

Sports Lighting Assistance Program Guidelines and Eligibility



1. About the Program

City of Salisbury maintains a Sports Lighting Assistance Program (SLAP) purposed to provide matching funding to clubs seeking government grants for lighting projects. Access to SLAP is by means of recommendation to Council for allocation of funding.

City of Salisbury has a significant number of outdoor sports facilities including turf and hard courts that are used for community recreation, training and competition. Council receives frequent requests for floodlighting of sports fields for practice and for night games.

Compliant floodlighting improves player safety, flexibility of training and the capacity of sports fields to sustain increased usage by enabling clubs to evenly distribute wear and tear caused during training.

Council's priority is to provide lighting that is safe for training activities and that complies with the Australian Standards for Sports Lighting (AS2560) which accounts for the majority of demand.

2. Before you begin

Before commencing your application please contact the Community Planner: Sport and Recreation on 08 8406 8280 or sport@salisbury.sa.gov.au who will:

- advise on the eligibility of your project;
- confirm balance of SLAP funds available;
- advise of the SLAP application process and timelines; and
- advise of potential suitable trades people for designs and quotations.

3. Who can apply?

The SLAP is open to all community organisations that meet all of the following criteria:

- are an incorporated not-for-profit community organisation;
- have a current lease or sub-lease of a Council owned building and a licence over a reserve;
- are physically located in the City of Salisbury;
- provide sporting, recreation and leisure services;
- are significantly free of Council debt;
- have not received SLAP funding in the past 24 months;
- are contributing at least 50% of the total cost of the project by means of club funds, Government Grants, funding from external bodies or a combination of these sources; and
- have supplied all essential documentation as requested by staff.

If you are unsure of the eligibility of your project, please contact the Recreation & Open Space Planner on 8406 8280.

4. How much money is available?

Council makes an annual allocation to the SLAP Program. Clubs may apply for up to half the cost of lighting projects from this fund.

Access to the SLAP is on a first come first served basis and once all funds have been dispersed, no further applications will be considered and will not reopen until the adoption of budget in the new financial year. Council will provide advice on its website advising when all funds have been allocated.

5. Process for Applications & Essential documentation

Step 1: Project approval and support

To be considered for SLAP funding applicants must provide to Council:

- written intention to access SLAP at least six (6) months before applying for funding from grant bodies;
- letters of support from peak bodies confirming the standard of lighting for that sport;
- letters of support from all legitimate users of the sports field demonstrating agreement to the project;
- copy of committee minutes endorsing the project and application to the SLAP;
- a three (3) year business /strategic plan that addresses sports field lighting and strategies to budget for long term operational costs;
- copies of the past two (2) years financial statements;
- proof / verification of membership numbers;
- lighting and electrical designs from reputable and suitably qualified designers approved by the City of Salisbury;
- evidence of assessment from SA Power Networks of electrical load including capacity of switchboard and power supply to the club;
- two (2) quotations from suitably qualified and reputable lighting installers based on designs;
- obtain from Council a letter of support or land owner consent form;
- where a grant is not being sought supplies Council with evidence of financial commitment to the project; and
- supply to Council copies of any grant applications to external bodies for the project.

The above documentation may be supplied to Council over a period of time prior to making an application to funding bodies for support.

Council will not unnecessarily withhold letters of support for grant applications where projects meet eligibility criteria and where sufficient SLAP funding is available for the project.

Step 2: Project approval

Where applicants have been successful in obtaining external funding, or where 50% of project funding has been supplied by the applicant, applicants must furnish Council with evidence of success (letter of allocation) and a copy of the executed funding agreement.

All requests for SLAP funding will be referred to the Sport, Recreation and Grants Committee of Council for assessment and to Council for final endorsement.

Access to the SLAP is on a first come first served basis and once all funds have been dispersed, no further applications will be accepted. In these cases, applications may be carried over to the next financial year.

Step 3: Project initiation

Following approval of SLAP funding, Council will appoint a project manager who will perform the following duties:

- review electrical and lighting plans;
- confirm timelines for construction;
- lodge a planning application;
- obtain firm pricing for lighting construction;
- prepare an invoice to your club for the balance of project costs;
- prepare tender documentation;
- appoint contractors; and
- coordinate construction of lighting.

6. Planning your project

It is important for your club to agree on the actual area for illumination and the desired lighting use (training or matches) prior to commencing your project. This includes where spill light may purposefully be used to illuminate areas for off field activities.

Lighting Levels

Australian Standard AS:2560 includes recommended lighting levels for a range of outdoor sport. The recommended light levels and construction or lighting is dependent on the standard of competition (amateur vs professional) and the desired level activity (training vs night games). These uses then determine the number of poles and lights required the height of poles, and power requirements to the site. Power supply requirements should be discussed early in the planning process to ensure supply requirements can be met for both immediate and future lux levels

Sports field lighting can use large amounts of electricity which may require upgrades to electrical infrastructure such as switchboards and the consumer mains supply. In some areas the electrical grid is under pressure and the upgrade of flood lighting may require substantial infrastructure investments and may result in projects being unfeasible. For these reasons it is essential that advice on electrical loading be sought from SA Power Networks.

Upgrading existing installations

Any existing equipment that is intended for reuse must be inspected for condition, structural integrity, operational longevity and suitability to comply with Australian Standards.

This includes a thorough inspection of existing wiring, switchboard loading and mains supply to the sports field. Be particularly mindful of the pole height as many older poles do not meet current Australian Standards. It is important that a structural engineer inspects the lighting headframe for integrity and this should be undertaken at a site visit when quotations are sought.

Equipment that is dilapidated, does not comply with Australian Standards, or cannot be made to comply should not be reused and will be disposed of. Disposal costs should be included within the written quotations.

Site Considerations

Several sporting facilities in Salisbury are constructed over former landfill sites which may require additional consideration to footing engineering and design.

City of Salisbury has airspace for two airports. In some areas there will be restrictions on the height of lighting infrastructure, lighting levels and visible glare to approaching and departing aircraft and these restrictions may affect the feasibility of some projects. If your facility is located in close proximity to airports then approvals may need to be sought from the Civil Aviation Safety Authority or the Department of Defence / RAAF Base Edinburgh.

Lighting will need to be designed to minimise spill light particularly where boundary lines are close to residential properties.

Planning and Building Consent

All lighting installations require Council's planning consent and building consent and these will be applied for as part of the construction process. Letters of support from Council do not constitute consent.

Multi Use Sports Reserves

Some sports reserves are used for both summer and winter sports and lighting projects often favour winter (typically large ball) sports. Lighting of these sports fields is often difficult and achieving desired lighting levels that comply with Australian Standards for training and/or games may not be achievable as the preferred location of lighting infrastructure may inconvenience summer sports. Lighting designs must consider all such users of sports fields and in these instances lighting for training may be the highest feasible level achievable.

Small Ball Sports (does not apply to tennis)

Sports that utilise a small, hard ball such as cricket and baseball require lighting that allows players to see the ball against a background as clearly as possible without glare. These projects require very high levels of light and significant infrastructure investment.

The provision of lighting for small ball sports facilities will be considered by Council on a case by case basis. Applications for task lighting to light specific areas for training (e.g. practice nets) will be considered on merit.

Operational Costs

Upon commissioning of sports field floodlighting infrastructure, the applicant will be responsible for the payment of electricity and all other costs of maintaining and operating the lights including periodic replacement of luminaries. Applicants will need to demonstrate the ability to service the long term operational costs of running sports field lighting.

7. Submission and Review Process

The SLAP is open for applications all year. Allocation of SLAP funding is subject to Council's resolution. Applicants will be notified of the outcome following the decision of the Council.

If works are urgent the applicant must indicate this in the application and is advised to apply to the SLAP at least six (6) months in advance to enable timely completion of works.

8. Important information for successful applicants

All successful applications are administered according to the following conditions.

1. All applicants must, at the time of application have a currently executed lease/licence with the City of Salisbury.
2. City of Salisbury will make all reasonable efforts to complete projects to the standards and requirements as documented by the applicant within the SLAP.
3. SLAP funding will be used expressly for the purpose outlined in the application and as endorsed by Council. Requests to change the purpose of funding must be made in writing and is at the discretion of the Council.
4. The City of Salisbury will project manage the implementation of SLAP funded projects. All works will be carried out by licensed trades' people appointed by the City of Salisbury within the allocated financial year. Any costs incurred resulting from interference with contractors by applicants will be passed on to the applicant in full.
5. The City of Salisbury reserves the right to appoint and utilise contractors where a contractual obligation is in effect.
6. The timing of the works will be programmed in accordance with all other capital works projects of the City, and where possible in sympathy with the operating timeframes of the applicant.
7. SLAP funds are paid directly to the appointed contractor by the City of Salisbury on satisfactory completion of the works.
8. Unspent SLAP funds will be retained by the City of Salisbury for future projects.
9. All reasonable efforts will be made by the City of Salisbury to complete the project within the allocated budget and timeframe.
10. City of Salisbury is not responsible for any budget shortfalls relating to inflation of costs and unanticipated works.
11. Applicants will be invoiced for the balance of funds prior to the commencement of works.
12. City of Salisbury is not responsible for any loss or expense endured during project implementation or in relation to the completed project.