

Council Policy CP058 Minor Sporting Facility Development Funding (<\$150,000)			
<b>Officer</b>	Manager Treasury & Finance	<b>Owner</b>	Director Corporate & Commercial Services
<b>Review frequency</b>	Triennially	<b>Next review</b>	August 2017
<b>Registered with G&amp;R</b>	AA – 13 August 2014		
<b>Council resolution number and date</b>			
<b>Mayor</b>		<b>Chief Executive Officer</b>	

## OBJECTIVE

The purpose of this policy is to provide a framework for sporting clubs and the City to:

- progress ‘single-stage / stand-alone’ projects of a minor capital nature;
- clearly identify Club responsibilities in applying for City funding;
- clearly articulate guidelines to assist decision making processes;
- provides a funding opportunity for sporting groups that face an urgent and immediate minor facility; and
- align City funding policy with peak body for sporting infrastructure.

## SCOPE

This policy applies to projects exempted from inclusion in the Sporting Futures Report, but still eligible to apply for the City for funding.

## DEFINITIONS

**City** means the City of Greater Geraldton.

**Council** means the Council of the City of Greater Geraldton.

**Councillor** means a person who holds the office of Councillor on the Council.

**Mayor** means the Mayor elected by electors of the district of the City of Greater Geraldton.

**CEO** means the Chief Executive Officer of the City.

**CSRFF** means Community Sport and Recreation Facility Fund provided through the Department of Sport and Recreation.

**Employee** means a person employed by the City under section 5.36 of the LGA.

**Minor Sporting Facility Development** means any sporting facility development (new or existing) within the City of Greater Geraldton costing less than \$150,000.

## POLICY

### 1. Minor Sporting Facility Development Funding

- 1.1. The contribution will be tied directly to successful CSRFF support and financial contribution is to be on a dollar for dollar matching basis with Department of Sport and Recreation.
- 1.2. Maximum City contribution will be limited to the lesser of \$50,000 or 1/3 of total project cost.

- 1.3. City will allocate up to \$100,000 per year for contributions towards approved minor sporting facility development projects, subject to annual budget consideration.
- 1.4. Only single-stage, stand-alone projects will be considered eligible for funding. Applications for 'phased' projects or for project design costs will be not be considered.
- 1.5. Applicants required to adhere to the City's Fundamental Objectives as per the Sporting Futures Report.
- 1.6. Only clubs located within the City's boundaries are considered eligible to receive funding.

## **2. The Sporting Club applicants have the following roles:**

- 2.1. Ensure and provide evidence that the club has the resources and financial capacity to contribute to and coordinate the project.
- 2.2. Ensure project is aligned with the City's Fundamental Objectives as per the Sporting Futures Report.
- 2.3. Contact the City prior to submitting any application to discuss project.
- 2.4. Obtain any necessary licenses or approvals, meet design and documentation requirements, and provide robust cost estimates for the project. Documentation and cost estimates need to take into account all Occupational Health and Safety obligations, and Environmental requirements, Work Methods, and must include all other project costs.

## **3. The City has the following roles:**

- 3.1. Make provision in the annual budget for minor sporting facility funding, subject to prevailing financial circumstances.
- 3.2. Accept applications as part of the Department of Sport and Recreation's CSRFF Small Grants Round bi-annually and follow Department of Sport and Recreation funding guidelines for processing application.
- 3.3. Assess each eligible application against the City's Fundamental Objectives and provide recommendations and priority listings to Council for consideration.
- 3.4. Submit eligible applications and Council minutes to the Department of Sport and Recreation as per guidelines.

4.

## **ROLES AND RESPONSIBILITIES**

The Director Corporate & Commercial Services is responsible for implementing this policy through the Manager Treasury & Finance.

It is the responsibility of all employees that they observe the highest standards of ethics and integrity and act in an honest and professional manner that supports the standing of the City of Greater Geraldton.

## **WORKPLACE INFORMATION/REFERENCES**

This policy should be read in conjunction with Council Policy CP048 Sporting Futures.