



Auspice Arrangements 2023

Department/Unit	Business & Performance	First Implemented	20 March 2018	Review Date	September 2027
Origin	Manager Business & Performance	Reviewed	July 2023	Version	2
Authorising Officer	For endorsement by Council	Effective From	September 2023	TRIM Reference	E698

Purpose/Objective

To provide guidance on Mansfield Shire Council entering into auspice agreements with community groups within the Mansfield region, to support them secure funding opportunities.

Policy Statement

Council is committed to supporting the community to meet their own needs by providing assistance with securing funding opportunities through auspice arrangements.

In providing support through auspice arrangements Council will assess the benefits associated with:

- ▶ New projects and diversified activities within the municipality,
- ▶ The benefits derived through mentoring a community group, and
- ▶ The building of relationships with new funding providers.

Circumstances when an auspice relationship is not an appropriate solution for Council to support, include:

Long-term Ambitions: Where the members of the group that form the auspicee propose a long-term arrangement; in this case the group should consider whether to incorporate thereby possibly negating the need for an auspice arrangement.

Goals and project aims inconsistent with Council Plans: Council will assess the auspice proposal to ensure its goals and outcomes align with the Council Plan and other strategies and plans of Council.

Complex or risky arrangements: Council will assess the risk and complexity of the auspice proposal and will not enter an auspice arrangement where the risk assessment outcome is outside Council tolerances.

Commercial arrangements: Council will not enter into an auspice arrangement with a for profit commercial organisation that could otherwise secure funding.

Definitions

Term	Definition
Auspice Arrangement	When an organisation agrees to distribute and manage a grant on behalf of a smaller community organisation.
Auspisor	The incorporated organisation that auspices the group or individual.
Auspicee	The unincorporated group or individual requiring support.

Scope

This policy applies to all Council Departments involved in the promotion, assessment, approval, and management of auspice arrangements.

Responsibilities

Overall responsibility for the application of this Policy is held by the Chief Executive Officer.

Managers are responsible for ensuring their staff comply with the principles, practices and any associated procedures of this policy. Management, employees, contractors and volunteers are to be familiar with, and competent in, the application of this Policy, and are accountable for the delivery of this policy within their areas of responsibility.

The Business & Performance Department is the owner of this policy. Any reviews of this Policy must be made in consultation with the Governance Coordinator and Manager Business & Performance.

Objectives

Unincorporated community groups may find it difficult to obtain funding such as grants, due to funding bodies often preferring to grant funds to an incorporated legal entity rather than a group of individuals. Where this is the case, unincorporated community groups may approach Council to enter into an auspice arrangement.

Sometimes groups that have already incorporated may also seek to be auspiced. An example is where the funding body wants to see the project group establish a track record of successfully implementing projects before providing direct funding to the group.

In that circumstance, the auspice agreement would reflect that the auspicee is a legal entity itself.

Under an auspice arrangement, Council may agree to distribute and manage a grant on behalf of a smaller community organisation – where Council is known as the auspice organisation.

The typical responsibilities of an auspice organisation are:

- ▶ Take in grant funding and negotiate the funding agreement,
- ▶ Either provide the funding to the auspice or arrange for payments to be made as and when required,
- ▶ Provide administrative and operational support to the auspicee, and
- ▶ Provide information required for grant acquittals.

Auspice organisations may agree to provide access to their insurance or premises, alternatively they may require the auspicee to seek their own insurance and provide evidence of this.

Benefits to Council of providing auspicing arrangements include:

- ▶ An excellent mechanism to support new projects and diversify activities within the municipality by empowering community groups to drive and manage new projects themselves.
- ▶ A satisfying way in which to promote the objects and purposes of Council while providing mentoring to a less established group.
- ▶ Building relationships with new funding providers.

While there are many benefits, auspicing also introduces risks to Council that must be managed, including:

- ▶ Additional administrative burdens
- ▶ Relationship management and communication (with auspicee and also funding body)
- ▶ Project management risk, as Council will be responsible and accountable to the funding body for the ultimate delivery and acquittal of the project
- ▶ Level of professionalism, resources and expertise of the auspicee to be able to comply with its obligations under the auspicing agreement

The risks described will be managed through an appropriately drafted auspicing agreement, in accordance with the requirements of this policy

References / Related Policies

- ▶ Mansfield Shire Council Policy - Administration of Grant Income
- ▶ Justice Connect Auspicing Guide 2014 - <https://www.nfplaw.org.au/auspicing>

Gender Impact Assessment

The Auspice Arrangements Policy has had a Gender Impact Assessment (GIA) completed and is compliant with the obligations and objectives of the Victorian Gender Equality Act 2020.

Implementation

This Policy is effective from 19 September 2023.

Review Date

This Policy is to be reviewed by September 2027.

Authorisation to Implement Policy

Signed: _____

Councillor

Witnessed: _____

Chief Executive Officer

Approval dated: 19 September 2023

Mansfield Shire Council reserves the right to review, vary or revoke this Policy at any time.