

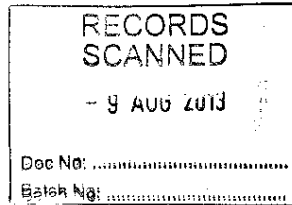
LENNOX HEAD LANDCARE
Working Together for our Environment



PO Box 84 Lennox Head NSW 2478

6 August 2013

General Manager
Ballina Shire Council
PO Box 450
Ballina NSW 2478



Dear Sir

Community Donations Program

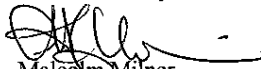
On the 5th May we wrote to council requesting financial assistance for our Waterwatch program for the next 12 months. We were contacted by mail on the 9th May advising that we should submit an application under the Community donations program and we were forwarded an application form by email.

The form was completed and we believe emailed by the due date. We have since been informed that the application has not been received.

We understand that funding applications have now been considered and allocated but we believe our small request will be of assistance to council as we keep them informed of our findings on a regular basis. The program requires regular input by a committed team of volunteers and we would hope that we can avoid interrupting their invaluable input because of a funding short fall.

Enclosed is a copy of the completed form that should have been received earlier.

Yours faithfully


Malcolm Milner
President

2013/2014 Community Donations Application Form



Applications Close: 17 June 2013

Lodging the Completed Application

There are four lodgement options available:

- 1. Hand Deliver:** Customer Service Centre, 40 Cherry Street, Ballina
- 2. Post:** The General Manager, PO Box 450 Ballina NSW 2478
- 3. Email:** council@ballina.nsw.gov.au
- 4. Facsimile:** (02) 6686 7035

NB: Applications must be clearly marked '2013/2014 Community Donation Program'

For further information or assistance with this application please contact Council's Administration Officer, General Manager's Group, Ph (02) 6686 4444.

Privacy Management: Information provided in this form is required in order to process the application. Provision of the information is voluntary, however, if insufficient information is provided, Council will be unable to process the application. The information will be available to authorised officers and may be made available to public enquiries under Government Information (Public Access) Act 2009.

Guidelines for Approval of Council Donations

Council donations generally do not apply to individuals however in certain circumstances donations may be provided. Refer to Council's website for the following donation related policies:

Financial Assistance Policy
Community Halls/Capital Works Assistance Policy
Rates and Charges Policy
Assistance with Council Fees for Community Groups Policy
Financial Assistance - Australian Representation Policy
In-Kind Assistance for Sporting and Cultural Events and Community Works on Public Land Policy
Insurance for Environmental Volunteer Groups Policy
Waste Disposal Fees for Not-for-Profit Groups Policy

In allocating funds Council will give consideration to the nature of the works, the proposed beneficiaries, recent donations to each applicant, alternative funding sources and equity of support across the local government area.

Type of Organisation / Contact Details

Name of Organisation
 Lennox Head Landcare Inc

Postal Address
 PO Box 84 Lennox Head NSW 2478

Primary Purpose and Activities of Organisation
 Rehabilitate and restore areas of remnant vegetation around Lennox Head.

No. of Members	President	Treasurer	Secretary
20	Malcolm Milner	Sue Williams	Barbara Sparrow

Contact Person for this Application
 Malcolm Milner

Phone: 02 6687 5602 Mobile Phone: Email: mmilner@norex.com.au

Is the Group / Organisation GST Registered?
 Yes No Exempt If yes provide ABN Number: _____

Is the Group / Organisation Not-for-Profit? Yes No Is the Group / Organisation Incorporated? Yes No

Brief Summary of Application

Brief Description of Project or Activity (how the donation would be spent, if provided, eg new roof, building a fence, paying for insurance etc)

The funds will be spent to provide the necessary consumables such as chemicals, pH paper and filter paper for our Waterwatch program over the next 12 months.

Please provide details of how you arrived at the estimated total cost of works. Typically two quotes will be provided as part of this application although depending on the nature of the project or activity an alternate explanation of your estimate will be accepted.

Quotation 1: Quotations only from existing Waterwatch equipment suppliers

Quotation 2: _____

Other: _____

Estimated cost of Project: \$350 Amount sought from Council: \$350

Benefits of the Project to the Community

Please describe why you believe community funds should be applied to your project. Information should include the people/sections of the community that will benefit from the project or activity.

Waterwatch is an activity promoted to involve community groups and schools in monitoring the condition of local waterways. Lennox Head Landcare Inc, has taken on this role to monitor changes to Lake Ainsworth, Birrung Creek and the Boulder Beach catchment area. Waterwach data can provide historical records, identify emerging issues and demonstrate whether protective strategies are working. Results are shared with BSC.

Finances

Briefly describe why you need financial assistance from Council ie; what financial resources are available to you and why are they not sufficient to pay for this project.

Waterwatch is a national program that has traditionally been funded by the State Government via the CMA's. The NRCMA has decided to discontinue its participation leaving LHLC with the task of finding funds to continue the program. LHLC depends entirely on limited membership fees, donations or grants to fund its operations.

Financial Information - Community Donation Assessment

This information is being collected to enable Council to assess the financial circumstances of the applicant. The information will only be used for the purposes of this assessment.

The form is split into two sections. **Section one** asks for information in respect to the finances for organisations. **Section two** seeks information in respect to a particular project or event and is required to be completed by both organisations and individuals.

Section 1 Financial Information (Organisations)

What funds do you have in the bank/invested?
(funds invested include money at call in the bank, on a term deposit or any other style of investment) \$ 2090

Details of any property/s owned either in whole or part

Nil

Details of any other assets owned with an estimated value over \$2,000 eg; motor vehicle

Nil

Section 1 Financial Information (Organisations) continued

What income did you receive last financial year?	\$ N A
What expenses did you incur last financial year?	\$ N A
What income do you expect to receive this financial year?	\$ N A
What expenses do you expect to incur this financial year?	\$ N A

Section 2 Project Finances (Organisations & Individuals)

What is the estimated cost to run the event or complete the project? \$ 350

Details of Proposed Funding Sources:

COUNCIL DONATION	\$ 350
OWN FUNDS	\$ Nil
OTHER	\$ Nil
TOTAL	\$ 350

Briefly describe the expenses you expect to incur:

From: Chemicals and other consumables \$ 350

From: \$

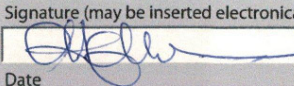
From: \$

If income exceeds expense what will happen to the excess funds?

N A

Name (print)
Malcolm Milner

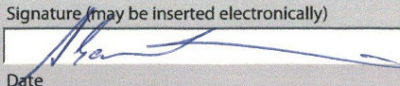
Position
President

Signature (may be inserted electronically)


Date
8 June 2013

Name (print)
Shaun Eastment

Position
Waterwatch Convenor

Signature (may be inserted electronically)


Date
8 June 2013

THE RETURNED AND SERVICES



President
Mr Bill Moore
Hon. Secretary
Mr Charles Nicholson
Treasurer
Mr A.J. Walsh

LEAGUE OF AUSTRALIA
(New South Wales Branch)
"The Price of Liberty is Eternal Vigilance"
BALLINA SUB-BRANCH
Email: rslsubbr@bigpond.net.au
ABN: 37 373 414 970

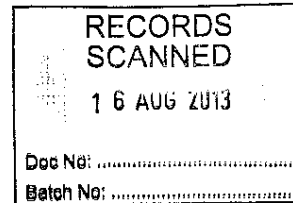
PO Box 378
Ballina 2478
Ph: (02) 6686 0133
Fax: (02) 6686 0793
Office Manager
Ms Janice L.D. Peate, JP

PATRONS:

Cmdr Rod Fayle, RAN (Ret) Ms J. Saffin, Member for Page Mr D. Page, Member for Ballina
Cr D. Wright, Mayor of Ballina Mr Gary Hooley, Chairman Ballina RSL Club Ltd

General Manager,
Ballina Shire Council,
PO Box 450,
Ballina,
N.S.W., 2478

13th August 2013



Dear Sir,

Re: Community Donation Programme

Please find enclosed a Community Donations Programme Application from the Ballina RSL Sub-Branch. This application relates to the Ballina RSL Youth Club, which operates under the auspices and oversight of the Ballina RSL Sub-Branch.

The Ballina RSL Youth Club provides an essential community service for the youth of Ballina Shire. It has been operating for many, many years in this role, and is an essential part of the fabric of our Shire. Previously, the RSL Youth Club was forced to operate out of a series of rented premises, until the Ballina RSL Sub-Branch, a charitable, not-for-profit community organisation, purchased the land in Piper Drive, and had the current purpose-built building erected, to ensure the security and continuation of the Youth Club.

Unfortunately, due to the unexpected change of the Sub-Branch Secretary, the application for a Community Grant was overlooked.

It is requested that this late application be given favourable consideration to donate the sum of \$3,000.00 to offset the full cost of Council Rates for the 2013/2014 rating period.

The benefit to the youth of our Shire would be immense.

Thankyou,

Yours faithfully,

Charles Nicholson,
Honorary Secretary

Please address all correspondence to the Honorary Secretary

2013/2014 Community Donations Application Form



Applications Close: 17 June 2013

Lodging the Completed Application

There are four lodgement options available:

1. **Hand Deliver:** Customer Service Centre, 40 Cherry Street, Ballina
2. **Post:** The General Manager, PO Box 450 Ballina NSW 2478
3. **Email:** council@ballina.nsw.gov.au
4. **Facsimile:** (02) 6686 7035

NB: Applications must be clearly marked '2013/2014 Community Donation Program'

For further information or assistance with this application please contact Council's Administration Officer, General Manager's Group, Ph (02) 6686 4444.

Privacy Management: Information provided in this form is required in order to process the application. Provision of the information is voluntary, however, if insufficient information is provided, Council will be unable to process the application. The information will be available to authorised officers and may be made available to public enquire under Government Information (Public Access) Act 2009.

Guidelines for Approval of Council Donations

Council donations generally do not apply to individuals however in certain circumstances donations may be provided. Refer to Council's website for the following donation related policies:

- Financial Assistance Policy
- Community Halls/Capital Works Assistance Policy
- Rates and Charges Policy
- Assistance with Council Fees for Community Groups Policy
- Financial Assistance - Australian Representation Policy
- Non-Kind Assistance for Sporting and Cultural Events and Community Works on Public Land Policy
- Insurance for Environmental Volunteer Groups Policy
- Waste Disposal Fees for Not-for-Profit Groups Policy

In allocating funds Council will give consideration to the nature of the works, the proposed beneficiaries, recent donations to each applicant, alternative funding sources and equity of support across the local government area.

Type of Organisation / Contact Details

Name of Organisation

Ballina RSL Sub-Branch

Postal Address

PO Box 378 Ballina NSW 2478

Primary Purpose and Activities of Organisation

Welfare & supporting the Community with the RSL Youth & Day Clubs. Youth Club approximately 450 members, RSL Day Club approximately 120 members.

No. of Members	President	Treasurer	Secretary
600	Bill Moore	AJ Walsh	Charles Nicholson

Contact Person for this Application

AJ Walsh

Phone	Mobile Phone	Email
02 66860133	0416283048	rslsubbr@bigpond.net.au

Is the Group / Organisation GST Registered? Yes No Exempt If yes provide ABN Number

Is the Group / Organisation Not-for-Profit? Yes No Is the Group / Organisation Incorporated? Yes No

Brief Summary of Application

Brief Description of Project or Activity (how the donation would be spent, if provided, eg new roof, building a fence, paying for insurance etc)

Supporting Ballina RSL Youth Club. The donation would be used to offset the cost of council rates. Council has supported us for many years by providing a rate reduction

Please provide details of how you arrived at the estimated total cost of works. Typically two quotes will be provided as part of this application although depending on the nature of the project or activity an alternate explanation of your estimate will be accepted.

Quotation 1

Quotation 2

Other

Estimated cost of Project \$ Amount sought from Council \$

Benefits of the Project to the Community

Please describe why you believe community funds should be applied to your project. Information should include the people/sections of the community that will benefit from the project or activity.

The Ballina RSL Sub-Branch (not to be confused with the RSL Club Ltd), supports the Youth Club by providing a venue for children and adolescents up to the age of 25 with the following activities - general fitness, gymnastics, kindy gym & boxing. We also provide transport for children to attend competitions etc.

Finances

Briefly describe why you need financial assistance from Council i.e. what financial resources are available to you and why are they not sufficient to pay for this project.

As Ballina RSL Sub-Branch is a 'Not for Profit' organisation providing welfare support for the wider community, War Widows, Legacy and the youth of Ballina as well as the aged people with our Day Club. The RSL Sub-Branch is not funded by any other organisation or Government Department. We provide funding for the above groups. In addition we provide funding and support for the Westpac Helicopter Rescue, local schools both public and private, Ballina Shire Bands, have visitation teams that visit the area hospitals, retirement villages and assist Legacy with funding.

Financial Information - Community Donation Assessment

This information is being collected to enable Council to assess the financial circumstances of the applicant. The information will only be used for the purposes of this assessment.

The form is split into two sections. **Section one** asks for information in respect to the finances for organisations. **Section two** seeks information in respect to a particular project or event and is required to be completed by both organisations and individuals.

Section 1 Financial Information (Organisations)

What funds do you have in the bank/invested?

funds invested include money at call in the bank, on a term deposit or any other style of investment

\$ 4,359,179

Details of any property/s owned either in whole or part

Wholly owned Building at No.5 Piper Drive Ballina - used for RSL Sub-Branch Youth Club activities.

Details of any other assets owned with an estimated value over \$2,000 eg; motor vehicle

Toyota Rosa Bus

Section 1 Financial Information (Organisations) continued

What income did you receive last financial year? \$ 282000

What expenses did you incur last financial year? \$ 215000

What income do you expect to receive this financial year? \$ 250000

What expenses do you expect to incur this financial year? \$ 220000

Section 2 Project Finances (Organisations & Individuals)

What is the estimated cost to run the event or complete the project? \$ 25000

Details of Proposed Funding Sources:

COUNCIL DONATION \$ 3000

OWN FUNDS \$ 22000

OTHER \$ 0

TOTAL \$ 25000

Briefly describe the expenses you expect to incur:

From: Council Rates \$ 4292

From: Repairs & Maintenance \$ 12000

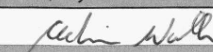
From: Comply with OH&S requirements/Insurance \$ 8708

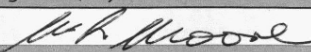
If income exceeds expense what will happen to the excess funds?

Nil - will not exceed

Name (print)
Adrian Walsh
Position
Treasurer/Trustee

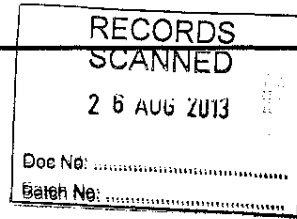
Name (print)
Bill Moore
Position
President/Trustee

Signature (may be inserted electronically)

Date
14/8/13

Signature (may be inserted electronically)

Date
14/8/13

William John Townend
(BUrbRegPlan, MPIA)

ABN 92570103073



1014 - Letter Regarding Lodgment Fees

23 August 2013

Paul Hickey
General Manager
Ballina Shire Council
PO Box 450
BALLINA NSW 2478

TO WHOM IT MAY CONCERN

RE: Refund Request for Lodgment Fees – Lodging on Behalf of a Not-For-Profit Organisation - DA 2013/311 - An application to use an existing tourist facility and cafe for temporary child care centre/preschool purposes at 149 Wardell Road, Alstonville – Lot 1 DP 553224.

I refer to prior communications in respect of the subject matter and advise that William John Townend (BUrbRegPlan, MPIA) has been commissioned by Alstonville Community Preschool Inc. (who are a not-for-profit organisation) with consent from L and R Dillion (title holders) to provided town planning services in the preparation and lodgment of a the aforementioned DA.

On 21 August 2013 the payment of \$602.40 was made to Council for the lodgment of such (refer attached). It is respectfully requested for a refund of the subject fees as they were made on behalf of a not-for-profit organisation.

Attached herewith is the following:

- DA Lodgment Fee Sheet; and
- Scanned copy of the receipt for payment made.

Should you have any questions in respect of this application, please contact me on 0439421243 or will_townend@hotmail.com.

Yours faithfully

William John Townend
BUrbRegPlan, MPIA

C:\Users\Will Townend\Documents\1014 - Alstonville Community Preschool\DA.SEE - Change of Use (Amaze 'n' Place)\Letter to Wavier DA Lodgment Fees\1014 - Letter Regarding Lodgment Fees.docx

8 Music Street
EAST LISMORE NSW 2480

Mobile: 0439421243
e-mail: will_townend@hotmail.com



Quotation

Ballina Shire Council
 PO Box 450
 Ballina NSW 2478
 p. (02) 6686 4444
 f. (02) 6686 7035

Quote No. : 2,348
 Quote Date : 21/08/2013
 Expiry Date : 30 June 2014
 Officer : Bernadette Arundell

Description Will Townend - 149 Wardell Road Alstonville
 Change of Use - to Child Care Facility/Pre School
 No cost of works
 (Checked with Andrew Smith)

Fee Code	Fee Description	GST	Amt Inc. GST
20	Advertising - Standard		\$315.00
4	Development Application Fee - Change of Use		\$285.00

Please ensure a copy of this quote is enclosed when lodging your Development Application

Quoted figures subject to change
 Civil Inspection Fees may apply

Quote Total	\$0.00	\$600.00
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2013/34

COMMONWEALTH BANK
EFTPOS
BALLINA SHIRE
COUNCIL BALLINA NSW
TERMINAL: 82161800
REFERENCE: 027025

CUSTOMER COPY

CARD NO: 4842<1>
PAN SEQ NO: 02
EXPIRY DATE:
AID: A0000000041010
TUR: 0000088000
TSI: EB00
ATC: 00324
TC: 803A03B29C68C455

CREDIT
PURCHASE \$602.40
TOTAL AUD \$602.40

21 AUG 2013 16:13
MasterCard
AUTH NO.: R61445

APPROVED 08

ABN #:53929687369
Ballina Shire Council
PO Box 450
BALLINA NSW 2478
Ph 02 6686 4444 Fax 02 6686 7035
Email: council@ballina.nsw.gov.au
Website: www.ballina.nsw.gov.au

Date 21/08/2013 16:14
Receipt 00350882:0001 Terminal 1:1121
Mr W J Townend
8 Music Street
EAST LISMORE NSW 2480

Details	Amount
Advertising Standard	315.00
010.2013.00000311.001	
- DA Fee - Change o	285.00
010.2013.00000311.001	
Surcharge EFTPOS	2.40
Total Value:	602.40
Tendered	
Credit	602.40
Change	0.00

Thank you for your payment



60 Brunswick Street
PO Box 822
LISMORE NSW 2480

T 02 6627 4444

F 02 6621 4288

E info@helirescue.com.au

www.helirescue.com.au

www.facebook.com/helirescue

www.twitter.com/helirescue

31 July 2013

Mr. Paul Hickey
General Manager
Ballina Shire Council
PO Box 450
BALLINA NSW 2478

Dear Paul,

Please find enclosed our **Community Donations Program 2013/14 application.**

The Ballina Shire Council has been long serving supporters of our Service, with past Council Financial Assistance Policies outlining that our Service will automatically receive \$1000 per year upon application to your donations program.

This year, we note that your policies and application form have been modified and we are now required to provide more detailed financial information about our organisation. As we are a 'public benevolent institute' we have not been able to complete your application in full by disclosing our financial and asset position. Please however find attached a copy of our Annual Report to help give an overview of our financial position.

Thank you again for your Councils support and I hope that our application is still acceptable. Please contact me should the Council require any further information.

Kind regards,

Zeke Huish
Fundraising Manager

Proudly sponsored by



Operated by NORTHERN REGION SLSA HELICOPTER RESCUE SERVICE Pty Ltd ABN 25 003 171 373



Community Donation Application Form

Type of Organisation/Contact Details

Name of Organisation:

Northern Region SLSA Helicopter Rescue Service Pty Ltd trading as the



Postal Address:

P.O. Box 822, LISMORE NSW 2480

Primary Purpose and Activities of Organisation:

We are a not-for-profit community based organisation that has been operating for 30 years in 2012. We provide a 'free' aero medical rescue service to the community 24 hours a day, 7 days a week whenever life or property are threatened. We have now flown over 6700 missions and as a registered charity, the rescue helicopter service relies on the generous support of the community and corporate sector to help fundraise over 60% of its annual \$6.5m operating budget. The Northern Region (WLSRH) Service is the only organisation contracted by the NSW Department of Health to provide aero medical retrieval and helicopter rescue services in the northern region of the state. Our flight area runs from the Queensland Border south to Nambucca Heads/Macksville and west to Tenterfield, Glen Innes & Dorrigo (40,000 square kilometres) taking in a population of 400,000 people.

Number of Members: N/A

Names of Primary Office Bearers:

Mr. Kris Beavis, General Manager

Contact Person for this application:

Mr. Zeke Huish, Fundraising Manager

Phone: 6627 4444

Mobile: 0431 266 291

Fax: 6621 4288

Email: zeke@helirescue.com.au

Is the Group/Organisation GST Registered? Yes **ABN No.:** 25 003 171 373

Is the Group/Organisation Not-for-Profit? Yes

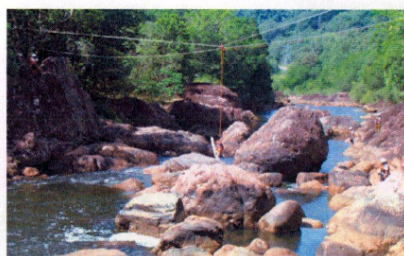


BRIEF SUMMARY OF APPLICATION

Brief description of project or activity?

As an organisation that needs to respond to emergencies during floods throughout our region, we are seeking the Council's support to help fund some vital training for our rescue crewman. In particular, we would like to send some of our crew to Cairns to undertake 'swiftwater' training.

The Swiftwater Rescue Operator Course (SRO) has been developed in line with Australian and International swiftwater rescue standards. This Operator level course incorporates the Internationally renowned Rescue 3 International Swiftwater Rescue Technician Level 1 course and the latest nationally endorsed Units of Competency. (for more information visit <http://www.rescuetraininggroup.com.au/swiftwater.htm>)



By completing this course, members of our team will become certified to enter flood waters and improve the capability of our Service.

Estimated Total Cost of Project (excl GST) The total costs for us to send 2 crew members will be approx. \$10,000.

Please provide details of how you arrived at the estimated total cost of works. Typically two quotes will be provided as part of this application although depending on the nature of the project or activity an alternate explanation of your estimate will be accepted.

Quotation 1:

Quotation 2:

Other: *This is the cost of the training course and estimated travel costs.*

BENEFITS OF PROJECT

Please describe why you believe community funds should be applied to your project. Information should include the people / sections of the community that will benefit from the project or activity. *At Westpac Life Saver Rescue Helicopter, safety for our pilots, aircrew, medical teams and their patients is paramount. The further training of our rescue crewman through this swiftwater training course will help ensure that we maintain the highest quality helirescue service possible to not only the residents of the Tweed Shire but all residents and visitors within our flight region.*



FINANCES

Briefly describe why you need financial assistance from Council ie: what financial resources are available to you and why they are not sufficient to pay for this project.

As a not-for-profit registered charity, we rely on the support of the community and corporate sector to help fundraise over 60% of our annual \$6.5m operating budget. As a Service, we fundraise through various mediums and projects such as this training require us to seek support through the Councils Community Donation scheme.

FINANCIAL INFORMATION - COMMUNITY DONATION ASSESSMENT

Please refer to the attached letter outlining why we are unable to complete this section in full.

Finances (only organisations are required to completion this section)

- 1. What funds do you have in the bank/invested? N/A
- 2. Details of any property/s owned either in whole or part? N/A
- 3. Details of any other assets owned with an estimated value over \$2,000? N/A
- 4. What income did you receive last financial year? N/A
- 5. What expenses did you incur last financial year? N/A
- 7. What income do you expect to receive this financial year? N/A
- 8. What expenses do you expect to incur this financial year? N/A
- 9. If you make a surplus on operations what will happen to the surplus funds? N/A

Project Finances

- 1. What is the estimated cost to run the event or complete the project? **\$10,000.00**
- 2. Details of proposed funding sources:
Council Donation: \$1,000
Own Funds: nil
Other Funds sourced from: \$8000.00 (*from other applications to local Council's within our region*)
- 3. Briefly describe the expenses you expect to incur? *Invoice from supplier of training course as well as travel and accommodation costs.*
- 4. If income exceeds expense what will happen to the excess Funds? *We will apply for your support in allowing us to redirect these excess funds towards the ongoing operation of our Service.*

Name (Print): _____

Position: _____

Signature: _____



Date: _____

Name (*Print*): _____

Position: _____

Signature: _____

Date: _____

