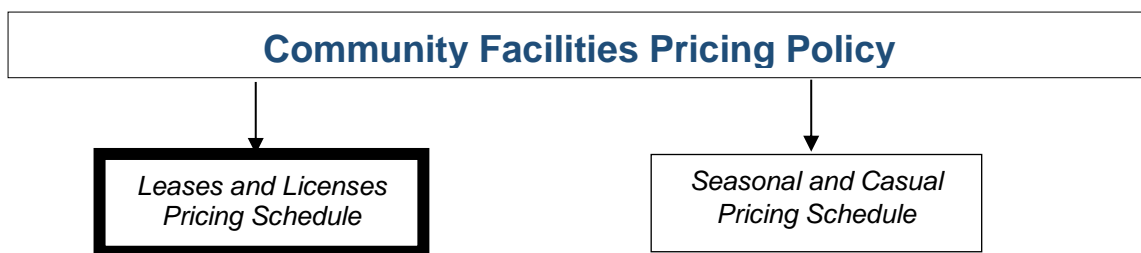


## 1 PURPOSE

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 and Seasonal Licence Agreements

These documents can be downloaded from Council's website [www.maroondah.vic.gov.au](http://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
  
- 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 Community Assist 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	\$900  Base Fees will increase by 3.5% 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 based on a Category C pavilion in accordance with the Community Facilities Seasonal and Casual Pricing Schedule.

Category	Base Rental <i>including GST</i>
Tennis Clubs  Bowling Clubs Croquet Club	2x seasonal category C pavilion + court pricing in accordance with the Maroondah Tennis Strategy (2023)  \$360 per green + 50% of the total rental for the specialised sporting area. 3.5% annual increase

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

#### KINDERGARTENS - LEASE

1. Arrabri
2. Barneong
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. Tarralla

#### SENIOR CITIZEN CENTRES

1. Croydon
2. East Ringwood
3. North Ringwood
4. Croydon University of the Third Age
5. U3A Ringwood

#### 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. German Shepherd Dog Club
7. Maroondah Montessori Pre School
8. MVC Boxing Association
9. Norwood Sporting Group
10. Eastern Community Broadcasters Inc.
11. Reverse Art Truck
12. Ringwood Arts Society
13. Ringwood Ballet
14. Ringwood Bowls Club
15. Ringwood Croquet Club
16. Ringwood Golf Club
17. St John Ambulance Australia (Vic) Inc.
18. Yarra Valley Bridge Club
19. Victorian State Emergency Services Authority

#### MISCELLANEOUS - LICENCES

1. Croydon Golf Club
2. Croydon Homing Pigeon Club
3. E.R.N.I.
4. New Community Ringwood
5. Maroondah Calisthenics Club
6. Maroondah Community Assist
7. Maroondah Social Darts Club
8. Maroondah Toy Library
9. Ringwood Mens Shed
10. Ringwood Arts Society
11. Ringwood & Districts Cricket Association

#### GUIDES- LEASES

1. Croydon West Guides Heathmont/Ringwood District Guides

#### SCOUTS - LEASES

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