



City of
Ipswich

**IPSWICH
CITY
COUNCIL**

AGENDA

of the

COMMUNITIES COMMITTEE

**Held in the Council Chambers
2nd floor – Council Administration Building
45 Roderick Street
IPSWICH QLD 4305**

On Tuesday, 9 April 2019
At 10.30 am or 10 minutes after the conclusion of the Growth and Infrastructure
Committee whichever is sooner.

<u>MEMBERS OF THE COMMUNITIES COMMITTEE</u>	
Interim Administrator Greg Chemello (Chairperson)	

COMMUNITIES COMMITTEE AGENDA

*10.30 am or 10 minutes after the conclusion of the Growth and Infrastructure Committee whichever is sooner, on **Tuesday,***

9 April 2019

Council Chambers

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** Item includes confidential papers

COMMUNITIES COMMITTEE NO. 4

9 APRIL 2019

AGENDA

1. **SKATE AND BMX FACILITIES STRATEGY ACTION PLAN COSTING**

With reference to a report concerning the proposed Skate and BMX Facilities Strategy Action Plan and proposed costings.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

That the action plan and indicative costings provided within the report be considered as part of Council's Capital Program Planning.

2. **SPORT EXCELLENCE BURSARY PROGRAM**

With reference to a report concerning changes to the current Sport Excellence Bursary program.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

That Council (Interim Administrator of Ipswich City Council) adopt the changes to the current Sports Excellence Bursary Program as outlined in the report by the Sport and Recreation Officer dated 20 March 2019.

3. **HSRS MONTHLY ACTIVITY REPORT - MARCH 2019**

This is a joint report by the Manager, Strategic Policy and Systems and the Principal Officer (Business Operations) dated 1 April 2019 providing details on the monthly update of the activities of the Health, Security and Regulatory Services (HSRS) Department.

RECOMMENDATION

That the report be received and the contents noted.

4. COMMUNITY DEVELOPMENT GRANTS

With reference to a report by the Community Grants Coordinator dated 5 March 2019 concerning Community Development Grants.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Council (Interim Administrator of Ipswich City Council) approve funding of \$3,720.75 (ex-GST) to Multicultural Australia Ltd, towards the Redbank Plains Healthy Connections project as outlined in the report by the Community Grants Coordinator dated 5 March 2019.
- B. That Council (Interim Administrator of Ipswich City Council) approve funding of \$750.00 (ex-GST) to Queensland Program of Assistance to Survivors of Torture and Trauma (QPASTT), towards the school holiday program as outlined in the report by the Community Grants Coordinator dated 5 March 2019.
- C. That Council (Interim Administrator of Ipswich City Council) approve funding of \$3,409.08 (ex-GST) to Churches of Christ in Queensland, towards the Shine Women program as outlined in the report by the Community Grants Coordinator dated 5 March 2019.
- D. That Council (Interim Administrator of Ipswich City Council) approve funding of \$3,171.19 (ex-GST) to YMCA of Brisbane, towards the Greater Springfield Youth Advisory Committee program as outlined in the report by the Community Grants Coordinator dated 5 March 2019.
- E. That Council (Interim Administrator of Ipswich City Council) approve funding of \$2,489.10 (ex-GST) to Rotary Club of Greater Springfield, towards purchasing display equipment as outlined in the report by the Community Grants Coordinator dated 5 March 2019.

5. ALLOCATION OF COMMUNITY DONATIONS FOR THE 2018-2019 FINANCIAL YEAR UP TO 28 FEBRUARY 2019

With reference to a report by the Community Grants Coordinator dated 7 March 2019 providing detail about the year to date allocation of community donations, as at 28 February 2019 (Attachment 1), and providing a summary of these community donations by recipient type (Attachment 2).

RECOMMENDATION

That the report be received and the contents noted.

6. COMMUNITY DONATION REQUEST EXCEEDING \$15,000

With reference to a report by the Community Grants Coordinator dated 18 March 2019 concerning a community donation request from the Ipswich District Teacher Librarian Network to support the StoryArts Festival Ipswich (SAFI).

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

That Council (Interim Administrator of Ipswich City Council) approve a community donation of \$45,547.00 to the Ipswich District Teacher Library Network to support the 2019 StoryArts Festival Ipswich.

7. REGIONAL ARTS DEVELOPMENT FUND (RADF) GRANTS - ROUND 1 2018–2019

With reference to a report by the Community Grants Coordinator dated 21 March 2019 concerning the allocation of funding through the Regional Arts Development Fund (RADF) for Funding Round 1, 2018–2019.

RECOMMENDATION

- A. That Council (Interim Administrator of Ipswich City Council) provide funding of \$11,150.00 (incl-GST) to Glen Smith towards the In-Focus project, subject to satisfying the condition outlined by the Regional Arts Development Fund Committee.
- B. That Council (Interim Administrator of Ipswich City Council) provide funding of \$5,000.00 (incl-GST) to Katie Dowling towards the Love Letters from the Sky project.

** Item includes confidential papers

and any other items as considered necessary.

Doc ID No: A5412360

14 March 2019

TO: ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER
FROM: SPORT AND RECREATION OFFICER (PHYSICAL ACTIVITY)
RE: SKATE AND BMX FACILITIES STRATEGY ACTION PLAN COSTING

INTRODUCTION

This is a report concerning the proposed Skate and BMX Facilities Strategy Action Plan and proposed costings.

RELATED PARTIES

There are no related parties pertinent to this report.

ADVANCE IPSWICH THEME LINKAGE

This report aligns with Advance Ipswich Theme: 'Managing growth and delivering key infrastructure', specifically Strategy 5.1 'implement an integrated open space plan that provides land and facilities to meet the community's active and passive recreation and leisure needs'.

PURPOSE OF REPORT/BACKGROUND

At the Council Ordinary Meeting held on the 26 February 2019, Council resolved the following:

That the Interim Administrator of Ipswich City Council resolve:

- A. *That the Skate and BMX Facilities Strategy (Summary) in Attachment A as detailed in the report by the Sport and Recreation Officer (Physical Activity) dated 17 January 2019, be adopted.*
- B. *That the Skate and BMX Facilities Strategy in Attachment B as detailed in the report by the Sport and Recreation Officer (Physical Activity) dated 17 January 2019, be adopted.*

- C. *That a detailed action plan including an explanation of the costing involved for the delivery of the Skate and BMX Facilities Strategy be submitted to the next meeting of the Communities Committee.*

The Skate and BMX Facilities Strategy provides strategic direction, practical guidelines, recommendations and suggested actions for immediate, medium and long term implementation on the appropriate location, development, management, maintenance and activation of new and existing skate and BMX facilities in Ipswich.

As part of the Skate and BMX Facilities Strategy, a detailed implementation plan was outlined, however no indicative costs were provided. This follow up report proposes cost estimates for the four types of concrete skate and BMX facilities (Spot/Dot; Local; District; City/Regional), and the three types of dirt BMX Facilities (Local; District; City/Regional).

RESOURCE IMPLICATIONS

Estimated costs for the four types of concrete skate and BMX facilities (Spot/Dot; Local; District; City/Regional), and the three dirt BMX Facilities (Local; District; City/Regional) are outlined in Attachment 1.

Costs estimates are based on:

- Previous project deliveries
- Current rates
- Other skate and BMX projects completed around South East Queensland (SEQ) and Australia

Costs are also based on unit rates for skate and BMX facilities only. Costs do not include any supporting infrastructure (i.e. water, seating, toilets, pathways, signage etc.), demolition works, major earthworks, rock excavation, services relocation, and retaining walls.

Skate facility costs are based on concrete facilities only, and BMX facility costs are based on dirt facilities only. The proposed costs for a citywide BMX facility do not include any applications over dirt to seal top surface.

The implications of the estimated costs and delivery timeframes in relation to proposed new facilities outlined in the Skate and BMX Facilities Strategy is outlined in Attachment 2.

RISK MANAGEMENT IMPLICATIONS

As outlined earlier, costs indicated are estimates based on previous project deliveries, current rates, and other skate and BMX projects completed around SEQ and Australia. The estimates do not consider installation costs, facility maintenance and supporting infrastructure. Therefore, the estimated costs provided per facility within Attachment 2 should be read within that context.

Some risk should also be assumed if Council were to not adequately provide facilities for skate and BMX communities. Deterioration of skate and BMX facilities without a lack of planned maintenance or upgrades, compromises the safety of individuals using these

facilities. An under-supply of skate and BMX facilities can also more broadly introduce risk through compromised social wellbeing outcomes – particularly in relation to youth not having opportunities to positively socialise and have outlets for fun physical activities within their own community.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Sport, Recreation and Physical Activity Policy
Skate and BMX Facilities Policy

COMMUNITY AND OTHER CONSULTATION





The Skate and BMX Facilities Strategy has been underpinned by a significant report carried out by 'Plan C' consultants, which included a Needs Assessment, Detailed Report and Facility Audit. As part of this report, the community were engaged via several avenues for consultation including:

- User survey
- Councillor face-to-face interviews
- Councillor Officer workshop
- School workshops
- Online survey forum and Facebook group
- 'Meet us in the Park' events across six skate and BMX facilities
- Key stakeholder workshops and telephone interviews with community organisations
- Community and user meetings.

CONCLUSION

The Skate and BMX Facilities Strategy provides the strategic direction, practical guidelines, recommendations and suggested actions for immediate, medium and long term implementation on the appropriate location, development, management, maintenance and activation of new and existing skate and BMX facilities in Ipswich. Upon the request of the Interim Administrator, this report outlines an estimate of costs for the delivery of new, and refurbishment of existing skate and BMX facilities within Ipswich.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Skate and BMX Facilities Service Levels Hierarchy and Proposed Costs  
2.	Implementation Plan Costs  

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

That the action plan and indicative costings provided within the report be considered as part of Council's Capital Program Planning.

Marnie Dunne

SPORT AND RECREATION OFFICER (PHYSICAL ACTIVITY)

I concur with the recommendations contained in this report.

Kaye Cavanagh

ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

I concur with the recommendations contained in this report.

Bryce Hines

CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

“Together, we proudly enhance the quality of life for our community”

Item 1 / Attachment 1.

Ipswich Skate and BMX Facilities Service Levels Hierarchy and Proposed Costs

	Concrete Skate & BMX Facilities				Dirt BMX Facilities		
	Spot/Dot	Local	District	City/Regional	Local	District	City/Regional
Catchment	500m	2km	4km	City	2km	4km	City
Size (skateable/ rideable area)	25-100m ²	100-750m ²	750-1,500m ²	1,500-2,400m ²	350-1,200m ²	1,200-2,500m ²	3,600m ²
No.# of Obstacles	1-4	5-9	10-15	16+	6-8	9-12	13-16+
Skill Level	Beginner- Intermediate	Beginner- Intermediate	Beginner- Intermediate- Advanced	Beginner- Intermediate- Advanced	Beginner- Intermediate	Beginner- Intermediate- Advanced	Beginner- Intermediate- Advanced
Approximate Cost* (skateable/ rideable area)#	\$15,000 - \$60,000	\$100,00 - \$400,000	\$500,000 - \$1,200,000	\$2,000,000 - \$3,500,000	\$20,000 - \$50,000	\$60,000 - \$100,000	\$500,000 - \$1,000,000
Support Infrastructure	pathway	signage, water, seating, 1 shelter, access pathways, bins, playground/half court, open space/kick-a-bout	signage, water, seating, 2 shelters, access pathways, bins, lighting, car parking, toilets, playground/half court, open space/kick-a-bout	signage, water, seating, 3 shelters, access pathways, bins, lighting, car parking, toilets, staging areas for events, power, playground, half court, open space/kick-a-bout	water, seating, shelter, bins, playground/half court, open space/kick-a-bout	signage, water, seating, 2 shelters, access pathways, bins, car parking, toilets, playground/half court, open space/kick-a-bout	signage, water, seating, 3 shelters, access pathways, bins, lighting, car parking, toilets, spectator seating, staging areas for competitions, power, playground, half court, open space/kick-a-bout

* Costs are based on unit rates for Skate & BMX facilities only

Costs do not include "Support Infrastructure", demolition works, major earthworks, rock excavation, services relocations, retaining walls etc.

Skate facility costs are based on concrete facility

BMX facility costs are based on dirt facility

BMX citywide facility costs include application over dirt to seal top surface

Item 1 / Attachment 2.

New and Upgraded Facility Developments		Priority	Approx. Timeframe	Approx. Cost
2.1	BMX Track (Willey St Park) – Upgrade support infrastructure including canteen facility and spectator seating and event infrastructure	High	1-5 years	-
2.2	Ipswich Central - Develop a new Regional concrete skate facility for beginner, intermediate and advanced users at the old Boral/Woollen Mills site	High	1-5 years	\$2,000,000 - \$3,500,000
2.3	George Palmer Park - Redesign and redevelopment of dirt BMX Track to a local level beginner-intermediate freestyle jumps	Medium	5-10 years	\$20,000 - \$50,000*
2.4	Rotary Park (Bundamba) - Expand and upgrade skateable space and supporting infrastructure (drinking water, shelter, bins, signage, seating, lighting, toilets)	High	1-5 years	\$15,000 - \$60,000*
2.5	Fairview Avenue Park - Develop a new small skate Spot/Dot (approx. 25m2) off pathway near outdoor gym equipment, BBQ shelter and playground to cater for beginner to intermediate users	Medium	5-10 years	\$15,000 - \$60,000
2.6	Fairview Avenue Park - Develop a new Local dirt BMX pump track off pathway near outdoor gym equipment, BBQ shelter and playground to cater for beginner to intermediate users	Medium	5-10 years	\$20,000 - \$50,000
2.7	Bremerdale Park – Remove unused BMX Tracks	Low	10-15 years	-
2.8	Stallard Park - Redesign and upgrade tracks (pump track and Freestyle) and supporting infrastructure (signage, water, bins) to cater for beginner, intermediate and advanced users	Medium	5-10 years	\$20,000 - \$50,000*
2.9	Sarah Drive Park – Redesign, redevelop and upgrade to freestyle/pump track and supporting infrastructure (water, bins, shade tree planting)	Medium	5-10 years	\$20,000 - \$50,000*
2.10	Yamanto/Churchill area – Identify a location and develop a new small skate Spot/Dot (approx. 25m2) to cater for beginner to intermediate users in the Yamanto/Churchill area	Medium	5- 10 years	\$15,000 - \$60,000
2.11	Tony Merrell Park - Redesign and redevelop freestyle jumps to cater for beginner-intermediate and support infrastructure including water and shade trees	Low	10+ years	\$20,000 - \$50,000*
2.12	Leichhardt, Wulkuraka, One Mile Area – Develop a skate Spot/Dot to cater for beginner to intermediate users in the vicinity of Leichhardt Park, Jim Finimore Park and the George Alder Tennis Centre near to Ernest St & Old Toowoomba Rd &	Low	10-15 years	\$15,000 - \$60,000

Item 1 / Attachment 2.

	Leichhardt Community Centre			
2.13	Suttons Park – Assess feasibility of redeveloping existing local concrete facility in same place or demolishing and redeveloping at Battye Park	High	1-5 years	\$100,000 - \$400,000**
2.14	Suttons Park – if determined to be most appropriate location, demolish existing and redevelop with a new local concrete skate facility through better design to cater for beginner to intermediate users	High	1-5 years	\$100,000 - \$400,000**
2.15	Battye Park - if determined to be most appropriate location, demolish existing concrete facility at Suttons and develop a new local concrete skate facility at Battye Park to cater for beginner to intermediate users	High	1-5 years	\$100,000 - \$400,000**
2.16	Brassall area – Identify an appropriate location and develop a new District dirt freestyle BMX Track for beginner, intermediate and advanced users	Medium	5-10 years	\$60,000 - \$100,000
2.17	Chuwar, Karalee, Barellan Point Area – identify an appropriate location and develop a new Local Dirt BMX facility to cater for beginner to intermediate users	Medium	5-10 years	\$20,000 - \$50,000
2.18	Chuwar, Karalee, Barellan Point Area – identify an appropriate location and develop a new concrete skate Spot/Dot facility to cater for beginner to intermediate users	Medium	5-10 years	\$15,000 - \$60,000
2.19	Blacksoil, Muirlea, Pine Mountain Area – identify an appropriate location and develop a new Local Dirt BMX facility to cater for beginner to intermediate users	Medium	5-10 years	\$20,000 - \$50,000
2.20	Bob Gibbs Park – add additional supporting infrastructure including toilets, shelter, seating, water and signage	Medium	5-10 years	-
2.21	Grande Park – upgrade concrete skate Spot/Dot facility though the addition of 1-4 skateable elements	Medium	5- 10 years	\$15,000 - \$60,000*
2.22	Springfield Central area – identify an appropriate location and design and develop a new District Level Concrete skate facility for beginner to advanced users	High	1-5 years	\$500,000 - \$1,200,000
2.23	Springfield Central area – identify an appropriate location and develop a new District Level Dirt BMX facility for beginner to advanced users	High	1-5 years	\$60,000 - \$100,000
2.24	Jane Gorry Park - identify an appropriate location and develop a new small concrete skate Spot/Dot facility (approx. 25m2) to cater for beginner to intermediate users	Low	10+ years	\$15,000 - \$60,000
2.25	Martin Coogan Park - Remove unused BMX Track	Low	10+ years	-
2.26	P J Galligan Park - Redesign and redevelop freestyle trials jumps, support facilities, water and park safety	Medium	5-10 years	\$20,000 - \$50,000*

Item 1 / Attachment 2.

2.27	Redbank Plains Recreation Reserve - Remove unused BMX Track	Low	10+ years	-
2.28	Redbank Plains Recreation Reserve – Demolish existing local level concrete skate facility and redevelop into a Regional level concrete skate and BMX facility to cater for beginner to advanced users	High	1-5 years	\$2,000,000 - \$3,500,000
2.29	Goupong Park - Expand and upgrade to District Level concrete skate facility to cater for beginner to advanced users. Upgrade support facilities including 2nd shelter, seating, water, signage, bins and undertake maintenance repairs	Medium	5-10 years	\$500,000 - \$1,200,000*
2.30	Hayden Park/Maculata Family Park – Undertake maintenance repairs to local level concrete skate facility and install appropriate signage	Medium	5-10 years	-
2.31	Hayden Park/Maculata Family Park – Redesign and redevelopment of dirt BMX Track to a local level beginner-intermediate freestyle jumps	Medium	5-10 years	\$20,000 - \$50,000*
2.32	Deebing Heights area (Parks Planning Sector R1) – identify and secure an appropriate location through the DA process for the development of a local level freestyle dirt BMX facility	High	1-5 years	\$20,000 - \$50,000
2.33	Deebing Heights area (Parks Planning Sector R1) – identify and secure an appropriate location through the DA process for the development of a local level concrete skate facility	High	1-5 years	\$100,000 - \$400,000
2.34	Deebing Heights area (Parks Planning Sector R1) – develop a new local level freestyle dirt BMX facility	Medium	5-10 years	\$20,000 - \$50,000
2.35	Deebing Heights area (Parks Planning Sector R1) – develop a new local level concrete skate facility	Medium	5-10 years	\$100,000 - \$400,000
2.36	Ripley Central area (Parks Planning Sector R2) – identify and secure an appropriate location through the DA process for the development of a District level freestyle dirt BMX facility	High	1-5 years	\$60,000 - \$100,000
2.37	Ripley Central area (Parks Planning Sector R2) – identify and secure an appropriate location through the DA process for the development of a Regional level concrete skate facility	High	1-5 years	\$2,000,000 - \$3,500,000
2.38	Ripley Central area (Parks Planning Sector R2) – develop a new District level freestyle dirt BMX facility	Medium	5-10 years	\$60,000 - \$100,000
2.39	Ripley Central area (Parks Planning Sector R2) – develop a new Regional level	Medium	5-10 years	\$2,000,000 - \$3,500,000

Item 1 / Attachment 2.

	concrete skate facility			
2.40	Ripley South area (Parks Planning Sector R3) – identify and secure an appropriate location through the DA process for the development of a local level freestyle dirt BMX facility	High	1-5 years	\$20,000 - 50,000
2.41	Ripley South area (Parks Planning Sector R3) – identify and secure an appropriate location through the DA process for the development of a local level concrete skate facility	High	1-5 years	\$100,000 - \$400,000
2.42	Ripley South area (Parks Planning Sector R3) – develop a new local level freestyle dirt BMX facility	Medium	5-10 years	\$20,000 - \$50,000
2.43	Ripley South area (Parks Planning Sector R3) – develop a new local level concrete skate facility	Medium	5-10 years	\$100,000 - \$400,000
2.44	Ripley East area (Parks Planning Sector R4) – identify and secure an appropriate location through the DA process for the development of a local level freestyle dirt BMX facility	High	1-5 years	\$20,000 - \$50,000
2.45	Ripley East area (Parks Planning Sector R4) – identify and secure an appropriate location through the DA process for the development of a local level concrete skate facility	High	1-5 years	\$100,000 - \$400,000
2.46	Ripley East area (Parks Planning Sector R4) – develop a new local level freestyle dirt BMX facility	Medium	5-10 years	\$20,000 - \$50,000
2.47	Ripley East area (Parks Planning Sector R4) – develop a new local level concrete skate facility	Medium	5-10 years	\$100,000 - \$400,000
2.48	Henry Lawson Bicentennial Park - Reshape and re-orientate dirt BMX facility into 2 runs rather than a circuit	Medium	5-10 years	\$20,000 - \$50,000*
2.49	Henry Lawson Bicentennial Park – Upgrade and expansion of concrete skate Spot/Dot facility through extra size and additional elements	Medium	5-10 years	\$15,000 - \$60,000*
2.50	Caledonian Park - develop a new local level freestyle dirt BMX facility	Low	10+ years	\$20,000 - \$50,000
2.51	Tom Lenihan Park – Upgrade dirt BMX facility through minor improvements, shaping of jumps and maintenance	Low	10+ years	\$20,000 - \$50,000*
2.52	Ripley East area (Parks Planning Sector R4) – identify and secure an appropriate location through the DA process for the development of a local level concrete skate	High	1-5 years	\$100,000 - \$400,000

Item 1 / Attachment 2.

	facility			
2.53	Ripley East area (Parks Planning Sector R4) – develop a new local level freestyle dirt BMX facility	Medium	5-10 years	\$20,000 - \$50,000
2.54	Ripley East area (Parks Planning Sector R4) – develop a new local level concrete skate facility	Medium	5-10 years	\$100,00 - \$400,000
2.55	Henry Lawson Bicentennial Park - Reshape and re-orientate dirt BMX facility into 2 runs rather than a circuit	Medium	5- 10 years	\$20,000 - \$50,000*
2.56	Henry Lawson Bicentennial Park – Upgrade and expansion of concrete skate Spot/Dot facility through extra size and additional elements	Medium	5-10 years	\$15,000 - \$60,000*
2.57	Caledonian Park - develop a new local level freestyle dirt BMX facility	Low	10+ years	\$20,000 - \$50,000
2.58	Tom Lenihan Park – Upgrade dirt BMX facility through minor improvements, shaping of jumps and maintenance	Low	10+ years	\$20,000 - \$50,000*
2.59	Tom Lenihan Park – Expansion of local level concrete skate facility to include additional street elements and connecting pathway	Medium	5-10 years	\$100,000 - \$400,000 *
2.60	Bigges Camp Park - Redesign and redevelopment of dirt BMX Track to a local level beginner-intermediate freestyle jumps	Medium	5-10 years	\$20,000 - \$50,000*
2.61	Heit Family Park - Expansion of jumps and upgrade to support infrastructure including water, shelter, seating, bins	High	1-5 years	\$20,000 - \$50,000 *

*Denotes existing facility to be upgraded, variation can be expected depending on current condition of facility and scope of works to complete upgrade

**Denotes duplication in facility location (i.e. Sutton's park and Battye Park) – further investigation work to be conducted to confirm site.

Doc ID No: A5423666

20 March 2019

TO: ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER
FROM: SPORT AND RECREATION OFFICER
RE: SPORT EXCELLENCE BURSARY PROGRAM

INTRODUCTION

This is a report concerning changes to the current Sport Excellence Bursary program.

RELATED PARTIES

There are no related party matters associated with this report.

ADVANCE IPSWICH THEME LINKAGE

Caring for the community

PURPOSE OF REPORT/BACKGROUND

Council currently offers the Sports Excellence Bursary program to support athletes who are selected to represent Queensland or Australia at sporting championships. In line with Council's commitment to the efficient and effective delivery of grants programs and transparency and accountability in decision making, the Sports Excellence Bursary program has been reviewed and new guidelines developed (Attachment 1).

An overview of the changes to the program is outlined below.

Change of Name

The Sports Excellence Bursary name has been replaced with Sport and Recreation Achievement Grant. The shift to the funding being classified as grant will allow for consistency across the sport and recreation funding support as well as allow us to ensure the correct accountability procedures are being followed through a formal acquittal process following the grant funding expenditure.

Eligibility

The eligibility criteria has been expanded to ensure we are providing the most appropriate level of support to those who are eligible. Applicants have historically been asked to provide

proof of selection into a Queensland or Australian team however the new eligibility criteria narrows the scope of what Council will accept as proof of selection. Applicants will be required to provide a letter of selection from the recognised state or national sporting organisation. The guidelines outline that applicants are able to find the list of recognised sporting associations on the Queensland Government and Sport Australia websites, and this will be made available on Council's website.

Applicants will also be asked to provide proof of residency to ensure we are providing support to local applicants.

In addition to athletes, applications will now also be accepted for umpires and referees who have been selected to attend eligible National or International sporting events. Non-competitive events such as training camps, tours and coaching clinics have been excluded from the grant.

Timeframes for the grants have been tightened with applicants now required to submit their applications within three months before or after the sporting event. Late applications due to extenuating circumstances will be able to be considered at the discretion of the Chief Operating Officer Works, Parks and Recreation.

Acquittal

Historically there has been no requirement for the Sports Excellence Bursary recipients to provide an acquittal for the funding that they received. In line with Council ensuring accountability for all funding provided to the community an acquittal process will now be required for all successful applications.

Guidelines

The proposed changes have been added to the guidelines to ensure Council is being open and transparent about the program. Additional information is available to applicants on the application process, exclusions, ethics framework and approval process. These guidelines have been produced to ensure alignment with the guideline documents developed by the Arts, Social Development and Community Engagement Department.

RESOURCE IMPLICATIONS

There are no resourcing or budget implications.

RISK MANAGEMENT IMPLICATIONS

The risk associated with approving the recommended changes is that residents who have in the past received a Sports Excellence Bursary will find themselves ineligible for a Sport and Recreation Achievement Grant due to the change in eligibility criteria. Based on the applications received in the 2017-2018 financial year 43 of the 132 successful applicants would be ineligible due to attending events that don't meet the updated eligibility criteria. The community expectation around this will need to be managed through providing education around these changes.

The risk associated with not approving the recommended changes is that Council is supporting athletes who are competing in events that are not sanctioned by the governing body of their sport. Council is also not delivering the program to the high standards of effectiveness, transparency and accountability that is being strived for.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Local Government Regulation 2012



COMMUNITY AND OTHER CONSULTATION

Consultation was conducted with both internal Council stakeholders as well as benchmarking with other Councils with similar programs.

CONCLUSION

Council currently offers the Sports Excellence Bursary program to support athletes who are selected to represent Queensland or Australia at sporting championships. In line with Council's commitment to the efficient and effective delivery of grants programs and transparency and accountability in decision making, the Sports Excellence Bursary program has been reviewed and a new Sport and Recreation Achievement Grant program developed. Key changes to the program include tightening of the eligibility criteria, inclusion of umpires and referees, requirement for successful applicants to submit an acquittal and updating of the guidelines to reflect changes as well as bring the document in line with guideline documents developed by the Arts, Social Development and Community Engagement Department.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Sport and Recreation Achievement Grant Applicant Guidelines  
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RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

That Council (Interim Administrator of Ipswich City Council) adopt the changes to the current Sports Excellence Bursary Program as outlined in the report by the Sport and Recreation Officer dated 20 March 2019.

Louise Rovera

SPORT AND RECREATION OFFICER

I concur with the recommendations contained in this report.

Kaye Cavanagh

ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

I concur with the recommendations contained in this report.

Bryce Hines
CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

“Together, we proudly enhance the quality of life for our community”

Sport and Recreation Achievement Grant

Applicant guidelines

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Guidelines

Grants program overview

Sport and recreation is an integral part of life in Ipswich City. The City has a proud sporting heritage and has produced many sporting champions participating in a wide range of sports.

Through the Sport and Recreation Achievement Grant, Council aims to recognise and support local athletes who have qualified or been selected by a peak body to represent Queensland or Australia. The funds are provided to assist with the travel and event related costs of attending sporting championships.

Timeframe

Applications can be submitted at any time during the year.

Applications **must be lodged within three months before or after the event**. Late applications due to extenuating circumstances may be considered at the discretion of the Chief Operating Officer, Works Parks and Recreation Department.

Funding Range

Athletes selected to represent Queensland – \$200

Athletes selected to represent Australia – \$300

Funding Available

The total funding available for the Sport and Recreation Achievement Grants each year is subject to variation, depending on Council's annual budget allocation.

Eligibility Criteria

To following eligibility criteria apply to the Sport and Recreation Achievement Grant:

- Applicants must reside in the City of Ipswich region
- Applicants must be participating as an athlete, referee or umpire in:
 - An official national championships endorsed by the relevant Sport Australia recognised national sporting organisation or School Sport Australia
 - An international competition as a member of an official Australian team, endorsed by a Sport Australia recognised national sporting organisation or School Sport Australia
- Applicants must provide written confirmation of the applicant's selection to participate in National or International competition as an athlete, umpire or referee from the recognised state or national sporting organisation on their letterhead. The confirmation must include the applicants name and the name of the event selected for.
- Applicants are eligible to receive a maximum of two Sport and Recreation Achievement Grants per sport per financial year.

Exclusions

The following will not be funded:

- Applicants who are not residents of Ipswich City
- Applicants who cannot provide evidence of selection in a National or International Competition by the recognised association of the chosen sport as an athlete, umpire or referee
- Applicants that are attending a competition that is not sanctioned by the recognised state or national sporting organisation.
- Applicants who have already received two Sport and Recreation Achievement Grants for the sport being applied for
- Applications for training camps, tours and coaching clinics
- Applications received outside the application timeframes, unless in extenuating circumstances, where the application has been approved by the Chief Operating Officer, Works, Parks and Recreation.

Grant Funding Principles

Ipswich City Council applies the following principles when providing support through its grants programs:

- Asset based thinking and building on the strengths that exist within our community
- Evidence based approach that acknowledges and responds to the needs and aspirations of our community
- Access and equity to ensure a socially inclusive community
- Valuing local collaborations and partnerships
- Valuing the social, economic and environmental sustainability of our City

In addition, Council is committed to the efficient and effective delivery of the Sport and Recreation Achievement Grant and transparency and accountability in decision making.

Ethics Framework

Ipswich City Council will not support individuals that are considered to:

- Discriminate, or encourage discriminatory behaviour, including discrimination on the basis of age, disability, race, religion, sex and/or sexual orientation
- Contribute to, or advocate for, the infringement of human rights
- Demonstrate behaviour that does not align to Council's strategic intent for the City and community of Ipswich
- Pollute land, air or water, or otherwise damage the natural environment
- Market, promote or advertise products or services in a misleading or deceitful manner
- Produce, promote or distribute products or services likely to be harmful to the community
- Entice people into financial over-commitment
- Exploit people through the payment of below-award wages or poor working conditions
- Represent a reputational risk for Ipswich City Council to partner with or support, or be seen to partner with or support

Application Process

Applications must be made using the online application form.

Submissions must include:

- A letter of selection from the recognised state or national sporting organisation on their letterhead. The letter must include the competitors name, event, date and location.
- Proof of residency (e.g. rates notice, utilities bill, rent notice)

Incomplete applications will not be considered for funding. This includes applications **without** essential documentation.

Grant Assessment

Once submitted, an application will be assessed according to the eligibility and exclusion criteria. No further assessment is required for this program.

Grant Funding Approval

Applicants will be notified via email of the outcome of their application.

Successful applicants will receive payment by electronic transfer within two weeks of notification.

Grant Evaluation and Acquittal

To ensure appropriate accountability by grant recipients with regard to the use of grant funding, all funding provided by Council will require an acquittal, outlining the use of the funds (including proof of expenditure) and the achieved outcomes of the activity. Acquittals will be required within six months from the conclusion of the sporting championship.

Applicants that have not satisfactorily acquitted the funds within six months of receiving them will be deemed ineligible for Council funding for 12 months from the acquittal due date.

If Council's grant funds are not fully spent, all remaining funds must be returned to Council. In the instance that the applicant does not attend the event, the applicant will be required to repay the full amount of funding awarded.

Please contact Council on (07) 3810 6666 if you have any questions regarding the Sport and Recreation Achievement Grant Program.

Funding applications must be submitted via the online application form

Once submitted you will receive an electronic confirmation notice.

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Doc ID No: A5442692

1 April 2019

TO: CHIEF OPERATING OFFICER (HEALTH, SECURITY AND REGULATORY SERVICES)
FROM: PRINCIPAL OFFICER (BUSINESS OPERATIONS)
RE: HSRS MONTHLY ACTIVITY REPORT - MARCH 2019

INTRODUCTION

This is a joint report by the Manager, Strategic Policy and Systems and the Principal Officer (Business Operations) dated 1 April 2019 providing details on the monthly update of the activities of the Health, Security and Regulatory Services (HSRS) Department.

RELATED PARTIES

There are no related party matters associated with this report.

ADVANCE IPSWICH THEME LINKAGE

Managing growth and delivering key infrastructure
Caring for the community
Caring for the environment
Listening, leading and financial management

PURPOSE OF REPORT/BACKGROUND

The HSRS Department is responsible for the management of compliance activities across the City. The attached HSRS Monthly Activity Report (Attachment 1) is for the month of March 2019. The data within the report is separated into two components:

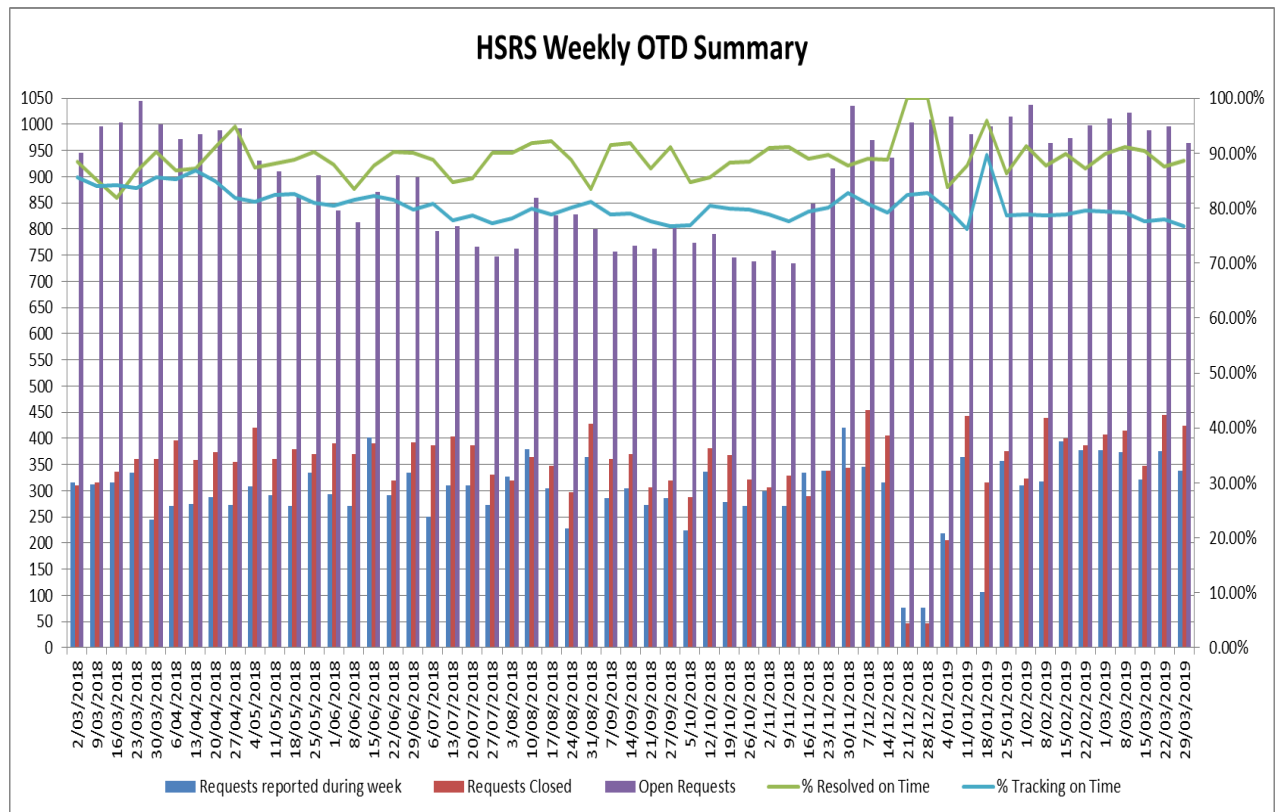
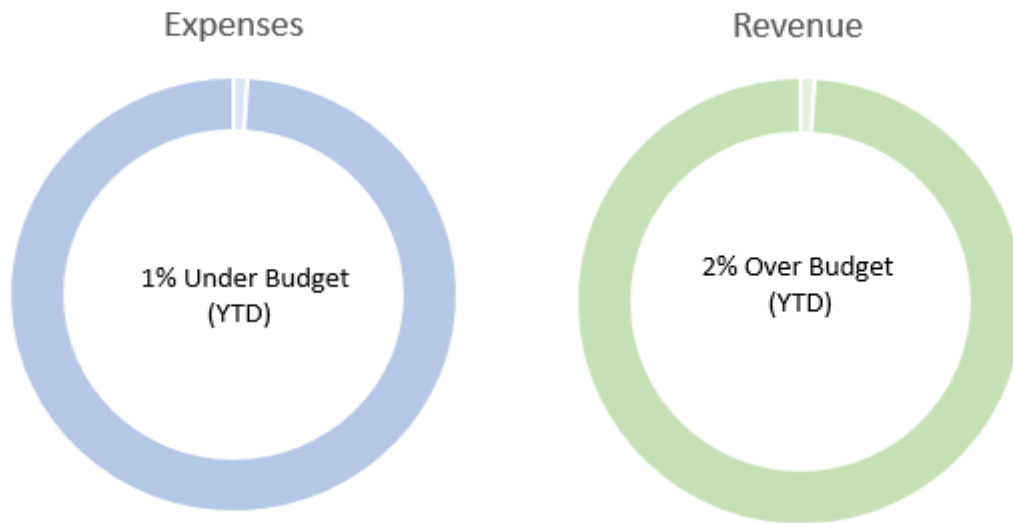
Compliance Delivery Status: Provides an update on service requests, infringements, warnings, prosecutions and appeals, licences, permits and design assessments approved in the month.

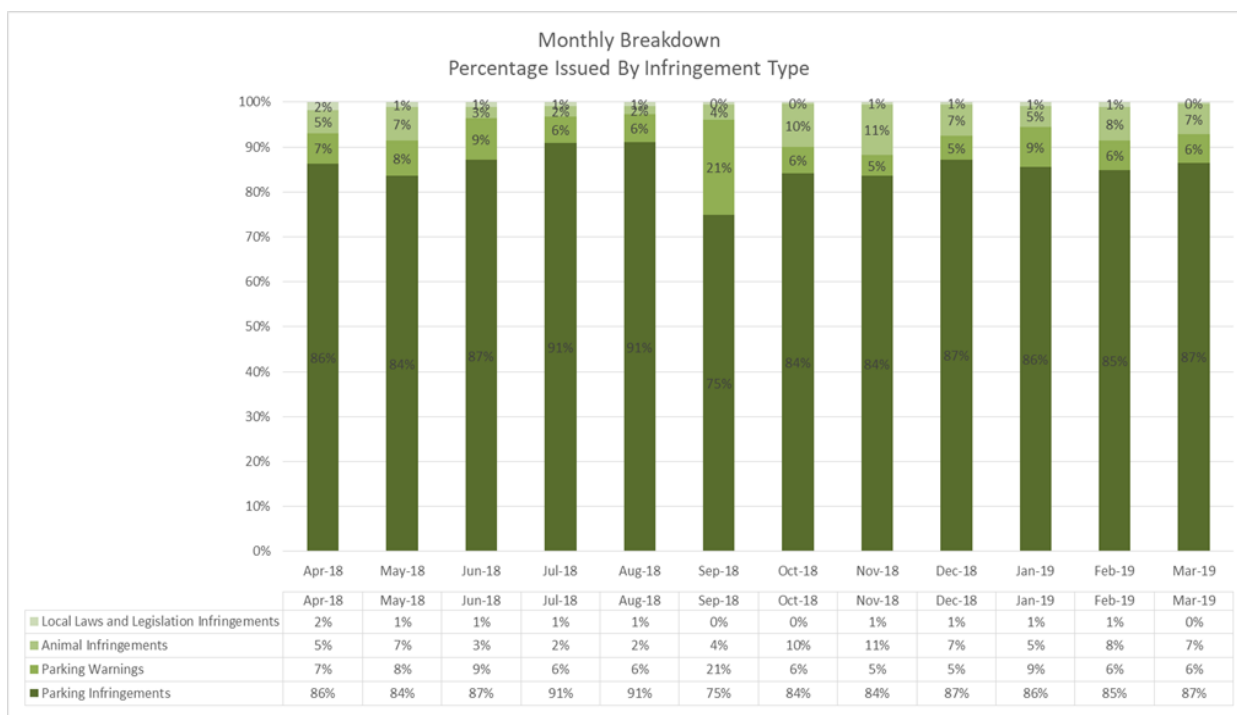
Other Program Delivery Status: Provides an update on other programs, such as the Immunisation Clinics, implementation of new laws, special events and any stakeholder engagement which may include the progress of projects for the HSRS Health and Amenity Plan for 2018-2019.

Performance Summary:

Below provides a summary the March results, full details are provided in Attachment 1.

HSRS remained under operational budget expenses and over revenue forecast in March for YTD.





RESOURCE IMPLICATIONS

There are no resourcing or budget implications.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications relating to this report.

LEGAL/POLICY BASIS

There are no legal/policy implications as a result of this report.

COMMUNITY AND OTHER CONSULTATION

The content of this report did not require any community consultation.

CONCLUSION

The HSRS Monthly Activity Report provides an update on compliance and other programs being delivered during the month with comparisons to previous periods.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

- | | |
|----|--|
| 1. | Monthly Activity Report March 2019 - COMM - April 2019 ↓ |
|----|--|

RECOMMENDATION

That the report be received and the contents noted.

Maree Walker

PRINCIPAL OFFICER (BUSINESS OPERATIONS)

I concur with the recommendations contained in this report.

Sean Madigan

CHIEF OPERATING OFFICER (HEALTH, SECURITY AND REGULATORY SERVICES)

“Together, we proudly enhance the quality of life for our community”

Health, Security and Regulatory Services

March 2019
MONTHLY ACTIVITY REPORT



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Introduction

Council's Department of Health, Security and Regulatory Services (HSRS) is the lead agency in the Ipswich community for the design and delivery of policy and programs that develop and drive a safe and healthy community.

Health and safety can be linked to the majority of services and responsibilities undertaken by Ipswich City Council. Local Councils are no longer just known for the three R's – Roads, Rates and Rubbish. From ensuring children are safe during peak school pick up and drop off times, providing CCTV protection and coverage across the City all the way to guiding businesses on how they can safely prepare food in cafes and restaurants, health and safety is at the very cornerstone of what the community wants. Health and safety is also critical to new communities when they are developed, as it will foster active lifestyles, provide easy access to healthy foods, create streets that are safe to walk through and encourage positive relationships between neighbours that are free of nuisance.

This monthly activity report for **March 2019** provides a snap shot of compliance activities for specific activities, outputs and outcomes.

Compliance Delivery Status

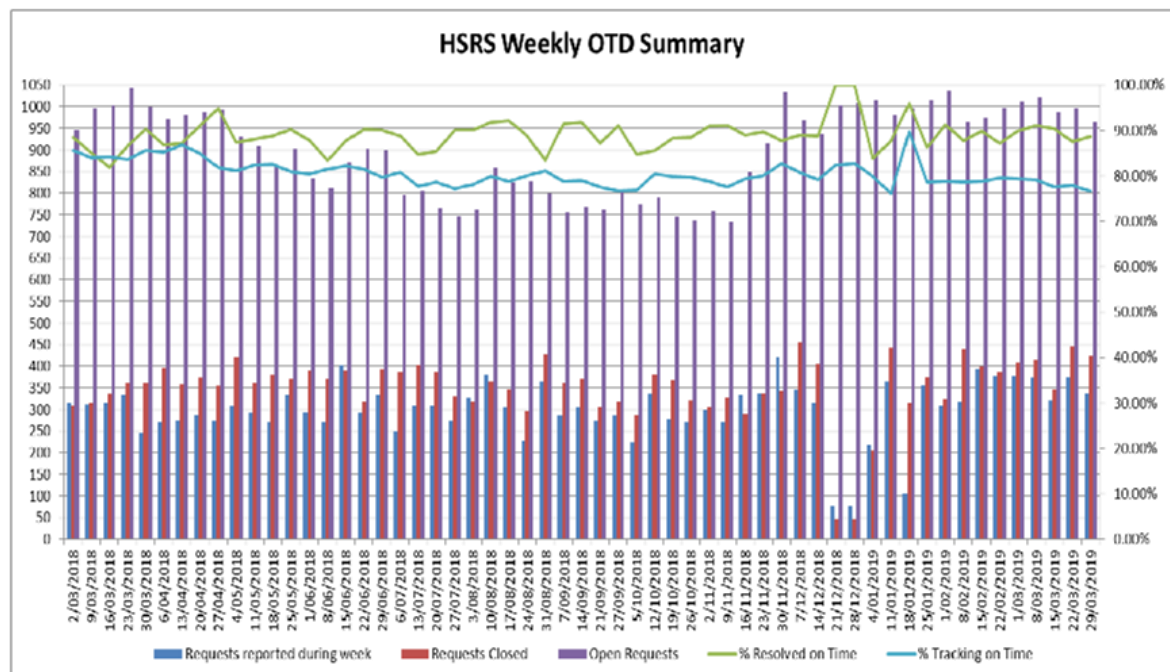
Customer Service Requests

The HSRS Department receives service requests from the community in relation to a diverse range of matters including but not limited to animal management, local laws, parking and environmental health. HSRS monitors the volumes and types of service request to identify trends and allocate resources accordingly to provide a high level of customer service to the community.

HSRS Weekly Compliance Activity - Ongoing

The below graph illustrates the week by week monitoring of customer service requests that are processed, investigated and resolved by HSRS staff. The Department continues to monitor the 85% target to resolve requests timeframe through allocating appropriate Council resources to respond to the needs of the community ensuring that the health, safety and wellbeing of the community are protected.

HSRS manage 75 service requests types, monitoring seasonal peaks for request management and proactive campaign planning. Seasonal peaks can include rainfall impacting sediment/erosion and overgrown properties and school terms and holidays impacting on programs including safe school parking.













Total requests actioned each month for HSRS

	MONTH	Total Customer Service Requests Created	Variance to previous month
Jan-17		1561	↑482
Feb-17		1403	↓158
Mar-17		1405	↑2
Apr-17		1197	↓208
May-17		1340	↑143
Jun-17		1388	↑48
Jul-17		1199	↓189
Aug-17		1581	↑382
Sep-17		1260	↓321
Oct-17		1233	↓27
Nov-17		1368	↑135
Dec-17		1129	↓239
Jan-18		1607	↑478
Feb-18		1431	↓176
Mar-18		1606	↑175
Apr-18		1394	↓212
May-18		1473	↑79
Jun-18		1469	↓4
Jul-18		1544	↑75
Aug-18		1728	↑184
Sep-18		1478	↓250
Oct-18		1622	↑144
Nov-18		1719	↑97
Dec-18		1251	↓468
Jan-19		1675	↑424
Feb-19		1662	↓13
Mar-19		1788	↑126

Top 10: Customer Service Requests and Volumes for March 2019

The following dashboard highlights the top 10 service requests raised by customers for **March 2019** with variances from the previous month for HSRS officers to investigate. Service request numbers for the top 10 have remained relatively steady.

	Roaming Dogs	132	Ranking	<table><tr><th>This Month</th><th>Last Month</th></tr><tr><td>1</td><td>2</td></tr></table>	This Month	Last Month	1	2
This Month	Last Month							
1	2							
	Collection of Impounded Dog	80	Ranking	<table><tr><th>This Month</th><th>Last Month</th></tr><tr><td>2</td><td>3</td></tr></table>	This Month	Last Month	2	3
This Month	Last Month							
2	3							
	Illegal Parking on Footpath	74	Ranking	<table><tr><th>This Month</th><th>Last Month</th></tr><tr><td>3</td><td>1</td></tr></table>	This Month	Last Month	3	1
This Month	Last Month							
3	1							
	Overgrown Private Property	50	Ranking	<table><tr><th>This Month</th><th>Last Month</th></tr><tr><td>4</td><td>7</td></tr></table>	This Month	Last Month	4	7
This Month	Last Month							
4	7							
	Unregistered Dog	44	Ranking	<table><tr><th>This Month</th><th>Last Month</th></tr><tr><td>5</td><td>5</td></tr></table>	This Month	Last Month	5	5
This Month	Last Month							
5	5							
	Dog Attack	43	Ranking	<table><tr><th>This Month</th><th>Last Month</th></tr><tr><td>5</td><td>4</td></tr></table>	This Month	Last Month	5	4
This Month	Last Month							
5	4							
	Loan of Cat Trap	42	Ranking	<table><tr><th>This Month</th><th>Last Month</th></tr><tr><td>7</td><td>9</td></tr></table>	This Month	Last Month	7	9
This Month	Last Month							
7	9							
	Abandoned Vehicle	41	Ranking	<table><tr><th>This Month</th><th>Last Month</th></tr><tr><td>8</td><td>10</td></tr></table>	This Month	Last Month	8	10
This Month	Last Month							
8	10							
	Non-Standard Traffic Control Permit Application	40	Ranking	<table><tr><th>This Month</th><th>Last Month</th></tr><tr><td>9</td><td>5</td></tr></table>	This Month	Last Month	9	5
This Month	Last Month							
9	5							
	Dog Noise Nuisance	33	Ranking	<table><tr><th>This Month</th><th>Last Month</th></tr><tr><td>10</td><td>11</td></tr></table>	This Month	Last Month	10	11
This Month	Last Month							
10	11							

Top 10: Customer Service Requests and Volumes by Division for March 2019

The following table highlights the top 10 service requests raised by customers for **March 2019** by division

Service Request Type	Division									
	1	2	3	4	5	6	7	8	9	10
Roaming Dog	7	17	23	11	14	16	14	17	9	4
Collection of Impounded Dog		22	11	18	5	7	5	6	1	5
Illegal Parking on Footpath	11	8	2	7	7	6	10	6	14	3
Overgrown Private Property	3	4	3	6	7	9	6	4	4	4
Unregistered Dog	3	6	6	9	1	3	0	8	3	5
Dog Attack	2	5	4	9	1	4	3	4	2	9
Loan of Cat Trap	2	3	5	5	3	7	3	9	2	3
Abandoned Vehicle Compliance	3	3	3	8	3	1	6	3	10	1
Non-Standard Traffic Control Permit Application	9	5	4	4	1	1	11	2	1	2
Dog Noise Nuisance	1	2	6	0	1	5	2	4	10	2

Customer Service Requests (Highest Volumes) for each team/unit in March 2019

The following dashboard highlights the **top 2 service requests** raised by either external or internal customers for **March 2019** for each work area/unit within HSRS for officers to investigate including jobs that have been created by staff as a proactive program (see items marked **P**) or is an internal service request to Council (see items marked **I**)

(The below list is in alphabetical order by team)

ANIMAL MANAGEMENT

No.	Service Type	Total
1	Roaming Dog	131
2	Collection of Impounded Dog	80

ENVIRONMENTAL HEALTH

No.	Service Type	Total
1	Food Hygiene	1
2	Food Poisoning	1

LOCAL LAWS

No.	Service Type	Total
1	Overgrown Private Property	50
2	Abandoned Vehicle Compliance	41

ROAD PERMITS

No.	Service Type	Total
1	Non-Standard Traffic Control Permit Application	41
2	Non-Standard Works on Road Permit Application	17

DEVELOPMENT COMPLIANCE

No.	Service Type	Total
1	Illegal Structure	16
2	Swimming Pool Compliance P	12

ENVIRONMENTAL PROTECTION

No.	Service Type	Total
1	Erosion Sediment Control – Field	13
2	Water Contamination – Sediment Erosion	7

PARKING

No.	Service Type	Total
1	Illegal Parking on Footpath	74
2	Illegal Parking in No Stopping Area	26

SAFE CITY & SECURITY

No.	Service Type	Total
1	Key Request I	17
2	Key Transfer Request I	14

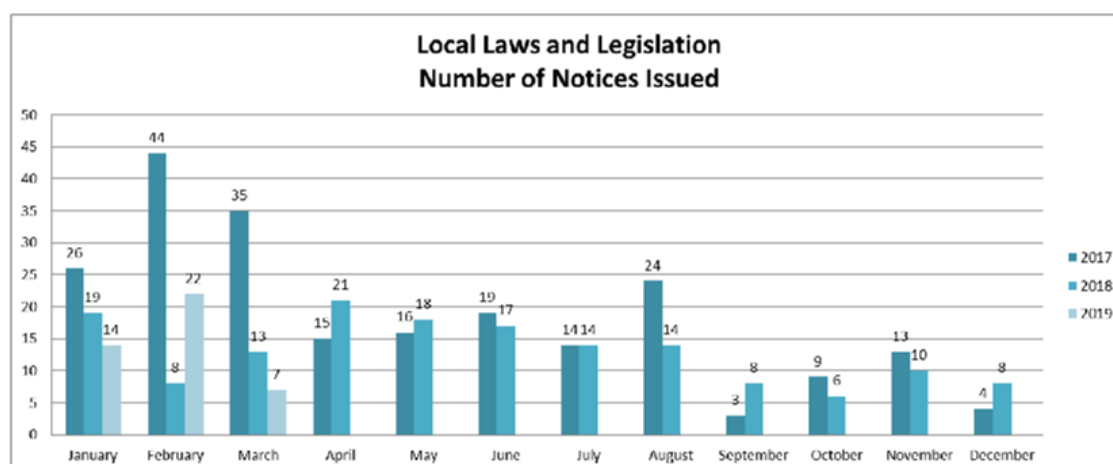
STRATEGIC POLICY AND SYSTEMS

No.	Service Type	Total
1	Penalty Infringement Notices/Warnings Upload	21
2	System Updates/Support	8

Penalty Infringement Notices (PINs) and Warnings

Local Laws and Legislation – PINs Issued

The HSRS Department issues PIN's and where applicable warnings for a variety of offences under the Local Laws and the *Transport Operation Road Use Management Act*. HSRS issues PIN's and warnings in order to protect the health, safety and wellbeing of the community generally however these are used in conjunction with education and awareness programs to achieve positive outcomes. The Health and Amenity Plan focuses on community education to understand laws as well as be proactively raising awareness on how compliance can be achieved.

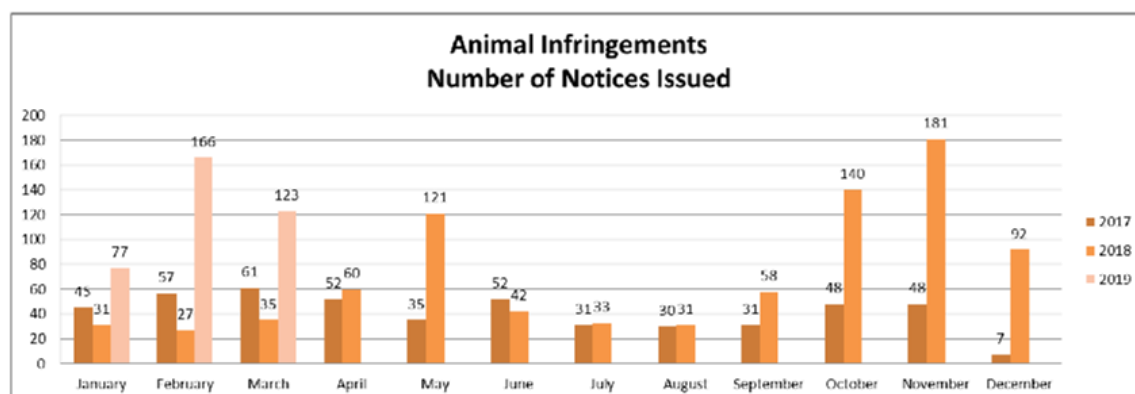


Previous 12 month period (April 2017 to March 2018) total = 157

Current 12 month period (April 2018 to March 2019) total = 159

Significant periods of drought over the past 12 months saw a reduction in overgrown and stormwater PIN's in particular. Reductions overall can also be attributed to a commitment over many years to public education and in turn positive voluntary compliance outcomes.

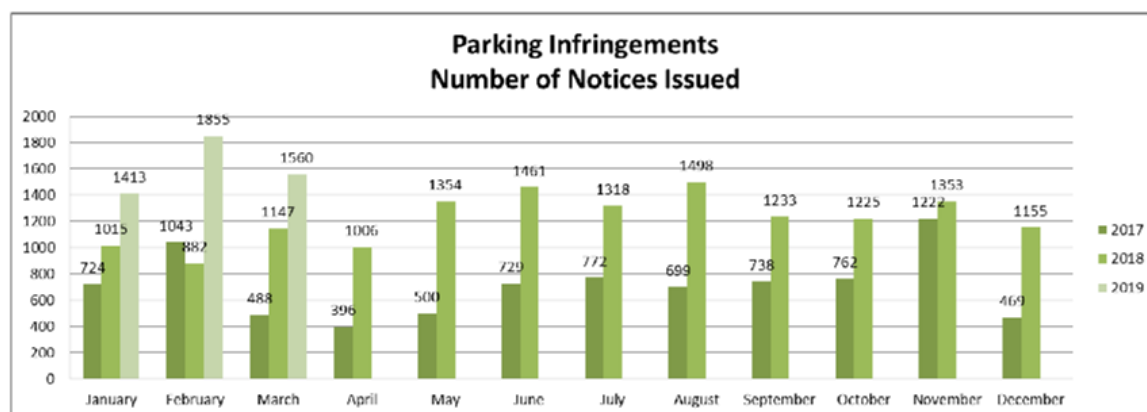
Animal Management – PINs Issued



Previous 12 month period (April 2017 to March 2018) total = 427

Current 12 month period (April 2018 to March 2019) total = 1,124

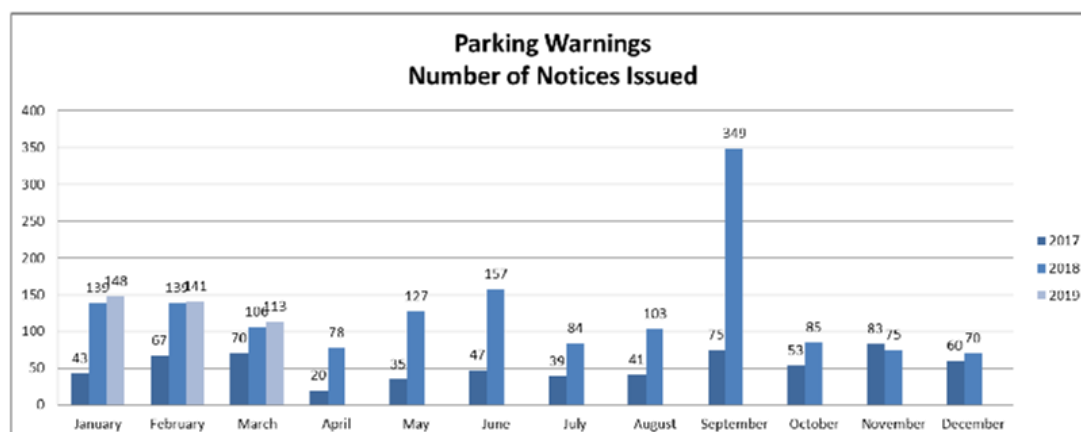
Parking – PINs Issued



Previous 12 month period (April 2017 to March 2018) total = 9,331

Current 12 month period (April 2018 to March 2019) total = 16,431

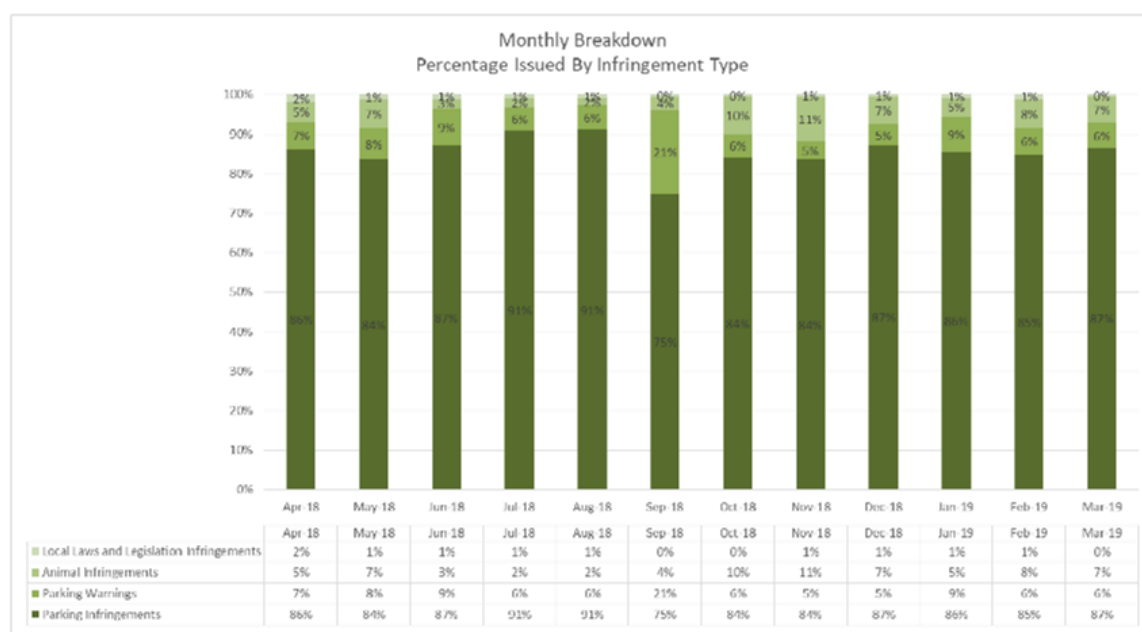
Parking – Warnings Issued



Previous 12 month period (April 2017 to March 2018) total = 837

Current 12 month period (April 2018 to March 2019) total = 1,530

The chart below shows a summary of total infringements and warnings for the current 12 month period (April 2018 to March 2019).



Prosecutions and Appeals

The HSRS Department completes investigations into compliance matters which range from complex environmental offences through to regulated parking breaches. The Investigations, Prosecutions and Training team compile briefs of evidence when persons elect to have infringements dealt with by a Magistrates Court. These briefs of evidence are presented to Council's Legal Branch. The matters are then considered by Council's Prosecution Panel to determine whether they should proceed to prosecution. The decision is based on the sufficiency of evidence and whether it is in the public interest to prosecute. The panel make a recommendation to the Chief Operating Officer HSRS who is responsible for making the final determination of the matter.

List of prosecutions and appeals as of 28 March 2019

<i>Current Register Status</i>	
Investigation (Brief in development)	12
Brief (with Legal Branch)	2
Court	6
TOTAL	20

Infringement Review requests for March 2019

A total of **441** requests for infringements to be reviewed were received in the month.

Development Compliance Contributions

The below table highlights the contributions to Council as a result of direct HSRS Development Compliance action. These figures are updated at the end of each quarter.

- The number of applications being received by Council as a result of HSRS compliance action has remained consistent for the past two years. (Making an application is only one way a customer can comply, most opt to cease their activity or remove/alter their structure)
- The Development Compliance Team issued more than double the number of infringements in 2018 (17) compared to 2017 (7). This is mainly due to taking a firmer approach to our compliance activities particularly with commercial and/or blatant offenders.

2018 Quarter	# of PINs Issued	Applications Submitted Following Compliance Investigation
2018 Jan-Mar	3	11
2018 Apr-Jun	3	5
2018 Jul-Sep	8	18
2018 Oct-Dec	3	17
2018 Year to Date	17	51
Total Service Requests Received 2018		693

2019 Quarter	# of PINs Issued	Applications Submitted Following Compliance Investigation
2019 Jan-Mar	4	21
2019 Apr-Jun		
2019 Jul-Sep		
2019 Oct-Dec		
2019 Year to Date	4	21
Total Service Requests Received 2019 to date.		273

Pro-Active Swimming Pool Inspection Program

The Swimming Pool Inspection Program is in place to identify non-compliance of the safety requirements for residential swimming pools and barriers. Along with non-compliant pool barriers, the program has been identifying unapproved and unregistered swimming pools and spas. The program ensures any deficiencies in these requirements are rectified by the property owner. This will lead to an overall increase in compliance which will contribute to a reduction in risk of drowning for infants and young children within our community.

There are more than 8000 known swimming pools in the Ipswich local government area. Based on the data from the trial inspection program we know that one completed inspection takes 230 minutes on average.

During each inspection, customers are being asked if they have heard of the program and through what channels so we can better target our marketing campaign. Since the commencement of this practice in November 2018, we have found that one customer was aware of the program prior to our visit.

March

Total Site Visits	New Inspections Conducted	Re-Inspections Conducted	Formal Notices Issued	Other Action Required	SRs Closed due to achieving compliance
36	22	14	0	Verbal Directions	10

In March:

- * 3 new service requests were raised for swimming pools and barriers identified through the pro-active program that have no building approval.
- * 12 swimming pools were found not registered with the QBCC.

Key issues being identified during March:

- * Raised garden beds along the barrier which effectively reduce the barrier height to below 1200mm.
- * Pool gates catching and not closing and latching automatically.
- * The height of the gap between the bottom of the barrier and finished ground level exceeds the maximum of 100mm.

Licences, Permits and Design Assessments

The HSRS Department approve a range of licences (commercial activities) and permits (non-commercial activities) under Council's local laws and State Legislation such as the *Food Act 2006*. Design Assessments are also carried out by HSRS to determine suitability and compliance with standards for fit-outs of various businesses, primarily food business, but also others such as public swimming pools, entertainment venues and high risk personal appearance services (HRPAS) such as tattoo studios. The below represent the licences, permits and design assessments approved by HSRS for February.

Licences/Permits

Licence/Permit Type	No. Issued March 2019
Accommodation Meals requires a Food Safety Program	
Baker / Patisserie	1
Beverage Manufacturer / Bottler	
Cannery	
Cafe / Restaurant	7
Care Facility Meals	
Catering	
Child Care Centre Meals	2
Delicatessen	
Domestic Dog Permit	1
Driveway Permits (Standard/Non-Standard)	
Five Plus Dog Permit	
Food Manufacturer	
Food Shop	1
Fruit & Vegetable Processing	
Heavy & Other Vehicle Parking Permit	
Horse Permit >2000m2 Residential (Standard)	1
Hospital Meals	
Indoor Entertainment Venue	
Mobile Food Premises excluding Preparation	
Mobile Food Premises involving Preparation	
Outdoor Entertainment Venue/Arena	
Packer	
Personal Appearance – Tattooing and Body Piercing	
Public Swimming Pool Licence	
Supermarket	
Takeaway Food Premises	4
Temporary Entertainment Event	5
Temporary Food Stall	
Temporary Food Stall (One Off Event)	14
Temporary Camping Licence	1
Total	37

Design Assessments

Application Type	Total Approved in March
Design Assessment Food Business	10
Design Assessment High Risk Personal Appearance Services	0

Food Safety Program Assessments

Application Type	Total Approved in March 2019
New FSP	2
Amended Food Safety Program	0
Restamped FSP	4

Other Program Delivery Status

Systematic Inspection Program (Animal Registration)

The Systematic Inspection Program to identify unregistered dogs and update Council's registration database is undertaken on an on-going basis in the suburbs of Ipswich.

The inspection program continued in March within Chuwar and Karalee.

Annual Regulated Dog Inspection Program

Each year, the Animal Management Branch inspects properties and confirms compliance with the Declared Dangerous and Menacing Dog keeping conditions imposed through the *Animal Management (Cats and Dogs) Act 2008*.

This program maintains the accuracy of Council's records and assists in proactively mitigating the risks posed by Dangerous and Menacing Dogs. There are currently 88 regulated dogs in Ipswich, with all inspections being completed.

There were no significant breaches of the regulated dog keeping conditions identified during the inspections.

City-wide Database Updates (Animal Registration)

The Animal Management Branch (the Branch) identified 9,852 animal registration records (individual animals) which have become orphaned within the registration database as a result of incomplete administrative updates, non-payment of fees or owners not advising Council when their animal moves/passes away.

The Branch has now completed the verification process.

Immunisation Program

Immunisation is a simple, safe and effective way of protecting against harmful diseases that can cause serious complications. The immunisation team is dedicated to providing an inexpensive, convenient immunisation service for all Ipswich residents. School clinics recommenced on 13 February 2019.

Ipswich City Community clinics are held at the following new locations for 2019:

Ipswich Library

2nd and 4th Tuesday on the month – 9am – 11am

2nd Thursday of the month – 3.30pm 6pm

Springfield Central Library

1st Tuesday of the month – 9am – 11am

4th Thursday of the month – 3.30pm – 5.30pm

Redbank Plains Community Centre

1st Wednesday of the month – 9am – 11am

February Clinics

Type	Individuals Treated	Immunisations Issued
Community Clinics	42	79
Schools (catch-ups)	15	22
School Clinics	3546	5272
Special Projects (seasonal flu vaccinations)	N/A	N/A

Eat Safe Program

The Eat Safe Program is a system where a licenced food business can receive a food star rating based on compliance with the Food Act 2006 and Food Safety Standards.

The objective of the voluntary Eat Safe program is to increase and reward compliance with the Food Act 2006 and Food Safety Standards which will in turn optimise service delivery. If a business calculates a 3 star or above rating they can opt-in to have their results publicly displayed.

The program was officially be launched on 15 October 2018.

Eat Safe Ipswich Inspections -

Month	Eat Safe Education Visits	Eat Safe Education Calls	Eat Safe Initial Audits	Reinspections for Non-Compliant Businesses
January 2018	24	67	0	0
Feb 2018	66	120	28	3
March 2018	80	135	67	16
April 2018	43	66	126	36
May 2018	110	133	117	62
June 2018	123	217	121	18
July 2018	19	30	115	32
August 2018	0	0	123	49
September 2018	0	0	58	48
October 2018	0	0	5	34
November 2018	0	0	7	31
December 2018	0	0	23	25
January 2019	0	0	34	28
February 2019	0	0	45	34
March 2019	0	0	54	45

In addition to the above inspections, a further forty (40) inspections where undertaken of temporary food stalls operating at the CMC event.

In addition to the inspections undertaken, the Environmental Health Team undertook, two (2) voluntary closures of food businesses due to non-compliance noted. Additionally one (1) show cause notice was issued for repeated non-compliances with the *Food Act 2006*.

School Safe Program

The Ipswich City Council School Safe Program promotes safe road travel and responsible parking habits, creating a safer environment for school children. For many years, Ipswich City Council Officers have assisted schools by being on site to regulate parking at schools however, it was found that as soon as the Officers left the area, illegal parking habits returned.

Commencing during the 2018 year, Ipswich City Council introduced the use of fixed, solar powered surveillance cameras at several schools to assist in improving traffic flow through regulated parking areas (e.g. loading zones, bus zones, no stopping areas, etc.) and have found the cameras to be very effective. The schools participating in the program during the second half of 2018 included Kruger, Bremer High, Silkstone, Raceview, Springfield Central and Redbank Plains State Schools.

Feedback from all of the schools prior to the end of 2018 was very positive with all reporting that traffic flow in the regulated areas had improved. Additionally, feedback from a school community survey released through the schools participating in the camera program is that over 60% of respondents would like the cameras installed permanently. 91% of the respondents to the survey were parents or guardians of school children.

Ipswich City Council has received 147 complaints during the 2018 year specifically in relation to illegal parking within school areas. From mid-August to the end of the 2018 school year, more than 1,000 parking infringements were issued for illegally parking at the schools participating in the program. The revenue raised through infringements is used to offset the cost of the camera program so that no costs are passed on to the school communities.

Council is monitoring regulated parking areas near the following schools as of Term 1, 2019:

- Woodcrest State College
- Woodlinks State School
- Bremer State High School
- Augusta State School
- St Mary's College
- St Edmund's College

Other Regulated Activities-

Below shows the number of Inspections held in March by type:

Inspection Type	Inspections
Hall/Cinema/Theatre/Nightclub etc. with Liquor Lic	
Pet Shop	
Personal Appearance - Tattooing	1
Camping Grounds & Caravan Parks	1
Commercial Catteries & Kennels	
Commercial Stables	
Outdoor Entertainment Venues	
Public Swimming Pools	2
Personal Appearance - Body Piercing	2
Total	6

Environment Health and Protection

Conservation Park Patrols

HSRS undertake patrols in conservation estates on behalf of Council to monitor, detect and prevent illegal action such as 4WD and trail bikes and other activities including illegal dumping, damage to Council infrastructure, location identification of pest plants/animals and dogs on and off leash.

The focus on these activities is due to the risk of harm to wildlife and native plants; erosion issues; and the transportation of seeds around the estates and risk to recreational users (eg potential for UXOs). The desired outcome of the patrols is to provide a safe environment for lawful users; prevent and reduce impacts on flora; prevent and reduce damage to infrastructure (including gates and fencing); and reduced injuries and fatalities of wildlife.

These patrols are undertaken on a weekly basis (predominantly on weekends) with additional patrols carried out during peak periods (eg school holidays).

Environmental

HSRS investigates a range of Environmental issues including Erosion Sediment Control, Noise, Land Dust, and Contaminated Land. The focus for compliance is driven through building relationships with key officers across Council and externally (developers, contractors, builders and others).

The use of education to drive a change in behaviour is vital, with enforcement used as a last resort to help achieve compliance in line with the *Environmental Protection Act*.

HSRS work with entities such as QUU to attend to erosion and sediment concerns that may impact our waterways. This work contributes to raising the healthy waterways rating report card.

A lack of rain in early in 2019 has resulted in an increase in dust incidents whilst water contamination incidents were reduced.

Below is a summary of service requests undertaken in March:

Investigation Type	Volume
Noise - Business/Commercial	5
Land Dust - Business/Commercial	8
Commercial Use of Roads - Business	0
Erosion and Sediment Control - Total	18
Water Contamination	13
Total	44

Erosion and Sediment Control

Increase erosion sediment control compliance can be seen on sites occupied by previously engaged companies and builders. This can be seen through the increase in compliant sites compared to the noncompliant actions undertaken by officers.

An increased awareness of ICC presence in areas of building and the need for ESC measures and potential actions for noncompliance can be seen within the building industry. This has been identified by Officers through discussion and engagement with both compliant and noncompliant builders within the various building areas in the City.

Current customer concerns relate to large scale development sites with dust leaving the site and impacting quality of life for nearby residents. Engagement and compliance inspections are currently being undertaken in relation to a number of sites throughout the City to ensure compliance with both the *Environmental Protection Act 1994* and any associated development conditions.

Road Permits

A Road Permit is required to carry out certain activities within road reserves in the Ipswich City Council (ICC) area. A road reserve is the area from property boundary to property boundary including the verges, footpaths, shoulders, traffic lanes, and median.

Permits are issued pursuant to the *Local Government Act 2009*. HSRS work with entities including the Department of Transport and Main Roads (DTMR) and QPS regarding the issuing of permits. HSRS also manage Road Permits for significant events.

Below shows the number of permit applications received and compliance inspections scheduled for March:

Permit Type	Volume
Non-standard traffic control permit application	41
Non-standard works on road permit application	17
Extension to existing permit	13
Road Permit Traffic Complaint	5
Standard traffic control permit application	5
Standard works on road permit application	5
TGS Inspection	3
Road Permit	3
Advice & Enquiry	2
First Reinstatement Inspection	0
Notification under annual permit	0
Total	89

Million Paws Walk

Million Paws Walk

On Sunday 19 May 2019 Council will host the Ipswich Million Paws Walk held in Limestone Park, Ipswich. Council supports the walk to fight animal cruelty while raising awareness of responsible pet ownership and delivering a community event. There will be food vans, a band on stage, giveaways, lucky door prizes and a range of exhibitors. The event begins at 8.30am with the walk starting at 10.00am and the activities continuing after the walk until 12.00pm. It is a great day out for friends, family and dogs!

PetPEP Program

Council participate in the Australian Veterinary Association (AVA) Pets and People Education Program (PetPEP).

The program teaches pre-prep and primary school students, about the responsibilities associated with owning pets and safe behaviour around animals.

The program helps primary school teachers integrate responsible pet care messages into their classroom teaching, to teach our next generation about the responsibilities associated with owning animals and how to behave safely around them.

March visits:

School	Date	Grade	No. of Students	Suburb	Division
C&K Kindergarten	Friday 1st March 2019	Kindergarten	22	24 Allan Road Camira	Division 1
Leichhardt State School	Wednesday 6th March 2019	Prep & Year 1 and 2	66	72 Samford Road Leichhardt	Division 8
St Brigid's Primary School (Rosewood)	Monday 11 March 2019	Prep	26	Railway Street Rosewood	Division 10
Leichhardt State School	Wednesday 13th March 2019	Prep & Year 1 and 2	120	72 Samford Road Leichhardt	Division 8
Springfield Central	Friday 15th March 2019	Prep	75	258 Grande Avenue Springfield Central	Division 9
Springfield Central	Friday 29th March 2019	Prep	75	257 Grande Avenue Springfield Central	Division 9

Cemeteries

Norwood Park Limited (Trading as Ipswich Cemeteries) provides death care services for Warrill Park, Ipswich General, Stone Quarry, Tallegalla and Haigslea cemeteries. Council still provides a functional role in management of the contract with Norwood Park, escalated enquiries/complaints, elements of conservation, and some maintenance and capital works.

Crypt Remediation Project

Ipswich City Council, in partnership with the University of Southern Queensland, is working to uncover the secrets of one of the state's first politicians, Joseph Fleming who, as discovered, is buried in a crypt at the Ipswich General Cemetery. Details of the significant find were first revealed by Council in December 2017 and investigations commenced in order to determine if it was possible to carry out the archaeological dig safely and inexpensively and restore the site for heritage purposes.

The crypt is the final resting place of Joseph Fleming and his wife Phoebe Fleming. Mr Fleming was a member of the first Queensland Parliament, representing West Moreton from 9 July 1860 until 3 November 1862 and again from 11 September 1866 until 2 July 1867.

On 10 October 2018 the location of the crypt was confirmed and the upper construction was exposed in preparation for hand excavation which occurred over the following weeks. The site has a 24/7 surveillance camera to provide security. Stonemasonry and other works are being carried out in line with significant heritage and cultural principles with full restoration of the crypt to be completed by 30 June this year.

Further details and updates on the project including photos can be found at www.ipswich.qld.gov.au

Safe City

The Ipswich City Council Safe City monitoring facility is centrally located in the CBD, operating seven days per week, twenty-four hours per day, with the ability to stream live video footage to the Queensland Police Service.

Safe City includes over three hundred public safety surveillance cameras across the Ipswich region. The monitoring facility often collaborates with a range of agencies in an effort to work hand-in-hand to assist in addressing strategies for community safety and policing. Such approaches include:

- Coordinating police response and emergency services to areas (within camera coverage) where an emergency response is required.
- Engaging with schools.
- Engaging with various businesses and community groups.
- Trained, licenced security operators who detect and respond to any incidents that may create a potential safety concern or endanger the community.

The Safe City Branch is also responsible for all matters relating to fire and security services at over 100 Council facilities and works closely with both internal and external stakeholders. This includes the management and maintenance of Councils master key system, access control and intrusion detection, corporate security cameras for the protection of Council facilities and assets, fire maintenance, emergency evacuation training and diagrams, security patrol and guard services.

Below is a summary of information from March:

Type	Volume
Image Reviews and Audits	20
Image Releases	13
Information Given to Police	102
Resulting Arrests as a Direct Result of Information Given to Police	19
Keys Issued	17
Swipe Cards Issued	29
General Evacuation and First Response Training Completed	30
Licence Plate Recognition (LPR) Activations - Police	65
Total number of offences observed	24

Graffiti Management and Prevention

The Graffiti Management and Prevention working group was established in 2018 with the aim of addressing increasing occurrences of graffiti and associated clean-up costs initially in the Riverview and Booval areas. The working group now addresses all areas of Ipswich and has representatives from numerous Council departments as well as external stakeholders such as the Queensland Police and Youth Justice.

Through departmental collaboration, regular reports are now provided to the Queensland Police to provide information and evidence of graffiti incidents. Community engagement surveys and events have also been commenced in "hot spot" areas to gather community feedback on ways to address graffiti and vandalism.

The working group have established a list of actions intended to be addressed by 2020 including a Council wide strategy on graffiti management and prevention.

Education, Marketing & Communication

Current Campaigns

Campaign Name	Target Audience	Related to HAP 18/19	Planning Stage	Currently Live	Completed during month
Healthy Water Play	Public Pool and zero depth water park attendees	✓			✓
Immunisation Clinics 2019	Parents/caregivers of immunisation age children			✓	
BarkUp!	Neighbours of noisy dogs, dog owners	✓			✓
Dog Fencing and Cat Enclosure DIY videos and instruction sheets	Residents with roaming dogs and cats			✓	

Item 3 / Attachment 1.

Campaign Name	Target Audience	Related to HAP 18/19	Planning Stage	Currently Live	Completed during month
On leash Dog signage	Residents with dogs who visit Limestone Park	✓	✓		
Registration Rewards Project 2019/20	Residents who own dogs	✓	✓		
Systematic pet inspection Program	Dog owners without registered pets	✓			✓
Swimming Pool Inspection Program	Swimming pool owners in Ipswich	✓		✓	
Illegal Dumping – Charity Bins	Residents in Ipswich	✓	✓		
Forms Project	All HSRS forms reviewed and updated	✓			✓
HSRS Content review Project	All HSRS customer facing communication	✓		✓	
Keeping regulated dogs	Dog owners (dangerous and regulated dogs)		✓		
Million Paws Walk	Residents who own dogs		✓		
EHO Inspection Notes	Local Businesses		✓		
Biosecurity Fact Sheets	Residents in Ipswich	✓			✓

Fees and Charges Detailed Review

As per previous monthly report - HSRS is conducting a detailed review of its fees and charges in alignment with the annual review prior to renewals being sent to ensure that the fees/charges are reflective of our current service levels. The review is complete with a report to be sent to the April Governance Committee.

Key Milestone	Status
Workload planning to ensure timeframe will be achievable	Completed
Background research of service delivery when fee/charge originally set	Completed
Review of relevant Legislation to ensure referenced sections are up to date	Completed
Review of Pricing methodology i.e. Full cost recovery vs. incentivised	Completed
Volume / demand analysis of previous financial years	Completed
Stakeholders consulted and fees consolidated to ensure clarity on fees applicable	Completed
Benchmarking of other Local Governments of service standards and fee/charge	Completed
Service Costing Analysis using time in motion studies	Completed
Service Standards and Competitive Neutrality for fees/charges beyond regulatory items	Completed
Product Pricing	Completed
Policy considerations	Completed
Tax treatment	Completed
Council approval	Report to go to April Committee
Implementation	Not Commenced

Item 3 / Attachment 1.



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Join us online on:



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5 March 2019

TO: COMMUNITY ENGAGEMENT MANAGER
FROM: COMMUNITY GRANTS COORDINATOR
RE: COMMUNITY DEVELOPMENT GRANTS

INTRODUCTION

This is a report by the Community Grants Coordinator dated 5 March 2019 concerning Community Development Grants.

RELATED PARTIES

There are no known related party matters associated with this report.

ADVANCE IPSWICH THEME LINKAGE

Caring for our community

PURPOSE OF REPORT/BACKGROUND

Community Development Grants support community organisations developing and delivering one-off community projects that address local needs and achieves community development outcomes.

A review of Council's funding programs was undertaken in 2017 and 2018, and aimed to accommodate the changing needs of the community, improve the integrity and efficiency of grants and facilitate improved community outcomes. At that time, funding applications for grants were considered and distributed on a monthly basis.

Following the review, Council reduced the number of funding rounds for community development grants to 2 per year, (July and February), and increased the maximum grant amount from \$2,500 to \$5,000.

The Community Development Grants Program is promoted through social media, billboard advertising, Council's website, grant writing capacity building workshops and Council's email networks.

Applications for community development grants opened on 1 February and closed on 28 February 2019 and Council received five (5) eligible applications. In line with the Community Grants and In-Kind Assistance Program Procedure, the applications were independently assessed and scored by a panel of three (3) Council staff, against weighted criteria, (as detailed within the Community Grants and In-Kind Assistance Program Applicant Guidelines – see attachment 1).

Multicultural Australia Ltd

Multicultural Australia seeks funding towards the Redbank Plains Healthy Connections project, which is a health literacy raising activity for volunteers. The project aims to deliver first aid and CPR training (1 day), mental health first aid (2 days) and mental health first aid for the suicidal person (4 hours) to approximately 25 volunteers based in Ipswich. The training will be undertaken by a qualified mental health first aid educator, an experienced mental health nurse and Ipswich First Aid, who will deliver the CPR.

Redbank Plains Community Centre management has identified anecdotal evidence where volunteers have expressed a lack of confidence and understanding when supporting people with their mental health and identifying referral pathways, as well as the lack of confidence to administer first aid and CPR whilst working on a voluntary basis.

The expected outcome of this project is to develop skills and capabilities within the community, strengthen local connections amongst volunteers and the Redbank Plains Community Centre, and improve social wellbeing, reduced isolation and increased participation of Ipswich residents.

The total cost of the project is \$7,570.00. In line with eligibility criteria, Multicultural Australia Ltd is eligible to be considered for a grant of \$4,961.00 (ex-GST) towards the cost of staff and facilitator costs associated with the Redbank Plains Healthy Connections project.

Based on the scores allocated by the Grants Assessors, it is recommended that Council approves 75% of the funding requested by Multicultural Australia Ltd, to a total of \$3,720.75 (ex-GST).

Queensland Program of Assistance to Survivors of Torture and Trauma (QPASTT)

QPASTT runs a wide range of programs with refugee communities across Queensland, including groups for children, young people, adults, parents, community leaders and stakeholders.

QPASTT seeks funding towards a school holiday program in September 2019, for young people in Ipswich. The activity will provide the participants with a school holiday activity that promotes inclusion, social cohesion, physical and mental health. The event will include a range of activities including sports, African drumming, dance, arts and crafts, workshops and chill out areas; promoting mental and physical well-being. Lunch and morning tea will be provided.

The aim of the program is to create an opportunity for young people from diverse backgrounds to try new activities, meet new people and have a safe drug and alcohol free day. The expected outcome of this program is for newly arrived young people to settle into the Ipswich community, learn about the services and activities available in Ipswich and develop a sense of belonging.

The total cost of the project is \$1,494.19. In line with eligibility criteria, QPASTT is eligible to be considered for a grant of \$1,000.00 (ex-GST) towards activity costs associated with the school holiday program.

Based on the score allocated by the Grants Assessors against weighted criteria, it is recommended that Council approves 75% of the funding requested by QPASTT, to a total of \$750.00 (ex-GST).

Churches of Christ in Queensland

Churches of Christ in Queensland provides a range of community care services to assist families, the elderly and people in need.

Churches of Christ in Queensland seek funding towards the 'Shine Women' program, which is a solution focused personal development program to empower women regardless of their cultural, educational or socio-economic background. The program will be held over a 9 week period at Whitehill Church of Christ in Ipswich and will be delivered to twelve (12) participants.

The learning outcomes for participants will include:

- Enhanced self-worth, purpose and resilience
- Sense of community
- Enhanced decision making and problem solving skills
- Strengthened interpersonal communication skills
- Increased self-awareness and emotional intelligence
- Increased confidence to pursue employment and training opportunities
- Break down social isolation through community connection
- Able to identify personal desires and strengths
- Set and achieve personal goals.

The total cost of the program is \$10,870.69. In line with eligibility criteria, Churches of Christ in Queensland is eligible to be considered for a grant of \$4,545.45 (ex-GST) towards facilitator costs, materials and catering for the 'Shine Women' program.

Based on the score allocated by the Grants Assessors against weighted criteria, it is recommended that Council approves 75% of the funding requested by Churches of Christ in Queensland, to a total of \$3,409.08 (ex-GST).

YMCA of Brisbane

The Springfield Lakes Community Centre is managed by YMCA of Brisbane, who are seeking funding to establish a Greater Springfield Youth Advisory Committee (the Committee) for 15 to 25 year olds. The purpose of the Committee is to undertake innovative projects and the YMCA Springfield Lakes Community Centre will facilitate youth led discussions and mentor members whilst they plan and design a project. Additionally, it is envisaged that the Greater Springfield Youth Advisory Committee will:

- Give young people the opportunity to advocate for themselves and others
- Build community networks in Greater Springfield
- Build youth capacity
- Increase participation of youth in the Greater Springfield area
- Empower youth to use their knowledge, ideas and passion to build community based events and resources for youth
- Facilitate youth inclusion and participation in events and activities in the Greater Springfield area
- Encourage youth representation and participation in civic and community events
- Improve collaboration and coordination of youth targeted programs and events in the Greater Springfield area
- Improve the social and physical well-being of youth

The total cost of establishing the program is \$8,481.76. In line with eligibility criteria, YMCA of Brisbane is eligible to be considered for a grant of \$4,228.26 (ex-GST) towards advertising, promotion and project worker costs.

Based on the scores allocated by the Grants Assessors against weighted criteria, it is recommended that Council approves 75% of the funding requested by YMCA of Brisbane, to a total of \$3,171.19 (ex-GST).

Rotary Club of Greater Springfield

The Rotary Club of Greater Springfield (the Club) was established four (4) years ago. The Club seeks funding towards a community awareness project which aims to promote the Club and the benefits and opportunities that Rotary offers to the local community.

An opportunity exists for the Club to have a presence at local markets in Springfield, and other community events in the area. Funding is sought to purchase a marquee and associated display equipment, which will also include Rotary branding.

The total cost of establishing the project, including volunteer costs to man the promotional stalls is \$8,384.00. In line with eligibility criteria, the Rotary Club of Greater Springfield is

eligible to be considered for a grant of \$3,318.80 (ex-GST) towards purchasing promotional equipment.

Based on the scores allocated by the Grants Assessors against weighted criteria, it is recommended that Council approves 75% of the funding requested by Rotary Club of Greater Springfield, to a total of \$2,489.10 (ex-GST).

RESOURCE IMPLICATIONS

Within the Community Engagement Branch, the Community Grants Team is responsible for the management and coordination of Council's Community Donations Program and Community Grants and In-Kind Assistance Program. The Community Grant Teams is a team of two (2) full-time staff.

Funding for the provision of community development grants is contained within the Community Engagement Branch 2018-2019 financial year budget.

There are no additional resourcing or budget implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions: *Local Government Act 2009 and the Local Government Regulation 2012*



COMMUNITY AND OTHER CONSULTATION

The contents of this report did not require any community consultation, however the Community Engagement Branch undertook three (3) grant writing workshops in February for Ipswich community organisations and artists to assist with capacity building.

CONCLUSION

Applications for funding through the Community Development Grants Program are assessed in accordance with the eligibility criteria and assessment process outlined in the Community Grants and In-Kind Assistance Policy and associated guidelines.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Community Grants and In-Kind Assistance Applicant Guidelines  
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RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Council (Interim Administrator of Ipswich City Council) approve funding of \$3,720.75 (ex-GST) to Multicultural Australia Ltd, towards the Redbank Plains

Healthy Connections project as outlined in the report by the Community Grants Coordinator dated 5 March 2019.

- B. That Council (Interim Administrator of Ipswich City Council) approve funding of \$750.00 (ex-GST) to Queensland Program of Assistance to Survivors of Torture and Trauma (QPASTT), towards the school holiday program as outlined in the report by the Community Grants Coordinator dated 5 March 2019.

- C. That Council (Interim Administrator of Ipswich City Council) approve funding of \$3,409.08 (ex-GST) to Churches of Christ in Queensland, towards the Shine Women program as outlined in the report by the Community Grants Coordinator dated 5 March 2019.
- D. That Council (Interim Administrator of Ipswich City Council) approve funding of \$3,171.19 (ex-GST) to YMCA of Brisbane, towards the Greater Springfield Youth Advisory Committee program as outlined in the report by the Community Grants Coordinator dated 5 March 2019.
- E. That Council (Interim Administrator of Ipswich City Council) approve funding of \$2,489.10 (ex-GST) to Rotary Club of Greater Springfield, towards purchasing display equipment as outlined in the report by the Community Grants Coordinator dated 5 March 2019.

Josie Berry

COMMUNITY GRANTS COORDINATOR

I concur with the recommendations contained in this report.

Abbey Richards

COMMUNITY ENGAGEMENT MANAGER

I concur with the recommendations contained in this report.

Caroline McMahon

**CHIEF OPERATING OFFICER (ARTS, SOCIAL DEVELOPMENT AND COMMUNITY
ENGAGEMENT)**

“Together, we proudly enhance the quality of life for our community”

Community Grants and In-Kind Assistance Program

Applicant Guidelines

Join us online:



ipswich.qld.gov.au



City of
Ipswich

■ Image: Kindergarten in Ipswich. Photo by Talitha Rice Photography.

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Guidelines

Grants Program Overview

Through the provision of Community Grants, Ipswich City Council seeks to support the role of community organisations and recognise the significant role they play in developing and delivering projects that encourage participation in community life, foster social cohesion, celebrate diversity, and contribute to a vibrant, healthy and sustainable city.

Ipswich City Council's Community Grants Program includes four categories of grants, each category seeking to support the development and implementation of innovative projects that deliver targeted social, cultural and community outcomes:

1. Triennial Grants;
2. Community Development Grants;
3. Quick Response Grants;
4. Christmas/Festive Season Grants.

In addition to the above four categories, In-Kind Assistance is provided to community organisations to support the delivery of community and sporting events in the city, discussed on page 13.

1. Triennial Grants

Triennial Grants support community organisations to pilot or trial innovative programs that address gaps in services within the Ipswich community. Triennial Grants are allocated over a three-year period and designed to support community organisations to attract further ongoing funding to assist the initiative to become sustainable.

Timeframe

Applications will open on 1 July and close on 31 August each year to be considered at Council's October meeting.

Applications must be received by close of business on the identified closure date.

Recipients

This is a competitive grant category open to community organisations that meet the eligibility criteria and do not fall within any of the exclusions.

Funding Range

Year 1 – maximum funding of up to \$10,000 is available

Year 2 – maximum funding of up to \$5,000 is available

Year 3 – maximum funding of up to \$2,500 is available

Funding Available

The total funding available for Triennial Grants each year is subject to variation, depending on Council's annual budget allocation.



Eligibility Criteria

To be eligible for Triennial Grants funding, community organisations must:

- be committed to providing direct benefits to the residents of the City of Ipswich (local community organisations are prioritised)
- be a not-for-profit community organisation
- have an Australian Business Number (ABN)
- have a committee of management that accepts responsibility for the administration of the grant
- hold an adequate public liability insurance policy to cover the staff, members and the general public as appropriate
- not have their own grant giving program or fundraising program that provides money to finance another organisation's community initiatives
- have satisfactorily accounted to Council for the expenditure of any previous Council grants or other funding (as required)
- not have any outstanding debts with Council (e.g. facility hire, rates etc)
- comply with all other relevant Australian and Queensland legislation, including accounting and auditing requirements; anti-discrimination laws; privacy, confidentiality and freedom of information laws; registration or accreditation of professional employees; and preparation and dissemination of annual reports
- have an adequate risk management plan in place for the initiative or program (as required)

Exclusions

The following will not be funded:

- Individuals and private profit-making organisations
- Christmas/festive season events – funding is available through the Christmas/Festive Season Grants
- Funding requests that are considered by Council to be the funding responsibility of other levels of government
- Applications from primary or secondary schools (Council encourages partnerships between schools and community organisations (e.g. P&Cs), but the community organisation must be the applicant)
- Projects or activities run by, or involved with, political or religious groups seeking to promote their core beliefs
- Repeat applications in consecutive years for the same initiatives, activities and/or equipment where evidence of efforts made to ensure the sustainability of the project, activity and/or equipment has not been provided to Council and/or community outcomes are not evident
- Funding of competitions, prizes, sponsorships, bursaries, donations, gifts or fundraising activities
- Interstate or overseas travel
- Projects or activities that have already started or have been completed prior to Council approval
- Projects where professional fees (i.e. labour, salary or wages) or administrative costs (i.e. stationery) represent more than 50% of the total grant funding requested from Council
- Operational expenses such as insurances and rental subsidies
- Organisations that have outstanding Council acquittals or have not satisfactorily acquitted Council funds
- Applications received outside of the application timeframes
- Applications where the financial budget has positive income (i.e. income exceeds expenses)

2. Community Development Grants

Community Development Grants support community organisations developing and delivering a one-off community project that addresses local needs and achieves community development outcomes.

Timeframe

Two funding rounds per year (February and July).

Applications will open for one month from 1 February, for the first funding round each year to be considered at Council's April meeting. Applications will open for one month from 1 July, for the second funding round each year to be considered at Council's September meeting.

Applications must be received by close of business on the identified closure date.

Recipients

This is a competitive grant category open to community organisations that meet the eligibility criteria and do not fall within any of the exclusions.

Funding Range

Maximum funding of up to \$5,000 is available per project per funding round.

Applicants and associated entities are eligible to apply for a maximum \$10,000 per financial year

Funding Available

The total funding available for Community Development Grants each year is subject to variation, depending on Council's annual budget allocation.

Eligibility Criteria

To be eligible for Community Development Grants funding, community organisations must:

- be committed to providing direct benefits to the residents of the City of Ipswich (local community organisations are prioritised)
- be a not-for-profit community organisation
- have an Australian Business Number (ABN)
- have a committee of management that accepts responsibility for the administration of the grant
- hold an adequate public liability insurance policy to cover the staff, members and the general public as appropriate
- not have their own grant giving program or fundraising program that provides money to finance another organisation's community initiatives
- have satisfactorily accounted to Council for the expenditure of any previous Council grants or other funding (as required)
- not have any outstanding debts with Council (e.g. Council facility hire, rates etc)
- comply with all other relevant Australian and Queensland legislation, including accounting and auditing requirements; anti-discrimination laws; privacy, confidentiality and freedom of information laws; registration or accreditation of professional employees; and preparation and dissemination of annual reports
- have an adequate risk management plan in place (as required)

Exclusions

The following will not be funded:

- Individuals and private profit-making organisations
- Christmas/festive season events – funding is available through the Christmas/Festive Season Grants
- Funding requests that are considered by Council to be the funding responsibility of other levels of government
- Applications from primary or secondary schools (Council encourages partnerships between schools and community organisations (e.g P&Cs), but the community organisation must be the applicant)
- Projects or activities run by or involved with political or religious groups seeking to promote their core beliefs
- Repeat applications in consecutive years for the same projects, activities and/or equipment where evidence of efforts made to ensure the sustainability of the project, activity and/or equipment has not been provided to Council and/or community outcomes are not evident
- Organisations that have outstanding Council acquittals or have not satisfactorily acquitted Council funds
- Funding of competitions, prizes, sponsorships, bursaries, donations, gifts or fundraising activities
- Interstate or overseas travel
- Projects or activities that have already started or have been completed prior to Council approval
- Projects where professional fees (i.e. labour, salary or wages) or administrative costs (i.e. stationery) represent more than 50% of the total grant funding requested from Council
- Operational expenses such as insurances and rental subsidies
- Applications received outside of the application timeframes
- Applications where the financial budget has positive income (i.e. income exceeds expenses)

3. Quick Response Grants

Quick Response Grants support community organisations delivering small community projects that address local needs and achieve community development outcomes.

Timeframe

There are no application deadlines for this grant category and applications are assessed on an ongoing basis.

Applications must be submitted at least three (3) weeks before the proposed activity commences to allow sufficient time for the assessment process.

Recipients

This is a competitive grant category open to community organisations that meet the eligibility criteria and do not fall within any of the exclusions.

Funding Range

Maximum funding of up to \$1,000 is available per initiative.

Funding Available

The total funding available for Quick Response Grants each year is subject to variation, depending on Council's annual budget allocation. Further, while an application for a Quick Response Grant may be made at any time during the year, funding will only be available while such funds set aside in Council's annual budget for this purpose remain unexpended.

Only one successful application (relating to one individual initiative) per financial year is permitted per community organisation.



Eligibility Criteria

To be eligible for Quick Response Grants funding, community organisations must:

- be committed to providing direct benefits to the residents of the City of Ipswich (local community organisations are prioritised)
- be a not-for-profit community organisation
- have an Australian Business Number (ABN)
- have a committee of management that accepts responsibility for the administration of the grant
- hold an adequate public liability insurance policy to cover the staff, members and the general public as appropriate
- not have their own grant giving program or fundraising program that provides money to finance another organisation's community initiatives
- have satisfactorily accounted to Council for the expenditure of any previous Council grants or other funding (as required)
- not have any outstanding debts with Council (e.g. Council facility hire, rates etc)
- comply with all other relevant Australian and Queensland legislation, including accounting and auditing requirements; anti-discrimination laws; privacy, confidentiality and freedom of information laws; registration or accreditation of professional employees; and preparation and dissemination of annual reports
- have an adequate risk management plan in place (as required)

Exclusions

The following will not be funded:

- Individuals and private profit-making organisations
- Christmas/festive season events – funding is available through the Christmas/Festive Season Grants
- Funding requests that are considered by Council to be the funding responsibility of other levels of government
- Applications from primary or secondary schools (Council encourages partnerships between schools and community organisations (e.g. P&Cs), but the community organisation must be the applicant)
- Projects or activities run by or involved with political or religious groups seeking to promote their core beliefs
- Repeat applications in consecutive years for the same projects, activities and/or equipment where evidence of efforts made to ensure the sustainability of the project, activity and/or equipment has not been provided to Council and/or community outcomes are not evident
- Funding of competitions, prizes, sponsorships, bursaries, donations, gifts or fundraising activities
- Interstate or overseas travel
- Projects or activities that have already started or have been completed prior to Council approval
- Projects where professional fees (i.e. labour, salary or wages) or administrative costs (i.e. stationery) represent more than 50% of the total grant funding requested from Council
- Operational expenses such as insurances and rental subsidies
- Organisations that have outstanding Council acquittals or have not satisfactorily acquitted Council funds
- Applications where the financial budget has positive income (i.e. income exceeds expenses)

4. Christmas/Festive Season Grants

Christmas/Festive Season Grants support community organisations developing and delivering a community Christmas event or activity or other celebratory event relevant for the broader community.

Timeframe

One funding round per year (July). Applications will open on 1 July and close on 31 July each year to be considered at Council's September meeting. Applications must be received by close of business on the identified closure date.

Recipients

This is a competitive grant category open to community organisations that meet the eligibility criteria and do not fall within any of the exclusions.

Funding Range

Maximum funding of up to \$2,000 is available per initiative per funding round.

Funding Available

The total funding available for Christmas/Festive Season Grants each year is subject to variation, depending on Council's annual budget allocation.

Eligibility Criteria

To be eligible for Christmas/Festive Season Grant funding, community organisations must:

- be committed to providing direct benefits to the residents of the City of Ipswich (local community organisations are prioritised)
- be a not-for-profit community organisation
- have an Australian Business Number (ABN)
- have a committee of management that accepts responsibility for the administration of the grant
- hold an adequate public liability insurance policy to cover the staff, members and the general public as appropriate
- not have their own grant giving program or fundraising program that provides money to finance another organisation's community initiatives
- not have any outstanding debts with Council (e.g. Council facility hire, rates etc)
- have satisfactorily accounted to Council for the expenditure of any previous Council grants or other funding (as required)
- comply with all other relevant Australian and Queensland legislation, including accounting and auditing requirements; anti-discrimination laws; privacy, confidentiality and freedom of information laws; registration or accreditation of professional employees; and preparation and dissemination of annual reports
- have an adequate risk management plan in place (as required)

Exclusions

The following will not be funded:

- Individuals and private profit-making organisations
- Funding requests that are considered by Council to be the funding responsibility of other levels of government
- Applications from primary or secondary schools (Council encourages partnerships between schools and community organisations (e.g. P&Cs), but the community organisation must be the applicant)
- Projects or activities run by or involved with political groups seeking to promote their core beliefs
- Funding of competitions, prizes, sponsorships, bursaries, donations, gifts or fundraising activities
- Interstate or overseas travel
- Projects or activities that have already started or have been completed prior to Council approval
- Projects where professional fees (i.e. labour, salary or wages) or administrative costs (i.e. stationery) represent more than 50% of the total grant funding requested from Council
- Operational expenses such as insurances and rental subsidies
- Organisations that have outstanding Council acquittals or have not satisfactorily acquitted Council funds
- Applications received outside of the application timeframes
- Applications where financial budget has positive income (i.e. income exceeds expenditure)

Grant Funding Principles

Ipswich City Council applies the following principles when providing support through its four Community Grants Programs:

- Asset based thinking and building on the strengths that exist within our community
- Evidence based approach that acknowledges and responds to the needs and aspirations of our community
- Access and equity to ensure a socially inclusive community
- Valuing local collaborations and partnerships
- Valuing the social, economic and environmental sustainability of our City

In addition, Council is committed to the efficient and effective delivery of the Community Grants Program and transparency and accountability in decision making.



Grant Funding Priorities

Ipswich City Council's Community Grants Programs support projects that:

Connect People

- Increase participation of people who are at risk of isolation
- Increase trust, awareness and understanding between people and across community groups
- Facilitate inclusion and equitable access to facilities, services, open spaces and activities
- Provide access to information and training

Increase Opportunity

- Facilitate access to education, training and employment opportunities
- Improve social and physical wellbeing through a prevention and early intervention approach
- Encourage participation in civic and community activity for marginalised community members
- Encourage engagement with and/or self determination of vulnerable and disadvantaged community members

Build Community Capacity

- Increase capability and coordination of community services and participation in decision making
- Raise awareness about social sustainability in the community
- Strengthen governance and accountability in community organisations
- Improve collaboration and coordination of community support and services
- Encourage participation in civic and community activity
- Share knowledge through the creative use of existing resources, new technologies and/or the knowledge and experiences of our diverse communities

Appreciation of Arts and Culture

- Increase cultural education
- Increase access to and participation in creative expression and arts and cultural experiences
- Raise awareness about the value and importance of the arts and culture
- Improve collaboration and coordination within the arts and cultural community
- Contribute to artistic and cultural outcomes for marginalised community members

Grant Assessment Process

All grant applications will initially be assessed against the eligibility and exclusion criteria as detailed above. Council Officers will then assess grant applications against funding priorities and the following assessment criteria:

1. Alignment to community outcomes (30% weighting)

- Are the aims and expected outcomes of the proposed project clearly identified?
- Has the application articulated a measurement and evaluation plan (that is, has the application detailed how the aims and expected outcomes will be measured)?

2. Community need (30% weighting)

- Is there a clearly identified and demonstrated local need for the proposed project?
- Does the proposed project clearly and effectively address this need?
- Is there a clear link between the community need, community outcomes and the project proposed?
- Is there community support for the proposed initiative?

3. Organisational capacity (20% weighting)

- Is the application well planned and achievable within the allotted timeframe?
- Does the proposed initiative encourage connectedness and/or develop partnerships and collaborations with other organisations?
- Does the applicant have the expertise and capacity to successfully manage and evaluate the project?
- Will the project be sustainable beyond Council funding?

4. Financial viability (20% weighting)

- Does the proposed budget accurately reflect the scope and scale of the application?
- Have other funding sources been identified?
- Have the resources that are required to deliver the project been clearly identified?
- Is the application financially viable and does it demonstrate sound management?

Additionally, due consideration will be given to the following matters when assessing grant applications:

Expected Program Outcomes

Ipswich City Council expects that projects for which a grant is provided will have measureable social, cultural and community outcomes, including, for example:

- Development of new skills and capabilities within the community
- Development of strong networks where organisations share resources and acquire new knowledge and skills
- Strengthened local connections
- Increased awareness and opportunities for residents and others to participate in social, cultural and sustainable grassroots initiatives
- Improved social wellbeing, reduced isolation and increased cultural participation
- Enhanced positive social, cultural and sustainable outcomes for local communities
- More sustainable creative organisations through greater emphasis on self-generated income
- Public spaces activated with cultural and creative projects and greater public participation in arts and creative projects

Ethics Framework

Ipswich City Council will not support any activities, entities, or individuals associated with entities, that are considered to:

- Discriminate, or encourage discriminatory behavior, including discrimination on the basis of age, disability, race, religion, sex and/or sexual orientation
- Contribute to, or advocate for, the infringement of human rights
- Demonstrate behaviour that does not align to Council's strategic intent for the City and community of Ipswich
- Pollute land, air or water, or otherwise damage the natural environment
- Market, promote or advertise products or services in a misleading or deceitful manner
- Produce, promote or distribute products or services likely to be harmful to the community
- Entice people into financial over-commitment
- Exploit people through the payment of below-award wages or poor working conditions
- Represent a reputational risk for Ipswich City Council to partner with or support, or be seen to partner with or support

Grant Funding Approval Process

Final decisions and approval of successful applications are made by Council at a designated Council meeting.

Terms and Conditions That Apply to Successful Applicants

All successful applicants will receive the approved funding from Council subject to the following terms and conditions:

- With the exception of Triennial Grants, the applicant's proposed project must be completed within 12 months
- The applicant will be required to become a signatory to a standard funding agreement which details all grant conditions and agreed performance outcomes/measures. This must be signed before grant funds are issued
- The applicant acknowledges Ipswich City Council in any promotional material or publicity features
- Council may make funding conditional on other specific conditions being met
- If Council's grant funds are not spent, all remaining funds must be returned to Council

Grant Evaluation and Acquittal

To ensure appropriate accountability by grant recipients with regard to the use of grant funding, all funding provided by Council will require an evaluation report and financial acquittal, outlining the use of the funds (including proof of expenditure) and the achieved outcomes of the activity.

Specific evaluation requirements will be outlined in each individual funding agreement and will depend on the nature and size of the grant.

Organisations that have not satisfactorily acquitted Council funds within an appropriate timeframe agreed by Council will be deemed ineligible for Council funding or in-kind assistance for 12 months from the acquittal due date.

In-Kind Assistance

In-Kind Assistance is provided to community organisations to support the delivery of community and sporting events within the City of Ipswich that engage the broader community and improve the social, economic and/or environmental outcomes of the community.

In-Kind Assistance is limited to Council store items (including star pickets, star picket rammers, barrier mesh, cable ties, and witches hats), provision of refuse bins and portable toilets.

Timeframe

Applications can be submitted at any time during the year.

Any application **must be lodged at least six weeks before the proposed assistance is required**. Late applications due to extenuating circumstances may be considered at the discretion of the Chief Operating Officer, Arts, Social Development and Community Engagement Department, however, any late fees incurred (including delivery or cleaning charges), will be the responsibility of the applicant community organisation, and/or associated entities.

Applicants and associated entities may receive two successful applications to a maximum value of \$10,000 per financial year.

Recipients

This is a non-competitive category open to community organisations that meet the eligibility criteria and do not fall within any of the exclusions.

Funding available

Funding is not available within this grant category, only in-kind assistance. Council's ability to provide in-kind assistance each year is subject to variation, depending on Council's annual budget allocation. Further, while in-kind assistance may be requested at any time during the year, in-kind assistance will only be available while such funds set aside in Council's annual budget for this purpose remain unexpended.

Eligibility criteria

To be eligible for In-Kind Assistance, community organisations must:

- be committed to providing direct benefits to the residents of the City of Ipswich (local community organisations are prioritised)
- be a not-for-profit community organisation
- have an Australian Business Number (ABN)
- hold an adequate public liability insurance policy to cover the staff, members and the general public as appropriate
- have satisfactorily accounted to Council for the expenditure of any previous Council grants or other funding (if relevant)
- not have any outstanding debts with Council (e.g. Council facility hire, rates etc)
- comply with all other relevant Australian and Queensland legislation, including accounting and auditing requirements; anti-discrimination laws; privacy, confidentiality and freedom of information laws; registration or accreditation of professional employees; and preparation and dissemination of annual reports
- have an adequate risk management plan in place (as required)

Exclusions

The following will not be provided In-Kind Assistance:

- Individuals and private profit-making organisations
- Requests that are considered by Council to be the funding responsibility of other levels of government
- Applications from primary or secondary schools (Council encourages partnerships between schools and community organisations (e.g. P&Cs), but the community organisation must be the applicant)
- Projects or activities run by or involved with political or religious groups seeking to promote their core beliefs
- Applications received outside of the application timeframes, unless in extenuating circumstances, where the application has been approved by the Chief Operating Officer, Arts, Social Development and Community Engagement
- Applicants and associated entities may receive either the maximum two successful applications per financial year with each application relating to one individual project) or to a maximum value of \$10,000 per financial year

Grant and In-Kind Assistance Applications

Applications must be made using the online Community Grants and In-Kind Assistance Program application forms. Additional information can be attached as required.

Additional information supporting your application may be included such as:

- research to demonstrate identified needs/emerging issues
- letters of support which demonstrate community support for your project

Submissions **must** include:

- Copies of quotes received where the purchase of goods and services form part of your proposal. Wherever possible goods and services should be purchased from Ipswich-based providers.

Incomplete applications will not be considered for funding. This includes applications **without** essential documentation.

If you require assistance in preparing your application, please contact the Community Grants Team on (07) 3810 6666 or email: communityfunding@ipswich.qld.gov.au

Funding applications must be submitted via the [online application form](#)

Once submitted you will receive an electronic confirmation notice.

Join us online:



Doc ID No: A5393340

7 March 2019

TO: COMMUNITY ENGAGEMENT MANAGER

FROM: COMMUNITY GRANTS COORDINATOR

RE: ALLOCATION OF COMMUNITY DONATIONS FOR THE 2018-2019 FINANCIAL
YEAR UP TO 28 FEBRUARY 2019

INTRODUCTION

This is a report by the Community Grants Coordinator dated 7 March 2019 providing detail about the year to date allocation of community donations, as at 28 February 2019 (Attachment 1), and providing a summary of these community donations by recipient type (Attachment 2).

RELATED PARTIES

There are no known related party matters associated with this report.

ADVANCE IPSWICH THEME LINKAGE

Caring for our Community and Listening, Leading and Financial Management.

PURPOSE OF REPORT/BACKGROUND

Through the provision of community donations, Ipswich City Council seeks to support the role of community organisations and recognise the significant role they play in developing and delivering initiatives that encourage participation in community life, foster social cohesion, celebrate diversity, and contribute to a vibrant, healthy and sustainable city.

The Community Donations Program allows for funds to be allocated to not-for-profit community organisations for community purposes and supports community organisations to deliver initiatives that address identified local community needs.

Management and Coordination of the Community Donations Program

The Community Engagement Branch manages the receipt, assessment and allocation of funding applications received through the Community Donations Program in accordance with the Community Donations Policy and associated Administrative Guidelines.

RESOURCE IMPLICATIONS

Within the Community Engagement Branch, the Community Grants Team is responsible for the management and coordination of Council's Community Donations Program and Community Grants and In-Kind Assistance Program. The Community Grant Teams is a team of two (2) full-time staff.

Funding for the provision of community donations is contained within the Community Engagement Branch 2018-2019 financial year budget.

There are no additional resourcing or budget implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions: *Local Government Act 2009* and *Local Government Regulation 2012*.

Specifically, section 109 of the *Local Government Act 2009* provides local governments with the ability to utilise discretionary funds in accordance with the requirements prescribed under the *Local Government Regulation 2012*.

Section 202 of the *Local Government Regulation 2012* prescribes a number of requirements for –

- a) a local government for making discretionary funds available; and
- b) a councillor for using discretionary funds.

Discretionary funds allocated are required to be publically reported under Section 202 of the *Local Government Regulation 2012*.

COMMUNITY AND OTHER CONSULTATION



The contents of this report did not require any community consultation.

CONCLUSION

Applications for funding through the Community Donations Program are assessed in accordance with the eligibility criteria and assessment process outlined in the Community Donations Policy and associated Administrative Guidelines.

This report provides detail about the allocation of community donations for the 2018-2019 financial year up to 28 February 2019 (Attachment 1), and provides a summary of these community donations by recipient type (Attachment 2).

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Community Donations Report (1 July 2018 to 28 February 2019) ↓ 
2.	Community Donation Recipient Type (1 July 2018 to 28 February 2019) ↓ 

RECOMMENDATION

That the report be received and the contents noted.

Josie Berry

COMMUNITY GRANTS COORDINATOR

I concur with the recommendations contained in this report.

Abbey Richards

COMMUNITY ENGAGEMENT MANAGER

I concur with the recommendations contained in this report.

Caroline McMahon

**CHIEF OPERATING OFFICER (ARTS, SOCIAL DEVELOPMENT AND COMMUNITY
ENGAGEMENT)**

“Together, we proudly enhance the quality of life for our community”

Community Donations Register

Year	Mayor/Division	Approval Date	Recipient	Purpose of Funding	Funded Amount
2018	Citywide	3/07/2018	Bremer State High School	2018 Instrumental Music Tour	\$500.00
2018	Division 1	3/07/2018	Bremer State High School	2018 Instrumental Music Tour	\$500.00
2018	Division 10	3/07/2018	Mount Marrow State School P&C Association	Year 6 Graduation Books	\$198.00
2018	Division 10	3/07/2018	Purga Elders and Descendants Aboriginal Corporation	Mowing for Fireworks Safety	\$550.00
2018	Division 10	3/07/2018	Artisan's Co-op Rosewood Ltd	Set-Up Costs for Not-For-Profit Co-op	\$500.00
2018	Division 2	3/07/2018	Kruger State School P&C	Kruger's Got Talent Fundraising Event	\$2,000.00
2018	Division 4	3/07/2018	Blackstone Girl Guides	Guide Trip to Bundaberg	\$3,990.00
2018	Division 9	3/07/2018	Springfield Malayalee Association Inc	Organisation's Website Annual Maintenance Expenses	\$250.00
2018	Citywide	17/07/2018	Ipswich Junior Grammar School	Bright Sparks Program	\$2,500.00
2018	Citywide	17/07/2018	Redbank Plains Bears JRLFC	Laurie Spinner Shield U11s Townsville	\$250.00
2018	Citywide	17/07/2018	VITAL ProJeX	Culture Change Program - Rosewood State High School	\$500.00
2018	Division 1	17/07/2018	VITAL ProJeX	Culture Change Program - Rosewood State High School	\$250.00
2018	Division 10	17/07/2018	VITAL ProJeX	Culture Change Program - Rosewood State High School	\$750.00
2018	Division 2	17/07/2018	Goodna Community Association	Goodna Jacaranda Festival 2018	\$4,000.00
2018	Division 2	17/07/2018	Redbank Plains Bears JRLFC	Laurie Spinner Shield U11s Townsville	\$200.00
2018	Division 2	17/07/2018	Ipswich State High School	Met West State Championships - Rugby Union	\$900.00
2018	Division 3	17/07/2018	Redbank Plains Bears JRLFC	Laurie Spinner Shield U11s Townsville	\$300.00
2018	Division 5	17/07/2018	Tivoli State School P&C	Driveways for Drop off / Pick up Zone	\$10,000.00
2018	Division 7	17/07/2018	Raceview Congregational Kindergarten	Shade for Playground	\$500.00
2018	Division 7	17/07/2018	VITAL ProJeX	Culture Change Program - Rosewood State High School	\$500.00
2018	Division 9	17/07/2018	Redbank Plains Bears JRLFC	Laurie Spinner Shield U11s Townsville	\$250.00
2018	Division 9	17/07/2018	Western Pride Football Club	Purchase of practice equipment	\$5,000.00
2018	Division 5	18/07/2018	Rivers of Life Christian Church	WHS Upgrade Community Sign	\$930.00
2018	Division 6	18/07/2018	Jubilee Ranger Guides	Jubilee Rangers' Great Victorian Adventure	\$1,000.00
2018	Division 9	23/07/2018	LiveCity Church	Redbank Plains Community Christmas Carols	\$14,995.00
2018	Division 1	25/07/2018	Springfield Christian Family Church Limited	Community Funday - in Support of Anti-bullying	\$500.00
2018	Division 9	25/07/2018	Springfield Christian Family Church Limited	Community Funday - in Support of Anti-bullying	\$500.00
2018	Citywide	1/08/2018	Cure Brain Cancer Foundation	Walk4brain Cancer 2018	\$500.00
2018	Citywide	1/08/2018	Tivoli Social Enterprises Limited	Ipswich Community Christmas Spectacular	\$5,000.00
2018	Division 1	1/08/2018	Cure Brain Cancer Foundation	Walk4brain Cancer 2018	\$250.00
2018	Division 10	1/08/2018	Cure Brain Cancer Foundation	Walk4brain Cancer 2018	\$400.00
2018	Division 2	1/08/2018	Cure Brain Cancer Foundation	Walk4brain Cancer 2018	\$250.00
2018	Division 2	1/08/2018	Shiloh Church (Shiloh Christian Family Centre)	Western Gateway Christmas Carols	\$10,000.00
2018	Division 3	1/08/2018	Cure Brain Cancer Foundation	Walk4brain Cancer 2018	\$1,000.00
2018	Division 4	1/08/2018	Cure Brain Cancer Foundation	Walk4brain Cancer 2018	\$500.00
2018	Division 5	1/08/2018	Cure Brain Cancer Foundation	Walk4brain Cancer 2018	\$500.00
2018	Division 5	1/08/2018	Tivoli Social Enterprises Limited	Ipswich Community Christmas Spectacular	\$10,000.00
2018	Division 6	1/08/2018	Cure Brain Cancer Foundation	Walk4brain Cancer 2018	\$100.00
2018	Division 6	1/08/2018	No. 225 Squadron - Australian Air Force Cadets	Radio Replacement	\$1,741.00
2018	Division 7	1/08/2018	Cure Brain Cancer Foundation	Walk4brain Cancer 2018	\$1,050.00
2018	Division 8	1/08/2018	Cure Brain Cancer Foundation	Walk4brain Cancer 2018	\$200.00
2018	Division 9	1/08/2018	Cure Brain Cancer Foundation	Walk4brain Cancer 2018	\$250.00
2018	Citywide	8/08/2018	Apprenticeships Queensland Limited	Apprenticeships Queensland 2018 Awards Night	\$1,500.00
2018	Citywide	8/08/2018	Riverview Neighbourhood House Ass Inc	Springfield Mini Show Day	\$250.00

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2018	Citywide	8/08/2018 Ipswich West State School P&C Association	Native Stingless Bees	\$998.00
2018	Citywide	8/08/2018 Sudanese-Australian Lost Boys and Girls of South Sudan (SALBAGOSS)	Homework Club and Other activities	\$500.00
2018	Division 1	8/08/2018 Riverview Neighbourhood House Ass Inc	Springfield Mini Show Day	\$250.00
2018	Division 1	8/08/2018 Springfield Light Tower	ANZAC Day	\$3,000.00
2018	Division 10	8/08/2018 St Vincent de Paul Society Queensland	Pilgrimage walk of the Ipswich Catholic Community	\$250.00
2018	Division 2	8/08/2018 Riverview Neighbourhood House Ass Inc	Springfield Mini Show Day	\$250.00
2018	Division 2	8/08/2018 Sudanese-Australian Lost Boys and Girls of South Sudan (SALBAGOSS)	Homework Club and other activities	\$500.00
2018	Division 3	8/08/2018 Riverview Neighbourhood House Ass Inc	Springfield Mini Show Day	\$650.00
2018	Division 5	8/08/2018 Apprenticeships Queensland Limited	Apprenticeships Queensland 2018 Awards Night	\$1,000.00
2018	Division 5	8/08/2018 Riverview Neighbourhood House Ass Inc	Springfield Mini Show Day	\$250.00
2018	Division 5	8/08/2018 Sudanese-Australian Lost Boys and Girls of South Sudan (SALBAGOSS)	Homework Club and other activities	\$250.00
2018	Division 7	8/08/2018 Sudanese-Australian Lost Boys and Girls of South Sudan (SALBAGOSS)	Homework Club and other activities	\$200.00
2018	Division 8	8/08/2018 Leichhardt Baptist Church	Painting of Church Ministry Centre	\$4,000.00
2018	Division 8	8/08/2018 Ipswich Arts Foundation Trust	Fundraising for the Collection Growth	\$10,000.00
2018	Division 9	8/08/2018 Springfield Light Tower	ANZAC Day	\$1,582.50
2018	Citywide	15/08/2018 Greater Springfield Combined Churches	2018 Christmas Carols at Robelle Domain	\$500.00
2018	Citywide	15/08/2018 Ipswich Musical Theatre Company	Production of Strictly Ballroom	\$1,000.00
2018	Division 1	15/08/2018 Greater Springfield Combined Churches	2018 Christmas Carols at Robelle Domain	\$5,000.00
2018	Division 1	15/08/2018 Ipswich Musical Theatre Company	Production of Strictly Ballroom	\$500.00
2018	Division 10	15/08/2018 Greater Springfield Combined Churches	2018 Christmas Carols at Robelle Domain	\$400.00
2018	Division 10	15/08/2018 Ipswich Musical Theatre Company	Production of Strictly Ballroom	\$1,000.00
2018	Division 2	15/08/2018 Greater Springfield Combined Churches	2018 Christmas Carols at Robelle Domain	\$2,000.00
2018	Division 2	15/08/2018 Ipswich Musical Theatre Company	Production of Strictly Ballroom	\$200.00
2018	Division 3	15/08/2018 Occasionals Vigoro Club	Junior development program	\$805.88
2018	Division 3	15/08/2018 Ipswich Musical Theatre Company	Production of Strictly Ballroom	\$1,500.00
2018	Division 4	15/08/2018 Raceview State School P&C Association	Catchbox Microphone	\$740.00
2018	Division 4	15/08/2018 Ipswich Musical Theatre Company	Production of Strictly Ballroom	\$2,000.00
2018	Division 5	15/08/2018 Greater Springfield Combined Churches	2018 Christmas Carols at Robelle Domain	\$500.00
2018	Division 5	15/08/2018 Ipswich Musical Theatre Company	Production of Strictly Ballroom	\$1,000.00
2018	Division 7	15/08/2018 Riverview Neighbourhood House Ass Inc	Springfield Mini Show Day	\$250.00
2018	Division 7	15/08/2018 Ipswich Musical Theatre Company	Production of Strictly Ballroom	\$1,000.00
2018	Division 8	15/08/2018 Music Heritage Group Ipswich Inc.	Festival Gala 2019	\$5,000.00
2018	Division 8	15/08/2018 Leichhardt Community Group Inc.	Community Resources	\$11,000.00
2018	Division 8	15/08/2018 Greater Springfield Combined Churches	2018 Christmas Carols at Robelle Domain	\$250.00
2018	Division 8	15/08/2018 Ipswich Musical Theatre Company	Production of Strictly Ballroom	\$2,000.00
2018	Division 9	15/08/2018 Friends Of Lakes Cultural Association Inc	Cultural and Sporting Activities	\$2,000.00
2018	Division 9	15/08/2018 Riverview Neighbourhood House Ass Inc	Springfield Mini Show Day	\$100.00
2018	Division 9	15/08/2018 Greater Springfield Combined Churches	2018 Christmas Carols at Robelle Domain	\$1,000.00
2018	Division 9	15/08/2018 Ipswich Musical Theatre Company	Production of Strictly Ballroom	\$500.00
2018	Division 6	20/08/2018 Western Pride Football Club	Junior Strip	\$5,000.00
2018	Division 3	21/08/2018 Riverview State School	African Nations Cultural Group	\$251.00
2018	Division 9	21/08/2018 Springfield Central State School P&C Assoc	Moving Forward Project	\$3,935.00
2018	Citywide	22/08/2018 Brisbane Super Kings Cricket Club Inc	Multicultural T20 Tournament	\$250.00
2018	Citywide	22/08/2018 Goodna Little Athletics	Line Marker	\$200.00
2018	Citywide	22/08/2018 Ipswich Veteran & Vintage Vehicle Club Inc	2018 Swap Meet	\$996.00
2018	Division 1	22/08/2018 Goodna Little Athletics	Line Marker	\$300.00
2018	Division 10	22/08/2018 Lions Club of Rosewood Inc.	Lions Club of Rosewood Christmas Street Carnival 2018	\$2,838.00
2018	Division 2	22/08/2018 Goodna Little Athletics	Line Marker	\$905.00
2018	Division 2	22/08/2018 Gailles Residents Committee Inc	Christmas on Karina	\$1,737.11
2018	Division 3	22/08/2018 Dinmore Bushrats Soccer & Sports Club Inc.	R2R Return to Riverview Family Fun Day	\$1,425.00

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2018	Division 3	22/08/2018	Goodna Little Athletics	Line Marker	\$200.00
2018	Division 4	22/08/2018	Rotary Club of Booval (Ipswich) Inc.	Footprints in the Park Program	\$4,000.00
2018	Division 5	22/08/2018	Goodna Little Athletics	Line Marker	\$200.00
2018	Division 7	22/08/2018	Goodna Little Athletics	Line Marker	\$200.00
2018	Division 9	22/08/2018	Springfield Lakes Nature Care INC	Detect & protect	\$1,388.00
2018	Division 9	22/08/2018	Goodna Little Athletics	Line Marker	\$200.00
2018	Citywide	28/08/2018	Harvest Rain Christian Care Limited	Ipswich Christmas Day Community Dinner	\$2,000.00
2018	Citywide	28/08/2018	White Rock Warriors Inc	Capital purchase	\$500.00
2018	Citywide	28/08/2018	Riverview Neighbourhood House Ass Inc	Community Shed	\$1,000.00
2018	Division 2	28/08/2018	White Rock Warriors Inc	Capital purchase	\$3,500.00
2018	Division 3	28/08/2018	Riverview Neighbourhood House Ass Inc	Community Shed	\$11,000.00
2018	Division 3	28/08/2018	Redbank Plains State High School	2018 Mystery Tour	\$350.00
2018	Division 4	28/08/2018	Brothers Football Club Ipswich Inc	Ladies Football Program	\$5,101.60
2018	Division 5	28/08/2018	Harvest Rain Christian Care Limited	Ipswich Christmas Day Community Dinner	\$2,000.00
2018	Division 5	28/08/2018	Riverview Neighbourhood House Ass Inc	Community Shed	\$500.00
2018	Division 6	28/08/2018	Rugby League Ipswich	Rugby League Ipswich Grand Final	\$5,000.00
2018	Division 7	28/08/2018	Music Heritage Group Ipswich Inc.	Festival Gala 2019	\$3,000.00
2018	Division 9	28/08/2018	White Rock Warriors Inc	Capital purchase	\$2,000.00
2018	Division 9	28/08/2018	Music Heritage Group Ipswich Inc.	Festival Gala 2019	\$3,000.00
2018	Citywide	22/09/2018	St Mary's College Ipswich P&F	St Mary's College 2018 Gala Dinner	\$5,000.00
2018	Citywide	22/09/2018	Riverview State School	Indigenous Cultural Garden	\$4,305.00
2018	Division 1	22/09/2018	Springfield Lakes State School P&C	Springfield Lakes State School Spring Fair	\$4,009.00
2018	Division 2	22/09/2018	Goodna Community Assoc Inc.	Goodna Jacaranda Festival	\$7,500.00
2018	Division 3	22/09/2018	Ipswich Genealogical Society Inc	Sanding and Sealing Ramp and Deck of Brigg House	\$570.00
2018	Division 3	22/09/2018	Riverview State School	Indigenous Cultural Garden	\$8,000.00
2018	Division 3	22/09/2018	Redbank Primary P&C	Garden Club - Garden Sprinklers	\$1,108.00
2018	Division 4	22/09/2018	Ipswich Cycling Club	State Mountain Bike Championships	\$2,871.75
2018	Division 4	22/09/2018	ICYS Ipswich Community Youth Service Inc.	Ipswich & West Moreton Region Child Protection Week Symposium	\$2,000.00
2018	Division 4	22/09/2018	ArtsConnect Ipswich Inc	Connecting with Community	\$772.50
2018	Division 4	22/09/2018	Silkstone Baptist Church	Community Birthday Party Event	\$750.00
2018	Division 5	22/09/2018	St Edmund's Old Boys Assoc	St Edmund's Old Boys Golf Day	\$300.00
2018	Division 6	22/09/2018	Jets Rugby League Club Inc	Jets Junior Development Program	\$5,000.00
2018	Division 7	22/09/2018	Jets Rugby League Club Inc	Jets Junior Ballboy Program	\$554.00
2018	Division 7	22/09/2018	Ipswich Grammar School Junior School Parent Support Group	2018 Colour Fun Run	\$675.00
2018	Division 9	22/09/2018	Redbank Plains State High School P&C	Canoeing / Camping	\$2,357.85
2018	Division 3	13/10/2018	Riverview State School	Graduation	\$1,125.00
2018	Division 7	13/10/2018	Ipswich Hospice Care Inc	Adopt A Room	\$15,000.00
2018	Division 7	13/10/2018	Raceview Congregational Fellowship Inc	Upgrade of External Security Lighting	\$372.75
2018	Division 10	13/10/2018	Marburg & District Agricultural & Industrial Assoc Inc	Marburg Show Schoolwork Section	\$562.50
2018	Citywide	13/10/2018	Blair State School Parents and Citizens Assoc	Blair Arts Showcase and End of Year Concert	\$2,565.00
2018	Division 4	13/10/2018	Y-Care (South East Queensland) Inc	Year 12 Graduation -Formal	\$2,000.00
2018	Citywide	16/10/2018	Western Pride Football Club	Assistance with loss of club house facilities	\$5,929.50
2018	Division 6	24/10/2018	Ipswich Triathlon Club inc.	Volunteer Training, Equipment & Training Camp	\$2,050.00
2018	Division 4	16/11/2018	Ipswich & District Lapidary Club Inc	Annual Gem Show	\$191.25
2018	Division 2	21/11/2018	Goodna Street Life Inc	Goodna Street Life Carols in The Park	\$1,650.00
2018	Division 6	21/11/2018	St Joseph's North Ipswich P & F Association	School Christmas Carols	\$1,075.00
2018	Division 10	21/11/2018	Rosewood Masonic Lodge	Commemorative Plaque and Storage Cabinet	\$206.25
2018	Division 1	21/11/2018	Goodna-Springfield Combined Probus Club Inc	10th Birthday Celebration	\$375.00

Item 5 / Attachment 1.

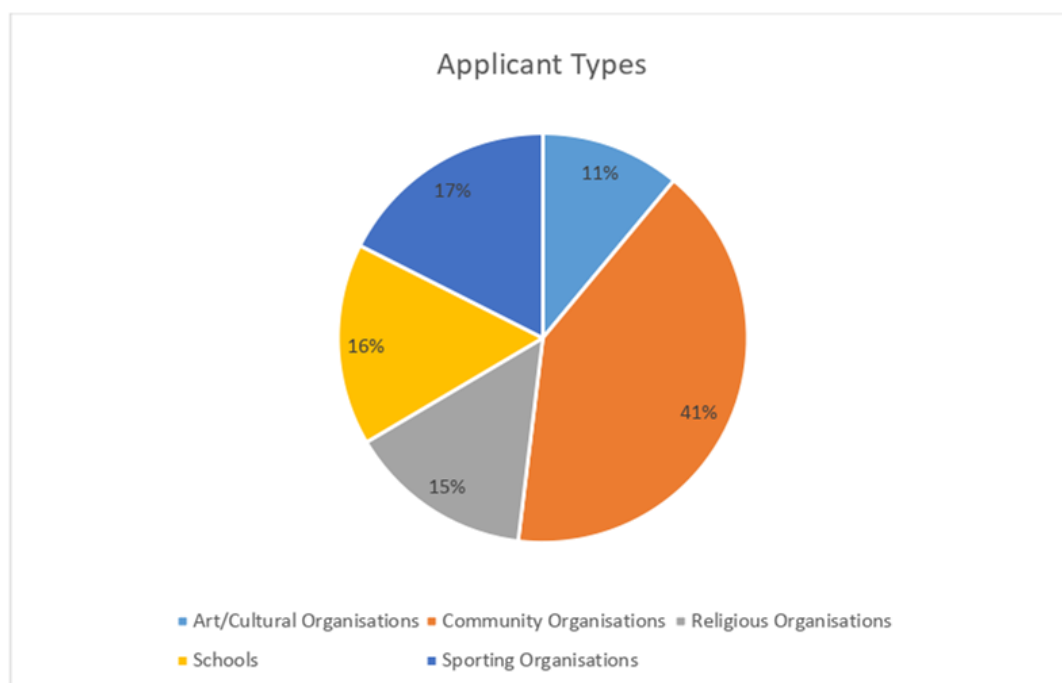
2018	Citywide	21/11/2018	CRI Network Ltd	Religious Instruction in State Primary Schools	\$6,855.00
2018	Division 3	21/11/2018	Collingwood Park Primary P&C Association	2018 School Year Book	\$500.00
2018	Division 3	26/11/2018	Ipswich Community Care Fund	Volunteer Xmas luncheon	\$459.25
2018	Division 5	26/11/2018	Able Australia	Community Seniors Christmas Party	\$785.77
2018	Division 4	26/11/2018	Queensland Pathways State College	Holiday Engagement Program	\$1,750.50
2018	Citywide	26/11/2018	Football Queensland	Football for All' Project	\$2,377.00
2018	Division 10	10/12/2018	Purga Elders & Descendants Aboriginal Corporation	Purga Christmas Party	\$2,250.00
2018	Citywide	10/12/2018	The Salvation Army	Salvation Army Red Shield Appeal	\$6,000.00
2018	Division 9	10/12/2018	Friends of Lakes Cultural Association Inc	Christmas and New Year Celebration	\$350.00
2018	Division 2	10/12/2018	St Vincent de Paul Society Queensland	Goodna Homework Club and African Women's Sewing Group	\$1,125.00
2018	Division 5	15/12/2018	Ipswich Model Band Inc.	Advancing the Ipswich Model Band	\$4,869.00
2019	Division 7	7/01/2019	St Edmund's College	Confraternity Rugby League Carnival	\$900.00
2019	Division 7	7/01/2019	Ipswich and West Moreton Bmx Club Inc	To provide infrastructure for event patrons	\$1,165.65
2019	Citywide	10/01/2019	Queensland Tamil Mandram Inc	Pongal Festival Queensland 2019	\$4,201.19
2019	Division 9	7/02/2019	Collingwood Park Power JAFc	Medical supplies	\$959.53
2019	Division 9	7/02/2019	Together We are Powerful	Clean Up Australia Day	\$446.23
2019	Division 2	7/02/2019	GoodnaYouth Services Inc	Youth workshop and space	\$5,565.39
2019	Division 7	15/02/2019	Ipswich Community Alliance Network INC	Tools & amenities for meeting the community	\$3,711.90
2019	Division 4	15/02/2019	Queensland Independent Cat Council Inc	Australlan Style 3 ring All Breed Cat Show and Golden Oldies	\$195.00
2019	Division 4	15/02/2019	Vision Christian Family	Family Funday	\$2,000.00
2019	Division 10	15/02/2019	Rosewood Equestrian Group Inc	Fundraising Murder Mystery Dinner	\$3,970.50
2019	Division 9	15/02/2019	Multicultural Australia Ltd	Redbank Plains Empower Me Program	\$750.00
					\$342,769.35

Categorised Recipient Types

Council approved community donations totalling \$342,769.35 to various community groups during the period 1 July 2018 to 28 February 2019.

Recipients of Council community donations have been categorised into applicant types as outlined below:

- Art/Cultural Organisations \$ 37,841
- Community Organisations \$140,147
- Religious Organisations \$ 49,948
- Schools \$ 54,684
- Sporting Organisations \$ 60,149



Doc ID No: A5416788

18 March 2019

TO: COMMUNITY ENGAGEMENT MANAGER
FROM: COMMUNITY GRANTS COORDINATOR
RE: COMMUNITY DONATION REQUEST EXCEEDING \$15,000

INTRODUCTION

This is a report by the Community Grants Coordinator dated 18 March 2019 concerning a community donation request from the Ipswich District Teacher Librarian Network to support the StoryArts Festival Ipswich (SAFI).

RELATED PARTIES

There are no known related party matters associated with this report

ADVANCE IPSWICH THEME LINKAGE

Caring for our Community and Listening, Leading and Financial Management.

PURPOSE OF REPORT/BACKGROUND

Through the provision of community donations, Ipswich City Council seeks to support the role of community organisations and recognise the significant role they play in developing and delivering initiatives that encourage participation in community life, foster social cohesion, celebrate diversity, and contribute to a vibrant, healthy and sustainable city.

The Community Donations Program allows for funds to be allocated to not-for-profit community organisations for community purposes and supports community organisations to deliver initiatives that address identified local community needs.

Community Donation Request from Ipswich and District Teacher-Librarian Network

The Ipswich and District Teacher-Librarian Network (a not for profit organisation, registered as a charity with the ACNC) has submitted an application for a community donation to support the StoryArts Festival Ipswich to be held in October 2019.

StoryArts Festival Ipswich (SAFI) is a five day program which strengthens artistic experiences for children through a range of activities within the program, including author and illustrator presentations, storytelling, exhibitions and hands on workshops. SAFI has been running biennially since 1995. This year's program includes:

1. Ipswich Drawn Together

In the lead up to SAFI and as a celebration of the International Year of Indigenous Languages, the organisers plan to run a special project involving children and community members to draw and share what they see in their environment. A six page fold out brochure will be designed and printed in English with local indigenous language showing words for key ideas. A local Indigenous languages expert from the State Library of Queensland has provided relevant Indigenous words for use in the brochure, which will be distributed to Ipswich school children and members of the public.

Some images submitted may be selected to be displayed at the Ipswich Community Gallery during SAFI and uploaded to the Festival website. The brochures will also act as a promotional tool to lead people to the festival. A local community arts organisation has been invited to partner with the applicant organisation in this project to contribute drawings to use in the printed brochure.

2. 'Who We Are' Performance

During Term 3, a specialist drama teacher, Dr Jennifer Penton, and student volunteers will work in Walloon and Ashwell Schools to look at their local history and together devise a story and script to perform at the opening of SAFI on Sunday 13 October 2019. This concept is based on a similar project undertaken at the Cheltenham Literature Festival in the United Kingdom in 2010.

Dr Jennifer Penton is a researcher, educator and theatre practitioner specialising in socially engaged practice and has 12 years international experience as a theatre practitioner, working in contexts such as community, health, education, criminal justice and youth settings.

3. Exhibition of Illustrators

Four well known interstate illustrators attending SAFI will provide final illustrations from their books along with manuscript drafts, rough sketches and source materials to demonstrate the process of an illustrator in creating a book. The illustrators will use a range of different styles and media to demonstrate the different ways books are illustrated. These will be hung in the Ipswich Community Gallery during SAFI and will continue into the week following.

4. School Program - StoryArts Festival Ipswich

SAFI will be launched on Sunday 13 October at the Ipswich Community Gallery, and will run from 14 - 18 October 2019. The launch will include an exhibition of illustrations by festival illustrators and a parallel exhibition of drawings from Ipswich

Drawn Together. The launch will also feature a drama performance by children from Marburg and Walloon Schools.

The Festival will include 10 interstate presenters and 11 local presenters in the program. The presenters will include award winning authors, including Lisa Shanahan (recipient of the Queensland Literary Awards and CBCA Book of the Year Awards), and Indigenous author Gregg Dreise, who will provide an experience of Aboriginal culture to audiences through story, art and music, based around his new book 'My Culture and Me'. Other presenters are included in the CBCA Notables list for this year and it is anticipated that bestselling and award winning authors will attract a larger festival audience.

In 2017, 48 schools attended SAFI with 27 from the Ipswich City Council area and this year the applicant anticipates an increase in schools from rural areas of Ipswich, as a country schools component has been added, and will be based at Woodlands of Marburg.

SAFI is the only festival in South East Queensland that offers free admission for children and is therefore very popular. It is expected that the festival will attract:

- 5000 primary school children (estimate for Ipswich Schools)
- 400 family members who will take part in activities with authors and illustrators, including hands on sessions such as a 'choose your own adventure' writing workshop. This program is sponsored by Friends of Ipswich Library Services (FOILS)
- Regional children in low socioeconomic areas
- Schools from regional areas (in previous years schools from Darling Downs, Kingaroy and Brisbane western suburbs have attended).

The Festival has booked seven venues in the Ipswich city centre within close walking distance and a further seven spaces at Woodlands of Marburg.

A one day program will run at a local high school situated on the outskirts of Ipswich and will be open to other neighbouring schools. Programs for 2019 are fully planned and all presenters booked, except one, who is being sponsored and organised by Ipswich Library Services.

Other sources of income to support StoryArts Festival Ipswich includes Arts Queensland, Friends of Ipswich Library Service, Arts WA, Ipswich Library Services and financial contribution from the Ipswich District Teacher Librarian Network.

A community donation from Council is specifically sought to cover:

- Venue hire (Ipswich Civic Centre and Woodlands of Marburg)
- Presenter fees for interstate authors (this does not include travel and accommodation)

- Printing costs for the Ipswich Drawn Together project brochures
- Facilitator costs for Dr Jennifer Penton to undertake workshops with Marburg and Walloon Schools, culminating in a performance at the launch of the Festival

The total cost of the event is \$103,697 and funding of \$45,547 has been sought from Council to support the costs outlined above.

Ipswich District Teacher Librarian Network has received the following financial and in-kind assistance from Council in the past 3 years:

Decision Date	Program Name	Total Paid	Purpose
1/09/2017	In-Kind Assistance	\$ 1,174.55	StoryArts Festival Ipswich
14/03/2017	Community Donations Program	\$ 4,000.00	After School Family Program
6/12/2016	Regional Arts Development Fund (RADF)	\$ 17,767.00	Narelle Oliver Exhibition - StoryArts Festival Ipswich 2017
		\$ 22,941.55	

RESOURCE IMPLICATIONS

The Community Engagement Branch manages the receipt, assessment and allocation of funding applications received through the Community Donations Program in accordance with the Community Donations Policy and associated Administrative Guidelines.

Within the Community Engagement Branch, the Community Grants Team is responsible for the management and coordination of Council's Community Donations Program. The Community Grant Teams is a team of two (2) full-time staff.

Funding for the provision of community donations is contained within the Community Engagement Branch 2018-2019 financial year budget.

Assessment Process

Community donation applications are assessed against weighted criteria including:

1. How the project/program aligns with Council's Corporate Plan– weighting 10%
2. How the applicant determined the need for the project – weighting 30%
3. The expected outcomes of the proposed project? – weighting 35%
4. The sustainability of the project beyond Council funding? – weighting 25%

Scoring is outlined below:

Score	Explanation
1	Application is non-responsive to the question
2	Limited response to the question
3	Satisfactory response to the question
4	Strong response to the question
5	Outstanding response to the question

The score which an application receives out of 100 determines the amount of funding recommended as follows:

Score	Explanation
80-100	Recommended funding is 100% of the requested amount
60-79	Recommended funding is 75% of the requested amount
40-59	Recommended funding is 50% of the requested amount
Less than 40	Application is declined

In line with the Administrative Guidelines for the Community Donations Program, the application from the Ipswich and District Teacher-Librarian Network has been independently assessed and scored by two Council Officers who have declared that they do not have a conflict of interest. The application scored 93, which relates to a recommendation of 100% of the eligible funding requested.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Local Government Act 2009

COMMUNITY AND OTHER CONSULTATION

The contents of this report did not require any community consultation.

CONCLUSION

Applications for funding through the Community Donations Program are assessed in accordance with the eligibility criteria and assessment process outlined in the Community Donations Policy and associated Administrative Guidelines.

As outlined in the Administrative Guidelines, Community Donations Program, the maximum amount of funding available to an applicant community organisation in any one financial year (whether single or cumulative, and including all categories of available community donations) is \$15,000.00, unless otherwise approved by resolution of Council.

This report provides details about an application for a community donation which exceeds \$15,000.00.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

That Council (Interim Administrator of Ipswich City Council) approve a community donation of \$45,547.00 to the Ipswich District Teacher Library Network to support the 2019 StoryArts Festival Ipswich.

Josie Berry

COMMUNITY GRANTS COORDINATOR

I concur with the recommendations contained in this report.

Abbey Richards

COMMUNITY ENGAGEMENT MANAGER

I concur with the recommendations contained in this report.

Caroline McMahon

**CHIEF OPERATING OFFICER (ARTS, SOCIAL DEVELOPMENT AND COMMUNITY
ENGAGEMENT)**

“Together, we proudly enhance the quality of life for our community”

Doc ID No: A5425111

21 March 2019

TO: COMMUNITY ENGAGEMENT MANAGER
FROM: COMMUNITY GRANTS COORDINATOR
RE: REGIONAL ARTS DEVELOPMENT FUND (RADF) GRANTS - ROUND 1 2018-2019

INTRODUCTION

This is a report by the Community Grants Coordinator dated 21 March 2019 concerning the allocation of funding through the Regional Arts Development Fund (RADF) for Funding Round 1, 2018-2019.

RELATED PARTIES

There are no known related party matters associated with this report.

ADVANCE IPSWICH THEME LINKAGE

Caring for the community, and listening, leading and financial management

PURPOSE OF REPORT/BACKGROUND

The Regional Arts Development Fund (RADF) is delivered as a partnership between the Queensland Government through Arts Queensland and eligible local councils across the state. RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions. The fund invests in local arts and cultural priorities as determined by local communities across Queensland and its flexibility enables local councils to tailor RADF programs to the specific needs of their communities.

RADF funding allocated to Council was guided by the population and co-investment tiers as outlined by Queensland Government of 40% Arts Queensland (\$40,000) and 60% Ipswich City Council (\$60,000) in the 2018–2019 financial year, to support the development of a Public Art Strategy and funds for distribution through the RADF Grants Program.

Grant applications are assessed by the RADF Committee for two funding rounds each year, in addition to provision for individual professional development applications assessed as Quick Response Grants.

Applications for funding through the RADF Grants Program closed on 28 February 2019. Five applications were received and following assessment and consideration by the RADF

Committee, recommendations have been made to Ipswich City Council that two applicants be funded as outlined below.

Glen Smith

Glen Smith is a member of the RADF Committee. He declared a conflict of interest and left the room during consideration of the application and did not participate in any part of the discussion.

The project, In-Focus, is a record of Ipswich Visual Artists between the years 2010-2020. The book will be a historical record and story of the Ipswich art scene during that period. A panel of local artists will assist with the selection of artists represented in the book, and an Ipswich author, photographer and graphic artist will be involved in the project, which will profile the most prevalent artists over the period.

The total cost of the project is \$33,735.00 and the applicant has requested \$11,150.00 towards the project. The RADF Committee has approved a grant of \$11,150.00 to support the project, subject to the applicant fulfilling the following condition:

That the applicant review the artist selection panel to ensure it is inclusive of a broader representation of visual arts disciplines, to allow a wide range of viewpoints and transparency. The RADF Committee recommends panel representatives from local incorporated, not-for-profit art organisations including but not limited to:

- Printmaking;
- Painting;
- Drawing;
- Sculpting; and
- Digital media.

Katie Dowling

Katie Dowling's project, 'Love Letters from the Sky' will be undertaken in an aged care facility in Ipswich and will involve a collection of letters from World War II, which will be read to residents and may result in evocative memories from individuals. Stories will be collected from the residents who wish to share, and will be interwoven into a devised piece of either spoken word or theatre.

The applicant aims to develop a blueprint for practice for art work with people living with dementia, and for the applicant to extend her workshop practice to include marginalised people in other contexts.

The total cost of the project is \$10,200.00 and the applicant has requested \$5,000.00 towards the project. The RADF Committee has approved a grant of \$5,000.00.

RESOURCE IMPLICATIONS

Within the Community Engagement Branch, the Community Grants Team is responsible for the management and coordination of Council's Community Grants Programs. The Community Grant Teams is a team of two (2) full-time staff.

Funding for the provision of Regional Arts Development Fund grants is contained within the Community Engagement Branch 2018-2019 financial year budget.

There are no additional resourcing or budget implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Local Government Act 2009 and Local Government Regulation 2012

COMMUNITY AND OTHER CONSULTATION

CONCLUSION

Applications for funding through the Regional Arts Development Fund are assessed in accordance with the eligibility criteria and assessment process outlined in the Ipswich City Council RADF Guidelines.

RECOMMENDATION

- A. That Council (Interim Administrator of Ipswich City Council) provide funding of \$11,150.00 (incl-GST) to Glen Smith towards the In-Focus project, subject to satisfying the condition outlaid by the Regional Arts Development Fund Committee.
- B. That Council (Interim Administrator of Ipswich City Council) provide funding of \$5,000.00 (incl-GST) to Katie Dowling towards the Love Letters from the Sky project.

Josie Berry

COMMUNITY GRANTS COORDINATOR

I concur with the recommendations contained in this report.

Abbey Richards

COMMUNITY ENGAGEMENT MANAGER

I concur with the recommendations contained in this report.

Caroline McMahon

CHIEF OPERATING OFFICER (ARTS, SOCIAL DEVELOPMENT AND COMMUNITY ENGAGEMENT)

“Together, we proudly enhance the quality of life for our community”