



## **AGENDA**

**FOR FINANCE AND CORPORATE SERVICES COMMITTEE MEETING TO BE HELD ON**

**16 OCTOBER 2023 AT CONCLUSION OF THE POLICY AND PLANNING COMMITTEE**

**IN LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,  
34 CHURCH STREET, SALISBURY**

### **MEMBERS**

Cr B Brug (Chairman)  
Mayor G Aldridge  
Cr L Brug (Deputy Chairman)  
Deputy Mayor, Cr C Buchanan  
Cr J Chewparsad  
Cr A Graham  
Cr K Grenfell  
Cr D Hood  
Cr P Jensen  
Cr M Mazzeo  
Cr S McKell  
Cr S Ouk  
Cr S Reardon

### **REQUIRED STAFF**

Chief Executive Officer, Mr J Harry  
General Manager Business Excellence, Mr C Mansueto  
General Manager City Infrastructure, Mr J Devine  
General Manager Community Development, Mrs A Pokoney Cramey  
General Manager City Development, Ms M English  
Manager Governance, Mr R Deco  
Team Leader Council Governance, Ms J O'Keefe-Craig  
Governance Support Officer, Ms K Boyd

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**APOLOGIES**

**LEAVE OF ABSENCE**

**PRESENTATION OF MINUTES**

Presentation of the Minutes of the Finance and Corporate Services Committee Meeting held on 18 September 2023.

**REPORTS**

*Administration*

2.0.1 Future Reports for the Finance and Corporate Services Committee..... 9

*For Decision*

2.1.1 Budget Timetable 2024/25 ..... 11

2.1.2 Request to Defer Review of Sporting and Community Club Lease Fees during Holding Over Period ..... 15

**QUESTIONS ON NOTICE**

*There are no Questions on Notice.*

**MOTIONS ON NOTICE**

*There are no Motions on Notice.*

**OTHER BUSINESS**

*(Question Without Notice, Motions Without Notice, CEO Update)*

**CLOSE**



**MINUTES OF FINANCE AND CORPORATE SERVICES COMMITTEE MEETING  
HELD IN LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,  
34 CHURCH STREET, SALISBURY ON**

**18 SEPTEMBER 2023**

**MEMBERS PRESENT**

Cr B Brug (Chairman)  
Mayor G Aldridge  
Cr L Brug (Deputy Chairman)  
Deputy Mayor, Cr C Buchanan  
Cr J Chewparsad  
Cr K Grenfell  
Cr D Hood  
Cr P Jensen  
Cr M Mazzeo  
Cr S McKell  
Cr S Ouk  
Cr S Reardon

**STAFF**

Chief Executive Officer, Mr J Harry  
General Manager Business Excellence, Mr C Mansueto  
General Manager City Infrastructure, Mr J Devine  
General Manager Community Development, Mrs A Pokoney Cramey  
General Manager City Development, Ms M English  
Manager Governance, Mr R Deco  
Manager, Infrastructure Delivery, Mr J Collins  
Team Leader Council Governance, Ms J O'Keefe-Craig  
Governance Support Officer, Ms K Boyd

The meeting commenced at 7.18 pm.

The Chairman welcomed the Elected Members, members of the public and staff to the meeting.

**APOLOGIES**

An apology was received from Cr A Graham.

**LEAVE OF ABSENCE**

Nil

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## PRESENTATION OF MINUTES

Moved Cr K Grenfell  
Seconded Mayor G Aldridge

The Minutes of the Finance and Corporate Services Committee Meeting held on 17 July 2023, be taken as read and confirmed.

**CARRIED**

## REPORTS

### *Administration*

#### **2.0.1 Future Reports for the Finance and Corporate Services Committee**

Moved Cr L Brug  
Seconded Cr D Hood

That Council:

1. Notes the report.

**CARRIED**

### *For Decision*

#### **2.1.1 Loan Borrowings 2022/23 and 2023/24**

Moved Cr C Buchanan  
Seconded Mayor G Aldridge

That Council:

1. Approves the balance of the Property Disposal Reserve of \$4,335k be applied to reduce required borrowings for the 2023/24 year to nil, with the balance of the reserve retained to support working capital requirements.

**CARRIED**

**2.1.2 Treasury Report for the Year Ended 30 June 2023**

Moved Cr S McKell  
 Seconded Cr S Reardon

That Council:

1. Notes the report.

**CARRIED**

**2.1.3 2022-2023 Carried Forward Funds and Budget Adjustments**

Moved Cr P Jensen  
 Seconded Cr C Buchanan

That Council:

1. Approves the 2023/24 budget be increased with \$28,182,698 funds carried forward to be applied as detailed in the Schedule of Funds Carried Forward from 2022/2023 to 2023/2024 in Attachment 1 to this report (Item No. 2.1.3, Finance and Corporate Services 18/09/2023).
2. Approves the 2022/2023 project expenditure budgets be reduced to reflect returned funds totalling \$4,482,201, and the total includes a return to the developer reserve of \$399,865 as per the Schedule of Funds Returned to Council 2022/23 in Attachment 2 to this report (Item No. 2.1.3, Finance and Corporate Services 18/09/2023).
3. Approves the 2022/23 project expenditure budgets be increased to reflect additional actual expenditure of \$1,311,065, as per the Schedule of Budget Adjustments 2022/23 in Attachment 3 to this report (Item No. 2.1.3, Finance and Corporate Services 18/09/2023).
4. Approves transfers of \$546,869 Capital to Operating and \$516,210 Operating to Capital to balance completed programs and projects, and \$549,590 Operating to Operating to consolidate operational budgets, and align to planned 2023/24 expenditure, as per the Schedule of Budget Transfers 2022/23 in Attachment 4 to this report (Item No. 2.1.3, Finance and Corporate Services 18/09/2023).
5. Approves the 2022/23 project income and expenditure budgets be adjusted for unsuccessful grant applications totalling \$350,000, as detailed in Attachment 5 to this report Schedule of Grant Funding Adjustments (Item No. 2.1.3, Finance and Corporate Services 18/09/2023).
6. Approves the 2022/23 Budget be adjusted for grants and other funding adjustments of \$80,872 Capital, with expenditure budgets carried forward, as detailed in Attachment 5 to this report Schedule of Grant Funding Adjustments (Item No. 2.1.3, Finance and Corporate Services 18/09/2023).

7. Approves the non-discretionary allocation of \$495,834 to the Sportsfield Lighting Program (PR17754) to balance the 2022/23 budget for this program, with funds provided as follows:
- a) A non-discretionary allocation of \$206,000 from 2025/26 into 2022/23 for Sportsfield Lighting Program (PR17754), (Council Resolution 1442/2022 – August 2022), to include this item omitted from the 2022/23 Second Quarter Budget Review; and
  - b) A non-discretionary return of \$289,834 of \$600,000 of 2022/23 funds retimed to 2023/24 (Council Resolution 0335/2023 May 2023 – Retimed Budget Funding associated with Lindblom Park Sportsfield Lighting) back into 2022/23 for Sportsfield Lighting Program (PR17754) to provide balancing funds for actual expenditure in 2022/23, and conversely to reduce the 2023/24 budget from retimed funds for Sportsfield Lighting Program (PR17754) by \$289,834.
8. Approves the 2022/23 project expenditure budgets be increased to reflect additional actual expenditure of \$288,317 for Minor Capital Works itemised in the table below, to reflect operating expenditure transferred to capital as part of the end of financial year review of expenditure.

Work Detail	Total Cost
Airlator motor and dual control box with under/over voltage/current protection etc. - Clearwater Lake	\$21,745.60
Dry Creek Drainage, G/Derby Park - PUMP-405	\$79,726.00
New Security System at CoS Dog Pound & Leased Yard	\$19,904.44
Supply and install membrane slide on boomerang at St. Kilda	\$24,370.00
Supply and install yellow rope system on boomerang	\$10,650.00
Operations Centre - Build a new wall 11 metres x 6 metres floor to ceiling	\$28,587.14
Bld Cross Keys Road Operations Centre - store upgrade	\$20,182.17
Heyford Reserve - remove and replace Double Spring Rocker	\$7,860.00
Supply and install new Cyclone swing - St Kilda Adventure Playground	\$28,575.00
Greenfields Wetlands - New irrigation in Car Park Area	\$7,546.99
The Paddocks Sportsfield - supply and install new sporting shelter scorers box	\$5,965.00
The Paddocks Sportsfield - remove old shelter and install new sporting shelter coaches box	\$7,065.00
The Paddocks Sportsfield - remove old shelter and install new sporting shelter coaches box	\$7,065.00
Evaporative Cooler replacement - Parafield Gardens Recreation Centre	\$19,075.00
<b>Total Cost to be Capitalised</b>	<b>\$288,317.34</b>

9. Approves the transfer of the following amounts to the Business Transformation Future Fund Provision (BTFFP) for the 2022/23 financial year, in accordance with the Business Transformation Future Fund Policy:

Expenditure / Income Category	Savings / Gains
Interest Expense	1,050,100
Other Rates revenue budget variances	242,500
Unspent 2022/23 BT Funds	
• PR26698 Employee Life Cycle Management	110,000
<b>Total</b>	<b>1,402,600</b>

and notes CEO approval of transfer of \$715,000 from the Salary and Wages Provision to the BTFFP, and administration be authorised to update these figures to reflect changes necessitated through end of financial year processes.

- 10. Approves a 2023/24 non-discretionary funds transfer of \$100k from the Business Transformation Future Fund Provision to GL 550-100-3200 Business Transformation Consulting Services to provide funds for ERP records management consulting.
- 11. Approves a non-discretionary 2022/2023 capital budget bid of \$95,548 for PR27141 Pooraka Resource Recovery Centre Upgrade, included in Attachment 3 Schedule of Budget Adjustments 2022/23, to provide for fire safety requirements (with works completed) at the Pooraka Resource Recovery Centre at Research Road, Pooraka as per Council Resolution 1430/2022, 25 July 2022.

**CARRIED**

**QUESTIONS ON NOTICE**

There were no Questions on Notice.

**MOTIONS ON NOTICE**

There were no Motions on Notice.

**OTHER BUSINESS**

*(Questions Without Notice, Motions Without Notice, CEO Update)*

There were no Other Business items.

**CLOSE**

The meeting closed at 7.22 pm.

CHAIRMAN.....

DATE.....





<b>ITEM</b>	2.0.1
	<b>FINANCE AND CORPORATE SERVICES COMMITTEE</b>
<b>DATE</b>	16 October 2023
<b>HEADING</b>	Future Reports for the Finance and Corporate Services Committee
<b>AUTHOR</b>	Hayley Berrisford, PA to General Manager Business Excellence, Business Excellence
<b>CITY PLAN LINKS</b>	4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	This item details reports to be presented to the Finance and Corporate Services Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.

## **RECOMMENDATION**

### That Council:

1. Notes the report.

## **ATTACHMENTS**

There are no attachments to this report.

## **1. BACKGROUND**

- 1.1 Historically, a list of resolutions requiring a future report to Council has been presented to each committee for noting.

## **2. CONSULTATION / COMMUNICATION**

- 2.1 Internal
  - 2.1.1 Report authors and General Managers.
- 2.2 External
  - 2.2.1 Nil.

### 3. REPORT

- 3.1 The table below outlines the reports to be presented to the Finance and Corporate Services Committee as a result of a Council resolution.

<b>Meeting Item</b>	<b>- Heading and Resolution</b>	<b>Officer</b>
27/06/2022 4.1.10	<b>New Grant funding for Infrastructure Projects</b> 5. Authorises the Chief Executive Officer to distribute the \$1.1M across the grant related projects stated in paragraphs 4.2.2 and 4.2.4 of the report (Item 4.1.10 – New Grant Funding for Infrastructure Projects – Urban Services Committee, 20 June 2022) with these allocations to be summarised within the following Quarterly Budget.	Christy Martin
<b>Due:</b>	February 2024	
24/04/2023 2.1.3	<b>Budget Status Update</b> 7. City Infrastructure to prepare a report for the Finance and Corporate Services Committee addressing fleet vehicles, including manager vehicles, and the potential to transition to Hybrid and Electric alternatives.	Mark Purdie
<b>Due:</b>	December 2023	

### 4. CONCLUSION / PROPOSAL

- 4.1 Future reports for the Finance and Corporate Services Committee have been reviewed and are presented for noting.

**ITEM** 2.1.1  
**FINANCE AND CORPORATE SERVICES COMMITTEE**

**DATE** 16 October 2023

**HEADING** Budget Timetable 2024/25

**AUTHOR** Kate George, Manager Financial Services, Business Excellence

**CITY PLAN LINKS** 4.2 We deliver quality outcomes that meet the needs of our community

**SUMMARY** To enable appropriate diary management the budget workshops and meetings are being planned now. This report details proposed meeting and workshop dates, and associated draft agendas required to ensure the 2024/25 Budget is adopted at the June 2024 Council meeting.

### **RECOMMENDATION**

#### That Council:

1. Approves the draft timetable for the preparation and presentation of the 2024/25 Budget, as included in this report (Item no. 2.1.1, Finance and Corporate Services, 16 October 2023)

### **ATTACHMENTS**

There are no attachments to this report.

#### **1. BACKGROUND**

- 1.1 To enable administration to plan for and prioritise budget meetings the proposed meeting and workshop schedule for the 2024/25 Budget process has been prepared.

#### **2. CONSULTATION / COMMUNICATION**

- 2.1 Nil.

#### **3. REPORT**

- 3.1 The 2024/25 budget planning process has commenced and it is anticipated that the formal adoption of the budget and declaration of rates for 2024/25 will occur at the June 2024 Council meeting. To ensure this timeframe is met a series of meetings with Council are required between February and June 2024.

- 3.1 The Elected Member Workshop Forum in February will normally include a discussion of strategic direction, key projects, and Long-term financial sustainability concepts and impacts. The information considered at the relevant sessions of this weekend workshop will help to inform the budget and the information that is presented to Council during the budget process. Further details on the structure and content of the Elected Member Workshop Forum will be provided closer to the event.
- 3.2 A series of Council workshops and meetings are proposed between February and June. Public consultation of the Long-term Financial Plan and Annual Business Plan and Budget is planned for May, with time set aside for any verbal representations at the May Council meeting. Consultation feedback will be reported to Council at the June Budget and Finance meeting. The dates of the meetings and workshops and the associated draft agendas are detailed in the table below:

<b>Meeting Date</b>	<b>Meeting Time</b>	<b>Purpose</b>
Saturday 17 & Sunday 18 February 2024	Saturday 9.00am – 4.00pm Sunday 9.00am – 12.00pm	Elected Member Workshop Forum <ul style="list-style-type: none"> <li>• Long-term Financial Plan Concepts and sustainability indicators</li> <li>• Strategic Initiatives</li> </ul>
Wednesday, 6 March 2024	First Budget Workshop 6.30pm - 9.30pm Council Chambers (CEO Briefing Session)	<ul style="list-style-type: none"> <li>• Capital New &amp; Renewal Bids</li> <li>• Plant Furniture &amp; Equipment Bids</li> </ul>
Wednesday, 13 March 2024	Second Budget Workshop 6.30pm - 9.30pm Council Chambers (CEO Briefing Session)	<ul style="list-style-type: none"> <li>• Recap Elected Member Workshop Outcomes</li> <li>• Base Operating Budget</li> <li>• Operating New Initiatives</li> <li>• IT New Initiatives</li> <li>• Recreation Fees &amp; Charges</li> </ul>
Monday, 18 March 2024	Finance and Corporate Services Committee	<ul style="list-style-type: none"> <li>• Business Units report on current year and overview of next year Budget</li> <li>• Update from first budget workshop</li> <li>• Budget Bids Report</li> </ul>
Wednesday, 27 March 2024	Third Budget Workshop 6.30pm – 9.30pm Council Chambers (CEO Briefing Session)	<ul style="list-style-type: none"> <li>• Long-term Financial Plan</li> <li>• NAWMA Presentation</li> <li>• Recreation Services Presentation</li> <li>• Any other matters required to complete budget discussions prior to finalising the draft budget for public consultation</li> </ul>
Wednesday, 10 April 2024	Audit and Risk Committee 6.30pm	<ul style="list-style-type: none"> <li>• S126(4)(AB) <i>Local Government Act 1999</i> review of the draft annual plan</li> </ul>

<b>Meeting Date</b>	<b>Meeting Time</b>	<b>Purpose</b>
Monday, 15 April 2024	Finance and Corporate Services Committee	<ul style="list-style-type: none"> <li>• Updated Consolidated Summary</li> <li>• Update on Budget Workshop Actions</li> <li>• Other Budget Refinements</li> <li>• Finalise Draft Budget</li> <li>• Draft Annual Plan and Budget</li> <li>• Recreation Services Fees and Charges</li> </ul>
Monday, 22 April 2024	Council Meeting 6:30pm	<ul style="list-style-type: none"> <li>• Adoption of draft Annual Business Plan for consultation</li> </ul>
Monday, 20 May 2024	Finance and Corporate Services Committee	<ul style="list-style-type: none"> <li>• Updated Consolidated Summary</li> <li>• Rating Updated</li> <li>• Update on any other outstanding items</li> </ul>
Monday, 27 May 2024	Council Meeting 6.30pm	<ul style="list-style-type: none"> <li>• Verbal representations on the draft Annual Business Plan</li> </ul>
Tuesday, 11 June 2024*	Finance and Corporate Services Committee	<ul style="list-style-type: none"> <li>• Feedback from Public Consultation</li> <li>• Update Consolidated Summary</li> <li>• Rating Update</li> <li>• Final changes</li> </ul>
Monday, 24 June 2024	Council Meeting 6.30pm	<ul style="list-style-type: none"> <li>• Formal Adoption of the Budget and Declaration of Rates</li> </ul>

\* June Finance and Corporate Services Committee meeting brought forward

3.3 The timetable is generally consistent with prior years, noting that last year a CEO briefing was used to present bids, as the first budget workshop was utilised for long term financial plan concepts and strategic initiatives. Also, last year, the fourth (4<sup>th</sup>) budget workshop was removed as it is used infrequently (1 year in the past 15 years). This enabled the third budget workshop to be deferred one week and removed some of the meeting congestion away from the third week of March. Should a fourth workshop be required this can be accommodated during the process and decided at the time

#### **4. CONCLUSION / PROPOSAL**

4.1 The proposed budget meeting and workshop dates are provided for consideration. The timing of these meetings is required to ensure smooth passage of the budget to enable its adoption at the June 2024 Council meeting.



<b>ITEM</b>	2.1.2
	<b>FINANCE AND CORPORATE SERVICES COMMITTEE</b>
<b>DATE</b>	16 October 2023
<b>HEADING</b>	Request to Defer Review of Sporting and Community Club Lease Fees during Holding Over Period
<b>AUTHOR</b>	Lavinia Morcoase, Senior Property Officer, City Infrastructure
<b>CITY PLAN LINKS</b>	4.1 Members of our community receive an exceptional experience when interacting with Council 4.2 We deliver quality outcomes that meet the needs of our community 4.5 We engage meaningfully and our community is aware of Council initiatives
<b>SUMMARY</b>	Further to Council’s resolution dated 22 May 2023, a Working Group has been established to review Sporting and Community Club leases across the City of Salisbury. All existing agreements impacted by this review have been placed into a Holding Over period pending completion of the review process. This report seeks Council’s approval to freeze all lease and licence fees, together with recoverable costs, at the pre-review rates during this process.
<b>RECOMMENDATION</b>	
<u>That Council:</u>	
	<ol style="list-style-type: none"> <li>1. Notes the formation of a Working Group consisting of Administration and Elected Member representatives to review the current sporting and community club leases following Council’s resolution dated 22 May 2023.</li> <li>2. Notes that existing lease and licence agreements which expired on 30 September 2023 have now been put into a Holding Over period.</li> <li>3. Approves the waiver of the Local Government Price Index (LGPI) increase to lease and license fees which was scheduled to take effect on 1 October 2023, with lease and license fees as calculated on 1 October 2022 to remain payable during the Holding Over period.</li> <li>4. Approves a non-discretionary 2023/24 first quarter budget variation of approximately \$13,000 for lease and licence fee waivers.</li> <li>5. Approves for recoverable costs for fire and emergency services charges to remain at the previous year’s figures during the review process, allowing for a non-discretionary 2023/24 first quarter budget variation of approximately \$12,000 in lost recoverable costs.</li> </ol>
<b>ATTACHMENTS</b>	
There are no attachments to this report.	

## 1. BACKGROUND

- 1.1 The City of Salisbury currently lease buildings and license sporting fields directly to 54 individual sporting and community clubs and have record of a further 27 Sub-Licensee agreements. The club leases consist of 15 Soccer Clubs, eight (8) Football Clubs, seven (7) Cricket Clubs, two (2) Netball Clubs, three (3) Tennis Clubs and other varied sports including Baseball, Bowling, Boxing, Equestrian activities etc. The current agreements commenced on 1 October 2018 and expired on 30 September 2023.
- 1.2 At its meeting on 22 May 2023, Council resolved as follows:

That Council:

1. *Approves to form a Working Group Chaired by the Deputy Mayor and consisting of Chair, Urban Services Committee, Chair, Community Wellbeing and Sport Committee and Cr Graham to review the existing lease documents to identify changes to better align them with the strategic objectives of Council. Topics to be considered include, but not be limited to:
  - a. *Length of future agreements*
  - b. *Ability of leases to sub lease*
  - c. *Use of licences, rather than leases*
  - d. *A review of current lease holders club membership and utilisation of Council facilities*
  - e. *To meet with representatives of lease holders to discuss current lease arrangements and receive feedback**
2. *Requests the Working Group to report back to Council with its recommendations no later than November 2023.*
3. *Approves to hold over the existing agreements by no longer than six months, to end March 2024, within the parameters permitted by the Local Government Act 1999, to allow time for the review and any changes to be implemented.*
4. *Requests Administration to send a letter to all relevant agreement holders advising them of this resolution and of the holding over period to be implemented and the review process on the understanding that the proposed arrangement does not constitute an extension of the current agreement within the provisions of Section 202 of the Local Government Act 1999.*

*Resolution Number 0342/2023*

- 1.3 Consequently, all agreements between the City of Salisbury and our sporting and community clubs have been put into a Holding Over period until 30 March 2024. The Working Group consisting of Council Administration and Elected Member representatives are currently tasked reviewing the existing agreements in line with Council's resolution.
- 1.4 During the Holding Over period, the leases and licences shall continue on the same terms and conditions as outlined in the original agreement.



- 1.5 The agreements allow for a rent review to be undertaken on 1 October each year.
- 1.6 To avoid further confusion for our sporting and community clubs during this Holding Over period, this report recommends that the current lease and licence charges remain in place until a new lease or licence agreement is entered into at the conclusion of the Working Group's process.

## **2. EXTERNAL CONSULTATION / COMMUNICATION**

- 2.1 Mellor Olsson Lawyers

## **3. DISCUSSION**

- 3.1 At its meeting on 22 May 2023, Council resolved to set up a Working Group to review the existing lease documentation and the means by which we offer leases or licences to our sporting and community groups.
- 3.2 The Working Group is reviewing a number of key elements, including but not limited to:
  - 3.2.1 Length of future agreements
  - 3.2.2 Recent changes to legislative requirements
  - 3.2.3 Ability of our existing leases to sub-licence
  - 3.2.4 Where appropriate, the use of licences for non-exclusive occupation rather than leases
  - 3.2.5 Increased utilisation and participation
  - 3.2.6 Diversifying usage across our facilities
  - 3.2.7 A move away from a "one size fits all" model for leasing of facilities, to better reflect the diverse needs across our community groups.
- 3.3 Given the Working Group's time constraints, the existing leases and licences have been placed into a Holding Over period with the agreements to remain on foot on the same terms and conditions as at the time of establishment.

## **4. FINANCIAL OVERVIEW**

- 4.1 The existing agreements allow for a rent review and lease charges to be calculated and implemented as at 1 October of each year. The amounts invoiced to lease and licence holders consist of three components:
  - 4.1.1 A fee for lease of the clubrooms and surrounding buildings (in most cases for exclusive use)
  - 4.1.2 A licence fee for preferential use of the sports fields or courts
  - 4.1.3 A charge for fire and emergency services lighting maintenance. These services are the responsibility of the club under the terms of the lease. To ensure compliance, Administration manage this process and seek recovery of actual costs from the clubs annually in arrears. These costs change each year, based on the level of services required in the previous year. The total annual costs are divided and invoiced monthly (in most cases) to assist clubs with cash flow demands.

- 4.2 As the Holding Over period is to operate in accordance with the terms and conditions of the original lease, an increase in accordance with the Local Government Price Index (LGPI) should be applied as at 1 October, and calculations for recovery of the fire and emergency exit lighting costs incurred in the previous financial year should also take place.
- 4.3 However, to avoid further confusion for lease holders during this Holding Over period, it is recommended that the current fees and charges remain unchanged until the conclusion of the Working Group's review and Council's subsequent consideration.
- 4.4 A waiver to the LGPI increase will result in approximately \$13,000 of lost rental income to Council. It is also anticipated that a further \$12,000 worth of fire and emergency services charges be waived to allow consistency in billing during the Holding Over period.

## **5. CONCLUSION**

- 5.1 To allow for review of existing sporting and community club leases and licences, all current agreements which expired on 30 September 2023 have been placed into a Holding Over period until 30 March 2024. The agreements shall remain in place until that date on the same terms and conditions as existed prior to the Holding Over period taking effect.
- 5.2 A review of lease charges and recoverable costs was due to take effect from 1 October 2023.
- 5.3 However, to avoid additional confusion for our lease and licence holders during this period, it is recommended that Council approves the waiver of the LGPI increase due to take effect from 1 October 2023, as well as the calculations of new recoverable costs for fire and emergency services charges.
- 5.4 It is further recommended that the charges payable by our sporting and community clubs as at 1 October 2022 remain in effect until such time as the Working Group completes the review and establishment of new lease agreements with our sporting and community clubs following Council's consideration.
- 5.5 A budget variation of approximately \$13,000 for waiver of the LGPI increase to lease fees is suggested to be approved, together with approximately \$12,000 of recoverable costs for fire and emergency services charges to remain at the previous years' figures during the review process.
- 5.6 A waiver to the LGPI increase will result in approximately \$13,000 of lost rental income to Council. It is also anticipated that a further \$12,000 worth of fire and emergency services charges be waived to allow consistency in billing during the Holding Over period.