



PUBLIC FACILITIES & RESERVES PRICING POLICY

1. SCOPE

- 1.1 This policy establishes principles and a decision-making framework to be used when setting fees and charges for the use of Waratah-Wynyard Council owned and managed facilities by community groups, individuals, or businesses.
- 1.2 This policy needs to be read in conjunction with all other documents developed or employed by Council to support the setting and collection of fees and charges.

2. PURPOSE

- 2.1 This policy requires Council to set fees and charges, in order to recover a portion of the costs involved in providing and resourcing public facilities and reserves while still meeting its community good obligations.
- 2.2 This policy allows Council to reduce set fees or charges if a requested use is deemed by Council to have significant community good or benefit or increase fees or charges when significant costs to Council might result from a use or the use is commercial in nature.

3. POLICY STATEMENT

- 3.1 Fees and charges should be set by Council on an annual basis and seek to:
 - (a) help Council manage its public facilities and reserves;
 - (b) achieve 'community good' and broad health and well-being objectives;
 - (c) offset the cost of providing, maintaining and improving facilities and services;
 - (d) declare Council ownership of its facilities and the management of such;
 - (e) promote access and equity and prevent 'inappropriate exclusivity' and asset overuse and abuse; and
 - (f) encourage users to pay by being transparent, consistent and offering 'value for money'.
- 3.2 In setting fees and charges Council should be aware of:
 - (a) user's ability to pay; and
 - (b) 'market' conditions and competitive neutrality issues.
- 3.3 Any fee or charge must be agreed to by Council before it can be applied by an officer of Council.
- 3.4 In applying fees or charges Council must identify the proposed fee or charge and the facility, situation, person, organisation or entity the fee or charge will apply to.

LEGISLATIVE REQUIREMENTS

Local Government Act 1993

REFERENCES AND RELATED DOCUMENTS

- Public Facilities Fees and Charges Pricing Guidelines
- Waratah-Wynyard Council Fees and Charges Schedule

PUBLIC FACILITIES & RESERVES PRICING GUIDELINES

1. PURPOSE

- 1.1. The purpose of these guidelines is to direct the setting of fees and charges applicable to users of Council owned and/or managed facilities.
- 1.2. These guidelines need to be read in conjunction with Council's Pricing Policy and any other documents developed or employed by Council that relate to the setting and application of fees and charges to Council facilities.

2. SETTING OF FEES AND CHARGES

- 2.1. Council fees will be:
 - 2.1.1. Reviewed and set on an annual basis;
 - 2.1.2. Will be reviewed annually in line with CPI or general rate increase;
 - 2.1.3. Based on an agreed strategy or model;
 - 2.1.4. A 'partial contribution' towards the cost of provision and the balance of costs will be met by Council's annual budget;
 - 2.1.5. Include bonds and key deposits to cover damage or loss;
 - 2.1.6. Inclusive of GST; and
 - 2.1.7. Established at three different levels or categories:
 - **Base or standard fees** – Base or standard fees will apply to uses by not for profit organisations and to private uses by individuals.
 - **No or discounted fees** – No or discounted fees would apply, at the discretion of Council, to uses with a whole of community benefit.
 - **Higher fees** – Higher fees will be charged out at full cost recovery or a market or going rate to users that profit from the use, or where requested services are beyond the normal cost of provision and consume additional Council resources.
- 2.2. Council charges will not be discounted and would apply to all users equally.
- 2.3. The management of fees and charges shall rest with the Asset Services Coordinator and Manager of Community Activation and all variations to the application of fees and charges require the approval of both the Asset Services Coordinator and Manager of Community Activation and the endorsement of the General Manager.

LEGISLATIVE REQUIREMENTS

Local Government Act 1993

RELEVANT DOCUMENTS

- Public Facilities Fees and Charges Pricing Policy
- Waratah-Wynyard Council Fees and Charges Schedule