

## 1. Scope

- 1.1 In recognition of the support that community organisations based or operating within the District provide to the overall community, it is Council's policy to assist those organisations by providing them with in-kind support. However, Council also recognises that the level of support on offer must be tempered by its obligation to protect its operations from potential risks and disruption. As such, all in-kind support provided through this policy will be subject to terms and conditions as outlined within.

## 2. Purpose

- 2.1 The purpose of the In-kind Support to Community Organisations Policy is to provide guidelines for assistance to community organisations and to establish:
- 2.1.1. The basis on which in-kind support will be provided to community organisations by Council; and
  - 2.1.2. The scope of in-kind support that Council is prepared to provide to community organisations.
- 2.2 This policy does not govern the provision of professional services such as IT support, financial management, graphic design, events management or administrative services by the Council to community.

## 3. Reference

- Local Government Act 1999, as amended
- Community Assistance Grants Policy (pending consideration by Council for adoption)

## 4. Definitions

- 4.1 To assist in interpretation the following definitions shall apply:

**Council** shall mean the Mayor and Councillors of District Council of Mount Remarkable

**Progress/Community Organisations** shall mean not for profit groups, sporting clubs and progress groups - Melrose Community Development Association; Booleroo Centre Development & Tourism Association; Appila Improvements Inc; Weeroona Island Progress Association; Port Germein Progress Association; Wilmington Progress Society; Wirrabara Progress Association and Murray Town Progress Association.

**In-kind assistance** shall mean the provision of resources, readily available within District Council of Mount Remarkable, at no cost to a community organisation.

**DCMR** shall mean District Council of Mount Remarkable.

## 5. Background

- 5.1 Free or subsidised use of DCMR's organisational resources is recognised as a direct subsidy to a group/organisation and treated with similar equity and accountability requirements as those applicable to applicants for other Council grants.
- 5.2 Human Rights have been considered when preparing this Policy.

## 6. Policy Statement

### 6.1 Eligibility

Community / progress organisations must:

- be located within the District;
- have the majority of their members residing in the District;
- be a non-profit group/organisation or the particular event is a charitable community event;
- provide a direct community benefit to all residents of the District.

### 6.2 Examples of in-kind assistance which may be considered include:

- loan of road closure signage for community events;
- loan of temporary fencing and barrier mesh for community events;
- provision, delivery and collection of waste and recycling bins for community events;
- provision of limited photocopying services to Progress Groups to reproduce newsletters (up to a maximum of 300 colour, two page, double sided A4 copies per financial year per Progress Group);
- provision of limited photocopying services to Progress Groups to reproduce local tourism related brochures
- use of Council-owned portable public address system;
- provision of additional cleaning resources for public toilets in the lead up to and after a community event; and
- provision of a "town tidy up" prior to an event
- promotion of events or activities on Council's social media platforms;
- coordination of a meeting space at the Administration Centre for community/progress groups to convene meetings during normal office hours.

### 6.3 Council's support must be recognised by way of an acknowledgement in a relevant public form, formal address or opening, or in a promotional or program material produced for the activity or event in which the in-kind support has been received (in accordance with Council's corporate style guide).

## 6.3 Application Process

All applications must be made on the online In-kind Assistance Request Form, found on the DCMR website, and submitted to DCMR a minimum of 4 weeks prior to the start date of event/activity. The Chief Executive Officer and Director Community & Corporate have the authority to reject applications of any value.

## 6.2 Exclusions

Refunds and or waiver of DCMR fees and charges will not be considered through this program apart from minor fees for venue hire or waste disposal up to a maximum value of \$100.00.

## 7. Review of Policy

This policy will be reviewed when any of the following occur:

1. The related documents are amended or replaced.
2. Other circumstances as determined from time to time by a resolution of Council.

Notwithstanding the above, this policy is to be reviewed at intervals of no more than three (3) years.

# In-Kind Support to Community/ Progress Groups Policy

## 8. Document Administration and Control

Policy title:	In Kind Assistance to Community/Progress Groups Policy
Policy number:	04.84
Policy type:	Council / Public
Responsible officer:	Director Community & Corporate
First issued / adopted:	18 July 2023; 15 August 2023
Review period:	Insert review cycle
Last reviewed:	15 August 2023
Next review date:	Following the next Periodic Election (2026)
Version:	001
Date revoked:	n/a
Applicable legislation:	Not applicable
Related documents:	Draft Community Assistance Grants Policy
Public consultation required / undertaken:	No
Availability	<p>This Policy is available for inspection at the Council office and any person may obtain a copy of this Policy upon payment of the fee fixed by Council in accordance with Council's Fees and Charges adopted each financial year. It is also available on Council's website <a href="http://mtr.sa.gov.au">mtr.sa.gov.au</a>.</p> <p>Any grievance in relation to this policy or its application should be forwarded in writing to the Chief Executive Officer of the Council.</p>
File reference:	W: Governance / Policies