

ADOPTED BY COUNCIL: 12 AUGUST 2024

PURPOSE

Council will charge community and sporting organisations a minimum annual rental fee under lease/licence agreements granted to the organisations for the use of Council-operated premises and sporting facilities.

POLICY INTENT

This policy has been developed to ensure the responsible occupation of premises under the control of Council by charging appropriate fees for such occupation.

The main objective of this policy is to formally adopt fees and charges to be paid by community and sporting organisations for occupation of premises under the control of Council.

Council recognises that some occupants do not have the ability to pay market-level fees for occupation of its premises and in such circumstances, it is inappropriate to require a market-level fee to be charged to some worthy occupants.

WOLLONGONG 2032 OBJECTIVES

This policy supports our Community Goals outlined in Wollongong 2032, with interconnected objectives being:

1. We value and protect our environment.
2. We have an innovative and sustainable economy.
3. We have a creative, vibrant city.
4. We are a connected and engaged community.
5. We have a healthy community in a liveable city.
6. We have affordable and accessible transport.

This Policy contributes to Goal 4 – “we are a connected and engaged community” specifically, the Core Business of Property Services, in particular “provide high quality of service on all Council property matters”.

POLICY

- The minimum rental fee will be determined by Council on an annual basis and included in Council’s fees and charges.
- To establish the eligibility of an organisation to pay the minimum fee, each organisation shall be requested to submit its annual report and financial statement.
- Where it is clear an organisation has an ability to pay a market rental or fee, the rental fee payable shall be the market rate as determined by an Independent Valuer.
- Where it has been requested or is intended that rental/fees to be paid by an organisation are to be different from (in excess of or less than) the fees/rentals as outlined in the preceding paragraphs, such matter to be the subject of a report to Council for determination.
- This policy is not to be applied in respect of licences for community halls granted under the provisions of Council’s Halls Strategy, nor in respect of management agreements for childcare centres managed on behalf of Council by community committees.

LEGISLATIVE REQUIREMENTS

The following instruments of legislation must be considered and are applicable to this policy (as amended from time to time):

- *Local Government Act 1993*
- *Crown Land Management Act 2016*
- *Real Property Act 1900*

REVIEW

This Policy will be reviewed a minimum of once every term of Council, or more frequently as required.

RELATED STRATEGIES, POLICIES AND PROCEDURES

Leasing and Licensing (Council Policy)

APPROVAL AND REVIEW	
Responsible Division	Sport & Recreation
Date adopted by Council	12 August 2024
Date/s of previous adoptions	23 May 1994, 26 May 2015, 19 November 2018
Date of next review	August 2027