

Community Services

8.7 Acceptance & Treatment of Donations

Introduction

Council welcomes gifts and donations from its staff, community members, governments and agencies, the business community and other organisations that support its Vision. Donations may be used to support any endeavour including strategic planning objectives, the acquisition of equipment and the financing of capital works. A donation is defined as the voluntary transfer or conveyance of property, including cash, which is made without consideration or compensation.

Purpose

1. Staff, community members, governments and agencies, the business community and other organisations are given the opportunity to support Council's Vision
2. Council deals with donations in an ethical and professional manner.

Policy statement

Council accepts with sincere appreciation donations in the form of cash, bequests and other valuable property, including real estate and securities, which support Council's Vision.

1. Conditions of Acquisition
 - a. The donor must consult with the Shire prior to the project development.
 - b. The Shire reserves the right to decline a donation at its discretion without giving a reason. In particular, the Shire may decline a gift where:
 - the cost of acceptance would be greater than the value of the gift;
 - acceptance of the donation would lead directly to a net decline in the asset base of Council;
 - acceptance of the donation would lead to a material unbudgeted expenditure by Council;
 - the offer of the donation is dependent upon the fulfilment of a certain condition by Council where that condition is:
 - i. contrary to the taxation status of the Council;
 - ii. in itself contrary to Council's Vision and values;
 - iii. in itself contrary to Council's current priorities; and
 - iv. requires Council first spending its own money or resources;
 - The source of the donation is illegal; or
 - The donor would derive personal material benefit as a result of the donation.

- c. In accordance with accepted practice, any costs incurred by Council associated with the receipt and administration of the donation will be deducted from the funds received.

2. Conflict of Interest

Council will be conscious of situations where the offer of a donation appears to be designed to influence a decision of the Council, or acceptance of favours for personal gain.

3. Recognition of Donors

Council will ensure that donors receive appropriate acknowledgement and recognition of their gift via any of the following means:

- a discrete plaque;
- the naming of a room or facility in honour of the benefactor; or
- acknowledgement via appropriate media, publications and reports.

Application

1. Whole of Shire.
2. This policy does not apply to sponsorship partnerships and funding agreements whereby Council and/or the sponsor partner provides recognition, acknowledgement and/or promotional considerations in return for funds and/or services to a specified project, event or activity.

Procedure

Department:	Community Services	Next review:	December 2021
Reviewer:	Director Community & Corporate	Legislation:	
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