COMMUNITY LEASING AND LICENSING POLICY ENGAGEMENT REPORT 2025

CITY OF STONNINGTON

Community Leasing and Licensing Policy

Engagement Background

Community feedback on the updated City of Stonnington Community Leasing Policy was sought between 2 June and 14 July 2025. Feedback could be made via an online survey on Connect Stonnington.

What we asked the community:

Feedback was sought on the changes proposed to the City of Stonnington Community Leasing and Licensing Policy, which included:

- Update to rental assessment/eligibility criteria and fee categories
- New rental subsidy guidelines
- Legislative updates
- New property site assessments

The main focus of the Policy update was to improve the alignment between the level of discount provided to community organisations and these groups' ability to generate revenues (lower discount) and/or assist in facilities maintenance (higher discount).

The update also introduced a new category (A1 – Annual Administrative Fee) which seeks a fixed level of contribution each year to support Council's essential building compliance cost obligations.

Why we sought feedback:

Several Council-owned facilities are provided at below market rent to organisations that deliver community and recreation services across the municipality.

Every four years, Council reviews the policy framework that guides these tenancy agreements to ensure the arrangements are responsible, equitable and a sustainable management of Council facilities.

Existing users of Council facilities received an invitation to participate.

What properties does the Policy affect?

The Policy relates to all Council-owned building and facilities that are leased or licensed to a community services provider.

Examples of current tenants and licensees may include the following:

- Sport and recreation clubs
- Kindergartens and Early Years Services
- Scouts
- Aged and Disability Services
- Other Community Services

Results of Feedback

A total of 22 submissions were made via Connect Stonnington.

Relationship to leased buildings:

Data note: Respondents could choose all relationships to leased buildings; therefore, results exceed 100%.

Most respondents were either a community facility tenant or a community member (45.5% each). The other category was selected by only one respondent. This person specified that they were a director of an organisation that has peppercorn rent.

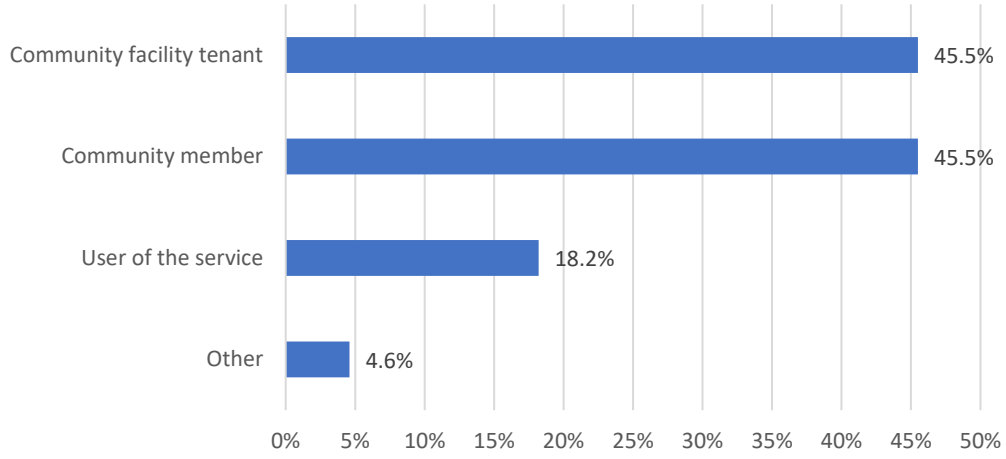


Figure 1: Relationship to leased buildings (n=22)

Level of discount that an organisation that generates revenue through their use of Council facilities should receive:

While 75% of respondents thought facilities that generate revenue should receive some form of discount, 25% of respondents thought they should receive no discount. Only 25% thought they should receive a high discount.

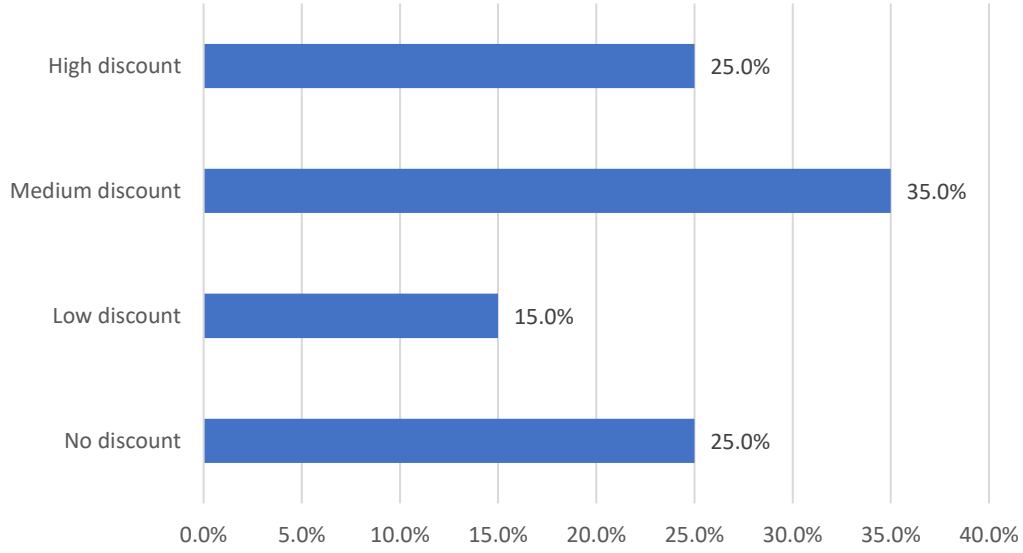


Figure 2: Preferred discount for facilities that generate revenue (n=20)

Level of discount that an organisation that uses Council facilities and contributes to the costs of facility maintenance should receive:

Respondents felt that organisations that contribute to the cost of facility maintenance should receive some form of discount, with 61.9% believing they should receive a high discount.

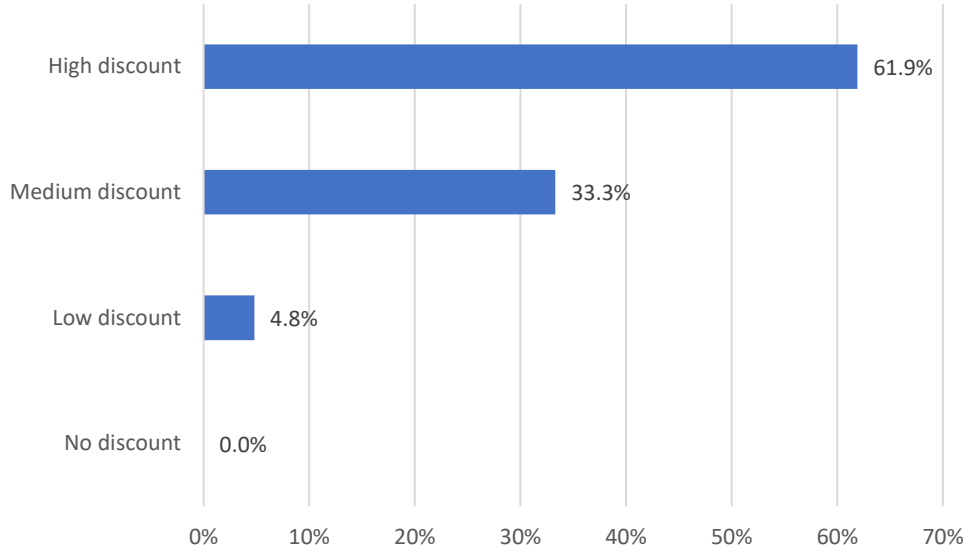


Figure 3: Preferred discount for facilities that contribute to maintenance (n=21)

Level of discount that an organisation that uses Council facilities to provide community benefit through community services supported by the Council plan should receive:

Respondents felt that organisations that contribute to the cost of facility maintenance should receive some form of discount, with 86.4% believing they should receive a high discount.

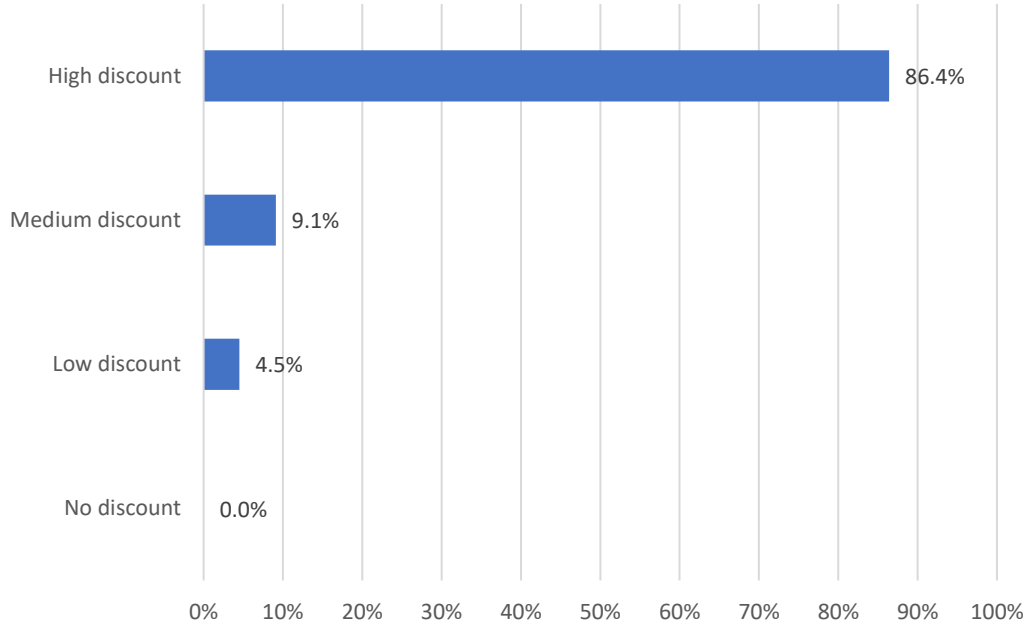


Figure 4: Preferred discount for facilities that to provide community benefit (n=22)

Level of support for the Policy

Respondents were then asked to rate their level of support for the Draft Community Leasing and Licensing Policy.

Nearly three out of five respondents (59.1%) either strongly support or somewhat support the new policy, while 13.6% stated they did not support the policy.

A further 27.3% rated their level of support as neutral.

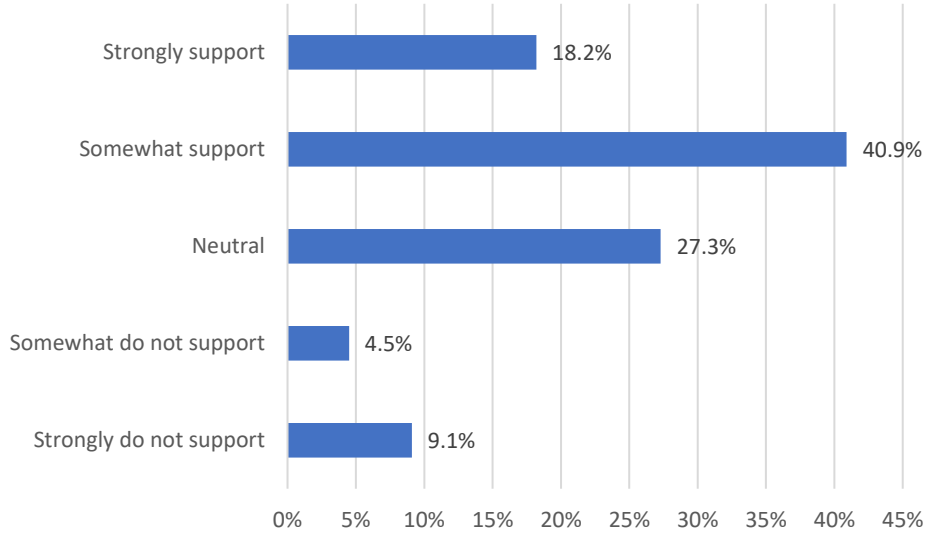


Figure 5: Level of support for the new policy (n=22)

Other comments

At the end of the survey, respondents were asked if there were other comments they would like to make about the Community Leasing and Licensing Policy.

Although a majority of respondents supported the policy in the question above, most comments highlighted issues they had with the policy.

Their comments encompassed the following themes/ideas:

- **Maintaining affordability of community organisations.** More than 40% of comments emphasised the need to ensure that affordability was maintained for community organisations and those that use their services. There was particular concern about this cost being passed on to vulnerable families at a time of increased cost of living pressures.
- **Concerns about cost recovery creating a barrier to participation.** In comments related to cost-of-living concerns, some respondents were concerned that this could become a barrier to participation. It was hoped that Council would find ways to assist organisation to keep the barriers to entry as low as possible.
- **Perception that the costs were expensive.** Some felt the arbitrary charge was unfair and led to inequalities across different organisations. They also did not believe this was accost that should be borne by tenants.
- **Acknowledgement that most organisations were run by volunteers.** Comments in this category fell into two distinct themes. Firstly, respondents felt that volunteer labour already contributes to ensuring Council facilities are well used and maintained. Secondly, some

pointed out that, as most organisations are run by volunteers, the financial obligations need to be simplified to enable volunteers to maintain them.

- **The fee will act as a disincentive to ensuring facility maintenance.** Some respondents added to the theme above that, alongside volunteer labour, some organisations already invested in capital improvements for Council facilities. They believe the imposition of fees would create a disincentive to continue work that had previously been undertaken for free or at minimal cost.
- **Revenue raising facilities should not be subsidised.** Some comments indicated that they did not believe those organisations who were generating income should receive a subsidy.
- **Did not like the submission process/ not enough information supplied.** Some comments highlighted confusion about the categories that organisations fell into. Others felt that the submission process did not give them the opportunity for feedback they would have liked.

A range of other comments highlighted single issues that could not be themed. The full verbatim submissions and Officers' responses are included in Table 1 below.

Table 2, on the other hand, lists submissions received via email along with Officers' responses.

No feedback was received via Council's Facebook page.

Submissions

TABLE 1 – SUBMISSIONS RECEIVED THROUGH CONNECT STONNINGTON

The table below lists submissions received through Connect Stonnington.

Individual submitters have been de-identified for the purposes of this report.

Submission Number	Q1 – Are you a: - Community facility tenant - User of the service - Community member - Other Q2 – Should an organisation that generates revenue through their use of Council facilities receive a: - High discount - Medum discount - Low discount - No discount Q3 – Should an organisation that uses Council facilities and contributes to the costs of facility maintenance receive a: - High discount - Medium discount - Low discount - No discount Q4 – Should an organisation that uses Council's facilities to provide community benefit through community services supported by the Council plan, receive a: - Strongly support - Somewhat support - Somewhat do not support - Strongly do not support	Level of Support for the Draft Community Leasing and Licensing Policy 2025 and Any Other Comments	Officer Response
1	Q1 – Community member Q2 – High discount Q3 – High discount Q4 – High discount	Strongly support Most are run by volunteers and require a simple economic model to safely meet their budget, and also allow for future capital works, without pressure.	The draft Community Leasing and Licensing Policy 2025 (New Policy) aims to establish a fair and equitable methodology in assessing and categorising the types of occupants using

			Council facilities as well as guidelines for determining rental subsidy taking into account certain criteria that includes the occupant's capacity to make capital contributions.
2	Q1 – Community facility tenant Q2 – No discount Q3 – High discount Q4 – High discount	Neutral In relation to question 2: "Should an organisation that generates revenue through their use of Council facilities receive a discount" Our answer is 'no discount'. From our interpretation, this refers to commercial for-profit businesses. Question 4: "Should an organisation that uses Council's facilities to provide community benefit through community services supported by the Council plan receive a discount?" Our response: High discount. Organisations that deliver community-focused services aligned with Council's plans provide significant long-term benefits to residents. These services often promote social connection, improve health and wellbeing, and support vulnerable or marginalised community members. Many of these organisations operate at a low cost to participants, which is critical in reducing barriers to access. We believe this approach plays a valuable role in addressing social isolation, improving community health outcomes, and creating pathways to other support services. A high discount recognises this contribution and helps ensure these services remain sustainable and accessible. We would also like to highlight the following points from our review of the draft policy: Room Hire vs Lease/Licence: Under Principle P5, "other occupancy agreements" are briefly mentioned, but there is limited clarity in the Objectives, Principles, or Definitions sections of the draft policy regarding the role of regular room hire arrangements. We suggest greater alignment and cross-referencing between this policy and the Community Facilities Conditions of Use – Regular and Casual Hire Arrangements. We support the inclusion of needs analysis in assessing access to community facilities. This process should be consistently applied to all long-term or regular users of Council-owned spaces, whether through hire or lease arrangements, to ensure facilities are used efficiently and equitably and avoid overlapping of services. Thank you for allowing us to participate in the review.	This relates to all community tenants which are not-for-profit occupants. A not-for-profit can still make revenue and profit, with the revenue and profit made to be allocated or used towards the occupant's purposes. Any request for financial assistance is provided to community occupants by way of a subsidised rent in this draft Community Leasing and Licensing Policy 2025 (New Policy). As such, Council will consider both the occupant's profit and revenue, and the facility when considering discounted rent as part of the assessment process. Council has discretion to approve 50% discount if financial hardship can be demonstrated in year 1 of the lease within Category B. The New Policy excludes casual/regular facility hire agreements or other occupancies fees of which are set in the Fees and Charges Schedule contained in the Annual Council Budget. The most appropriate occupancy agreement (a lease, licence or a casual/regular facility hire agreement) will be determined subject to a full assessment in line with the Venue Hire Policy, the New Policy and any other relevant policies.
3	Q1 – Community facility tenant Q2 – Medium discount Q3 – High discount	Strongly support	

	Q4 – High discount	As a Community Tennis Club, we provide a valuable community service, we believe it is important to keep the barriers to entry low and thus maintain our annual membership fee subscriptions at an affordable figure. To maintain affordability we need to have a clear view of our outgoing costs. The issue of concern to us with the Category B Discounted Market Rent, is the Council providing us with more clarity on how the discount is determined, for what duration the discount will be for, and then a suitable notice period before a rent increase is nominated. As a Club, our only ability to generate revenue is from membership fees, and minimal court hire fees. We do not hire the facility to community groups (outside of our weekly tennis commitments), and we do not sell food or beverages. It is very important for us to understand our annual costs and manage them closely, thus our desire to seek clarity on how the discount will be determined. We do not agree that Council Rates should be paid by a tenant. The Annual Administrative fee, this should be included in the rental figure and not included as a separate item. We would like clarity on the Council's view of 'audited financial reports' or 'suitable for audit.' As an Incorporated Association we are not required to have our financial records audited. If you would any further information from us, we are very happy to be contacted.	Any request for financial assistance is provided to community occupants by way of a subsidised rent in this draft Community Leasing and Licensing Policy 2025 (New Policy). As such, Council will consider both the occupant's profit and revenue, and the facility when considering discounted rent as part of the assessment process. The discount will be determined based on the eligibility criteria in the New Policy. A community occupant that meets the requirements under *the Cultural and Recreational Lands Act 1963* may be eligible for a reduction in Council rates. This matter is considered separately to this New Policy. The Annual Administration Fee is calculated in accordance with Council's Fees and Charges Schedule adopted in the Budget. Unaudited financial reports are suitable; however, Council may request an audited financial report from time to time e.g. when assessing any proposal for a new lease or licence.
4	Q1 – Community member Q2 – No discount Q3 – Low discount Q4 – High discount	Neutral My understanding is that to lease or use Malvern Town Hall is extremely expensive; hence it is seemingly rarely used. I have a strong belief this building should be used far more for provision of community inclusive functions for which entrance fees could and should be charged. For example annual black tie ball open to any community member to attend, school holiday programmes, annual art show (similar to Camberwell Art Show) where entrance fees for entries are charged together with entrance fees for attendees. It is unfair our ratepayers are not permitted entry to this facility when its purpose when constructed was for community events. Phoenix Park is too far away and falls short in delivery of enough community events. An additional community programme should be run out of the town hall facility.	The Malvern Town Hall is a venue for hire and as such, is not covered under the draft Community Leasing and Licensing Policy 2025 (New Policy).
5	Q1 – Community member Q2 – Low discount Q3 – Medium discount Q4 – High discount	Somewhat support No other comments provided.	
6	Q1 – Community member Q2 – Medium discount Q3 – High discount Q4 – High discount	Somewhat support Generally the document reads well and makes sense.	Community occupants are required to cover public liability insurance. Financial assistance

		I would like to see some assistance toward public liability insurance factored into the plan, I know that increasing costs of insurance are a barrier to many community organisations providing beneficial services. I think question 2 also needs further clarification, revenue generation doesn't mean that an enterprise is profitable or sustainable without further assistance eg by way of discounted rent. I would love to see detailed, user-friendly information available for people looking to start a community organisation and then utilise this policy (and others) to provide services to the community.	is provided to community occupants by way of a subsidised rent subject to meeting eligibility criteria in the draft Community Leasing and Licensing Policy 2025 (New Policy). Council will consider both profit and revenue, and the facility when considering discounted rent as part of the assessment process. The relevant Community and Wellbeing Service Managers may be able to assist with new community organisations in the first instance; however, a lease or licence may not necessarily be the most appropriate occupancy agreement for all community organisations thus necessitating a full assessment.
7	Q1 – Community facility tenant Q2 – Medium discount Q3 – High discount Q4 – High discount	Somewhat support Thanks for the opportunity to provide feedback to the draft Community Leasing and Licensing Policy. We have some specific comments and a general statement. 1. On p7 under 'Term of the occupancy agreement', the wording as follows is somewhat ambiguous: "The standard term of an occupancy agreement will generally be 5 years with a maximum of ten years. Council may consider offering a longer term in appropriate circumstances such as where an occupant makes a significant financial investment in a facility." Does the 'longer term' mean that more than ten years may be considered, or does it refer to the term of more than 5 years, up to 10 years? 2. On p7 under 'Use of facility, multiple use and occasional hire, and subleasing', the requirement to gain Council approval perhaps needs some modification as to the intent. Is this approval to be against criteria, or would the occupant need to contact Council for each instance? 3. On p11, we suggest the inclusion of 'Arts and Cultural Groups' as an example of listed occupant type for Category B. This would give recognition of long-term occupants such as ourselves. As general feedback, we'd like the Policy to include wording about Council taking into account the length of time and conduct of the previous Lease holder in	Term is 5-10 years subject to a full assessment of the eligibility criteria. 'Longer term' means more than 10 years, but only appropriate in exceptional circumstances where an occupant makes a significant investment to a facility e.g. if a Club constructs an entire building or facility or makes a significant capital contribution to the building or facility, then a lease term of more than 10 years may be offered at Council's absolute discretion and subject to Council approval. Occupants may only sublease or sublicence the facility with Council's approval to appropriate organisations where the use is permitted. The occupant would therefore need to contact Council for each instance. Generally, Council will use the same criteria to assess the eligibility of the proposed additional occupant. The rent subsidy level for any occupant may be reviewed and any financial gain is generally payable to Council unless applied for promoting community services and/or Council's benefit.

		assessing their eligibility for occupancy, e.g. Malvern Theatre Company's solid record of responsible occupancy of the Malvern Community Arts Centre for over 50 years. This eligibility criterion might sit well as an addition to the final paragraph before the table on p11.	This is not an exhaustive list hence it says, "may include", and some smaller Arts and Cultural groups may fall under Category A1 thus it was initially left out. Final category will be determined subject to a full assessment. Under Term of the occupancy agreement on page 7, it says 'sustainability of the service conducted from the facility'. Occupancy for over 50 years certainly demonstrates sustainable service at this location. This could be a consideration, however, demand and supply for services change over time and past occupancy needs might not relate to occupancy needs at present and in the future.
8	Q1 – Community member Q2 – No discount Q3 – Medium discount Q4 – Medium discount	Neutral Not a very well designed survey.	Thank you for your feedback on the survey. The Connect Stonnington page contained a survey with 10 questions and provided an opportunity for participants to provide their submission in relation to the draft Community Leasing and Licensing Policy 2025 (New Policy).
9	Q1 – Community facility tenant Q2 – No response provided Q3 – No response provided Q4 – High discount	Somewhat support Questions 2 & 3 are difficault to simply select one of the options available. Just because an organisation generates it's own revenue shouldn't be the sole reason for their rental discount. The revenue an organisation is able to generate may not be sufficient to cover ever growing costs. This needs to be balanced against the oganisations community benefit. As for the organisations relationshipt to maintenenace, this will again depend on a number of factors and can't be seen as a standalone factor when considering any rental discount.	Revenue generation will not be the sole reason for a rental discount. The complete eligibility criteria for occupancy of a facility for community use and the associated rental subsidies are contained in Schedules 1 and 2 of the draft Community Leasing and Licensing Policy 2025 (New Policy).
10	Q1 – Community facility tenant Q2 – Low discount Q3 – Medium discount Q4 – High discount	Neutral Clubs that provide license to a third operator, eg Tennis clubs that license coaching service that generates significant revenue, should be charging licensee a fare proportion of the revenue. Otherwise, the Council venue that should be providing services to the club members and the community is otherwise serving as a commercial enterprise to private coaching clients to no benefit to the members.	Any community tenant (e.g. club) must first seek Council's consent prior to sub-letting or granting a licence to an operator (e.g. tennis coach). Generally, Council will use the same criteria to assess the eligibility of the proposed additional occupant. The rent subsidy level for any occupant may be reviewed and any financial gain is generally payable to Council

			unless applied for promoting community services and/or Council's benefit.
11	Q1 – Community facility tenant User of the service Community member Q2 – High discount Q3 – High discount Q4 – High discount	Strongly do not support Our club uses some portion of membership fees to invest in capital improvements for what is a council-owned asset. The proposal to charge a higher rent based purely on assessed value will act as a penalty for capital improvements and discourage further improvements. Increases in rent will be passed through to members in their annual fees, which will reduce the participation given the current economic environment.	If an occupant agrees to a self-managed sinking fund to undertake future capital works to a Council facility, a further discount off the market may be considered i.e., subject to a full assessment and at Council's discretion. Any request for financial assistance is provided to community occupants by way of a subsidised rent or licence fee in this draft Community Leasing and Licensing Policy 2025 (New Policy). As such, Council will consider both the occupant's profit and revenue, and the facility when considering discounted rent or licence fee as part of the assessment process. Council has discretion to approve a further 50% discount if financial hardship can be demonstrated in year 1 of the lease within Category B.
12	Q1 – User of the service Q2 – High discount Q3 – High discount Q4 – High discount	Neutral I question the increase in rent for 1Acategory . From $500 to $1000 . When the service the facility provides is high demand must have community need in council area.	The draft Community Leasing and Licensing Policy 2025 (New Policy) reflects standard practice in that tenants are responsible for payment of outgoings, as with any standard occupier on a lease. For shared premises, costs are apportioned between user groups and agreed upon in the licence agreements. Council already offers rental subsidies in support of the community services provided, and it is not financially sustainable for Council to also pay for outgoings. To improve financial sustainability for Council, more equitably share the expense of providing facilities and better reflect the ability of some community occupants to contribute funds (those with revenue generating capabilities) to

			cover these associated outgoings and building costs that are presently incurred by Council, the Annual Administration Fee for Category A1 occupants has been proposed.
13	Q1 – Community member Q2 – High discount Q3 – High discount Q4 – High discount	Somewhat support Increase in rent to $1000 seems expensive	The draft Community Leasing and Licensing Policy 2025 (New Policy) reflects standard practice in that tenants are responsible for payment of outgoings, as with any standard occupier on a lease. For shared premises, costs are apportioned between user groups and agreed upon in the licence agreements. Council already offers rental subsidies in support of the community services provided, and it is not financially sustainable for Council to also pay for outgoings. To improve financial sustainability for Council, more equitably share the expense of providing facilities and better reflect the ability of some community occupants to contribute funds (those with revenue generating capabilities) to cover these associated outgoings and building costs that are presently incurred by Council, the Annual Administration Fee for Category A1 occupants has been proposed.
14	Q1 – Community facility tenant Q2 – Medium discount Q3 – High discount Q4 – High discount	Somewhat support No other comments provided.	
15	Q1 – Community facility tenant Q2 – Medium discount Q3 – High discount Q4 – High discount	Neutral No other comments provided.	
16	Q1 – User of the service Q2 – Low discount Q3 – Medium discount Q4 – Low discount	Strongly support No other comments provided.	
17	Q1 – Community member Q2 – No discount Q3 – Medium discount	Strongly support No other comments provided.	

	Q4 – Medium discount		
18	Q1 – User of the service Other – Director of an organisation that has peppercorn rent Q2 – No response provided Q3 – High discount Q4 – High discount	Somewhat support I cannot answer question 2, as it depends on the organisation. For instance, if this is a community organisation? Is it a not-for-profit? Does the revenue go straight back into the organisation to enable it to continue to offer suppport. For us, all revenue goes back into the organisation. We rely on volunteers and do our best to employ as many artists and those needing work experience and career opportunities. Our staff all give many voluntary hours to support the organisation. Without the support of Stonnington Council to provide our rent subsidy, we would not likely be able to continue. Thank you for this opportunity to provide feedback.	The draft Community Leasing and Licensing Policy 2025 (New Policy) only applies to third party community tenants or licensees that occupy a Council owned or managed facility. Revenue generation will not be the sole reason for a rental discount. The complete eligibility criteria for occupancy of a facility for community use and the associated rental subsidies are contained in Schedules 1 and 2 of the New Policy.
19	Q1 – Community member Q2 – No discount Q3 – Medium discount Q4 – High discount	Somewhat do no support I assume this is for all existing sites and not locations like the pools that are now run by council? if its existing this its ok, if a area leases the building for the community then council should maintain there own buildings, if they make money in a meaningful way then I'm unsure but no council subsidies are needed if they get high income.	The draft Community Leasing and Licensing Policy 2025 (New Policy) applies to Council facilities where there is a lease or a licence in place. Pools are not rented out to third parties by Council (they are managed in house), so they are outside the scope of the New Policy.
20	Q1 – Community facility tenant Q2 – Medium discount Q3 – High discount Q4 – High discount	Somewhat support The question about ‘revenue’ is too simplistic. If the revenue is only subscriptions and related payments from club members which is then fully applied to facility maintenance and capital improvements, then a high discount is appropriate. Also the policy needs to address the impact of a user have previously funded capital improvements ie historic investments by the user. Such improvements will result in a higher assessed value (and thus higher rent). However that results in a manifestly unjust outcome as the user is effectively penalised, by higher rental, for having undertaken capital improvements to an asset owned by Council.	Revenue generation will not be the sole reason for a rental discount. The complete eligibility criteria for occupancy of a facility for community use and the associated rental subsidies are contained in Schedules 1 and 2 of the draft Community Leasing and Licensing Policy 2025 (New Policy). If an occupant agrees to a self-managed sinking fund to undertake capital works to a Council facility, a further discount off the market may be considered i.e., subject to a full assessment and at Council’s discretion.
21	Q1 – Community facility tenant Q2 – High discount Q3 – High discount Q4 – High discount	Somewhat support As a not-for-profit childcare and kindergarten centre, we offer essential early education and care services to local families, which directly aligns with Council’s community priorities. The policy should ensure that organisations like our, who contribute significantly to social infrastructure and meet key community needs, are recognised through equitable leasing arrangements. Ongoing affordability of	Based on the eligibility criteria, childcare and kindergarten centre would fall under category A1 as the kindergarten operates on 5 days a week (full-time basis) and may have revenue raising ability (subject to a full review of the

		rent is critical for our sustainability, particularly when cost-of-living pressures continue to rise for families and not-for-profit providers. Additionally, for childcare and kindergarten services in particular, lease terms should be offered for long periods for example 4-5 years to ensure operational stability. Lease renewals should be reviewed at least 12 months prior to expiry and made a priority, to provide a sense of security for staff, families, and the wider community. Recently, a nearby council experienced uncertainty when renewal decisions were delayed, causing significant distress among families and educators. Clear, timely communication and secure leasing arrangements are essential to maintain confidence in the continuity of early years services.	services and financial reports from the previous financial year). The standard term of an occupancy agreement under the draft Community Leasing and Licensing Policy 2025 (New Policy) will generally be 5 years with a maximum of 10 years. Council may consider offering a longer term in appropriate circumstances such as where an occupant makes a significant financial investment in a facility. We will endeavour to liaise with a community tenant well before the lease expires, to ensure continuity of services.
22	Q1 – Community member Q2 – Medium discount Q3 – Medium discount Q4 – High discount	Strongly do not support Our club is run by volunteers. Every cent raised goes back into the provision of community facilities most of which become owned by Council. The facilities are for everyone - girls, boys, men and women irrespective of how they identify or vote or barack for. The proposed increase in payments to Council will make the club insolvent unless it raises its fees. Raising fees will reduce participation particularly from those with hat can least afford it which is probably more likely to be from in marginalised sectors. It's a really miserable policy	Any request for financial assistance is provided to community occupants by way of a subsidised rent or licence in this draft Community Leasing and Licensing Policy 2025 (New Policy). As such, Council will consider both the occupant's profit and revenue, and the facility when considering discounted rent as part of the assessment process. Council has discretion to approve a further 50% discount if financial hardship can be demonstrated in year 1 of the lease for occupants within Category B.

TABLE 2 – SUBMISSIONS RECEIVED THROUGH EMAIL

The table below lists submissions received through PropertyCoordination@stonnington.vic.gov.au and individual Council staff emails.

Individual submitters have been de-identified for the purposes of this report.

Submission Number	Submission Content	Officer Response
23	Hi Property Co-ordination team Thank you for sending through the attached email. We will consider this and respond to you as needed. In the meantime, XX no longer works for Wesley College. Could you please update your contact details for policy and consultation matters to me? My contact details are per below. Thank you!	Noted.
24	Good afternoon XX, We picked up the published notice for the above review. We wish to confirm our category for ongoing committee future discussions as this will have a big impact on how we proceed on a number of fronts. Based on previous discussions, it is our understanding that Sunnyside Kindergarten would fall under category A1. Could you please confirm Sunnyside does fall under category A1 and if not, what category we would be applicable to us as a kindergarten. Thank you, we hope to hear from you soon.	Given that we need to consider all submissions and consequently obtain a Council resolution, at this stage we are not yet able to categorically confirm which category Sunnyside Kindergarten will fall under. It is likely, however, that Sunnyside Kindergarten would fall under category A1 as the kindergarten operates on 5 days a week (full-time basis) and may have revenue raising ability (subject to a full review of the financial reports from the previous financial year).
25	Dear Council Thank you for the opportunity to comment on Council's draft Community Leasing and Licensing Policy. I wish to make the following points. 1. Ardrie Park Tennis Club has been run by community members like myself for many decades as volunteers. We do not derive any financial benefit and give up our time happily for predominantly local people to enjoy tennis and each other's company. Through funds raised mostly from club membership fees we have funded club facilities and capital owned by Council including relatively modern and safe tennis courts, LED lights, nets, seating and ancillary facilities. How will the Club's expenditure be taken into account for future rental?	1. The discounted rental subsidy and guidelines in Schedules 2 and 3 of the proposed Community Leasing and Licensing Policy allows Council to assess the Club's past and future contributions towards capital works and its ability to maintain/upgrade the facility which will form part of discount evaluation process (of up to 80% at Council's discretion). We understand the Club's contributions to the facility, however Council has undertaken works and upgrades to the assets which requires charging some level of rent to ensure the facility's sustainability (financial/asset/service) and to reflect the direct benefit provided to the users of the Club from these assets. Councils need to balance user benefit with overall community outcomes when setting pricing policy (please refer to Council's Revenue and Rating Plan for more details). The Community Leasing and Licensing Policy reflects the method

	2. Will Council guarantee to funds future capital works including replacement of all of the above when at the end of its life? Who determines when a facility has reached the end of its life? 3. Why is a discount capped at 80% and what prevents Council from reducing the discount in the future? 4. Even at 80% discount the rental increase is likely to make the Club insolvent in a short period of time at current membership rates. Doubling membership fees is likely to greatly reduce participation particularly from those least able to afford it and particularly from CALD groups, females and young people, exactly the people we need to encourage more. Yours sincerely	by which Council will undertake this assessment to determine the rent each user group pays towards a facility's future costs which may include capital works, ongoing compliance costs e.g. ESM, building insurance and maintenance requirements. 2. This will be reviewed in Council's capital works program and budget and assessed in line with Council's Plans, Strategies and Policies including the Sports Infrastructure Plan, Asset Management Plan and Council Plan. Council undertakes regular condition audits of all community and sporting facilities and allocates funding towards future capital works projects in line with audit assessments which prioritises budget in the capital works program based on identified need. When considering a new lease proposal, Council will take into account the occupant's proposed capital works to ensure its financial viability and capability to maintain continual services from the facility. 3. Please refer to the response to question 1. The current 2019 Leasing and Licensing Policy provides a maximum of 70% discount, which the new policy increases to 80%. Any future policy review undertaken will follow a similar process to this current change which will be adopted and considered by Council at that time. As there are costs incurred by Council to maintain sporting and community facilities, the rent will contribute towards these costs and will allow Council to fund any future capital works required. 4. Council has discretion to approve a further 50% discount if financial hardship can be demonstrated in year 1 of the lease/licence. If the Club agrees to a self-managed sinking fund to undertake capital works to a Council facility, a further discount off the market rent may be considered i.e., subject to a full assessment and at Council's discretion.
26	Dear Council Thank you for the opportunity to comment on Council's draft Community Leasing and Licensing Policy. I wish to make the following points. 1. Ardrie Park Tennis Club has been run by community members like myself for many decades as volunteers. We do not derive any financial benefit and give up our time happily for predominantly local people to enjoy tennis and each other's company. Through funds raised mostly from club membership fees we have	1. The discounted rental subsidy and guidelines in Schedules 2 and 3 of the proposed Community Leasing and Licensing Policy allows Council to assess the Club's past and future contributions towards capital works and its ability to maintain/upgrade the facility which will form part of discount evaluation process (of up to 80% at Council's discretion). We understand the Club's contributions to the facility, however Council has undertaken works and upgrades to the assets which requires charging some level of rent to ensure the facility's sustainability (financial/asset/service) and to reflect the direct benefit provided to the users of the Club from these assets. Councils need to balance user benefit with overall

	funded XX facilities and capital owned by Council including relatively modern and safe tennis courts, LED lights, nets, seating and ancillary facilities. How will the the Club's expenditure be taken into account for future rental? 2. Will Council guarantee to funds future capital works including replacement of all of the above when at the end of its life? Who determines when a facility has reached the end of its life? 3. Why is a discount capped at 80% and what prevents Council from reducing the discount in the future? 4. Even at 80% discount the rental increase is likely to make the Club insolvent in a short period of time at current membership rates. Doubling membership fees is likely to greatly reduce participation particularly from those least able to afford it and particularly from CALD groups, females and young people, exactly the people we need to encourage more. Yours sincerely	community outcomes when setting pricing policy (please refer to Council's Revenue and Rating Plan for more details). The Community Leasing and Licensing Policy reflects the method by which Council will undertake this assessment to determine the rent each user group pays towards a facility's future costs which may include capital works, ongoing compliance costs e.g. ESM, building insurance and maintenance requirements. 2. This will be reviewed in Council's capital works program and budget and assessed in line with Council's Plans, Strategies and Policies including the Sports Infrastructure Plan, Asset Management Plan and Council Plan. Council undertakes regular condition audits of all community and sporting facilities and allocates funding towards future capital works projects in line with audit assessments which prioritises budget in the capital works program based on identified need. When considering a new lease proposal, Council will take into account the occupant's proposed capital works to ensure its financial viability and capability to maintain continual services from the facility. 3. Please refer to the response to question 1. The current 2019 Leasing and Licensing Policy provides a maximum of 70% discount, which the new policy increases to 80%. Any future policy review undertaken will follow a similar process to this current change which will be adopted and considered by Council at that time. As there are costs incurred by Council to maintain sporting and community facilities, the rent will contribute towards these costs and will allow Council to fund any future capital works required. 4. Council has discretion to approve a further 50% discount if financial hardship can be demonstrated in year 1 of the lease/licence. If the Club agrees to a self-managed sinking fund to undertake capital works to a Council facility, a further discount off the market rent may be considered i.e., subject to a full assessment and at Council's discretion.
27	To whom it may concern, I am writing in response to the Community Leasing and Licensing Policy Review. Council has an obligation to provide community services in exchange for residence paying their rates notice. In the area of Ardie Park Tennis Club rates notices are high and residents expect appropriate services to be provided.	1. There is a lease in place thus the tennis facility is exclusive to Ardrie Park Tennis Club ("Club") members or its casual users who pay to book a court. 2. Council does pay for maintenance and upgrades of the facility. Council also pays for ongoing compliance costs such as building insurance and ESM maintenance.

	Through the provision of exceptional facilities in the Council area – this drives increase in property prices and attraction of residence which in turn allows Council to increase rates and generate additional revenue. I find it inappropriate to levy any form of rent on the Ardie Park Tennis Club on the following grounds: 1. The Grounds are incorporated into Ardie park which is provided for all to use free of charge (or as part of the rates charges); 2. The council pays to maintain and improve Ardie Park but does not pay for the maintance of the tennis facilities that the club provides. 3. If the Club was to return the courts – the council would not receive any rent and further would have additional expenditure to maintain the additional land – that is currently maintained through the levy charged by the Club 4. The club is run by volunteers for the benefit of rate payers, the local community and Council 5. The clubs objective is to reduce cost and make the facilities affordable to the larges catchment of residences including retirees / youth members. We request that Council considers these points in either waiving the levy for Ardie Park Tennis Club or providing greater discount and flexibility in it's proposed Policy to avoid any negative community impact. Yours sincerely	3. While Council maintains and operates Princes Gardens tennis courts, it has third-party providers that operate some of its tennis centres including Orrong Park Tennis Centre and Malvern Tennis Centre. So if the Club was to return the courts there are other opportunities available for Council to consider. A lease offers exclusive use of the facility by either the Club members or its casual users. It is therefore considered reasonable that the Club pays appropriate rent in line with the proposed Community Leasing and Licensing Policy ("Policy"). 4. All community tenants are run by volunteers, hence the Policy and heavy subsidies. 5. Council wishes to support this but also needs to ensure financial sustainability in future to maintain the facility and undertake future capital works.