

## Council Policy

# Community Grants and Partnerships

### Policy Statement

Northern Beaches Council recognises and respects the vital contribution of community and business in developing and delivering projects and programs that contribute to a vibrant and sustainable community.

The Policy provides an overarching framework for Council to partner with community and business providing financial support to deliver projects and programs that build the social, cultural, environmental and economic life of the Northern Beaches and further the achievement of the outcomes and vision of Northern Beaches Community Strategic Plan - SHAPE 2028.

### Principles

The following principles guide Council's grants and partnership programs:

- a) **Priority:** We will ensure outcomes of grant programs are aligned with Northern Beaches' Community Strategic Plan SHAPE 2028 as well as other key Council social, economic, environmental strategies and plans. Funding is allocated to priority areas to meet identified community needs
- b) **Partnerships:** We build and maintain constructive relationships based on mutual respect and transparency. We value the resources and skills that community groups and others bring to the grant partnership. Programs are responsive and may adapt to changing community needs and circumstances over time.
- c) **Inclusion and Equity:** We support inclusion and equity in our community. Applications are encouraged from people of all abilities, ethnicity, cultures, ages and sexual orientations.
- d) **Value for money:** We seek the best mix of projects to meet the needs of the community and business and maximise outcomes for the local government area. We support projects that represent good value for the level of cash or value-in-kind support requested.
- e) **Good governance:** We commit to decision making in the public interest, and effective and efficient grant management processes. The application and acquittal requirements will be proportionate to the size of the grant awarded and the expected outcomes of the grant program. We will ensure there are systems and opportunities to support applicants and provide feedback
- f) **Transparency:** We will ensure that grant processes are transparent and fair. Applications are assessed objectively against the assessment criteria listed in the Guidelines. All conflicts of interests are addressed and declared as part of this process.

### Scope and application

This Policy provides a framework for distribution of funds under The Local Government Act 1993, s356.

The Local Government Act 1993, s356, states:

- (1) *A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.*
- (2) *A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.*

- (3) *However, public notice is not required if:*
- (a) *the financial assistance is part of a specific program, and*
  - (b) *the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and*
  - (c) *the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and*
  - (d) *the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.*
- (4) *Public notice is also not required if the financial assistance is part of a program of graffiti removal work.*

S377 of the Act states:

- (1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:
  - (q) A decision under section 356 to contribute money or otherwise grant financial assistance to persons.
- (1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if:
  - (a) the financial assistance is part of a specified program, and
  - (b) the program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
  - (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
  - (d) the program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.

This Policy applies to any organisation or community group applying for funding from Northern Beaches Council.

It does not apply to the following programs or activities:

- Club Grants, which is partially administered by Council on behalf of local service clubs and Clubs NSW.
- Funded under the Northern Beaches Council Discretionary Fund Policy which provides the opportunity for the Mayor and Councillors, to respond to requests for financial assistance from individuals and community organisations
- Financial support under the draft Community Development and Services Policy
- Financial support provided to Avalon, Balgowlah Seaforth, Harbord, Narrabeen (Booklovers Inc) and Terrey Hills Community Library for books for their collections and minor operational expenses
- Funding approved by Council in a separate arrangement.

Financial assistance under the Grants and Partnerships Policy is by way of a grant or sponsorship. A grant is financial or in-kind support provided to eligible organisations through formal programs for a defined purpose and outcome within a specific time frame in accordance with the Grant Guidelines.

Sponsorship is financial or value in-kind support for an event, project, service or activity, in return for agreed commercial and other benefits. It is a business transaction that involves an exchange that has a measurable value to each party in commercial, communication or philanthropic terms.

Value in-kind support is an arrangement whereby the Council foregoes revenue (either in full, or a percentage) on things that would normally incur a fee. This may include park hire, venue hire, parking, waste removal and other Council services.

Donations are not supported as they are discretionary with no agreed outcome or expected return

### **Administration of Programs**

The Policy provides the framework for an equitable, open and orderly process for providing assistance to the community. It allows for greater accessibility to funding and ensures transparency around the provision of financial assistance across the Northern Beaches. It also provides for greater recognition of the contribution Council makes to supporting organisation that contribute to social, cultural, environmental and economic life of the Northern Beaches.

From time to time Council will establish programs in the Operational Plan to support the delivery of this Policy. The governance framework for each program will be documented in program guidelines. These guidelines will be publicly available and contain details on:

- Objectives of the program
- Priority areas for funding
- Assessment criteria
- Eligible organisations and activities
- Assessment process

The outcomes of each program and the guidelines will be reviewed annually by Strategic Reference Groups. This will allow for refinement of the program guidelines ahead of the next round of grants.

### **References and related documents**

- NSW Local Government Act 1993 s356 and s377
- Northern Beaches Council Discretionary Fund Policy
- Draft Community Development and Services Policy

### **Definitions**

**Grant** Financial or value in-kind support provided through formal programs for a defined purpose and outcome within a specific time frame in accordance with the Grant Guidelines.

**Sponsorship** Financial or value in-kind support for an event, project, service or activity, in return for agreed commercial and other benefits. It is a business transaction that involves an exchange that has a measurable value to each party in commercial, communication or philanthropic terms.

**Value in-kind support**

An arrangement where Council foregoes revenue in full, or a percentage on items which are subject to a fee in Council's Fees and Charges. This may include park hire, venue hire, garbage bins and Council services.

### **Responsible Officer**

Executive Manager Strategy and Performance

## Review Date

May 2023

## Revision History

Revision	Date	Status	TRIM Ref
1	26 Mar 2019	First draft Community Grants and Partnerships policy	2019/096261
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