



Sporting and Community Clubs Fees Policy

Reference Number:	4.28
Type:	Council Policy
Category:	Safety & Community
Relevant Community Plan Outcome:	<ul style="list-style-type: none"> In our City no one gets left behind; everyone has access to quality resources, services, programs, information and social infrastructure to fully participate in their community. Charles Sturt is made up of strong and vibrant communities; we celebrate our identity, heritage and cultural diversity. People feel a sense of belonging, inclusion and social connectedness.
Responsible Officer(s):	Manager Open Space, Recreation and Property
First Issued/Approved:	August 1994
Minutes Reference:	CoS 4/09/2023, Item 4.38
Last Reviewed:	September 2023
Next Review Due:	September 2025
Applicable Legislation:	Local Government Act 1999 Retail and Commercial Leases Act 1995 Associations Incorporations Act 1985
Related Policies:	
Related Procedures:	Sporting and Community Clubs Fees Procedure

1. Purpose

The City of Charles Sturt provides a range of organised sport and recreation facilities and services to the community including sportsgrounds, clubrooms, an indoor recreation centre and community centres. In addition, Council has an extensive network of open space that provides for the unstructured recreational activities of the community.

As the owner of community land Council recognises that it has a key role to play in the provision of a diverse range of recreation and sport facilities in collaboration with local clubs and associations to meet the needs of our changing community. This is one of many services that Council provides which contributes towards the creation of healthy and active communities. We seek to further provide accessible infrastructure and services which engage our diverse community.

We are committed to the responsible management of community facilities by being consistent, equitable and transparent with Councils Licence arrangements, in order to maximise community benefit.

2. Scope

The aim of the policy is to ensure an equitable and consistent approach to licences which encourage high utilisation rates, diversity of use and supports organisations occupying Council facilities to be sustainable. Council will ensure facilities are fit for purpose and the terms and conditions of licences are equitable, consistent, support good governance, accountability and optimise the use of Council facilities.

The following principles have been developed, in conjunction with the Sporting and Community Club Fees Procedure Document (**Appendix A**) and guide the provision and management of Council owned facilities.

3. Policy Statements

3.1 Community Benefit

We will ensure Council owned buildings and facilities are well used to meet the needs of our community and align with our Community Plan directions. We will assist our clubs in optimising the use of our facilities in providing diverse, equitable and inclusive opportunities to our community

3.2 One of Many Services

Council's role in the provision of sports facilities like all other Council services must be balanced against the many needs of the community and the vast range of services that it provides. The extent of Council's involvement in delivering any service will consider Council's legal obligations and an analysis of the social and economic benefits, community need and relevant trends.

3.3 Viability of Organised Sport and Recreation

A number of factors impact on the viability of organised sport and recreation; participation rates in traditional organised sports are declining. Participation rates for junior organised sport is strong however senior participation numbers have been in decline in recent years as the population ages. there has been a shift to participation to individualised sport and fitness activities that align with time poor, increasingly busy lifestyles. Activities are becoming geared towards our ageing and culturally diverse population, changing both the types of sport we play and how we play them.

With projected increases in population along with increased residential densities, sporting clubs will play an increasing role in the health of the community as they promote, encourage and deliver physical activity opportunities to the community.

Governments are increasingly incorporating sport into various policies to tackle a range of issues from childhood obesity to community wellbeing and female participation, Council will continue to assist Clubs in seeking recreation and sport grants; in identifying opportunities for new and emerging Clubs or struggling Clubs to share facilities and costs and in coordinating development and training opportunities for club administrators through the Office for Recreation and Sport.

3.4 Accessibility

Council and our Clubs play an important role in providing quality sporting facilities for the community; as well as providing for social opportunities and involvement within clubs in a safe environment.

Sports facilities on community land will be accessible to all residents of the City recognising that some sports surfaces (tennis courts, bowling rinks and the like) need to be protected by locked fencing. However, these facilities should be available to the community by way of hire or social membership.

Where facilities are not available to the community as of right or by way of hire or open membership, a commercial lease will apply, and the club will be responsible for 100% of the cost of maintaining the playing surface and surrounds (commercial tenancy principles will apply in regard to the building and all other improvements).

3.5 Social Inclusion

In recognition of the diverse community living in the City and of the fact that the City's recreation and sports facilities provide predominantly for traditional male-base sports, social inclusion incentives will be offered to Clubs who provide a diverse range of recreation and sports opportunities, that remove barriers and encourage participation by local residents. Our Clubs are considered a role model that is welcoming, safe and encourages respect amongst all members and visitors, with a zero tolerance to any form of racism, bullying, or discrimination

Incentives may be offered to Clubs demonstrating the following membership characteristics:

- Is accessible and inclusive for residents living with disability and their carers
- Is inclusive to seniors and recognises that fitness and recreation is lifelong.
- Has inclusive female participation targets and actively promotes gender equality in sport or recreation activity
- Aboriginal and Torres Strait Islander people are recognised, valued and included
- Addressing socio economic barriers to participation (Resident of low socio-economic areas based on the SEIFA Index)
- Is inclusive and respectful to all Culturally and Linguistically Diverse (CALD) residents
- Is inclusive to children under 17 years of age and provides a child safe environment
- Your club offers a discounted membership to those who receive a Federal Government Allowance
- Resident of the City

3.6 Facility Utilisation

Many of Council's sporting facilities lay idle through the day and are used predominantly on weekends and of an evening. In addition, many are sole-purpose facilities. Considering the collective value of sports assets across the City, and the current and future trends in recreation and sport participation; Council aims to strategically locate and provide sport and recreation facilities to maximise community usage.

Incentives and priority will be given to assisting clubs in upgrading facilities which provide for multiple sporting and recreation activity codes, shared social facilities and increasing membership.

No new sports facilities (clubrooms) will be constructed unless as a result of the consolidation of the existing facilities on site.

3.7 Assets for the Future

Where a building facility upgrade is requested by a Club, Clubs may jointly fund upgrades or Council may consider fully funding building upgrades that result in:

- Consolidation of assets
- Current legislation compliance
- Higher usage levels of fewer assets
- Multiple-use of facilities
- Increased range of activities, services and programs being offered
- Increased participation particularly by target groups (children and teenagers, aged, disabled, women, people from culturally diverse backgrounds)

Where a substantial upgrade or new facility is to be developed, Clubs must demonstrate social and financial sustainability. Submissions for building upgrades must include:

- A statement of community benefit
- Analysis of relevant trends in population, recreation and sport
- An assessment, by the peak bodies of the relevant sporting codes, of the future building and sport facility requirements (for the codes involved) within the City over the next 20 years
- Assessment of the financial capacity of the Clubs involved (including audited financial statements for the preceding three years of operation)

A five year forward Business Plan, including financial projections. In programming building upgrade works and considering requests for building upgrades, Council will work with Clubs to ensure that upgrades are financially, environmentally and socially sustainable.

Where Council is involved in building upgrades and new additions to the buildings, the costs to complete the projects will be passed on to the Club as an annual rental increase in accordance with this Policy. The costs associated with renewal works for changerooms to a unisex standard, will not be passed onto clubs.

All capital works undertaken on Council buildings will be approved and project managed by Council.

Clubs are required under Consumer Business Services Legislation to prepare Audited Financial Statements, shall provide these to Council annually. All other clubs shall provide Council with Annual Financial Statements.

3.8 Emergency Service Providers

The existing Sporting and Community Club Fee Policy recognises sporting clubs and their varying levels of contribution to different sectors of the community including demographic and gender diversity; accessible facilities and inclusion; and club members from varying socio-economic backgrounds. It is also considered relevant to recognise the unique nature of the SLSC's as Emergency Service Providers within our community

Incentives will be offered to our Surf Life Saving Clubs to make application on a case by case basis for an additional 10% discount to licence fees.

4. Renewal Works

4.1 Renewals (Council Programmed)

The Property Management will develop a 4 year schedule of works for renewal and replacement of building components. This will be reviewed annually and is subject to change in accordance with Councils Owned Building Asset Management Plan.

All works will be completed by Council following consultation with the Club. In these instances, the Annual Licence Fee will increase in accordance with this Policy.

4.2 Renewals (Change rooms)

Change rooms including wet area renewals will be replaced to provide unisex facilities in accordance with Council program of works based on a building condition assessment and Councils responsibilities as a building owner ensuring facilities are fit for purpose and support the diversification and ongoing growth of our Clubs.

All works will be completed by Council following consultation with the Club.

There will be no increase in Annual Licence Fee for the changing room component of any programmed renewal works.

4.3 Land Rent

Council is the custodian of community land for the use and enjoyment of the residents/ratepayers and visitors to the City. Where a Club provides a service that is open and accessible to the community, no rent will be charged for use of the land. However, where a Club chooses to enclose the facilities, a commercial rent will be applied to the land.

Clubs such as; tennis, bowling, croquet and hockey have 'fine turf' or 'artificial' surfaces. These Clubs are responsible for providing and maintaining their playing surfaces, and will receive the land rent free of charge, providing their membership is open to all ages, genders and cultures. It is also a requirement that these Clubs promote their facilities as being available to the community at a reasonable hire fee. This is in recognition of the nature of the infrastructure where an 'open door' policy may result in damage to the playing surface and considerable cost to the Club from both a financial and operational point of view.

When such surfaces are at the end of their useful life, clubs will be responsible for the renewal works. This is in recognition that clubs are not being charged land rent, and that this money otherwise payable should be placed into a sinking fund to ensure clubs may afford to undertake such works at the relevant time.

4.4 Building Rent and Maintenance

Building rental will be based on the equity that Council and/or the Club has in the facility. Where a Club is deemed to have 100% equity in a building, maintains the building in line with relevant legislation, and successfully complies with building audits, no building rent will apply. Clubs that have no equity in the building will take tenant responsibilities in accordance with their current lease or licence.

Social Inclusion Discounts may be received based on meeting relevant criteria outlined in **Appendix C**.

Council recognises that component renewal work in accordance with Asset Management Plans is the responsibility of Council as the owner of the property, and as such it will not increase Council equity in the building. This is identified within Attachment B (Guidelines for Maintenance, Repair and Building Upgrades for Council Owned Sporting Clubs). In the case of major renewal/upgrade works the rental will be recalculated based on the equity in the building in accordance with this policy.

Leased/licensed premises shall be inspected by Council staff annually or at such other times as considered appropriate. Any works identified in these inspections that is deemed to be the responsibility of the Club must be completed within 21 days by a licensed tradesperson. If the work is not completed within this timeframe Council will undertake the work and recoup all costs from the Club.

4.5 Ground Maintenance Service Levels

Ground maintenance service levels will be defined and agreed with Clubs recognising that service levels may vary between sites depending on the level of use of the ground, the soil profiles, the sporting code and the grade of sport being played. Where additional services are required by the Club, full cost recovery will be applied for the additional services provided.

Ground rent will be based on the costs differential between maintaining a recreational surface and a sports surface. The ground maintenance fee will be fixed for each sporting code at a standard relevant to each Club.

In the case of fine turf (cricket wickets, lawn tennis, lawn bowls and croquet) and hard-court surfaces, these will be maintained and upgraded at the Clubs expense. When such surfaces are at the end of their useful life, clubs will be responsible for the renewal works. This is in recognition that clubs are not being charged land rent, and that this money otherwise payable should be placed into a sinking fund to ensure clubs may afford to undertake such works at the relevant time.

Current inequities in relation to turf wicket maintenance, lawn tennis court and croquet maintenance will be remedied by either handing over maintenance responsibilities to the Clubs or achieving full cost recovery for an agreed service level.

4.6 Ancillary and Associated Infrastructure

Ancillary facilities (such as sports lighting, sight screens, scoreboards, sports fencing, practice nets and the like) will be the responsibility of the Clubs to provide, replace and maintain. The facilities will be placed on Councils Asset Register and audited by Council. To ensure the safety of the community, Clubs will be instructed of any actions required as a result of the audit. Where Clubs fail to undertake work specified in the audit, Council will undertake the work and charge the Club accordingly.

Council recognises the significant cost of such works and may, through an annual budget bid process, contribute up to 50% of the cost of Ancillary and Associated Infrastructure works over \$10,000.

Applications will be considered on a case by case basis and must be received no later than November each year for consideration as part of the annual budget process.

4.7 Ecologically Sustainable Design

Council declared a Climate Emergency in late 2019 and is committed to reducing negative impacts of climate change on our community and assets.

Council's buildings and facilities provide opportunity to both reduce carbon emissions and improve their comfort and useability for the benefit of our community, including sporting and community clubs, over the longer term. Council also has a strong commitment to growing the Circular Economy through its operations.

Council has developed Ecologically Sustainable Design (ESD) Guidelines for new buildings and refurbishments and building maintenance activities to outline council's expectations for how council's building assets will be built and maintained.

Council will work with Licensees to meet these environmental standards and will require they are addressed when major renewal works or capital upgrades, and/or maintenance activities, are undertaken. Licensees are encouraged to contact Council representatives to discuss how these requirements will apply to any such project/work.

4.8 Poker Machines

The City of Charles Sturt does not support the introduction of gaming machines into a club premises on Council owned land. Clubs that are associated with an organisation that holds a Gaming Machine Licence and derives a financial benefit from that association will be deemed commercial in nature and therefore pay a commercial rent for the property occupied. Additionally, Council will not underwrite any loans for the purpose of construction of infrastructure to accommodate gaming machines or for the purchase of gaming machines.

In the likelihood that a Club does apply for a gaming machine licence (s) on privately owned land, each application is to be considered in the light of the following:

1. The physical infrastructure, both within and around the club premises.
2. The total financial profile of the club.
3. The possible financial implications on other clubs on Council owned premises within its geographic locality or where it can be clearly demonstrated that the introduction of gaming machines will have serious financial ramifications for other clubs on Council premises in that vicinity, no approval will be granted.

4. The Statement of Intent provided by the club outlining the manner in which it will operate its licence.
5. Written undertaking that it will continue its licence in accordance with Statement of Intent.

4.9 Professional/Commercial Clubs

Recreation and sporting clubs are finding it increasingly difficult to attract volunteers to help with coaching, administration and maintenance. Council acknowledges that some amateur clubs now offer players and volunteers some type of remuneration to cover expenses related to their services. If the profits gained from a commercial activity are not reinvested into the Club facilities or sport, then the Club may be deemed as being commercial in nature and a negotiated rent for the property occupied may apply.

4.10 Naming Rights

It is acknowledged that Council holds the naming rights to all sporting facilities on Council-owned land.

4.11 Expectations of Clubs Occupying Community Land

Clubs occupying Community land will be expected to promote their activities in a safe and supportive environment. Council Administration will endeavour to put in place educational programs and opportunities that encourage and assist Clubs.

In the event of a Club being found guilty of committing an action or offence considered 'significant' that results in a penalty being enforced by either a State or National Association or the SAPOL, the Club will be given a formal warning from Council. If a total of three formal warnings are received within any 'five' year period, the Club may be required to relinquish their licence subject to Council consideration.'

4.12 Subletting

The Licensee shall not sublet or sublicense the club, or any part of the Premises without Council's written consent and any sublease or sublicense must be on terms and conditions satisfactory to Council.

4.13 Signage

All signage requires the consent of Council unless where signs do not exceed 2m², are of a temporary nature and face inwards to the site.

4. Definitions

N/A



Appendix A

Sporting & Community Clubs Fees Procedure

Reference Number:	
Classification	Internal Procedure
First Issued/Approved:	August 1994
Review Frequency:	Annually
Last Reviewed:	September 2023
Next Review Due:	September 2025
Responsible Officer(s):	Manager Open Space and Recreation
Council File Reference:	
Applicable Legislation:	Local Government Act 1999 Retail and Commercial Leases Act 1995 Associations Incorporations Act 1985
Relevant Policies:	Sporting & Community Clubs Fees Policy Sporting & Community Club Loan Guarantee Policy
Related Procedures:	
Compliance Standard:	

1. Purpose

The City of Charles Sturt recognises the community value of the dynamic network of sporting and community clubs within the City and its role in facilitating some of these clubs by the provision of recreational infrastructure.

To establish a balance between access to and a reasonable contribution towards the development and maintenance costs of these facilities Council has adopted a fee structure which applies to all new and renewed licences and leases issued to sport and community clubs occupying Council owned land.

2. Procedure

The Lease/Licence Fee payable will have three components:

2.1. Land Rental

To be calculated using the following formula:
(size playing surface x average value/square metre) x 2%

Where a facility is 'non-exclusive' the land rent will be discounted 100%. This would include all turf sports grounds that remain open and freely available to the community when not being used by the Club. It also includes tennis, bowling and croquet clubs which can demonstrate to Council that membership is open to the community at large and that playing surfaces are available for hire to the community.

2.2. Ground Maintenance

To be calculated using the following formula:

Average size of playing surface per sporting code x Square metre 'differential costs'.

Note: The differential cost is the difference between the cost of maintaining a recreation surface and a sportsground surface of varying standards (AAA, AA).

2. 2.1 Average Size of Playing Surface per (Australian Government Sports Commission 1998)

Football (Australian Rules)	20,800sqm
Football (Soccer)	7,300sqm
Cricket	14,000sqm
Rugby Union	7,000sqm
Lacrosse	5,500sqm
Baseball	10,300sqm
Croquet	1,500sqm
Hockey	4,800sqm

2.2.2 Defined service levels for each of the sporting facilities maintained by Council will be established using the following classifications (i.e. AAA, AA) for grass-based sports. The ground service levels for each facility will be defined by the current utilisation and the level of sport being played. A defined per square metre maintenance cost for an average recreational reserve will also be used as a base for the differential cost.

The dollar figure value for square metre maintenance costs for each classification is as follows:

Ground Service Levels (**Attachment A**)

Sportsground AAA	\$1.04m ²
Sportsground AA	\$0.73m ²
Recreational Reserve	\$0.28m ²

Calculate the average square metre cost for maintaining a sportsground ground compared to a recreational reserve.

E.g. $\$0.73$ (Sportsground AA) – $\$0.28$ (Open space) = $\$0.45$

The ground rent is to be based on the differential cost per square metre multiplied by the average area of land occupied by a particular code.

e.g. Football (Australian Rules) @ Service Level AA
 $= 20,800\text{sqm} \times \$0.45 = \$9,360$ per annum

Where the Club shares the facility with a summer sport the total cost for 6 months would be $\$4,680$.

Clubs having more than one sportsground on the same site will pay maintenance costs on a sliding scale

2nd Ground 50% of maintenance costs

3rd Ground 75% of maintenance costs.

Clubs will be charged 100% for any additional services undertaken on the sportsground in accordance with the Fees and Charges register.

Ground maintenance charges will be adjusted annually by movements in the Consumer Price Index, with a major differential cost review being conducted every 3 years.

2.3. Building Rental

Building Rent is based on 2.5% of Council's equity in the building as per its current book value. No rent will be charged on the equity apportioned to the club.

For example, the building's current book value is $\$100,000$

1. Council has 0% equity. Rent = $\$100,000 \times 0\% \times 2.5\% = \0
2. Council has 100% equity. Rent = $\$100,000 \times 100\% \times 2.5\% = \$2,500$
3. Council has 50% equity. Rent = $\$100,000 \times 50\% \times 2.5\% = \$1,250$

Any capital works in excess of $\$5,000$ undertaken on the building by Council will change the equity percentage that Council holds.

For example, if Council were to spend $\$50,000$ on a building where the Club originally had 100% equity, therefore raising the total current book value to $\$150,000$, the three scenarios change as follows:

1. The club now has 67% equity in the building and Council has 33%. Therefore, rent = $\$150,000 \times 33\% \times 2.5\% = \$1,238$
2. Council has 100% equity. Rent = $\$150,000 \times 100\% \times 2.5\% = \$3,750$
3. Council now has 67% equity in the building. Rent = $\$150,000 \times 67\% \times 2.5\% = \$2,512$.

For the purpose of calculating rent, any State or Federal funding received by Clubs for capital improvements will be shown as equity for the Club not Council. Any expenditure incurred to Council by imposing building sustainability concepts within the scope of any building capital works will not impact on the Clubs equity within the building.

Clubs will be responsible for the day to day maintenance of their building in accordance with their current lease or licence conditions (**Attachment B**) and will be charged 100% for any additional maintenance undertaken by Council.

Building Rental charges will be adjusted annually by movements in the Consumer Price Index with a review of the equity adjusted book value occurring every year.

Clubs may apply for additional discount to this policy in accordance with the Social Inclusion Discounts contained within **Appendix C**

2.4. Capital Projects - Clubrooms

Council Building Asset Management Plan guides the ongoing renewal of all Council buildings, including clubrooms.

Criteria used to assess the condition of the building include:

Property Criteria:

- WHS, Building Code of Australia, Health Act - Does the building provide a safe environment?
- Disability Discrimination Act - Does the building provide accessible services?
- Asset Management Plan for Sporting & Recreation Buildings – Is an upgrade consistent with work identified in Council's Asset Management Plan?
- Sustainability- Does the building provide services or infrastructure that assist in sustainability?

Open Space & Recreation Criteria:

- Target groups / Female participation - Does the Club have programs or participation numbers for juniors/females/new Australians/seniors?
- Membership - Does the Club(s) have an open and accessible membership?
- City of Charles Sturt residents - What percentage of members reside within the City of Charles Sturt?
- Size of Club – is the Club growing, stagnant or stable
- Multi-use of facilities – Is there more than one sport being played from the facility? Is there community use of the facility?
- Level of sport being played
- Financial Capacity of the Club – Does the Club have the financial capacity to sustain an increase in building rent resulting from the capital upgrade? (this evaluation will be undertaken in collaboration with the Club)

In addition, consideration should be given to the club's ability to comply with the Social Inclusion Criteria outlined in **Appendix C**:

- Community benefit
- One of Many Services
- Viability of organised sport and Recreation
- Accessibility
- Social inclusion
- Maximising Facility usage
- Assets for the future
- Emergency Service Providers

If a Club initiates a facility upgrade, staff will conduct an initial appraisal in conjunction with the Club to evaluate the proposal against the principles outlined in the Policy and report the outcomes to Council for consideration in future budget submissions. If there is a demonstrated public benefit, minimal financial risk to Council, and if the conditions of the annual rental are acceptable to the Club then staff will prepare a budget submission for Council to consider in the following financial year.

2.5. Renewals – Change Rooms

Council Building Asset Management Plan guides the ongoing renewal of all Council buildings, including change rooms.

Design works will be commissioned and works undertaken the following year in consultation with the Club. Works will be prioritised in accordance with budgeted amounts outlined in Councils Asset Management Plan and Long Term Financial Plan.

2.6. Social Inclusion Discounts

The initial rent payable by the Club will be based on land rental and a combination of both ground maintenance and building rental costs. Additional discounting may be applicable to the Club through social inclusion discount incentives. Clubs will receive a further percentage discount on their annual rental if they can demonstrate that they are actively achieving the following and are able to demonstrate the following criteria are achieved in accordance with **Appendix C**:

Subsidy Criteria

- One of Many Services (5%)
- Community benefit (5%)
- Viability of organised sport and rec (5%)
- Accessibility (5%)
- Social inclusion (10%)
- Maximising Facility usage (10%)
- Assets for the future (5%)
- Emergency Service Providers (10%)

Clubs will be required to apply for these discounts annually with applications being assessed in conjunction with their rental review. This application will need to be returned two months prior to the review date.

2.7. Hardship

Where a Lessee or Licensee is able to produce evidence that the fee will cause undue hardship (after Social Inclusion discounts are offered) then the Lessee or Licensee can make an application to Council's Committee. This Committee is authorised to negotiate with individual clubs on application, to determine a recommended additional Social Inclusion Discount.

2.8. Implementation

It is recognised that the rental arrangements of some clubs may increase when placed on the new policy or following a significant building upgrade. In such situations the new rental structure will be phased in equally over a period of five years with the first rental being no greater than the current rental plus CPI.

Attachment A - Ground Service Levels

Sportsgrounds Maintenance - AAA						
ITEM	DESCRIPTION	UNIT	QUANTITY	RATE	COST	FREQUENCY PER ANNUM
1.1	Mow ing (April - August)	m ²	20000	\$0.09	\$1,762	21
1.2	Mow ing (September - March)	m ²	20000	\$0.13	\$2,601	31
2	Topdressing (20 tonne washed sand / 20 tonne sandy loam)	m ²	20000	\$0.26	\$5,219	52
3	Irrigation maintenance	item	31	\$48.96	\$1,518	31
4	Water table detailing	lm	520	\$5.16	\$2,685	12
5.1	Coring - spring	m ²	20000	\$0.02	\$358	1
5.2	Coring - pre w inter	m ²	20000	\$0.02	\$358	1
6.1	Fertilising - pre summer (100% application rate)	m ²	20000	\$0.06	\$1,228	1
6.2	Fertilising - pre w inter (100% application rate)	m ²	20000	\$0.06	\$1,228	1
7	Scarifying	m ²	20000	\$0.18	\$3,697	1
9.1	Pesticide treatment (black beetle & bill bug) - Nov / Dec	m ²	20000	\$0.08	\$1,593	1
9.2	Pesticide treatment (bill bug) - Jan / Feb	m ²	20000			nil
10	General weed control - herbicide	lm	520	\$0.44	\$229	5
11	Litter collection	item	52	\$14.16	\$736	52
12	Soil test	item	1	\$119.35	\$119	1
				Total	\$23,558	
				m2	20000	
				rate per m2	1.18	
				Minus water table	\$20,873	
				m2	20000	
				rate per m2	1.04	

Sportsgrounds Maintenance - AA						
ITEM	DESCRIPTION	UNIT	QUANTITY	RATE	COST	FREQUENCY PER ANNUM
1.1	Mowing (April - August)	m ²	20000	\$0.09	\$1,762	21
1.2	Mowing (September - March)	m ²	20000	\$0.13	\$2,601	31
2	Topdressing (10 tonne washed sand / 10 tonne sandy loam)	m ²	20000	\$0.13	\$2,609	52
3	Irrigation maintenance	item	31	\$48.96	\$1,518	31
4	Water table detailing	lm	520	\$5.16	\$2,686	12
5.1	Coring - spring	m ²	20000	\$0.02	\$358	1
5.2	Coring - pre winter	m ²	20000	\$0.02	\$358	1
6.1	Fertilising - pre summer (100% application rate)	m ²	20000	\$0.06	\$1,228	1
6.2	Fertilising - pre winter (100% application rate)	m ²	20000	\$0.06	\$1,228	1
7	Scarifying	m ²	20000			nil
8	Broadleaf weed control (burr medic) - September	m ²	20000	\$0.01	\$226	1
9.1	Pesticide treatment (black beetle & bill bug) - Nov / Dec	m ²	20000	\$0.08	\$1,593	1
9.2	Pesticide treatment (bill bug) - Jan / Feb	m ²	20000			nil
10	General weed control - herbicide	lm	520	\$0.44	\$229	5
11	Litter collection	item	52	\$14.16	\$736	52
12	Soil test	item	1	\$119.35	\$119	1
				Total	\$17,253	
				m2	20000	
				rate per m2	0.86	
				Minus Water table	\$14,567	
				m2	20000	
				rate per m2	0.73	

Sportsgrounds Maintenance - VARIANCES					
ITEM	DESCRIPTION	UNIT	QUANTITY	RATE	COST
1.1	Line marking - Football - initial	item	1	\$606.77	\$607
1.2	Line marking - Football - follow up A's & B's	item	1	\$100.49	\$100
1.3	Line marking - Football - follow up U/17 & U/19	item	1	\$83.08	\$83
1.4	Line marking - Soccer - initial	item	1	\$486.62	\$487
1.5	Line marking - Soccer - follow up	item	1	\$95.49	\$95
1.6	Line marking - Soccer Modified - initial	item	1	\$363.46	\$363
1.7	Line marking - Soccer Modified - follow up	item	1	\$66.37	\$66
1.8	Line marking - Cricket - initial	item	1	\$200.75	\$201
1.9	Line marking - Cricket - follow up	item	1	\$88.60	\$89
2.0	Football goals - removal	set	1	\$261.35	\$261
2.1	Football goals - installation	set	1	\$454.62	\$455
2.2	Soccer goals - removal	set	1	\$174.23	\$174
2.3	Soccer goals - installation	set	1	\$340.96	\$341
3.0	Cricket Wicket - Hard - uncover	item	1	\$269.88	\$270
3.1	Cricket Wicket - Hard - cover	item	1	\$568.54	\$569
4.0	Cricket Wicket - turf - super sopping	item	1	\$111.15	\$111
5.0	Football - verti drain (Woodville Oval only as all irrigation located)	item	1	\$1,652.65	\$1,653
6.0	Line marking - Irrigation - Events	hour	1	\$67.08	\$67
7.0	Soccer goal sleeves - installation	set	1	\$865.29	\$865
7.1	Soccer goal sleeves - removal of old	set	1	\$235.31	\$235
8.0	Rugby goals - relocation of	set	1	\$1,144.92	\$1,145
9.0	Football goals - new sleeves	set	1	\$1,341.47	\$1,341
10.0	Resodding ie: goal mouths / coaches' boxes	m ²	40	\$28.47	\$1,139
11.0	Baseball mound - remove	item	1	\$256.70	\$257
12.0	Black soil - supply & deliver	kg	600	\$0.23	\$137
13.0	Cricket Wicket - turf - pre-season preparation (average of 4 strips per square)	square	1	\$1,380.91	\$1,381
14.0	Cricket Centre Wicket - weekly preparation (6 month period)	strip	1	\$12,415.01	\$12,415
15.0	Cricket Practice Wicket - weekly prep (6 month period) (inc 2 x renovation)	banks	2	\$4,970.40	\$9,941
16.0	Croquet Green - maintenance	green	2	\$3,858.62	\$7,717
Notes:	1 square = 4 strips	Wicket prep - \$335			
	1 strip is 73.2m ²				
	1 square = 292.8 m ²				
	\$3.45 per m ²				
13.0	Cricket Wicket - turf - pre season preparation (average of 4 strips per square)	m ²	292.8	\$4.72	\$1,381

Attachment B - Guidelines for Maintenance, Repair & Building Upgrades for Council Owned Sporting Clubs

In order to clearly identify who is responsible for building maintenance of Council's Sporting Club Buildings, Property Management have developed this list of maintenance items. The list specifies if maintaining and repairing the items is the responsibility of Council or the Club.

Please note: this list may be reviewed at Council's discretion as per the Memorandum of Lease/Licence, maintenance and repair clause.

Description	Council	Club
Air Conditioning – Evaporative Cooling/ Reverse Cycle Replace Repair / Maintain	X	X
Bar facilities – Pipes / Taps Replace / Repair/Maintain		X
Bar fridges/Cool Rooms Replace / Repair/Maintain		X
Blinds/Curtains Replace / Repair/Maintain		X
Building Doorways External - complying with DDA Requirements Internal - complying with DDA Requirements	X X	
Ceilings Replace Damaged	X	X
Loose Furniture – Tables & Chairs New / Replace / Maintain		X
Dishwasher / Glass washer Install / Replace / Maintain		X
Doors & Doorways External/Internal – Replace External/Internal – Damaged	X	X
Downpipes Replacement due to rust Leaks / Damaged / Blocked	X	X
Electrical Supply / Meter Board / Switch Boards Replacement	X	
Electrical Switches & Power Points Replace Damaged		X X

Description	Council	Club
Emergency Light(s) - Internal Maintain / Replacement / Record Keeping		X
Exhaust Fan(s) Replace Repair / Maintain		X X
Fencing & Gates – around compounds Replace Repair/Maintain	X	X
Fire Blanket(s) Install / Replacement /Maintain / Record Keeping		X
Fire Detection & Alarms Install Replacement/ Maintain / Record Keeping	X	X
Fire Extinguisher(s) Install Replacement / Maintain / Refill / Replacement / Record Keeping	X	X
Fire Hose Reel(s) Install / Replacement due to test failure. Replacement due to stolen / vandalism / Maintain / Record Keeping	X	X
Fire Hydrant(s) Install / Replacement due to test failure Maintain / Replacement due to damage / Record Keeping	X	X
Fixed RCD's (Residual Current Device or common name Earth Leakage Switches) Maintain / Replace / Record Keeping		X
Floor Coverings - Carpet / Vinyl Install / Replace / Maintain		X
Gas Supply / Pipes Replace Repair / Damaged	X	X
Glass – Breakage 50% Council / 50% Club		X
Grab Rails in Access Toilets Replace / Repair/Maintain		X
Grease Arrestor Maintain as per SA Water requirements		X

Description	Council	Club
Gutters Replacement due to rust Repairs/Leaks / Damaged / Blocked	X	X
Hand Drying Facilities (Electric or Paper Towels) Install / Replace Maintain / Replacement due to damage		X X
Hot Water Service Replace Maintain / Repair	X	X
Illuminated Exit Light(s) Install Maintain / Replacement / Record Keeping	X	X
Kitchen Benches Cupboards Stoves Dishwasher Rangehood Extraction Fan(s): Repair / Maintain / Complies with the Statutory Requirements	X X X X X	X
Lighting (Exterior Security Attached to Building) Install Maintain / Replacement	X	X
Lighting (Internal) – Existing Maintain / Replacement		X
Lights & Lighting Towers (Sports Ground) Install / Replace / Maintain		X
Locks & Keys Council Code System - Install / Replace / Maintain Non Council Code System - Install / Replace / Maintain		X X
Mirror(s) (Bar) Replace / Maintain		X
Mirror(s) (Bathrooms) Replace / Maintain		X
Paintwork External – Refer to Item 11 of Licence Internal – Refer to Item 11 of Licence		X X

Description	Council	Club
Partitions Replace Damaged		X X
Pest Control White Ant Treatment All other pests: i.e. Vermin / Bees / Black Ants, etc.		X X
Record Keeping Provide & maintain records of tests and maintenance as per Statutory Requirements. For example: Fire Extinguishers / Emergency & Exit Lighting / Air Conditioners / RCD's. Essential Services Log Book for above record keeping as per Aust. Standards 1851		X
Roof Replacement due to rust Leaks, Loose Iron or Broken Tiles	X	X
Security Alarm System Install Replace / Repair / Maintain / Monitor		X X
Sewer Pipes Replace Blockages	X	X
Soap Dispensers Install / Replace / Maintain		X
Space Heating Replace Repair / Maintain	X	X
Staircase Replace Repair/Maintain	X	X
Tapware Replace/Leaking / Dripping		X
Tiles – Ceramic Floor or Wall Grouting and/or Tiles coming off / Damaged		X
Toilet Cistern – Replace Leaking / Continuously Running / Damaged	X	X
Toilet Pan Damaged / Loose on Floor Replace		X X

Description	Council	Club
Toilet Roll Holders Install / Replace / Maintain		X
Verandah(s) (Existing) Rusted Iron or Posts / Rotted Posts Repair/ Maintain	X	X
Walls – External/Internal Repairs / Damaged		X
Water Supply / Pipes Replace Repair / Damaged	X	X
Windows Replace Rusted Metal / Rotten Timber Repair/Maintain	X	X

Please Note:

1. Any major vandalism needs to be reported to the Police, (obtain Report Number) and Council. Council will secure the premise, if required, and assess repairs
2. Assessment by Council is subject to Capital Funding being allocated as part of Council's budgetary process.

Appendix C

Social Inclusion Discount Criteria

Application for Social Inclusion Discount

Organisation's Details

Date:

Name of Organisation: _____

Postal Address: _____

Phone Number: _____ Fax Number: _____

Club E- mail Address: _____

Nominated Council Liaison Officer: _____

Phone (Wk): _____ Phone (Hm): _____

Mobile: _____ E-Mail: _____

Please complete the following table

Category	Senior		Junior	
	Male	Female	Male	Female
Full Paying Membership				
Pensioner Membership				
Social Membership				
TOTAL				

Social Inclusion Discounts

In accordance with the Sporting and Community Clubs Fees Policy, Clubs will receive a further discount on their annual rental if they can satisfy the requirements for each of the **below** Social Inclusion principles, with the total maximum discount offered being **55%**.

Discounts will be dependent upon the Club or Association providing evidence that they are actively achieving one or all of the following:

Subsidy Criteria	%
One of Many Services	5%
Community Benefit	5%
Viability of Organised Sport and Recreation	5%
Accessibility	5%
Social Inclusion	10%
Maximising Facility Usage	10%
Assets for the Future	5%
Emergency Service Providers	10%

1. Community Benefit (5%)

Ongoing Club Development Initiatives are undertaken. Clubs should participate in a minimum of six sessions annually either Federal Government Initiatives (e.g. Good Sports) and/or State Government Initiatives (e.g. Office Recreation & Sport Grants and Club Development Programs) or the City of Charles Sturt Club Development Program in order to encourage the growth of their Club and the development of their sport within the City of Charles Sturt.

- a. Please list the Club Development initiatives that your Club has participated in within the last 12 months:

2. One of Many Services (5%)

The Club can demonstrate that the activities and service they provide is consistent and in line with Council's Community Plan (5%).

3. Viability of Organised Sport and Recreation (5%)

Clubs are able to show a diverse range of participation and programs, which highlight the increasing role Clubs play in promoting the health of the community

The Club promotes and supports volunteerism

☐ Yes ☐ No

Total number of unpaid volunteers: _____

4. Accessibility (5%)

Accessibility of all venues for our community is integral for equity and social benefit.

The club is able to demonstrate that social membership opportunities are offered and that clubroom facilities are available to the wider community for general use. Discount will be applied where all of the below criteria can be met:

Number of general community hire? _____

Number of social memberships? _____

Do more than 50% of members reside in the City of Charles Sturt? (5%).

a. Please list the number of members that live in the following suburbs:

Albert Park	5014	_____
Allenby Gardens	5009	_____
Athol Park	5012	_____
Beverley	5009	_____
Bowden	5007	_____
Brompton	5007	_____
Cheltenham	5014	_____
Croydon	5008	_____
Findon	5023	_____
Fulham	5024	_____
Fulham Gardens	5024	_____
Flinders Park	5025	_____
Grange	5022	_____
Hendon	5014	_____
Henley Beach	5022	_____
Henley Beach South	5022	_____
Hindmarsh	5007	_____
Kidman Park	5025	_____
Kilkenny	5009	_____
Ovingham	5007	_____
Pennington	5013	_____
Renown Park	5008	_____
Ridleyton	5008	_____
Royal Park	5014	_____
Seaton	5023	_____
Semaphore Park	5019	_____
Tennyson	5022	_____
Welland	5007	_____
West Beach	5024	_____
West Croydon	5008	_____
West Hindmarsh	5007	_____
West Lakes	5021	_____
West Lakes Shore	5020	_____
Woodville	5011	_____
Woodville North	5012	_____
Woodville Park	5011	_____
Woodville South	5011	_____
Woodville West	5011	_____

If this cannot be achieved, please outline the reasons below

5. Social Inclusion (10%)

Social inclusion incentives will be offered to Clubs who provide a diverse range of recreation and sports opportunities, encourage participation by local residents and meet social inclusion targets for the following criteria:

- Is accessible and inclusive for residents living with disability and their carers
- Is inclusive to seniors and recognises that fitness and recreation is lifelong.
- Has inclusive female participation targets and actively promotes gender equality in sport or recreation activity
- Aboriginal and Torres Strait Islander people are recognised, valued and included
- Addressing socio economic barriers to participation (Resident of low socio-economic areas based on the SEIFA Index)
- Is inclusive and respectful to all Culturally and Linguistically Diverse (CALD) residents
- Is inclusive to children under 17 years of age and provides a child safe environment
- Your club offers a discounted membership to those who receive a Federal Government Allowance
- Resident of the City

6. Facilities Utilisation (10%)

The organisation is able to:

Provide membership / user/ participant numbers and hours of use on an annual basis

Provide activities and initiatives undertaken to increase utilisation of the facility

Initiatives are planned to increase use or participant numbers

Shared use of the facility by the community and other community clubs and organisations to ensure optimal use of the facility

7. Assets for the Future (5%)

The Club can demonstrate efficient running of the club by providing annual Financial Statements required in accordance with the relevant legislation, outlining your capacity to generate revenue

Please provide a copy with this application

The Club provides an Annual Business plan outlining its visions, values and long term goals ensuring the facility increases social inclusion and promotes health and well-being of the City of Charles Sturt community.

Please provide a copy with this Application

The Club can demonstrate that they have complied with building maintenance and building legislative requirements including fire protection systems, exit and emergency lighting and smoke detectors in accordance with Australian Standards

Club to provide service or test reports, invoices or service agreements.

8. Emergency Service Providers (10%)

Surf Life Saving Clubs are eligible for additional discount to recognise the unique community benefit provided the provision of emergency services

Is your club a recognised Emergency Service Provider?

☐ Yes ☐ No

Clubs will be required to apply for these discounts annually with applications being assessed in conjunction with rental reviews.

Please return your completed form in the reply-paid envelope marked “**Attention: Nadia Nuzzo**” or by email: nnuzzo@charlessturt.sa.gov.au