

# Warringah Council Policy

## Policy No. GOV PL 882

### Management of Tennis Facilities Policy

#### 1 Purpose of Policy

To provide a framework for the management of Warringah Council tennis facilities that are leased or licenced to third party community groups.

#### 2 Principles

Warringah Council's tennis facilities are situated upon either Crown Land which Council is the reserve trust manager or upon Council Land. The principles of this Policy are applicable to all Council tennis facilities.

The management of tennis facilities is guided by the following objectives:

- To encourage tennis participation and accessibility for the greater community
- To provide tennis facilities in appropriate locations
- To encourage sustainable and equitable financial management models for the operation of tennis facilities through standard lease/licence agreements
- To provide clarity and consistency in roles and responsibilities of Council and lessee/licensee
- To enable trends in tennis and recreation activities through permitting a greater range of activities and used
- To fulfil the requirements of State Government legislation and Council policies in relation to provision of facilities and assets on Council land and Crown public recreation reserves
- To adhere to Council's [Asset Management Strategy](#)

#### 3 Implementation

The Policy is applicable to all tennis facilities entering into the new lease/licence agreement. The lease/licence under this policy will be for an initial 10 year term with an additional five year option. Where there is a substantial increase to the annual rent fee, a reduction in the rent fee for the first three years of the 10 year term will be available in the initial implementation of this Policy.

#### 4 Roles and responsibility matrix

The roles and responsibility for the management of Council's tennis facilities are as follows:



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ITEM	Operational, Maintenance & Repairs	Renewal	Additions & Upgrade
Court Surfaces	Lessee/Licensee	Lessee/Licensee	Lessee/Licensee
Net posts & nets	Lessee/Licensee	Lessee/Licensee	Lessee/Licensee
All fencing	Lessee/Licensee	Lessee/Licensee	Lessee/Licensee
All lighting	Lessee/Licensee	Lessee/Licensee	Lessee/Licensee
All Poles	Lessee/Licensee	Lessee/Licensee	Lessee/Licensee
Shelters/Structures	Lessee/Licensee	Lessee/Licensee	Lessee/Licensee
Grounds	Lessee/Licensee	Lessee/Licensee	Lessee/Licensee
Club House Building (Electrical and Plumbing)	Lessee/Licensee	Warringah Council	Warringah Council

## 5 Amendments

This policy supersedes GOV-PL 882 supersedes FIN-PL 410. GOV-PL 882 supersedes policy number 6.4.07. This policy was amended on 14/8/84, as recorded in *Council Minute Number 799*.

This Policy was last amended on 25 August 2015.

## 6 Authorisation August 2015

This Policy was adopted by Council on 25 August 2015

It is effective from 26 August 2015

It is due for review on 31 August 2016

## 7 Who is responsible for implementing this Policy?

Property Manager Buildings, Property and Spatial Information

## 8 Document owner

Group Manager of Buildings, Property and Spatial Information

## 9 Related Council Policies

- a) [Community Rental Subsidy Policy; PL 420](#)
- b) [Asset Management Strategy](#)
- c) [Recreation Strategy](#)
- d) [Grants and Sponsorship PL 011 Grants](#)

## 10 Legislation and references

[Local Government Act 1993- Section 355](#)



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## 11 Definitions

### Operational

Daily up keep of the tennis facility, i.e. cleaning, waste removal and inspecting.

### Maintenance

Work to preserve the condition of the tennis facility, i.e. servicing equipment, rejuvenation of court surfaces and ground/landscaping maintenance.

### Repairs

Work to restore damaged or worn-out facilities to normal operating condition, i.e. fixtures, fencing and court surfaces.

### Renewal

Exchange an item for another that has the same capacity to perform the same function at the end of its use/life, i.e. court surfaces, poles, fencing, and light fittings.

### Additions & Upgrades

Works to change an existing facility or replace an item with another of different performance/function, i.e. clubhouse, fencing, tennis courts and facility layout.