	Function: CORPORATE AND COMMUNITY SERVICES (FINANCIAL MANAGEMENT)	Adopted: 7 th August 2013 Resolution No.: C156:13
	Policy Number: FIN004	Last Review: 2 nd March 2022 Resolution No.: C50:0322
	Version: 3	Next Review: As Required
COMMUNITY SUPPORT POLICY		

Policy Statement

1. Introduction

- 1.1. The Community Support Policy (Policy) represents Copper Coast Councils (Council) commitment to support and encourage individuals, community groups and organisations with development and opportunities that will enhance the wellbeing and benefit the community.
- 1.2. Council will allocate a budgeted portion of rates revenue to provide back into the community through community grants, awards, subsidies, sponsorship and donations in a consistent and equitable basis ensuring transparency and procedural fairness to individuals, community groups and organisations.

2. Scope

- 2.1. This Policy outlines Councils commitment to implementing a fair distribution of support across the Council locality, supporting individuals, community groups, and organisations to create a healthy, happy and connected community.
- 2.2. This Policy provides the framework that an individual, community group or organisation can apply for direct and indirect Council support and the allocation of budgeted funds in an effective and equitable manner, where each request will be assessed on its individual merit.

3. Applicable Legislation

- 3.1. The following legalisation applies to this Policy:
 - Local Government Act 1999
 - Local Government (Financial Management) Regulations 2011.
- 3.2. This Policy is not a mandatory requirement but essential for good governance.

4. Integration with Corporate Objectives

- 4.1. This Policy supports Council's Strategic Plan 2019 - 2029
 - 4.1.1. Social Objective – Wellbeing
Goal 1 - To enhance the quality of life of our community by encouraging health, wellbeing and safety.
 - 4.1.2. Cultural Objective – Opportunity
Goal 4 – To promote community identity by supporting rich lifestyle experiences including arts, heritage, culture and leisure activities.

5. Related Council Policies and Documents

- 5.1. This Policy is also designed to operate in conjunction with other policies, including:
 - Fraud and Corruption, Misconduct and Maladministration Policy

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6. Definitions

For the purposes of this Policy, the following definitions apply:

6.1. **Council** means the Copper Coast Council and any delegate of the Council.

7. Application

7.1. Introduction

This Policy provides transparent and equitable practices to key stakeholders for which Council support will be funded through the following channels:

- Community Grants Program
- Community Grants Funds
- Mayor's Community Foundation
- Non Cash and Other Support.

7.2. Community Grants Program (Annual)

The Community Grants Program enables individuals and community groups to apply for funding up to \$5,000 to progress and improve their local area through planned assistance and equitable distribution of Council funding.

In exceptional circumstances, applications will be considered up to a maximum \$10,000.

Council will make an allocation to the Community Grants Program during the annual budget adoption process each year; at a level which will depend on any budgetary restraints.

Council will advertise and promote the Community Grants Program each year on the Council website, Facebook and advertisement in the local paper, with a closing date for application to be received.

7.3. Definitions for Community Grants Program

7.3.1. **Capital Works** means expenditure on physical assets with grant funds being a proportion of total cost. To maximise the development of community facilities and services where the group owns their own land or has a land only lease with Council and receives no other non-cash support from Council such as land for cropping or agistment. Funding of up to \$10,000 will be considered, under matching funding ratio of 2:1 (\$2 from group for every \$1 from Council).

7.3.2. **Community Capacity Building** means projects that provide for social and recreational needs in the community.

7.3.3. **Minor Capital Works** means expenditure on physical assets with grant funds being a proportion of total cost, maximising the access and usage of community facilities and services. Funding of up to \$5,000 will be considered, under matching funding ratio of 1:1 (\$1 from group for every \$1 from Council).

7.3.4. **Minor Operational Assistance** means expenditure on Council applied Fees or Charges for Environmental, Development or Waste Disposal.

Categories

Applications are encouraged from local arts and cultural organisations, community development and environmental organisations, service clubs, youth and recreational clubs, volunteer networks and self-help groups.

Any non-profit group planning to provide a community service or to run a project for local benefit and in need of assistance could be eligible for Community Grants funding.

Application will be considered, if it meets at least one (1) of the following:

- a) Minor Capital Works - to promote and improve community harmony by supporting initiatives that address the diversity of social, cultural and recreational needs in the community and maximise the access and usage of community facilities and services (e.g. resealing tennis courts, furniture etc).
- b) Major Capital Works - to assist with large capital projects for community facilities where the community group is solely responsible for the facilities upkeep and maintenance and where a major redevelop is required to ensure the groups sustainability in the long term. (e.g. redevelopment of facility etc.)
- c) Community Capacity Building - to stimulate the communities of the Copper Coast through the provision of seeding grants to assist in the piloting or establishment of projects and services to meet community needs and increase opportunities for participation in the community (e.g. Christmas festival, conference sponsorship etc).
- d) Youth Category - allocated to individuals aged up to 25 years; or groups dealing with individuals predominately up to 25 years of age; to encourage young people to participate in the community and encourage young people to continue to live and work in the Copper Coast and support young people to participate in activities that encourages them to be more active and/or live healthier. This category is also to encourage support of School Associations that are working to improve the learning environment, social wellbeing or safety of the students. This should be above the normal level of support provided by existing funding sources such as fees or State or Federal funding.
- e) Minor Operational Assistance - To assist community organisations with the ongoing cost of environmental or legislative costs to a maximum of \$500 per annum (e.g. waste disposal, waiving of planning fees, food health inspections, permit fees).

Funding is not available for the remission of Council rates, retrospective payments or deficit operational funding.

Level of Funding Available (Per Application)

Council will determine annually the amount of funding (if any) to be allocated to each category. Grants of up to \$1,000 will not require matching funds, whereas grants between \$1,001 and \$5000, will require a dollar for dollar contribution in most circumstances and grants over \$5,000 will require two dollars for every dollar.

Application Process

Applications are limited to one (1) per organisation each financial year. Organisations with multiple sub groups may be ineligible for more than one (1) grant allocation, but each circumstance will be determined on a case by case basis and depend on the project applied for and other applications in the grant round.

The projects funded by Council will contribute to the achievement of Council's Strategic Plan and objectives, to create, manage and protect a quality lifestyle and environment for people of the Copper Coast.

Projects are encouraged to have a cash or volunteer component. In-kind support will be recognised at a rate of \$30 per volunteer hour.

Applications must be completed on the Application Form available on Councils website, and submitted with any supporting information to provide clear details on the purpose for funding, objectives to be achieved and practical steps to be undertaken to ensure outcomes are achieved within suitable timeframes.

Organisations must provide a copy of their constitution, current financial statement, and where appropriate, certificate of relevant insurances.

Applicant organisations, required to be registered for GST, must be so registered, and provide their ABN to Council. Council shall increase the amount of a grant provided to a GST registered organisation by the amount of its input tax credit entitlement to compensate for the GST payable on grants.

Applicant organisations without an ABN must complete the enclosed "Statement by a Supplier".

Assessment of Applications

A working party nominated by the Council will have the responsibility for recommending the allocation of funding to the general meeting of Council. The working party can, at its absolute discretion, recommend to Council an application that is outside of the general guidelines of this policy, but has a broad community and economic benefit for the Copper Coast area.

Applications received after the advertised deadline will not be considered.

All applicants will be given equal opportunity to gain Council funding provided they satisfy the selection criteria and guidelines.

Sporting and active recreation clubs who are registered in the STARCLUB program and actively working to achieve Level 4 status will be given preference for funding in the event that available funding not be sufficient for all applications. Further information can be found at <https://www.starclub.sa.gov.au/>.

Notification and Acceptance

Applicants will be notified of the outcome of the funding rounds by mail and upon approval of the payment of a grant, Council will require organisations to provide a tax invoice for GST legislative purposes.

All projects must be completed within the twelve (12) month period from the date of notification of funding success.

Council must be acknowledged as the sponsor of the funded project, service or activity in any promotional or advertising material or publications referring to the project. Where Council's logo is used, appropriate authorisation will be provided.

The successful applicant will be required to produce receipts and photographic evidence at the completion of the project.

In the event, that Council's budget allocation not be fully expended; Council may call for a second round of funding or recommend that the unspent funds be reallocated into improving a current capital project.

7.4. Community Grants Fund

Council receives many adhoc as well as repetitive annual requests for financial assistance from individuals, community groups and organisations. The Community Grants Fund and associated budget allocates funding to these requests each year.

Council will allocate an annual budget to be dispensed in accordance with this Policy by staff and at the discretion of the Council for areas such as ongoing support of groups and programs support for schools and annual community events.

For example:

- Christmas Parades
- End of year prizes
- Paying for water and other utilities for clubs where facilities are available to the general public
- Scholarships; and
- Major events.

The funding allocated in the table below can be administered (allowing for annual indexation from time of the adoption of the Policy) by the Chief Executive Officer.

Sport Clubs that manage football ovals without access to reuse water.	Up to 50% of SA Water Account. (Annual cost approximately \$20,000)
Financial Support to individuals to assist with representation at a state or national level sporting event or interstate or international youth leadership or development program.	Maximum of \$250 (25% of travel costs), whichever is the lessor for interstate or international travel per individual. (i.e. not multiple payments over multiple years, only once per person)
Country Women's Association of South Australia (Kadina Branch)	\$2,600 annually (As committed to in a Deed and Licence on the 20 th December 1996 with no expiry date)
Country Women's Association of South Australia (Moonta Branch)	Free use of the Moonta Town Hall supper room, kitchen, toilet and disabled facilities and furniture for one (1) whole day per month and other mutually agreeable times. (3 rd February 1998 Deed with no expiry date)
Wallaroo Senior Citizens	Free use of the room next to supper room at Wallaroo Town Hall for storage (as committed through a building exchange)
Copper Coast Dragon Boat Club - one (1) annual boat ramp fee	\$90 or one (1) annual boat ramp sticker as per Fees and Charges Register
Sea Rescue – ten (10) annual boat ramp fees	\$900 or max ten (10) annual boat ramp stickers at annual Fees and Charges Register
Christmas Lights Competitions	
• Moonta Progress Association	\$175
• Wallaroo Community Dev. Assoc.	\$175
• Christmas in Kadina	\$160 plus waiving of \$500 Banner Pole Fee
School - End of year prizes	\$700 per annum (i.e. \$100 primary prize)
Cadets - End of year prizes	\$300 per annum (i.e. \$100 per force)
Christmas parades	\$500 per town
Father Christmas sweets	\$100 per town
Kernewek Lowender Art Collection	\$1,000 per annum for insurance (approx.)
Care in Motion (Previously YP Community Transport)	Funding of three (3) vehicles (two cars and a mini bus, including tyres, maintenance, rego, insurance and servicing) and \$31,200 approximately annually.
Bedford Day Option Centre (Wallaroo)	\$5,000 per annum towards water supply
VACSWIM & School Swimming - Use of swimming enclosures at Moonta Bay and Wallaroo for swimming programs.	Permit and usage fees waived for exclusive usage.

Any one off extraordinary funding request allocated outside of those outlined in this Policy would be through written correspondence to a Council meeting.

7.5. Mayors Community Foundation

Council does not currently allocate income to the Mayors Community Foundation fund. The fund operates on community contributions and through fund raising.

The Mayor has the discretion to disperse funds up to a maximum of \$2,500. Allocations over this amount will be made at a Council meeting.

A report of the foundation activities will be provided in Council's Annual Report.

7.6. Non Cash and Other Support

a) Loans

From time to time Council will assist a non-profit community organisation with a loan for capital improvements. These loans will be paid back in full (Principal and Interest), will be based on a sound business plan and will be at the discretion of the Council.

b) Land for Cropping and Agistment

Land provided to groups for cropping and agistment will be allocated on a lease basis with those groups that have historically had access to the land having the first opportunity to continue cropping the land. Any land that becomes available will be either commercially leased or advertised by Expression of Interest from community groups.

Assess No	Property	Size Hectares	Current Lease
A48626	Part Section 1931, Hd Wallaroo	11.71	Moonta Football Club
A49682	Sec 1937 Blanche Tce, Moonta	1.85	Commercial Lease
A64163	Sec 1802 Alford Road, Wallaroo	19.55	Kadina Apex Club
A21173	3-7 Fourth Street, Paskeville	0.3	Paskeville Progress Assoc
A21187	9-15 Fourth Street, Paskeville	0.56	Paskeville Progress Assoc
A21191	Lots 111-115&123-127 Middle Tce Paskeville	1.01	Paskeville Progress Assoc
A21222	Lots 128-132 North Tce Paskeville	0.56	Paskeville Progress Assoc
A21236	Lots 133-135 North Tce Paskeville	0.3	Paskeville Progress Assoc
A84743	Lots 43-78 Fourth St, Thrington	3.64	Paskeville Progress Assoc
A21466	Lots 1-15 Railway Tce, Thrington	4.3	Paskeville Progress Assoc
A21484	Lots 21-25 Fourth St, Cunliffe	0.51	Paskeville Progress Assoc
A21470	Lots 16-20 Railway Tce, Thrington	0.51	Paskeville Progress Assoc
A84743	Lot 43 Fourth St, Thrington inc unnamed rds	7.2	Paskeville Progress Assoc
A21501	Lots 41-42 & 79-80 Fourth St, Thrington	0.4	Paskeville Progress Assoc
A20824	Sec 538 Railway Tce North, Paskeville	1.13	Paskeville Progress Assoc
A20955	Sec 540 Railway Tce North Paskeville	9.41	Paskeville Progress Assoc
A20496	Sec 506 Railway Tce South, Paskeville	2.0	Paskeville Progress Assoc
A24430	Sec 724 Kadina/Paskeville Rd, Thrington	5.26	Paskeville Progress Assoc
A24426	Sec 723 West Tce, Thrington	8.95	Paskeville Progress Assoc
Road	Fourth Street	0.77	Paskeville Progress Assoc
Road	West Terrace	0.62	Paskeville Progress Assoc
Road	North Terrace	1.22	Paskeville Progress Assoc
Part road	First Street	0.2	Paskeville Progress Assoc
Part road	Second Street	0.3	Paskeville Progress Assoc
Part road	Third Street	0.2	Paskeville Progress Assoc
A2022	Sec 1713 Port Broughton Rd, Kadina	17.7	Kadina Apex Club
A130930	Lot 12 Drain Rd, Kadina (behind school)	29.6	Kadina Apex Club
A132100	203 Racecourse Rd, Kadina	35	Kadina Pony Club
A66284	Lot 51 Cornish Tce, Wallaroo	29.74	Not leased
A25383	Lots 1-14 & 16-48 1660 Sandercock Rd, Kadina	Approx 80	Commercial Lease (Exp. 27/02/2023)
A24359	Pt Sec 692 Bute Road, Kadina	3.22	Commercial Lease (Exp. 31/05/2022)
A1971	Pt Sec 1874, Pt Lot 18 Doswell Tce, Kadina		Kadina Memorial School/ Kadina Apex Club Inc/ CC Horse Training Society

c) Property Leases and Licences

Leases and licences issued for Not For Profit Community Organisations are to be charged a minimum fee of \$52.00 per year.

Council land leased or licensed are not exempt from rates under the Local Government Act, however, Council will rebate or apply a remission for general Council rates, service charges and NRM levies for these organisations for the term of their lease or licence, unless this Policy is amended by Council.

There will be no charge for emergency services levy. Properties will receive the standard entitlement of kerbside waste collection; however, depending on the level of usage charges may apply for electricity, water and/or maintenance, the level being influenced by other users, asset ownership and as negotiated with the Lessee on a case by case basis.

d) Vegetation Management

Council will engage staff to carry out vegetation management including some weed control, mowing and slashing on a regular basis for some not for profit groups and in some cases for a one off specific event.

This is currently provided to football ovals (Kadina, Moonta, Wallaroo and Paskerville) and the Kadina hockey and softball field.

These arrangements are captured in lease agreements and generally only apply to groups where the facility is opened to the public for general recreation when not being used by the specific club.

e) Waste Disposal from Public Land

Individuals, community groups and organisations can volunteer with the care and maintenance of public land and open space areas. Council will assist voluntary community minded persons who collect litter from public land and other open space areas by providing free disposal at the Resource Recovery Centre, 14 Recycle Way, Wallaroo.

Groups currently working with Council in this area include:

- Moonta Progress Association
- North Beach Progress Association
- Friends of Port Hughes
- Clean Up Australia registered individuals and groups
- Wallaroo Scout Group
- Lions Clubs

This can be extended to other proactive individuals who clean up litter from public places, by prior arrangement through Council's Kadina Office.

f) Events

Council supports community events through the allocation of an amount in the budget process for the provision of associated staff wages, administration support and events costs for approved community events. For example:

- Direct sponsorship of premium community events. e.g. Kernewek Lowender (\$43,250 annually) and Copper Coast New Year's Eve (\$6,000).
- Assistance with community events. e.g. Kadina markets each month
- Traffic management for events. e.g. 'Hell of the North'
- Waiving of fees and charges

Council's principal role assists with the issuing of event permits, providing advice and support of community instigated and managed events.

On occasions, Council staff will assist a State body to operate an event within the Copper Coast community and in these cases the support is generally greater in the first years of the event and if successful they progress to a self-sustainable status with limited Council support.

g) Road Closures

Council will assist with traffic management for community events and the staff expense will be borne by Council from an allocation in the Events budget line. For example: Kernewek Lowender, Christmas Street Parades, ANZAC Day, Sporting Events.

h) Photocopying - Not for Profit Community Groups

Council has provided a photocopier and toner at the Moonta Office for use by community groups during set periods of the week.

i) Work Experience Students

Council supports and encourage place of work experience students in the various areas of Council.

j) Rate Rebates and Remissions

Council land leases and licences is not exempt from rates, however Council generally rebates these rates and charges on properties leased or licenced to community organisations.

Council provides the mandatory 75% rebate of annual general rates to a variety of community organisations in accordance with the Local Government Act (Act). Organisations can apply to the Council to increase the rebate to 100%, however this requires the Organisation to complete a Rate Rebate Application Form detailing their ability to meet the requirements under the Act for Council to consider each year.

k) Hangar Lease Income

This Policy as amended in Council Resolution, C260:0921 allows for the Copper Coast Flying Group to invoice the Council for the amount of income raised from the lease of Hangars of the prior year to assist in the purchase of maintenance items for the maintenance of the airstrip and surrounding hangars. This income is only raised for lease holders that are unable to fulfil their volunteering commitments.

l) Business Planning and Development Assistance

Council currently funds external bodies to deliver these services to the community through Regional Development Australia Yorke and Mid North, Yorke Peninsula Tourism and the Starclub Officer.

m) Miscellaneous

- Erection and removal of Christmas street decorations
- Removal and disposal of Christmas street trees
- RSL wreath stands; Anzac Day and Remembrance Day
- Administration of two Council units in Errington Street Wallaroo constructed to accommodate visiting doctors.

8. Complaints

8.1. Complaints under this Policy must be in writing to the Chief Executive Officer and lodged in accordance with Council's Complaints Policy.

9. Council Delegation

9.1. Pursuant to section 44 of the Local Government Act 1999, Council delegates to the Chief Executive Officer authority to administer Council's policies.

10. Adoption and Review

10.1. This Policy shall be reviewed after a local election, or more frequently, if legislation or Council requires by the Corporate and Community Services Department and a report shall provide to Council for consideration and adoption.

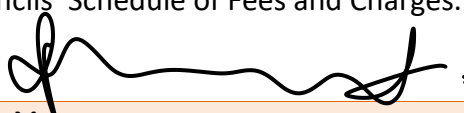
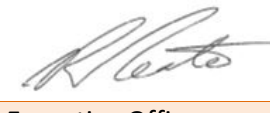
11. Records Management

11.1. Official records will be managed in accordance with Councils Records Management Policy pursuant to section 125 of the Local Government Act 1999.

12. Availability of Policy

12.1. Policies will be available for inspection without charge at Council's Principal Office and on Council's website www.coppercoast.sa.gov.au.

12.2. A copy of this Policy may be obtained on payment of a fee in accordance with Councils' Schedule of Fees and Charges.

Signed		
Date		

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