



Community and Organisational Development Report


Committee Consideration – 12 February 2013
Council Resolution – 26 February 2013

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CM01.13 Youth Grant Application Approval by Council
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Committee	12 February 2013
Council	26 February 2013

Applicant	City of Nedlands
Owner	City of Nedlands
Officer	Marion Granich – Manager Community Development
Director	Darla Blake – Director Community and Organisational Development
Director Signature	
File ref.	CMS/505
Previous Item No's	CP35.12 – 28 August 2012.
Disclosure of Interest	No officer involved in the preparation of this report had any interest which required it to be declared in accordance with the provisions of the <i>Local Government Act (1995)</i> .

Purpose

This report is being considered by Council because there is currently no delegated authority in place giving Administration authority to approve youth grant applications. Therefore they must be assessed by Council.

The broader matter of assessing these applications in general is currently being reviewed by Council.

Recommendation to Committee

Council approves a Youth Grant of \$250 (excluding GST) to Lisa Tibbs.

Strategic Plan

- KFA 4: Community Wellbeing
 - 4.2 Encourage, support and provide for a range of recreation and leisure opportunities, both active and passive.

Background

Council provides small grants to young people aged 12 – 21 years who are participating in activities that engage them positively with the community, under the Youth Grants Fund. The main purpose of the fund is to highlight and encourage young people's connection with their community, rather than the fund being about providing a significant financial subsidy for these activities. Therefore the maximum amount for youth grants is \$250.

The City's Youth Program publicizes the achievements of these young grant recipients, as part of an overall approach of positive public portrayal of young people. Therefore the fund provides positive role modeling and also demonstrates the value Council places on young people connecting positively with their community. Applicants must be residents of the City.

Until August 2012, applications to the Youth Grants Fund were assessed by Administration under delegated authority provided by Council to the CEO. Assessment by Administration provided applicants with a quick turn-around time and maximum flexibility of when applications could be made. (There were no closing dates so applicants were able to apply at any time until funds were depleted.) A quick response time is frequently needed by applicants, as applicants often have short notice of the proposed event and best practice is not to approve grants retrospectively. Therefore there is frequently a short window between when the application is received and when it must be approved. Assessment by Administration under delegated authority also prevents any perception of political bias.

On 28 August 2012, Council considered an agenda item reviewing delegated authority for the Community Grants Fund and the Sponsorship of Youth Initiatives Fund. At that meeting, the existing delegated authority for approving youth grants was revoked. However, due to an administrative oversight, the proposed delegated authority relating to this fund was accidentally omitted from the attachments (and therefore not adopted). Therefore Administration does not have delegated authority to approve grant applications to this fund. For this reason, youth grant applications can only be approved by Council, until the matter is resolved.

Proposal Detail

It is proposed that the grant application from Lisa Tibbs for \$250 to subsidise her attendance at the Evatt Trophy Competition in Queensland is approved. The event was held in December 2012.

The Evatt Trophy Competition is a national debating competition run by United Nations Youth Australia. Participants represent member states of the United Nations Security Council. The competition develops delegates' skills in public speaking, debate, logical argument, decision-making and negotiation as helping to develop an understanding of international relations. UN Youth is a not-for-Profit organization that seeks to educate young people about the United Nations, its work and global issues.

Lisa Tibbs has worked part-time to raise funds for her trip to Queensland to participate in this event.

Budget/financial implications

Budget:

Within current approved budget: Yes No

Requires further budget consideration: Yes No

Discussion

This application meets all of the requirements of the Youth Grants procedure. The applicant is a resident of the City of Nedlands, is aged between 12 – 21 years and has written the application herself. Most importantly, the activity contributes to youth development and involves a local young person connecting in a positive way with the wider community.

The only requirement of the Youth Grants procedure not met in this instance is the requirement that retrospective applications will not be approved. This is best practice in grant application approval. However, in this instance, the application was not approved prior to the event because, in the absence of a delegated authority to Administration, the matter requires a Council decision, which resulted in longer turn-around time.

Conclusion

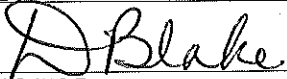
It is therefore recommended that this application is approved, as it meets all requirements except the one relating to retrospective approval, and this was unmet through no fault of the applicant.

Attachments

Nil.

CM02.13	Fees and Charges, Public Tennis Courts
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Committee	12 February 2013
Council	26 February 2013

Applicant	City of Nedlands
Owner	City of Nedlands
Officer	Anthony Minchin – Senior Community Development Officer (Recreation) Marion Granich – Manager Community Development
Director	Darla Blake – Director Community and Organisational development
Director Signature	
File ref.	CMS/505
Previous Item No's	Nil
Disclosure of Interest	No officer involved in the preparation of this report had any interest which required it to be declared in accordance with the provisions of the <i>Local Government Act (1995)</i> .

Purpose

This item is being presented to Council as it involves changes to the Fees and Charges associated with the City's public tennis courts.

Recommendation to Committee

Council approves the following changes to the Fees and Charges relating to the City's public tennis courts:

- (1) Removal of Peak Hire Fee; and
- (2) Removal of Key Bond Fee.

Strategic Plan

- KFA 1: Infrastructure
 - 1.3 Provide and maintain quality passive and active recreational and leisure facilities and open space to meet community needs.

- KFA 4: Community Wellbeing
 - 4.2 Encourage, support and provide for a range of recreation and leisure opportunities, both active and passive.

Background

The City of Nedlands has four public tennis facilities, with a total of nine courts. These are:

- Hollywood Tennis Courts (2 courts)
- College Park Tennis Courts (3 courts)
- Lawler Park Tennis Courts (2 courts)
- Mt Claremont Tennis Courts (2 courts).

For the convenience of users, bookings are taken by booking officers located close to the facility. This saves users the inconvenience of coming in to Council's Administration building. Some booking officers are local residents, others are local business owners. They take bookings, collecting hire fees and give out the court key to those who hire the facilities.

The booking officers are paid an honorarium of 25% of the gross earnings from the court for which they are responsible. Until recently, the process has been that the booking officer firstly submits the full taking to the City, then the City refunds the booking officer's 25% honorarium.

In late 2012, three issues of concern were raised by the City's booking officers:

- Dissatisfaction with the introduction of Peak and Off-Peak hire fees. (A higher fee is charged for use of the courts during the peak demand time, after 3pm).
- Dissatisfaction with the fee charged by the City for a key bond.
- Dissatisfaction with the length of time taken for the booking officers to receive their honorarium payment.

This report proposes solutions to address all three issues of concern, with two of those solutions requiring a Council decision.

Proposal Detail

It is proposed that Council approve the following changes to Fees and Charges:

- Removal of Peak Hire fees; and
- Removal of the Key Bond fee.

As a result of the issues raised, the City will also allow the booking officer to deduct their 25% honorarium before paying their gross taking to the City.

Discussion

Peak Fee

There has been considerable concern raised by booking officers and users over the City’s newly-introduced peak usage time fee. Peak demand time for usage of the courts is after 3pm. The idea of introducing a peak time fee was to provide a financial incentive for those with flexible schedules to use the facility in non-peak times (before 3pm), thereby freeing up the facility for those who could only use it after 3pm. The table below shows the 2012/13 Fees and Charges for public tennis court hire.

Table 1: 2012/13 Fees and Charges, Tennis Court Hire

	Peak Hire (after 3pm)	Off-Peak Hire (before 3pm)
Juniors (Under 18)	\$8.50 per hour	\$5.50 per hour
Seniors (60+)	\$8.50 per hour	\$5.50 per hour
Adults (18 – 59)	\$12.50 per hour	\$8.50 per hour
Key Bond	\$71 applies to all	

Booking officers and users have identified that introduction of the peak fee is having a negative impact on overall court usage at each facility. Furthermore, it has been identified that the introduction of the peak fee is having a negative impact on child participation, as the only time they can use the courts during the school term is during the peak rate period after 3pm. Therefore, the well-meaning introduction of a peak time usage fee is having a negative impact on both overall usage and specifically on usage by school-aged children.

Key Bond

The City currently charges the booking officer \$71 for any replacement keys required. The keys cost over \$50 to replace and the \$71 bond reflects the cost of the replacement key plus a small allowance for the administrative cost involved.

The key bond charge has been a source of dissatisfaction for the booking officers for some time. Bookings frequently operate on an honour system, particularly where the booking officer is an individual resident, rather than someone operating a local business such as a deli.

Individual booking officers frequently leave keys out for regular hirers who are known to them, and the hirers in turn leave their payment in a pre-arranged spot such as a letter box. It is impractical for the booking officers to always be available and therefore they are not necessarily on hand to give change, which is frequently needed when people are paying a key bond. Court hire may finish as late as 10 pm and the booking officers do not necessarily feel comfortable answering the door and dealing with cash at that time of night.

Hirers have also identified the impracticality of a \$71 key bond. The sum is large and it is not always practical for the hirer to carry this amount in cash, which is required if the booking officer is an individual rather than a business.

It is estimated that a maximum of 2 keys may be displaced over the course of a year, costing the City a total of \$100 annually. While there are no definite costs on how much court usage is currently being foregone as a result of the unpopular key bond, the booking officers estimate that it is considerable.

Honorarium Payment

Booking officers have expressed dissatisfaction with the lengthy and time consuming process to receive their 25% honorarium payment. To date, the system has been that the booking officer provides the City with the gross court hire revenue they have collected, at the end of each month. They submit this amount of money, along with their invoice for 25% of the amount. An average booking officer may take in the vicinity of \$100 in gross court hire for the month, then wait at least 6 weeks to be paid \$25 for the services they have provided to the City and the community. A more suitable option is to have the booking officer deduct their 25% honorarium payment before paying the gross earnings to the City. The City's Finance Department has already agreed to this change.

Consultation

Required by legislation: Yes No

Required by City of Nedlands policy: Yes No

Consultation type: Community Dates: October – November 2012

Consultation regarding the fees and charges were conducted with the following:

- Interviews with all booking officers
- Site visit to each facility
- Interview with users (local community and/or coaches)
- The City's Parks Department
- The City's Finance Department
- Tennis West.

Budget/financial implications

Within current approved budget: Yes No

Requires further budget consideration: Yes No

Removal of fee for Peak Time Usage:

It is anticipated that removal of the fee for peak usage will increase overall court usage, both by adults and particularly by children. This increase in overall usage is expected to off-set any loss of revenue from users paying the lower fee.

There may be a very small increase in expenditure as a result of removing the key bond of \$71. The increased expenditure will likely average no more than \$100 per annum (replacement of two keys @ \$50 each). Even if this increased expenditure does occur, it is likely to be off-set by revenue from increased usage, resulting from users not being turned away on the basis of not having cash for the key bond.

In summary, it is expected that there will be negligible impact on the City's budget from the removal of these two charges, which, contrary to the City's aim of increasing physical activity, have probably decreased overall usage of the facility.

Conclusion

It is therefore recommended that Council approves the following changes to Fees and Charges in relation to the City's public tennis courts:

1. Removal of Peak Hire fee;
2. Removal of Key Bond.

Additionally, Administration will allow booking officers to deduct their 25% honorarium payment before paying the gross court hire earnings to the City.

Attachments

Nil.