

AGENDA

**Junior Sports Assistance
Fund Committee - AGM**
Wednesday 24 September 2025



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

Time: 5:30 pm
Date: Wednesday 24 September 2025
Location: Conference Room – Level 1, Civic Centre
10 Watson Terrace, Mount Gambier



Andrew Aitkin
INTERIM CHIEF EXECUTIVE OFFICER
18/09/2025

Order of Business

1 Acknowledgement of Country	3
2 Apologies	3
3 Confirmation of Minutes	3
3.1 Confirmation of Minutes	3
4 Questions without Notice	9
5 Reports	9
5.1 Statement of Revenue and Expenses - Year Ended 30/06/2025	9
5.2 Member Organisation Contributions	14
5.3 Payments to Member Organisations.....	17
5.4 General Developments of the Fund from 01/07/2024 to 30/06/2025	19
5.5 Committee Appointments.....	29
5.6 Review of Terms of Reference.....	31
6 Urgent Motions without Notice	45
7 Meeting Close	45

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 FIRST NATIONS PEOPLES HAVE WITH THE LAND.

2 APOLOGIES

Nil

3 CONFIRMATION OF MINUTES

3.1 CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of the Junior Sports Assistance Fund Committee Meeting held on 4 December 2024 be confirmed as an accurate record of the proceedings of the meeting.



MINUTES

Junior Sports Assistance Fund Committee AGM

Wednesday 4 December 2024



Minutes of City of Mount Gambier Junior Sports Assistance Fund Committee held on:

Time: 5:30 pm
Date: Wednesday 4 December 2024
Location: Conference Room – Level 1, Civic Centre
10 Watson Terrace, Mount Gambier

City of Mount Gambier
Junior Sports Assistance Fund Committee Annual General Meeting Minutes

4 December 2024

PRESENT: Cr Josh Lynagh (Presiding Member)
Cr Megan Dukalskis
Mrs Felicity Walker
Mrs Jenny Burston
Ms Di Gould

OFFICERS IN ATTENDANCE: Councillor Support 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 FIRST NATIONS PEOPLES HAVE WITH THE LAND.

2 APOLOGIES

COMMITTEE RESOLUTION JSAF 2024/0

Moved: Cr Josh Lynagh
Seconded: Jenny Burston

That the apology from Andrew Matheson be received.

CARRIED

3 CONFIRMATION OF MINUTES

3.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION JSAF 2024/1

Moved: Cr Megan Dukalskis
Seconded: Di Gould

That the minutes of the Junior Sports Assistance Fund Meeting held on 8 November 2023 be confirmed as an accurate record of the proceedings of the meeting.

CARRIED

4 QUESTIONS WITHOUT NOTICE

Nil

5 REPORTS

5.1 STATEMENT OF REVENUE AND EXPENDITURE - YEAR ENDED 30/06/2024

COMMITTEE RESOLUTION JSAF 2024/2

Moved: Cr Josh Lynagh
Seconded: Jenny Burston

1. That Council report titled 'Statement of Revenue and Expenditure - Year Ended 30/06/2024' as presented on Wednesday 4 December 2024 be noted.
2. The Statement of Income and Expenditure for period ended 30 June 2024 detailing payments to and from the Fund, with a 30 June 2024 cash balance of \$135,187.76 be received.

CARRIED

5.2 MEMBER ORGANISATION CONTRIBUTIONS

COMMITTEE RESOLUTION JSAF 2024/3

Moved: Jenny Burston
Seconded: Felicity Walker

1. That the Junior Sports Assistance Fund Report titled 'Member Organisation Contributions' as presented on Wednesday 4 December 2024 be noted.
2. Member Organisations be advised that the Junior Sports Assistance Fund has the financial capacity to assist its members noting the cost of living crisis and as such member contributions to the Junior Sports Assistance Fund for the 2024/2025 financial year be waived.

CARRIED

5.3 PAYMENTS TO MEMBER ORGANISATIONS

COMMITTEE RESOLUTION JSAF 2024/4

Moved: Jenny Burston
Seconded: Felicity Walker

1. That the Junior Sports Assistance Fund report titled 'Payments to Member Organisations' as presented on Wednesday 4 December 2024 be noted.
2. Payments to Member Organisations be calculated based on 10% of the total cost of the principal event and capped at \$300 minimum and \$500 maximum.

3. That in the event of extenuating circumstances the determination will be at the discretion of the Committee.

CARRIED

5.4 GENERAL DEVELOPMENTS OF THE FUND FROM 01/07/2023 TO 30/06/2024

COMMITTEE RESOLUTION JSAF 2024/5

Moved: Cr Josh Lynagh

Seconded: Jenny Burston

1. That the Junior Sports Assistance Fund report titled 'General Developments of the Fund from 01/07/2023 to 30/06/2024' as presented on Wednesday 4 December 2024 be noted.

CARRIED

5.5 COMMITTEE APPOINTMENTS

COMMITTEE RESOLUTION JSAF 2024/6

Moved: Cr Josh Lynagh

Seconded: Di Gould

1. That the Junior Sports Assistance Fund report titled 'Committee Appointments' as presented on Wednesday 4 December 2024 be noted.
2. The committee appointments to approve applications to the Junior Sports Fund Assistance Fund as referenced in report titled 'Committee Appointments' be adopted.

CARRIED

5.6 REVIEW OF TERMS OF REFERENCE

COMMITTEE RESOLUTION JSAF 2024/7

Moved: Cr Megan Dukalskis

Seconded: Jenny Burston

1. That Council report titled 'Review of Terms of Reference' as presented on Wednesday 4 December 2024 be noted.
2. That the proposed amended Junior Sports Assistance Fund Terms of Reference to be presented for adoption at the next meeting of Council be noted.

CARRIED

6 URGENT MOTIONS WITHOUT NOTICE

Nil

7 MEETING CLOSE

The meeting closed at 5:45 pm.

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

.....
PRESIDING MEMBER

4 QUESTIONS WITHOUT NOTICE

5 REPORTS

5.1 STATEMENT OF REVENUE AND EXPENSES - YEAR ENDED 30/06/2025

Author: Melissa Telford, Councillor Support Officer
Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

RECOMMENDATION

1. That Junior Sports Assistance Fund Committee report titled 'Statement of Revenue and Expenses - Year Ended 30/06/2025' as presented on Wednesday 24 September 2025 be noted.
2. That the Statement of Income and Expenditure for period ended 30 June 2025 detailing payments to and from the Fund, with a 30 June 2025 cash balance of \$138,831.92 be received.

PURPOSE

The purpose of this report is to provide the Audited Statement of Income and Expenditure of the Junior Sports Assistance Fund for financial year 2024/2025.

TERMS OF REFERENCE

The Council shall ensure that adequate and proper accounting records are maintained in respect of the Fund and which shall be audited on an annual basis by the Auditor for the time being of the Council.

RELEVANT LEGISLATION

N/A

BACKGROUND / OPTIONS

The statement of income and expenditure of the Junior Sports Assistance Fund for the period 1 July 2024 to 30 June 2025 is provided for information.

The report provides the Junior Sports Assistance Fund audited statement of income and expenditure for financial year 2024/2025, detailing payments to and from the Fund as at 30 June 2025.

CONCLUSION

The final position of the Junior Sports Assistance Fund is sound with the balance of the Fund as at 30 June 2025 being \$138,831.92.

ATTACHMENTS

1. City of Mount Gambier Junior Sports Assistance Fund - Audited Statement of Revenue and Expenses 2024/2025 [5.1.1 - 4 pages]

CITY OF MOUNT GAMBIER JUNIOR SPORTS ASSISTANCE FUND

**STATEMENT OF REVENUE AND EXPENDITURE
 As at 30 June 2025**

REVENUE

Task 984	Member Contributions		\$ -
Task 985	Council Contributions		\$ 16,000.00
	City of Mount Gambier	\$ 12,000.00	
	District Council of Grant	\$ 4,000.00	
Task 1160	Donations Income - General		\$ -
Task 1161	Donations Income - Coaching Clinics		\$ 1,575.00
	Blue Lake Y Swimming Club	\$ 1,575.00	
Task 1162	Donations Income Exceptional Juniors		\$ -
Task 1163	Donations Income - Youth Empowerment Sports Program		\$ 3,000.00
	Rotary Club of Mt Gambier Lakes	\$ 3,000.00	
Task 1165	Interest - Income		\$ 969.16
TOTAL REVENUE			\$ 21,544.16

LESS EXPENDITURE

TASK 986	Payment to Sportsperson		\$ 5,400.00
	Basketball Mount Gambier Inc	\$ 3,300.00	
	Mount Gambier Cycling Club	\$ 300.00	
	Mount Gambier Swimming Club	\$ 500.00	
	Lakes Junior Tennis	\$ 300.00	
	Mount Gambier & District Baseball League	\$ 400.00	
	Limestone Coast Football Association	\$ 600.00	
TASK 987	Payment to Coaching Clinic		\$ 8,000.00
	Mount Gambier Netball Association	\$ 1,870.00	
	Basketball Mount Gambier Inc	\$ 2,000.00	
	Mount Gambier Cycling Club	\$ 2,000.00	
	Mount Gambier & District Pony Club	\$ 2,130.00	
TASK 988	Payment to Exceptional Junior		\$ 3,000.00
	Mount Gambier Cycling Club - Kai Arbery	\$ 1,500.00	
	Mount Gambier Baseball League - Bree Ridding	\$ 1,500.00	
TASK 989	Payment to Youth Empowerment Sports Program		\$ 1,500.00
	Basketball Mount Gambier Inc	\$ 600.00	
	Mount Gambier Cycling Club	\$ 300.00	
	Mount Gambier & District Pony Club	\$ 600.00	
TOTAL EXPENDITURE			\$ 17,900.00

SURPLUS (DEFICIT)	\$ 3,644.16
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*As per terms of reference:

Core	\$ 5,144.16
Sponsorships	\$ (1,500.00)
	\$ 3,644.16

CITY OF MOUNT GAMBIER JUNIOR SPORTS ASSISTANCE FUND

**STATEMENT OF NET ASSETS
 As at 30 June 2025**

This is represented by:

Net Assets as at 30 June 2024	\$ 135,187.76
Add Surplus/Defecit year ending 30 June 2025	\$ 3,644.16
	\$ 138,831.92

City of Mount Gambier Reserve Account

8900.9950.9970 Junior Sports Assistance Fund Reserve	\$ 138,831.92
TOTAL ASSETS	\$ 138,831.92

NOTE 1: STATEMENT OF ACCOUNTING POLICIES

The financial statements are a special purpose financial report prepared for use by members of the City of Mount Gambier s41 Committee - Junior Sports Assistance Fund.

The committee have determined that the Association is not a reporting entity and therefore there is no requirement to apply Australian Accounting Standards, Australian Accounting Interpretations and other authoritative pronouncements of the Australian Accounting Standards Board in the preparation and presentation of these financial statements.

The financial statements have been prepared from historical cost records and do not take into account changing money values or, except where stated, current valuations of non-current assets. The cash basis of accounting has been adopted. The financial statements have been prepared on the going concern basis, and the concept of materiality has been applied. No accounting standards, accounting interpretations or other authoritative pronouncements have been applied.

The following material accounting policies which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial statement.

- (a) Income Tax
 The association is exempt from Income Tax.

Prepared by:



Kylie Harradine
 FINANCIAL ACCOUNTING COORDINATOR
 4/08/2025



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Accountants

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**INDEPENDENT ASSURANCE REPORT
TO THE MEMBERS OF THE CITY OF MOUNT GAMBIER JUNIOR SPORTS ASSISTANCE FUND
SECTION 41 COMMITTEE**

Opinion

We have undertaken a reasonable assurance engagement on the City of Mount Gambier's (Council) compliance, in all material respects, with the City of Mount Gambier Junior Sports Assistance Fund Terms of Reference as evaluated against the accompanying Financial Report titled the City of Mount Gambier Junior Sports Assistance Fund, which comprises the Statement of Revenue and Expenditure for the financial year ended 30 June 2025, Note 1 comprising of a summary of significant accounting policies and the Certification of Financial Report.

In our opinion, Council has complied, in all material respects, with the Terms of Reference as evaluated against the accompanying Financial Report for the period of 1 July 2024 to 30 June 2025.

Basis for Opinion

We conducted our engagement in accordance with Standard on Assurance Engagements ASAE 3100 Compliance Engagements issued by the Auditing and Assurance Standards Board.

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

The City of Mount Gambier's Responsibilities

The City of Mount Gambier is responsible for:

- a) The compliance activity undertaken to meet the Junior Sports Assistance Fund Terms of Reference;
- b) Identification of risks that threaten the compliance activity identified above being met and controls which will mitigate those risks and monitor ongoing compliance.

Our Independence and Quality Control

We have complied with the independence and other relevant ethical requirements relating to assurance engagements and apply Auditing Standards ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements* in undertaking this assurance engagement.

Assurance Practitioner's Responsibilities

Our Responsibility is to express an opinion on the Council's compliance, in all material respects, with the Junior Sports Assistance Fund Terms of Reference as evaluated against the accompanying Financial Report titled the City of Mount Gambier Junior Sports Assistance Fund for the financial year ended 30 June 2025. ASAE 3100 requires that we plan and perform our procedures to obtain reasonable assurance over the above.

An assurance engagement to report on the Council's compliance with the Terms of Reference involves our procedures for the examination, on a test basis, of evidence supporting the amounts disclosed in the Statement of Revenue and Expenditure. These procedures have been undertaken to form an opinion whether, in all material respects, the attached Statement of Revenue and Expenditure is presented fairly in accordance with the Terms of Reference

Inherent Limitations

Because of the inherent limitations of an assurance engagement, together with the internal control structure it is possible that fraud, error, or non-compliance with the compliance requirements may not be detected.

A reasonable assurance engagement for the period of 1 July 2024 to 30 June 2025 does not provide assurance on whether compliance with the Junior Sports Assistance Fund Terms of Reference will continue in the future.

DEAN NEWBERY



Samantha Cretan
DIRECTOR

8 September 2025

5.2 MEMBER ORGANISATION CONTRIBUTIONS

Author: Melissa Telford, Councillor Support Officer
Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

RECOMMENDATION

OPTION 1

1. That the Junior Sports Assistance Fund report titled 'Member Organisation Contributions' as presented on Wednesday 24 September 2025 be noted.
2. The Member Organisation contributions for the 2025/2026 financial year continue to be based on the funding formula as adopted at the Annual Meeting of Members held on 2nd August 2005 i.e. the annual Member Organisation financial contributions be based on 30% of the previous five (5) year annual average of the financial support they have received from the Fund to the individual Member Organisation.
3. The "previous five (5) year annual average" be interpreted and calculated on a rolling basis i.e. the previous five (5) year annual average include the then financial year just ended so that the Member Organisation contributions reflect the most current figures.
4. The minimum payment of \$400 and the maximum payment of \$800 apply for the 2025/2026 financial year.

OPTION 2

1. That the Junior Sports Assistance Fund report titled 'Member Organisation Contributions' as presented on Wednesday 24 September 2025 be noted.
2. Member Organisations be advised that the Junior Sports Assistance Fund has the financial capacity to continue to assist its members and as such member contributions to the Junior Sports Assistance Fund for the 2025/2026 financial year be reduced by 50%.

OPTION 3

1. That the Junior Sports Assistance Fund report titled 'Member Organisation Contributions' as presented on Wednesday 24 September 2025 be noted.
2. Members Organisations be advised that the Junior Sports Assistance Fund has the financial capacity to continue to assist its members and as such member contributions to the Junior Sports Assistance Fund for the 2025/2026 financial year be waived.

(Committee to determine member organisation contributions for 2025/2026.)

PURPOSE

The purpose of this report is for the Committee to determine Member Organisation contributions to the Junior Sport Assistance Fund, taking into consideration the financial capacity of the Fund.

TERMS OF REFERENCE

All participating and affiliated sporting organisations shall contribute annually to the Fund based on a formula determined by the Committee annually and adopted by the affiliated sporting organisations at the Annual Meeting to apply for the ensuring financial year.

The formula determined by the Committee shall be based on the principles of fairness, equity, accountability and be transparent.

RELEVANT LEGISLATION

N/A

BACKGROUND / OPTIONS

The Junior Sports Assistance Funds affiliated sporting organisations contribute annually to the Junior Sports Assistance Fund based on a formula determined by the Committee annually and adopted by the affiliated sporting organisations at the Annual Meeting to apply for the ensuing financial year.

Member Organisation Contributions 2024/2024

The Secretary reported that the implications of the COVID-19 crisis significantly impacted our sporting community.

Due to the financial strain experienced during this period, the Junior Sports Assistance Fund resolved to waive Member Contributions for the 2020/2021 year. Since then, the Fund has remained in a strong financial position and has continued to waive member contributions, enabling Clubs to focus on rebuilding and strengthening their programs.

Although there has been a slight increase in the number of applications received for funding to support participation in State and National events, overall applications remain relatively low. The Committee is currently exploring new ways to engage with Member Organisations to ensure they are fully aware of the funding initiatives and able to capitalise on the funding available.

The Junior Sports Assistance Fund has the financial capacity to provide continued relief of financial obligations for the 2025/2026 year to its sporting community.

With this in mind, the Committee has three options for consideration.

Option 1:

Member Contributions be reintroduced in line with its previous funding formula i.e. the annual Member Organisation financial contributions be based on 30% of the previous five (5) year annual average of the financial support they have received from the Fund to the individual Member Organisation.

For the 2025/2026 financial year it is suggested that the financial contributions by Member Organisations be retained at:

- (i) minimum of \$400
- (ii) maximum of \$800

For the information of Members, the last change to the financial contributions was made in 2014/2015 i.e.

	2013/2014	2014/2015
<i>Minimum</i>	\$350	\$400
<i>Maximum</i>	\$800	\$800

Option 2:

The Fund being in a very sound financial position offer a 50% reduction to member contributions for 2025/2026 calculated on the same funding formula providing member organisations the opportunity to continue to rebuild and strengthen their programs.

Option 3:

The Fund maintaining a very sound financial position waive member contributions for 2025/2026 providing its member organisations continued financial relief.

CONCLUSION

The Junior Sports Assistance Fund Committee consider and determine member contributions from the following options:

Option 1:

The Member Organisation contributions for the 2025/2026 financial year be retained at:

- (i) minimum of \$400
- (ii) maximum of \$800

Option 2:

Member Organisations be advised that the Junior Sports Assistance Fund has the financial capacity to continue to assist its members and as such member contributions to the Junior Sports Assistance Fund for the 2025/2026 financial year be reduced by 50%.

Option 3:

Members Organisations be advised that the Junior Sports Assistance Fund has the financial capacity to continue to assist its members and as such member contributions to the Junior Sports Assistance Fund for the 2025/2026 financial year be waived.

ATTACHMENTS

Nil

5.3 PAYMENTS TO MEMBER ORGANISATIONS

Author: Melissa Telford, Councillor Support Officer
Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

RECOMMENDATION

1. That Junior Sports Assistance Fund Committee report titled 'Payments to Member Organisations' as presented on Wednesday 24 September 2025 be noted.
2. To be determined at the meeting.

PURPOSE

This report provides Members with an opportunity to determine the formula used for payments made to Member Organisations for their nominees to ensure consistency and fairness.

TERMS OF REFERENCE

The distribution policy from the core component of the Fund will be determined by the Committee and reviewed annually.

RELEVANT LEGISLATION

N/A

BACKGROUND / OPTIONS

The Junior Sports Assistance Fund was created for the express purpose of providing financial assistance to local junior sportspersons of Mount Gambier and District who have achieved as a minimum, selection in a formal State team and who compete at National sporting events (or equivalent) and who are a member of an Affiliated Sporting Organisation. Council joined with local sporting organisations to establish an ongoing pool of money for distribution to those juniors selected to represent the State or to represent Australia or equivalent.

The Fund assists those who have ability and have shown natural skills, commitment and advancement to, as a minimum, selection to a State team. Council oversees the administrative procedures to receive, consider and process funding applications and then distribute funds to the relevant Member Organisations to assist their junior.

To ensure all applications are processed in a fair manner and to ensure juniors are receiving the same amount with respect to the money outlaid, the funding formula of 10% of the cost of the principal event is used to determine the contribution paid. There are minimal applications received that fall below \$300 or above \$500. The terms of reference allow the Committee the discretion to review and amend the distribution policy annually.

The current funding formula is as follows:

1. Allocations are calculated based on 10% of the total cost of the principal event and capped at \$300 minimum and \$500 maximum.
2. In the event of extenuating circumstances the determination will be at the discretion of the Committee.

CONCLUSION

The Junior Sports Assistance Fund consider the current funding formula, with any proposed changes presented for determination at the meeting.

ATTACHMENTS

Nil

5.4 GENERAL DEVELOPMENTS OF THE FUND FROM 01/07/2024 TO 30/06/2025

Author: Melissa Telford, Councillor Support Officer
Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

RECOMMENDATION

1. That Junior Sports Assistance Fund Committee report titled 'General Developments of the Fund from 01/07/2024 to 30/06/2025' as presented on Wednesday 24 September 2025 be noted.

PURPOSE

The purpose of the report is to provide detail on applications received for financial assistance from Members of the Junior Sports Assistance Fund and payments made from the Fund for financial year 2024/2025 together with information relating to membership.

TERMS OF REFERENCE

A record of applications received for financial assistance, any reports associated with such applications and the determinations, associated with the applications, must be maintained by the Secretary.

RELEVANT LEGISLATION

N/A

BACKGROUND / OPTIONS

The report provides details on applications received for financial assistance from Members of the Junior Sports Assistance Fund, payments made from the Fund and general information in relation to Membership of the Fund for financial year 2024/2025 and is reported for information.

General Developments since the previous Annual Meeting

- (a) Sixteen (16) individual sporting organisations are formal Members of the Fund as at June 2025.
- (b) The Committee that manages the Fund comprises the following members as at 30 June 2025:

Cr Josh Lynagh (Presiding Member)
Cr Megan Dukalskis
Mrs Jenny Burston
Mrs Felicity Walker
Ms Di Gould
Mr Andrew Matheson
Ms Jane Fetherstonhaugh (Secretary)

and the Committee met formally on 7 August 2024, 4 August 2024 (AGM), 4 August 2024 (General Meeting) and 3 April 2025.

- (c) The Committee's current policies are that the payments from the Fund for support to juniors in any one financial year should not exceed 30% of the value of the Fund calculated as at 1st day of July of that financial year and that \$5,000 be made available in any one financial year for specialised coaching clinics.
- (d) The Committee has appointed small specific sub-committees for its Members to consider all applications for financial assistance from the Fund and for the subcommittees to act on those applications in consultation with the Secretary.
- (e) The following applications for financial assistance to Juniors from the Fund had been approved and paid during the 2024/2025 year:

Basketball Mount Gambier Inc	3,300
Mount Gambier Cycling Club	300
Mount Gambier Swimming Club	500
Lakes Junior Tennis	300
Mount Gambier & District Baseball League	400
Limestone Coast Football Association	<u>600</u>
	<u>\$5,400</u>

- (f) The following applications for Specialised Coaching Clinic had been approved and/or paid during the 2024/2025 financial year.

Mount Gambier Netball Association	1,870
Basketball Mount Gambier Inc.	2,000
Mount Gambier Cycling Club	2,000
Mount Gambier & District Pony Club	<u>2,130</u>
	<u>\$8,000</u>

- (g) The following applications for the Youth Empowerment Sports Program (formerly the Disadvantaged Junior Funding Program) had been approved and/or paid during the 2024/2025 year:

Basketball Mount Gambier Inc	600
Mount Gambier Cycling Club	300
Mount Gambier & District Pony Club	<u>600</u>
	<u>\$1,500</u>

The Disadvantaged Junior Funding Program has now been renamed the Youth Empowerment Sports Program which continues to be generously funded by the Rotary Club of Mount Gambier Lakes with the proceeds from the Blue Lake Fun Run.

- (h) Commercial Club Exceptional Junior Award

The following applications for the Commercial Club Exceptional Junior Award had been approved and/or paid during the 2024/2025 financial year.

Mount Gambier Cycling Club - Kai Arbery	1,500
Mount Gambier Baseball League - Bree Ridding	<u>1,500</u>
	<u>\$3,000</u>

History: The Commercial Club Inc. took on the naming rights to the Program in 2013 and has continued to provide a generous donation, increasing their donation in 2022/2023 from \$2,500 to \$3,000 to the Fund. \$1,500 of this donation supporting the Exceptional Junior Program. The donation of \$1,500 is awarded to a young person (or two) who has demonstrated exceptional commitment and skills to achieve excellence in their chosen sport. The additional \$1,500 may be used for a second worthy candidate (if applicable) or for general applications from the Fund.

- (i) Of the total incomes of the Fund for the 2024/2025 financial year:

Council's contributions	16,000	74%
Member organisation contributions *	-	-
Bank Interests	969	5%
Donations	1,500	7%
Sponsorship	<u>3,075</u>	<u>14%</u>
	<u>\$21,544</u>	<u>100%</u>

* 2024/2025 Member Contributions waived.

- (j) The following TOTAL payments have been made to Junior sportspersons from the Fund - 1st July 1988 to 30th June 2025:

Mount Gambier and District Little Athletics	23,100
Mount Gambier Netball Association	2,150
Blue Lake Y Swimming Club	12,265
Basketball Mount Gambier	99,460
Mount Gambier Cycling & Triathlon Club	15,000
Mount Gambier & District Baseball League	88,320
Lakes Junior Tennis Association	3,500
North Gambier Football and Netball Clubs	3,950
Lower South East Hockey Association	92,475
South Gambier Football and Netball Clubs	7,150
Mount Gambier Golf Club	4,950
Mount Gambier & District Pony Club	2,600
Mount Gambier Touch Association	4,500
Mount Gambier & District Junior Cricket	7,950
South East Women's Football Association	13,525
Limestone Coast Football Association (<i>formerly Western Border Soccer Association</i>)	14,450
Mount Gambier Swimming Club	1,300
West Gambier Netball Club	300
Discretionary	11,510
Blue Lake Sports Club *	1,500
Gambier Centrals Soccer Club *	1,150
Mount Gambier Pistol Club *	4,800
Blue Lake City Roller Skating Club *	11,550
Mount Gambier Ten Pin Bowling *	700
Mount Gambier Junior Motorcycle *	5,100
Blue Lake Gymnastic Club *	1,300
Shingokan Go Ju Ryu Karate *	15,720
West Gambier Football Junior Colts *	800
Mount Gambier Athletics Talent & Development *	8,350
Blue Lake BMX Club Inc. *	22,620
Australian Karate - Do Seishikan *	4,400
East Gambier Football and Netball Clubs *	1,500
Mount Gambier Show Jumping Association *	350
Mount Gambier Softball League *	<u>33,450</u>
	<u>\$521,745</u>

*No longer a Member

- (k) The following TOTAL payments have been made to Member Organisations for specialised Coaching Clinics from the Fund - 1st July 1991 to 30th June 2025:

Mount Gambier Cycling & Triathlon Club	7,815
Basketball Mount Gambier	12,067
Lakes Junior Tennis Association	7,625
Mount Gambier Netball Association	6,770
Blue Lake Y Swimming Club *	12,600
Mount Gambier & District Baseball League	6,750
Lower South East Hockey Association	3,050
Mount Gambier & District Pony Club	12,764
North Gambier Football and Netball Clubs	1,790
Mount Gambier & District Junior Cricket	600
Mount Gambier Little Athletics	2,100
Mount Gambier Golf Club	2,800
South East Women's Football Association	4,500
Limestone Coast Football Association	2,700
Mount Gambier Swimming Club	5,550
Mount Gambier Golf Club	2,000
Mount Gambier Ten Pin Bowling *	1,000
Mount Gambier District Korfball Club *	1,140
Mount Gambier Pistol Club *	1,200
Mount Gambier Junior Motorcycle *	862
Shingokan Go Ju Ryu Karate *	8,040
Blue Lake Gymnastic Club *	2,500
Mount Gambier Athletics Talent Squad *	1,000
Blue Lake City Roller Skating Club *	300
Mount Gambier Table Tennis Association *	3,850
Blue Lake BMX Club *	2,000
Mount Gambier Showjumping Club *	2,450
Mount Gambier Softball League *	5,590
	<u>\$121,413</u>

* No longer a Member

- (I) The following TOTAL payments have been made to Member Organisations for Disadvantaged Junior from the Fund - 1st July, 2012 to 30th June, 2025:

Mount Gambier & District Baseball League	900
South East Women's Football Association	2,400
Mount Gambier Cycling and Triathlon Club	900
Basketball Mount Gambier	6,910
Mount Gambier Athletics Talent & Development Squad	300
Lower South East Hockey Association	400
Blue Lake Y Swim Club	1,700
Limestone Coast Football Association	4,290
Mount Gambier Softball League	300
Mount Gambier Netball Association	1,800
Mount Gambier Golf Club	300
Mount Gambier and District Pony Club	300
Special Olympics SA (Discretionary)	1,500
Mount Gambier Swimming Club Inc.	600
East Gambier Sportsmens Football Club	600
South Gambier Football Club	600
Discretionary	300
	<u>\$24,100</u>

Non-Resident Applications

A previous amendment to the operating guidelines now allows persons not resident of the area of the two local Councils (but who are Members of a Member Organisation of the Fund) to now apply for financial assistance, the Committee wished to be informed of the number of applications received on an annual basis.

No non-resident applications were received during the 2024/2025 financial year.

Applications for Financial Assistance - Discretionary Assistance

The Annual Meeting of Members held on 27th July, 2004 resolved:

“as a matter of Policy this Annual Meeting of Members hereby adopts and delegates the power to the Committee to make a discretionary donation to a local junior sportsperson when in the opinion of the Committee any such application deserves the Committee’s support based on special merit and circumstances and where the application is not able to be processed under the current procedures of the Fund.”

No discretionary applications were received during the 2024/2025 financial year.

Applications for Assistance Denied

The Secretary reported that during the 2024/2025 there were no applications for financial assistance denied.

Resigned (Suspended) and new Member Organisations

- (a) During 2024/2025 no Member Organisations were suspended from the Fund for non-payment of their Member Contribution.
- (b) During 2024/2025 the Blue Lake Y Swim Club withdrew from the Fund due to the Club dissolving.
- (c) During 2024/2025 no new Members joined the Junior Sports Assistance Fund.

Financial Position

With the number of applications for support to juniors, the Fund was more than able to cope with demand.

This 2024/2025 Annual Meeting of Members will reflect upon any reforms necessary to maintain the sustainability of the Fund to achieve our aspirations in the 2025/2026 year.

Suggested 2025/2026 reforms can be summarised as:

- Regular engagement with Members Organisations and an Information Night to be co-ordinated to ensure that Members are fully informed and utilising the funding resources available to support their juniors.
- Introduction of 2 rounds of coaching clinic applications, to support both summer and winter sporting groups.

- Look at capacity to increasing general funding donations to support the increasing costs incurred by families.
- Member Contributions will be determined via separate report.

Unpaid Membership 2024/2025

All Member contributions were waived for 2024/2025.

Financial Support to Juniors not able to attend the National Event due to Illness /Injury

From time to time, it can occur that a junior who has received financial support from the Fund to attend a National event is not able to finally participate due to injury, illness.

Depending on the timing of the need to withdraw the family could have purchased equipment, special purpose clothing or paid other non-refundable costs.

In the past the Funds contribution to a junior who has been required to withdraw from a State Team has been refunded in full back to the Fund.

The question is whether some or all of the Fund's contribution to a junior (via a Member Organisation) can be retained by the family to cover some of the non-refundable costs incurred by the family.

The City of Mount Gambier Junior Sports Assistance Fund Committee at its meeting held on 31st July, 2013 resolved:

(a) *the report be received;*

(b) “(i) *as a matter of Policy, should it occur that within the twenty one (21) days prior to the actual event date, a junior sportsperson(s) is forced through injury or illness to withdraw from the principal event for which funds have been provided to the junior sportsperson(s) (via their Member Organisation) by the Fund, then the Secretary may negotiate with the family for the family to retain some of the donation provided by the Fund should the family prove that they have incurred and paid non-refundable costs;*

(ii) *in all other cases a full refund of the original donation should be returned to the fund by the recipient member organisation/family if a junior sportsperson(s) is not able to attend the principal event due to illness or injury.*

CONCLUSION

This report provides an overview of the general developments of the Junior Sports Assistance Fund for the 2024/2025 meeting for noting.

ATTACHMENTS

Nil

5.5 Committee Appointments

Author: Melissa Telford, Councillor Support Officer
 Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

RECOMMENDATION

1. That Council report titled ‘Committee Appointments’ as presented on Wednesday 24 September 2025 be noted.
2. The committee appointments to approve applications to the Junior Sports Fund Assistance Fund as referenced in Report titled ‘Committee Appointments’ be adopted.

PURPOSE

This report reflects the appointment of members of the Committee who are authorised to consider and approve applications for Junior Sports Funding.

TERMS OF REFERENCE

The Committee has the discretion to appoint sub committees of its committee membership to receive any program applications for funding, evaluate and determine those applications for funding.

RELEVANT LEGISLATION

N/A

BACKGROUND / OPTIONS

The Junior Sports Assistance Fund appoints Committee Members to consider and approve applications for funding from Member Organisations. This report reflects the appointments proposed.

SPORT	COMMITTEE MEMBERS EMPOWERED
1. SWIMMING	Di Gould Felicity Walker
2. FOOTBALL	Andrew Matheson Jenny Burston
3. HOCKEY	Di Gould Andrew Matheson
4. BASKETBALL	Felicity Walker Jenny Burston
5. NETBALL – MGNA & WBFL Netball Clubs	Andrew Matheson Jenny Burston
6. BASEBALL	Di Gould Felicity Walker
7. TENNIS	Andrew Matheson Felicity Walker
8. PONY CLUB	Di Gould Jenny Burston
9. GOLF	Jenny Burston Felicity Walker
10. CRICKET	Jenny Burston Andrew Matheson

11. ATHLETICS	Di Gould Felicity Walker
12. TOUCH FOOTBALL	Andrew Matheson Felicity Walker
13. WOMEN'S FOOTBALL	Di Gould Jenny Burston
14. CYCLING & TRIATHLON	Andrew Matheson Felicity Walker
15. SOCCER	Di Gould Jenny Burston

CONCLUSION

The committee appointments referenced above to consider and approve applications to the Junior Sports Assistance Fund be presented for adoption.

ATTACHMENTS

Nil

5.6 REVIEW OF TERMS OF REFERENCE

Author: Melissa Telford, Councillor Support Officer
Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

RECOMMENDATION

1. That Junior Sports Assistance Fund Committee report titled 'Review of Terms of Reference' as presented on Wednesday 24 September 2025 be noted.
2. The the proposed amended Junior Sports Assistance Fund Terms of Reference be presented for adoption at the next meeting of Council.

PURPOSE

This report is presented to the Junior Sports Assistance Fund Committee for information of the proposed changes to the Terms of Reference for presentation and adoption of Council.

TERMS OF REFERENCE

It will be lawful for the Council by resolution of the Council to revoke, vary or add to any of the provisions of these Terms of Reference and Rules at its own discretion.

RELEVANT LEGISLATION

N/A

BACKGROUND / OPTIONS

The minor amendments to the Junior Sports Assistance Fund Terms of Reference have been made to enable the Fund to fulfill its obligations in their entirety and are presented for noting.

CONCLUSION

This report recommends the the Junior Sports Assistance Fund Terms of Reference to be presented for adoption at the next meeting of Council.

ATTACHMENTS

1. Draft Terms of Reference - City of Mount Gambier Junior Sports Assistance Fund - September 2025 [5.6.1 - 13 pages]

CITY OF MOUNT GAMBIER

JUNIOR SPORTS ASSISTANCE FUND

A Committee of Council established
pursuant to the provisions of Section 41
of the Local Government Act, 1999

Terms of Reference and the Rules for the conduct of the business of the Committee were approved and adopted by the City of Mount Gambier at its meeting held on ~~17 December 2024~~ 21 October 2025.

**CITY OF MOUNT GAMBIER
JUNIOR SPORTS ASSISTANCE FUND**

CONTENTS

1.0	Name	1.
2.0	Interpretation	1.
	Definition	1.
	Defined Terms	2.
	Local Government Act	2.
	Notices	2.
3.0	Establishment	3.
4.0	Delegation	3.
5.0	Objectives	3.
6.0	Membership of Committee	4.
7.0	Casual Vacancies and Replacement of Representatives	4.
8.0	No Proxy	4.
9.0	Resignation of Representatives	4.
10.0	Deputy Presiding Member	4.
11.0	Quorum	4.
12.0	Meetings of the Committee	5.
13.0	Procedures at Meetings	5.
14.0	Sub-Committees of the Committee	5.
15.0	Establishment and Contributions to the Fund	5.
	Establishment	5.
	Council	6.
	Affiliated Sporting Organisations	6.
	Other Sporting Groups	6.
	Sponsorship or Donations	6.
16.0	Application for Financial Assistance	7.
17.0	Distributions from the Fund	7.
18.0	Amount of Money Available for Distribution	7.
19.0	Return of Money should Fund dissolve	8.

20.0	Liability of Committee	8.
21.0	Records of the Committee	8.
	Accounting	8.
	Administration	9.
22.0	Penalties	9.
23.0	Amendments to these Rules	10.
24.0	Interpretation of these Rules	10.

TERMS OF REFERENCE AND RULES OF THE CITY OF MOUNT GAMBIER JUNIOR SPORTS ASSISTANCE FUND

1.0 Name

The name of the Committee be the CITY OF MOUNT GAMBIER JUNIOR SPORTS ASSISTANCE FUND (in these rules referred to as “the Committee”).

2.0 Interpretation

For the purposes of these rules, unless inconsistent with the subject matter or context:

2.1 Definition

- 2.1.1 “Act” means the Local Government Act, 1999 and includes all Regulations and Schedules.
- 2.1.2 “Affiliated Sporting Organisation” means any sporting group which has agreed to financially contribute to the Fund in accordance with the rules and any terms and conditions of the Committee.
- 2.1.3 “Committee” means the City of Mount Gambier Junior Sports Assistance Fund.
- 2.1.4 “Auditor” means the Auditor as prescribed in the Local Government Act, 1999 and being the Auditor for the Council.
- 2.1.5 “Committee” means the Committee established pursuant to Rule 6.0.
- 2.1.6 “Committee Member” means the person appointed by Council to the Committee.
- 2.1.7 “Commencement Date” means the date on which the Committee is established and becomes operative pursuant to Rule 3.2.
- 2.1.8 “Core Contributions” means those financial contributions made by affiliated sporting organisation in accordance with Rule 15.0 and the City of Mount Gambier.
- 2.1.9 “Council” means the City of Mount Gambier.
- 2.1.10 “Presiding Member of the Committee” means the person appointed to that position by Council pursuant to Rule 6.0.
- 2.1.11 “Financial Year” means a twelve month period between and including 1st July and 30th June.
- 2.1.12 “Fund” mean the City of Mount Gambier Junior Sports Assistance Fund established by Council.
- 2.1.13 “Junior Sports Person” means a person who has not yet reached eighteen (18) years of age as at the 1st January in the year of the event date in respect of an application for assistance by an Affiliated Sporting Organisation under these Rules.

City of Mount Gambier Junior Sports Assistance Fund

- 2.1.14 “Member Organisation” has the same meaning as “Affiliated Sporting Organisation”.
- 2.1.15 “Observers” means those persons attending any meeting of the Committee, but do not have a vote on any matter to be determined by the Committee.
- 2.1.16 “Secretary” means the person appointed by the Chief Executive Officer of Council to carry out those duties in accordance with the Rules of the Committee and any other discretion and direction associated with the administration of the Committee. The Secretary has no voting rights.
- 2.1.17 “Selected Junior Sports Person” means a person who has been selected on individual merits, to represent the State of South Australia or the Country of Australia or equivalent sporting achievement in an officially accredited/recognised national or international event.
- 2.1.18 “Singular” includes a reference to the “plural”.
- 2.1.19 “Special Coaching Clinics” means any coaching clinics whatsoever organised by an Affiliated Sporting Organisation which has received funds from the Committee for a clinic with such funds expended in accordance with Rule 18.
- 2.1.20 “Sponsorship Donation” means other monies contributed to the Fund from sources other than specific contributions from the affiliated sporting organisations and the Council(s) and for a specific purpose, initiative or program which the Fund agrees to implement for the benefit of its Member Organisations.
- 2.1.21 “State event”, “National event” and “International event”, means events that have been officially accredited or recognised as being “national or international events” and a statement to that effect is provided by that Sport’s State Administrator where applicable or available.

2.2 Defined Terms

Any words, phrases or terms used in these Rules which are defined in the Act shall have the same meaning as are given to them in the Act.

2.3 Local Government Act

These Rules shall be interpreted in every respect to be subject to the provisions of the Local Government Act then enforce.

2.4 Notices

All notices to be given to the Committee shall be addressed to:

The Secretary
City of Mount Gambier Junior Sports Assistance Fund
P O Box 56
MOUNT GAMBIER SA 5290

and addressed to the usual and current business office or address of the Council, and the notice may, unless specified otherwise, and without prejudice to any other means of service, be deemed by ordinary post in which case the same shall be said to have been given two (2) clear business days after the same was posted.

3.0 Establishment

- 3.1 "The Committee" is established under Section 41 of the Local Government Act, 1999.
- 3.2 "The Committee" will be established and become operative from the time a resolution of Council is passed and is established to co-ordinate and administer the City of Mount Gambier Junior Sports Assistance Fund.

4.0 Delegation

The Council has delegated to the Committee the power to carry out the Objectives for which the Fund was established including the power to receive, expend and grant monies.

5.0 Objectives

- 5.1 The Committee is created for the express purpose of providing financial assistance to local junior sportspersons of Mount Gambier and District who have achieved as a minimum, selection in a formal State team and who compete at National sporting events (or equivalent) and who are a member of an Affiliated Sporting Organisation.
- 5.2 The Council will join with local sporting organisations to establish an ongoing pool of money for distribution to those juniors selected to represent the State or to represent Australia or equivalent.
- 5.3 The Fund will assist those who already have ability and have shown natural skills, commitment and advancement to where at least State selection has been achieved.
- 5.4 To establish an income stream to the Fund that is reasonable, understandable and acceptable to the majority of Member Organisations.
- 5.5 To establish an expenditure strategy of the Fund which is reasonable, fair and accountable.
- 5.6 To develop an organisational and operational framework which is creative, effective and accountable.
- 5.7 To develop a strategy to attract extra income to the Fund from sources other than Member Organisations and Council contributions and for the purposes of expanding the range of support benefits that the Fund can provide to its Member Organisations.
- 5.8 To consider a strategy of funding the engagement of the best sporting coaches in Australia to undertake specialised coaching clinics for selected junior sportspersons, and other sportspersons of Member Organisations e.g. umpires of juniors, coaches of juniors etc.
- 5.9 To consider other strategies that seek external sponsorship of a general nature to the Fund, and/or for a specific purpose or a general initiative, all for the benefit of Member Organisations.
- 5.10 To develop and establish administrative procedures to receive, consider and process funding applications and then distribute any agreed funds to the relevant Member Organisations within a timeframe of 10 working days.

6.0 Membership of the Committee

- 6.1 Membership of the Committee shall be:
- 6.1.1 an Elected Member for the time being of Council and appointed by Council who shall be the Presiding Member of the Committee
 - 6.1.2 a person nominated by the Council of the District Council of Grant, and
 - 6.1.3 up to four community persons appointed by Council.
- 6.2 The Council reserves the right from time to time to remove any appointee to the Committee and appoint another appointee in their stead. All appointees hold office at the pleasure of Council.
- 6.3 The Mayor of the City of Mount Gambier shall be ex officio a member of the Committee with voting rights.

7.0 Casual Vacancies and Replacement of Representatives

The Council may replace any appointee on the Committee or fill any casual vacancy, by notifying the Committee the identity of the persons proposed to replace the former appointee or fill the casual vacancy.

8.0 No Proxy

The appointment of a person as a proxy for any appointee on the Committee is not permissible.

9.0 Resignation of Representatives

Any Committee appointee may resign from the Committee, but such resignation shall not be effective until the Secretary has received written notice to that effect.

10.0 Deputy Presiding Member

- 10.1 The Committee shall elect a Deputy Presiding Member from among their number by a show of hands or by secret ballot at the first meeting of the Committee to be held after the commencement date for a term determined by the Committee.
- 10.2 In the absence of the Presiding Member, the Deputy Presiding Member shall preside at any meeting of the Committee.
- 10.3 If any meeting of the Committee duly convened under these Rules, the Presiding Member or the Deputy Presiding Member shall not be present, the Committee shall elect an Acting Presiding Member (for that meeting only) from their number present at the meeting and for the purposes of that meeting only, that Acting Presiding Member shall have all of the normal powers of the Presiding Member.

11.0 Quorum

At all meetings of the Committee, three appointees present shall constitute a quorum.

12.0 Meetings of the Committee

- 12.1 The Committee shall meet as and when determined by the Presiding Member, but must meet at least three times every financial year, plus the Annual Meeting of Member Organisations.
- 12.2 The Secretary shall give notice to each Committee Member at least five clear days prior to any meeting and notice to each Affiliated Sporting Organisation at least five clear days prior to any meeting.
- 12.3 The Secretary shall send a copy of the notice of a meeting of the Committee to each Affiliated Sporting Organisation.
- 12.4 The Secretary must, at the request of the Presiding Member or three other Committee Members, call a special meeting of the Committee.
- 12.5 All notices of meetings shall be issued under the hand of the Secretary of the Committee.
- 12.6 No business shall be transacted at any meeting of the Committee unless a quorum is present at the time when the meeting proceeds to business.
- 12.7 Each Committee Members including the Presiding Member present at any meeting of the Committee must vote on any matter requiring determination and all decisions shall be decided on a simple majority of votes cast.
- 12.8 Each appointee including the Presiding Member present at any meeting of the Committee shall have one deliberate vote only.

13.0 Procedure at Meetings

The procedure to be observed in relation to the conduct of meetings of the Committee will be as determined by the Local Government (Proceedings at Meetings) Regulations.

14.0 Sub-Committees of the Committee

- 14.1 The Committee has the discretion to appoint sub committees of its committee membership to receive any program applications for funding, evaluate and determine those applications for funding.
- 14.2 The Secretary shall advise the affiliated sporting organisation of the status of its applications on behalf of the juniors sportspersons immediately on the receipt of the sub-committees determination.
- 14.3 No conflict of interest shall arise if a Committee member of an affiliated sporting organisation is also a member of the Committee or the sub-committee considering an application for funds from that affiliated sporting organisation.

15.0 Establishment and Contributions to the Fund

15.1 Establishment

- 15.1.1 City of Mount Gambier Junior Sports Assistance Fund is hereby established.

- 15.1.2 The Fund shall consist of two separate accounting components, that is, “core contributions” and “sponsorship donations”.
- 15.1.3 The “core” component will receive monies from the affiliated sporting organisations, the City of Mount Gambier and any other funds by agreement between the Committee and the donor e.g. District Council of Grant.
- 15.1.4 The “Sponsorship Donations” components will receive monies from any interested source and will be expended in accordance with any specific agreement between the Committee and the Sponsor organisation.
- 15.1.5 The Secretary shall report to each meeting of the Committee the current status of each component of the Fund.

15.2 Council

- 15.2.1 Council shall provide a sum of money on an annual basis of an amount being at least equal to the annual contributions made to the Fund by all affiliated sporting organisations for that particular financial year (but excluding contributions made or achieved by way of sponsorship or donation).
- 15.2.2 The Contributions shall be paid by the Council(s) to the Fund no later ~~that the 31st August~~ than 60 days following the Annual General Meeting in each year.

15.3 Affiliated Sporting Organisations

- 15.3.1 All participating and affiliated sporting organisations shall contribute annually to the Fund based on a formula determined by the Committee annually and adopted by the affiliated sporting organisations at the Annual Meeting to apply for the ensuing financial year.
- 15.3.2 The formula determined by the Committee shall be based on the principles of fairness, equity, accountability and be transparent.
- 15.3.4 Contributions from affiliated organisations will be paid to the Fund no later than the 60 days following the Annual General Meeting in each year.

15.4 Other Sporting Groups

Other sporting organisation wishing to join the Fund after the commencement date shall agree to the Rules in writing and shall pay a contribution or contributions that is solely determined by the Committee in respect of any “back payments” to ensure that the new sporting organisation contributes financially at a level or incurs a penalty that ensures equality with existing affiliated sporting organisations who are already members, and have paid contributions to the Fund over a longer period of time.

15.5 Sponsorship of Donations

- 15.5.1 The Committee shall be entitled to seek out and receive sponsorship, donations and/or assistance from any other sporting organisation, group, company or individual who may wish to contribute to the Fund on such terms and conditions agreed to by the Committee and the other party.

- 15.5.2 Any agreement of terms and conditions between the Committee and sporting organisation, groups, companies or individuals in relation to sponsorship, donations and/or assistance, shall not involve any expenditure whatsoever from the “core component” of the Fund.
- 15.5.3 Proceeds from sponsorships, donations, and/or assistance shall be paid directly into the Fund.

16.0 Application for Financial Assistance from Affiliated Sporting Organisations

- 16.1 The Committee may consider any application for assistance for a past event.
- 16.2 An application will not be received by the Committee unless it is in the form approved by the Committee.
- 16.3 The Committee will consider all applications received on the approved form(s) and each application will be considered independently on its merits.
- 16.4 An application approved by the Committee in one instance may not necessarily be approved in another. A junior sportsperson who has received assistance from the Fund will be eligible for further assistance.
- 16.5 No application for financial assistance from an affiliated sporting organisation, on behalf of a junior sportspersons, shall be submitted for an event that is to be held three months in advance of the date of the application.
- 16.6 An application for financial assistance can only be made by an affiliated sporting organisation on behalf of a junior sportsperson who is a member of the said affiliated sporting organisation.

17.0 Distributions from the Fund

- 17.1 Subject to Rule 15.4, a Member Organisation may join the Fund at any time on the understanding that the organisation, cannot draw on the core component of the Fund for a period of time or under terms and conditions determined by the Committee.
- 17.2 Financial assistance approved by the Committee will be paid to the member organisation and not direct to the junior sportsperson, on the understanding the member organisation will distribute the approved funding to the junior sportsperson (or family) prior to them leaving for the approved event.
- 17.3 The Committee will have the discretion to distribute funds from the sponsorship/donations component of the Fund, for special coaching clinics at any time after the commencement date of the Committee.

18.0 Amount of Money Available for Distribution

- 18.1 The distribution policy from the core component of the Fund will be as determined by the Committee and reviewed annually.
- 18.2 The Committee will also have the discretion to allocate expenditure from the core component of the Fund for special coaching clinics.

18.3 The amount of funds allocated by the Committee for special coaching clinics from the sponsorship/donation component of the Fund will be at the complete discretion of the Committee.

18.4 The interest or surpluses arising from the transactions of the Fund shall be applied in accordance with the Funds objectives and shall not be distributed amongst the affiliated sporting organisations other than for the purpose for which the Fund was established.

19.0 Return of Money Should Fund Dissolve

19.1 In the event that the Fund is unable to operate or the Council decides to dissolve the Fund, then the Council shall determine the method and amount by which the money then remaining in the Fund shall be distributed or retained by Council.

19.2 The Council in making such a determination shall have regard to (but not bound by) the following:

- payments back to each of the affiliated sporting organisations in proportion to their total contributions to the Fund, together with the total interest amount accrued to the Fund irrespective of any payments that may have been made from the Fund;
- a payment to the Council (or Councils) in proportion to their total contribution to the Fund, less any charges or payments that may have been made from the Fund, or charged to the Fund, such payments shall be deducted from the Fund itself;
- a discretion in relation to any payment from the sponsorship/donation portion of the Fund.

19.3 In the event that the Fund is unable to operate or the Council decides to dissolve the Fund, then the Council is responsible for the liabilities of the Fund.

20.0 Liability of Authority

20.1 A liability incurred by the Fund or the Committee may be enforced against the Council.

20.2 No liability attaches to a Member of the Committee for an honest act or omission by that Member of the Committee in the performance or discharge, or purported performance or discharge, of the Member's or the Fund's functions or duties.

21.0 Records of the Authority

21.1 Accounting

21.1.1 The Council shall ensure that adequate and proper accounting records are maintained in respect of the Fund and which shall be audited on an annual basis by the Auditor for the time being of the Council.

21.1.2 A separate Fund reconciliation shall be prepared by Council as soon as practicable (but before the Annual General Meeting of the Authority) after the conclusion of any financial year a copy of the said reconciliation shall be forwarded to all affiliated sporting organisations which had made a contribution to the Fund during that particular financial year.

21.2 Administration

21.2.1 The Secretary shall present a reconciliation of the Fund to each meeting of the Committee.

21.2.2 The nominal interest allocations by the City of Mount Gambier who is responsible for the administration and management of the fund and of the monies contributed will not be applied in lieu of the cost of administering the Fund.

21.2.43 The Secretary must cause minutes to be kept of the proceedings of the Committee.

21.2.34 The minutes of every meeting shall include:

- the names of all the representatives present and the time at which they entered or left the meeting;
- the names of observers or visitors to any meeting;
- every motion or amendment and the names of the mover and seconder; and
- whether the motion or amendment is carried, lost or lapsed.

21.2.45 Minutes of the Committee shall be distributed to all Committee Members and Members of the Fund.

21.2.56 The Secretary shall maintain a record in which is detailed the following:

- name of an affiliated sporting organisation and contact details;
- the amount or amounts of the financial contributions by the affiliated organisations;
- the date on which the contributions were made; and
- the names of sponsors or persons donating to the Fund and the date such monies were received.

21.2.67 A record of applications received for financial assistance, any reports associated with such applications and the determinations, associated with the applications, must be maintained by the Secretary.

21.2.78 The Fund must after the Annual General Meeting submit an annual report on the Fund's activities to the Council (which may be the minutes of that Annual General Meeting).

22.0 Penalties

22.1 Any affiliated sporting organisation failing to pay their annual contribution on or before 60 days following the Annual General Meeting in any financial year, will cease to be an affiliated member, provided that the Committee may at any time at its discretion and on payment of the contribution in arrears and such re-entrance fee (if any) as it may decide to imposed, re-admit any such affiliated sporting organisation member to the Fund.

- 22.2 The Committee may remove any affiliated sporting organisation from the membership of the Fund, if that sporting organisation is in breach of these Rules, and that sporting organisation will surrender any benefits of the Fund whatsoever.
- 22.3 Before removing any affiliated sporting organisation for a breach of the Rules, the Committee must provide a reasonable opportunity to the said organisation, to put its case as to why it should not be removed from the Fund.

23.0 Amendments to these Terms of Reference

It will be lawful for the Council by resolution of the Council to revoke, vary or add to any of the provisions of these Terms or Reference and Rules at its own discretion.

24.0 Interpretation of these Rules

- 24.1 Should there be any dispute as to the definition and/or interpretation of these Terms of Reference and Rules, or any part thereof or any irregularities whatsoever, then the dispute shall be determined summarily by the Council and the decision of the Council shall be final and binding.
- 24.2 Any affiliated sporting organisation having any grievances as to the management, operation, interpretation or definition of the Terms of Reference and Rules, or the Fund, or wishing to make recommendations as to the general operation of the Fund, shall communicate in writing any such grievance to the Committee and to Council.
- 24.3 The Council shall determine the grievance or recommendation and advise the author and the Committee of its decision.

Ref. AF11/725
MJT

6 URGENT MOTIONS WITHOUT NOTICE

7 MEETING CLOSE