

General Policy

FINANCIAL ASSISTANCE FOR NOT FOR PROFIT ORGANISATIONS - FEES & CHARGES

- Intent** To establish a policy for the provision of financial assistance for Not for Profit organisations of specific fees & charges.
- Scope** This policy will allow Council to consider applications from Not for Profit organisations for financial assistance in the form of a full or part waiver of specific fees & charges.

PROVISIONS

BACKGROUND

This policy only applies to an organisation making an application for financial assistance for the fees & charges listed below, which must be a NOT FOR PROFIT organisation meeting the defined criteria.

DEFINITIONS

Not for Profit Organisation

Any local association, club, state or national organisation, who holds incorporated status under the Associations Incorporation Act 1981 or is a company limited by guarantee under the 2001 Corporations Act and does not operate for the profit or gain (either direct or indirect), of its individual members, either from ongoing operations or on its winding up.

Fees and Charges

Fees and Charges are costs that are listed in Council's adopted Fees and Charges Schedule.

Sporting Hire

Organised physical activity which is by nature competitive and governed by formal rules and operated under a team or club structure. E.g. soccer practice and games, martial arts training or competition etc.

Recreational Hire

Activities that are not based on formal competition and lack a formal set of rules, does not include organised team sporting activities.

ASSISTANCE

Council may at the request of a NOT FOR PROFIT organisation offer a concessional rate for access to its facilities and services:

1. Venue Hire – Community Spaces

Definitions:

- **Community Activity Space:** An indoor space (community hall) that supports a range of local programs, activities and groups to encourage active and engaged communities, support local community development and enrich the quality of life for surrounding residents.
- **Community Activity Space - Not for Profit Organisation – Social Benefit¹:** A social benefit for the purpose of hiring a Community Activity Space can be defined as an activity or program run by a Not-for-Profit organisation or community volunteer group for free or for a small fee that:

¹ Examples include but are not limited to Alcoholic Anonymous, Al Anon, Neighbourhood Watch, Progress & Residents Associations, wildlife based volunteer groups and Rotary/Lions/ Zonta clubs.

- Provide treatment and/ or promotes health and healing and/or involves education as a response to community needs.
 - Benefits our community, fosters community pride and improves the quality of life for the residents of the Cairns region.
 - Improve resident's awareness about public safety to create safer neighbourhoods.
 - Volunteer wildlife and environmental protection groups who fundraise and advocate in response to issues in the community.
 - Generates a low or negative financial return and would likely be discontinued – or would need to be provided by another not-for-profit or government provider – if the decision was made on a purely financial basis.
- **Community Activity Space – Peak usage times:** Means the times as defined in the CAS Best Practice Management Guideline, being Monday – Friday from 5:00pm and Saturday and Sunday 8.00am to 5.00pm.
- **Community Activity Space – Off Peak usage times:** Means the times as defined in the CAS Best Practice Management Guideline, being Monday – Friday between 8:00am and 5:00pm.
- a. Council Community Activity Spaces:
 - i. Not for Profit Organisation – Social Benefit provider - 100% subsidy Peak and Off Peak hours.
 - ii. Not for Profit Organisation – 100% subsidy Off Peak hours.
 - b. Recreational park hire Tier A – 75% subsidy
 - c. Recreational park hire Tier B – 100% subsidy
 - d. Recreational park hire Tier C – 100% subsidy
 - e. Recreational Barlow Park hire – 50% subsidy
 - f. Esplanade barbeques (exclusive use) – 75% subsidy
 - g. City Venues Hire Equipment (on site use only) – 50% subsidy
 - h. Sporting hire - Sporting Ground Location Subsidy
 - i. Petersen Road to Gordonvale – overall fee 10% discount
 - ii. South of Mulgrave River – overall fee 40% discount
 - i. Markets – designated Not for Profit stalls at Council managed markets – 100% subsidy

2. Venue Hire – Creative Life

Hire of the following venues – 50% subsidy:

- a. Cairns Performing Arts Centre (Sunday to Thursday, excludes Friday and Saturday)
- b. Munro Martin Parklands
- c. Tanks Arts Centre
- d. Botanic Gardens Visitor Centre
- e. The Court House

Hire of the following venues – 100% subsidy:

- a. Cairns Libraries meeting rooms
- b. Botanic Gardens Visitor Centre multi-purpose meeting room

3. Licenses and Approvals

Local law and health licence application and renewal fees – 100% subsidy

4. Bin Hire and Collection

Reasonable use for ad-hoc events – 100% subsidy

5. Waste Disposal

Waste disposal fee at all Transfer stations 100% subsidy. This does not include green waste or hazardous waste.

6. Planning, Development and Plumbing Applications

For planning, development and plumbing applications, the normal prescribed fee payable is wholly waived when evidence is provided that the Applicant is a Not for Profit as defined.

Note: This does not apply to applications for commercial uses, reconfigurations of a lot or any other application where such developments do not provide a significant community role or benefit, and which are not considered to be 'not-for-profit' developments.

Note: Not-for-profit or charitable organisations that own, lease, manage or operate premises with poker machines are not eligible for a rebate against the applicable application fees and charges. Except in instances where the fees relate to a Council leased facility maintained wholly for community purposes that does not operate poker machines onsite.

7. Infrastructure Charges

For infrastructure charges, the levied charge calculated in accordance with Council's Charges Resolution is wholly waived up to a maximum cap of \$500,000.00, when evidence is provided that the Applicant is a Not for Profit as defined.

Where the request for an infrastructure charges waiver exceeds associated with a Not for Profit \$500,000.00, the matter will be eligible for consideration by the full Council on a case by case basis.

Note: This does not apply to infrastructure charges levied for commercial uses, reconfigurations of a lot or any other application where such developments do not provide a significant community role or benefit, and which are not considered to be 'not-for-profit' developments.

Note: Not-for-profit or charitable organisations that own, lease, manage or operate premises with poker machines are not eligible for an infrastructure charges waiver. Except in instances where the fees relate to a Council leased facility maintained wholly for community purposes that does not operate poker machines onsite.

Note: If Council supports an application to waive infrastructure charges levied for a development approval, the waiver must be managed under an Infrastructure Agreement.

GENERAL

Unless otherwise determined by Council, NOT FOR PROFIT organisations will not be eligible if they sub-lease to organisations that do not comply with the NOT FOR PROFIT definitions, the sub lease activity is not aligned with the primary purpose of the organisation and the property, or the sublease is a commercial activity of a substantial size.

A request for assistance must be made in writing at the time an application is submitted and provide sufficient details and other particulars to enable Council to evaluate the request.

Any assistance provided does not constitute a credit and is non-transferable to subsequent or separate fees and charges or applications.

It is incumbent upon the organisation requesting assistance to notify Council of any changes in circumstances that may affect their eligibility under the provisions of this policy.

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This policy is to remain in force until otherwise determined by Council.

Director Responsible for Review:

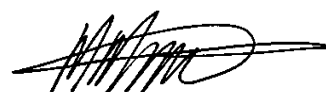
Chief Financial Officer

ORIGINALLY ADOPTED: 18/07/2018

CURRENT ADOPTION: 16/11/2022

DUE FOR REVISION: 16/11/2026

REVOKED/SUPERSEDED:



Mica Martin
Chief Executive Officer