



YOUNG SHIRE COUNCIL

# **TOWN HALL HIRE - SUBSIDY POLICY**

**No. 106**

DATE ADOPTED: 17 JUNE 2015

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## **1 INTRODUCTION/BACKGROUND**

Council is consistently being requested to waive the Town Hall Hire fees for community groups to hold events/functions in the Town Hall without going through the annual Section 356 Donation process.

## **2 PURPOSE/OBJECTIVES**

The Policy will provide clear guidelines for a consistent approach towards requests received for the waiving of the Town Hall Hire Fees. A set of criteria to be applied will be identified for the application of a subsidy for the Town Hall Hire fees.

## **3 POLICY**

In order to receive a subsidy towards the Town Hall Hire fees an application must be made to the General Manager and must include the following:

1. The applicant must be an incorporated community group
2. The applicant must be based in the Young Shire Local Government area
3. The applicant must complete an application for Hire Subsidy
4. Applications for Hire Subsidy must be received by Council at least 60 days prior to the event/period of hire
5. Details of the event/function and how it will support or contribute to the community of Young Shire
6. The applicant must complete a Town Hall Hire Agreement and pay the full damage deposit
7. The Policy shall not be applied retrospectively
8. The subsidy for the Town Hall Hire fees will be 50% of the hire fees only.

## **4 RESPONSIBILITY**

The responsible person for this Policy is the General Manager or his/her delegate.

The delegations for decisions on the Policy will be reviewed after Public Consultation.