

PROJECT PARTNERSHIPS

Objective

To establish guidelines for entering a Project Partnership Agreement with community or other external organisations where Gilgandra Shire Council resources are to be provided for purposes other than Gilgandra Shire Council projects.

Scope

This policy is applicable to any Gilgandra Shire Council committees seeking in-kind support or cash contributions for community based events, project or grant programs to ensure that details of any arrangements are known and accepted.

Policy

1. Community groups shall be provided with a copy of the Project Partnership Agreement (PPA) at the time of initial discussions or request for assistance to make the proponent aware that they will need to enter into a PPA with Council if the project proceeds.
2. No PPA can be signed prior to the General Manager determining the level of approval that is required for the commitment of resources or expenditure – reference to Council or dealt with under delegated authority.
3. A copy of the signed PPA, detailing the arrangements and responsible Council Staff and organisation personnel must be provided to the partner organisation.
4. Any variations or request for additional resources above those detailed in the PPA must be referred to the General Manager or Council for consideration.
5. Any changes to the PPA should be attached to the original agreement. The original agreement should not be changed at any point.
6. If Council approval is required for the commitment of resources, the resolution of Council must be attached to the PPA.

Relevant Legislation

Nil

Associated Documents

Project Partnership Agreement

Responsible Officer:	Director Corporate Services		
Date Adopted:	20/3/13 20/3/18	Resolution No:	74/13 48/18
Version:	2	Review Date:	February (annually)