

COPELAND BOROUGH COUNCIL

Guidelines for the Determination of Discretionary Rate Relief Applications from Charities and Non Profit Making Organisations

The following are the factors which will be considered when determining an application for discretionary rate relief, as agreed by the Executive 20 February 2007.

Essential Criteria

(i) *Corporate Plan*

The organisation must demonstrate which objective(s) in the Copeland Borough Council's Corporate Plan it will support and help to deliver.

This would be consistent with the organisation providing facilities which indirectly relieve the authority of the need to do so, or enhance and supplement those which it does provide.

(ii) *Funding Need*

The organisation must be able to demonstrate a funding need. Consideration will be given to the level of assets, bar profits and ability to raise funds from other sources.

(iii) *Community Amateur Sports clubs (CASC)*

Where the organisation is an amateur sports club they must demonstrate that they have applied for CASC status. If they have already applied and been refused as ineligible then only (i) and (ii) essential criteria will apply. However if the organisation is eligible but has been refused on other grounds then all three essential criteria will apply. For example if refusal was on the basis that amendments to their constitution were required this would not render them ineligible.

Non-essential Criteria

Affordable Subscriptions

The subscriptions should be set at a level that is affordable by the majority of residents. However this has to be balanced against where an organisation is struggling financially. For example, questions should be asked about the level of membership fees and other charges ie are they realistic compared to those charged by similar organisations.

Local Membership

The membership of the organisation and/or users of the facility must mainly be people resident in Copeland Borough Council.

Disabled Facilities

Appendix A

Where the organisation provides facilities these should be accessible to all.

Access

The membership must be open to all sections of the community, unless there are legitimate reasons for restriction, for example capacity of the facility is limited.

The organisation must be actively encouraging membership from groups in the community which in the authority's opinion are particularly deserving of support.

Consideration will also be given to whether the:

- facilities are made available to people other than club members, for example schools, youth groups etc
- organisation provides training or education for its members

Note: To be considered for discretionary rate relief an organisation must be a non-profit making body.