b>Report No.:</b>	<b>AR20/55331</b>
<b>CM9 Reference:</b>	<b>AF11/725</b>
<b>Author:</b>	<b>Melissa Telford, Administration Officer - Executive Support</b>
<b>Authoriser:</b>	<b>Barbara Cernovskis, General Manager Community Wellbeing</b>
<b>Summary:</b>	<b>The report provides details on applications received for financial assistance from Members of the Junior Sports Assistance Fund and payments made from the Fund since the previous general meeting held 11 March 2020.</b>
<b>Community Plan Reference:</b>	<b>Goal 1: Our People</b>

**REPORT RECOMMENDATION**

1. That Junior Sports Assistance Fund Report No. AR20/55331 titled 'Applications for Financial Assistance for Juniors and Payments from the Fund from 01/03/2020 to 31/08/2020' as presented on 28 October 2020 be noted.

## BACKGROUND

The report provides details on applications received for financial assistance from Members of the Junior Sports Assistance Fund and payments made from the Fund from meeting to meeting and is reported for information.

## DISCUSSION

### *Applications for Financial Assistance*

The Secretary reported that for the period 1 March 2020 to 31 August 2020 the following applications have been received and payments made from the Fund for Junior's:

(a) Mount Gambier Netball Association

Nil

(b) Basketball Mount Gambier

Nil

(c) Lower South East Hockey Association

- |      |              |       |
|------|--------------|-------|
| (i)  | one nominees | \$400 |
| (ii) | one nominee  | \$400 |

(d) Mount Gambier and District Baseball League

Nil

(e) Blue Lake Y Swim Club

Nil

(f) South Gambier Football/Netball Clubs

Nil

(g) North Gambier Football/Netball Clubs

Nil

(h) Mount Gambier Touch Association

Nil

(i) Mount Gambier and District Junior Cricket

Nil

(j) Mount Gambier Golf Club

Nil

(k) Mount Gambier District Little Athletics

Nil

- (l) Discretionary  
Nil
- (m) Mount Gambier and District Pony Club  
Nil
- (n) South East Women's Football  
Nil
- (o) Mount Gambier Cycling Club
  - (i) two nominees \$800
- (p) Limestone Coast Football Association  
Nil
- (q) Lakes Junior Tennis  
Nil
- (r) Mount Gambier Swimming Club  
Nil

*Payments from the Fund - Since 1 July 2015*

Payments to Member Organisations for Junior Sportsperson's financial assistance for period 1 September 2019 to 31 August 2020 amounts to \$10,600 and total payments since 1 July 1988 to 31 August 2020 amounts to \$491,195.

Actual payments to Member Organisations for Coaching Clinics for the period 1 September 2019 to 31 August 2020 amounts to Nil and total actual payments since 1 July 1991 to 31 August 2020 amounts to \$90,383.

Payments to Member Organisations for Financially Disadvantaged Juniors for period 1 September 2019 to 31 August 2020 amounts to \$900 and total payments since 22 May 2013 to 31 August 2020 amounts to \$15,900.

Payments to Member Organisations for Exceptional Juniors for period 1 September 2019 to 31 August 2020 amounts to Nil and total payments since 20<sup>th</sup> November 2013 to 31 August 2020 amounts to \$7,000. Note: this initiative was previously funded by a sponsor direct to the awardee.

***Due to the COVID-19 crisis applications for the Coaching Clinic Program and Exceptional Junior 2019 were put on hold while sporting Clubs were in recess. It is the intent of the Committee to re-advertised these Programs with a closing date for applications being 20 November 2020. The Coaching Clinic Program will be re-run in 2021.***

Payments from the Junior Sports Fund on a quarterly basis over previous quarters for Juniors - State Selection only (not coaching etc.) is as follows:

<i>Financial year</i>	<i>Quarter</i>	<i>Totals each quarter \$</i>	<i>Accumulative Totals \$</i>
2020/2021	J - Aug	Nil	Nil
2019/2020	J - S	7,050	7,050
	O - D	1,700	8,750
	J - M	3,400	10,550
	A - J	Nil	10,550
2018/2019	J - S	5,500	5,500
	O - D	3,750	9,250
	J - M	2,325	11,575
	A - J	4,620	16,195
2017/2018	J - S	4,100	4,100
	O - D	4,600	8,700
	J - M	2,100	10,800
	A - J	2,650	13,450
2016/2017	J - S	6,750	6,750
	O - D	2,250	9,000
	J - M	8,500	17,500
	A - J	2,850	20,350
2015/2016	J - S	3,450	3,450
	O - D	9,950	13,400
	J - M	3,900	17,300
	A - J	3,300	20,600

#### *Other Applications Received*

Since the previous general meeting of 3 March 2020 to 31 August 2020:

- (a) no non-resident applications was received during this period;
- (b) no applications for financial assistance were declined during this period.
- (c) no discretionary donation was made during this period.

#### **ATTACHMENTS**

Nil

**5.4 COMMERCIAL CLUB INC. - ANNUAL DONATION - EXCEPTIONAL JUNIOR 2019 – REPORT NO. AR20/55376**

**Committee:** Junior Sports Assistance Fund  
**Meeting Date:** 28 October 2020  
**Report No.:** AR20/55376  
**CM9 Reference:** AF11/725  
**Author:** Melissa Telford, Administration Officer - Executive Support  
**Authoriser:** Barbara Cernovskis, General Manager Community Wellbeing  
**Summary:** The Commercial Club Inc. provides funding to assist the Junior Sports Assistance Fund to provide a program to acknowledge, financially assist and celebrate an exceptional junior who has excelled in their chosen sport. Due to the COVID-19 crisis the Program was deferred until further notice.  
**Community Plan Reference:** Goal 1: Our People

**REPORT RECOMMENDATION**

1. That Junior Sports Assistance Fund Report No. AR20/55376 titled 'Commercial Club Inc. - Annual Donation - Exceptional Junior 2019' as presented on 28 October 2020 be noted.
2. The exceptional junior program be readvertised requesting nominations from Member Organisations of suitable juniors worthy of such an award with the closing date for nominations being 20 November 2020.

## **BACKGROUND**

The Commercial Club Inc. have provided ongoing support to the Junior Sports Fund in its endeavours to provide meaningful assistance to our talented young sportspeople for numerous years.

The Annual Exceptional Junior Program provides the resource to acknowledge a junior sportsperson who has displayed the ideals, enthusiasm, skills and abilities to develop their fullest potential in their chosen sport and could advance to the highest levels of achievement.

The Commercial Club's donations to the Junior Sports Fund over many years are a magnificent contribution and we are truly indebted to the Club for their continued support and interest in the Program.

Due to the COVID-19 crisis Member Organisations were advised of the Committees decision to postpone the Program for the foreseeable future as most sporting groups went into recess. Members were advised that any applications already received would be held onto until such time as the Program recommences. One application was received from the Mount Gambier Cycling Club.

## **DISCUSSION**

With sporting clubs back up and running it is the intent of the Junior Sports Assistance Fund to readvertise the Program requesting nominations from Member Organisations for suitable juniors worthy of the Exceptional Junior for 2019 funding. The application already received from Mount Gambier Cycling Club be included with these applications.

## **CONCLUSION**

The Exception Junior for 2019 Program be re-advertised with the closing date for applications being 20 November 2020.

## **ATTACHMENTS**

Nil

**5.5 COACHING CLINIC PROGRAM - ANNUAL DONATION – REPORT NO. AR20/67915**

**Committee:** Junior Sports Assistance Fund  
**Meeting Date:** 28 October 2020  
**Report No.:** AR20/67915  
**CM9 Reference:** AF11/725  
**Author:** Melissa Telford, Administration Officer - Executive Support  
**Authoriser:** Barbara Cernovskis, General Manager Community Wellbeing  
**Summary:** The Junior Sports Assistance Fund provides an annual program to financially assist its Member Organisations to deliver specialised Coaching Clinics. Due to the COVID-19 crisis the Program was deferred until further notice.  
**Community Plan Reference:** Goal 1: Our People

**REPORT RECOMMENDATION**

1. That Junior Sports Assistance Fund Report No. AR20/67915 titled 'Coaching Clinic Program - Annual Donation' as presented on 28 October 2020 be noted.
2. The Coaching Clinic Program be readvertised requesting nominations from Member Organisations wishing to make application for a donation towards the costs to conduct a specialised coaching clinic at Mount Gambier with the closing date for nominations being 20 November 2020.

## **BACKGROUND**

The Junior Sports Assistance Fund Coaching Clinic Program is a significant program run by the Fund. This funding is always well sought after from our member organisations as the benefits it provides assists all Members within their respective clubs.

The funding program was established to provide specialist training and coaching clinics locally to our players, coaches and umpires alike. Exposure to this level of training builds capacity of our junior sportspeople, support persons and increases the standard of local competition.

The philosophy is to support local, invest in our local junior sports competition and open pathways for our junior sportspersons to state and national competitions.

The funding support enables sporting clubs to access elite level specialist coaches to run development clinics locally covering not only the specialised coaching of juniors but the further coaching of our coaches and/or umpires.

The funding of \$5,000 is advertised annually to our member organisations to submit applications. The Committee ensures that there is equitable distribution of support funding amongst member organisations to run coaching clinics that are well subscribed with eligible participants and takes into account previous recipients to maintain the integrity of the program.

Due to the COVID-19 crisis Member Organisations were advised of the Committees decision to postpone the Program for the foreseeable future as most sporting groups went into recess. Members were advised that any applications already received would be held onto until such time as the Program recommences.

## **DISCUSSION**

With sporting clubs back up and running it is the intent of the Junior Sports Assistance Fund to readvertise the Program requesting nominations from Member Organisations wishing to make application to the Fund for a donation towards the costs to conduct a specialised coaching clinic at Mount Gambier.

## **CONCLUSION**

The Coaching Clinic Program be re-advertised with the closing date for applications being 20 November 2020.

## **ATTACHMENTS**

Nil



**6 MEETING CLOSE**



**MINUTES OF CITY OF MOUNT GAMBIER JUNIOR SPORTS ASSISTANCE FUND  
COMMITTEE MEETING HELD AT THE COMMITTEE ROOM, LEVEL 1, CIVIC CENTRE,  
10 WATSON TERRACE, MOUNT GAMBIER ON WEDNESDAY 11 MARCH 2020 AT 5.30 P.M.**

**PRESENT:** Cr Christian Greco, Mayor Lynette Martin, Ms Karen Cunningham, Cr Megan Dukalskis, Ms Jenny Burston

**OFFICERS IN ATTENDANCE:** Executive Administration Officer - Mrs M Telford

**1 ACKNOWLEDGEMENT OF COUNTRY**

**WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.**

**2 APOLOGY(IES)**

**COMMITTEE RESOLUTION**

Moved: Karen Cunningham

Seconded: Jenny Burston

That the apologies from Cr Kate Amoroso and Mrs Jeanette Elliott be received.

**CARRIED**

**3 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION**

Moved: Cr Christian Greco

Seconded: Karen Cunningham

That the minutes of the Junior Sports Assistance Fund meeting held on 9 October 2019 and the Junior Sports Assistance Fund meeting held on 9 October 2019 be confirmed as an accurate record of the proceedings of the meeting.

**CARRIED**

**4 QUESTIONS WITHOUT NOTICE**

Nil



## **5 REPORTS**

### **5.1 CORRESPONDENCE RECEIVED**

#### **COMMITTEE RESOLUTION**

Moved: Cr Christian Greco  
Seconded: Cr Megan Dukalskis

1. That Junior Sports Assistance Fund Report No. AR19/66243 titled 'Correspondence Received' as presented on 11 March 2020 be noted.

**CARRIED**

### **5.2 COMMITTEE APPOINTMENTS**

#### **COMMITTEE RESOLUTION**

Moved: Cr Christian Greco  
Seconded: Karen Cunningham

1. That Junior Sports Assistance Fund Report No. AR19/64728 titled 'Committee Appointments' as presented on 11 March 2020 be noted.

**CARRIED**

### **5.3 STATEMENT OF REVENUE AND EXPENSES - 1/10/2019 - 29/02/2020**

#### **COMMITTEE RESOLUTION**

Moved: Cr Christian Greco  
Seconded: Karen Cunningham

1. That Junior Sports Assistance Fund Report No. AR20/15047 titled 'Statement of Revenue and Expenses - 1/10/2019 - 29/02/2020 as presented on 11 March 2020 be noted.
2. The financial statement of the Fund as 29 February 2020 be received, noting a cash balance of \$108,023.

**CARRIED**

### **5.4 APPLICATIONS FOR FINANCIAL ASSISTANCE FOR JUNIORS AND PAYMENTS FROM THE FUND FROM 01/09/2019 TO 29/02/2020**

#### **COMMITTEE RESOLUTION**

Moved: Cr Christian Greco  
Seconded: Jenny Burston

1. That Junior Sports Assistance Fund Report No. AR20/15392 titled 'Applications for Financial Assistance for Juniors and Payments from the Fund from 01/09/2019 to 29/02/2020' as presented on 11 March 2020 be noted.

**CARRIED**

**5.5 ROTARY CLUB OF MOUNT GAMBIER LAKES - DONATION TO FINANCIALLY DISADVANTAGED JUNIOR SPORTSPERSONS**

**COMMITTEE RESOLUTION**

Moved: Karen Cunningham

Seconded: Jenny Burston

1. That Junior Sports Assistance Fund Report No. AR19/66198 titled 'Rotary Club of Mount Gambier Lakes - Donation to Financially Disadvantaged Junior Sportspersons' as presented on 11 March 2020 be noted.
2. The following applications/funding be made available to the Member Organisation named below to assist the identified junior(s) to achieve their fullest participation with the specific purpose donation from the Rotary Club of Mount Gambier Lakes - Donations to Financially Disadvantaged Junior Sportspersons initiative (funded from some of the proceeds from the 2018 Blue Lake Fun Run) and to be used strictly in accordance with their respective confidential application:
  - (i) Basketball Mount Gambier - \$900

**CARRIED**

**6 URGENT MOTIONS WITHOUT NOTICE**

Nil

**7 MEETING CLOSE**

The Meeting closed at 5.46 p.m.

The minutes of this meeting were confirmed at the Junior Sports Assistance Fund held on .

.....  
**PRESIDING MEMBER**

