

# Lithgow City Council Mayoral Bushfire Appeal

## Public Fund Rules

**Clause 1:** Lithgow City Council (LCC) has set up the Lithgow City Council Mayoral Bushfire Appeal (the Fund) to take donations from members of the public with the aim to provide funding toward projects that contribute to the recovery and rebuilding of fire affected areas in the region following the October 2013 Lithgow and Blue Bushfires natural disaster.

**Clause 2:** 'October 2013 Lithgow and Blue Mountains Bushfires' means the bushfires that caused damage to Lithgow City Council LGA and the Blue Mountains LGA from 17 October 2013.

**Clause 3:** The Lithgow City Council Mayoral Bushfire Appeal aims to provide a "one stop shop" where members of the general public can donate money to assist victims of the Bushfires, while ensuring that all monies donated are used solely on assisting residents who have suffered as a result of the fires.

**Clause 4:** All funds received will either be:

**4.1** Allocated by Council directly to those residents adversely affected by the bushfires via specific grant or program;

**4.2** Contributed to a community group providing a support service/disaster recovery activity; or

**4.3** Donated to Australian charities who will manage the distribution of donated monies to victims of the bushfires on behalf of Lithgow City Council. The funds will be distributed to the following charities:

- Salvation Army
- Other charitable organisations as determined by the management committee.

**Clause 5:** All funds donated to these charities (or allocated directly by Council) can only be used to assist victims of the October 2013 Lithgow and Blue Mountains Bushfires natural disaster.

**Clause 6:** The public will be invited to contribute to the fund.

**Clause 7:** The Fund will utilise the Lithgow City Council Trust bank account to manage all funds received.

**Account Name:** Lithgow City Council Trust Account

**BSB :** 062-566

**Account Number:** 28008920

Means of payment allowed will include cash, cheques, credit cards, bank transfers and payments at Commonwealth branches.

**Clause 8:** Council will set up a trust fund within its general ledger and manage all funds received through this trust.

**Clause 9:** Council will not use any funds donated for any administration or other non charitable purposes, and all funds donated will only be used for the purposes as detailed in Clauses 3 and 4 above.

**Clause 10:** Council will collect monies through the fund for a period of 2 years post the complete extinguishment of the October 2013 Lithgow and Blue Mountains Bushfires.

**Clause 11:** Funds collected will be distributed within two years (per Clause 9).

**Clause 12:** If the fund is wound up or if the endorsement of the fund as a deductible gift recipient for the operation of the fund is revoked, any surplus assets of the gift fund remaining after the payment of liabilities attributable to it, shall be transferred to a fund, authority or institution to which income tax deductible gifts can be made.

**Clause 13:** The Fund will have a gift fund that will be used to accept the donations. The gift fund operates through the separate trust bank account and the trust accounts set up by Council.

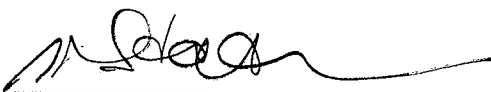
**Clause 14:** Reconciliations and accounts will be prepared for the Fund on a monthly basis to ensure that all monies are correctly accounted for and used for the purposes detailed in these public fund rules, and detailed statements will be prepared when the fund is wound up.

**Clause 15:** Receipts will be issued in the name of the Lithgow City Council Mayoral Bushfire Appeal.

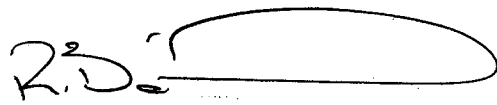
**Clause 16:** The fund will be managed by a majority of responsible persons who will have a degree of responsibility to the general community. The management committee will identify the areas of greatest need for financial assistance in helping the fire affected residents recover from the October 2013 Lithgow and Blue Mountains Bushfires natural disaster.

**Clause 17:** The ATO will be notified of any changes to the fund rules within twenty one days.

#### Approval



**Maree Statham**  
Mayor



**Roger Bailey**  
General Manager