

ATTACHMENT KN-5

This is the attachment marked "**KN-5**" referred to in the witness statement of Kellie Nareen Nagle dated 28 July 2015.



Moreland City Council

ALLOCATION AND USE OF SPORTING FACILITIES, GROUNDS AND PAVILIONS POLICY

Date Resolved By Council:	21 November 2012
Commencement Date:	21 November 2012
Review Date:	August 2015
Responsible Department:	Social Development

This policy has been authorised and is included on Council's Website.

Peter Brown
Chief Executive Officer

21 November 2012

ALLOCATION AND USE OF SPORTING FACILITIES, GROUNDS AND PAVILIONS POLICY

1. PURPOSE

To provide a framework for the allocation and use of sporting facilities, grounds, and pavilions to clubs through seasonal and annual tenancy agreements or lease agreements.

2. OBJECTIVE

The allocation and use of sporting facilities, grounds and pavilions policy seeks to:

- Maximise participation in sport and recreation on sporting grounds.
- Prioritise the allocation and use of sporting grounds and pavilions to clubs which are inclusive of people with disabilities and actively support juniors, females and people from culturally and linguistically diverse backgrounds (CALD) to participate in sport and recreation.
- Ensure sporting facilities, grounds and pavilions are allocated to clubs with sound governance structures, open membership, elected committees and a demonstrated commitment to social responsibility.
- Enable council to address the needs of growth sports.
- Increase the number of participants, members, coaches, officials, spectators and volunteers by reaching new audiences.

This Policy covers both the lease and allocation of Council Sporting Facilities, Grounds and Pavilions. The following identifies the distinction between an allocation and a lease for the purpose of the Policy;

Seasonal & Annual Tenancy Allocations:

An Allocation is an agreement that provides seasonal or annual use of a Council sporting ground, facility or pavilion.

- **Annual Allocations** –From 01 April to 31 March
- **Seasonal Summer Allocations**– From 01 October to 29 February.
- **Seasonal Winter Allocations**– From 01 April to 31 August.

Lease Agreement:

A Lease is an agreement that provides exclusive or long term occupation of a Council sporting ground, facility or pavilion. Council places a greater expectation on clubs in terms of maintenance and management where use is under the terms of a lease.

ALLOCATION AND USE OF SPORTING FACILITIES, GROUNDS AND PAVILIONS POLICY

3. BACKGROUND

Moreland City Council has a strong commitment to providing its community with sporting and recreational opportunities. Council provides a wide range of sporting facilities and opportunities for its residents and visitors to the municipality.

The implementation of this policy is necessary to; address inequity, continue to address discrimination, meet legislative requirements, promote community cohesion and encourage the provision of equitable access to services for all sectors of the Moreland community. The policy also ensures that both the culture and structure of sports are addressed and challenged to improve accessibility and to provide all individuals with equality of opportunity and choice.

It cannot be assumed that any sport is open and accessible to all members of the community. Moreland City Council through previous and ongoing studies recognise four key priority groups within the sporting community who have traditionally participated less either as players, coaches, officials or volunteers:

- Junior/Youth sport.
- Women's and Girls' sport.
- People with disabilities.
- People from CALD backgrounds.

It is intended that this policy will have wide implications for local communities, and will impact upon anyone providing sporting opportunities in the City of Moreland, including voluntary and commercial organisations and individuals.

This policy has been informed and links to:

- Moreland City Council Sport Ground User Guide.
- Active Moreland Framework.
- Active Women and Girls Strategy.
- Access and Inclusion Policy.
- Fees and Charges Policy.
- Lease Principles Policy.
- Property Leasing Policy.
- Health and Wellbeing Plan.

ALLOCATION AND USE OF SPORTING FACILITIES, GROUNDS AND PAVILIONS POLICY

4. DETAILS

Applicants for use of sporting facilities, grounds and pavilions, whether under lease or allocation must submit a written application and provide all information as requested using the relevant application form. Groups must also agree to abide by the terms and conditions of either the Sport Ground User Guide (seasonal & annual allocations) or Property Leasing Policy (lease agreements), depending on the terms of use.

The following principles apply to the leasing or allocation of sporting facilities, grounds and pavilions:

- Facilities will only be allocated to clubs that are registered with the appropriate State Sporting Association, have sound governance structures in place, demonstrate open membership for men, women and juniors, have elected committees and demonstrated commitment to social responsibility including participation in any Club Development program required by Council.
- The club's name should be representative of the Moreland geographic area within which the Club is located, and shall not make any reference to any ethnic name, slogan, sponsor or business. In addition, the 'name' shall not contain initials of any type that can be interpreted as non-representative of the geographic area.
- Clubs providing sport, recreation and physical activity opportunities will need to develop and demonstrate policies, strategies and active programs that increase the participation, general health and wellbeing of juniors, girls and women by:
 - Increasing participation in sport, recreation and physical activity;
 - Ensuring that the values, needs and aspirations of women and girls from all backgrounds and circumstances are taken into account;
 - Increasing the number of female coaches, instructors, decision makers, officials and administrators at all levels; and
 - Giving special attention to the recruitment, development and retention of women and girls in decision making and leadership roles.

From October 2013, leasing and allocation of Council facilities will only occur with clubs that support:

- Junior sides and registered sport association development programs.
- Girls and women sides and/ or registered sport association development programs.

ALLOCATION AND USE OF SPORTING FACILITIES, GROUNDS AND PAVILIONS POLICY

Priority lease and allocation of facilities will be provided to Clubs that:

- Demonstrate junior, female and CALD participation through opportunities for inclusion and in participation in competitions.
- Provide membership opportunities, participation and inclusion of people with disabilities.
- Participate in additional club development programs.
- Provide opportunities for Moreland residents.
- Comply with all previous occupancy requirements.
- Complete significant capital works to the satisfaction of Council.

All applications for facility, ground and pavilion leases and allocations will be assessed by the Youth and Leisure Branch and endorsed by Council.

A lease or allocation may be withdrawn by Council if a club breaches any principle of allocation following a review and report from the Director of Social Development.

The Sport Ground User Guide will be reviewed prior to the commencement of each allocation period and updated as required.

Amendments to both the Sport Ground User Guide and the Property Leasing Policy may occur throughout the season if:

- Legislative requirements alter.
- Legal Issues highlight a need for change.
- Insurance and risk management issues arise.
- Moreland City Council policy changes in other departments affect sports ground users.