

DRAFT Council Policy CP058 Minor Sporting Facility Development Funding (<\$75,000) Policy			
Officer	Manager Strategic Business Planning	Owner	Director Treasury and Finance
Review Frequency	Annually	Next Review	2014
Council Resolution number and date			
Mayor		Chief Executive Officer	

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;
- Provide a funding opportunity for sporting groups that face an urgent and immediate minor facility need; and
- Align City funding policy with peak funding body for sporting infrastructure.

SCOPE

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

DEFINITIONS

Employee means:

- A person by whom work is done under a contract of employment;
- An apprentice; or trainee; or
- Person employed as a contractor

City means City of Greater Geraldton.

Club means any community sporting club based incorporated body.

Association means any incorporated body created to represent sporting clubs or a specific sport.

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

Minor Sporting Facility Development means any sporting facility development (new or existing) within the City of Greater Geraldton costing less than \$75,000.

POLICY PRINCIPLES

Minor Sporting Facility Development Funding

1. The City's 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;
2. Maximum City contribution will be limited to the lesser of \$25,000 or 1/3 of total project cost;
3. The City will allocate up to \$100,000 per year for contributions towards approved minor sporting facility development projects, subject to annual budget consideration;
4. Only single-stage stand-alone projects will be considered eligible for funding. Applications for 'phased' projects or for design costs will be not be considered.
5. Applicants required to adhere to the City's Fundamental Objectives as per the Sporting Futures Report; and
6. Only clubs located within the City's boundaries are considered eligible to receive funding.

The Sporting Club applicants have the following roles:

- Ensure and provide evidence that the club has the resources and financial capacity to contribute to and coordinate the project;
- Ensure project is aligned with the City's Fundamental Objectives as per the Sporting Futures Report;
- Contact the City prior to submitting any application to discuss the project; and
- Obtain all 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;

The City has the following roles:

- Make provision in the annual budget for minor sporting facility funding, subject to prevailing financial circumstances;
- 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 applications;
- Assess each eligible application against the City's Fundamental Objectives and provide recommendations and priority listings to Council for consideration; and
- Submit eligible applications and Council minutes to the Department of Sport and Recreation as per guidelines.

ROLES AND RESPONSIBILITIES

The Director Treasury and Finance is responsible for implementing this Policy through the Strategic Business Planning Manager.

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.