

## Details of advertisement

### PUBLIC NOTIFICATION

#### Setting of Fees and Charges – Hire of Hanwood Kiosk and Use of Lights

At the Ordinary Meeting of Council held **Tuesday, 9 July 2024** it was resolved that the **Setting of Fees and Charges – Hire of Hanwood Kiosk and Use of Lights** be placed on public exhibition for a minimum of **28** days. Council is required to notify the public and provide the opportunity for submissions regarding this document.

The **Setting of Fees and Charges – Hire of Hanwood Kiosk and Use of Lights** may be viewed at the Council Chambers, 1 Benerembah Street Griffith, the Griffith City Library and on Council's website at <https://www.griffith.nsw.gov.au/on-exhibition/>

Anyone wishing to make comment on the draft **Setting of Fees and Charges – Hire of Hanwood Kiosk and Use of Lights** can do so in writing addressed to the General Manager, Griffith City Council, PO Box 485, GRIFFITH NSW 2680 or visit Council's website to provide an online submission.

Submissions received will be included in a report to be presented to an Ordinary Meeting of Council. As such, copies of all submissions (including the writer's name and address) will form part of Council's Business Paper and be available to the public. Should you wish to have your contact details withheld it is recommended that you request this in your submission.

Comments or submissions will be received up to **4.00 pm, Friday, 9 August 2024**.

#### Communications Unit Use Only

Date received:	
Received by:	
Date request sent:	
Cost:	
Purchase order number:	
Date confirmation sent:	

**CLAUSE CL03****TITLE Setting of Fees and Charges - Hire of Hanwood Kiosk & use of Lights****FROM Phil King, Director Infrastructure and Operations****TRIM REF 24/74262**

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**SUMMARY**

Construction is nearing completion on the new Hanwood Kiosk. This report is recommending the proposed fees and charges for the use of the kiosk and new lighting system. The user fees will be published in Council's Revenue Policy and the bookings for the facility will be completed by using Council's online booking system.

**RECOMMENDATION**

- (a) Council adopts a user booking fee per day of \$175 for the hire of the Hanwood Kiosk. If booking extends to 2 days or more the booking fee will be halved.**
- (b) Council adopts a user bond of \$282 per booking of the Hanwood Kiosk. The bond is refundable on the basis that the facility is clean and undamaged after the event.**
- (c) Council adopts a fee of \$15 per hour for the lights on Main Soccer Ground at Hanwood Oval.**
- (d) Council adopts a fee of \$7.50 per hour for the lights on No.1 and No.2 Training Fields at Hanwood Oval (also known as the Graham McGann Oval).**
- (e) Council exhibits the proposed amendment to the Revenue Policy as referred to in (a) to (d) above for a period of 28 days, seeking community submissions. Should no submissions be received, the new fees be included in the Revenue Policy for 2024/25.**
- (f) Should community submission(s) be received, a report be submitted to Council for consideration.**

**REPORT**

The new kiosk at the Hanwood Oval has been kitted out with the following equipment:

- 1 x Baron Q70PC/E800 Four Burner Electric Cook Top with Stand/Bench
- 1 x FryMAX Superfast Natural Gas Tube Fryer RC400E
- 1 x GasMax Four Burner Ng Griddle Top GG-48 with Stand/Bench
- 2 x Benchstar F.E.D Pie Warmer & Hot Food Display (900X490X610) PW-RT/900/1E
- 2 x Thermaster 1200L Large Two Glass Door Colourbond Upright Drink Fridge LG-1200P
- 2 x Roband Straight Glass Hot Food Display Bar, 4 pans single row with roller doors.

The items have been procured at a value of approximately \$25,000. These items are either double the size or twice the number that are provided at Jubilee Kiosk. It should also be noted that a storage room has been included within the Kiosk with the intent of making it

exclusively for Hanwood Football Club use, knowing that they are going to be the primary users.

A pin code security system will be installed in the facility and this will be linked to Council's online booking system. When a booking is made on the system, an invoice will be generated. Once the invoice is paid a single use pin code will be issued for use with the booking.

In order to set the initial fee, Council staff have reviewed the current fees required to be paid for other facilities in the 2024/25 revenue policy. The Kiosk in Kooyoo Street Mall currently has a hire fee of \$175 per day with equipment provided similar to the Hanwood Kiosk. The Jubilee Kiosk will be \$113 in the 2024/25 year and offers a 50% discount when booked for 2 days or more. With consideration of these two facilities, it is recommended that the Hanwood Kiosk booking fee will be \$175.

There is a refundable bond of \$282 required to be paid per booking on the Jubilee Kiosk and this is recommended to be replicated for the Hanwood Kiosk.

The proposed refund options for the Hanwood Kiosk are proposed as follows, and will form part of the terms of conditions for bookings:

- |  |             |
|--|-------------|
| i. If the booking is cancelled more than 7 days before the event   | 100% refund |
| ii. If the booking is cancelled by Council                         | 100% refund |
| iii. If the booking is cancelled less than 7 days before the event | No refund.  |

The current ground lighting at Hanwood Oval has tokens which are pre-paid and activated by users. This system is proposed to be removed and will be replaced by a pin code which will be linked to the Council online booking system.

## **OPTIONS**

### **OPTION 1**

As per the Recommendation.

### **OPTION 2**

Any other recommendation of Council.

## **POLICY IMPLICATIONS**

Council's Revenue Policy includes all fees and charges that are required to be paid for various facilities and services that Council provides. The recommendation is that by resolution of Council an update will be applied to the revenue policy and include the fees as adopted by Council for the Hanwood Oval Kiosk and Lights.

## **FINANCIAL IMPLICATIONS**

Council will have ongoing expenses relating to the maintenance and usage of the new amenities building. The Kiosk creates the potential for income to be raised and by charging a fee, Council creates an opportunity to offset some of the expenses associated with the facility. These include electricity, water, gas as well as labour and administrative costs. The toilets and change rooms will be made available to use for free but these will require some labour and expenses from time to time. As stated above the change rooms will be locked unless they have been booked and a pin code will be issued allowing access.

As the facility is used and by monitoring over time Council will be able to establish if the proposed fees are excessive or not enough to cover the expenses of the facility.

### **LEGAL/STATUTORY IMPLICATIONS**

Not Applicable

### **ENVIRONMENTAL IMPLICATIONS**

Not Applicable

### **COMMUNITY IMPLICATIONS**

The new Hanwood Kiosk will be the best amenities and change room provided by Council anywhere in our Local Government Area. This facility ought to be made available to multiple users from all sports to maximise the investment made to upgrade the facility. The implementation of the booking system and associated fees will allow equal opportunity for users to access the facility.

While much effort has been made to continue consultation specifically with Hanwood Football Club during the construction, the facility is owned by Council and could host school sports, cricket, or touch football.

### **LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan item 3.2 Ensure Council's financial sustainability through effective financial management that is transparent and accountable.  
4.7 Provide a range of sporting and recreational facilities.

### **CONSULTATION**

Senior Management Team

### **ATTACHMENTS**

Nil

**Extract from the Draft Minutes of the Ordinary Meeting of Griffith City Council held on Tuesday, 9 July 2024**

**CL03 SETTING OF FEES AND CHARGES - HIRE OF HANWOOD KIOSK & USE OF LIGHTS**

24/181

**RESOLVED** on the motion of Councillors Jenny Ellis and Melissa Marin that:

- (a) Council adopts a user booking fee per day of \$175 the hire of the Hanwood Kiosk. If booking extends to 2 days or more the booking fee will be halved.
- (b) Council adopts a user bond of \$282 per booking of the Hanwood Kiosk. The bond is refundable on the basis that the facility is clean & undamaged after the event.
- (c) Council adopts a fee of \$15 per hour for the lights on Main Soccer Ground at Hanwood Oval.
- (d) Council adopts a fee of \$7.50 per hour for the lights on No.1 and No.2 Training Field at Hanwood Oval (also known as the Graham McGann Oval).
- (e) Council exhibit the proposed amendment to the Revenue Policy as referred to in a) to d) above for a period of 28 days, seeking community submissions. Should no submissions be received, the new fees be included in the Revenue Policy for 2024/25.
- (f) Should community submission(s) be received, a report be submitted to Council for consideration.

For  
Councillor Doug Curran  
Councillor Jenny Ellis  
Councillor Manjit Singh Lally  
Councillor Melissa Marin  
Councillor Anne Napoli  
Councillor Christine Stead  
Councillor Laurie Testoni  
Councillor Dino Zappacosta

Against

**The division was declared PASSED by 8 votes to 0.**