



# Waiving of Development Fees for Not for Profit Organisations Policy

Responsible Officer	Chief Executive Officer
Relevant Delegations	Director Development & Community
Legislation and References	Local Government Act 1999

## 1 Procedure

Clare & Gilbert Valleys Council regularly receives requests to waive the cost of development application fees applicable to projects and developments of 'Not for Profit' Incorporated bodies.

However, Council recognises that there can be difficulties in meeting community expectations with the increasingly limited financial resources available. Council also recognises that it is accountable to the community for the management and disbursement of its funds and that this must be done in a manner that maximises the benefits to the community and is seen to be fair and equitable.

This policy aims to assist Council to achieve best practice by promoting the establishment of a strategy to effectively manage the manner in which it provides assistance to the community through the waiving of development application fees.

The policy does not apply to the waiving of development application fees for any other organisations or agencies.

The policy applies to development fees and septic tank application fees only. The policy does not apply to any other Council fees, or to fees collected by Council on behalf of any other agencies or government departments.

The procedure that should be undertaken for the waiving of fees is as follows:

1. A letter requesting the waiving of fee(s) is to be supplied to Council by the 'Not for Profit' Incorporated Body.
2. All requests for waiving of fees are to be referred to the Chief Executive Officer for consideration.

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3. The Chief Executive Officer is delegated the authority to waive the development application or septic tank application fees. Any other requests are to be considered by Council.

## 2. Review & Availability

This policy will be reviewed every four years, or as required.

The public may inspect a copy of this policy without charge at the Council offices during office hours and may obtain a copy for a fee fixed by Council

The policy is also available on Council's website [www.claregilbertvalleys.sa.gov.au](http://www.claregilbertvalleys.sa.gov.au)

## 3. References

Local Government Act 1999

## 4. Document History

Approved by	Issue Date	Minute Reference – Details of Review
CGVC	19/02/08	New Policy Adopted by Council MB 184/08
CGVC	16/09/15	Reviewed by Council
CGVC	16/07/18	Reviewed by Council
CGVC		

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