



GUIDELINES FOR COMMUNITY ORGANISATIONS

Applications for Fee Abatement

Purpose

The fee abatement scheme provides for the abatement of the following fees and charges:

- (a) Fees and charges payable to Council for services provided to community organisations, and;
- (b) Leases, rentals and rates for property and facilities being used by community groups.

Exclusions

- (a) The following fees and charges are NOT eligible for abatement:-
 - Applications for Liquor Licences;
 - Charges for use of facilities on Council property that are not managed by Council, e.g. Hall and Community Centre charges;
 - Applications for reductions in rates where groups are already eligible for mandatory rate reductions under the Rating Powers Act, or where the Council exercises discretionary powers under the Act.

Eligibility

The eligibility criteria are based on two principles: -

- (a) **The Principle of Strategic Fit**

Applicants' activities should contribute to Council's District Vision, which is:-

"In 20 years time we want to find a District where.....

- The environment is valued, cared for and improved so that future generations will be able to access what this generation now enjoys, and;
- People enjoy a healthy and safe lifestyle where values and diversity are respected, and;
- The economy is based on a wide range of activities that are friendly to the environment."

- (b) **The Principle of Public Benefit**

Applicants should demonstrate that the activities generating the fees result in a mainly public benefit.

(c) Other eligibility criteria

Applicants should demonstrate: -

- That the activity is not-for-profit, and that they have a limited ability to generate regular or ongoing income;
- Commitment from the community to the activity or project by way of voluntary input and other donated resources;
- That they have not received any other Council or Community Board grant or Fee Abatement for Community Assistance during the preceding two financial years.

Priorities

High priority will be given to: -

- New initiatives or services or developments meeting an identified need in the community;
- Projects that are multi-purpose or multi-use;
- Services or facilities that are available to and promoted for use by other groups;
- Applicants that have not had funding from Council for the last three financial years.

Low priority will be accorded to

- Organisations that have annual/seasonal leases and rentals on sports fields and reserves.
- Organisations that cannot demonstrate an exceptional financial need.

How to apply

Requests from community groups for abatement of charges should be made in writing and should include:

- Name of community organisation, postal address, contact person and telephone number;
- Outline of proposed project or activity;
- The Council fees charged and the amount to be considered for abatement;
- A description of how the project or activity benefits the community or public;
- Evidence of the commitment from the community for the project or activity;
- Letters of Support;
- Audited Balance Sheet or Position of Assets and Liabilities.

Applications should be addressed to:

**Project Co-Ordinator Policy and Planning
Western Bay of Plenty District Council
Private Bag 12803
TAURANGA 3143**

Telephone (07) 571-8008

Each application will be considered according to the specified criteria, and applicants will be advised whether their request is granted or declined.