

<b>Policy number</b>	Policy 008
<b>Policy title</b>	Disaster relief donations
<b>Strategic outcomes supported</b>	CL8 – Visionary civic leadership with sound and accountable governance that reflects objective decision making.

## Policy objective:

To provide guidance to the Council and staff when considering requests for the provision of financial assistance and other support to alleviate the impact of disasters and other significant emergencies.

## Policy scope:

This policy applies to all Council donations for disaster relief in respect of disasters affecting Australia.

## Policy definitions:

**Disaster** means a serious disruption to community life which threatens or causes death or injury in that community and/or damage to property which is beyond the day-to-day capacity of the prescribed statutory authorities, and which requires special mobilisation and organisation of resources other than those normally available to those authorities. Disaster includes flood, fire, cyclone/storm, tsunami, earthquake, famine, disease threat, landslide, civil unrest, war/invasion, political, cultural or religious conflicts, and acts of terrorism.

## Policy statement:

### Council approval:

1. All requests to provide financial assistance and other support to alleviate the impact of disasters and other significant emergencies shall be in response to a declaration of a National or State disaster/emergency, or an appeal launched by a bona fide agency (Lord Mayor's Relief Fund).
2. Donations are limited to reputable Australian registered charities, the Lord Mayor's Relief Fund and local governments. Where a disaster or other significant emergency is localised, donations to the local government in which the disaster occurs will be given preference.
3. All requests shall be reported to the Council for consideration and determination.

### Financial support:

4. Financial support shall be limited to a maximum of \$5,000 to any one disaster or other significant emergency appeal.
5. In the event of more than one organisation/relief agency being involved in the disaster appeal, the Council shall determine the most appropriate organisation/relief agency to receive the support.
6. Financial support will only be made to the approved organisation/relief agency and cash donations will not be made directly to individuals.

### Non-financial support:

7. The Chief Executive Officer may provide support, other than financial, for disasters or significant emergencies within Western Australia, which includes but is not limited to:
  - a. The provision and use of the Town's resources, machinery, vehicles and/or equipment.

- b. The use of the Town’s buildings and facilities for emergency accommodation and other approved purposes.
  - c. The use of the Town as a receiving agent for any donations by the public.
  - d. Any other bona fide requests which may arise from a disaster or significant emergency.
8. All requests for non-financial support for disasters and significant emergencies outside of Western Australia will be considered on their merits.

## Related documents

*Local Government Act 1995*

<b>Responsible officers</b>	Coordinator Governance and Strategy Mayoral and Governance Support Officer
<b>Policy manager</b>	Manager Governance and Strategy
<b>Approval authority</b>	Council
<b>Next evaluation date</b>	This will be set by Governance

## Revision history

Version	Action	Date	Authority	Resolution number	Report number
1	Adopted	14/12/2021	Council	(285/2021)	15.1