

10.2 Donations - Council Fees.DOC

**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.

### **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.

### **RELATED DOCUMENTATION**

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

- Local Government Act 1993
- Council's Operational Plan

### **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.

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### ***Guidelines for Selection***

1. The recipient organisation must be not for profit and provide a community service within the Ballina 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

### **REVIEW**

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



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The General Manager  
Ballina Shire Council  
40 Cherry Street  
Ballina  
NSW 2478

15 April 2016

Dear Sir,

### **Grant Application**

I am writing to you to request a grant for reimbursement of council fees.

#### **Background**

Kawaihae Outrigger Canoe Club Inc. is a local not for profit community sports club which has been operating since 2004. We provide a range of water experiences including flat water canoeing in the rivers and estuary and ocean coastline paddling. The Club operates all year round and has training sessions every day of the week. We compete in local, national and international race events with surprising success and love adventure paddles.

Kawaihae also hosts community canoe training workshops and participates in charity events such as the Ballina Prawn Festival, The Mullum to Buns River Paddle, The Byron Bay Ocean Paddle and the Woodburn River Festival. Kawaihae also supports the local tourism industry by providing an exciting spectacle of precision paddling and canoe wave surfing in the mouth of the Richmond River.

The Club caters for members of all ages from juniors to senior citizens and promotes an active and healthy lifestyle.

#### **Canoe Storage Compound**

Kawaihae operates from a canoe storage compound on Ballina Council's Cawarra Park at North Creek. In December 2013 the Club received a NSW State Government Community Building Grant to assist enhance the capacity of the compound including the construction of a storage shed. Ballina Council provided the development consent for the works in October 2014 (DA 2014/411). These works have now been completed and the Council issued the Completion and Occupation Certificates in February 2016.

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The project has been a huge success and now with adequate storage capacity the Club is able to offer a higher level of facility to the community and grow its membership. Kawaihae has also been able to assist Ballina Surf Life Saving Club by enabling the storage of 14 surf skis, the ski trailer and accessories in the safety of the canoe compound and the storage shed.

The project has been funded entirely by State Government grant monies and Kawaihae's own savings. There has also been a substantial in kind contribution by Kawaihae Club members.

### Grant for Reimbursement of Council Fees

As part of the Development Consent for the project Kawaihae paid \$2,414.04 to Council made up as follows:

DA Fees	\$585.43
Section 96 Application Fee	\$125.50
Construction Certificate Application Fee	\$944.00
Development Contributions	<u>\$759.11</u>
<b>Total</b>	<b>\$2,414.04</b>

In view of our not for profit status and the very positive contribution Kawaihae makes to the local community we would be grateful if the Council could give favourable consideration to providing a grant of \$2,414.04 to reimburse fees paid in respect to the project.

Yours sincerely,



Lindy O'Brien

President