

DA	LOCAL GOVERNMENT ACT, 1995 – FUNDING ASSISTANCE – COMMUNITY ASSOCIATIONS – PUBLICATION & DISTRIBUTION OF NEWSLETTERS	LGACS7
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DELEGATED AUTHORITY CODE:	LGACS7
DIRECTORATE:	Governance & Community Services
BUSINESS UNIT:	Community Development
SERVICE UNIT:	Family & Community Development
RESPONSIBLE OFFICER:	Manager, Community Development
FILE NO.:	086/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	14 September 2017
ATTACHMENTS:	N/A
VERSION NO.	8

Dates of Amendments / Reviews:		
DAPPS Meeting:	24 May 2012 23 May 2013 22 May 2014 2 June 2015	26 May 2016 18 May 2017 24 August 2017
OCM:	9 June 2011 14 June 2012 13 June 2013 12 June 2014	11 June 2015 9 June 2016 8 June 2017

FUNCTION DELEGATED:

The authority to approve payment of funding and donations available in Council's Municipal Budget for Community Associations.

CONDITIONS/GUIDELINES:

Publication & Distribution of Newsletters

Resident Associations are eligible for a subsidy under this program if the following conditions are met:

- (1) A draft copy of the publication is provided for approval;
- (2) The newsletter must be widely available and free of charge to those who live in the area;
- (3) The newsletter must not promote the individual interests or platform of an Elected Member or an individual who is seeking election to Council;
- (4) Articles must be accurate and factual to the best of their ability and provide a balanced view of the issue considered.

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- (5) The publication and distribution cost (printed or electronic) will be subsidised by an agreed amount proportionate to the number of households in the specific area but no more than on six occasions per annum.
- (6) All transactions utilising this delegation are to be recorded in the Recording of Delegated Decisions Register by the officer responsible for initiating the action taken, or by another officer under the direction of the initiating officer.

Cockburn Community Insurance Program

Community Associations are eligible for a subsidy under this program if the following conditions are met:

- (1) Cover available for Public Liability and Volunteer Accident Insurance for \$10 million
- (2) Cover increase to \$20 million is only available for groups leasing a City facility
- (3) Insurance period covers 1st October – 30th September annually
- (4) All participating groups must complete an insurance application form, including member groups
- (5) Groups must inform Community Development of any changes to information provided on the application form as well as any new events/activities
- (6) Insurance information must be updated annually to ensure insurer has correct information
- (7) Update should be undertaken by the group in July/August annually – with information provided by the City to the insurer by August
- (8) Participation in the Cockburn Community Insurance Program will be reviewed annually
- (9) Membership to this program is open to Cockburn Resident Associations, Cockburn Seniors Groups and other community groups where:
 - The group is affiliated with (member of, or relationship with) a local Resident Association
 - The group has no more than \$3,000 in annual net profit generated from (a) core business or (b) donations or sponsorships for operational costs
 - The group does not have the option to affiliate to a peak body or State/National organisation with insurance provisions, and/or cannot access insurance cover by other means
 - The group is not a religious body or a political interest group or party

Hire of Council Community Centres & Halls

Resident Associations are eligible to apply for:

- (1) Funds to cover the cost of hall hire for up to 12 meetings per financial year for Cockburn Resident Association meetings
- (2) Funds to cover costs for storage if required and available
- (3) Funds to cover cost of facility hire when running community events up to a maximum of 3 events per financial year

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Resident Association Support

Resident Associations are eligible to apply for:

- (1) Funds to cover costs for PO Box hire each financial year
- (2) A once off donation of \$1,000 for the establishment of a resident association for the purpose of a facility bond, float, signage, logo, stationary

AUTONOMY OF DISCRETION:

As provided in conditions above.

LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:

Local Government Act, 1995, Section 5.42 and 5.44.

DELEGATE:

Chief Executive Officer

Note: The Chief Executive Officer will sub delegate this authority to:-

SUB-DELEGATE/S:

Manager, Community Development
Community Development Co-ordinator