

Application for Concessional Entry to Council's Waste Disposal Facilities for the period 01 July 2018 to 30 June 2019.

HOW TO MAKE AN APPLICATION

1. Complete **all** questions in SECTION 1.
2. Complete SECTION 2 (for Organisations that hold an ATO Certificate) otherwise complete SECTION 3.
3. Complete **all** questions in SECTION 4 & 5.

Incomplete applications will be returned.

APPLICATIONS TO BE RECEIVED BY 5.00 PM - 26 May 2018

Please return your completed form to Council by email, fax or post or you may drop it directly in to the Town Hall Customer Service Centre in St John Street, Launceston.

Please print

SECTION 1

Community Organisation:					
ABN No:					
Street Address:					
Suburb		State		Postcode	

Postal Address (if different from street address)					
Suburb		State		Postcode	

Primary Contact Person:					
Title		Given Name/s			
Surname					
Position					
Phone	H		B		M
Email					

Secondary Contact Person:					
Title		Given Name/s			
Surname					
Position					
Phone	H		B		M
Email					

Authorised Vehicle/s Registration Numbers (rego number will be used to confirm account at the gate)	
--	--

Note: If successful you will need to contact Council to confirm if there are any changes to authorised vehicles linked to your organisation's account.

SECTION 2 - Charitable Organisations

1. Is the organisation registered with the Australian Charities and Not-for-profit Commission (ACNC)? YES / NO

If yes please attach ACNC Register Summary

2. Does the organisation hold an Australian Taxation Office Certificate to say they are endorsed as a deductible gift recipient? YES / NO

If YES, please attach a copy.

3. If the address shown on the registration is outside the City of Launceston area, please list address of premises in Council area (if applicable).

SECTION 3 - Non Charitable Community Organisations

1. Is the organisation not-for-profit? YES/NO

2. is the organisation non-government? YES/NO

3. List address of organisation's premises (offices/depot) in the City of Launceston area

4. Provide a description of the service; number and broad location of benefiting participants; whether any charge of any kind is applied and number of volunteers. If appropriate the applicant may submit testimonials or references.

SECTION 4 - Waste minimisation and resource recovery

1. What type of waste materials will your organisation be bringing to the Launceston Waste Centre for disposal? E.g. textiles, food waste?

2. What is estimated quantity of waste your organisation is likely to bring to the Launceston Waste Centre in the next 12 months?

Estimated Tonnes	
------------------	--

3. How will your organisation reduce the amount of waste sent to landfill through re-use, recycling and other waste reduction activities in 2018/2019? (Must provide detailed response - *minimum of 100 words to be considered*).

4. Provide a description of the community benefit provided by your organisation by receiving this concession.

NOTE: If successful at the end of the financial year, you must provide a brief report on the effectiveness of your waste reduction activities for the year in order to be considered for future concessions).

5. If your organisation's main waste stream is food &/or garden organics have you considered Council's green FOGO (Food Organics, Garden Organic) bins?

YES/NO

Discuss your answer.....
.....
.....
.....

Note: Commercial FOGO collections are now available; please contact Veolia for prices and more information.

6. If this is your first time applying, how much money has your organisation spent on waste management services in the past 12 months?

Provide details of costs associated (copies of receipts will be considered favourably)

*Answer required for first time applicants only, for all other applicants please proceed to **Section 5**.*

SECTION 5 - Declaration

- 5.1 Please indicate the total value of financial assistance sought from Council for financial year 1 July 2018 to 30 June 2019.

\$

Note: The amount approved by Council will be provided by way of a gift (consistent with ATO requirements) and will be a credit towards the cost of gate charges at Council's Waste Disposal facilities. No amount is transferable, redeemable as cash nor will be carried over into the financial year 2019/2020.

- 5.2 Should Council approve your application for financial assistance (or part thereof) then the organisation will be requested to:

- establish a debtor account with Council to charge for waste where the concession is less than 100% of the ruling gate fee of the subsidy (provided by Council) has been used.
- acknowledge that waste deposited **must** be separated and disposed in the relevant green waste, recycling, resource recovery and waste areas.

5.3 Declaration

As an officer of the organisation duly authorised to sign and commit on behalf of the organisation, I declare that:

- i) I acknowledge the requirements listed in Section 4
- ii) I acknowledge the condition of use listed in Section 4

- iii) All information in this application is true and correct to the best of my knowledge.
- iv) I acknowledge that only one application per organisation will be accepted by Council.

Your Signature _____

Date

Print Name	
Position	

SECTION 6 - Further Information

Should you require any further information or have any questions then please contact Council's Waste Management Officer, Michael Attard on 6323 3394 or Michael.attard@launceston.tas.gov.au

This application is governed by the matters set out in Concessional Entry to Council's Waste Disposal Facilities Policy (12-Plx-014) available by contacting Michael or at Council's website www.launceston.tas.gov.au.

Council will assess all applications received and reserves the right to accept or reject any application as it determines appropriate. A written decision will be issued for rejected applications.

The value of the concession approved by Council will consider:

- the budget limit within the draft or adopted 2018/2019 financial year
- the written request by each approved community organisation
- the historical use of the organisation; and the organisations
- commitment to waste minimisation (diverting waste from landfill) .

If approved to receive a concession, Council at the end of each month, shall forward a progress reimbursement report to each organisation to allow the organisation to monitor use. Any use in excess of the total reimbursement allowance shall be billed monthly in the month following exhaustion of the allowance or at the end of the financial year.

Successful organisations will be contacted between May and June to make an application for the concession/subsidy amount for the next financial year.

APPLICATIONS MUST BE RECEIVED BY 5.00 PM - 25 May 2018

Personal Information Protection Statement
As required under the *Personal Information Protection Act 2004*

1.	Personal information will be collected from you for the purpose of dealing with your application, and may be used for other purposes permitted by the <i>Local Government Act 1993</i> and regulations made by or under that Act.
2.	Failure to provide this information may result in your application not being able to be accepted and processed.
3.	Your personal information will be used for the primary purpose for which it is collected and may be disclosed to contractors and agents of the City of Launceston.
4.	Your basic personal information may be disclosed to other public sector bodies where necessary for the efficient storage and use of the information.
5.	Personal information will be managed in accordance with the <i>Personal Information Protection Act 2004</i> and may be accessed by the individual to whom it relates on request to City of Launceston. You may be charged a fee for this service.

File No. SF0628				
EO		OD		Box
Doc. No.				
Action Officer			Date Received	
Waste Management Officer				