

10.11 Policy (Review) - Donations - Community Halls - Capital Works

POLICY NAME: DRAFT REVIEW
DONATIONS COMMUNITY HALLS
CAPITAL WORKS ASSISTANCE

POLICY REF: D02

MEETING ADOPTED: 24 January 2008
Resolution No. 240108/24

POLICY HISTORY:



TABLE OF CONTENTS

OBJECTIVE	1
BACKGROUND	1
DEFINITIONS	1
SCOPE OF POLICY	1
RELATED DOCUMENTATION	1
POLICY	1
Current List of Public Halls on Crown Land	2
Current List of Public Halls on Council Land	2
1. Guidelines for Approval of Donation	2
2. Strategies	2
3. Funding Unallocated	3
REVIEW	3

OBJECTIVE

To provide clear policy guidelines for the provision of financial assistance to Council owned or controlled halls.

BACKGROUND

Council owns and controls a number of public halls. The management of these halls is primarily provided through licence arrangements with community groups.

In recognition of the community service provided by those groups Council offers financial assistance for the management of those halls, subject to the licensee providing similar assistance. This policy details how this assistance is delivered.

In accordance with Section 356 of the Local Government Act a Council Resolution is required for each and every donation each year. This policy provides a framework for the donation but not the authority to donate.

DEFINITIONS

Council Ballina Shire Council

Policy Donations – Assistance with Council Fees for Community Groups

SCOPE OF POLICY

This policy applies to:

- Community halls

RELATED DOCUMENTATION

Related legislation:

- Local Government Act 1993 (section 356)

Related Council policies:

- Donations - Financial Assistance Policy
- Donations - Rates & Charges Policy
- Donations - Assistance with Council Fees for Community Groups Policy

POLICY

Council will provide assistance to licensees of public halls to assist with capital works, subject to the following guidelines:

Current List of Public Halls on Crown Land

Lennox Head Hall
Meerschaum Vale Hall
McLeans Ridges Hall
Pearces Creek Hall
Rous Mill Hall
Tintenbar School of Arts
Wardell District War Memorial Hall

Current List of Public Halls on Council Land

Wigmore Hall
Wolongbar Hall
Newrybar Hall
Northlakes Community Centre
Pimlico Hall
West End Hall

1. Guidelines for Approval of Donation

- 1.1 The recipient organisation must be the licensee of the public hall, as licensee from Council or from the crown, of a public hall nominated in this policy
- 1.2 To be on the list of nominated public halls the purpose of the hall must be for general community purposes
- 1.3 When allocating available funds consideration will be given to the nature of works, the number of proposed beneficiaries, the frequency of donations to each hall, alternative funding sources and the equity of support across the local government area.
- 1.4 Priority for the allocation of funds will be given to works that rectify non-compliance and/or safety matters.

2. Strategies

- 2.1 Council will allocate an amount, in the annual ~~Management Plan~~ **Operational Plan**, for the purpose of providing financial assistance for the upgrade of public halls.
- 2.2 During January/February each year Council will write to all hall licensees asking for submissions for capital works assistance.
- 2.3 To be eligible licensees must provide details of works requiring assistance to Council prior to the end of May. The licensee must detail how funds are to be expended and the benefits to be provided. This information must be provided on the 'Community Donations - Application Form' available on Council's website.
- 2.4 Following adoption of the ~~Management Plan~~ **Operational Plan** Council will appoint a minimum of three Councillors to a committee, with each ward represented.

- 2.5** The committee will consider all submissions and recommend to the next ordinary meeting of Council a distribution of the available funds. It is not incumbent upon the committee or Council to donate any or all of the funds
- 2.6** Donated funds must be matched on a dollar for dollar basis by the organisation licensed to manage the facility. The maximum donation by Council in any one year, for an individual hall, under this program, shall be \$8,000, subject to funds being available.
- 2.7** The funds must be expended on capital improvements to the building and surrounds. The funds are not to be used for recurrent or operational expenses.
- 2.8** An acquittal document signed by two members of the organisation must be provided to Council, in a form approved by Council, upon completion of the project.
- 2.9** Any "applications" received from organisations following the completion of this process will be advised of Council's Policy and invited to apply in the following year.

3. Funding Unallocated

- 3.1** Any funds unallocated or unexpended from the halls donations budget will be transferred to reserve and brought forward as part of the next financial year's budget.

REVIEW

The contents of this policy are to be reviewed within the first six months of the quadrennial election of the Council. The aims of this review are to ensure that the donations listed in policy meet the newly elected Council's goals and to ensure the level of assistance provided in the policy remains at a reasonable level.