

**Policy Title:** Elite Performance - Financial Assistance Policy

**Classification:** Community

<b>Date Adopted by Council</b>	
11 October 2017	
<b>Council Minute Number</b>	
2017/10/11.15	
<b>Effective Date</b>	<b>Review Date</b>
11 October 2017	30 September 2018
<b>Responsible Officer</b>	
Manager Community & Libraries	
<b>Responsible Department</b>	
Community & Environment	
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**INTERNAL USE ONLY**

**Policy Number: 2015/053      Version: 2**

**NOTE: This cover page is not to be included when submitting a report to a Council meeting**

## 1. BACKGROUND AND PRINCIPLES

- 1.1 Council provides financial support to a range of local groups and associations through the Community Assistance Grants. Council also recognises the need to provide financial support for individual elite athletes from those groups and associations residing and competing within the Whitsunday local government area.
- 1.2 Under the *Local Government Regulation 2012*, a local government may give financial support to “an individual” only —
  - (a) if the local government is satisfied—
    - (i) the monies will be used for a purpose that is in the public interest; and
    - (ii) the individual elite athlete meets the criteria stated in the local government’s Financial Support for Elite Athletes Policy; and
  - (b) in a way that is consistent with the local government’s financial support for elite athletes policy.
- 1.3 A local government must prepare and adopt a policy about local government grants to individual elite athlete (a financial support for elite athletes policy), which includes the criteria for an individual elite athlete to be eligible for financial support from the local government.
- 1.4 The local government must allow the public to inspect the financial support for elite athletes policy at the local government’s public office and on the local government’s website.
- 1.5 The local government’s annual report for a financial year must contain a summary of the local government’s expenditure for the financial year on financial support to individual elite athletes.
- 1.6 For avoidance of doubt, this policy clarifies requirements and processes imposed upon Councillors and local government employees (employees) by the *Local Government Act 2009*, and associated regulations. This Policy does not seek to circumvent or undermine requirements within this legislation; rather, the Policy seeks to provide clarification and guidance for the assistance of Councillors, employees and the community.

## 2. SCOPE

This policy applies to Councillors, employees and contractors of the Whitsunday Regional Council if Whitsunday Regional Council gives, or proposes to give financial support to an individual elite athlete.

## 3. POLICY OBJECTIVES

- 3.1 The objective of this Policy is to facilitate, support and encourage opportunities for the community within the Whitsunday local government area.
- 3.2 This objective is to be achieved in a way that has regard to the following —
  - (a) the use of public funds for products and services should—
    - (i) advance the Whitsunday’s social, economic and environmental wellbeing; and
    - (ii) respond to the diverse needs of individuals, groups and communities;
  - (b) the local government should administer financial support in a way that—
    - (i) is efficient and transparent; and
    - (ii) involves clear and timely communication; and
    - (iii) promotes excellence in the delivery of products and services; and
    - (iv) provides sustainable service delivery to communities;

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- (c) ensuring accountability in the delivery of funded products and services will—
  - (i) protect the safety and interests of users of the products or services, including those who are at risk or are vulnerable; and
  - (ii) help to maintain public confidence about the use of public funds;
- (d) the council and funded entities should recognise each other's autonomy and accountabilities.

3.3 In administering this policy, regard must be had to the following—

- (a) the local government has finite resources available to give as financial support;
- (b) the preference to give elite athletes who financially contribute towards the funded products and services;
- (c) there is a need to ensure the local government's resources provided as funding are used properly to deliver funded products and services.

## **4. POLICY STATEMENT**

### **Financial Support for Individual Elite Athletes**

4.1 Financial support may be for any of the following —

- (a) Representing North Queensland in State level competition - \$100
- (b) Representing Queensland within Queensland – \$500.
- (c) Representing Queensland Interstate – \$1,000.
- (d) Representing Australia Internationally – \$2,000.

### **Guidelines**

4.2 The Council may make guidelines about—

- (a) matters to be considered in deciding financial support under this policy; or
- (b) the matters to be considered by the Council in deciding whether financial support will be used for a purpose that is in the public interest; and
- (c) the criteria for an individual elite athlete to be eligible for financial support from the Council; and
- (d) the form in which documents may be given under this policy; and
- (e) other matters the Council considers appropriate for the administration of this policy.

4.3 Before making a guideline, the Council must consult with the persons the Council considers appropriate.

4.4 If a guideline is made, the Council must:

- (a) publish the guideline on the Council's website; and
- (b) notify the making of the guideline in a conspicuous place in the Council's public office.

4.5 The applicant must be:

- (a) a permanent resident of the Whitsunday regional Council local government area for at least 12 months prior to application.
- (b) representing North Queensland, Queensland or Australia (or equivalent as assessed by Council's Manager Community & Libraries) in an officially recognised State, National or International event.
- (c) be amateur in status

4.6 Funding is not provided for applicant (s) representing religious organisations or government departments.

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### Applying for a grant

- 4.7 During the application period, an eligible individual elite athlete may make an application to the local government for a financial support.
- 4.8 Financial support application must be—
- made in the approved form to the Council; and
  - accompanied by any documents required under the form to be attached to, or given with, the application; and
  - written verification of selection from the relevant organisation; and
  - evidence of associated costs.
  - statutory declaration of applicant's financial contribution.
- 4.9 The Council must accept an application that complies with subsections (a) and (b).
- 4.10 However, the local government may accept an application made outside of the application period if accepting the application will advance the achievement of the objective of this policy.

### Assessing an application for a grant

- 4.11 The local government may give financial support only if it is satisfied the financial support:
- advances the objective of this policy; and
  - complies with all applicable laws; and
  - is consistent with the Council's corporate plan; and
  - is consistent with the annual budget; and
  - complies with any guideline made under this policy.
- 4.12 Despite section 4.12, if financial support is given in substantial compliance with any guideline made under this policy, financial support for elite athlete may be given so long as any non-compliance has not:
- restricted the opportunity of the Council to consider whether the individual is eligible; or
  - restricted the opportunity of the Council to consider whether financial support is in the public interest.

### Assessment delegations

- 4.13 The Panel will assess and score applications. The full Council will then further review applications as part of the briefing session process to finalise a recommendation that will go to next ordinary Council meeting for consideration.

### Conflict of interest

- 4.14 If a Council Officer, or Councillor, is connected to an applicant or, in particular, is a member of the applicant's organisation or group, they must declare a conflict of interest and remove themselves from any discussion or voting surrounding that individual's application.

### Deciding an application for a grant

- 4.15 The Council must give written notice of the decision to the applicant.
- 4.16 The decision notice must be given within 5 business days after the day the decision is made.

- 4.17 The decision notice must state the following—
- (a) the day the decision was made;
  - (b) whether the application is approved subject to conditions or refused;
  - (c) if the application is approved subject to conditions—
    - (i) the purpose of financial support; and
    - (ii) the results to be achieved from the funded products and services; and
    - (iii) the intended recipients of the products or services; and
    - (iv) a condition requiring the funded individual to report back to Council on the event.
  - (v) any other conditions required by the Council.
- (d) if the application is refused, the reasons for the refusal.

## 5. RELEVANT LEGISLATION

*Local Government Act 2009*

*Local Government Regulation 2012, Chapter 5, Part 5*

## 6. DEFINITIONS

**Application period** means the period in which the financial support program is available. This will be at the discretion of Council.

**Eligible individual** means an individual that:

- (a) a permanent resident of the Whitsunday regional Council local government area for at least 12 months prior to application.
- (b) has no outstanding debt to Council.
- (c) is not:
  - (i) representing a government entity, including its subsidiary under the *Government Owned Corporations Act 1993*; or
  - (ii) representing a political party under the *Electoral Act 1992*; or
  - (iii) a religious body or religious organisation declared by the Governor-General by proclamation pursuant to the *Marriage Act 1961 (Cwlth)* to be a recognised denomination for the purposes of the Commonwealth Act.

## 7. RELATED DOCUMENTS

N/A

## 8. DATE REVIEWED

N/A

## 9. NEXT REVIEW

30 September 2018