

THE CITY OF
GREATER GEELONG

FAIR PLAY STRATEGY

FINAL REPORT | AUGUST 2017

DISCLAIMER

The Fair Play Strategy relates to the provision, development and subsidy of Council owned and/or managed community level outdoor recreation reserves. This strategy does not extend to reserves and facilities that are managed by other organisations.

While care has been taken in the development of a comprehensive Fair Play framework, the City of Greater Geelong do not accept responsibility for any errors or omissions relating to the information provided by other parties.

The Fair Play Strategy will be reviewed every two (2) years in line with other relevant Council review processes.

The City of Greater Geelong recognises that priorities, standards and conditions between sports activities and facilities are subject to change from time to time and that this may impact on the information provided within the Fair Play Strategy. To ensure the relevance and validity, City of Greater Geelong will update the strategy to reflect official changes as appropriate.

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DEFINITIONS

Blanket booking – Refers to the practice of booking a space or facility in bulk beyond the actual times required for use or the actual usage to take place (i.e. 4:00pm to 10:00pm Monday to Sunday).

Commercial / Private user – Refers to commercial and private hirers conducting activities including for the purposes of deriving a profit. These hirers attract the Standard Rate.

Community sponsorship – Refers to the provision of a subsidy to reflect the level of support by Council to community users based on a standardised percentage reduction of fees and charges.

Community user – Refers to not-for-profit community based clubs and groups and other funded organisations and agencies that provide a community function and service community members. These hirers attract the Community Rate.

Cost of service – Refers to the resources required to maintain and operate a facility to the required level of service (excluding capital expenditure), directly attributed to Council.

Council – Refers to the City of Greater Geelong, being the custodian and body corporate constituted as a municipal Council under the Local Government Act 1989.

Council managed – Refers to a facility or asset that is managed, operated or maintained by Council.

Council officer – Refers to the Chief Executive Officer and staff of Council appointed by the Chief Executive Officer.

Council owned – Refers to a facility or asset owned by the City of Greater Geelong, including those built on crown land where the City of Greater Geelong is the land manager and/or authorised custodian or appointed manager of that land.

Councillor / Administrator – Refers to the individuals holding the office of a member of the City of Greater Geelong or authorised delegate.

Event – Refer to an extraordinary and temporary organised activity where people gather with a common purpose that aims to enhance community life.

Fees and charges – Refers to the financial contribution or recoverable amount from clubs, groups or organisations, less the specified level of subsidy for the use or hire of Council owned and managed facilities, based on a rationale of a percentage contribution to the average cost of maintenance.

Further subsidy – Refers to the requirements and eligibility for additional subsidy opportunities beyond Council's Community Sponsorship.

Hire agreement – Refers to an agreement used for casual occupancy (e.g. casual booking for a short term up to six months).

Lease agreement – Refers to an agreement used for exclusive and/or extended period occupancy (the tenant has sole use of the premises, asset or land).

Levels of service – Refers to the inputs required to maintain a facility to the standard specified (maintenance requirements).

License agreement – Refers to an agreement used for non-exclusive occupancy (Council may grant the use of the premises, asset or land to another party for joint or other shared occupancy).

Seasonal allocation – Refers to an agreement used for seasonal occupancy (e.g. Winter 1st April to 30th September and Summer 1st October to 31st March bookings for up to six months per allocation).

Spaces for hire – Refers to the space available for hire at various outdoor sporting facilities, associated infrastructure and/or land. This extends to internal spaces including but not limited to; kitchens, office space / consulting rooms, meeting rooms, multi-purpose rooms and change facilities).

Standard provisions – Refers to standard level of facility provisions (capital investment) for the purposes of community sport and recreation.

INTRODUCTION

The provision of sport and recreation facilities, in partnership with clubs and volunteers, plays a significant role in the health and wellbeing of our community and we want to ensure that sports clubs and community groups continue to thrive.

Moving forward it is a key focus of Council to develop and deliver services based on a sound governance framework to ensure equity, transparency and financial stability for the City.

There is a clear need to sustainably plan and provide for all community and social infrastructure and Council will have a strong focus on exploring the service synergies and shared use opportunities that exist.

Many of Council's community facilities and assets are aging and will eventually need renewal and repair. As our community continues to grow so too does the pressure and demand for access to community facilities and spaces.

The management, maintenance and increasing costs of providing community assets plays a key part in the City's capacity to meet our community obligations, now and into the future.

We believe the City must adopt a more strategic approach to managing its public property and assets, to ensure the local community gets the best value from our broad range of public facilities.

We have the opportunity to address the inequity in subsidy, levels of provision and levels of support currently provided across the municipality and ensure that the fees charged to clubs and community groups are underpinned by a sound rationale and clear set of principles, creating a fairer system for all.

In particular, this means we will be looking at ways to get the most out of our existing facilities and any future facilities we develop. We will be looking for opportunities to create assets that can be used by multiple community groups and clubs, and for various types of activity. This will ensure that we encourage and build community facilities that can be flexibly used and sustainably managed, responding to the community's needs as they change over time.

For the first time in over 20 years we have reviewed the fees and charges associated with the use of our community sport and recreation facilities. We have a responsibility to ensure that we are operating and providing access to community facilities in an equitable, sustainable and transparent way.

The City of Greater Geelong Fair Play Strategy provides the platform to achieve the necessary changes we need. It brings our fees and charges framework for the use of community assets into line with contemporary practices and it provides the necessary clarity required around standard provisions and Council's levels of service.

1

STATE OF PLAY

1.1 | ISSUES AND CHALLENGES

The City of Greater Geelong currently own, manage and maintain over 1,700 hectares of open space and \$85 million worth of sport and recreation facilities and assets, that are utilised by approximately 300 clubs and community groups.

There is disparity and inequity in the provision, quality and access to sport and recreation facilities across the municipality and the existing fees and charges system developed over 20 years ago (last updated in 1995) is now out of date and does not reflect contemporary practices.

The level of infrastructure provided at reserves has increased and asset management responsibilities have changed over time, however facility classifications and the relative level of subsidy (fees and charges) have not been revised. This has led to inequity in the fees charged for facilities and a lack of understanding within the community regarding asset management responsibilities for Council and sporting clubs or community groups.

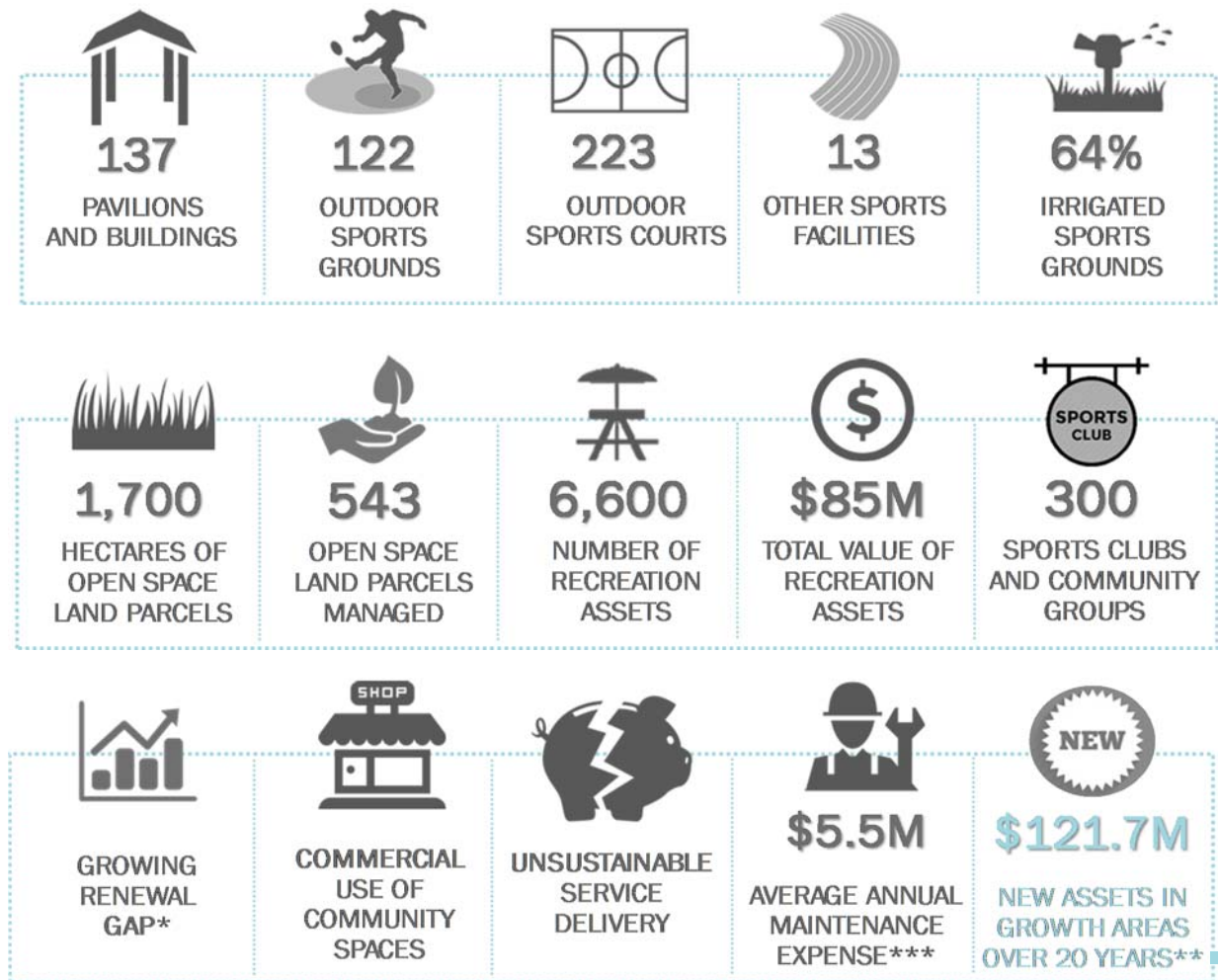
Historically, Council has had a strong focus on supporting a core suite of sport, recreation and leisure facilities throughout the municipality. A key challenge continues to be effective and sustainable asset maintenance and renewal, particularly in light of legislative financial constraints (i.e. rate and grant capping), growth pressures and ageing infrastructure and there is a strong need to realign and manage community expectations going forward.

Council, and the community, is increasingly being asked to consider their priorities in order to guide overall provision and resource allocation. Demand for new sport facilities across the City is likely to continue to grow, particularly within designated urban growth areas, however a focus on maintaining and improving existing assets to maximise usage, maintain safety and meet contemporary user expectations will also increase in demand.

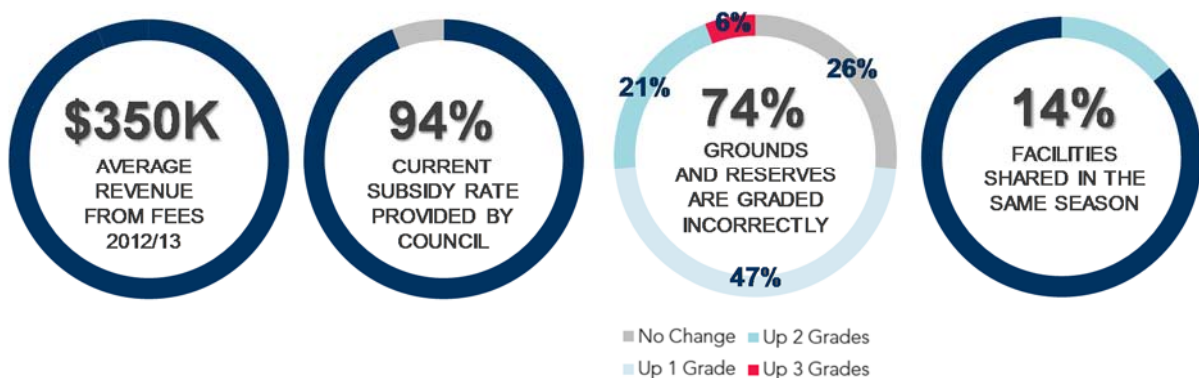
Council's renewal gap on the existing asset base will reach \$197 million within the next 20 years based on current lifecycle projections. We can also expect to more than double the existing asset base within the next 15 years based acquisition of new assets in planned growth areas alone.

There is currently \$121 million worth of contractually obligated infrastructure in planned growth areas, taking Council's asset base to \$226.7 million without consideration of any other asset renewal or development across the City. Although Council is only obligated to contribute a portion to the capital investment of these facilities, they will be responsible for the ongoing maintenance and renewal of each going forward.

1.2 | STATE OF PLAY – SNAP SHOT



EXPECTED TO MORE THAN **DOUBLE THE** TOTAL ASSET BASE WITHIN 15 YEARS



*Recreation assets and building shell (pavilion) / **Based on known DCP and Section 173 obligations / ***Based on average maintenance of building, assets and outdoor playing facilities

1.3 | STRATEGIC RESPONSE

For Council to sustainably provide affordable and equitable access to facilities and physical activity opportunities for all residents, in an increasingly competitive and fiscally constrained environment, it must be prepared to challenge Council's traditional role in the provision, delivery and management of the City's sport and recreation infrastructure and services.

Council view the sustainable use of sport and recreation facilities as integral to the Greater Geelong community having access to a variety of social, cultural, educational and recreational opportunities. The provision of sport and recreation assets for hire contributes to enhancing community connection and is consistent with Council's vision, purpose and values.

Council is committed to the provision of community facilities that meet residents' needs for community sport, recreation and leisure. Council is also responsible for the maintenance and renewal of facilities at a level of service that satisfies the safety, functionality and amenity requirements of the community.

Once the total cost of maintaining and operating these community facilities is identified, this cost is usually beyond the capacity of most users to meet, and in recognition of the importance of community sport, recreation and physical activity, Council play a strong role in offsetting the cost of operating reserves and supporting infrastructure.

Council is the largest supporter of sport and recreation and significantly subsidises community clubs and groups, however, users and hirers are required to provide a financial contribution towards the maintenance and operating costs associated with these facilities.

Council must adopt a more strategic approach to managing its public property and assets, to ensure the local community gets the best value from our broad range of public facilities.

There is a need to sustainably plan and provide for all community and social infrastructure. Council will have a strong focus on exploring the service synergies that exist and will actively encourage joint use, co-location and integrated service provision. Service synergies become evident when asset requirements and usage times are matched and it is Council's responsibility to make effective use of Council's facilities and infrastructure and to ensure assets are used to capacity.

In particular, this means we will be looking at ways to get the most out of our existing facilities and any future facilities we develop. We will be looking for opportunities to create assets that can be used by multiple community groups and clubs, and for various types of activity. This will ensure that we encourage and build community facilities that can be flexibly used and sustainably managed, responding to the community's needs as they change over time.

The Fair Play Strategy has been developed to provide a system for Council to guide the level of subsidy (fees and charges) for the use of Council owned and managed community outdoor recreation facilities.

Council has developed the Strategy as a mechanism to address the inequity across the City and established a policy to drive change. The Fees and Charges System and subsequent Policies and guidelines sets out what these fees and charges are and how they are calculated.

1.4 | STRATEGY SCOPE

The Fair Play Strategy relates to Council owned and/or managed community level outdoor recreation reserves and facilities. This Strategy does not extend to reserves that are managed by other organisations.

The strategy outlined in this document applies to the following facility categories:

- Sports grounds (including synthetic surfaces)
- Sports courts
- Pavilions at recreation reserves
- Reserves and other facilities (when used for active sport and recreation)
- Commercial use of Council land and facilities.

The following are not considered in this strategy:

- Facility components that sporting clubs and community groups are responsible for developing and maintaining
- Commercial leases of buildings within recreation reserves
- Indoor sports facilities
- National, State or Regional scale facilities

1.5 | STRATEGY OBJECTIVES

The Fair Play Strategy aims to gain a clear understanding of the cost of sport and recreation to Council and participants, the subsidy required to support healthy communities and physical activity, and the capacity of clubs and community groups to pay for facility use.

The objectives of the strategy development were to:

- Analyse the existing policies and procedures applied to sporting and community infrastructure;
- Benchmark of the policies and procedures of other relevant Local Government Authorities and agencies;
- Develop a clear understanding of the cost of sport to Council and the community, and the affect that the cost of sport has on participation;
- Identify future trends in sport and recreation as they apply to fees and charges for facilities;
- Examine the guiding principles and various models for determining fees and charges and facility grading;
- Develop a fees and charges framework and facility grading procedure for all Council sport and recreation facilities;
- Investigation of healthy communities through "Healthy Sporting Environment" factors and the relevance of incorporating these into the fees and charges framework;
- Exploration of the scalability and transferability to extend to all community infrastructure.
- Audit and grading of all sport and recreation facilities in the municipality;
- Consider the level to which sports clubs and community groups should be subsidised by Council and the rationale that supports this; and
- Test the Fair Play Strategy with clubs and community groups through engagement.

2

REVIEW OF CURRENT SYSTEM

The existing fees and charges system developed in 1995/96 is based on a points system, with classifications for A, B, C and D grade facilities.

The level of infrastructure provided at reserves has increased and asset management responsibilities have changed over time, however facility gradings and classifications have not been revised. This has led to inequity in the fees charged for facilities and a lack of understanding within the community regarding asset management responsibilities for Council and sporting clubs or community groups.

There are a number of gaps in the existing fees and charges scoring system, specifically regarding guidance on certain types of facilities including synthetic surfaces, commercial operators, cycling facilities, BMX and athletics facilities (synthetic track).

The existing fees and charges system does not link specifically to levels of maintenance or usage (as is the current industry standard).

A summary of the key issues and implications with the current system is outlined in Table 01 on the following page.



Table 1 | Summary of key issues and considerations associated with the current system

ISSUE	CURRENT SYSTEM	CONSIDERATIONS FOR IMPROVEMENT
Equity / transparency	<p>The playing surface fee is based on facility grading whereas the pavilion is charged at a flat rate for all facilities.</p> <p>Significant discrepancies in fees charged between clubs.</p> <p>System is not linked to a sound rationale (e.g. percentage of maintenance expense).</p> <p>No process for updating ground gradings / classifications following capital improvements.</p> <p>Current system of sports facility gradings is not well understood by sporting clubs or community groups.</p> <p>Statistics on utilisation is unknown.</p>	<p>Fees and charges to be fair and consistent between clubs and community groups for like facilities.</p> <p>Pavilion fee to reflect level of provision.</p> <p>Fees to be based on sound rationale (e.g. percentage of maintenance expense).</p> <p>Facilities to be reclassified following facility upgrades.</p> <p>Link system to a mechanism to encourage and capture utilisation data and statistics for reporting.</p> <p>Simplify and communicate fees and charges system along with standard provisions and levels of service information.</p>
Management of agreements / bookings / utilisation	<p>Blanket bookings are accepted which limits opportunities for other groups or the community to access facilities.</p> <p>Tennis clubs (which use the facilities year round) are required to apply seasonally for their facility which is administratively awkward and time consuming.</p>	<p>Amount of use to be considered when determining fees.</p> <p>Tennis courts to be allocated annually for administrative efficiency.</p> <p>Correct booking system to alleviate and/or discourage practice of blanket booking and promote shared use.</p>
Levels of service	<p>The system does not reflect the current facility provision and levels of service for maintenance.</p> <p>The system does not reflect the current standards of grounds, courts and/or pavilions following upgrades.</p> <p>The irrigation of sporting fields is a major cost to Council in the provision of sporting facilities.</p> <p>Clubs and community groups do not contribute to the cost of water.</p>	<p>Facilities require reclassification to reflect current standards, levels of provision and levels of service.</p> <p>Following future upgrades, facilities continue to be reclassified by way of a formalised process, as they occur.</p> <p>Water costs to be factored into overall cost of service.</p>
Shared use	<p>Reduced fees for shared use is done on an ad-hoc basis and is not clearly defined through policy.</p>	<p>Specify methodology to determine costs for clubs and community groups that share facilities (e.g. percentage split of total fee based on percentage occupancy).</p>
Facility ownership responsibilities	<p>Asset management and maintenance responsibilities are not clearly defined for sporting clubs or community groups that own facilities or assets on land that is owned or managed by Council.</p>	<p>Clearly define responsibilities for groups who own facilities or assets on Council owned or managed land.</p>
Commercial operators	<p>No fee or policy to cover the use of Council facilities by personal trainers or other commercial operators and/or private providers.</p>	<p>Develop a policy to cover use by personal trainers or other commercial operators and/or private providers.</p>

3

VALUE (COST) OF SPORT AND RECREATION

3.1| VALUE OF SPORT AND RECREATION

Sport and recreation has a significant influence on the culture, lifestyle, liveability and health of the municipality and is therefore recognised as an important part of a well-balanced community.

The City of Greater Geelong (CoGG) is committed to improving the health and wellbeing of its residents. Sport and recreation play an important role in helping to achieve this aim.

It is widely known that sport, recreation and physical activity has a significant impact on the health, social, environmental and economic wellbeing of a community and public access to sport and recreation facilities is an investment to be protected not a cost to be compromised.

The benefits associated with participating in sport and physical activity include personal enjoyment, social interaction, physical and mental health, personal achievement, community involvement ('social capital'), community resilience and opportunities for expression of community pride.

Regular physical activity has the ability to reduce the risk of several major chronic diseases, as well as promote quality of life and a sense of wellbeing. In addition to the physical and mental health benefits, sport also builds social capital and community connection.

Many councils have limited the impact of increased maintenance costs to sporting clubs and community groups and continue to heavily subsidise its provision due to recognition and support of the positive contribution made to the community and individuals who participate in sport and recreation.

For Council to sustainably provide affordable and equitable access to facilities and physical activity opportunities for all residents, in an increasingly competitive and fiscally constrained environment, it must be prepared to challenge Council's traditional role in the provision, delivery and management of the City's sport, recreation and leisure infrastructure and services.

The City of Greater Geelong has undertaken a number of planning studies into the development of sport and recreation facilities and services over the years. An Investment Logic Mapping (ILM) workshop was conducted in 2016 and was used to identify the key underlying problems Council is endeavouring to solve across sport and recreation.

The underlying themes were consistent with and were reinforced across a number of consultative activities and are summarised on the following page.

Despite the diversity and complexity of challenges and issues Council faces, the following key themes relating to priority areas for Council to address, were identified:

- 1. Changing community needs and expectations** – Changing community expectations and communicating the social importance and positive impact of sport, recreation and leisure.

2. **Access to reliable information and data** – Access to robust, reliable information and data that form the basis and justification for Council decision making.
3. **Asset management** – Rising cost of asset development, acquisition, renewal, replacement and maintenance across a diverse and complex and inequitable portfolio.
4. **Changing operating environment** – Navigating a constrained fiscal environment, the influence of emerging private sector providers and competing external market trends.

3.2| COST OF SPORT TO COUNCIL

Council incurs significant costs through facility maintenance, insurance, staff to co-ordinate and liaise with sporting clubs and community groups, in addition to utility costs. Baseline data was collected for the financial year 2012/13 and formed the basis of the Fair Play Strategy model and the fees and charges system.

The cost to Council for maintenance activities required for the provision of sport and recreation facilities in 2012/13 was:

Table 2 | Summary cost to Council by item (2012/13 assessment year)

ITEM	COST IN 2012/13	NOTES
Sports Ground Maintenance	\$3,845,088	Maintenance resource requirements determined for the existing sports ground grades.
Netball and Tennis Court Upgrades	\$226,000	Hard surface program budget expenditure.
Building / Asset Maintenance	\$711,038	Equates to 0.84% of buildings and assets insurable value (\$84,647,380). Slightly below industry average of 1-2%.
Building / Asset Insurance	\$91,158	Cost incurred by Council.
Utility Cost (Water)	\$665,369	Cost incurred by Council. Clubs and community groups generally responsible for all other utilities.
TOTAL	\$5,538,653	

During the baseline assessment year, the income derived from ground and pavilion rental fees was \$355,736, consisting of \$346,371 (97%) in seasonal tenancy fees and \$9,364 (3%) in casual hire fees.

The income generated through hire fees represents an average recoupment of approximately 6% of the annual maintenance cost. This translates to an average subsidy of 94% relating to community sport and recreation facilities.

With recent improvements in capturing improved data in relation to facility maintenance costs, Council is now in a position to ensure that the fees paid by sporting clubs and community groups reflect the level of service and maintenance provided by council in the provision of facilities used by each club and community group.

3.3| TRENDS IN COST OF SPORT

Throughout strategy investigation and development, a number of trends relating to the cost of sport were highlighted, including:

- Local Government costs for the provision of sporting facilities will continue to rise based on community expectations, OH&S / risk management requirements, ageing infrastructure, increased industry standards and increased resourcing costs.

- The percentage of maintenance fees recouped by Councils has been generally decreasing due to fees charged not keeping pace with increased expenses and is further exacerbated by capital improvements over time.
- Sporting associations and clubs, insurance and affiliation fees are generally continuing to rise.
- Decreased reliance on volunteers and increased engagement of paid services at club and association levels.
- Increased costs at club and association level are generally passed on to members / participants by way of membership and match fees.
- There is an increased number of participants that are paid to play within local sporting clubs, specifically. This has been primarily related to Australian Rules Football, but this trend has increased across other sports in recent years.

With ongoing increasing costs to Council and the community in the provision of sport and recreation, there are implications for all parties in relation to the level of subsidy offered by Council to clubs and community groups as well as the standard of provision provided.

In recognition of the health and wellbeing benefits (among others) derived from sport, recreation and physical activity, Council heavily subsidises community use of sport and recreation facilities, however there is a risk that there may come a time where Council is no longer able to afford to maintain facilities to current standards.

As a result, Council identified a need to determine a sustainable level of provision and maintenance for Council and how much sporting clubs and community groups contribute to this service without impacting participation due to the implications of cost.



4

BENCHMARKING

In order to determine the most suitable level of subsidy and fees and charges system for the City of Greater Geelong, benchmarking was undertaken to understand the rationale used by other municipalities across the industry in determining fees and charges for outdoor sporting facilities. Benchmarking was undertaken with the following Councils:

- The regional cities of Hobart and Wollongong;
- The growth areas of Melton, Whittlesea and Casey; and
- The consultant team also drew on benchmarking previously undertaken with Maribyrnong, Moreland, Whitehorse, Knox, Kingston, Yarra, Glen Eira, Manningham, Monash and Stonnington.

Benchmarking indicates that most Council fees and charges systems are linked to the cost to maintain facilities with Councils generally recouping between 15% - 22% of maintenance costs. Table 03 outlines the benefits and considerations of the primary fees and charges systems used by other Councils.

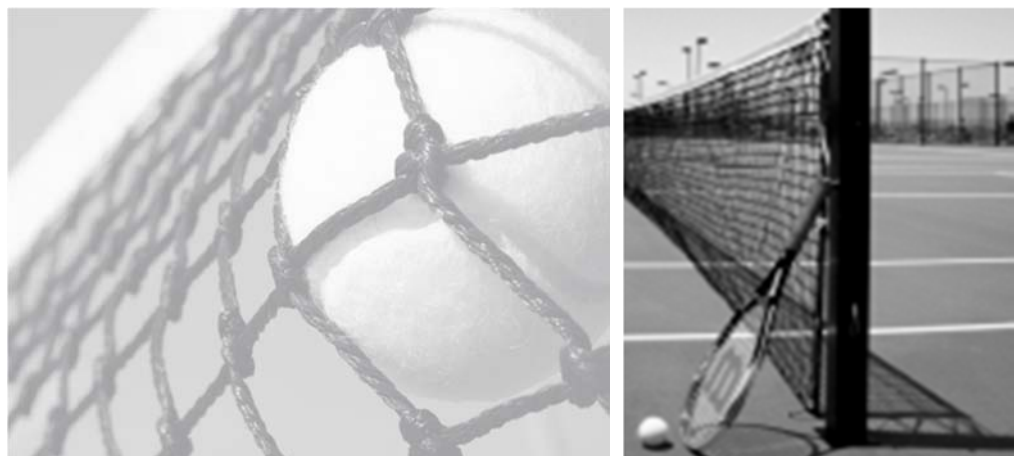
Table 3 | LGA Pricing model benchmarking

MODEL	BENEFITS	CONSIDERATIONS
Percentage of maintenance cost	Users contribute to the actual costs of providing the service. Sound rationale which is easily understood by user group.	Maintenance costs must be available and regularly reviewed to remain valid.
Facility grading / classification for both pavilion and sports field	Equitable approach as clubs pay according to the quality and standard of facilities provided.	May not reflect actual maintenance costs and can be wide variance in facilities within the same classification.
Per use	Reflects level of use. Acknowledges that increase use leads to increased maintenance costs.	Time consuming to administer - individual calculation required for each facility to reflect actual use. May not reflect the standard of facility.
Percentage of land / asset value	Fees charged reflect actual value of facility - higher quality facilities attract higher fees.	Time consuming to administer - individual calculation required for each facility to reflect actual use. Difficult for clubs to understand. Needs to be updated following asset valuations.
Discounts / subsidies	Encourage community outcomes and addresses barriers to participation.	Requires administrative support.

The majority of Councils have a classification system in place based on the quality and/or standard of facilities provided. Some municipalities charge fees based on the number of teams using the facility and some charge per club or group.

Some Councils factor in the amount of use per facility (i.e. Boroondara, Hobart, Melton, Maribyrnong and Wollongong) as well as the quality and standard of the facility in determining fees charged.

The preferred model for the City of Greater Geelong is outlined in Section 5.



5

FEES AND CHARGES SYSTEM

This section outlines the preferred fees and charges system by the City of Greater Geelong.

The fees and charges system takes into account all community level outdoor sport and recreation facilities including sports grounds, hard surfaces such as netball and tennis, synthetic surfaces such as athletics tracks, BMX, equestrian, and considers other users of Council facilities such as personal trainers.

The fees and charges system is based on a combined system of:

1. Classifying outdoor playing and pavilion facilities according to the level of provision;
2. Defining hirer categories and priority of access based on user type and function;
3. Defining the level of services for outdoor playing and pavilion facilities;
4. Recouping a percentage of maintenance based on the average cost to maintain a facility of that standard;
5. Attributing the level of sponsorship, further subsidy and incentive programs to encourage the development and delivery of community outcomes; and
6. Delivering on the endorsed objectives and principles outlined in sections 5.1 and 5.2.

The system is consistent with the objectives and principles developed for the Fair Play Strategy which are outlined in sections 5.1 and 5.2. The objectives and principles details Council's commitment to ensuring a transparent, equitable and consistent approach to the subsidy, and therefore charging, of sport and recreation facilities.

Benchmarking indicates that most Councils recoup between 15% - 22% of annual maintenance costs, with the exception of some outlier Councils (e.g. Surf Coast Shire) who opt to provide access to their sport and recreation facilities at no charge to a Committee of Management, or similar, who then pass on the cost to the individual clubs.

The fees and charges system proposes to recoup 25% of average maintenance expense, with a transition plan to be put in place to minimise the impact on current user groups. The system also incorporates an incentive program (i.e. up to 10% further subsidy) to encourage the development and delivery of community outcomes.

The level of maintenance provided for facilities will be agreed with sporting clubs and community groups.

Sport and recreation facilities are recognised as an important means of creating capacity within the community and users / hirers will be encouraged to take greater financial and management responsibility for maintaining and caring for the facilities they occupy.

5.1| AIMS AND OBJECTIVES

The aim of the fees and charges system is to provide a system for the use of community level outdoor sporting facilities that is fair, efficient and easy to administer.

The objectives of the fees and charges system are:

- ▶ To provide a sound rationale for charging of outdoor sporting facilities
- ▶ To ensure the system is fair, equitable and transparent
- ▶ To ensure there is fair and consistent conditions between sporting clubs and equitable access and pricing of facilities
- ▶ To ensure sound financial management and effective administration of Council's outdoor sporting facilities
- ▶ To define levels of service and establish a sustainable model for the provision of sporting facilities that are fit for purpose
- ▶ To ensure a contribution to the cost of providing the service
- ▶ To manage and change inflated expectations
- ▶ To support and acknowledge sporting clubs that provide a Healthy Sporting Environment and other community initiatives
- ▶ To provide a framework and tool that is transferable and scalable across the organisation; and
- ▶ To provide a framework that supports the sustainable delivery of sport and recreation into the future.

5.2 | GUIDING PRINCIPLES

In line with the objectives, the following principles shall underpin the fees and charges system:

- ▶ **Equity and Transparency**
 - Clear rationale for fees and charges for facilities.
 - Equity in cost for tenants and community access.

- ▶ **Level of Service**
 - Fees linked to the level of service provided.
 - Alignment with industry standard percentage of maintenance cost.

- ▶ **Shared Use**
 - Encourages shared use of facilities.
 - Higher fees incurred for exclusive use.

- ▶ **Asset Management**
 - Effective asset management with clearly defined obligations for Council and club / community owned assets.

- ▶ **Partnerships**
 - Promotion of healthy lifestyle through the provision of sport and recreation facilities.
 - Recognition of the significant contribution of volunteers and clubs to sport and recreation across the City.
 - Ensure Council are fair and transparent with each club as a key partner in supporting and subsidising the provision and maintenance of sport and recreation facilities.

- ▶ **Efficiency**
 - Efficient processes for administration by Council officers.
 - Ease of use for club / community group volunteers and casual users.

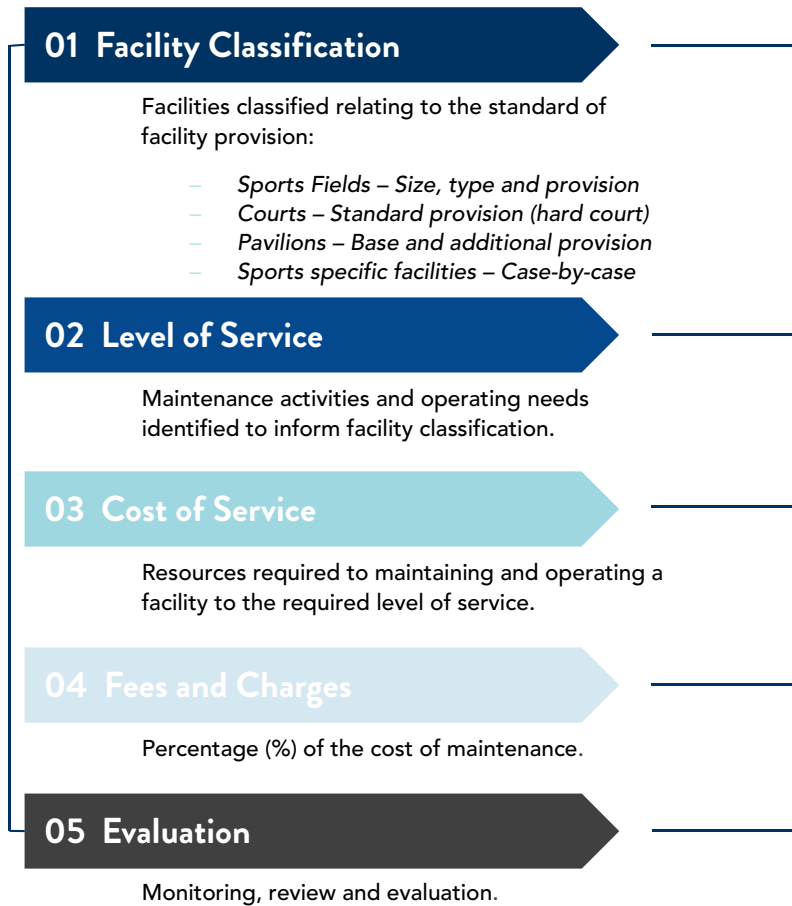
- ▶ **Healthy Communities**
 - Support for clubs and groups that provide healthy communities and healthy sporting environment initiatives.
 - Development of community clubs and groups skills, knowledge and capacity.

- ▶ **Accountability and Continuous Improvement**
 - Provide a framework that ensures accountability from clubs, users and Council alike.
 - Focus on continuous improvement and making people the centre of our business.

5.3 | FEES AND CHARGES MODEL

Figure 1 | Fees and Charges Model
Figure 1 below is a simple flow chart summarising the key elements of the Fees and Charges Model.

Figure 1 | Fees and Charges Model



5.4 | CHARGING SYSTEM

The City of Greater Geelong is proposing to implement a charging system that ensures the level of subsidy (fees and charges) for the use and hire of community level outdoor recreation facilities is equitable, transparent and based on a clear foundation of objectives and principles.

Council will require a financial contribution based on a percentage recovery of average annual maintenance expense (the average cost to maintain a facility determined by the facility classification).

- Fees and charges directly relate to the cost of facility maintenance and the standard of facility being used.
- A set percentage of the total cost of maintaining facilities or program expenditure will be subsidised by Council for eligible community users, by way of a Community Sponsorship.
- A set percentage of the total cost of maintaining facilities or program expenditure will be recouped from users. The percentage represented in this document reflects industry best practice.

The fees charged by Council for community level outdoor sport and recreation facilities will be based on a percentage of the average maintenance costs incurred by Council for each type of facility.

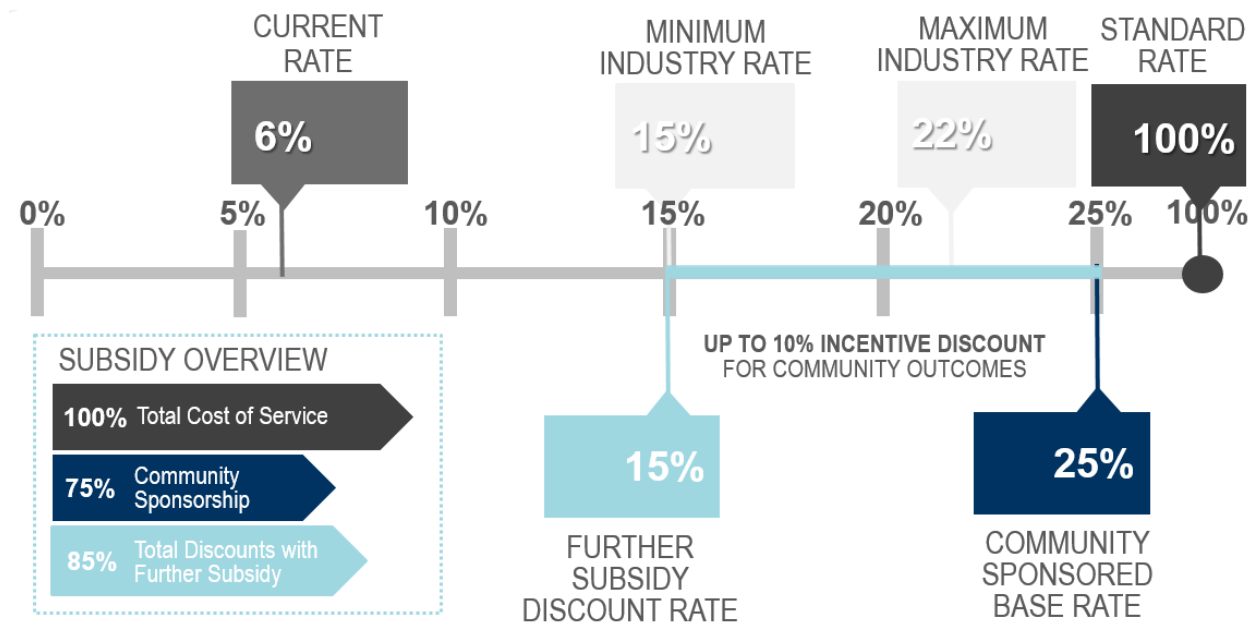
5.5 | COUNCIL'S RATE OF SUBSIDY

City of Greater Geelong proposes to provide a minimum 75% Community Sponsorship with an opportunity for a further subsidy by way of a discount of up to 10% for clubs and community groups that can demonstrate the development and delivery of community outcomes, prescribed in Council's annual incentive program.

This equates to a rate of recovery of 25% of the annual cost of maintenance for Community users, with an opportunity to be reduced to 15% for eligible clubs and community groups.

Council will lead a discussion with sports clubs and community groups about the changes using a draft implementation and transition plan. The final implementation plan recommends increasing the level fees payable for facilities from the current average 6% of the cost of maintenance to 25% of the cost of maintenance (with access to Further Subsidy opportunities) using a two stage process over four (4) year period (outlined in Section 10).

Figure 2 | Council's subsidy and rate of recovery



FURTHER SUBSIDY

The Further Subsidy refers to where Community hirers within the Community rate may have part of their costs waived beyond the Community Sponsorship subsidy. Most sporting clubs and community groups will fall within this category (Refer to section 07 for details on user categories).

The City of Greater Geelong will work in partnership with state and regional governing bodies and other agencies to establish the incentive criteria to be eligible for the further subsidy to ensure the Fair Play Strategy provides not only equity and sustainability but also help foster competitive balance between clubs and deliver broader community outcomes.

Consideration will be given to the type of programs / services provided by the hirer, the level of external funding and/or their capacity to raise funds and provided it is consistent with Council policy and supports the strategic direction of the Council Plan and/or prescribed in Council's annual incentive program. Council's subsidy will be accounted for and recorded to the responsible manager's budget, which is reported on annually through Council's budget process.

5.6 | FEES AND CHARGES RATES

The rate of subsidy for community level outdoor sport and recreation facilities is outlined in the table below to help demonstrate the likely rate of subsidy and recovery applied against the costs of service and by user type.

Table 4 | Council's fees and charges rates by user type

RATE / HIRER TYPE	COMMUNITY SPONSORSHIP RATE %	COST RECOVERY RATE %	FURTHER SUBSIDY ELIGIBILITY	CASUAL USE RATE%
PRIMARY RATE Council Direct User	100% Subsidy of cost of service	0% Recovery of cost of service	N/A	N/A
COMMUNITY RATE Community User	75% Subsidy of cost of service	25% Recovery of cost of service	YES (up to 10% incentive discount)	1% Recovery of cost of service
STANDARD RATE Commercial / Private User	0% Subsidy of cost of service	100% Recovery of cost of service	NO	3% Recovery of cost of service

Note: Fees and charges will increase by CPI annually.

Cost of service – Refers to the resources required to maintain and operate a facility to the required level of service (excluding capital expenditure), directly attributed to Council.

Refer to Appendix 3 – Fees and Charges by Facility Classification, for more details on the cost of service, level of subsidy and relative fees and charges by facility classification and user type.



5.7 | WHAT DOES THIS LOOK LIKE?

A preliminary impact assessment indicates that if the Fair Play Strategy fees and charges system is adopted some clubs will experience cost savings, while others will be required to make a greater contribution. The introduction and timing of the Fair Play Strategy is to be negotiated with clubs to ensure that any change is achievable and does not unsustainably impact any club or community group.

Council proposes to subsidise 75% of the total cost of maintaining and servicing community sport and recreation facilities for local clubs, consistent with industry standards. Increases to the level of subsidy, up to 85%, can be achieved for clubs that introduce a series of community initiatives.

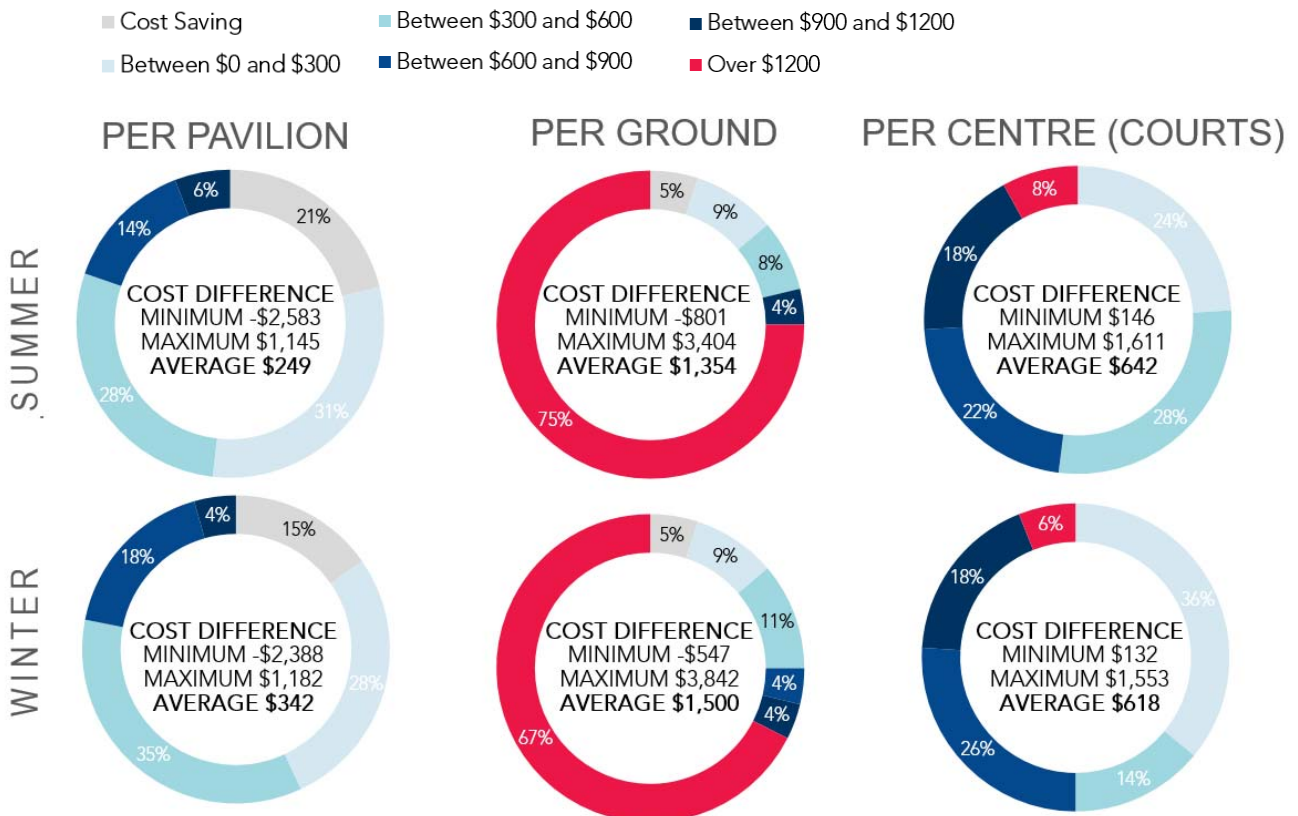
At full implementation (cost recovery at 15%) sports clubs and community groups can expect the following differences in their costs shown in Figure 05 below. Please note the savings and increases displayed below represent averages across the network, based on what users are paying now modelled against the new system and is subject to change pending consultation with stakeholders.

Looking at the large differences between the minimum impacts and maximum impacts of these changes it further demonstrates the inequity and inconsistency in the fees currently charged across the network for like facilities.

Grounds will see the most significant change in fees charged given that 74% of all sports grounds are incorrectly graded at present with 47% moving up 1 grade, 21% moving up 2 grades and 6% moving up 3 grades to align with their correct classification. While 5% will experience costs savings under the new system.

Changes to pavilion fees and charges will see savings of between 15% to 21%, depending on the season, under the new system.

Figure 3 | Projected cost difference / impact to sports clubs and community groups at 15% rate of recovery (85% subsidy)



6

USAGE CONDITIONS AND ADMINISTRATION

6.1| TERM OF BOOKINGS

Sport and recreation facilities are to be booked by sporting clubs and community groups for ongoing use during summer (1st October to 31st March) and winter (1st April to 30th September) seasons.

The duration of summer and winter seasons is defined by the State Government determination relating to the "Division of Seasons and Occupation of Crown Land used as grounds".

Tennis facilities will be booked on an annual basis.

Casual use of facilities will be booked as required.

6.2| SHARED USE OR EXCLUSIVE USE OF FACILITIES

Council encourages the shared use of sport and recreation facilities by sporting clubs and community groups. The following conditions apply to facilities that are occupied by multiple tenants:

- Sporting clubs and community groups sharing facilities will be charged a percentage of maintenance costs based on the share arrangements / level of occupancy / usage schedules.
- Fees for tenants that occupy exclusive areas within a shared facility will be adjusted to reflect the area of exclusive use as follows:
 - Exclusive use of change rooms within a shared pavilion will incur the full fee charge (Standard Rate).
 - Exclusive use of social / other areas within a shared pavilion will be charged pro-rata based on the square metres occupied and will incur full fee charge (Standard Rate).
 - Exclusive use of individual detached storage areas will be charged based on the square metres occupied and the hirer type.

6.3| PUBLIC ACCESS

All grounds and reserves, with the exception of school grounds or clubs with a land lease, are accessible to the public when not being used by sporting clubs or community groups.

6.4| AVAILABILITY FOR CASUAL BOOKINGS

Facilities are to be made available for casual bookings outside of times that are booked for use by the seasonal tenant.

“Blanket booking” of sport and recreation facilities is prohibited and may lead to a seasonal booking being voided.

Council will consider the carrying capacity of the facility as well as the priority access of the hirer type when accepting casual bookings.

6.5| NORMAL USE ALLOCATION

Natural turf sports grounds will be booked for a maximum of 40 hours per week depending on the type of turf (i.e. maximum of 20 hours per week for warm season grass) to manage the impact of overuse on facilities. Should a ground be used for more than 20 hours per week Council may;

- Elect to move the activities of the sporting club or community group to another sports ground or reserve.
- Charge for the rectification of damage to turf and other infrastructure in severe cases.

Note: Priority will be given to use for competition.

6.6| EVENTS

An event is defined as an extraordinary and temporary organised activity where people gather with a common purpose that aims to enhance community life. Events are activities beyond what is considered ‘normal’ use for the reserve.

Event usage on Council owned and/or managed outdoor recreation reserves will be determined by Council’s Recreation and Open Space Department and the Events Unit via the Event Application process.

Fees for events will be charged as per the casual hire fees listed within this framework. Charges will be incurred for time required for bump in and bump out.

Bonds may also be requested depending on the type of infrastructure required within the reserve for the event.

Council reserves the right to waive fees for events.

6.7| PRESEASON

Clubs and community groups will be permitted to use sports grounds for preseason training on the following conditions:

- The seasonal tenant agrees to the use for preseason training; and
- The club or group books the sports ground via the electronic booking system.

Council retains the right to limit use of grounds to manage ground condition. Should use be limited, the seasonal tenant will have priority of use.

Council will not charge additional fees for preseason training where the activity is undertaken at the reserve that the club uses for seasonal competition and training.

Access to pavilions is to be arranged with the seasonal tenant, should be reciprocal in nature and should not be unreasonably withheld. All use is subject to a pre and post season clean by the responsible user group and use of utilities attract additional costs.

6.8| FINALS AND NON-STANDARD USE

Certain associations and leagues (including football, soccer, cricket and netball) will be required to book grounds for all finals (games considered outside of the home and away season) and will be required to pay casual user fees. Other non-standard or event use will incur a casual user fee.

Council’s Parks Maintenance Unit requires access to the grounds in March and September for half yearly maintenance and therefore associations or leagues will not receive an automatic right to use the

grounds during these months. In general, maintenance activities will take priority over casual bookings on Friday's.

6.9| BOOKINGS FOR NON-ACTIVE / PASSIVE USE

Non-Active Use is defined as use of a reserve for non-organised passive recreation.

Council does make bookings for non-active / passive use of reserves for activities such as parties and social gatherings. Information relating to the proposed use will be recorded by Council but exclusive use of a public reserve will not be guaranteed. Non-active / passive use that requires the use of additional infrastructure (i.e. marquees) is considered an event and an event application will be required.

No fees are charged for non-active / passive use of Council reserves for individuals.

For a full list of uses that require a Permit please refer to Part 6 of the City of Greater Geelong Neighbourhood Amenity Local Law 2014.

6.10| HEALTHY COMMUNITY INCENTIVES

To support clubs and community groups to provide healthy environments for the community, Council will provide at least four club development opportunities or initiatives per year targeted to specific health promotion and sports development areas.

Eligible sporting clubs and community groups will have access to an incentive by way of a Further Subsidy of up to a maximum discount of 10% on their seasonal booking fees for their facility for attendance to, and/or demonstrated evidence of, improvement towards each Council designated health promotion and sustainability initiatives each year.

Council will work in partnership with sports governing bodies and other agencies to develop the eligibility criteria for further subsidy. Council will inform clubs and community groups of the opportunities available in relation to their booking / tenancy period. Examples of initiatives include, but not limited to, programs relating to alcohol management, healthy eating and beverage choice, inclusion activities, strategic planning and/or decreasing barriers to participation.

Club and community groups will be required to provide evidence of attendance to and/or demonstrated improvements at the time the seasonal booking application is made, in order to be eligible.

Further subsidy / discounts does not apply to casual bookings or commercial / private users.

6.11| ADMINISTRATION

BOOKING SYSTEM

All seasonal and casual use bookings are to be made via Council's booking process for sport and recreation facilities.

INVOICING

Council will send an invoice directly to each tenant as a result of their booking made through the relevant booking process for sport and recreation facilities.

DEBTORS

Where a club has not paid their fees and/or is experiencing difficulty in meeting the payment for use of Council facilities, Council's Debt Management Policy CPL510.1 will apply.

UTILITY CHARGES

All tenant clubs will be responsible for the payment of electricity, gas, telephone and pavilion water charges incurred as a result of their occupancy of the pavilion and ground. Demand charges for utilities will be charged back to the club based on usage.

Council will be responsible for the cost of water for sports ground irrigation and other utilities that are not specifically related to the clubs use (for example security lights in surrounds, public BBQs and public toilets).

FINANCIAL REPORTING BY CLUBS TO COUNCIL

All clubs will be required to report the state of their financial position to Council annually. This should be done on a Council provided pro forma at the time of annual allocation of grounds and should include a statement to indicate income and expenditure and overall financial position for the previous 12 months.

7

USER CATEGORIES AND PRIORITY OF ACCESS

7.1| COMMUNITY USER (COMMUNITY RATE)

This category is defined as not-for-profit community based clubs and groups and funded organisations and agencies that provide a community function and service community members that live, work or visit the City of Greater Geelong. Hirers that fall within this category will have priority of access to spaces for community hire.

Where the Community rate status has been established, relevant clubs and groups will be eligible to receive Council's Community Sponsorship subsidy.

Community rate – Fees and charges are calculated based on percentage cost recovery to include the maintenance and operational expenses incurred during the hire. Community hirers within the community rate qualify for the automatic Council Community Sponsorship subsidy.

7.2| EMERGENCY MANAGEMENT

If the City of Greater Geelong's emergency management plan is enacted, Council has the right to access all Council owned and managed facilities and to enter and remain in these buildings and spaces without prior notice and for the duration of the emergency.



7.3| EVENTS

If a City of Greater Geelong Major Event is sanctioned, Council has the right to access all Council owned and managed facilities and to enter and remain in these buildings and spaces for the duration of the event, as per the relevant clauses in all lease and licences.

7.4| COMMERCIAL / PRIVATE USER (STANDARD RATE)

This category is defined as commercial and private hirers conducting activities including for the purposes of deriving a profit. Reserves may be used for commercial purposes subject to the approval of Council. Hirers that fall within this category will have access for hire when Council and community users are not using these spaces.

Commercial use of a reserve or facility will only generally be approved where it is in keeping with the primary use of the reserve or facility and does not negatively affect the amenity of the area.

Standard rate – Fees and charges are calculated based on cost recovery to include the operational expenses incurred during the hire including administration, utilities, depreciation, cleaning, on-site support and consumables associated with the hire.

Where an activity is deemed to be commercial in nature, a casual rate of 3% of the cost of service, will apply per day and must include bump in and bump out.

If an activity is deemed ongoing in nature a lease or licence may be required and will be charged at a rate of 100% recovery of the cost of service.

Individual agreements will be entered into with clubs and community groups who conduct commercial activities on Council properties or areas under Council control and commercial charges will be levied for the part of the facility used for this purpose.

7.5| SCHOOL USE

Schools located within the City of Greater Geelong are able to apply for a yearly allocation of Council grounds without charge for up to 6 hours per week based on an agreement with Council to provide access for the community to school facilities (such as playgrounds and formalised ovals / pitches) outside of school hours.

Schools must book facilities prior to use or future access may be jeopardised. Schools located outside of the municipality or schools that do not provide broader community access to their facilities will be required to pay a casual user fee.

Where schools provide community access to school facilities out of school hours, access and use of playing fields for the purpose of school sports, will remain free of charge. Free use by schools does not apply to athletics facilities.

Schools do not generally have a need to access pavilions, however, should a school require a pavilion booking, the casual fee for local community groups would apply.

Facilities on school land are treated separately through a Joint Use Agreement (JUA).

7.6| CIRCUS USE

Circuses are permitted by Council at selected reserves designated for circus use and where it does not interfere with normal use. Fees and charges apply per day for use of Council sites including bump in and bump out and a bond is required to cover reparation works if necessary.

7.7| MARKETS

Markets are permitted by Council at selected reserves designated for market use and where it does not interfere with normal use. Fees and charges apply per day for use of Council sites including bump

in and bump out and a bond is required to cover reparation works if necessary. If a market is ongoing (e.g. first Sunday each month) a lease or licence may be required.

7.8 | PERSONAL TRAINERS

In the future, personal trainers will be required to apply for a permit to use Council reserves and pay a fee. Fees for personal trainers and fitness groups are as required under the Crown Land (Reserves), (Tour Operator Licence Fee) Regulations 2011.

An annual fee is to be paid in advance prior to commencing training. This fee may increase in accordance with any future increase to the Crown Land Tour Operator Licence Fee.

Permits issued for a period of less than 12 months but more than 6 months will be charged the full annual fee. Permits issued for a period of less than 6 months will be charged a pro rata amount for every month or part thereof that the permit is valid.

A separate policy will be developed for personal trainers, along with code of conduct, outlining the conditions of use of a reserve for organised personal training and fitness purposes.

Refer to Appendix 01 for definitions for hirer categories.

7.9 | COUNCIL PRIORITY OF ACCESS

Services directly provided by Council will have priority and exclusive use of Council's community facilities where appropriate, and be given the highest priority in their access and allocation. However, this does not exclude these facilities from being accessed by the community if available. For example; a social space can only be hired externally where Council services does not need access to deliver that service.

Where an increase in demand is identified resulting in the need to increase Council's capacity to deliver services, Council may need to cancel existing hire agreements with community users. Council will attempt to offer alternative options for existing hirers, and support them to relocate to alternative facilities. For example; hirers may be required to relocate from a multi-purpose community spaces to allow Council to deliver additional services to meet community needs.

Council services and programs are exempt from fees and charges relating to the use or hire where Council staff provide a direct service to the community.



8

FACILITY CLASSIFICATION

Council provides a hierarchy of facilities with varying levels of maintenance regimes. Fees and charges will reflect the maintenance related to the level / standard of provision.

The classifications of sports grounds and facilities are consistent with the City of Greater Geelong Sustainable Communities Infrastructure Development Guidelines (October 2010).

8.1| FACILITY HIERARCHY

The following hierarchy will be used for planning purposes relating to reserves and open spaces as the basis for future facility classifications rather than the previous ground gradings of A, B, C & D (used prior to 2017).

Table 5 | Facility Classifications and Scope of Provision

CLASSIFICATION	DESCRIPTION
National	National competition and significant national and state level events
Regional	Municipal wide and can also provide for surrounding municipalities.
Sub-regional	Part of municipality that cover numerous townships / suburbs.
District	Whole township / suburb as a key facility for a community.
Local / Neighbourhood	Providing for communities usually within walking distance.

8.2| STANDARD OF PROVISION

The Fair Play Strategy identifies standard provisions for sporting facilities, components and supporting infrastructure.

Standard and non-standard provision components are outlined in the table on the following page. Non-standard provision components will be deemed a higher standard of facility provision and will be the responsibility of the club or community group to fund and maintain.

In general, the key principle in determining standard infrastructure is the link to active participation in sport and recreation. However, due to the broader community benefits of social facilities such as community building, networking and engagement, social facilities are also considered standard infrastructure.

Non-standard infrastructure includes the components that are for the exclusive use of a sporting club or community group and can be classified as non-essential; in this case the sporting club or community group will be responsible for funding these components.

Table 6 below outlines the facility components that are considered in the grading of facilities.

Table 6 | Facility components

FACILITY COMPONENT	STANDARD PROVISION	NON STANDARD PROVISION
Pavilion	<ul style="list-style-type: none"> - Change rooms - Amenities - Toilets - Basic storage - Kitchenette / Kiosk (basic) - Social space (basic) 	<ul style="list-style-type: none"> - Social rooms - Kitchen (commercial) - Kiosk - Bar - Additional storage - Office - Gym - Timekeepers box
Sports ground	<ul style="list-style-type: none"> - Turf surface - Synthetic cricket pitch - Goals <p>Dependent on ground class and type:</p> <ul style="list-style-type: none"> - Irrigation - Drainage - Practice nets (publicly accessible hard wicket x2) - Sports field fencing 	<ul style="list-style-type: none"> - Floodlights - Coaches boxes - Players shelters - Reserve fencing - Scoreboards - Turf cricket pitch - Practice nets (Turf wicket and/or greater than 2) - Surfaces other than turf (synthetic surfaces)
Court	<ul style="list-style-type: none"> - Hard court surface (asphalt / acrylic), publicly accessible (min 2 or 50% of 2 court facilities) - Fencing - Goals / nets - Line marking 	<ul style="list-style-type: none"> - Surfaces other than hard court (synthetic grass / lawn / en tout cas) - Floodlights - Player shelters - Umpires chairs (not permitted unless temporary – bump-in, bump-out).
Sport specific facilities	<ul style="list-style-type: none"> - Athletics – synthetic surface - Criterium track – asphalt surface - Velodrome – asphalt surface 	

*Excludes DCP funded facilities on greenfield sites.

Note: Some non-standard items will be provided in establishing new facility developments but will remain the clubs and/or community group's responsibility to maintain.

In recognition of building club capacity and individual needs, the City of Greater Geelong will provide support for the provision of some non-standard infrastructure through the community grants program.

8.3 | SPORTS FIELD CLASSIFICATION

Facilities are assigned to their relevant classification. A surface rating is assigned dependent on level of service required for the level of competition and standard of facility provision. Table 7 below shows the hierarchy and criteria that are applicable at the various levels of facility classification.

Table 7 | Facility classification

FACILITY CLASSIFICATION	CRITERIA	FACILITY HIERARCHY				
		NATIONAL/ STATE	REGIONAL	SUB-REGIONAL	DISTRICT	LOCAL / NEIGHBOURHOOD
National / State	Ground surface as per requirements for national level sport	✓				
Regional	Ground surface as per requirements for state / regional level sport		✓			
Community 1	Ground surface as per requirements for community sport Irrigation system Primary playing surface and/or presence of a turf pitch for cricket			✓		
Community 2	Ground surface as per requirements for community sport Irrigation system Secondary or other playing surface and/or presence of a synthetic pitch for cricket			✓	✓	
Community 3	Ground surface as per requirements for community sport No irrigation system Synthetic pitch for cricket			✓	✓	✓
Reserve	General reserve area No defined sports ground			✓	✓	✓

The facility classification will provide the basis for the determination fees charged for sports fields, with differential rates for sports grounds of different dimensions (e.g. football oval 1.8 hectares / soccer field 1 hectare). Level of service refers to the inputs required to maintain a facility to the standard required for the activity undertaken at the reserve.

Note: Facility classifications Community 1, 2 and 3 and Reserves are municipal / community use facilities. Sports grounds at Community level 1, 2 and 3 will be maintained to the determined level of service and reflect the level of competition that the ground is used for.

8.4 | PAVILION CLASSIFICATION

The pavilion classification system reflects the range, size and functionality of pavilion facilities provided for community sport.

The classification of pavilions is based on the principle that Council provides standard components such as change rooms and amenities for a base fee. Other facility components such as social rooms, commercial kitchens, bars and office spaces are charged depending on the size of the additional provision.

The pavilion classification therefore assumes all pavilions include base provision such as toilets, small storage area, basic social space and basic kitchenette / kiosk facilities (provided when the facility is established). The overall size of facilities determines the classification size of the pavilion.

Table 8 | Facility components

CORE PROVISION	BASE CLASSIFICATION	ADDITIONAL PROVISION	COMPONENT CLASSIFICATION
Per set of 2 change rooms	Base fee	400 m2 +	Large
		250 – 399 m2	Medium
		100 – 249 m2	Standard
		Under 100 m2	Basic

Classifications will be re-assessed over the life of the policy as pavilions are redeveloped and maintenance fees will increase by CPI each year.

8.5 | SPORTS COURT CLASSIFICATION

Sports courts (tennis and netball) are charged at a base fee per court per season or per annum. The base fee is based on Council providing a hard court surface (asphalt or acrylic hard court) as the standard level of provision.

Where courts are upgraded to other surface types (such as synthetic grass), the tenant club will be required to pay the annual court hire fee and will be responsible for all ongoing maintenance and renewal of the courts and associated infrastructure.

8.6 | SPORT SPECIFIC CLASSIFICATION

There are a range of sports that require facilities that are developed for specific sport or activity. Sport specific facilities will be classified on a case-by-case basis relating to the hierarchy and scale of the facilities provided by Council.

Tenancy arrangements for sport specific facilities may be managed via seasonal bookings, land lease or committee of management as deemed appropriate.

9

RELATED POLICIES

The Fair Play Strategy links to Council policies as outlined below:

Table 9 | Related policies

POLICY NAME	REF NO.	STATUS	OVERVIEW	AMENDMENT REQUIRED
Hard Surface Facilities	CPL 285.2	Current	Determines the provision, use and maintenance of hard surface courts for sport and recreation	Nil
Debt Management	CPL510.1	Current	Provides a staged approach to managing debts owed to Council by sporting clubs	Nil
School Sports Facilities	CPL285.6	Review required	Allows Council to engage in agreements with schools relating to the use of school facilities	Inclusion of a clause relating to community access to school facilities outside of school hours
Fees and Charges for Community Level Outdoor Recreation Facilities	CPL 285.9	Under review – Draft	To outline the fees and charges for the use of community level outdoor sport and recreation facilities within the City of Greater Geelong	Developed via the Fair Play Strategy
Personal Training	DRAFT	Under development – Draft	To outline the terms and conditions for personal trainers and commercial fitness groups operating on public land	Developed via the Fair Play Strategy

10

IMPLEMENTATION AND TRANSITION PLAN

10.1 | IMPLEMENTATION AND TRANSITION

Council sought feedback from key stakeholders on the implementation plan in order to sustainably transition the fees charged for outdoor sport and recreation facilities from the current approach to the industry accepted model, a percentage recovery of the cost of service directly related to Council.

Given the considerable changes to the fees and charges approach, a transition plan has been designed to reduce the impact of the new system on existing user groups.

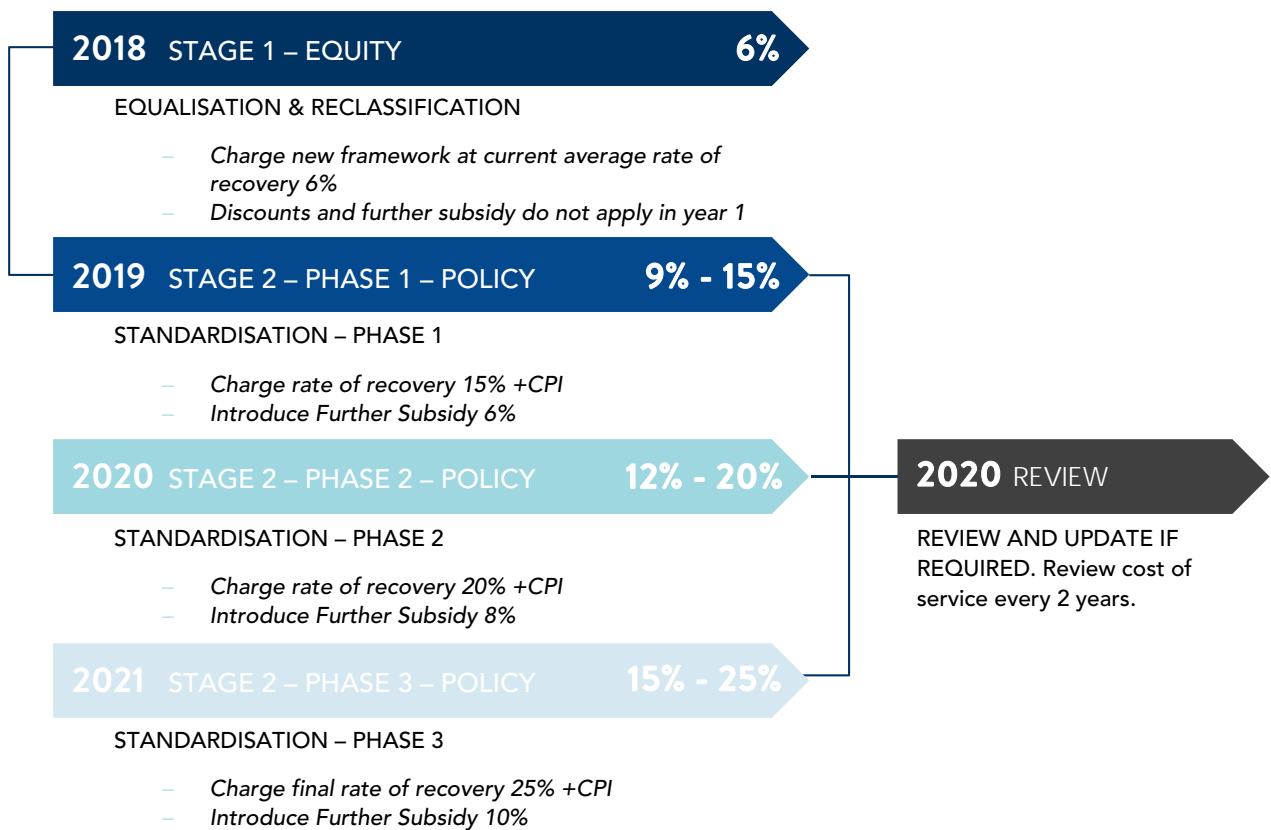
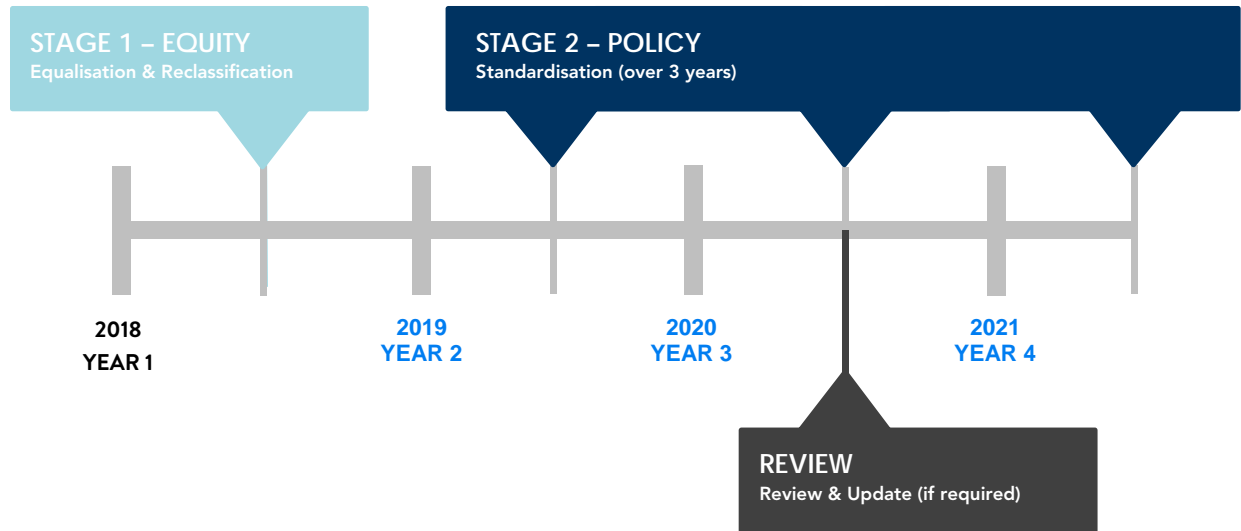
Existing fees charged are relative to between 2% - 6% of the cost of service and it is acknowledged that many facilities are currently graded lower than required due to the development of sport and recreation facilities over the past 20 years.

Council are proposing to transition to a new system in two stages over a period of up to four (4) years. Stage 1 – Equity (Equalisation and Reclassification) and Stage 2 – Policy (Standardisation of all fees and charges under a new policy framework).

Facilities will be reclassified using the new classification system prior to implementation of the policy. Due to the limited re-grading of facilities completed under the existing fees and charges system and the disparity and inconsistency at present.

The process of classifying facilities for consistency and to align fees to the level of facility provision, maintenance and services, will increase the rate of recovery to the existing average of 6% of the cost of service in the first year with marginal change to the fees payable to the user.

Figure 4 | Implementation and transition timeline



The two key stages of the transition and implementation are explained in more detail below.

STAGE 1 – EQUITY

Year 1 – Equalisation and Reclassification – Change to new framework at current rate of subsidy 94%. Further discounts not applicable in year 1.

Year 1 will focus on the equalisation and reclassification of grounds and facilities and will include the realignment of clubs and community groups with the new classifications.

Year 1 (2018) will involve a charge to the new framework at the current average rate of recovery (6%). Further subsidies and discounts are not applicable in year 1.

Year 1 of the fees and charges policy will come into effect for the winter season 2018 and will focus on re-establishing equity with the reclassification of community clubs and community organisations.

Year 1 allows the organisation adequate time to further develop the required administrative support and online systems, trigger new agreements with users and support clubs and community groups through the training and support in preparation of the new system in year 2.

Year 1 will require a robust and considered approach to promotion, engagement and support throughout the implementation. Refer to section 10.2 for details on the approach to stakeholder engagement.

STAGE 2 – POLICY

Year 2 to Year 4 – Standardisation – Activate and phase in full policy over three years.

Year 2 to year 4 will focus on standardisation with the fees and charges policy coming into full effect by 2021. The following provides an outline the rate of recovery and further subsidy that can be expected each year.

- 2019 Stage 2 – Policy. Charge at 9%-15% rate of recovery. Introduce a Further Subsidy incentive of 6% for clubs supporting healthy communities and healthy sporting environment initiatives.
- 2020 Stage 2 – Policy. Charge at 12%-20% rate of recovery. Introduce a Further Subsidy incentive of 8% for clubs supporting healthy communities and healthy sporting environment initiatives.
- 2021 Stage 2 – Policy. Charge at 15%-25% (with further subsidy) rate of recovery. Introduce a Further Subsidy incentive of 10% for clubs supporting healthy communities and healthy sporting environment initiatives.

Year 2 of the fees and charges policy will come into effect for the winter season 2019 and will focus on standardisation of sporting clubs and community organisations. The Further Subsidy will be enacted and will apply.

Additional support will be provided for clubs or community groups who can demonstrate genuine hardship as a result of the new system.

CPI increase will apply to fees and charges annually.



10.2 | STAKEHOLDER ENGAGEMENT AND SUPPORT

Council acknowledges the substantial shift in approach to fees and charges compared with current practices and the need to carefully manage the legacy expectations of sporting clubs and community groups.

The engagement approach considered these challenges along with the recognition that some stakeholders may face barriers and potential limitations to adapting to change.

Through the development of the draft Fair Play Strategy in 2017, the following external stakeholders were briefed:

- AFL Victoria and AFL Barwon
- Netball Victoria
- Cricket Victoria and Geelong Cricket Association
- Football Federation Victoria
- Tennis Victoria

The Fair Play Strategy and its core principles have broad support from these key sporting associations.

The City of Greater Geelong also released the Fair Play Strategy for consultation with key stakeholders and the broader community, to ensure any proposed change is achievable and sustainable for the effected stakeholders.

The broader community along with local sporting clubs and organisations were engaged through the public exhibition of the Draft Fair Play Strategy in July 2017 for a period of 6 weeks. A total of 48 submissions and enquiries were received.

In order to help Council further develop a sustainable and fair strategy around implementation, clubs and community groups were asked to consider the Fair Play Strategy against the following key areas; Level of subsidy, Timeline for implementation and level of support offered to effected clubs.

The draft Fair Play Strategy was made available online for submission and comment. The engagement process also included 780 direct contacts with clubs via email, five presentations to sporting clubs and associations and two community drop in sessions. A total of 48 submissions and enquiries were received.

In summary, there is strong support for the Fair Play Strategy. The key issue identified during the community consultation was the staging for implementing new fees and more specifically the timeline associated with the change.

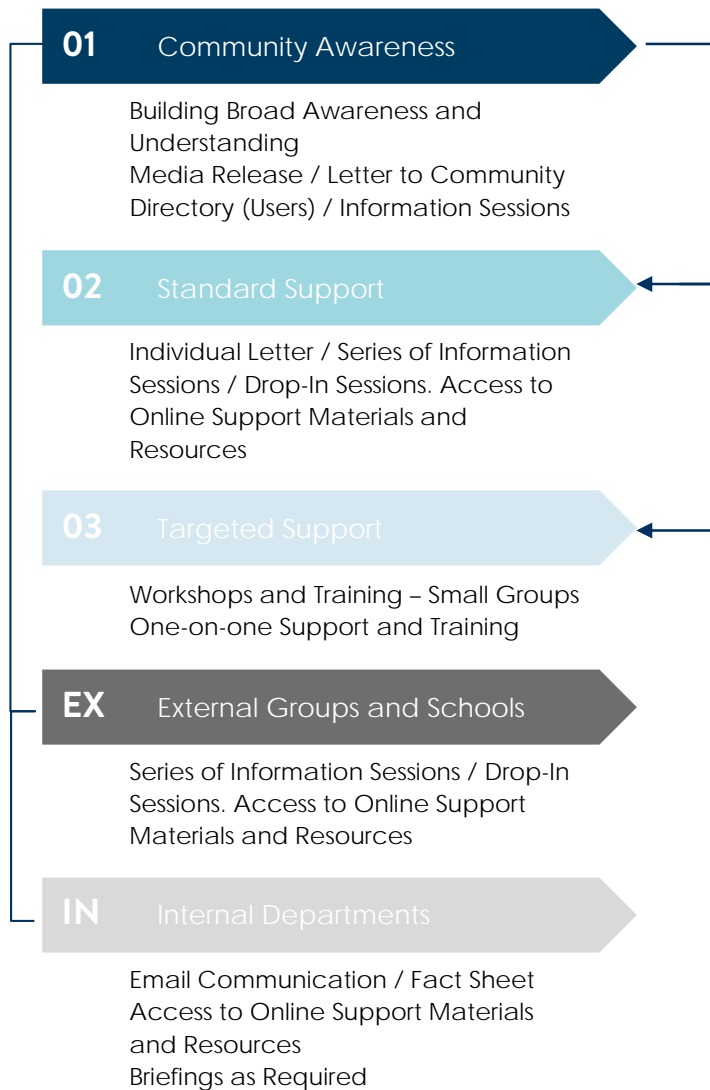
The concern, primarily by sports clubs, was that the transition from current fees to the new fee structure would occur too quickly for clubs to adapt from their existing position. The issues raised being that this may impact on the short term cash flow and sustainability of some clubs and may also result in a steep and sudden escalation of fees to individual community / club members.

In response, Stage 1 (equity and reclassification) remains unchanged. The key change reflected in this final Fair Play Strategy is that Stage 2 (standardisation of fees) be phased in over a period of up to three (3) years, and not one (1) year as proposed in the draft strategy. Additional support will be provided for clubs who can demonstrate genuine hardship as a result of the new system.

The community feedback also indicated a need for the City of Greater Geelong to provide support for the provision of non-standard infrastructure through the community grants program and to introduce a system that will ensure greater transparency in regard to fees being paid by each club.

A tiered engagement framework has identified multiple levels of potential support available to clubs, community groups and key stakeholders (both external and internal) as required.

Figure 5 | Engagement framework and potential support methods



COMMITMENT TO CONTINUOUS IMPROVEMENT

Council has a commitment to continuous improvement and to assist the ongoing monitoring and review process associated with the Fair Play Strategy and the subsequent Fees and Charges System. Council will develop a review process that also acts as a platform for ongoing support and development of user clubs and community groups. This includes, but is not limited to:

- Annual club health check / survey to monitor and review change. Annual summary report identifying common themes and areas of required improvement.
- Quarterly sports development and educational workshops tailored to the objectives and requirements of local sporting clubs and community groups.
- Targeted support sessions with individual clubs to work through specific issues (e.g. financial management, resource attraction through sponsorship, grants and fundraising and overall strategic and business planning).
- Additional support offered to clubs and community groups that may be experiencing genuine hardship.

10.3 | TIMEFRAME FOR REVIEW

From the time this Strategy and accompanying Fees and Charges for Community Level Outdoor Recreation Facilities Policy is introduced, fee adjustments will be guided by the final Implementation and Transition Plan and will be subject to CPI annually.

If major capital works are undertaken on a reserve or pavilion, the facility classification will be reviewed and fees adjusted accordingly.

Once implemented, the full fees and charges system will be applied for up to two years and then reviewed.

The review will be based on the following:

- A review of the cost of service incurred by Council over the preceding years will be undertaken to determine average costs per classification of community facilities.
- If, and when, fee adjustments are made, the adjustment will come into effect for the next full season.

The review of fees should be undertaken prior to the reissuing of licence agreements for community pavilions following the standard licence terms.

INCREMENTAL FEE INCREASES

A review of average maintenance expense and relative fees and charges will be undertaken every 2 years, with CPI increases being applied annually to reflect increases in maintenance and operational costs.

The rationale used to determine seasonal costs will also be used to determine daily and/or hourly costs for casual users. In order to maintain consistency any changes around casual fees will align with those of seasonal fees.

APPENDIX 01 USER CATEGORIES

HIRE RATE CATEGORY	DESCRIPTION	SUBSIDY ELIGIBILITY
<p>COMMUNITY USER (COMMUNITY RATE)</p> <p>Not-for-profit community based clubs and groups and other funded organisations and agencies that provide a community function and service community members that live, work or visit the city of Greater Geelong.</p>	<p>Community service organisations: not-for-profit organisations and agencies that respond to specific community issues through the delivery of services.</p> <p>Community clubs and groups: Any not-for-profit community based group or organisation whose primary objective is to provide and engage in accessible services and activities that benefit the local and broader Greater Geelong community.</p> <p>Partnerships: Programs, services, information sessions, events and/or activities co-facilitated, in support, on behalf of, or operating in partnership with Council.</p> <p>Schools: Registered schools located within the City of Greater Geelong.</p>	<p>Where the Community rate status has been established, relevant community clubs and groups will be eligible to receive Councils Community Sponsorship subsidy.</p>
<p>PRIVATE / COMMERCIAL USER (STANDARD RATE)</p> <p>Commercial and private providers conducting activities for the purposes of deriving a profit.</p>	<p>Commercial: An organisation conducting activities for the purposes of deriving a profit.</p> <p>Private: Exclusive or invitation only activities that are not available to the general public or for community benefit.</p>	<p>Ineligible for Council sponsorships, concessions or subsidies.</p>
<p>CASUAL USER</p> <p>Users seeking to utilise a facility or space outside of their regular allotted time or on a case by case basis.</p>	<p>Any hirers seeking to use a facility or space outside of the seasonal allocation will be considered a casual user.</p>	<p>Refer to above community user vs commercial user above.</p>

APPENDIX 02 FACILITY CLASSIFICATION BY ASSET

RESERVE CLASSIFICATION

FACILITY CLASSIFICATION	SURFACE GRADE	NAME / DESCRIPTION	TYPE	IRRIGATION	CRICKET PITCH
REGIONAL	2	Geelong Baseball Centre No 1	Pitch	Yes	N/A
REGIONAL	2	Geelong Baseball Centre No 2	Pitch	Yes	N/A
REGIONAL	4	Geelong Baseball Centre No 3	Pitch	Yes	N/A
REGIONAL	4	Geelong Baseball Centre No 4	Pitch	Yes	N/A
REGIONAL	2	Kardinia Park GCG	Oval	Yes	Turf
COMMUNITY 1	3	Anakie	Oval	Yes	Synthetic
COMMUNITY 1	3	Barwon Heads No. 1	Oval	Yes	Synthetic
COMMUNITY 1	3	Burdoo	Oval	Yes	Turf
COMMUNITY 1	3	Drysdale	Oval	Yes	Turf
COMMUNITY 1	3	Elderslie	Oval	Yes	Synthetic
COMMUNITY 1	3	Evans	Oval	Yes	Synthetic
COMMUNITY 1	3	Frier	Oval	Yes	Turf
COMMUNITY 1	3	Geelong West Oval	Oval	Yes	Turf
COMMUNITY 1	3	Grinter No. 1	Oval	Yes	Turf
COMMUNITY 1	3	Grovedale	Oval / 2 Pitches	Yes	Synthetic
COMMUNITY 1	3	Hamlyn Park	Oval	Yes	Turf
COMMUNITY 1	3	Harold Hurst No. 1	Oval	Yes	Turf
COMMUNITY 1	3	Herne Hill No. 1 - Walker	Oval	Yes	Synthetic
COMMUNITY 1	3	Herne Hill No. 2 - Drew	Oval	Yes	Turf
COMMUNITY 1	3	Highton	Oval	Yes	Turf
COMMUNITY 1	3	Howard Glover	Pitch	Yes	N/A
COMMUNITY 1	3	Hume No. 1	Pitch	Yes	N/A
COMMUNITY 2	3	Hume No. 2	Pitch	Yes	N/A
COMMUNITY 1	3	Kardinia Park West	Oval	Yes	Turf
COMMUNITY 1	3	King Lloyd No. 1	Oval	Yes	Turf
COMMUNITY 1	3	Lara No. 1	Oval	Yes	Turf
COMMUNITY 1	3	Leopold No. 1	Oval	Yes	Turf
COMMUNITY 1	3	Mc Donald No.1	Oval	Yes	Turf
COMMUNITY 1	3	Myers No. 1	Oval	Yes	Turf
COMMUNITY 1	3	Myers – Soccer No. 1	Pitch	Yes	N/A
COMMUNITY 1	3	Myers – Soccer No. 2	Pitch	Yes	N/A

FACILITY CLASSIFICATION	SURFACE GRADE	NAME / DESCRIPTION	TYPE	IRRIGATION	CRICKET PITCH
COMMUNITY 1	3	Myers – Soccer No. 3	Pitch	Yes	N/A
COMMUNITY 1	3	Ocean Grove	Oval	Yes	Synthetic
COMMUNITY 1	3	Osborne Park No. 1	Oval	Yes	Turf
COMMUNITY 1	3	Portarlington No. 1	Oval	Yes	Turf
COMMUNITY 1	3	Queens Park No. 1	Oval	Yes	Turf
COMMUNITY 1	3	Richmond Cres	Oval	Yes	Turf
COMMUNITY 1	3	Shell Reserve	Oval	Yes	Turf
COMMUNITY 1	3	Shell Road Reserve	Oval	Yes	Synthetic
COMMUNITY 1	3	Shell Road - Soccer No. 1	Pitch	Yes	N/A
COMMUNITY 1	3	Shell Road - Soccer No. 2	Pitch	Yes	N/A
COMMUNITY 1	3	Shell Road - Soccer No. 2	Pitch	Yes	N/A
COMMUNITY 1	3	South Barwon No. 1	Oval	Yes	Turf
COMMUNITY 1	3	South Barwon No. 2	Oval	Yes	Turf
COMMUNITY 1	3	St Albans	Oval	Yes	Turf
COMMUNITY 1	3	Stead Park – Soccer No. 1	Pitch	Yes	N/A
COMMUNITY 1	3	Stead Park – Soccer No. 2	Pitch	Yes	N/A
COMMUNITY 1	3	Stead Park – Softball No. 1	Pitch	Yes	N/A
COMMUNITY 1	3	Thomson No. 1	Oval	Yes	Turf
COMMUNITY 1	3	Vines Road	Oval	Yes	Synthetic
COMMUNITY 1	3	Windsor Park No. 1	Oval	Yes	Turf
COMMUNITY 1	3	Winter No. 1	Oval	Yes	Turf
COMMUNITY 2	4	Bakers	Oval	Yes	Synthetic
COMMUNITY 2	4	Barwon Heads No. 2	Oval	Yes	Synthetic
COMMUNITY 2	4	Breakwater	Oval	Yes	Synthetic
COMMUNITY 2	4	Collendina	Oval	Yes	Synthetic
COMMUNITY 2	4	Corio Community	Oval	Yes	Synthetic
COMMUNITY 2	4	Eastern Park No. 1	Oval	Yes	Synthetic
COMMUNITY 2	4	Flinders Peak No. 1	Oval	Yes	Synthetic
COMMUNITY 2	4	Grovedale Secondary College	Oval	Yes	Synthetic
COMMUNITY 2	4	Hume No. 3	Pitch	Yes	N/A
COMMUNITY 2	4	Lara No. 2	Oval	Yes	Synthetic
COMMUNITY 2	4	Lara No. 3	Oval / 2 Pitches	Yes	Synthetic
COMMUNITY 2	4	Lara No. 4	Oval	Yes	Synthetic
COMMUNITY 2	4	Lara No. 5	Oval	Yes	Synthetic
COMMUNITY 2	4	Lara Baseball	Pitch	Yes	N/A
COMMUNITY 2	4	Leopold No. 2	Oval	Yes	Synthetic
COMMUNITY 2	4	Mc Donald No. 2	Oval	Yes	Synthetic
COMMUNITY 2	4	Myers No. 2	Oval	Yes	Synthetic

FACILITY CLASSIFICATION	SURFACE GRADE	NAME / DESCRIPTION	TYPE	IRRIGATION	CRICKET PITCH
COMMUNITY 2	4	Osborne Park No. 2	Oval	Yes	Synthetic
COMMUNITY 2	4	Portarlinton Reserve No. 2	Oval	Yes	Synthetic
COMMUNITY 2	4	Queens Park No. 2	Oval	Yes	Synthetic
COMMUNITY 2	4	South Barwon No. 3	Oval	Yes	Synthetic
COMMUNITY 2	4	South Barwon No. 4	Oval	Yes	Synthetic
COMMUNITY 2	4	South Barwon No. 5	Oval	Yes	Synthetic
COMMUNITY 2	4	Stead Park - Baseball	Pitch	Yes	N/A
COMMUNITY 2	4	Stead Park - Softball No. 2	Pitch	Yes	N/A
COMMUNITY 2	4	Thomson No. 2	Oval	Yes	Synthetic
COMMUNITY 2	4	Wallington	Oval	Yes	Synthetic
COMMUNITY 2	4	Winter No. 2	Oval	Yes	Synthetic
COMMUNITY 3	5	Belmont Common No. 1	Oval	No	Synthetic
COMMUNITY 3	5	Belmont Common No. 2	Oval	No	Synthetic
COMMUNITY 3	5	Belmont Common No. 3	Oval	No	Synthetic
COMMUNITY 3	5	Ceres Reserve	Oval	No	Synthetic
COMMUNITY 3	5	Drysdale Primary School	Oval	No	Synthetic
COMMUNITY 3	5	Eastern Park No. 2	Oval	No	Synthetic
COMMUNITY 3	5	Eastern Park No. 3	Oval	No	Synthetic
COMMUNITY 3	5	Eastern Park No. 5	Oval	No	Synthetic
COMMUNITY 3	5	Ervin No. 1	Oval	No	Synthetic
COMMUNITY 3	5	Ervin No. 2	Oval	No	Synthetic
COMMUNITY 3	5	Flinders Peak Rugby No. 2	Reserve	No	N/A
COMMUNITY 3	5	Grinter No. 2	Oval	No	Synthetic
COMMUNITY 3	5	Harold Hurst No. 2	Oval	Yes	Synthetic
COMMUNITY 3	5	King Lloyd No. 2	Oval	No	Synthetic
COMMUNITY 3	5	Mt Duneed	Oval	No	Synthetic
COMMUNITY 3	5	Rees No. 1	Oval	No	Synthetic
COMMUNITY 3	5	South Barwon No. 6	Oval	No	Synthetic
COMMUNITY 3	5	South Barwon No. 7	Oval	No	Synthetic
COMMUNITY 3	5	St Leonards No. 1	Oval	No	Synthetic
COMMUNITY 3	5	St Leonards No. 2	Oval	No	Synthetic
COMMUNITY 3	5	Stead Park Softball 3,4,5 & 6	Pitch	No	N/A
COMMUNITY 3	5	Tim Hill	Oval	No	Synthetic
COMMUNITY 3	5	Wathaurung	Oval	No	Synthetic
COMMUNITY 3	5	Windmill Reserve	Oval	No	Synthetic
COMMUNITY 3	5	Windsor Park No. 2	Oval	Yes	Synthetic
RESERVE	6	Abe Wood	Reserve	No	N/A
RESERVE	6	Barwon Heads Equestrian	Reserve	No	N/A

FACILITY CLASSIFICATION	SURFACE GRADE	NAME / DESCRIPTION	TYPE	IRRIGATION	CRICKET PITCH
RESERVE	6	Belmont Common Canine	Reserve	No	N/A
RESERVE	6	Belmont Common Equestrian	Reserve	No	N/A
RESERVE	6	Belmont Common Rifle	Reserve	No	N/A
RESERVE	6	Cheshire	Reserve	No	N/A
RESERVE	6	Drysdale Market area	Reserve	No	N/A
RESERVE	6	Elcho Park Canine	Reserve	No	N/A
RESERVE	6	Elcho Park Equestrian	Reserve	No	N/A
RESERVE	6	Grinter Reserve BMX	BMX	No	N/A
RESERVE	6	Lake Lorne Reserve	Reserve	No	N/A
RESERVE	6	Mt Duneed Equestrian	Reserve	No	N/A
RESERVE	6	Peter Lowe Reserve	Reserve	No	N/A
RESERVE	6	Portarlington Pony Club	Reserve	No	N/A
RESERVE	6	Rees Equestrian	Reserve	No	N/A
OTHER	6	Geelong Criterium Circuit	Cycling	No	N/A
OTHER	6	Geelong Velodrome	Cycling	No	N/A
OTHER	6	Goldsworthy Reserve	Athletics	No	N/A
OTHER	6	John Landy Athletic Field	Athletics	Yes	N/A

OTHER SPORT SPECIFIC FACILITIES

NAME / DESCRIPTION	FACILITY TYPE	FACILITY COMPONENT
Norlane Bowls	Bowls	Green x 1
Lara Bowls	Bowls	Green x 2
Bell Post Hill Bowls	Bowls	Green x 1
Clifton Springs Bowls	Bowls	Green x 3
Drysdale Bowls & Croquet	Bowls	Green x 2 / Croquet x 2
Eastern Park Bowls	Bowls	Green x 2
Highton Bowls	Bowls	Green x 3
Myers Reserve Bowls	Bowls	Green x 1
Stead Park Bowls	Bowls	Green x 2
Barwon Heads Village Park Bowls	Bowls	Green x 1

COURT FACILITIES

RESERVE	PROPERTY KEY	TYPE	NO. OF COURTS
Abe Wood Reserve	276566	Tennis	2
Anakie Reserve	276499	Tennis	4
	276499	Netball	1
Barwon Heads Village Park	238445	Tennis	6
Batesford	276078	Tennis	2
Breakwater Reserve	228143	Tennis	4
Burdoo Reserve	222449	Tennis	8
	222449	Netball	2
Ceres Reserve	224076	Tennis	0
Doris Smith Reserve	297819	Tennis	3
Drysdale Recreation Reserve	249941	Netball	5
	249941	Tennis	2
Elderslie Reserve	204274	Netball	2
Ervin Reserve	259060	Tennis	10
Francis St Reserve	226978	Tennis	6
Frank Mann Reserve	228720	Tennis	2
Geelong Baseball Centre (Pioneer Park)	TBC	Tennis	6
Geelong West Oval	298201	Netball	2
Grinter Reserve	248225	Netball	2
Hamlyn Park	277626	Tennis	5
Harold Hurst Reserve	298472	Netball	6
Herne Hill Reserve	298279	Netball	2
Highton Reserve	220495	Tennis	6
Howard Glover	214712	Tennis	4
Jetty Rd Reserve	264934	Tennis	8
Kardinia Park	298744	Netball	9
Kenwith Park	202357	Tennis	2
Lara Recreation Reserve	283713	Tennis	8
Leopold Memorial Recreation Reserve	255659	Tennis	9
	255659	Netball	2
Lunan Park	297866	Tennis	2
Marcus Hill	245465	Tennis	2
McDonald Reserve	236716	Netball	2
Moolap Reserve	266552	Tennis	6
Myers Reserve	276893	Tennis	4
	276893	Netball	2
Ocean Grove Tennis	243827	Tennis	7
Osborne Park	280027	Netball	1

RESERVE	PROPERTY KEY	TYPE	NO. OF COURTS
Portarlinton Recreation Reserve	265404	Tennis	5
	265404	Netball	2
Queens Park	204220	Netball	2
Richmond Oval	298058	Netball	1
Shell Reserve	291236	Netball	1
Shell Road Reserve	259793	Tennis	5
	259793	Netball	4
St Albans Reserve	218075	Tennis	5
	218075	Netball	2
St Leonards Lake Reserve	265821	Tennis	2
Thomson Recreation Reserve	213939	Tennis	4
	213939	Netball	2
Tim Hill Reserve	241648	Tennis	6
Wathaurung Tennis	247943	Tennis	6
Waurm Ponds Tennis	236140	Tennis	6
Windsor Park	291789	Netball	2
Winter Reserve	231125	Netball	1

PAVILION GRADINGS

RESERVE	PROPERTY KEY	PAVILION	BUILDING NO.	GRADE	CHANGE ROOMS
Abe Wood Reserve	276566	Abe Wood	0082	Standard	N
	TBC	Abe Wood Pidgeon Clubhouse	TBC	Basic	N
Anakie Reserve	276499	Anakie Reserve	0014	Standard	Y
	276499	Anakie Tennis	0012	Basic	N
Bakers Oval	298730	Bakers	1306	Standard	Y
	TBC	Model Railway	TBC	Medium	N
Barwon Heads Village Park	238445	Barwon Heads Equestrian	1062	Basic	N
	238445	Barwon Heads No 1	1067	Standard	Y
	238445	Barwon Heads Village Park Tennis	1063	Basic	N
	238445	Barwon Heads VP Bowls	1064	Lease	N/A
Barwon Valley Activity Centre	TBC	Lyric Room	TBC	Standard	N
	TBC	Camera Clubroom	TBC	Standard	N
	TBC	Storage Facility	TBC	Basic	N
Batesford	276078	Batesford Reserve	0084	Standard	N
Belmont Common	220866	Belmont Common Canine	0237	Standard	N
	220866	Belmont Common Target Rifle	0048	Large	N
	220866	Belmont Common No 1	0849	Basic	N
Breakwater Reserve	228143	Breakwater Reserve	0844	Basic	N
Burdoo Reserve	222449	Burdoo Reserve	1021	Large	Y x 2
	222449	Burdoo Tennis	1557	Standard	N
Ceres Reserve	224076	Ceres Reserve	0071	Standard	N
Cheshire Reserve	286289	Cheshire	0164	Basic	N
Collendina Reserve	260735	Collendina	459	Basic	Y
Doris Smith Reserve	297819	Doris Smith Reserve	1316	Basic	N
Drysdale Recreation Reserve	249941	Drysdale No 1 (football)	0446	Medium	N
	249941	Drysdale No 1 (football change)	TBC	Change only	Y
	249941	Drysdale No 1 (cricket)	0445	Standard	N
	249941	Drysdale Netball/Fire	0444	Medium	N
Elcho Park	284218	Elcho Park Canine	0052	Basic	N
	284218	Elcho Park Equestrian	2215	Medium	Y
Elderslie Reserve	204274	Elderslie	1563	Large	Y
	204274	Elderslie Netball	1564	Large	Y
Ervin Reserve	259060	Ervin No 1	0478	Standard	Y
	259060	Ervin Tennis	0481	Standard	N

RESERVE	PROPERTY KEY	PAVILION	BUILDING NO.	GRADE	CHANGE ROOMS
Estuary Boulevard Reserve	TBC	Estuary Change	TBC	Change Only	Y
Evans Reserve	292291	Evans Reserve	0068	Standard	Y
Flinders Peak	312737	Flinders Peak Rugby	1581	Standard	Y
Francis St Reserve	226978	Francis St Croquet	1101	Basic	N
	226978	Francis St Reserve	1101	Standard	N
Frank Mann Reserve	228720	Frank Mann Reserve	1004	Basic	N
Frier Reserve	205589	Frier No 1	1033	Standard	Y
Geelong Baseball Centre	235803	GBC - Pioneer Park No 1	N/A	Large	
	235803	Geelong Baseball Centre No 1	0453	Large	Y
	235803	Geelong Baseball Centre - Batting Tunnel	TBC	Medium	N
	235803	Pioneer Park Tennis	TBC	Basic	N
Geelong West Oval	298201	Geelong West Oval (social)	1303	Medium	N
	298201	Geelong West Oval (grandstand change)	1298	Change only	Y
	298201	Geelong West Oval (cycling)	2054	Standard	N
	298201	Geelong West Oval (netball)	2205	Change only	Y
	298201	Geelong West Oval (storage)	TBC	Basic	N
Goldsworthy Reserve	288225	Goldsworthy	0079	Standard	Y
Grinter Reserve	248225	Grinter No 1	0474	Large	Y
	248225	Grinter Netball	2169	Basic	Y
	248225	Grinter BMX	0480	Basic	N
	248225	Grinter Pony Club	0447	Basic	N
Grovedale Reserve	235459	Grovedale Soccer 1	1006	Standard	Y
Hamlyn Park	277626	Hamlyn Park Tennis	0095	Basic	N
	277626	Hamlyn Park (Commercial)	0096	Commercial	
	277626	Hamlyn Park (Alex Rizun)	0097	Standard	Y
	277626	Hamlyn Park Ballroom	TBC	Large	N
Harold Hurst Reserve	298472	Harold Hurst No 1	1293	Standard	Y
Herne Hill Reserve	298279	Herne Hill No 1 - Walker	1314	Medium	Y
	298279	Herne Hill No 2 - Drew	0086	Standard	Y
	298279	Herne Hill Scout Hall	TBC	Lease	N
Highton Reserve	220495	Highton (ATCC)	1020	Change only	Y
	220495	Highton (Falcons)	1020	Medium	Y
	220495	Highton (AFL Barwon)	1020	Commercial	Y
	220495	Highton (Common)	1020	Standard	N
	220495	Highton Tennis	1018	Standard	N

RESERVE	PROPERTY KEY	PAVILION	BUILDING NO.	GRADE	CHANGE ROOMS
Howard Glover	214712	Howard Glover	0847	Standard	Y
	214712	Howard Glover Tennis	0846	Basic	N
Hume Reserve	280224	Hume No 1	0104	Change only x 2	Y x 2
Jetty Rd Reserve	264934	Jetty Road Reserve	0541	Basic	N
John Landy Athletics Field	299874	John Landy Athletics Pavilion	0829	Standard	N
	299874	John Landy Athletics Storage Shed	TBC	Large	N
	299874	John Landy Athletics Time Keepers Box / Office	TBC	Basic	N
Kardinia Park	298744	Kardinia Park Netball	0788	Medium	Y
	298744	Kardinia Park Umpires	0786	Medium	Y
	298744	Kardinia Park West	0785	Large	Y
Kenwith Park	202357	Kenwith Park	0035	Basic	N
King Lloyd Reserve	298712	King Lloyd	1539	Standard	Y
Lake Lorne Reserve	258391	Lake Lorne Reserve	0451	Basic	N
Lara Recreation Reserve	283713	Lara No 1 (commercial lease)	0122	N/A	
	283713	Lara No 1 (change)	0120	Change only	Y
	283713	Lara No.1 (grandstand and change)	TBC	Change only	Y
	283713	Lara No.1 (gym)	TBC	Standard	Y
	283713	Lara Tennis	0121	Basic	N
	283713	Lara Change (Soccer)	TBC	Standard	Y
Leopold Memorial Recreation Reserve	255659	Leopold No 1	0466	Medium	Y
	255659	Leopold Tennis	0463	Standard	N
Lunan Park	297866	Lunan Tennis	0851	Basic	N
Marcus Hill	245465	Marcus Hill Tennis	0505	Standard	N
McDonald Reserve	236716	McDonald No1	1022	Large	Y
Moolap Reserve	266552	Moolap Tennis	0526	Standard	N
Mt Duneed Reserve	237698	Mt Duneed Equestrian	1068	Standard	N
Myers Reserve	276893	Myers – Soccer Change	0141	Change only	Y x 2
	276893	Myers – Soccer Social	0139	Medium	N
	276893	Myers No 1	0140	Medium	Y x 2
	276893	Myers Tennis	0144	Basic	N
Ocean Grove Memorial Recreation Reserve	244029	Ocean Grove No 1	0456	Medium	Y
Ocean Grove Tennis	243827	Ocean Grove Tennis	0516	Standard	N
Osborne Park	280027	Osborne Park No 1	0169	Medium	Y
Portarlington Recreation Reserve	265404	Portarlington No 1	0492	Medium	Y
	265404	Portarlington Tennis	0493	Basic	N

RESERVE	PROPERTY KEY	PAVILION	BUILDING NO.	GRADE	CHANGE ROOMS
	TBC	Portarlington Netball	TBC	Basic	N
Portarlington Pony Club	260616	Portarlington Pony	2080	Basic	N
Queens Park	204220	Queens No.1 (netball)	2253	Change only	Y
	204220	Queens Park No 1	1337	Medium	Y
Rees Reserve	284783	Rees Equestrian	0182	Basic	N
	284783	Rees No 1	0182	Basic	N
Richmond Oval	298058	Richmond Cres	0810	Large	Y x 2
Shell Reserve	291236	Shell No 1	0193	Standard	Y x 2
Shell Road Reserve	259793	Shell Road Reserve Pavilion	New	Large	Y x 2
	259793	Tennis	0533	Basic	N
South Barwon Reserve	311627	South Barwon No 1 (South Barwon)	1014	Standard	Y
	311627	South Barwon No 2 (Marshall)	1016	Standard	Y
	311627	South Barwon No 3	N/A	Basic	N
St Albans Reserve	218075	St Albans (Social)	0817	Large	N
	218075	St Albans (Change)	0819	Change only	Y
	218075	St Albans (Tennis)	0818	Standard	N
	218075	St Albans (Netball)	2222	Basic	Y
St Leonards Lake Reserve	265821	St Leonards No 1	0517	Standard	Y
	265821	St Leonards Tennis	0538	Basic	N
Stead Park	290839	Stead Park (Softball / Baseball)	0210	Basic	Y
	290839	Stead Park (Soccer Social)	0206	Standard	N
	290839	Stead Park (Soccer Change)	0207	Change only	Y
	290839	Stead Park Hockey	1281	Lease	N/A
	290839	Norlane Bowls Club	0209	Lease	N/A
	290839	Stead Park Darts	TBC	Large	N/A
Thomson Recreation Reserve	213939	Thomson (Social)	0814	Large	N
	213939	Thomson (Change)	0838	Change only	Y x 2
Tim Hill Reserve	241648	Tim Hill	1278	Standard	N
Wallington Reserve	256994	Wallington	0531	Standard	Y
	256994	Wallington Batting Shed	TBC	Standard	N
Wathaurung Tennis	247943	Wathaurung Tennis	0450	Standard	N
Wauron Ponds Tennis	236140	Wauron Ponds Tennis	2013	Basic	N
Windsor Park	291789	Windsor Park No 1	0225	Large	Y
	291789	Windsor Park No 2	0226	Basic	N
Winter Reserve	231125	Winter No 1	1010	Standard	Y

APPENDIX 03 FEES AND CHARGES BY FACILITY CLASSIFICATION

SEASONAL FEES

A3.1 | SEASONAL FEES – PAVILIONS

Table 10 | Council's fees and charges for seasonal use of Pavilions

FEES AND CHARGES PAVILIONS (\$) 2017	COST OF SERVICE – SEASONAL MAINTENANCE EXPENSE	EQUALISATION RATE (YEAR 1) 6% recovery	STANDARD RATE 100% recovery	COMMUNITY RATE 25% recovery	FURTHER SUBSIDY RATE 15% recovery
Core provision	Cost of service (\$)	6% (\$)	100% (\$)	25% (\$)	15% (\$)
Per set of 2 change rooms	2101	126	2101	525	315
<i>PLUS +</i>					
Additional provision	Cost of service (\$)	6% (\$)	100% (\$)	25% (\$)	15% (\$)
Large (400 m2+)	5253	315	5253	1313	788
Medium (250 - 400 m2)	3677	221	3677	919	552
Standard (100 - 250 m2)	2627	158	2627	657	394
Basic (under 100 m2)	1615	97	1615	404	242
CORE PROVISION + ADDITIONAL PROVISION = TOTAL PAVILION FEE					

A3.2 | SEASONAL FEES – OVALS (1.8HA)

The fee structure for sports grounds recognises that a standard oval (1.8 ha) requires more maintenance resources than a standard pitch (1.0 ha) due to the area of the surface.

Table 11 | Council's fees and charges for seasonal use of ovals (1.8 HA)

FEES AND CHARGES OVALS (1.8HA) (\$) 2017	COST OF SERVICE – SEASONAL MAINTENANCE EXPENSE	EQUALISATION RATE (YEAR 1) 6% recovery	STANDARD RATE 100% recovery	COMMUNITY RATE 25% recovery	FURTHER SUBSIDY RATE 15% recovery
Per oval	Cost of service (\$)	6% (\$)	100% (\$)	25% (\$)	15% (\$)
<i>National / State</i>	N/A	CASE BY CASE			
<i>Regional</i>	N/A	CASE BY CASE			
Community 1	27316	1639	27316	6829	4097
Community 2	17861	1072	17861	4465	2679
Community 3	8930	536	8930	2233	1340

Where a single oval transforms to provide two pitches, the seasonal charge will apply to two pitches to align with the configuration of the activity type. See associated fees and charges for pitches below.

A3.3 | SEASONAL FEES – PITCHES (1.0HA)

The fee structure for sports grounds recognises that a standard oval (1.8ha) requires more maintenance resources than a standard pitch (1.0ha) due to the area of the surface.

Table 12 | Council's fees and charges for seasonal use of pitches (1.0 HA)

FEES AND CHARGES PITCHES (1.0HA) (\$) 2017	COST OF SERVICE – SEASONAL MAINTENANCE EXPENSE	EQUALISATION RATE (YEAR 1) 6% recovery	STANDARD RATE 100% recovery	COMMUNITY RATE 25% recovery	FURTHER SUBSIDY RATE 15% recovery
Per pitch	Cost of service (\$)	6% (\$)	100% (\$)	25% (\$)	15% (\$)
<i>National / State</i>	N/A	CASE BY CASE			
<i>Regional</i>	N/A	CASE BY CASE			
Community 1	15759	946	15759	3940	2364
Community 2	8930	536	8930	2233	1340
Community 3	5516	331	5516	1379	827

A3.4 | SEASONAL FEES – RESERVES (1.0HA)

The fee structure for sports grounds recognises that a standard reserve to be 1.0 hectare due to the average area of the surface and associated cost of service.

Table 13 | Council's fees and charges for seasonal use of reserves (1.0HA)

FEES AND CHARGES RESERVES (1.0HA) (\$ 2017)	COST OF SERVICE – SEASONAL MAINTENANCE EXPENSE	EQUALISATION RATE (YEAR 1) 6% recovery	STANDARD RATE 100% recovery	COMMUNITY RATE 25% recovery	FURTHER SUBSIDY RATE 15% recovery
Per hectare	Cost of service (\$)	6% (\$)	100% (\$)	25% (\$)	15% (\$)
Reserve	3782	227	3782	946	567

A3.5 | SEASONAL FEES – COURTS

Table 14 | Council's fees and charges for seasonal use of courts

FEES AND CHARGES COURTS (\$ 2017)	COST OF SERVICE – SEASONAL MAINTENANCE EXPENSE	EQUALISATION RATE (YEAR 1) 6% recovery	STANDARD RATE 100% recovery	COMMUNITY RATE 25% recovery	FURTHER SUBSIDY RATE 15% recovery
Per court	Cost of service (\$)	6% (\$)	100% (\$)	25% (\$)	15% (\$)
Per court	1282	77	1282	321	192

Fees for courts are charged per season. Where courts are used year-round (i.e. tennis), the tenant will be invoiced annually.

A3.6 | SEASONAL FEES – SPORT SPECIFIC FACILITIES

Fees and Charges outlined in this report are to be used as a guide and in context with the role and hierarchy of service relating to each facility. National, state and regional facilities shall be treated on a case by case basis due to their broader role and function in the community.

Council may determine new facilities to be sport specific and determine a fee for seasonal and casual use based on the principles of this policy. Where a Land Lease exists, the club or community group will be responsible for all maintenance and replacement of synthetic surface.

Table 15 | Council's fees and charges for seasonal use of sport specific facilities (guideline only)

FEE AND CHARGES SPORT SPECIFIC FACILITIES (\$) 2017	COST OF SERVICE – SEASONAL MAINTENANCE EXPENSE	EQUALISATION RATE (YEAR 1) 6% recovery	STANDARD RATE 100% recovery	COMMUNITY RATE 25% recovery	FURTHER SUBSIDY RATE 15% recovery
Per track / green	Cost of service (\$)	6% (\$)	100% (\$)	25% (\$)	15% (\$)
Criterion Track	2698	162	2698	675	405
Velodrome	798	48	798	200	120
BMX	3782	227	3782	946	567
Athletics	8930	536	8930	2233	1340
Bowls	1576	95	1576	394	236

Classifications and the cost of service will be re-assessed over the life of the policy and fees will be increased by CPI each year.

CASUAL FEES

A3.7 | CASUAL USE FEES

Casual bookings of Council sport and recreation facilities are charged at a percentage recovery of the cost of service (seasonal maintenance expense). 1% recovery for community users and 3% recovery for commercial / private users. Casual fees will apply from year 1 of strategy implementation.

Council may also require a bond equivalent of the booking fee. The bond will be returned on inspection of the site.

If an activity is deemed ongoing in nature a lease or licence may be required.

Classifications and the cost of service will be re-assessed over the life of the policy and fees will be increased by CPI each year.

A3.8 | CASUAL FEES – PAVILIONS

Table 16 | Council's fees and charges for casual use of pavilions

FEES AND CHARGES PAVILIONS (\$ 2017)	COST OF SERVICE – SEASONAL MAINTENANCE EXPENSE	CASUAL COMMUNITY RATE		CASUAL STANDARD RATE	
		1% recovery per day	Per half day (3 hours)	3% recovery per day	Per half day (3 hours)
Core provision	Cost of service (\$)	Per day (\$)	Per ½ day (\$)	Per day (\$)	Per ½ day (\$)
Per set of 2 change rooms	2101	21	7	53	26.26
<i>PLUS +</i>					
Additional provision	Cost of service (\$)	Per day (\$)	Per ½ day (\$)	Per day (\$)	Per ½ day (\$)
Large (400 m2+)	5253	53	17.67	131	65.66
Medium (250 - 400 m2)	3677	37	12.33	92	45.96
Standard (100 - 250 m2)	2627	26	8.67	66	32.84
Basic (under 100 m2)	1615	16	5.33	40	20.19
CORE PROVISION + ADDITIONAL PROVISION = TOTAL PAVILION FEE					

A3.9 | CASUAL FEES – OVALS (1.8HA)

The fee structure for sports grounds recognises that a standard oval (1.8ha) requires more maintenance resources than a standard pitch (1.0ha) due to the area of the surface. Where a single oval transforms to provide two pitches, the seasonal charge will apply to two pitches to align with the configuration of the activity type. See associated fees and charges for pitches on the following page.

Table 17 | Council's fees and charges for casual use of ovals (1.8HA)

FEES AND CHARGES OVALS (1.8HA) (\$) 2017	COST OF SERVICE – SEASONAL MAINTENANCE EXPENSE	CASUAL COMMUNITY RATE		CASUAL STANDARD RATE	
		1% recovery per day	Per half day (3 hours)	3% recovery per day	Per half day (3 hours)
Per oval	Cost of service (\$)	Per day (\$)	Per ½ day (\$)	Per day (\$)	Per ½ day (\$)
National / State	N/A	CASE BY CASE			
Regional	N/A	CASE BY CASE			
Community 1	27316	273	136.58	683	341.45
Community 2	17861	179	89.31	447	223.26
Community 3	8930	89	44.65	223	111.63

A3.10 | CASUAL FEES – PITCHES (1.0HA)

The fee structure for sports grounds recognises that a standard oval (1.8 ha) requires more maintenance resources than a standard pitch (1.0ha) due to the area of the surface.

Table 18 | Council's fees and charges for casual use of pitches (1.0HA)

FEES AND CHARGES PITCHES (1.0HA) (\$) 2017	COST OF SERVICE – SEASONAL MAINTENANCE EXPENSE	CASUAL COMMUNITY RATE		CASUAL STANDARD RATE	
		1% recovery per day	Per half day (3 hours)	3% recovery per day	Per half day (3 hours)
Per pitch	Cost of service (\$)	Per day (\$)	Per ½ day (\$)	Per day (\$)	Per ½ day (\$)
National / State	N/A	CASE BY CASE			
Regional	N/A	CASE BY CASE			
Community 1	15759	158	78.80	394	196.99
Community 2	8930	89	44.65	223	111.63
Community 3	5516	55	27.58	138	68.95

A3.11| CASUAL FEES – RESERVES

Table 19 | Council's fees and charges for casual use of reserves

FEES AND CHARGES RESERVES (1.0HA) (\$) 2017	COST OF SERVICE – SEASONAL MAINTENANCE EXPENSE	CASUAL COMMUNITY RATE		CASUAL STANDARD RATE	
		1% recovery per day	Per half day (3 hours)	3% recovery per day	Per half day (3 hours)
Per hectare	Cost of service (\$)	Per day (\$)	Per ½ day (\$)	Per day (\$)	Per ½ day (\$)
Reserve	3782	38	18.91	98	47.28

A3.12| CASUAL FEES – COURTS

Table 20 | Council's fees and charges for casual use of courts

FEES AND CHARGES COURTS (\$) 2017	COST OF SERVICE – SEASONAL MAINTENANCE EXPENSE	CASUAL COMMUNITY RATE		CASUAL STANDARD RATE	
		1% recovery per day	Per half day (3 hours)	3% recovery per day	Per half day (3 hours)
Per court	Cost of service (\$)	Per day (\$)	Per ½ day (\$)	Per day (\$)	Per ½ day (\$)
Per court	1282	13	6.41	32	16.03

A3.13| CASUAL FEES – SPORT SPECIFIC FACILITIES

Casual fees for the use of sport specific facilities will be determined as per the applicable user agreement and/or considered on a case by case basis. Fees and Charges outlined below are to be used as a guide and in context with the role and hierarchy of service relating to each facility. National, state and regional facilities shall be treated on a case by case basis due to their broader role and function in the community.

Table 21 | Council's fees and charges for casual use of sport specific facilities (guideline only)

FEES AND CHARGES SPORT SPECIFIC FACILITIES (\$) 2017	COST OF SERVICE – SEASONAL MAINTENANCE EXPENSE	CASUAL COMMUNITY RATE		CASUAL STANDARD RATE	
		1% recovery per day	Per half day (3 hours)	3% recovery per day	Per half day (3 hours)
Per track / green	Cost of service (\$)	Per day (\$)	Per ½ day (\$)	Per day (\$)	Per ½ day (\$)
Criterion Track	2698	27	13.49	67	33.73
Velodrome	798	8	3.99	20	9.98
BMX	3782	38	18.91	95	47.28
Athletics	8930	89	44.65	223	111.63
Bowls	1576	16	7.88	39	19.70

Council may determine new facilities to be sport specific and determine a fee for seasonal and casual use based on the principles of this policy.

Where a land lease exists, the club will responsible for all maintenance and replacement of synthetic surface.

A3.14 | GENERAL CASUAL COMMERCIAL USE

Commercial use is defined as use of a reserve for a business purpose and refers to commercial and private hirers conducting activities including for the purposes of deriving a profit. These hirers attract a higher rate. Reserves may be used for commercial purposes subject to the approval of Council.

Commercial use of a reserve will only generally be approved where it is in keeping with the primary use of the reserve and does not negatively affect the amenity of the area.

Where an activity is deemed to be commercial in nature, a rate of two times the community casual use fees will apply. The following fees apply per day for use of this site including bump in and bump out.

CIRCUS USE

Circuses are permitted by Council at selected reserves designated for circus use and where it does not interfere with normal use. Fees and charges apply per day for use of Council sites including bump in and bump out and a bond is required to cover reparation works if necessary.

A fee of \$800 applies per day for use of selected Council reserves for circus use, including bump in and bump out. A bond of \$2,000 is required to cover reparation works if necessary.

MARKETS

Markets are permitted by Council at selected reserves designated for market use and where it does not interfere with normal use. Fees and charges apply per day for use of Council sites including bump in and bump out and a bond is required to cover reparation works if necessary. If a market is ongoing (e.g. first Sunday each month) a lease or licence may be required.

PERSONAL TRAINERS

Personal trainers must apply for a permit to use Council reserves and pay a fee. Fees for personal trainers and fitness groups are as required under the Crown Land (Reserves) (Tour Operator Licence Fee) Regulations 2011.

The annual fee is to be paid in advance prior to commencing training. This fee may increase in accordance with any future increase to the Crown Land Tour Operator Licence Fee.

Permits issued for a period of less than 12 months but more than 6 months will be charged the full annual fee. Permits issued for a period of less than 6 months will be charged a pro rata amount for every month or part thereof that the permit is valid.

A separate policy for personal trainers, along with code of conduct, outlines the conditions of use of a reserve for organised personal training and fitness purposes.

APPENDIX 04 STANDARD PROVISIONS AND LEVELS OF SERVICE

Guidelines for the development, provision and maintenance of community level sporting facilities and associated infrastructure

These guidelines apply to all local / neighbourhood or district level sporting facilities and associated infrastructure developments within the City of Greater Geelong that are located on Council owned and/or managed land.

The guidelines primarily apply to the redevelopment or refurbishment of existing sports infrastructure. However, they will be used to inform the development of new sports grounds proposals on a case by case basis.

These guidelines do not apply to facilities 'not on Council owned or managed land'.

Principally the guidelines cover football (AFL), soccer, cricket, netball, tennis, gridiron / rugby and lawn bowls at the local / district or community level only.

These guidelines do not relate to sub-regional, regional, state or national facilities including but not limited to, indoor stadiums / sports, aquatics, athletics, golf, baseball, softball and hockey. These types of facilities require larger-scale sporting / recreation facilities and therefore require specific individual planning and feasibility.

Local facilities without guidelines and that are not included in this document will be considered on a case-by-case basis and assessed against participant numbers, like sports / activities and overall need.

Specifically, these guidelines are designed for local sporting clubs and community groups that are seeking funds or wish to make a financial contribution to the capital improvement of a Council sporting facilities or associated infrastructure.

The guidelines can be applied to green field sites and existing / established sporting reserves. When used to inform existing sporting reserves, site constraints must be considered (e.g. available land, existing facilities and overall layout).

A4.1 | DEFINITIONS

Sports facilities are categorised into the following hierarchy:

1. Regional and sub-regional sports venues

Attract people from within Geelong, regional Victoria and interstate, and are built and maintained to an elite or premier standard for that sport / activity and have the capacity to host state / national standard competition.

Typically, national, state or regional facilities require specific planning / feasibility and are not informed by these guidelines. For the purposes of hierarchical classification sports grounds at this level are considered State / National or Regional / Sub-Regional.

2. Local and district sports venues

Provide a "home base" facility for local clubs and community groups. Mostly attract people from within Geelong, and cater for senior and junior training and competition. Local venues are the most commonly provided standard for sports venues.

Typically, local and district facility standards can be informed by these guidelines. For the purposes of hierarchical classification sports grounds at this level are considered Community 1, Community 2, Community 3 and a basic Reserve.

Categories for redevelopment of Council owned facilities can be best described in two components:

1. Standard components

Standard components of sports facilities are those typically funded by Council to support participation and the development of local sport. They include, but are not limited to: change rooms, kitchen, store, and social spaces. In addition, playing surfaces / areas and sports courts are also considered to be standard components.

2. Non standard components

Non-standard components are considered to be in excess of the club and community's core need for participation or the provision of sport and recreation activity. They include elements such as commercial kitchens, gymnasiums, larger than standard social areas, scoreboards, sports lighting, coaches' boxes, ticket boxes, specialised equipment (i.e. equestrian jumps and archery targets) and spectator facilities.

Standard and Non Standard Components will be described in full within these guidelines.

A4.2 | BACKGROUND AND CONTEXT

Within the City of Greater Geelong there are approximately 300 sports clubs and community groups, with Council representing approximately 137 pavilions and buildings, 122 sports ovals and pitches, 13 baseball / softball diamonds, 2 hockey fields, 2 synthetic athletics tracks, 55 netball courts and 168 tennis courts across 113 Sport and Recreation Reserves.

Local sporting facilities and associated infrastructure across Geelong varies in terms of age, structural integrity and its ability to meet the current needs of sporting clubs and community groups. Much of the infrastructure provided across the municipality requires replacing or redeveloping to continue to service the sporting communities' needs adequately.

Council has limited financial resources to commit to replacing this infrastructure to meet standard levels of compliance, Occupational Health and Safety, Disability Discrimination Act, Food Health Requirements, the Australian Building Code and Sporting Association Guidelines.

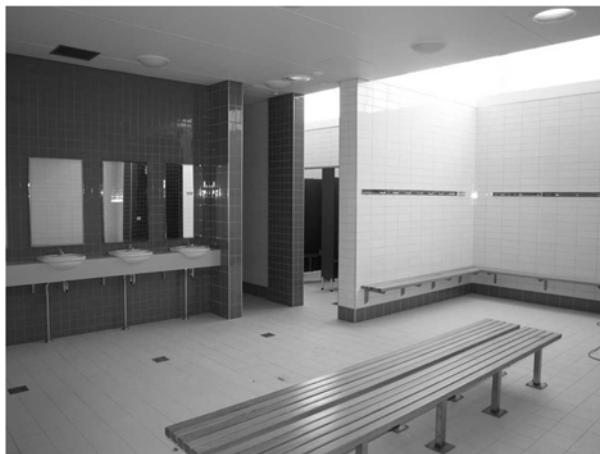
Over the last decade, the needs and functions of sporting clubs and community groups have increased as have club and community expectations around the quality and type of infrastructure provided. The requirement for social facilities and the need for pavilions to service both genders as well as retaining maximum flexibility are all placing existing infrastructures under pressure.

In order to adequately plan for and prioritise future infrastructure development and to further support sporting clubs and community groups in the preparation of funding requests, a set of guidelines for standard provisions and levels of service as they relate to the provision, development and maintenance of sporting facilities and associated infrastructure, have been established.

Projects that are submitted for funding consideration through annual budgetary processes should endeavour to recognise the standard and non-standard components as defined in these guidelines.

It should be noted that Council considers projects on an annual basis and there is no guarantee that any sporting facility or supporting infrastructure development upgrades will be successful as total available funds for social infrastructure projects may vary from year to year.

These guidelines simply provide a framework that will maximise the use of Council resources in a strategic and equitable manner and clearly set the roles and responsibilities of Council and user groups.



A4.3 | PRIORITISING INFRASTRUCTURE DEVELOPMENT

The guidelines are underpinned by an understanding of the following statements regarding infrastructure investment prioritisation:

- Council will prioritise funding of infrastructure that maximises participation, provides opportunities for Geelong residents to be more active and ensures long term sustainability.
- Council typically only fund sport and recreation infrastructure on Council owned or managed property. Sporting infrastructure not on Council owned or managed land is to be referred to Council's Private Sporting Infrastructure Capital Co-Contribution Policy.
- Council will fund standard components of infrastructure while sporting organisations and community groups will fund non-standard components.
- All sport infrastructure developments must, where practicable, align with Council policies, Australian Standards, the Building Code of Australia, statutory regulations and state sporting association or state/national affiliated body requirements.
- All infrastructure proposals must take into consideration: site and design constraints; integration with existing infrastructure; a reserve's capacity to accommodate a facility; and the associated amenity.
- All sport and social infrastructure developments will be subject to Council planning and approval processes.
- The maintenance of sporting grounds / courts, pavilions and supporting infrastructure is a shared responsibility between Council and sporting clubs' / community groups.

A4.4 | STANDARD AND NON STANDARD PROVISION OF SPORTING INFRASTRUCTURE

In general, the key principle in determining standard infrastructure is the link to active participation in sport and recreation. However, due to the broader community benefits of social facilities such as community building, networking and engagement, social facilities are also considered standard infrastructure.

Non-standard infrastructure includes the components that are for the exclusive use of a sporting club or community group and can be classified as non-essential; in this case the sporting club or community group will be responsible for funding these components.

The following tables define standard and non-standard infrastructure for football (AFL), cricket, soccer, netball, tennis and gridiron / rugby. It also provides guidance on Council and club / community group financial contributions.

FOOTBALL AND CRICKET

The following section provides the guidelines for the development of sporting facilities and associated infrastructure as they relate to the standard provision and level of service for Football (AFL) and Cricket. The following guidelines have been informed by the AFL Preferred Facility Guidelines for State, Regional & Local Facilities (2012) and Cricket Australia Community Cricket Facility Guidelines (2015).

The guidelines were also informed by the Greater Geelong City Council Sustainable Communities - Infrastructure Development Guidelines (October 2010).

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
PRIMARY PLAYING SURFACES (COMMUNITY 1 AND COMMUNITY 2)				
Number of ovals	Standard	Minimum 2 ovals (for all new oval developments only)	100%	
Size	Standard	Preferred playing surface 135m x 165m Minimum playing surface 130m x 155m Additional 5m boundary The playing surface should cater for senior AFL and provide a minimum 60m radius for 'Open Age Community Club' Cricket.	100%	
Irrigation	Standard	Automated irrigation system (subject to detailed design).	100%	
Drainage	Standard	Basic drainage system (subject to detailed design).	100%	
Turf maintenance	Standard	Mowing, with fertilising, irrigating, aerating and top dressing on an as needs basis. Playing field maintenance will need to reflect local environmental requirements and the standard of play to be hosted. All grounds should be deemed 'fit for play' following an oval inspection undertaken by both teams (home and away) and officials prior to any games being played. Please refer to Levels of Service for exact responsibilities and levels of service for different sporting grounds standards.	100%	
SUPPORTING INFRASTRUCTURE				
Spectator area	Standard	Fixed seating around the ground.	100%	

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Floodlights	Non standard	The average lux ratings are to be consistent with the Australian Standard (AS 2560.2.3-2002 Sports Lighting - All Football Codes). The average minimum lux levels for club competition is 100 lux, clubs should consider providing a minimum 150 lux should they wish to take contemporary spectator requirements into account.		100%
Oval fencing	Standard	Oval fencing applies to Community 1 level ovals only and should be approximately 900mm high with mesh in-fill or similar and allow adequate run-off distance from the playing field boundary line.	100%	
Reserve fencing	Non standard	Council to assess on a case-by-case basis having regard to safety, management and operational requirements. Full perimeter reserve fencing is generally not preferred.		100%
Car parking	Standard	Adequate car parking will be required at all venues to cater for anticipated levels of use, including spectators. Car parking may be sealed or unsealed as appropriate and designated disabled car parking should be provided. The number of car spaces will need to be assessed on a case-by-case basis.	100%	
Scoreboards	Non standard	Fixed, permanent and electronic.		100%
Coaches box	Non standard	Provision of two coaches' boxes may be provided (home and away team) on the western side of the ground. Depending on the design and impact on spectator viewing of the playing field, two tiered (elevated) structures may also be appropriate. Should form part of Interchange bench or player shelters.		100%
Players shelter	Non standard	2m x 4.8m long x 1.2m wide (accommodating 8 people).		100%
Maintenance	Standard	The maintenance of standard supporting infrastructure is principally the responsibility of Council. Please refer to Levels of Service for exact responsibilities and levels of service.	100%	
	Non standard	The maintenance of non-standard supporting infrastructure is principally the responsibility of the tenant sporting club. Please refer to Levels of Service for exact responsibilities and levels of service.		100%

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Pitch covering	Standard	Synthetic pitches are to be covered with a winter pitch cover or soil conforming to meet relevant alternative Winter tenant guidelines.		100%
FOOTBALL ONLY				
Ticket box	Non standard	The maximum allowable size for a ticket box is 1.2 m x 1.2 m and it must be a colour that is sympathetic to its surrounds, for example same as coaches box green or black.		100%
Goal posts	Standard	Goal Posts - 8m out of ground. Point Posts - 5m out of ground.	100%	
Goal post pads	Non standard	From ground to 2.5 m, 35mm thick foam covered in canvas.		100%
Behind goal netting	Non standard	Must meet building code requirements. Must be designed in such a way to not adversely affect the summer co-tenant.		100%
CRICKET ONLY				
Turf table	Non standard	Only on ovals where it is a requirement by the affiliate association, minimum 4 pitches on table. Construction and maintenance of the Table to be the sole responsibility of the tenant club with support through the City of Greater Geelong / GCA agreement revised every three years.	Via GCA Agreement	100%
Synthetic pitches	Non standard	Synthetic cricket pitch will comprise of a concrete pavement with a short pile height synthetic pitch glued to the pavement. The synthetic grass surface needs to be short pile height synthetic grass (9-11mm) and be laid over the total length and width in two halves with holes for the stump boxes.		100%
Synthetic practice nets	Standard	Inclusion of cricket practice nets should not encroach on the playing surface. Bowler's run-ups are preferably provided off the oval surface to avoid soil compaction, wear and uneven playing surfaces within the designated playing field. At least two practice net is to remain open to the public at all times.	50%	50% (100% if exclusive to club, for example; no public access)
Turf practice nets	Non standard	Inclusion of cricket practice nets should not encroach on the playing surface. Bowler's run-ups are preferably provided off the oval surface to avoid soil compaction, wear and uneven playing surfaces within the designated playing field. Construction and maintenance of the turf practice nets are to be the sole responsibility of the tenant club with support through the City of Greater Geelong / GCA agreement revised every three years.	Via GCA Agreement	100%

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Site screens	Non standard	Must meet building code requirements and be removed offsite during winter sport season allocation.		100%
Specialised turf wicket maintenance equipment	Non standard	Specialised turf wicket maintenance equipment required for the upkeep of turf wickets will be the responsibility of the club including such items as mowers, rollers and covers.		100%
PAVILION				
Change rooms	Standard	2 x 45m ² - Allows for 2 change rooms (1 home and 1 away) and up to 25 players changing at any one time. Cricket guidelines specify 2 change rooms with no specific dimensions, therefore minimum AFL standards are to be applied.	100%	
Showers & toilets	Standard	2 x 25m ²	100%	
First aid room	Standard	15m ²	100%	
Umpire facilities	Standard	20-25m ² - Size allows for changing space, toilet and a cubicle shower / change area to allow mixed gender use.	100%	
Basic kitchen / kiosk	Standard	20m ² – Kitchen / Kiosk space can be shared. Requires approval from Council Health Department.	100%	
Storage	Standard	20m ² – Size and number of storage areas will depend on the broader community use of the pavilion. One internal and one externally-accessed storage area should be provided.	100%	
Time keepers / third umpire	Non standard	10m ² will need to provide an unobstructed view of the playing field.		100%
Social space	Standard	100m ² multi-purpose community meeting space and social gathering area for players and spectators.	100%	
Spectator grand stand	Non standard	50m ² - As a guide the proposed space is based on 40% of the total internal pavilion area of a 2 change room pavilion, however total size will depend on an assessment of the average crowd.		100%
Office	Non standard	15m ² +		100%
Gymnasium	Non standard	20-25m ² +		100%

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Commercial kitchen	Non standard	25m2 +		100%
Bar	Non standard	8m2 +		100%
Social room extension	Non standard	100m2 +		100%
Pavilion fit out	Standard	Plumbing fixtures, fittings for showers, toilets & sinks Kitchen benches & cabinets Hot water service Instant hot water units in kitchen Floor coverings e.g. carpet in social room, non-slip floor in wet & change rooms Appropriate hard floor coverings Locks Light fittings Hooks in change rooms Bench style seating in change rooms Change room toilet fixtures Security lighting Emergency exit lighting Roller screen security doors where appropriate.	100%	

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
	Non standard	Furniture e.g. tables, chairs, TV Refrigeration / freezers Dishwasher Drink fridges Kitchen / kiosk crockery & cutlery Appropriate size & style oven & hot plates / burners for available space Bar facilities & associated fittings Heating / cooling Extractor fans & range hood Telephone & television connections and associated equipment Alarms Curtain & blinds Shelving within storage areas All other items as required by the tenant.		100%
Pavilion maintenance	Standard	The maintenance of standard pavilion components is principally the responsibility of the Council. Please refer to Levels of Service section for exact responsibilities and levels of service.	100%	
	Non standard	The maintenance of non-standard pavilion comments is principally the responsibility of the tenant sporting club(s) and community groups. Please refer to Levels of Service for exact responsibilities and levels of service.		100%

FOOTBALL (SOCCER)

The following section provides guidelines for the development of sporting facilities and associated infrastructure as they relate to the standard provision and level of service for Football (Soccer). The following guidelines have been informed by Football Federation Victoria's Rules of Competition for Class C Facilities 2014.

The G21 Football (Soccer) Strategy recommends that all local facilities in the G21 area aspire to meet the Class C Requirements. The guidelines were also informed by the Greater Geelong City Council Sustainable Communities - Infrastructure Development Guidelines (October 2010).

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
PRIMARY PLAYING SURFACES (COMMUNITY 1 AND COMMUNITY 2)				
Number of pitches	Standard	Minimum 3 fields (for all new facility developments only) with consideration of possible synthetic surfaces (See below).	100%	
Size	Standard	Length – Minimum 96m, maximum 105m. Width – Minimum 60m, maximum 68m. Run off area – Minimum of 3m to any tripping hazard or solid obstruction, including fences and team benches.	100%	
Irrigation	Standard	Automated irrigation system (subject to detailed design).	100%	
Drainage	Standard	Basic drainage system (subject to detailed design).	100%	
Synthetic surface	Non standard	The development, maintenance and replacement of synthetic pitches for local soccer will be the responsibility of the club.		100%
Turf maintenance	Standard	Mowing, with fertilising, irrigating, aerating and top dressing on an as needs basis. Playing field maintenance will need to reflect local environmental requirements and the standard of play to be hosted. All grounds should be deemed 'fit for play' following and pitch inspection undertaken by both teams (home and away) and officials prior to any games being played. Please refer to Levels of Service for exact responsibilities and levels of service for different sporting grounds standards.	100%	Maintenance and replacement of synthetic pitches for local soccer will be the responsibility of the local club.
SUPPORTING INFRASTRUCTURE				
Spectator area	Standard	Fixed seating around the ground.	100%	
Floodlights	Non standard	Training standard lighting (100 Lux) two fields and for any synthetic field/s. Lighting to comply to Australian Standard 2560 Series and also the Lighting Guidelines produced by Football Federation of Victoria.		100%

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Pitch fencing	Standard	Powder coated chain mesh fence around the main field/s (unless shared with cricket or other uses). The fence should be a minimum height of 1.1 m, and at minimum 3m in distance from the side lines and goal lines.	100%	
Reserve fencing	Non standard	Council to assess on a case by case basis having regard to safety, management and operational requirements. Full perimeter reserve fencing is generally not preferred.		100%
Car parking	Standard	Adequate car parking will be required at all venues to cater for anticipated levels of use, including spectators. Car parking may be sealed or unsealed as appropriate and designated disabled car parking should be provided. The number of car spaces will need to be assessed on a case by case basis.	100%	
Scoreboards	Non standard	Not required for Class C Facility.		100%
Coaches box	Non standard	Not required for Class C Facility.		100%
Players shelter	Non standard	Two covered team benches or equivalent seating with adequate seating for 8		100%
Ticket box	Non standard	Not required for Class C Facility		100%
Permanent goals	Standard	Permanent and semi-permanent goals must conform to Australian Standard AS 4866.1-2007 - Playing field equipment- Soccer goals Part 1: Safety aspects and be properly installed and secured. Goalposts and nets must be in accordance with the Laws of the Game. The goalposts and crossbar must be made of wood, metal or other approved material. They may be square, rectangular, round or elliptical in shape and must not be dangerous to players. The distance between the posts is 7.32 m and the distance from the lower edge of the crossbar to the ground is 2.44 m. Both goalposts and the crossbar have the same width and depth, which do not exceed 12 cm. The goalposts and crossbars must be white.	100%	
Portable goals	Non standard	Movable goals must be compliant with the Australian Competition and Consumer Commission Consumer Protection Notice No.28 of 2010		100%

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Goal post nets	Non standard	Goals must have nets which must be secured effectively to the posts and ground to ensure the ball is trapped. The nets must be pulled back to allow sufficient safe space within the goal area.		100%
Player / umpire race	Non standard	Not required for Class C Facility.		100%
Behind goal netting	Non standard	Must meet the building code requirements and be removed offsite during summer sport season allocation.		100%
Maintenance	Standard	The maintenance of standard support infrastructure is principally the responsibility of the Council. Please refer to Levels of Service section for exact responsibilities and levels of service.	100%	
	Non standard	The maintenance of non-standard support infrastructure is principally the responsibility of the tenant sporting club. Please refer to Levels of Service section for exact responsibilities and levels of service.		100%
PAVILION				
Change rooms	Standard	Two players' lockable dressing rooms (each minimum 25 m2) must be provided for each pitch in use.	100%	
Showers & toilets	Standard	Each room must have access to hot and cold showers and access to toilet facilities within the building structure (18m2 each).	100%	
First aid room	Standard	A first aid area, which can be made private by the use of curtains, screens or similar and providing basic first aid equipment all of which must be kept clean and sterile.	100%	
Referee facilities	Standard	Match officials must have exclusive access to a lockable dressing room. The Match Officials room must be accessible without passing through any players' change room which is in use. The room must be no smaller than 20 m2, with a writing desk or bench and chair and have access within the building to a toilet and shower providing hot and cold water.	100%	
Kitchen / kiosk	Standard	20m2 – Kitchen / Kiosk space can be shared. Requires approval from Council Health Department.	100%	

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Storage	Standard	20m2 – Size and number of storage areas will depend on the broader community use of the pavilion. One internal and one externally accessed storage area should be provided.	100%	
Time keepers	Non standard	10m2 – will need to provide an unobstructed view of the playing field.		100%
Social room	Standard	100m2 - Multi-purpose community meeting space and social gathering area for players and spectators.	100%	
Spectator grand stand	Non standard	50m2 - Will depend on an assessment of the average crowd; however, as a guide the proposed space is based on 40% of the total internal pavilion area of a 2 X change room pavilion.		100%
Office	Non standard	15m2+		100%
Gymnasium	Non Standard	20m2-25m2 +		100%
Commercial kitchen	Non standard	25m2 +		100%
Bar	Non standard	8m2 +		100%
Social room extension	Non standard	100m2 +		100%

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Pavilion fit out	Standard	Plumbing fixtures, fittings for showers, toilets & sinks Kitchen benches & cabinets Hot water service Instant hot water units in kitchen Floor coverings i.e. carpet in social room, non-slip floor in wet & change rooms Appropriate hard floor coverings Locks Light fittings Hooks in change rooms Bench style seating in change rooms Change room toilet fixtures Security lighting Emergency exit lighting Roller screen security doors where appropriate.	100%	
	Non standard	Furniture e.g. tables, chairs, TV Refrigeration/Freezers Dishwasher Drink fridges Kitchen / kiosk crockery & cutlery Appropriate size & style oven & hot plates/burners for available space Bar facilities & associated fittings Heating/Cooling Extractor fans & range hood Telephone & television connections and associated equipment Alarms Curtain & blinds Shelving within storage areas All other items as required by the sport organisation		100%

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Pavilion maintenance	Standard	The maintenance of standard pavilion components is principally the responsibility of the Council. Please refer to Levels of Service for exact responsibilities and levels of service.	100%	
	Non standard	The maintenance of non-standard pavilion comments is principally the responsibility of the tenant sporting club. Please refer to Levels of Service for exact responsibilities and levels of service.		100%

OUTDOOR NETBALL (INCLUDING FOOTBALL / NETBALL)

The following section provides the guidelines for the development of sporting facilities and associated infrastructure as they relate to the standard provision and level of service for Outdoor Netball (Football / Netball). The following guidelines have been informed by the AFL Preferred Facility Guidelines for State, Regional and Local

Facilities (2012), the Official Rules of the International Federation of Netball Associations (2001) and Netball Victoria.

The guidelines were also informed by the Greater Geelong City Council Sustainable Communities - Infrastructure Development Guidelines (October 2010).

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
PLAYING SURFACE				
Number of courts	Standard	2 courts	100%	
Court dimensions	Standard	Refer to Netball Australia dimension for outdoor courts. 30.5m x 15.25m with 3.05m run offs at each end and sides.	100%	
Playing surface	Standard	Hard surface (options: asphalt or approved acrylic).	100%	
Maintenance	Standard	Re-coating / line marking at the end of surface life and / pressure washing when required (Council).	100%	
	Non standard	Weekly sweeping (club).		100%
SUPPORTING INFRASTRUCTURE				
Spectator area	Standard	Fixed seating around the court environment for spectators.	100%	
Floodlights	Non standard	Training standard on both courts (100 Lux). Lighting to comply with Australian Standard 2560 Series.		100%
Court fencing	Standard	Powder coated chain mesh fence around the main court. The fence should be a minimum height of 1.1m, and at minimum 3.05m in distance from the side lines and goal lines.	100%	
Reserve fencing	Non standard	Council to assess on a case-by-case basis having regard to safety, management and operational requirements. Full perimeter reserve fencing is generally not preferred.		100%
Car parking	Standard	Off-street parking for minimum 25 cars.	100%	
Scoreboards	Non standard	Permanent manual scoreboard for the main / show court only.		100%
Players shelter	Non standard	1 shelter for each court at a minimum 10m x 1.2m wide.		100%
Goal posts	Standard	2 per court.	100%	
Goal post nets	Non standard	Club to provide goal posts nets.		100%

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Maintenance	Standard	The maintenance of standard support infrastructure is principally the responsibility of the Council. Please refer to Levels of Service section for exact responsibilities and levels of service.	100%	
	Non standard	The maintenance of non-standard support infrastructure is principally the responsibility of the tenant sporting club. Please refer to Levels of Service section for exact responsibilities and levels of service.		100%
PAVILION				
Change rooms	Standard	2 X 20m2. Allows for 2 change rooms (1 home and 1 away) and up to 9 players changing at one time.	100%	
Showers & toilets	Standard	2 x 18m2. Allows for 2 pans, 1 basin and 1 shower. Includes accessible and ambulant toilets.	100%	
Storage	Standard	1 X 15m2 One internal and one externally-accessed storage area should be provided.	100%	
Umpires	Standard	1 X 20m2. Size allows for changing space, toilet and a cubicle shower/change area to allow mixed gender use.	100%	
Kitchenette / kiosk	Standard	1 X 15m2. Tea/Coffee making facilities only.	100%	
Social room	Non standard	Local Netball Facilities should access be co-located / joined local Football Pavilion facilities.		100%
Bar	Non standard	As above.		100%
Gymnasium	Non standard	As above.		100%

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Pavilion fit out	Standard	Plumbing fixtures, fittings for showers, toilets & sinks Hot water service Instant hot water units in kitchen Floor coverings i.e. carpet in social room, non-slip floor in wet & change rooms Appropriate hard floor coverings Locks Light fittings Hooks in change rooms Bench style seating in change rooms Change room toilet fixtures Security lighting Emergency exit lighting Roller screen security doors where appropriate.	100%	
	Non standard	Furniture e.g. tables, chairs, TV Refrigeration/Freezers Dishwasher Drink fridges Kitchen / kiosk crockery & cutlery Appropriate size & style oven & hot plates/burners for available space Bar facilities & associated fittings Heating/Cooling Extractor fans & range hood Telephone & television connections and associated equipment Alarms Curtain & blinds Shelving within storage areas All other items as required by the sport organisation		100%

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Pavilion maintenance	Standard	The maintenance of standard pavilion components is principally the responsibility of the Council. Please refer to Levels of Service for exact responsibilities and levels of service.	100%	
	Non standard	The maintenance of non-standard pavilion comments is principally the responsibility of the tenant sporting club. Please refer to Levels of Service for exact responsibilities and levels of service.		100%

TENNIS

The following section provides the guidelines for the development of sporting facilities and associated infrastructure as they relate to the standard provision and level of service for Tennis.

The following guidelines have been informed by the Tennis Australia National Tennis Facility Planning and Development Guidelines (2012) and were also informed by the Greater Geelong City Council Sustainable Communities - Infrastructure Development Guidelines (October 2010).

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
PLAYING SURFACE				
Number of courts	Standard	6 to 8 courts (where space permits).	100%	
Dimensions	Standard	The standard dimensions for a full sized tennis court is 36.6m length x 18.3m width.	100%	
Playing surface	Standard	Hard surface (options asphalt or approved acrylic).	100%	
	Non standard	Synthetic grass, clay / red porous or grass. The development, maintenance and replacement of synthetic courts for local tennis will be the responsibility of the local club.		100%
Court maintenance	Standard	Re-coating / Line marking at the end of surface life and / Pressure washing when required (Council).	100%	
	Non standard	Weekly sweeping (Club).		100%
SUPPORTING INFRASTRUCTURE				
Floodlights	Non standard	Competition standard on all courts (350 Lux). Lighting to comply with Australian Standard 2560 Series.		100%
Car parking	Standard	Off-street parking.	100%	
Court fencing	Standard	Each court is fenced using 3.5m black PVC coated chain-mesh fencing. The minimum run-off areas between the Principal Playing Area (PPA) of a tennis court for club play is; 5.48m from each baseline to fence; 3.05m from sidelines to fence and 3.66m between courts that do not have a fence or other obstruction between them.	100%	
Tennis nets / posts	Standard	As specified by the National Body. Council will maintain facilities that provide public access to at least two courts.	100%	
Line marking	Standard	As specified by the National Body. Council will maintain facilities that provide public access to at least two courts.	100%	
Umpire chairs	Non standard	Club to provide, remove and securely store after use.		100%

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Maintenance	Standard	The maintenance of standard support infrastructure is principally the responsibility of the Council. Please refer to Levels of Service section for exact responsibilities and levels of service.	100%	
	Non standard	The maintenance of non-standard support infrastructure is principally the responsibility of the tenant sporting club. Please refer to Levels of Service section for exact responsibilities and levels of service.		100%
PAVILION				
Change rooms	Standard	20m2 - Male: 10m2, Female: 10m2.	100%	
Showers & toilets	Standard	16m2 - Single cubicle shower and toilet for each change room.	100%	
Storage	Standard	1 x 15m2 one internal and one externally-accessed storage area should be provided.	100%	
Accessible toilet	Standard	8m2	100%	
Cleaners room	Standard	5m2	100%	
Kitchenette / kiosk	Standard	1 x 15m2. Tea / coffee making facilities only.	100%	
Social space	Standard	80m2 - Will depend upon the total number of courts / greens.	100%	
Kitchen	Non standard	25m2 +		100%
Bar	Non standard	8m2 +		100%
Gymnasium	Non standard	100m2 +		100%

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Pavilion fit out	Standard	Plumbing fixtures, fittings for showers, toilets & sinks Kitchen benches & cabinets Hot water service Instant hot water units in kitchen Floor coverings i.e. carpet in social room, non-slip floor in wet & change rooms Appropriate hard floor coverings Locks Light fittings Hooks in change rooms Bench style seating in change rooms Change room toilet fixtures Security lighting Emergency exit lighting Roller screen security doors where appropriate.	100%	
	Non standard	Furniture e.g. tables, chairs, TV Refrigeration/Freezers Dishwasher Drink fridges Kitchen / kiosk crockery & cutlery Appropriate size & style oven & hot plates/burners for available space Bar facilities & associated fittings Heating/Cooling Extractor fans & range hood Telephone & television connections and associated equipment Alarms Curtain & blinds Shelving within storage areas All other items as required by the sport organisation.		100%

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Pavilion maintenance	Standard	The maintenance of standard pavilion components is principally the responsibility of the Council. Please refer to Levels of Service for exact responsibilities and levels of service.	100%	
	Non standard	The maintenance of non-standard pavilion comments is principally the responsibility of the tenant sporting club. Please refer to Levels of Service for exact responsibilities and levels of service.		100%

RUGBY AND GRIDIRON

The following section provides the guidelines for the development of sporting facilities and associated infrastructure as they relate to the standard provision and level of service for Rugby and Gridiron.

The following guidelines have been informed by a benchmark of Facility Policies from the City of Casey, Boroondara, Darebin and Manningham and were also informed by the Greater Geelong City Council Sustainable Communities - Infrastructure Development Guidelines (October 2010).

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
PRIMARY PLAYING SURFACES (COMMUNITY 1 AND COMMUNITY 2)				
Number of fields	Standard	1-2 Fields	100%	
Size	Standard	As per National Body recommendations.	100%	
Irrigation	Standard	Automated irrigation system (subject to detailed design).	100%	
Drainage	Standard	Basic drainage system (subject to detailed design).	100%	
Turf maintenance	Standard	<p>Mowing, with fertilising, irrigating, aerating and top dressing on an as needs basis. Playing field maintenance will need to reflect local environmental requirements and the standard of play to be hosted.</p> <p>All grounds should be deemed 'fit for play' following an oval / pitch inspection undertaken by both teams (home and away) and officials prior to any games being played.</p> <p>Please refer to Levels of Service section for exact responsibilities and levels of service for different sporting grounds standards.</p> <p>Maintenance and replacement of synthetic pitches for local soccer will be the responsibility of the local club.</p>	100%	
SUPPORTING INFRASTRUCTURE				
Spectator area	Standard	Fixed seating around the field.	100%	
Floodlights	Non standard	Training standard (100 Lux).		100%
Oval fencing (community 1 playing surface)	Standard	Oval fencing should be approximately 900mm high with mesh in-fill or similar and allow adequate run-off distance from the playing field boundary line.	100%	
Reserve fencing	Non standard	Council to assess on a case by case basis having regard to safety, management and operational requirements. Full perimeter reserve fencing is generally not preferred.		100%

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Car parking	Standard	Adequate car parking will be required at all venues to cater for anticipated levels of use, including spectators. Car parking may be sealed or unsealed as appropriate, designated disabled car parking should be provided. The number of car spaces will need to be assessed based on traffic movement assessment.	100%	
Scoreboards	Non standard	Fixed, permanent and electronic.		100%
Coaches box	Non standard	Provision of two coaches' boxes are to be provided (home and away team) on the western side of the ground. Depending on the design and impact on spectator viewing of the playing field, two tiered (elevated) structures may also be appropriate. Should form part of Interchange bench or player shelters.		100%
Players shelter	Non standard	2 X 4.8m long x 1.2m wide (Accommodate 8 people).		100%
Ticket box	Non standard	As per National Body recommendations.		100%
Goal posts	Standard	As per National Body recommendations.	100%	
Goal post pads	Non standard	From ground to 2.5m, 35mm thick foam covered in canvas.		100%
Maintenance	Standard	The maintenance of standard support infrastructure is principally the responsibility of the Council. Please refer to Levels of Service for exact responsibilities and levels of service.	100%	
	Non standard	The maintenance of non-standard support infrastructure is principally the responsibility of the tenant sporting club. Please refer to Levels of Service for exact responsibilities and levels of service.		100%
PAVILION				
Change rooms	Standard	62m ² (Home: 37m ² and Away: 25m ²) Allows for 2 change rooms (1 home and 1 away) and up to 17 players changing at one time.	100%	
Showers and toilets	Standard	36m ² - Home: 18m ² , Away: 18m ² for each change room for 17 persons: 2 pans & 2 showers.	100%	
Umpire facilities	Standard	20m ² - Size allows for changing space, toilet and a cubicle shower / change area to allow mixed gender use.	100%	

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
Kitchenette / kiosk	Standard	20m2 – Kitchen / Kiosk facilities can be shared. Designs will require approval from Council’s Health Department.	100%	
Storage	Standard	20m2 - One internal and one externally-accessed storage area should be provided.	100%	
Social space	Standard	80m2 - Will depend on the anticipated crowds and number of teams.	100%	
Spectator grand stand	Non standard	50m2 - Will depend on an assessment of the average crowd; however, as a guide the proposed space is based on 40% of the total internal pavilion area of a 2 change room pavilion.		100%
Office	Non standard	15m2+		100%
Gymnasium	Non standard	20m2-25m2 +		100%
Commercial kitchen	Non standard	25m2 +		100%
Bar	Non standard	8m2 +		100%
Social room extension	Non standard	100m2 +		100%
Pavilion fit out	Standard	Plumbing fixtures, fittings for showers, toilets & sinks Kitchen benches & cabinets Hot water service Instant hot water units in kitchen Floor coverings i.e. carpet in social room, non-slip floor in wet & change rooms Appropriate hard floor coverings Locks Light fittings Hooks in change rooms Bench style seating in change rooms Change room toilet fixtures Security lighting and emergency exit lighting Roller screen security doors where appropriate.	100%	

FACILITY COMPONENT	STANDARD OR NON STANDARD	PROVISION	MAXIMUM COUNCIL CONTRIBUTION	MINIMUM CLUB CONTRIBUTION
	Non standard	Furniture e.g. tables, chairs, TV Refrigeration/Freezers Dishwasher Drink fridges Kitchen / Kiosk crockery & cutlery Appropriate size & style oven & hot plates/burners for available space Bar facilities & associated fittings Heating/Cooling Extractor fans & range hood Telephone & television connections and associated equipment Alarms Curtain & blinds Shelving within storage areas All other items as required by the sport organisation.		100%
Pavilion maintenance	Standard	The maintenance of standard pavilion components is principally the responsibility of the Council. Please refer to Levels of Service for exact responsibilities and levels of service.	100%	
	Non standard	The maintenance of non-standard pavilion comments is principally the responsibility of the tenant sporting club. Please refer to Levels of Service for exact responsibilities and levels of service.		100%

A4.5 | ASSESSMENT FRAMEWORK

The following principles will be used as a guide in determining the priority of standard sports facilities and supporting infrastructure works.

PRIORITY FOR STANDARD SPORTS GROUND AND COURT PROVISION

Priority for upgrades to sports ground and court provision will be based on:

- Expected life of the existing sportsground or court;
- Condition of current infrastructure;
- Closing gaps in provision to better meet standards;
- Current and projected usage; and
- Social inclusion (targeting underrepresented groups i.e. women, junior, CALD and indigenous participation).

PRIORITY FOR STANDARD SPORTING PAVILION WORKS

Priority for sporting pavilion redevelopment will be assessed on:

- **Pavilion Functionality:** relating to the presence and size of key amenity components such as change rooms, toilet and shower amenities in relation to the sports venue category;
- **Condition rating:** relating to age and expected useful life;
- **Utilisation:** relating to the number of groups using the venue and the playing fields / courts the facility services;
- **Social Inclusion:** relating to the extent the venue user groups include usage by underrepresented groups (i.e. juniors, women, people with a disability, CALD, indigenous, new and emerging communities and masters teams; and
- **Development potential:** relating to the redevelopment potential of the venue including factors such as the potential to service multiple user groups, funding opportunities, trends in participation, and site restrictions.

PRIORITY FOR STANDARD SUPPORTING INFRASTRUCTURE WORKS

Priority for upgrades to sports venue support infrastructure will be based on:

- Condition of current infrastructure;
- Closing gaps in provision to standards;
- Current and projected usage; and
- Social inclusion (targeting underrepresented groups i.e. women, junior, CALD and indigenous participation).

NON STANDARD FACILITIES

The following principles will be used as a guide in determining the viability of proposed non standard sports grounds / courts, pavilions and support infrastructure.

- **Community need, demand and accessibility:** Non-standard components will only be considered if there is an identified demand for facilities to be accessed by the community and there is a commitment from the occupant(s) that the facility will be accessible to the community.
- **Existing facilities:** Proximity and access to existing or proposed venues that could meet the needs of non-standard works. It is recognised that the diverse range of facility types and sizes across Geelong may better service the needs of the community, rather than all pavilions being extended to meet individual club or group expectations.
- **Club and community group investment:** Clubs and community groups seeking components considered greater than 'standard' (e.g. commercial kitchen), if approved, must fully fund these components. This can also include applying for Council grants where appropriate.

- **Impact on open space:** Council reserves the right to refuse any proposed non-standard component if it is deemed unsuitable / unsustainable or has a detrimental impact on the surrounding open space. Impact of the proposed improvements on the amenity of the facility, park users and local residents.
- **Impact on ongoing maintenance liability:** Council reserves the right to refuse any proposed non-standard component if it is deemed unsuitable / unsustainable or has any impact on Council's ongoing maintenance liability.

Not all facilities are suited to improvements beyond Council's standard. It is acknowledged that some locations cannot support larger or enhanced facilities and any further development of a site or facility may be detrimental to the overall amenity of the immediate area. The need for large social areas for special events may be catered for by existing venues in the neighbouring areas or by utilising temporary structures for particular events.

Please note that these guidelines do not relate to sub-regional / regional facilities including, but not limited to, indoor stadiums / sports, aquatics, equestrian, athletics, golf, baseball, softball and hockey. These types of facilities require larger-scale sporting / recreation facilities and therefore require specific individual planning and feasibility.

Local facilities without guidelines not included in this document will be considered on a case-by-case basis and assessed on participant numbers and like sports. The provision provided in the tables listed throughout this document and the Building Code of Australia will be used to determine standard and non-standard provision for these sports.

A4.6 | PROCESS AND DECISION MAKING

A sporting organisation seeking funds from Council is required to complete a budget submission and/or grant application when proposing the development of sporting infrastructure on Council owned or managed property.

It is at this stage that the feasibility of the project will be assessed and measured by Council officers including assessment of projects against their demonstrated ability to meet objectives set out by Council including, but not limited to, community benefit and participation, organisational strategic, operational and management context.

Depending on the size of the project, a more extensive feasibility study may be required.

If the decision is made to proceed with the proposal, Council officers in partnership with clubs, will prepare a Business Case for assessment and consideration along with funding priorities, as a part of the annual budget / grant process.

It is generally expected that clubs would fund 100% of non-standard provision and projects that have a significant contribution toward the project from the tenant club are looked upon favourably.

Projects that are submitted for funding consideration through annual budgetary and/or grant processes should endeavour to recognise and align with the standard and non-standard components as defined in these guidelines.

It should be noted that Council considers projects on an annual basis and there is no guarantee that any sporting pavilion or infrastructure development upgrades will be successful as total available funds for sporting pavilion projects may vary from year to year.

FUNDING FOR STANDARD SPORTING FACILITIES AND ASSOCIATED INFRASTRUCTURE

A sporting organisation seeking funds from Council is required to complete a budget and/or grant submission when proposing the development of sporting infrastructure on Council owned or managed property.

Generally, projects that have a significant contribution toward the project from the tenant club and that align with aforementioned assessment framework are looked upon favourably.

FUNDING FOR NON STANDARD SPORTING FACILITIES AND ASSOCIATED INFRASTRUCTURE

A sporting organisation seeking funds from Council is required to complete a budget and/or grant submission when proposing the development of sporting infrastructure on Council owned or managed property.

It is generally expected that clubs would fund 100% of non-standard provision. In exceptional circumstances, where the community benefit can be clearly demonstrated, Council may consider up to 1/3 of the capital cost.

Grant options are also available for the provision of non-standard items where appropriate (e.g. floodlights).

FUNDING FOR STANDARD AND NON-STANDARD SPORTING FACILITIES AND ASSOCIATED INFRASTRUCTURE ON PRIVATELY OWNED FACILITIES

Council's 'Private Sporting Infrastructure Capital Co-Contribution Policy' provides a clear set of guidelines to inform the level of funding contribution that Council will provide toward capital works on sporting infrastructure not on Council owned or managed land.

The contribution framework for capital works on sporting infrastructure not on Council owned or managed land is: Council to contribute up to one-third (1/3) of the total project cost, with the club / organisation to contribute a minimum two-thirds (2/3) of the total project cost including any other funding sources.

The following considerations are a priority for Council in the application of this policy:

- Private facilities will be considered alongside council owned facilities when considered for State funding opportunities and where public access can be demonstrated;
- Private facilities will be considered in Council's strategic planning for sport, in order to support any funding contribution from other bodies; and
- Sporting clubs and community that can demonstrate hardship may apply for an exemption from the contribution policy funding ratio. In applying for exemption, clubs must agree to an audit of their finances and administration.



A4.7 | LEVELS OF SERVICE (MAINTENANCE RESPONSIBILITIES)

OVERVIEW

The City of Greater Geelong provides over 543 open space land parcels including over 300 named active and passive reserves in partnership with various sporting clubs and community groups to enable the delivery of recreation services.

Council manages 300 sporting clubs and community groups (160 with seasonal allocations) and other associated enquiries spread across 113 dedicated sporting reserves and provides approximately \$85 million worth of sport and recreation assets installed within those reserves. Provision includes 137 pavilions and buildings, 122 sports ovals and pitches, 13 baseball / softball diamonds, 2 hockey fields, 2 synthetic athletics tracks, 55 netball courts and 168 tennis courts.

The City of Greater Geelong does not have the resources to maintain every asset to the same level of service and is generally guided by the level of activity and need. Placing each asset within a hierarchy and assigning different levels of service to each level of the hierarchy based on level of priority and need, such as risk, social benefit, function and available funds, enables Council to more efficiently and effectively resource asset maintenance by classification.

This means that the higher order assets may attract greater resources because they provide a broader function for the community, carry greater risk and in some cases are of greater significance to the community. These assets may have shorter lead times for intervention to repair, maintain or for asset renewal. Whereas assets that sit lower on the asset hierarchy, do not carry the same level of significance in terms of function and role therefore the lead time for intervention may differ accordingly.

Council recognises that each of the various categories of its recreation and open space assets have different needs and provide different services to the community. Principally, the levels of service outlined in this document cover football (AFL), soccer, cricket, netball, tennis, gridiron / rugby and lawn bowls at the local / district level only.

They do not relate to national, state, regional or sub-regional facilities including, but not limited to, indoor stadiums / sports, aquatics, athletics, golf, baseball, softball and hockey. These types of facilities require higher levels of service and are subject to specific arrangements based on visitation numbers, usage and specific requirements.

SPORTING GROUNDS

The maintenance of sporting grounds that are owned and/or managed by the City of Greater Geelong are principally maintained by Council.

The level of service provided in the preparation / maintenance of sports ground depends on the level of sporting surface provided and is defined in the table below.

GROUND CLASSIFICATION / HIERARCHY	RENEWAL	MOWING	TURF COVERAGE %	CUT HEIGHT	IRRIGATION	DE-COMPACT-ION	SODDING	TOP DRESSING	FERTILISER	PEST & WEED CONTROL	SOIL TESTING	SCARIFYING	INSPECT-IONS
Community 1 Ground surface as per requirements for community sport Irrigation system Primary playing surface and/or presence of a turf pitch for cricket	15 years	Weekly in high season or as requested for high growth	95 to 100%	* Fit for purpose, turf type and season	* Carried out to maintain assets in fit for use condition	4 times per year	Sodding in the goal square and areas of high wear as required	Yearly	Every 6 -12 weeks	Up to 9 times per year	Yearly	Yearly	Weekly
Community 2 Ground surface as per requirements for community sport Irrigation system Secondary or other playing surface and/or presence of a synthetic pitch for cricket	20 years	Weekly in high season or Fortnightly otherwise	90 to 95%	* Fit for purpose, turf type and season	* Carried out to maintain assets in fit for use condition	2 times per year	Sodding in the goal square and areas of high wear as required	Yearly	Every 12 - 24 weeks	Up to 6 times per year	Yearly	Yearly (as required)	Weekly
Community 3 Ground surface as per requirements for community sport No irrigation system Synthetic pitch for cricket	N/A	Fortnightly	80%	* Fit for purpose, turf type and season	* Carried out to maintain assets in fit for use condition	Once a year	Fortnightly	80%	* Fit for purpose, turf type and season	Once a year	Never	As required to repair damage	Yearly
Reserve General reserve area No defined sports ground / non-sports surfaces (equestrian fields, market sites)	N/A	Monthly	70%	* Fit for purpose, turf type and season	* Carried out to maintain assets in fit for use condition	Never	Monthly	70%	* Fit for purpose, turf type and season	Never	Never	As required to repair damage	Informal / As required

* Cut heights of 14mm to 35mm may be appropriate based on the type of sport being conducted as well as the type of turf. Additional cutting may be required in times of high growth. Ensure clippings are managed / kept fit for purpose for the sport played.

Please note that National, State and Regional level classified facilities are those used for regional, state and national completion and are beyond the scope of these guidelines.

SPORTING COURTS / SYNTHETIC PITCHES

The maintenance of Sporting Courts (including outdoor netball and tennis) that are owned or managed by the City of Geelong are principally maintained by Council. The level of service provided in the preparation / maintenance of sports ground depends on the level of sporting surface provided and is defined in the table below.

TYPE	RENEWAL	MAINTENANCE
Sports courts (netball and tennis)	Base 40 to 48 years Resurface 8 to 10 years	Courts line marked every 10 - 15 years Court pressure wash 3 to 5 years
Synthetic grass (sporting ovals, soccer pitches and tennis courts)	15 years	Sports club responsible for maintenance and replacement

Note: Lawn bowls facilities to be fully maintained by the tenant clubs.

SPORTING PAVILIONS

The maintenance of Sporting Pavilions that are owned or managed by the City of Geelong are principally maintained by the City. In standard licence arrangements the following table outlines the level of service provided and also the expectations of the tenant sporting club.

STRUCTURE	COMPONENTS	COUNCIL	CLUB
Utilities	Gas supply to legal point of supply	Full responsibility	Responsibility from point of supply
	Phone / Communications	No responsibility	Full responsibility
	Power supply to legal point of supply	Maintain supply from legal point of supply to building	Responsibility from point of supply
	Security	No responsibility	Full responsibility
	Sewer connections to legal point of discharge	Full responsibility	No responsibility
	Sewerage discharge system to legal point of discharge	Maintain sewerage system (excl. Mechanical plant) to legal point of discharge	Repair blockages due to misuse
	Stormwater from legal point of discharge	Full responsibility	No responsibility
	Water supply to legal point of supply	Full responsibility	No responsibility
Fixtures & fittings	Access and Access Ramps	Full responsibility	No responsibility
	Appliances (incl. exhaust fans)	Only responsible for amenities area	Full responsibility for all other areas
	Cabinetry / Cupboards	Only responsible for amenities area	Full responsibility for all other areas
	Curtains, Blinds and Shutters	No responsibility	Regular cleaning, repair and replacement
	Doors	Replacement due to age or structural fail and repairs on all external and internal doors	Regular cleaning and repair of internal doors due to misuse
	Other permanent fixtures (incl. tenant improvements)	No responsibility	Full responsibility

STRUCTURE	COMPONENTS	COUNCIL	CLUB
	Plumbing	Repair and renewal of plumbing in amenities area	Repair and replacement due to misuse anywhere in the building plus all installation and maintenance in Club areas
	Security Systems (incl. sensor lights)	No responsibility	Purchase, installation, service, maintenance, monitoring and call out costs. Tenant must take necessary precautions to secure the premises and its contents from theft
	Skylights	Full responsibility	No responsibility
	TV Antennas	No responsibility	Full responsibility
	Window Glass	Replace externally when breakage occurs due to vandalism	Keep clean and replacement due to any misuse
	Window Joinery	Full responsibility	No responsibility
	Outdoor carpet or flooring	No responsibility	Full responsibility
Essential services	As determined by the occupancy permit	Full responsibility	Club responsible for servicing and cleaning all exhaust canopies. Full responsibility for any vandalism caused to essential safety measures during club activities. Club responsible for maintaining clear means of ingress and egress (Paths of Travel) to and from the building; testing of evacuation plans; advising Council immediately of any Essential Safety Component failures (e.g. exit lights).
Structural	Ceilings	Major repair and/or replacement due to structural faults, age and water damage	Full responsibility for any other items
	Exterior Cladding	Full responsibility for Council installations	No responsibility for Council installations, full responsibility for Club installations
	Exterior Joinery	Full responsibility for Council installations	No responsibility for Council installations, full responsibility for Club installations
	Roof	Full responsibility	No responsibility
	Service ducts	Full responsibility	No responsibility
	Solar panels	Full responsibility if Council installation	Responsible if tenant installation
	Storage areas	No responsibility	Full responsibility
	Walls	Maintenance of external and internal walls due to fair wear and tear	Regular cleaning and repair if damaged through misuse
Other	Cleaning	No responsibility	Full responsibility
	Graffiti	External only	Internal only

STRUCTURE	COMPONENTS	COUNCIL	CLUB
	Hygiene	No responsibility	Full responsibility
	Painting	Full responsibility for external painting on a cyclical basis. Internal painting on an as needed basis	No responsibility
	Pest control	No responsibility	Full responsibility
	Storage of items	No responsibility	Full responsibility
	Vandalism	Full responsibility outside hours, no responsibility during hours when building is occupied	Full responsibility during hours, no responsibility outside hours
	Water Tanks	No responsibility unless tank is connected to toilet or building infrastructure or if connected to irrigation systems	Full responsibility unless tank is connected to toilet or building infrastructure or if connected to irrigation systems

SUPPLEMENTARY INFORMATION

Supporting infrastructure is generally considered non-standard provision for which the tenant club is required to fund and maintain.

FLOODLIGHTING

The provision or upgrading of floodlighting infrastructure requires Council approval and is subject to a building permit and, where applicable, a planning permit.

Council will not fund the cost of provision of training standard LUX as required by the State Sporting Association Guidelines. Sporting organisations must also fund 100% of the cost to upgrade floodlighting from training LUX to competition LUX, in accordance with the State Sporting Association Guidelines. Note: Floodlighting projects will be eligible to apply for Council grants where appropriate.

Sporting organisations must contribute 100% of the cost of a maintenance program including, but not limited to, annual auditing, the day to day maintenance of all floodlighting; globe replacement and fitting, cyclical rewiring (including alignment or relocation), general infrastructure maintenance and the operating costs of the floodlighting system.

SCOREBOARDS

The provision of any scoreboard infrastructure requires Council approval, and is subject to being:

- 100% funded and maintained by sporting organisations and/or community groups.
- within the suggested maximum allowable size range of 2m x 5m, however the State Sporting Association Guidelines will be considered.
- a colour that is sympathetic to its surrounds, for example coaches box are to be green or black.

COACHES BOXES / PLAYERS SHELTER

Council will provide funding for 2 X players shelters (accommodating for active participation), clubs and community groups will be responsible for providing purpose built coaches boxes.

Protective netting

Sporting organisations must contribute 100% of the cost of protective netting, to assist with the containment of the ball. In the event of a Council assessed risk (e.g. spectator safety and/or traffic safety) Council will contribute 100% of the cost. Maintenance costs (including vandalism) will be attributed as detailed above.

TICKET BOX

The provision of a gate keeper's or ticket box requires Council approval and is subject to a planning and building permit where applicable. Installations are to be:

- 100% funded and maintained by sporting organisations
- maximum allowable size of 1.2 x 1.2m
- a colour that is sympathetic to its surrounds, for example coaches box green or black.



A4.8 | PROJECT DELIVERY

COUNCIL MANAGEMENT

Council managed projects would typically be larger in scale and often involve significant club and/or community group involvement in the sense of planning, determining tenant priorities, establishing the need and demonstrating the community benefit. Generally, the sporting club / community group and Council will have worked together to ascertain the priority of the project and how the works align to master planning and broader Council strategy.

Projects in this space are often tied to state, federal and/or Council funding. The funding would normally have associated terms and conditions that Council has a responsibility to comply with. Examples of projects in this space are new capital projects, building upgrades and larger construction projects.

The main benefit of a Council managed approach is that project expertise is provided in the delivery of the works. The staff time is managed by Council's Capital department and there is no cost to the club for this service. A Council managed project also sees the clubs project risk being minimised with Council playing the lead role in delivering and approving the stages of works.

CLUB MANAGEMENT (COLLABORATIONS)

Club or Community Group managed projects involve the club / group being responsible for the delivery of the project works. The tenant is solely responsible for funding the works and managing the risk of the project. Council's role in these projects is to provide guidance and support on what the club or group needs to address in relation to compliance, safety and asset management.

Council provides a list of project conditions in which the club / group needs to address prior to a final approval being issued for the project.

These projects are generally smaller in nature, however are able to be delivered by clubs or groups with relevant expertise and skills from members and sponsors within their networks. Examples of projects include; interior / exterior club improvements, smaller construction projects and sports lighting development and maintenance.

Benefits of club or group managed projects are; the work is often delivered in a timely manner, the club / group is able to save costs by using internal skills and the projects often address an immediate club or group need.

PARTNERSHIP

Partnership projects can be delivered in two formats.

Essentially, they can be **Council funded projects that are club managed** in order to utilise the club or group's skill set and save costs during the project. This often results in the project being able to achieve more with the allocated budget. Council's role in this is very similar to a collaborations approach outlined previously; where Council provides advice and guidance on how the project needs to be delivered.

These projects can also be the reverse, **club funded and Council managed**, where by the club has the project funds but engages Council to deliver the project. This then moves more into a Council managed project where the club has the benefit of utilising Council's expertise to oversee the project and reduce the clubs risk. In these projects, clubs have an active voice and work closely with Council to deliver the end project.