



F16/1

POLICY REGISTER

Subject: Financial Assistance (including Donations and Memberships)

	<i>Current</i>	<i>Previous</i>	<i>Prior</i>	<i>Prior</i>	<i>Prior</i>
<i>Minute No:</i>	315	72	189	919	792
<i>Meeting Date:</i>	14/11/2005	11/10/2004	08/03/2004	14/08/2000	11/12/1995
<i>Review Date:</i>	11/10/2006				

Introduction:

Muswellbrook Shire Council recognises a need to assist non profit community groups, organisations, sporting groups and individuals (in accordance with Item 4) who are interested in and working towards the enhancement and well-being of the residents of the Shire.

Council has limited funds available to assist in this area. Annual allocations may vary in accordance with consideration of the draft budget.

POLICY

That:

1. Council approves financial assistance and membership of organisations by specific allocation in the annual budget within the Management Plan.
2. All requests for financial assistance which have been approved by Council in adopting its annual Management Plan are paid without further reference to Council.
3. Applications for financial assistance not listed in the annual Management Plan are referred to the appropriate Council Committee to assess the applications and make a recommendation to Council.
4. Generally Council does not provide financial assistance to any individual for recreational and/or cultural pursuits. Any application received and considered worthy of support will be assessed in accordance with section 356 (2) and (3) of the Local Government Act 1993.

An exception to this clause is the support of the Youth Awards in conjunction with Australia Day celebrations.

Muswellbrook Shire Council

5. Programs or events will not be funded retrospectively i.e. the application for financial assistance is received after the event.
6. For financial assistance requiring applications, only one application per community group, organization or sporting group will be considered per year.
7. For financial assistance requiring applications, a maximum allocation of \$1,000.00 per community group, organization or sporting group applies. Any request in excess of this amount will require a separate report to Council.
8. Council will advertise annually in November for applications for financial assistance in accordance with this policy and guidelines. Applications will be assessed by the appropriate Council committee using the eligibility criteria and recommendations made to Council. 75% of the budget expenditure allocation will be available for allocation through this process with the balance of 25% of the budget allocation reserved for casual applications as per item 3.

Items for Annual Allocation – Application required in accordance with clause 8

Financial assistance: Section 356

Community Rural Halls:

9. That Council makes an annual allocation for the maintenance of the following community rural halls as recommended by the Community Planning Committee in accordance with this policy.

Note the following hall committees are eligible to apply but not every hall may receive assistance every year:

Baerami Creek Hall
Wybong Hall
Martindale Hall
McCullys Gap Hall
Sandy Hollow Hall

Sporting:

10. That Council makes an annual allocation to sporting groups as recommended by the Recreation Board.

Payment to Staff Groups (Staff development program):

11. That Council makes an annual allocation for the Council staff development program including staff appreciation and development, the annual union picnic day and staff sporting teams.

Tourism promotion vote

Promotions:

12. That Council makes an annual allocation for contributions to events which generate economic benefits for the Shire. Note the Muswellbrook Race Club (Muswellbrook Cup), Muswellbrook Greyhound Cup, Upper Hunter (Muswellbrook) Show and the Rosemount Cycle Classic have received an annual allocation without application (refer Item 22). The Making Muswellbrook Shire Committee will make a recommendation on the events to be supported.

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Items for Annual Allocation – Application Not Required

Donations: Section 356

Rates:

13. That subject to the annual rate assessment being paid in full, Council provide financial assistance equivalent to 50% of the General and HCRMCA rates to the Muswellbrook Preschool Kindergarten under the provisions of Section 356 of the Act.
14. Subject to the rate assessment in respect of the community rural hall being paid in full during the current rating period, Council provide financial assistance to the relevant Hall Committee of an amount equivalent to 75% of the General Rate for that year.

Note: No payments will be made for retrospective years.

Arts & Cultural:

15. That Council makes an annual allocation to the Muswellbrook Shire Concert Band, Muswellbrook and Upper Hunter Eisteddfod and the Muswellbrook Amateur Theatrical Society.

Youth:

16. That Council makes an annual allocation to the Muswellbrook PCYC and the Upper Hunter Science and Engineering Challenge.

Aged:

17. That Council makes an annual allocation to the Muswellbrook Senior Citizens Association.

Schools:

18. That Council makes an annual allocation to all schools in the Shire and St Joseph's High School Aberdeen for presentation day activities.
19. That Council makes an annual allocation (currently \$350) to the Martindale Public School and the Sandy Hollow Public School as a contribution towards travel expenses for children attending intensive learn to swim campaigns at the Denman Swimming Pool.

Memberships:

20. That Council maintains annual membership of the following organisations:
 - Hunter Valley Research Foundation,
 - Keep Australia Beautiful Council,
 - Hunter Councils,
 - Association of Mining Related Councils,
 - Muswellbrook Chamber of Commerce and Industry,
 - Denman Chamber of Commerce.

Sporting

- 21. That Council makes an annual allocation for the following sporting groups:
 Muswellbrook Golf Club – Mayors Cup
 Denman Golf Club – The Presidents Trophy
 Veteran Golf Association – Veteran’s Week
 Veteran Tennis – Veteran’s Week

Contributions Tourism Promotions – Vote

- 22. That Council makes an annual allocation to the promotion of the following events due to the significant visitor attraction for these events:
 Muswellbrook Race Club Cup Carnival
 Muswellbrook Greyhound Club Cup Carnival
 Upper Hunter Show
 Muswellbrook Cycle Club Rosemount Classic

Groups outside the Shire

- 23. That Council makes an annual allocation for the following organisations due to the significant benefits provided in the Shire.
 Westpac Rescue Helicopter
 Upper Hunter Signing Choir
 Rural Doctors Bush Bursary
 Upper Hunter Rural Counselling
 Star Struck
- 24. Council not support requests for financial assistance from outside the Shire (other than those provided in clause 23) unless it can be demonstrated there is some value to a significant portion of the community of the Muswellbrook Shire. These requests will be referred to Council for consideration.

General

- 25. That details of all financial contributions made in accordance with this policy be listed in Council’s Annual Report.
- 26. Following Council consideration of applications, successful and non successful applicants will be advised. Payment is to be made to successful organizations upon commencement of activities/cost incursion.

Assessment Criteria

Applications are to be assessed, as a minimum on the following criteria:

- program or event quality;
- a community or cultural development assessment;
- the economic value to the Shire;
- the capacity for the organisation to support the activity;
- the event’s development potential.

PROCEDURES

A set of procedures has been prepared to assist in the application of this policy.



MUSWELLBROOK SHIRE COUNCIL

**APPLICATION FOR FINANCIAL ASSISTANCE
2005/2006**

INTRODUCTION

Muswellbrook Shire Council recognises a need to assist non-profit community groups, organisations and sporting groups who are interested in and working towards the enhancement and the well-being of the residents of the Shire. Council has limited funds available to assist in this area. Annual allocations may vary in accordance with consideration of the draft budget.

Council's policy F16/1 applies to applications for financial assistance. Copies of the policy, criteria and forms are available from www.muswellbrook.nsw.gov.au or Council's Office telephone 6549 3700.

APPLICATIONS CLOSE ON XX DECEMBER 2006

Before completing this application, the application criteria attached to this form should be read to ensure the application will receive consideration by Council. If you have any enquiries please phone on (02 6549 3700).

Name of Organisation:	
Address:	
Contact Person:	
Position:	
Phone No:	

Are you a non-profit organisation? Yes / No

Are you GST registered? Yes / No

Muswellbrook Shire Council