



# **Waiving of Rates, Fees and Charges for Community Groups, Clubs or Organisations**

**DOCUMENT AUTHORISATION**

<b>RESPONSIBLE OFFICER:</b>		CHIEF FINANCIAL OFFICER			
<b>REVIEWED BY:</b>		MANEX			
<b>REVIEW DUE DATE:</b>		June 2025			
<b>VERSION NUMBER:</b>		8			
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<b>VERSIONS:</b>	<b>DATE:</b>	<b>RESOLUTION NO:</b>	<b>DESCRIPTION OF AMENDMENTS:</b>	<b>AUTHOR / EDITOR:</b>	<b>APPROVED / ADOPTED BY:</b>
8	23/06/2022	23.06/22	Transcribed into current policy format.	Chief Financial Officer	Council
7	22/11/2018	19.11/18		Chief Financial Officer	Council
6	25/06/2015	8.06/15		Chief Financial Officer	Council

Note: Document Control continued at Appendix A



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General Manager

30.9.22

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Date

## ACKNOWLEDGEMENT OF COUNTRY

Glen Innes Severn Council acknowledges and pays respect to the Ngorabul people as the traditional custodians of this land, their elders past, present and emerging and to Torres Strait Islander people and all First Nations people.

## INTRODUCTION

Council acknowledges the work conducted by Community groups, clubs and Community organisations; however, waiving of Rates contravenes the *Local Government Act 1993*, in which Council staff are guided when levying rates, fees and charges. Council is able to waive fees and charges; however, this is not considered sound financial management.

## PURPOSE

The purpose of this policy is for Council not to consider the waiving of rates, fees and charges for Community groups, clubs or Community organisations; instead these groups be requested to apply for a community donation under Council's Community Donations Policy to assist with their expenses.

## APPLICABILITY

This policy applies to:

- all Community groups, clubs and Community organisations.

## OUTCOMES

Council is committed to acknowledging the work conducted by Community groups, clubs and Community organisations. This policy acknowledges the waiving of annual rates, fees and charges for Community Groups, clubs and Community organisations would constitute poor financial management. Alternatively these organisations could to apply for a community donation under Council's Community Donations Policy to assist with their expenses.

## ROLES AND RESPONSIBILITIES

This Policy will be communicated to new staff at their induction. Revised versions of the Policy that contain significant changes will be communicated to all relevant staff by the Chief Financial Officer.

## POLICY STATEMENT

That, as reason for this policy, Council acknowledges the waiving of annual rates, fees and charges for Community Groups, clubs and Community organisations would constitute poor financial management on behalf of the Glen Innes Severn Community.

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## **LEGISLATION AND SUPPORTING DOCUMENTS**

### **Relevant Council Policies and Procedures include:**

- Donations Policy.

## **VARIATION AND REVIEW**

The Waiving of Rates, Fees and Charges for Community Groups, Clubs or Organisations will be reviewed every three (3) years, or earlier if deemed necessary, to ensure that it meets the requirements of legislation and the needs of Council. The term of the Policy does not expire on the review date, but will continue in force until superseded, rescinded or varied either by legislation or a new resolution of Council.

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**Appendix A****Document Control Continued**

<b>PREVIOUS VERSIONS:</b>	<b>DATE:</b>	<b>RESOLUTION NO:</b>	<b>DESCRIPTION OF AMENDMENTS:</b>	<b>AUTHOR / EDITOR:</b>	<b>REVIEW / SIGN OFF:</b>
5	26/06/2014	10.06/14		Chief Financial Officer	Council
4	28/02/2013	7.02/13		Chief Financial Officer	Council
3	22/03/2012	6.03/12		Chief Financial Officer	Council
2	28/04/2011	6.04/11		Chief Financial Officer	Council
1	24/09/2009	35.09/09		Chief Financial Officer	Council