

## 10.6 Policy (Review) - Assistance with Council Fees for Community Groups.DOC

**From:** Graham Steel [<mailto:gbsteel@bigpond.net.au>]  
**Sent:** Monday, 22 October 2018 5:44 PM  
**To:** 'Caroline.Klose@ballina.nsw.gov.au'  
**Cc:** John Leon ([tzana@optusnet.com.au](mailto:tzana@optusnet.com.au)); 'Jamie Coote'; 'ballinaseahorses@gmail.com'  
**Subject:** Donations-Assistance with Council Fees for Community Groups (Review)

Dear Caroline,

I refer to our conversation this afternoon regarding the above Council Policy currently on exhibition. The current Policy, adopted 25.9.2014, has a reimbursement cap of \$2,000 per event/project.

As an example of how the current Policy affects a Community Group, I submit the following; Ballina Rugby Club recently submitted a DA (2018/153) for modest alterations and additions to their clubhouse at Quays Reserve, West Ballina.

The fees paid on a construction estimate of \$51,300 amounted to \$2804.49, including \$179 Long Service Levy. A copy of the quotation is attached.

The proposed works are predominantly to construct compliant facilities for those members of the public with a disability. They are in a Council owned building on a Council Reserve, and the works are to be carried out at no cost to Council.

Having regard to the foregoing, it would not seem unreasonable that Council at least carry the expense of gaining approval for such a project.

As the current review will determine Policy for a further four years, I submit that it include a provision to increase the cap from \$2,000 to at least \$4,000, or to remove the cap altogether. In accordance with Strategy point (2), Council will still be able to determine each application for reimbursement on its merit.

Regards  
Graham Steel  
0429862966



Quotation

Ballina Shire Council  
 PO Box 450  
 Ballina NSW 2478

p. (02) 6686 4444  
 f. (02) 6686 7035

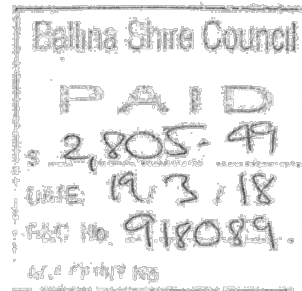
Quote No. : 12,738  
 Quote Date : 2/03/2018  
 Expiry Date : 30 June 2018  
 Officer : Gabrielle Hepworth

18960  
 NAR# 6131

Description Graham Steel, Quays Reserve - 96/98 Kalinga Street, West Ballina  
 Alts and Adds, \$51 300

DA 2018 / 153

Fee Code	Fee Description	GST	Amt Inc. GST
100	Development Application Fee - Planning		\$326.00
33	Plumbing & Drainage Inspection Fee		\$590.00
35	Building Inspection Fee - Commercial/Industrial	\$81.82	\$900.00
411	Compliance Levy - Plan		\$51.30
55	Construction Certificate - Commercial/Industrial	\$40.91	\$450.00
71	Wastewater Plan Admin Fee (Sewer/Septic)		\$65.00
73	Section 68 Plumb Application Fee (Sewer)		\$175.00
ITSFEE	Information and Technology Services Fee		\$55.91
L&L	Long Service Levy # 2960		\$179.00
PLANFIRST	Planning Reform Levy		\$33.28



Please ensure a copy of this quote is enclosed when lodging your Development Application. All DAs lodged should be accompanied by an estimated cost of work schedule in accordance with Council's Fact Sheet "Estimating Cost of Work for Development and Construction".

Quoted figures subject to change  
 Civil Inspection Fees may apply

Quote Total \$122.73 \$2,805.49

POLICY NAME: DONATIONS – ASSISTANCE WITH COUNCIL FEES FOR COMMUNITY GROUPS

POLICY REF: D04

MEETING ADOPTED: 25 September 2014  
Resolution No 250914/13

POLICY HISTORY: 230910/21; 240205/036



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**OBJECTIVE**

To provide **clear-policy** guidelines to assist community groups in the payment of Council fees.

**POLICY**

Council recognises that capital works or fund raising events undertaken by community groups regularly provide significant community benefits.

To assist community groups in the delivery of capital projects and fund raising events Council will reimburse or waive certain fees. The following guidelines are to be applied in the delivery of those reimbursements and waivers.

***Guidelines for Selection***

1. The recipient organisation must be not for profit and provide a community service within the Ballina **Shire** local government area
2. Consideration must be given to the frequency of the event and / or the nature of the capital project. Regular (i.e. more than once per annum) events or projects will not be eligible for reimbursement
3. The nature of the fee to be reimbursed/waived will relate to either the delivery of a capital project for the community group, or alternatively where that community group is undertaking a major fund raising event

4. Fee reimbursements/waivers for capital works must be provided on Council owned or controlled land.
5. The event or works shall occur on public land.

**Strategies**

1. Council shall allocate in the annual Operational Plan, an amount for the purpose of providing financial assistance to community groups through the reimbursement or waiver of Council fees.
2. The Council will determine any application for fee reimbursement / waiver.
3. As a guide fees to be reimbursed will normally relate to development applications (excluding developer contributions and fees paid to external parties such as advertising and long service levies), waste charges, entrance fees, provision of Council products and hire charges
4. The maximum amount reimbursed is to be capped at \$2,000 per event/project.
5. Where fees are reimbursed/waived the expense will be allocated against the fee reimbursement account in Council's records to ensure a register of all reimbursements is maintained

**BACKGROUND**

Community groups often have limited financial resources. When these groups are undertaking capital works or major fund raising events there is often limited funding available to pay Council fees.

In recognition of these limited resources Council has developed this policy to assist community groups in the delivery of capital works and major fund raising events.

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 to assist Council when considering donations of Council fees for Community Groups.

**DEFINITIONS**

**Council**        Ballina Shire Council

**Policy**         Donations – Assistance with Council Fees for Community Groups

**SCOPE OF POLICY**

This policy applies to:

- Community Groups operating in the Ballina Shire.

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### **RELATED DOCUMENTATION**

This policy has been prepared with reference to the following publications:

- Local Government Act 1993
- Council's **Delivery Program** and Operational Plan

### **REVIEW**

This policy is to be reviewed at least every four years.