

## **CJ148-07/09 JOONDALUP LITTLE ATHLETICS CLUB AND BEAUMARIS LITTLE ATHLETICS CLUB REQUEST FOR REIMBURSEMENT OF HIRE FEES**

**WARD:** All

**RESPONSIBLE  
DIRECTOR:** Mr Clayton Higham  
Planning and Community Development

**FILE NUMBER:** 29110

**ATTACHMENTS:** Attachment 1 Policy 7-20 – Hire of Community  
Facilities and Venues

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### **PURPOSE**

To outline the options available to the City in responding to the request from the Joondalup Little Athletics Centre and Beaumaris Little Athletics Club for a reimbursement of fees relating to the use of sporting facilities at Arena Joondalup.

### **EXECUTIVE SUMMARY**

The Joondalup Little Athletics Centre (JLAC) was established in 1992 as the umbrella organisation for three local little athletics clubs that operate in the City's northern suburbs. The three member clubs are;

- Beaumaris Little Athletics Club (BLAC)
- Connolly Little Athletics Club (CLAC)
- Kinross Little Athletics Club (KLAC)

In March 2009, the City received a letter from JLAC and BLAC, which was also sent to the Minister of Sport and Recreation outlining a series of issues the Club's were experiencing. The letter specifically requested assistance from the City for the reimbursement of hire fees for the use of facilities at Arena Joondalup.

Under City Policy 7.20 Hire of Community Facilities and Venues, the City provides a 100% discount to not-for-profit, incorporated junior (under 18 years) sporting clubs and community groups based in the City of Joondalup, for the hire of City owned community facilities and venues. This policy does not apply to junior sporting teams hiring facilities at Arena Joondalup.

This report discusses the options available to the City in responding to the request from JLAC and BLAC with consideration given to other junior clubs/groups that may be in a similar position. The options considered in the report include maintaining the status quo, amending City Policy 7.20 to provide all junior clubs a 100% discount in hiring facilities, seek alternative facilities for JLAC and BLAC only or provide JLAC and BLAC with a 100% percent reimbursement of hire fees from Arena Joondalup.

It is recommended that Council:

- 1 *DECLINES the request from the Joondalup Little Athletics Club and the Beaumaris Little Athletics Club for the City to reimburse their hire fees at Arena Joondalup;*
- 2 *NOTES that the City will meet with Joondalup Little Athletics Club and Beaumaris Little Athletics Club to investigate opportunities for the use of City parks for training purposes.*

## **BACKGROUND**

Little Athletics is a sport for children from 5 to 16 years. It is based upon the sport of athletics (track and field) with a wide range of events from running, jumping, throwing and walking which are modified to suit the age and ability of the children.

JLAC is a not-for-profit sporting organisation, which has been operating in the Joondalup region for 17 years. JLAC is affiliated to the West Australian Little Athletics Association (WALAA) and currently has 330 members.

JLAC represents the sport of athletics at a district level with the key task of organising and conducting weekly competitions for athletes. JLAC has an elected Committee of Management that is responsible for developing a program of events, co-ordinating the activities of voluntary workers, the registration of members with the State Association and ensuring all details of equipment, recording, finance, promotions are arranged. Each of the three member clubs and JLAC has their own committee and make individual bookings at the Arena Joondalup. All Clubs train at the Arena Joondalup.

It should be noted that Connolly Little Athletics Club and Kinross Little Athletics Club have not requested a reimbursement of hire fees at Arena Joondalup.

Since ACSRA was established all members clubs have paid hire fees to the Arena Joondalup. In 2004, ACSRA was successful in receiving funding for the development of playing facilities and clubrooms at Arena Joondalup through the Department of Sport and Recreation's (DSR) Community Sport and Recreation Facility Fund (CSRFF). The JLAC is a founding member of the Arena Community Sport and Recreation Association (ACSRA) which was formed in response to the need to develop district level sporting facilities for clubs in the region.

The City provides a significant level of support to all community clubs represented by ACSRA. To date the City has committed a total of \$710,000 for the development of playing facilities and clubrooms at Arena Joondalup and has recently increased its obligations in relation to the ongoing maintenance of facilities at the site.

In March 2009, the City received a letter from JLAC and the same letter from BLAC requesting assistance with the following issues;

1. Equipment storage and maintenance
2. Toilet facilities
3. Floodlighting
4. Facility hire fees

Items listed one to three above are considered by the City to be the responsibility of the WASCT. Item four was raised as an issue for the City to address, as both Clubs believe they should be eligible for the discount offered under City Policy 7.20 for Junior Sporting Clubs.

The Minster for Sport and Recreation provided the following responses to JLAC.

- Arena Joondalup is managed by the WASCT and is not subject to the City's policies;
- Arena Joondalup has provided JLAC with a number of allowances that have not been extend to other users;
- Arena Joondalup is currently investigating the matter of floodlighting;
- JLAC is encouraged to continue to liaise with Arena Joondalup in regard to their operations.

In the last 12 months the City and the WASCT have shared the costs of providing portable toilets to the JLAC, to assist their operations whilst the clubroom facilities are being developed.

## **DETAILS**

In accordance with City Policy 7.20, junior sporting clubs can apply for a 100% discount on the hire fees for City owned facilities if they meet the following eligibility criteria;

- not-for-profit organisation
- incorporated
- greater than 50% of members reside within the City of Joondalup

The number hours per week available at the discounted rate is determined by the number of members in the club (refer Attachment 1 to this Report.)

Outlined below are the junior teams/participants that regularly hire facilities at Arena Joondalup. The six (6) clubs include;

- Arena Swim Club
- Joondalup Brothers Rugby Union Club
- Joondalup Giants Rugby League Club
- Joondalup Little Athletics Centre
- Beaumaris Little Athletics Club
- Joondalup Netball Association

In addition, there are a number of other privately or State owned and operated facilities located within the City of Joondalup where sporting clubs and community groups pay hire fees for the facilities that they utilise. Some of these facilities include;

- Edith Cowan University
- Warwick Leisure Centre
- State Swim (Joondalup and Whitfords City)
- Local High Schools
- Craigie Leisure Centre\*

\* Craigie Leisure Centre is managed as a commercial operation, therefore free use of facilities is not offered.

### **Issues and options considered:**

In considering the reimbursement of hire fees for the use of Arena Joondalup the following issues and options have been identified for JLAC and BLAC. If requested, these options could be applied to KLAC and CLAC, who to date have not made a claim to the City.

#### **Option 1: Maintain Status Quo**

In this option City Policy 7.20 conditions would remain, with all junior sporting clubs that hire non City of Joondalup facilities being charged hire fees.

In 2007/2008 the total value of JLAC and BLAC hire fees at Arena Joondalup was \$4,200. The hourly fee charged represents the Arena Joondalup's community rate. From JLAC and BLAC perspective this charge has placed significant financial pressure on their Clubs.

Refusing the request for the payment of JLAC and BLAC hire fees is consistent with City Policy 7.20. Payment of JLAC facility hire fees may set a precedent for other community, sport and recreation groups to make similar claims. This poses a financial risk to the City. City Policy 7.20 has proven an effective approach to supporting junior teams in the City. In addition, the City has made significant contribution to ACSRA to support the development of facilities for all member clubs including little athletics.

<b>Advantages</b>	<b>Disadvantages</b>
City Policy 7.20 has proven to be an effective approach to supporting junior clubs.	Discount does not apply to junior clubs using private or State owned facilities.
City is not exposed to increased costs.	JLAC and BLAC request can not be met.

#### **Option 2: Amend City Policy 7.20 to allow the 100% discount to be applied to the hire of any sporting facility in the City including:**

- Arena Joondalup
- Edith Cowan University
- Warwick Leisure Centre
- State Swim (Joondalup and Whitfords City)
- Local High Schools

Reimbursement of fees for junior sporting clubs that use either private or State owned facilities would improve the level of financial assistance provided by the City to all junior sporting clubs. This approach would meet the needs of the JLAC and BLAC.

The cost of extending the discount to all clubs and groups using privately owned or State facilities within Joondalup is unknown and difficult to calculate. In this option the cost to the City would be significant, with hire cost estimates being \$29,000 for

the Arena Joondalup and potentially another \$20,000 for other private or State owned facilities.

Advantages	Disadvantages
Would meet the direct request of JLAC and BLAC.	Increased cost to the City.
Significant financial support for junior sporting clubs.	City has no control of the cost increases each year.
	May increase clubs wishing to use private facilities, further increasing City costs.

### **Option 3: Investigate alternative facilities for the JLAC and BLAC**

In this option the City would seek to find alternative training and competition venues. The sport of little athletics requires specialised facilities to conduct its activities. The City does not currently have a venue, which would meet the needs and requirements of JLAC and BLAC.

The minimum facilities required for little athletics include a 400m oval running track, two sand pits, concrete pad (discuss & shot put), large grassed area for javelin throwing plus toilet facilities, large storage area and floodlighting.

In this option, the City would investigate the feasibility of relocating the JLAC and BLAC for training and competition to an alternative City owned venue. Under this arrangement the both Clubs would be eligible for 100% discount, reducing the financial burden incurred by the payment of hire fees at Arena Joondalup.

A desk top review of this option has not found any venues that could accommodate all the clubs requirements at one City site, due primarily to the specialised sports facility and storage facility requirements. However, some of the clubs training activities could be accommodated at a City active reserve, which would reduce their hire fees. This option would require further consultation between the City and the Clubs.

Advantages	Disadvantages
JLAC would receive 100% discount for use of City sporting facility.	Limited (if any) alternative COJ facilities available.
	If venue is available, City may need to develop additional facilities to meet the needs of little athletics, such as storerooms.

### **Option 4: Provide a 100% reimbursement to the JLAC for hire fees at the Arena Joondalup.**

In this option the City recognises that the training and competition requirements for the sport of little athletics are unique and specialised. The Arena Joondalup is the only facility that can accommodate the broad range of athletic activities undertaken by JLAC and its member Clubs.

The City has previously recognised the unique needs of little athletics through its financial support of ACSRA.

When ACSRA was established in 2003 the operating model for all the Clubs included the hiring of facilities from the Arena Joondalup. As a result clubs were required to set their fees and charges to cover the hire costs of playing fields plus administration and association fees.

Offering this option to JLAC and BLAC would not be consistent with other junior sporting clubs who currently use the Arena Joondalup. This option would not recognise the junior sporting teams who have been able to successfully establish their club whilst paying hire fees. If this option was offered to the JLAC and BLAC, the City would expect similar claims from the other junior clubs located at the Arena Joondalup.

Advantages	Disadvantages
Financially supports JLAC and BLAC.	Not consistent with other junior sporting clubs located at Arena Joondalup.
Does not require an amendment to City Policy 7.20.	Increased costs to the City – approximately \$4,200 per annum.
	Does not recognise clubs that have successfully integrated the Arena Joondalup hire fees into their membership fees for junior participants.

### **Legislation/Strategic Plan/Policy Implications**

**Legislation** Not Applicable.

**Strategic Plan**  
Key Focus Area: Not Applicable.

Objective: Not Applicable.

**Policy** If Option 2 was recommended an amendment of Policy 7-20 Hire of Community Facilities and Venues would be required. The change would replace the term City owned facilities to any sporting facility within the City of Joondalup.

The other options listed in the report would not require an amendment to Policy 7-20 Hire of Community Facilities and venues.

### **Risk Management considerations:**

Not Applicable.

### **Financial/Budget Implications:**

Based on the recommendation of maintaining the status quo, there are no budget implications.

**Regional Significance:**

The outcome of this report has regional significance as the outcomes has potential implications on the level of support the City offers to junior clubs and groups within the City of Joondalup.

**Sustainability Implications:**

Not Applicable.

**Consultation:**

Not Applicable.

**COMMENT**

The City provides support and assistance to over 155 community, sport and recreation groups through the provision of, maintenance and renewal of facilities, funding and grants plus the club development program. Policy 7-20 provides a fair and equitable method for determining fees and charges for the hire of Community Facilities and Venues by community, sport and recreation groups.

The implementation of Option 2 would require an amendment to City Policy 7.20 and would significantly increase the financial support the City provides to junior sporting teams in the City. In this option the City would be required to pay market rates for junior sporting clubs use of private or State owned facilities. These costs are likely to increase over time. In this option junior sporting clubs may also seek to increase their use of private or State owned facilities knowing that the hire costs are covered by the City.

The City's ability to implement Option 3 is significantly reduced by the limited amount of active sporting reserves with spare capacity in the City. To implement Option 3 would most likely require the relocation of existing users, which would allow the JLAC and BLAC to use the facilities. This option is unlikely to be supported by those clubs who would be required to move.

Option 4 would meet the request of JLAC and BLAC and would provide significant financial support to the Clubs. Option 4 provides JLAC and BLAC with special conditions that other junior clubs at the Arena Joondalup are not entitled. Whilst little athletics as a sport requires specialist facilities the difference in the JLAC operations is not considered significant to justify a special discount being applied.

Other clubs such as the Joondalup Netball Association, the Joondalup Brothers Rugby Union Club and the Joondalup Giants Rugby League Club who are also members of ACSRA have been able to meet the obligations of paying Arena hire fees plus their administration and association costs.

Supporting JLAC and BLAC request for the reimbursement of fees for the use of Arena Joondalup sets a precedent, for sporting clubs to request financial assistance for payment of facility hire fees at privately owned facilities. The risk is significant as the total cost to the City if other clubs make the same claim is unknown. Whilst JLAC and BLAC have made the request for a reimbursement, both KLAC and CLAC who representative Clubs of JLAC have not made a claim or approached the City about a

reimbursement of their hire fees. This may indicate two of the four little athletics clubs are managing to meet the cost of hire fees as part of their clubs operations.

The City provides a significant level of support to all community clubs represented by ACSRA. To date the City has committed a total of \$710,000 to the development of playing facilities and clubrooms at Arena Joondalup and has recently increased its obligations in relation to the ongoing maintenance and renewal of facilities at the site. The design of the new clubroom facility has been specifically designed to meet the storage requirements and kiosk requirements of JLAC. The proposed kiosk will also offer the JLAC a new revenue source once completed.

Similar to other clubs who operate at Arena Joondalup the JLAC and BLAC could implement membership fees that cover the hire fees for the use of the facilities. The Arena Joondalup provide all ACSRA member clubs with a discounted community hire rate aimed to assist in providing affordable facilities to regular users at the Arena Joondalup.

In Option 1, by maintaining the status quo of City Policy 7.20 limits the City's financial obligations for paying hire fees at other private or State owned facilities, where the level of financial claim is unknown. Whilst City Policy 7.20 does not address the request by JLAC and BLAC the City has provided significant support to little athletics through its support of ACSRA. When ACSRA was established it was conditional on all member clubs being required to pay hire fees to the Arena Joondalup, which has been the practise for the last five years.

In Option 1, JLAC and BLAC could request to use any available City oval for some of their training activities and receive the 100% discount. If the JLAC and BLAC were prepared to train at City ovals then hold competitions at the Arena Joondalup the cost of hire would be reduced. JLAC and BLAC ability to use one oval that meets all their training and competition needs similar to Arena Joondalup is highly unlikely with the limited spare capacity of existing active sporting reserves within the City.

By maintaining the conditions of City Policy 7.20 and the City meeting with JLAC and BLAC to discuss alternative venues for some of their training activities provides a consistent approach to dealing with JLAC and BLAC claim.

## **VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION:** That Council:

- 1 DECLINES the request from the Joondalup Little Athletics Club and the Beaumaris Little Athletics Club for the City to reimburse their hire fees at Arena Joondalup;
- 2 NOTES that the City will meet with Joondalup Little Athletics Club and Beaumaris Little Athletics Club to investigate opportunities for the use of City parks for training purposes.

**MOVED Mayor Pickard, SECONDED Cr McLean that consideration of Item CJ148-07/09 – Joondalup Little Athletics Centre be REFERRED to the Policy Committee for further consideration and review of City Policy 7-20 – Hire of Community Facilities and Venues.**



**The Motion was Put and**

**CARRIED (9/0)**

**In favour of the Motion:** Mayor Pickard, Crs Amphlett, Corr, Fishwick, Hollywood, Macdonald, McLean, Norman and Young

## **POLICY 7-20 – HIRE OF COMMUNITY FACILITIES AND VENUES**

<b>STATUS:</b>	<b>City Policy</b> - <i>A policy that is developed for administrative and operational imperatives and has an internal focus.</i>  <i>Developed by the Policy Committee and/or the administration and adopted by Council.</i>
<b>RESPONSIBLE DIRECTORATE:</b>	Planning and Development
<b>OBJECTIVE:</b>	To identify a fair and equitable method for determining fees and charges for the hire of Community Facilities and Venues by community groups.

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### **STATEMENT:**

#### Hire Fees

A fee will be established for the hire of community facilities and venues as part of the City's annual budget process. Hire fees will be consistent for each classification of community facility based on its size and capacity. Fees and charges are designed to assist the City subsidise the costs of operating and maintaining community facilities.

Reduced fees and charges will apply to not-for-profit, incorporated clubs and groups based within the City of Joondalup. To obtain reduced fees and charges, clubs and groups are required to provide evidence that demonstrates 50% of their members reside within the City of Joondalup.

#### Bond Charges

A 'Bond' is a security measure designed to protect the City's assets. Bond charges will apply to all casual bookings for the hire of the City's community facilities and venues.

Bond charges may also be applied to regular bookings when alcohol is being served and/or previous issues have arisen. In the event that damage is caused to a community facility or venue and a bond discount has been approved, the City will seek restitution to cover the costs for repairs.

Hire Fees and Bond charges will be reviewed annually in line with the City's budget process.

The following clubs and groups are eligible for reduced fees and charges. If the club or group uses a City facility in excess of the hours identified, the applicable fees and charges would be applied.

CLUB / GROUP	CLUB / GROUP DEFINED	DISCOUNT RATE APPLICABLE	EXTENT TO WHICH REDUCED FEES & CHARGES APPLY	BONDS
Playgroups	Provide childcare services coordinated by volunteer parents.	100% of regular community hire rate.	Activities - 20hrs p/week (4hrs p/day Mon-Fri)  Meetings – 2hrs p/month	75% discount
Community Child Care Providers – not for profit	Provide childcare services operated by paid, qualified professionals.	50% of regular community hire rate.	School Terms Activities - 25hrs p/week (5hrs p/day Mon-Fri)  School Holidays Activities - 55hrs p/week (11hrs p/day Mon-Fri)  Meetings – 2hrs p/month	75% discount
Community Child Care Providers – Commercial	Principally operate commercial business and charge for child care services	Nil	None	No discount
Junior Sporting Clubs & Community Groups	Provide leisure & recreation activities for people aged 18 years and under.  Sports Seasons: Winter (1 April – 30 Sept) Summer (1 Oct – 31 March)	100% of regular community hire rate.	< 100 Members 6hrs p/week  100 – 300 Members 15hrs p/week  > 300 Members 20hrs p/week  Out of Sports Season 2hrs p/month	75% discount
Adult Sporting Clubs	Provide leisure & recreation activities for people aged 18+, 50% being City of Joondalup residents	-	-	75% discount

CLUB / GROUP	CLUB / GROUP DEFINED	DISCOUNT RATE APPLICABLE	EXTENT TO WHICH REDUCED FEES & CHARGES APPLY	BONDS
Service Clubs & Community Groups	Recognised groups that operate to raise funds for charity and provide benefits the community.	100% of regular community hire rate.	Activities - 10hrs p/week	75% discount
Senior Groups	Provide leisure & recreation activities for people aged 55 years and over.	100% of regular community hire rate.	< 50 Members 4hrs p/week  > 50 Members 8hrs p/week	75% discount
Senior Citizen Clubs	Recognised City of Joondalup Senior Citizen Clubs (Whitford, Duncraig, Warwick, Kingsley, Ocean Reef and Wanjoo).	100% of regular community hire rate.	Activities - 30hrs p/week  Functions – 12hrs p/month	75% discount
Public Schools	Government Primary and Secondary Schools.	100% of regular community hire rate.	Functions - 6hrs p/term	50% discount

### Exemptions

The following groups shall be exempt from facility hire charges:

- Juniors under the age of 18 years resident within the local government
- Creative Arts and Therapy Activities Group (CATA) resident within the local government
- Senior Citizen Groups resident within the local government
- Red Cross
- Wanneroo Volunteer Bushfire Services
- Wanneroo Volunteer Emergency Services
- Sea Rescue Services
- Progress and Ratepayers Associations
- Community Recreation Associations
- Neighbourhood Watch Groups
- St John's Ambulance Groups
- Justices of the Peace Groups.

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Amendments: CJ207-10/07 CJ207-10/07

Related Documentation:

Issued: October 2007

## ATTACHMENT 3

### Alternative Discount Rates – Option 3

Examples of alternative discount rates and the cost to the City.

Discount	Cost to the City
10%	\$4,300
20%	\$8,600
30%	\$12,900
40%	\$17,200
50%	\$21,500
60%	\$25,800
70%	\$30,100
80%	\$34,400
90%	\$38,700

Calculations are based on the current fees estimated at (\$43,000) per year at Arena Joondalup.