

COUNCIL POLICY			
Date Adopted by Council	15 July 2021	Council Resolution	2021/07/15.16
Effective Date	15 July 2021	Next Review Date	15 July 2024
Responsible Officer(s)	Manager Community Development & Libraries	Revokes	LSP_C&ENV_03

Purpose

- 1.1 This policy is designed to outline council's commitment to supporting communities in the region by providing financial and/or in-kind assistance to activities that build community capacity, encourage participation and make a positive and ongoing contribution to the region.
- 1.2. This policy also guides the administration of council's grant programs ensuring grants:
 - 1.2.1.1. Assist council to achieve its strategic goals and identified key initiatives; and
 - 1.2.1.2. Align with the intent of the Local Government Act 2009 and the Local Government Regulation 2012, which states that grants will be used for a purpose that is in the public interest.

Scope

- 2.1 This policy applies to Councillors and employees of the Whitsunday Regional Council when Council gives, or proposes, to give a grant to a community organisation.

Applicable Legislation

- 3.1 *Local Government Act 2009*
- 3.2 *Local Government Regulation 2012, Chapter 5, Part 5*

Policy Statement

Grants to community organisations

- 4.1 This policy supports the distribution of funds in an equitable, transparent and sustainable manner.
- 4.2 Council will provide grants only when:
 - 4.2.1 The grant is appropriate having regard to other priorities and available resources.
 - 4.2.2 The receiving community organisation or entity meet the eligibility criteria set out in this policy and in the supporting guidelines for the specific funding program.
 - 4.2.3 The grant will be used for a purpose that is in the public interest.
 - 4.2.4 The grant will meet a community and/or social need in the local community.
- 4.3 Council offers grants in the following categories:
 - 4.3.1 Financial Support for a Junior Elite Athlete
 - 4.3.2 Facility Management
 - 4.3.3 Regional Arts Development Fund (RADF)
 - 4.3.4 Special Projects
 - 4.3.5 Sport and Recreation Club

Current grant details are outlined on council's website.

4.4 The grant may be any of the following types:

- 4.4.1 a monetary payment;
- 4.4.2 in kind support undertaken by the Council to a specified value.

Conflict of interest

5.1 To ensure an accountable and transparent assessment process is maintained, Councillors, and Council Officers assessing grant applications are required to declare any declarable and prescribed conflict of interests prior to the assessment process commencing. This may include a personal connection with any applicant or personal involvement with any organisation. Anyone having a conflict of interest should not debate, be involved in any discussions, or vote on any matter relating to the application.

Grant Program Process

6.1 Each funding program in section three must adhere to the following processes:

- 6.1.1 guidelines and criteria
- 6.1.2 application form
- 6.1.3 assessment process
- 6.1.4 accountability requirements.

6.2 In the circumstance that an organisation or individual has not complied with acquittal timeframes and requirements in accordance with a grant agreement, the follow actions will be considered:

6.3 If the grant remains unacquitted the grant recipient will be made ineligible to apply for future council sponsorship for a period of at least three years.

6.4 At the discretion of the Chief Executive Officer, action may be taken to recover unacquitted funds.

Definitions

CEO refers to the Chief Executive Officer of the Whitsunday Regional Council appointed in accordance with the *Local Government Act 2009*.

Council refers to the Whitsunday Regional Council

Employee refers to any staff member, contractor, volunteer etc. of the Council.

Community Organisation see **Local Government Regulation 2012**

Eligible Community Organisation means a community organisation that:

- (a) is an incorporated not-for-profit organisation or a company limited by guarantee that has been endorsed by the Australian Taxation Office as a charity, tax exempt fund or deductible gift recipient.

Note – Unincorporated groups are eligible to apply, providing that their application is made through an eligible community organisation acting as an auspice.

- (b) has public liability insurance over \$20 million.
- (c) has acquitted all previous Whitsunday Regional Council grants.
- (d) has no outstanding debt to Council.
- (e) has more than 80% of members who are residents within the Whitsunday local government area

(f) is not:

- (i) a State or a government entity, including a government entity or its subsidiary under the *Government Owned Corporations Act 1993*; or
- (ii) a community organisation with a licence under the *Gaming Machine Act 1991* for gaming machines; or
- (iii) a political party under the *Electoral Act 1992*; or
- (iv) 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.
- (v) An entity that is funded or subsidised by the State or Federal governments, including educational organisations.

Funded entity means an eligible community organisation approved by the Council to receive a grant.

Grant Agreement means a written agreement between a funded entity and the Council about giving a grant.

Related Documents

N/A

Human Rights Compatibility Statement

This policy has been assessed as compatible with the Human Rights protected under the *Human Rights Act 2019*.