

Policy

Special Business Rate Expenditure

August 2019

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Part A Preliminary

1 Purpose

- 1.1 The purpose of the Special Business Rate Expenditure Policy (the Policy) is to provide a framework for City of Newcastle (CN) to expend Special Business Rate (SBR) monies on Projects for the purpose of promotion, beautification and development of SBR Precincts, being: City Centre/Darby Street, Hamilton, Mayfield, Wallsend and New Lambton.
- 1.2 In accordance with the Local Government Act 1993 (s495(2)), CN has applied a SBR Levy to the SBR Precincts, being rateable lands, which, in CN's opinion:
 - 1.2.1 benefits or will benefit from the works, services, facilities or activities; or
 - 1.2.2 contributes or will contribute to the need for the works, services, facilities or activities; or
 - 1.2.3 has or will have access to the works, services, facilities or activities.
- 1.3 CN is committed to expending the SBR monies for the purpose of promotion, beautification and development of the relevant SBR Precincts in accordance with this Policy.

2 Scope

- 2.1 The Policy applies to the expenditure of SBR monies.
 - 2.1.1 Matters relating to the collection, administration and management of the SBR monies are not applicable to this Policy.

3 Principles

- 3.1 Expenditure of SBR monies will be in accordance with the following principles:
 - 3.1.1 **Provide accountability and transparency** - merit-based provision of support and a system of accountability that complies with the Local Government Act 1993.
 - 3.1.2 **Provide alignment with CN strategies** and CN priorities outlined in the Newcastle 2030 Community Strategic Plan.
 - 3.1.3 **Facilitating active participation by community stakeholders** in the use and development of Public Places.
 - 3.1.4 **Creating safe, vibrant and welcoming Public Places and neighbourhoods** where people feel a strong sense of ownership in their community and a commitment to improving experiences.
 - 3.1.5 **Provide value for money** - considers the value for money received in return for CN's investment.
 - 3.1.6 **Creating Public Places that feel safe** for all, including the most vulnerable in the community.

Part B Expenditure of SBR Monies

4 Allocation of SBR monies

- 4.1 CN will determine, at its discretion, the amount of SBR monies to be made available for expenditure each year in accordance with this Policy, having reference to the amount of SBR monies collected each year and CN's annual budget process.
- 4.2 SBR monies must be allocated to the SBR Precinct for which they were collected.
- 4.3 CN will expend SBR monies via any of the following means, at its discretion:
 - 4.3.1 A service arrangement with a Business Improvement Association (BIA); or
 - 4.3.2 A service arrangement with a BIA Support service; or
 - 4.3.3 A competitive Expression of Interest (EOI) process administered by CN; or
 - 4.3.4 Projects and activities delivered by CN which meet the requirements of this Policy.

5 Program structure

- 5.1 CN will publish annual Guidelines to support implementation of the Policy, including the Assessment Criteria to support the competitive EOI process.
- 5.2 Guidelines will be approved annually by CN Director Strategy and Engagement.
- 5.3 Funding allocated via a competitive EOI process will be required to comply with the SBR Guidelines provided by CN and will be administered by a service agreement.
- 5.4 CN requires all Projects funded via SBR to publicly acknowledge CN.
- 5.5 CN will publish the details of each Project funded via SBRs on CN's website.
- 5.6 CN may host public information session(s) to provide information to prospective applicants about the program.

Part C Eligibility and assessment

6 Eligibility Criteria

- 6.1 Applicants seeking SBR monies via a service arrangement (as outlined in section 4.2.1 or 4.2.2) or a competitive EOI process (as outlined in section 4.2.3) must comply with the following Eligibility Criteria:
 - 6.1.1 Applicants must be a registered organisation with an ABN (or ACN) or Not for Profit organisation. Consideration may be given to applications from individuals where their application is auspiced by, or partnering with, a registered organisation;
 - 6.1.2 The Project must occur in a publicly accessible place within a SBR Precinct. Consideration may be given to Projects within close proximity of a SBR Precinct provided applicants can demonstrate a clear nexus and benefit for the SBR Precinct;
 - 6.1.3 The Project must be for the purpose of promotion, beautification and development of one or more SBR Precincts.

7 Assessment Criteria

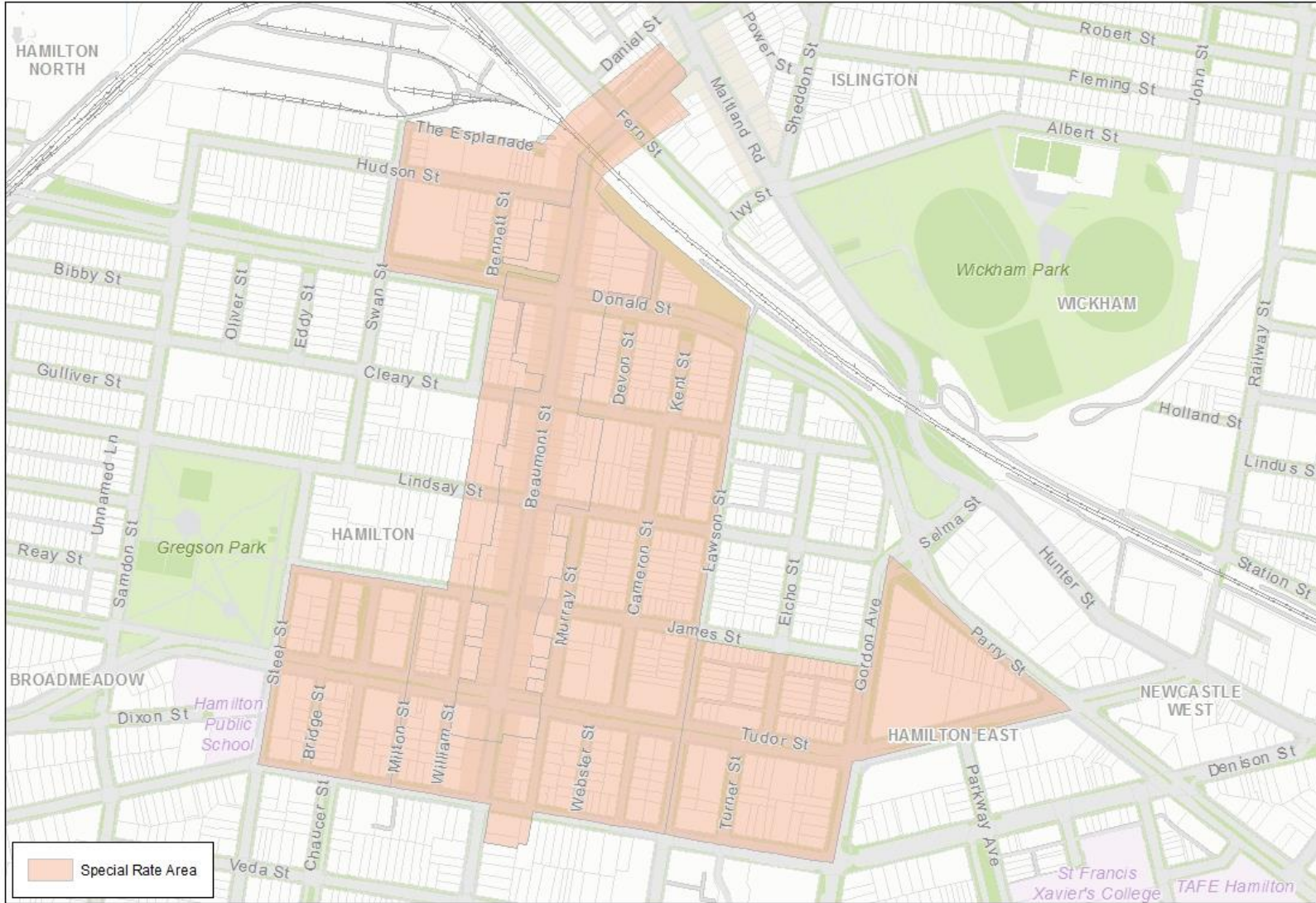
- 7.1 Projects that satisfy the Eligibility Criteria set out in section 6 will be scored against Assessment Criteria which will be published by CN in Guidelines each year and which will generally be designed to assess:
 - 7.1.1 Evidence of partnerships between businesses in the SBR Precinct;
 - 7.1.2 How the Project aims to promote, beautify and develop the SBR Precinct, for example through increase in safety or amenity, place activation, economic and business development, innovation and creativity, healthy lifestyles or infrastructure;
 - 7.1.3 How the Project addresses the principles of the Newcastle 2030 Community Strategic Plan;
 - 7.1.4 The relevant capacity and experience of the organisation to successfully complete the Project; and
 - 7.1.5 The extent to which the budget is comprehensive, realistic and provides value for money.

Annexure A Definitions

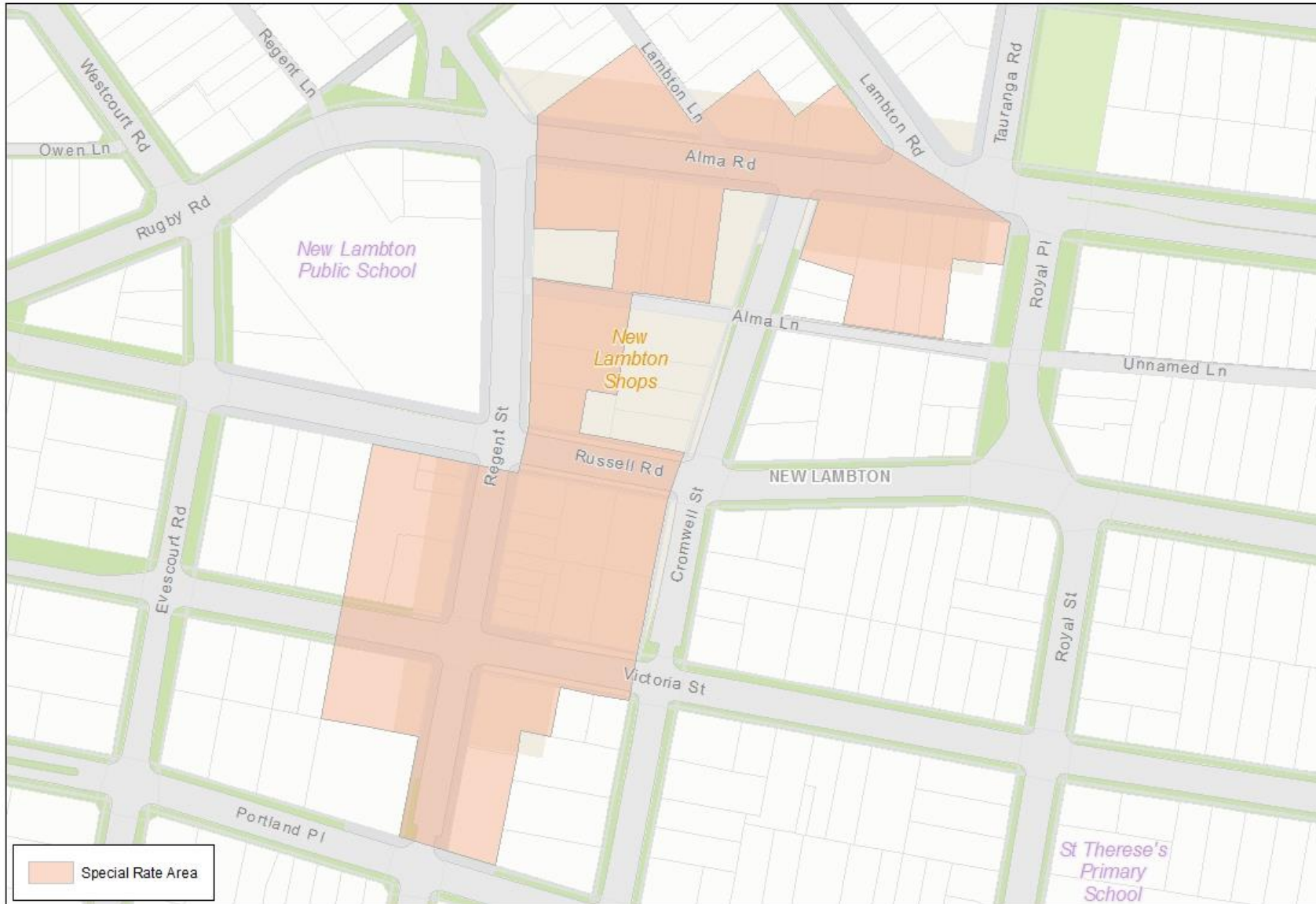
1. **Assessment Criteria** means the method used to evaluate and measure an application.
2. **Business Improvement Association** means an independent organisation representing businesses within a SBR Precinct.
3. **City of Newcastle (CN)** means Newcastle City Council.
4. **Council** means the Elected Council.
5. **Eligibility Criteria** means an attribute that must be complied with.
6. **Expression of Interest (EOI)** process means a request for information that demonstrates capacity to perform a service.
7. **Guidelines** means any Guidelines published in connection with CN's Expression of Interest in any year.
8. **Project** means works, services, facilities, events or activities.
9. **Public Places** means:
 - 9.1 Community land owned by CN;
 - 9.2 land over which CN has care and control; or
 - 9.3 publicly accessible land owned by another government body or property owner where written permission has been granted for a community project accessible to the general public.
10. **SBR Precinct** means the precincts within the Newcastle Local Government Area which pay a Special Business Rate as identified in Annexure B.
11. **Special Business Rate (SBR)** means a special rate as provided in s. 492 of the Local Government Act 1993.
12. Unless stated otherwise, a reference to a section or clause is a reference to a section or clause of this Policy.

Annexure B SBR Precinct Maps

8 Hamilton SBR Precinct Map



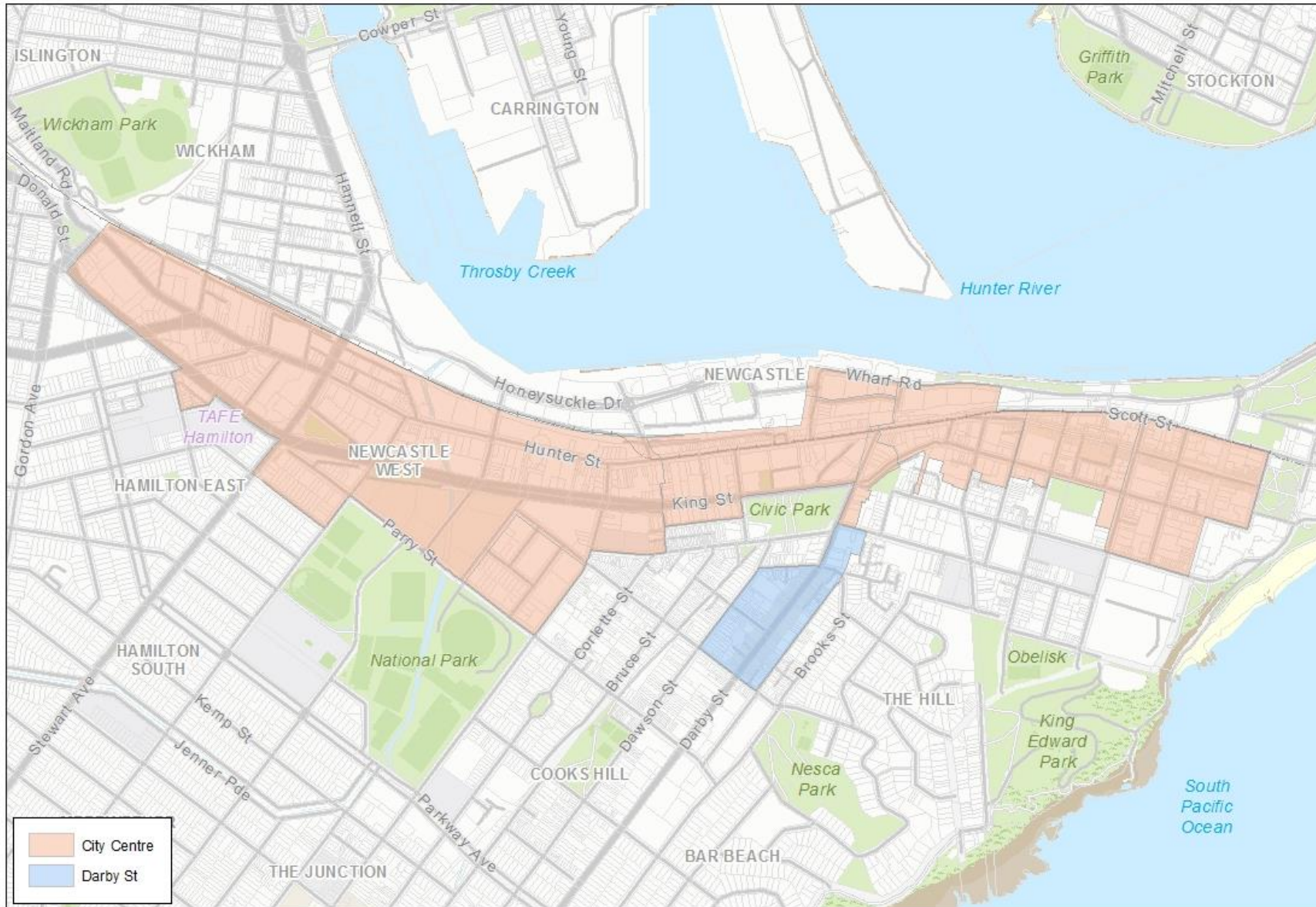
9 New Lambton SBR Precinct Map



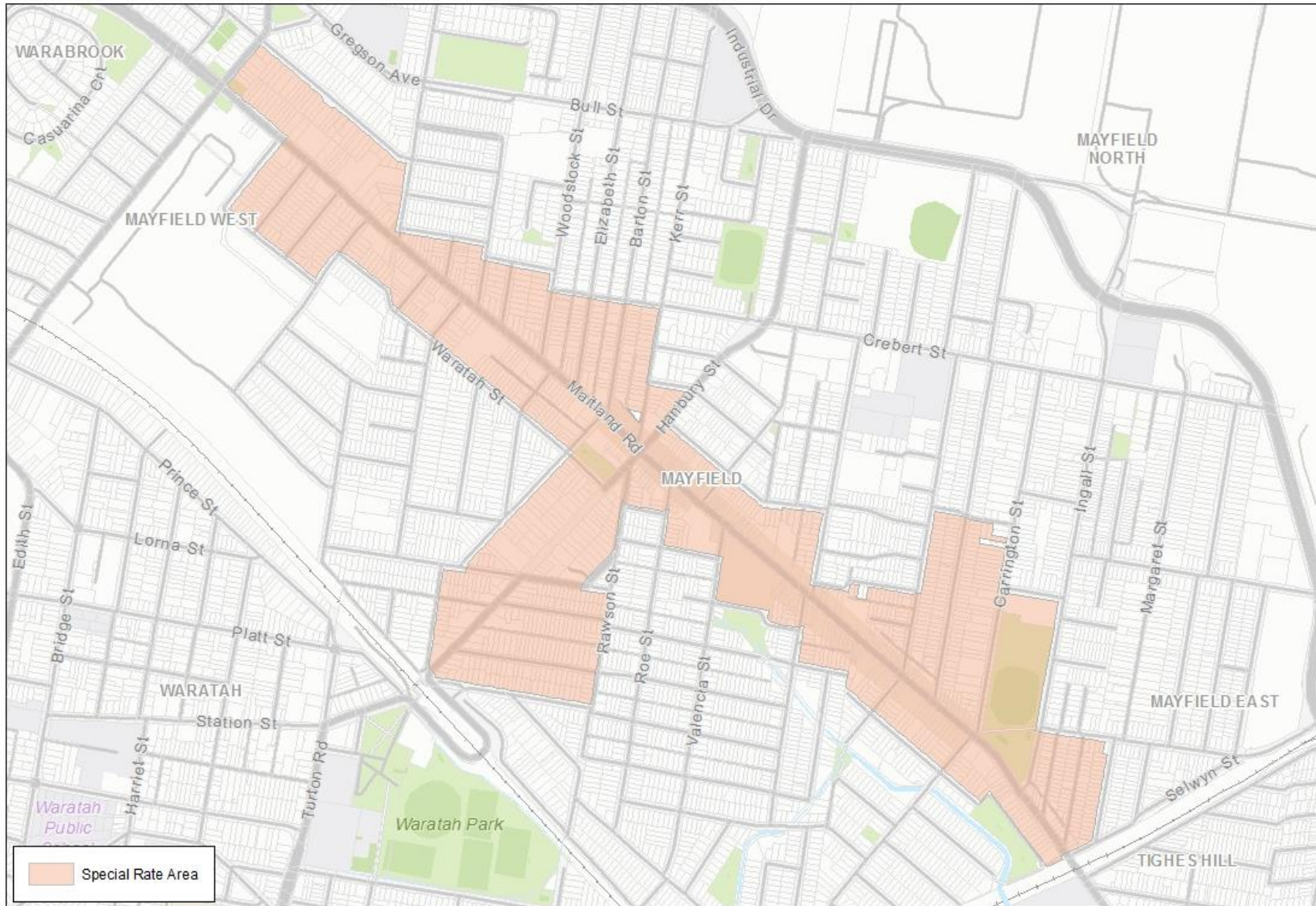
10 Wallsend SBR Precinct Map



11 City Centre/Darby Street SBR Precinct Map



12 Mayfield SBR Precinct Map



Document Control

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Procedure owner	N/A
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Other related policies/ documents/ strategies	Newcastle After Dark 2018 – 2021 Live Music Strategy 2019 – 2022 Cultural Strategy 2016 – 2019 Economic Development Strategy 2016 – 2019 Safe City Plan 2017 – 2020 Disability Inclusion Action Plan 2016 Expression of Interest Guidelines
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