

Community Assistance Policy

Approved By: Council
Doc Controller: **Director Corporate and
Commercial Services**
File: 4/14/2

Document Code: **CP-CCS-CG-002**
Version: **5.0**
Approved Date: **26 Oct 2021**
Next Review Date: **26 Oct 2024**

1 PURPOSE

The purpose of this policy is to ensure that financial subsidies for the use of Council facilities, are provided on an equitable basis to clubs and community organisations.

2 OBJECTIVE

The objective of this policy is to ensure that the provision of assistance is undertaken on a consistent, fair and equitable basis.

3 SCOPE

This policy is limited to clubs and community organisation who have a significant reach in Burnie, or a Not-for-Profit organisation providing a service or public benefit to the Burnie community.

This policy does not cover Federal or State Government authorities delivering community services, unless specified.

4 POLICY

4.1 Community Discounts on Venue Hire

- 4.1.1. Council shall provide a discount totalling 60% of the standard functions and performing arts venue hire fee for both the Burnie Arts and Function Centre and The Point.
- 4.1.2. Council may also provide a discount on equipment hire at the discretion of the Executive Manager Burnie Arts and Functions Centre or the Director Corporate and Commercial Services.
- 4.1.3. Any additional costs will not be discounted.
- 4.1.4. The following organisations are eligible for the discount:
 - Clubs and community organisations either located in Burnie or which have substantial membership of Burnie residents, and which offer benefits to the people of Burnie. Financial Assistance may be made to Regional or District organisations for distribution to sub or local branches where this situation applies; or
 - Not-for-profit community organisations providing a public benefit to the Burnie community; or
 - Educational institutions where the event primarily involves students from the Burnie region, and which are endorsed by either the Department of Education, or the Principal of an independent school.



COUNCIL POLICY

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- 4.1.5. All discounts on venue hire shall be recorded and accounted for through the annual Community Grants budget allocations.

4.10 Reporting

- 4.10.1 The *Local Government Act 1993* requires that the details of any grant made or benefit provided are to be included in the Annual Report of the Council.

5 LEGISLATION

Local Government Act 1993

6 RELATED DOCUMENTS

Community Discount Request Form for Venue Hire – FO-CED-BAFC-002

Policy Endorsement	
Responsibility:	It is the responsibility of the Director Corporate and Commercial Services to administer and review this policy. It is the responsibility of the Corporate Governance Unit to maintain this policy in the Corporate Document Framework.
Minute Reference:	Item AO189-21
Council Meeting Date:	26 October 2021
Strategic Plan Reference:	Future Direction 1 – Making Burnie 203 1.2 A community that celebrates and participates in its arts, culture and heritage.
Previous Policies Replaced:	This policy replaces the previous Community Assistance Policy v4.0 and v4.1 approved by Council on 20 March 2018 (AO073-18). Note –new Community Grants Policy CP-CCS-CG-053 v1.0 (AO189-21 on 26 Oct 2021) replaces parts of the previous Community Assistance Policy CP-CCS-CG-002- v4.0
Date of Commencement:	27 October 2021
Publication of policy:	Members of the public may inspect this policy at the City Offices, or access it on Council's website (www.burnie.net)