

1 PURPOSE

This document for the leasing and licensing of Council owned and managed facilities is aligned with the Maroondah City Council Community Facilities Pricing Policy and the Community Facilities Occupancy Policy.

The Community Facilities Pricing Policy provides an overarching framework containing principles that guide the pricing of Council owned and managed community facilities and ensures a consistent and transparent approach to the pricing of such facilities.



It is recommended that this Schedule be read in conjunction with the following Council documents:

- Community Facilities Pricing Policy
- Community Facilities Occupancy Policy
- Community Facilities Occupancy Assessment Process
- Sporting Facilities User Guide
- Standard Lease & Licence Agreements

These documents can be downloaded from Council's website www.maroondah.vic.gov.au

2 SCOPE

The schedule extends to all Council-owned or managed facilities and grounds as detailed below:

- Community Centres
- Kindergartens
- Senior Citizens Centres
- Sporting Pavilions
- Sports Grounds and sporting activity surfaces
- Scout and Guide Halls
- Facilities managed by Council Special Committees of Management
- Maroondah Federation Estate
- Parkwood Community Hub
- Other Community Facilities

3 UNDERSTANDING LEASES AND LICENCES

Council subsidises the use of community facilities to encourage their use and to support community organisations. A lease or licence gives community organisations security of tenure over a fixed period, thus eliminating the need to apply annually for winter or summer seasonal allocation.

Refer to the Community Facilities Occupancy Policy and associated “Assessment Process” and “Standard Documentation” for information on the application process, standard documentation and the regulations and requirements for organisation leasing or licensing Council owned or managed community facilities.

For a list of Council owned community facilities under lease or licence, please see Appendix 1.

All charges within the schedule include Goods and Services Tax (GST).

4 DEFINITIONS

Terms within this Schedule requiring definition or explanation are:

Lease

A lease is a contract under which a tenant (or lessee) is granted exclusive possession of property for an agreed period, usually in return for rent.

Licence

A licence is a form of permission to enter and use land and/or facility for an agreed purpose for a stated period. The licensee does not have exclusive use of the land allowing Council to allocated other users groups or allow the general public to use the facilities at other times.

5 RENTAL FEES

For simplicity and consistency, rentals are determined on the basis of their relevance to the following principles from the Community Facilities Pricing Policy:

Fair and Equitable

Users of Council facilities will be charged fees that are consistent with the fees charged to other users of the same or similar facilities where those users are in similar circumstances

Promoting Participation

Fees charged will reflect Council's commitment to supporting and promoting the participation of population groups that are usually under-represented in civic and community life.

Different Rates & Charges for Different Users & Standards of Facility

A scale of different charges will apply to commercial, government, community service not for profit, community and private users.

6 USER CATEGORIES

6.1 Groups Traditionally Supported by Council

Council wishes to acknowledge the support and service these organisations contribute to the social fabric of the community by way of subsidised rentals. The following rental reflects the cost to Council of administering the Lease or Licence.

Category	Base Rental <i>including GST</i>
Kindergartens Community Centres Senior Citizen Centres Community Child Care Centres Croydon Community Garden Croydon RSL Maroondah Citizens Advice Bureau Guides Scouts Ringwood Arts Society Ringwood Men's Shed University of Third Age Australian Red Cross Society St John Ambulance Australia (Vic) Victorian State Emergency Services Authority	\$810 Base Fees will increase by 2.5% per year

6.2 Groups that are responsible for specialised maintenance

There are a number of community groups in Maroondah that are responsible for the specialised maintenance of areas within their Leased or Licensed facility, i.e. tennis courts, bowling greens, and croquet rinks. Council will charge a rental fee for each specialised sporting area (refer table below) and a pavilion rental which is 50% of the total rental for the specialised sporting area.

Category	Base Rental <i>including GST</i>
Tennis Clubs Bowling Clubs Croquet Club	\$200 per court \$320 per green \$320 per rink Base Fees will increase by 2.5% per year

6.3 Other Community Groups Occupying Council-Owned Facilities

For community groups that are not covered within clauses 6.1 or 6.2, the rental will be determined based on the quality of the facility, capital contributions provided by Council and the community organisation, the type of organisation using the facility and whether the organisation has exclusive use of the facility. As a minimum community groups will pay double a category A pavilion charge as detailed in section 9.3 of the Seasonal and Casual Pricing Schedule.

Quality of the Facility

The base rental for charging community groups occupying Council-owned facilities will be derived from the Seasonal & Casual Pricing Schedule and determined according to the quality of the facility with higher quality facilities being charged at a higher base rental than lower quality facilities.

Once the base rental is set the following factors will be considered when calculating the rental fee:

Capital contribution towards building improvement

Capital contributions over \$100,000 including in kind made by the community group in the last 10 years will reduce the base rental by 25%.

Council Capital Contribution

Capital contributions over \$100,000 made by Council in the last 10 years will increase the base rental by 25%.

Exclusivity

Where groups have exclusive use of the facility the base rental will be increased by 50%.

Community Group Classification

For community groups that cater solely for juniors, veterans or for people with a disability the base rental will be reduced by 50%.

6.4 Miscellaneous

Community groups that occupy Council buildings and/or land that are unique, have needs that are significantly different or have provided significant resources towards the development of the facility need to negotiate the terms and conditions of their Lease with Council Officers.

The overarching Community Facilities Pricing Policy and the Leases and Licences Pricing Schedule will be reviewed every five years and will be monitored in relation to priorities identified in the Council Plan.

Appendix 1

COUNCIL OWNED AND MANAGED COMMUNITY FACILITIES UNDER LEASE OR LICENCE

TENNIS CLUBS - LEASE

1. Bayswater North Tennis Club
2. Burnt Bridge Tennis Club
3. Croydon North Tennis Club
4. Croydon Tennis Club
5. East Ringwood Tennis Club
6. Gracedale Tennis Club
7. Heathmont Park Reserve Tennis Club
8. East Croydon - Kilsyth Tennis Club
9. North Ringwood Tennis Club
10. Parkwood Tennis Club
11. Ringwood Tennis Club

KINDERGARTENS - LEASE

1. Arrabri
2. Barangeong
3. Bayswater North
4. Brentwood Park
5. Croydon Central
6. Croydon Gums
7. Croydon North
8. Ellie V. Pullen
9. Greenwood Park
10. Heathmont East
11. Kurboroo
12. Lipscombe Park
13. Maroondah
14. North Ringwood
15. Norwood
16. Oban
17. Pinemont
18. Pinjarra
19. Taralla

SENIOR CITIZEN CENTRES

1. Croydon
2. East Ringwood
3. North Ringwood
4. University of the Third Age

COMMUNITY CENTRES

1. Arrabri Community Centre
2. Central Ringwood Community Centre
3. Glen Park Community Centre
4. North Ringwood Community House
5. Yarrunga Community Centre

CHILD CARE CENTRES

1. Knaith Road Child Care Centre
2. Nth Ringwood Community Child Care Centre

MISCELLANEOUS - LEASES

1. Australian Red Cross
2. Croydon & District Dog Obedience Club
3. Croydon RSL
4. Croydon Bowling Club
5. Croydon Community Garden
6. Croydon Football Club
7. Croydon Cricket Club
8. German Shepherd Dog Club
9. Maroondah Montessori Pre School
10. Maroondah Soccer & Darts Association
11. Maroondah Citizens Advice Bureau
12. MVC Boxing Association
13. Norwood Sporting Group
14. Reverse Art Truck
15. Ringwood Arts Society
16. Ringwood Ballet
17. Ringwood Bowls Club
18. Ringwood City Football (soccer) Club
19. Ringwood Croquet Club
20. Ringwood District Cricket Association
21. Ringwood Golf Club
22. St John Ambulance Australia (Vic) Inc.
23. Yarra Valley Bridge Club

MISCELLANEOUS - LICENCES

1. E.R.N.I.
2. New Community Ringwood
3. Outer Eastern Primary Care Partnership
4. Maroondah Calisthenics Club

GUIDES- LEASES

1. Ainslie Park Guide Hall
2. Heathmont/Ringwood District Guides

SCOUTS - LEASES

1. 1st Croydon Hills Scout Group
2. 1st Maroondah Scout Group
3. 3rd Heathmont Scout Group
4. 3rd Croydon Scout Group
5. 3rd Ringwood East Scout Group
6. 4th Ringwood Scout Group
7. 7th Ringwood Scout Group