

Adelaide Hills Council | Community and Recreation Facilities Framework

Guidelines for Maintenance and Upgrades of existing Community, Sport and Recreation Facilities

This guidelines document is part of Council's overarching Community and Recreation Facilities Framework, and should be read in conjunction with:

- Community & Recreation Facilities Policy
- Service Levels for Community, Sport and Recreation Facilities
- Relevant Asset Management Plans
- Facility Maintenance Fund – Guidelines
- Community & Recreation Facility Grants – Guidelines
- Other supporting documents and procedures.

These maintenance guidelines provide an overview of Council's approach and support for each asset type. Council owned or managed sites will have the following type of occupation arrangement put in place as follows:

- Sport and Recreation sites – Lease / Ground lease with defined support from Council for the maintenance and upgrade of community areas such as ovals and courts.
- Community Halls – Management Agreement
- Exclusive Use Facility – Lease / Ground Lease with the tenant responsible for full maintenance and renewal in lieu of rent.

The following facilities are excluded and not eligible for Council contribution under this Policy and Framework, however clubs may apply to relevant Council grant programs.

- Aquatic facilities
- Golf courses
- Single use facilities that are not available to the general public.

Policy documentation and service levels have been developed based upon the notion that Council will provide and maintain community, sport and recreation facilities to a standard that is appropriate for community use. Clubs are therefore responsible for the maintenance and management of assets that they require for their activity.

Turf maintenance will be facilitated with an 'opt in' or 'opt out' approach and subsequent agreement for clubs. Council will maintain all Council owned sites, & provide the Community owned sites with an 'opt-in' option. Through negotiation & agreement, Council owned sites may be able to 'opt-out' & maintain their own site.

Opt In	Opt Out
Council maintains the site to an appropriate community standard.	Council provides an appropriate contribution to the club to maintain the site to an appropriate community standard. Obligations and service levels must be met, & a works program acquitted back to Council with appropriate evidence to obtain the contribution.
Any works above community standard will be a club responsibility & must be negotiated & agreed with Council.	Any works above community standard will be a club responsibility.
	Clubs will be provided with a list of preferred suppliers & contractors to assist them in maintaining the turf surface.
	Mowing will be the responsibility of the club. Associated 'out of pocket' expenses will be covered by the contribution provided. Volunteer labour is not eligible for the contribution.

Asset	Maintenance Guidelines		Renewal or Upgrade Guidelines	
	Council Owned	Community Owned	Council Owned	Community Owned
Playing Surface / Sportsground (Turf)	<p>Turf maintenance will be the responsibility of Council and be undertaken in line with relevant asset management plans, masterplans and service levels for the site.</p> <p>Council will monitor usage, condition and weather impacts and may temporarily close sites if the surface is adversely affected.</p> <p>Clubs at Council owned sites may be able to 'opt out' of the Council maintenance approach to undertake maintenance themselves, with appropriate documentation in place.</p> <p>For those who 'opt out'; to obtain a Council contribution towards the maintenance of the asset, clubs will be required to meet appropriate levels of service and acquit costs back to Council.</p> <p>The contribution provided will be sufficient to meet an appropriate standard for community use.</p> <p>Where additional services are required by the Club, full cost recovery will be applied for the additional services provided, or the</p>	<p>Turf maintenance will be the responsibility of the clubs / owner.</p> <p>To obtain a Council contribution towards the maintenance of the asset, clubs will be required to meet appropriate levels of service and acquit costs back to Council.</p> <p>The contribution provided will be sufficient to meet an appropriate standard for community use.</p> <p>Community owned sites may be able to 'opt in' to a Council maintenance approach, with appropriate documentation in place.</p> <p>Where additional services are required by the Club, full cost recovery will be applied for the additional services provided, or the club can apply to Council to undertake works themselves.</p> <p>Where Council maintains the site, Council will monitor usage, condition and weather impacts and may temporarily close sites if the surface is adversely affected.</p> <p>Mowing should be undertaken by clubs.</p>	<p>Turf upgrades (eg. oval drainage and turf renovation) will be the responsibility of Council, attract an applicable Council contribution, and be undertaken in line with relevant asset management plans, masterplans and service levels for the site.</p> <p>Clubs may be required to contribute to project costs, dependent on the scope of works.</p> <p>Works undertaken will be sufficient to meet an appropriate standard for community use.</p> <p>All capital works undertaken on Council land will be approved, project managed or overseen by Council.</p>	<p>Turf upgrades (eg. oval drainage and turf renovation) will be the responsibility of Council, attract an applicable Council contribution, and be undertaken in line with relevant asset management plans, masterplans and service levels for the site.</p> <p>Clubs may be required to contribute to project costs, dependent on the scope of works.</p> <p>Works undertaken will be sufficient to meet an appropriate standard for community use.</p> <p>All capital works undertaken with Council contribution will be approved, project managed or overseen by Council.</p>

	<p>club can apply to Council to undertake works themselves.</p> <p>Mowing will be undertaken in line with appropriate service levels.</p> <p>Basic drainage maintenance shall be undertaken by clubs.</p>	<p>Basic drainage maintenance shall be undertaken by clubs.</p>		
<p>Playing Surface / Sportsground Irrigation</p>	<p>Irrigation maintenance will be the responsibility of Council at those sites where clubs have chosen the 'opt in' approach to maintenance.</p> <p>Maintenance should be undertaken in line with relevant asset management plans, masterplans and service levels for the site.</p> <p>Clubs at Council owned sites who have chosen the 'opt out' approach will be required to undertake the maintenance themselves.</p> <p>Documentation, service levels and funding as per 'Playing Surface / Sportsground (Turf)' will apply.</p> <p>Council will be responsible for managing and maintaining irrigation systems, bores, tanks, pumps, sheds and any other associated irrigation infrastructure.</p>	<p>Irrigation maintenance will be the responsibility of the clubs / owner.</p> <p>To obtain a Council contribution towards the maintenance of the asset, clubs will be required to meet appropriate levels of service and acquit costs back to Council.</p> <p>The contribution provided will be sufficient to meet an appropriate standard for community use.</p> <p>Community owned sites may be able to 'opt in' to a Council maintenance approach, with appropriate documentation in place.</p> <p>Where additional services are required by the Club, full cost recovery will be applied for the additional services provided, or the club can apply to Council to undertake works themselves.</p>	<p>Irrigation renewal or upgrade will be the responsibility of Council, attract an applicable Council contribution, and be undertaken in line with relevant asset management plans, masterplans and service levels for the site.</p> <p>Clubs may be required to contribute to project costs, dependent on the scope of works.</p> <p>Works undertaken will be sufficient to meet an appropriate standard for community use.</p> <p>All capital works undertaken on Council land will be approved, project managed or overseen by Council.</p>	<p>Irrigation renewal or upgrade will be the responsibility of both Council and the Club, attract an applicable Council contribution, and be undertaken in line with relevant asset management plans, masterplans and service levels for the site.</p> <p>Clubs may be required to contribute to project costs, dependent on the scope of works.</p> <p>Works undertaken will be sufficient to meet an appropriate standard for community use.</p> <p>All capital works undertaken with Council contribution will be approved, project managed or overseen by Council.</p>

	<p>Tanks that are not associated with irrigation systems will be the responsibility of the club.</p>	<p>Documentation, service levels and funding as per 'Playing Surface / Sportsground (Turf)' will apply.</p> <p>The management of irrigation systems, bores, tanks, pumps, sheds and any other associated irrigation infrastructure will be the responsibility of the party who is maintaining the site. Any costs associated with irrigation maintenance will be shared between both parties.</p> <p>Tanks that are not associated with irrigation systems will be the responsibility of the club.</p>		
<p>Playing Surface / Sportsground (Acrylic Courts)</p>	<p>All maintenance of acrylic courts, or courts utilised by clubs will be the responsibility of clubs.</p>	<p>All maintenance of acrylic courts, or courts used by clubs will be the responsibility of clubs.</p>	<p>The renewal or upgrade of acrylic courts will be the responsibility of Council, attract an applicable Council contribution, and be undertaken in line with relevant asset management plans, masterplans and service levels for the site.</p> <p>Clubs will be required to contribute to project costs, dependent on the scope of works.</p> <p>Contributions should be based upon the following model:</p>	<p>The renewal or upgrade of acrylic courts will be the responsibility of both the Club and Council, attract an applicable Council contribution, and be undertaken in line with relevant asset management plans, masterplans and service levels for the site.</p> <p>Clubs will be required to contribute to project costs, dependent on the scope of works.</p> <p>Contributions should be based upon the following model:</p>

			<ul style="list-style-type: none"> • Club: 33% • Grant Funding: 33% • Council: 33% <p>Projects must consider relevant asset management plans, masterplans and service levels for the site. Current participation will be considered in the number of courts that are renewed at a particular time.</p> <p>All capital works undertaken on Council land will be approved, project managed or overseen by Council.</p>	<ul style="list-style-type: none"> • Club: 33% • Grant Funding: 33% • Council: 33% <p>Projects must consider relevant asset management plans, masterplans and service levels for the site. Current participation will be considered in the number of courts that are renewed at a particular time.</p> <p>All capital works undertaken with Council contribution will be approved, project managed or overseen by Council.</p>
Sports Amenity	<p>Sports amenity (such as player benches, sight screens, scoreboards, sports fencing) will be the responsibility of the Clubs to maintain.</p> <p>The facilities will be audited by Council and Clubs will be instructed of any actions required as a result of the audit. Where Clubs fail to undertake work specified in the audit, Council will undertake the work and charge the Club accordingly.</p>	<p>Sports amenity (such as player benches, sight screens, scoreboards, sports fencing) will be the responsibility of the Clubs to maintain.</p> <p>The facilities will be audited by Council and Clubs will be instructed of any actions required as a result of the audit. Where Clubs fail to undertake work specified in the audit, Council will undertake the work and charge the Club accordingly.</p>	<p>Sports amenity (such as player benches, sight screens, scoreboards, sports fencing) will be the responsibility of the Clubs to upgrade or renew.</p> <p>Projects must consider relevant asset management plans, masterplans and service levels for the site.</p> <p>All capital works undertaken on Council land will be approved, project managed or overseen by Council.</p>	<p>Sports amenity (such as player benches, sight screens, scoreboards, sports fencing) will be the responsibility of the Clubs to upgrade or renew.</p>

<p>Sports Lighting</p>	<p>Sports Lighting will be the responsibility of the Clubs to maintain.</p> <p>Lighting will be audited by Council and Clubs will be instructed of any actions required as a result of the audit. Where Clubs fail to undertake work specified in the audit, Council will undertake the work and charge the Club accordingly.</p>	<p>Sports Lighting will be the responsibility of the Clubs to maintain.</p> <p>Lighting will be audited by Council and Clubs will be instructed of any actions required as a result of the audit. Where Clubs fail to undertake work specified in the audit, Council will undertake the work and charge the Club accordingly.</p>	<p>Sports Lighting will be the responsibility of the Clubs to upgrade or renew.</p> <p>A funding contribution for thoroughly planned Sports Lighting projects can be considered in Council's Annual Business Plan and Budget process.</p> <p>Projects must consider relevant asset management plans, masterplans and service levels for the site.</p> <p>All capital works undertaken on Council land will be approved, project managed or overseen by Council.</p>	<p>Sports Lighting will be the responsibility of the Clubs to upgrade or renew.</p> <p>A funding contribution for thoroughly planned Sports Lighting projects can be considered in Council's Annual Business Plan and Budget process.</p> <p>All capital works undertaken with Council contribution will be approved, project managed or overseen by Council.</p>
<p>Cricket Wickets and Nets</p>	<p>Concrete cricket wickets and nets will be the responsibility of Council to maintain at those sites where clubs have chosen the 'opt in' approach to maintenance.</p> <p>Clubs at Council owned sites who have chosen the 'opt out' approach will be required to undertake the maintenance themselves.</p> <p>Documentation, service levels and funding as per 'Playing Surface / Sportsground (Turf)' will apply.</p>	<p>Concrete cricket wickets and nets will be the responsibility of Council to maintain at those sites where clubs have chosen the 'opt in' approach to maintenance.</p> <p>Clubs who have chosen the 'opt out' approach will be required to undertake the maintenance themselves. Documentation, service levels and funding as per 'Playing Surface / Sportsground (Turf)' will apply</p> <p>Turf wickets will be the responsibility of Clubs to maintain.</p>	<p>Cricket wickets and nets will be the responsibility of the Clubs to upgrade or renew.</p> <p>Projects must consider relevant asset management plans, masterplans and service levels for the site.</p> <p>All capital works undertaken on Council land will be approved, project managed or overseen by Council.</p>	<p>Cricket wickets and nets will be the responsibility of the Clubs to upgrade or renew.</p>

	<p>Turf wickets will be the responsibility of Clubs to maintain.</p> <p>Where additional services are required by the Club, full cost recovery will be applied for the additional services provided, or the club can apply to Council to undertake works themselves.</p>	<p>Where additional services are required by the Club, full cost recovery will be applied for the additional services provided, or the club can apply to Council to undertake works themselves.</p>		
Amenity Lighting	<p>The day-to day maintenance of amenity lighting will be the responsibility of clubs.</p> <p>Maintenance of an urgent / safety nature will be the responsibility of Council.</p> <p>Annual maintenance will be the responsibility of Council.</p>	<p>The maintenance of amenity lighting will be the responsibility of clubs.</p> <p>Maintenance of an urgent / safety nature may be considered by Council to undertake.</p>	<p>The renewal or upgrade of amenity lighting will be the responsibility of Council.</p> <p>Projects will be undertaken in line with relevant asset management plans, masterplans and service levels for the site.</p>	<p>The upgrade of amenity lighting will be the responsibility of clubs.</p>
Driveway, Carpark, Site Drainage and Traffic Management	<p>The day-to day maintenance of driveway, carparks and site drainage (eg. leaf litter, water run-off) will be the responsibility of clubs.</p> <p>Proactive bi-annual maintenance, traffic management and reactive / urgent maintenance to rutting, corrugation, potholing or looseness that poses a risk to the community will be the responsibility of Council.</p>	<p>The maintenance of driveway, carparks, site drainage and traffic management will be the responsibility of clubs.</p> <p>Maintenance of an urgent / safety nature may be considered by Council to undertake.</p>	<p>The renewal or upgrade of Driveway, Carpark, Site Drainage and Traffic Management will be the responsibility of Council.</p> <p>Projects will be undertaken in line with relevant asset management plans, masterplans and service levels for the site.</p>	<p>The renewal or upgrade of Driveway, Carpark, Site Drainage and Traffic Management will be the responsibility of the clubs.</p> <p>A funding contribution for thoroughly planned projects can be considered in Council's Annual Business Plan and Budget process.</p> <p>All capital works undertaken with Council contribution will be</p>

				approved, project managed or overseen by Council.
Signage	<p>Maintenance of signs relevant to the recreation and sport club will be the responsibility of clubs.</p> <p>All other sign maintenance will be the responsibility of Council.</p>	Maintenance all signs will be the responsibility of clubs.	<p>Renewal or upgrade of signs relevant to the recreation and sport club will be the responsibility of clubs.</p> <p>All club signage must gain relevant approvals from Council before installation.</p> <p>All other sign renewal or upgrade will be the responsibility of Council.</p> <p>Projects will be undertaken in line with relevant asset management plans, masterplans and service levels for the site.</p>	Renewal or upgrade of all signs will be the responsibility of clubs.
Recreation and Sport Fencing and Gates	Maintenance of recreation and sport fencing and gates will be the responsibility of clubs.	Maintenance of recreation and sport fencing and gates will be the responsibility of clubs.	<p>The renewal or upgrade of recreation and sport fencing and gates will be the responsibility of clubs.</p> <p>Acrylic court fencing and gates will be considered in conjunction with resurfacing or reconstruction projects, with costs responsibilities as per relevant guidelines.</p> <p>Projects must consider relevant asset management plans,</p>	<p>The renewal or upgrade of recreation and sport fencing and gates will be the responsibility of clubs.</p> <p>Acrylic court fencing and gates will be considered in conjunction with resurfacing or reconstruction projects, with costs responsibilities as per relevant guidelines.</p>

			<p>masterplans and service levels for the site.</p> <p>All capital works undertaken on Council land will be approved, project managed or overseen by Council.</p>	
<p>Recreation and Sport Buildings (inc. sheds, changerooms, clubrooms, club toilets, canteens)</p>	<p>Maintenance of recreation and sport buildings will be the responsibility of the Clubs.</p> <p>Buildings will be audited / inspected by Council at an appropriate interval, Clubs will be instructed of any actions required as a result of the audit. Where Clubs fail to undertake work specified in the audit, Council will undertake the work and charge the Club accordingly.</p> <p>Clubs can apply to Facility Maintenance Fund for funding to undertake urgent, high risk works where the Club can demonstrate that the works are required to meet legislative or community safety needs and the Club provides evidence that it is unable to finance those works.</p> <p>High risk maintenance undertaken on Council owned/controlled sites must be undertaken by a qualified contractor approved by Council.</p>	<p>Maintenance of recreation and sport buildings will be the responsibility of the Clubs to maintain.</p> <p>Clubs can apply to Facility Maintenance Fund for funding to undertake urgent, high risk works where the Club can demonstrate that the works are required to meet legislative or community safety needs and the Club provides evidence that it is unable to finance those works.</p>	<p>Buildings will be the responsibility of the Clubs to upgrade.</p> <p>Where a building facility upgrade is requested by a club, funding can be considered in Council's Annual Business Plan and Budget process. Council may consider a contribution to a building upgrade that results in:</p> <ul style="list-style-type: none"> • Consolidation of assets • Current legislation compliance • Higher usage levels of fewer assets • Multiple use of facilities • Increased range of activities, services, programs being offered • Increased participation <p>Where a substantial upgrade or new facility is to be developed, clubs must demonstrate social and financial sustainability, and</p>	<p>Buildings will be the responsibility of the Clubs to upgrade.</p> <p>Where a building facility upgrade is requested by a club, funding can be considered in Council's Annual Business Plan and Budget process. Council may consider a contribution to a building upgrade that results in:</p> <ul style="list-style-type: none"> • Consolidation of assets • Current legislation compliance • Higher usage levels of fewer assets • Multiple use of facilities • Increased range of activities, services, programs being offered • Increased participation <p>All capital works undertaken with Council contribution will be approved, project managed or overseen by Council and must</p>

			<p>involve Council in the initial planning phases. Building upgrades must consider:</p> <ul style="list-style-type: none"> • Community benefit • Relevant trends in population, recreation, sport and community • Peak body and local association requirements and support • Their current and future financial capacity • Governance and strategic planning... <p>All capital works undertaken on Council land or on Council buildings will be approved, project managed or overseen by Council and must be undertaken by an approved qualified contractor.</p> <p>Master planning statement...</p>	<p>be undertaken by an approved qualified contractor.</p>
<p>Community Halls/buildings</p>	<p>Non structural maintenance is to be undertaken by the Association managing the asset.</p> <p>Structural maintenance will be undertaken by Council in-line with its Asset Management Plans and annual maintenance program.</p> <p>Associations can apply to Facility Maintenance Fund for funding to</p>	<p>All maintenance is to be undertaken by the Association managing the asset.</p> <p>Associations can apply to Facility Maintenance Fund for funding to undertake urgent, high risk works where the Association can demonstrate that the works are required to meet legislative or</p>	<p>Renewal or replacement of these assets is the responsibility of Council and will be managed in accordance with Council's Asset Management Plan and annual capital works schedule.</p>	<p>Renewal or replacement of these assets is the responsibility of the owner of the asset.</p>

	<p>undertake urgent, high risk non structural works where the Association can demonstrate that the works are required to meet legislative or community safety needs and the Association provides evidence that it is unable to finance those works.</p> <p>High risk maintenance undertaken on Council owned/controlled sites must be undertaken by a qualified contractor approved by Council.</p>	<p>community safety needs and the Association provides evidence that it is unable to finance those works.</p> <p>High risk maintenance undertaken using Council Facility Maintenance Fund contributions must be undertaken by a qualified contractor approved by Council.</p>		
<p>Public Toilets <i>(defined as toilets that are open on a daily basis for general use by the community and not limited to particular user groups)</i></p>	<p>Unless otherwise agreed, maintenance and cleaning will be undertaken by Council.</p>	<p>Unless otherwise agreed, maintenance and cleaning will be undertaken by the landowner.</p>	<p>Renewal and upgrade will be undertaken by Council in-line with Council's Asset Management Plan and annual capital works program.</p>	<p>Renewal and upgrade will be undertaken by the landowner. Funding opportunities are available through the Council's Facility Upgrade Fund or by a submission to Council's ABP process.</p>
<p>Vegetation & Trees</p>	<p>Clubs must seek advice and / or approval from Council staff prior to any vegetation or tree removals or maintenance.</p> <p>Tree maintenance works are the responsibility of Council (eg. pruning, removals).</p> <p>Vegetation maintenance (eg. brush cutting, edging, spraying and debris and leaf matter removal) at the site will be the responsibility of clubs.</p>	<p>Vegetation maintenance the site will be the responsibility of clubs.</p> <p>Maintenance of trees in playing surface surrounds may be considered by Council.</p> <p>Any vegetation maintenance must comply with all relevant Federal and State environmental legislation (eg. EPBC Act, 2003; National Parks and Wildlife Act, 1972; Landscapes SA Act, 2019; Environment Protection</p>	<p>Vegetation will be the responsibility of the Clubs to upgrade or renew.</p> <p>Projects must consider relevant asset management plans, masterplans and service levels for the site.</p> <p>All capital works undertaken on Council land will be approved, project managed or overseen by Council.</p>	<p>Vegetation will be the responsibility of the Clubs to upgrade or renew.</p>

	<p>Any vegetation maintenance must comply with all relevant Federal and State environmental legislation (eg. EPBC Act, 2003; National Parks and Wildlife Act, 1972; Landscapes SA Act, 2019; Environment Protection Act 1993; Native Vegetation Act, 1991)</p> <p>Clearance includes, but is not limited to:</p> <ul style="list-style-type: none"> • the cutting down, destruction or removal of whole plants • the removal of branches, limbs, stems or trunks (including brush cutting and woodcutting) • burning • poisoning • slashing of understorey • drainage and reclamation of wetlands • grazing by animals (in some circumstances). <p>Maintenance of an urgent / safety nature may be considered by Council to undertake.</p>	<p>Act 1993; Native Vegetation Act, 1991)</p> <p>Clearance includes, but is not limited to:</p> <ul style="list-style-type: none"> • the cutting down, destruction or removal of whole plants • the removal of branches, limbs, stems or trunks (including brush cutting and woodcutting) • burning • poisoning • slashing of understorey • drainage and reclamation of wetlands • grazing by animals (in some circumstances). <p>Maintenance of an urgent / safety nature may be considered by Council to undertake.</p>		
<p>Waste Management</p>	<p>The following is an excerpt from Council’s Waste & Resource Recovery Policy 2018. Guidelines</p>	<p>The following is an excerpt from Council’s Waste & Resource Recovery Policy 2018. Guidelines</p>	<p>Please refer to Council’s Waste & Resource Recovery Policy.</p>	<p>Please refer to Council’s Waste & Resource Recovery Policy.</p>

	<p>and level of service from any future policies will also apply.</p> <p>Each oval is entitled to the following, subject to resources:</p> <ul style="list-style-type: none"> • Up to 10, 140L red lidded MGB's to be located around the oval perimeter attached to security poles or secured with a cable and locks • Additional MGB's may be applied for in writing for special occasions such as sporting finals • Collection of additional red and orange lidded MGB's will be on the first business day after the special occasion, from a prior agreed designated area <p>Each oval clubroom is entitled to:</p> <ul style="list-style-type: none"> • Up to five weekly 140L blue lidded MGB's kerbside waste collections. Bins must be presented at the kerbside for collection • Up to five fortnightly 240L yellow lidded MGB's kerbside recycling collections. Bins must be presented at the kerbside for collection 	<p>and level of service from any future policies will also apply.</p> <p>Each oval is entitled to the following, subject to resources:</p> <ul style="list-style-type: none"> • Up to 10, 140L red lidded MGB's to be located around the oval perimeter attached to security poles or secured with a cable and locks • Additional MGB's may be applied for in writing for special occasions such as sporting finals • Collection of additional red and orange lidded MGB's will be on the first business day after the special occasion, from a prior agreed designated area <p>Each oval clubroom is entitled to:</p> <ul style="list-style-type: none"> • Up to five weekly 140L blue lidded MGB's kerbside waste collections. Bins must be presented at the kerbside for collection • Up to five fortnightly 240L yellow lidded MGB's kerbside recycling collections. Bins must be presented at the kerbside for collection 		
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	<ul style="list-style-type: none"> • Additional blue lidded waste and yellow lidded recycling MGB's may be applied for. • An annual service fee, per bin, will apply as per Council's Register of Fees and Charges <p>Other sporting facilities:</p> <ul style="list-style-type: none"> • Assessment of the waste requirements to be made for each individual facility • Recycling of waste encouraged at all times • Requests for additional services must be made in writing using the request form 	<ul style="list-style-type: none"> • Additional blue lidded waste and yellow lidded recycling MGB's may be applied for. • An annual service fee, per bin, will apply as per Council's Register of Fees and Charges <p>Other sporting facilities:</p> <ul style="list-style-type: none"> • Assessment of the waste requirements to be made for each individual facility • Recycling of waste encouraged at all times • Requests for additional services must be made in writing using the request form 		
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<p>Insurance</p>	<p><u>Sports & Recreation Buildings</u></p> <p>Building insurance, including lights towers and other amenities as outlined in the Lease Agreement will be taken out by Council. Clubs are responsible for Association, Public Liability and Contents insurance. Council will take out insurance for community infrastructure such as turf, courts etc and Public Liability for community use.</p> <p>Club will be responsible for the payment of excess on any insurance claims</p> <p><u>Community Buildings</u></p> <p>Building insurance will be taken out by Council.</p> <p>The Association is responsible for taking out Association, Public Liability and Contents insurance.</p> <p>Associations will be responsible for the payment of excess on any insurance claims</p> <p><u>Exclusive Use Buildings</u></p> <p>All insurances are the responsibility of the tenant.</p>	<p><u>Sports & Recreation Buildings</u></p> <p>All insurances are the responsibility of the landowner and users.</p> <p><u>Community Buildings</u></p> <p>All insurances are to be taken out by the landowner/Association. Council will reimburse the building insurance.</p>		
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	<p><u>Historical Societies</u> Building insurance will be taken out by Council.</p> <p>Association insurance will be reimbursed by Council on the proviso that records held by the Historical Society are made available to the general public and the HS has a plan for the hardcopy records to be digitised and made available to the public by electronic means (i.e. website etc).</p>			
Utilities	Clubs are responsible for the day to day costs of operating a facility or activity including but not limited to electricity, water, phone and internet connection except for water and power costs incurred for the irrigation of the turf oval/playing surface	Clubs are responsible for the day to day costs of operating a facility or activity including but not limited to electricity, water, phone and internet connection except for water and power costs incurred for the irrigation of the turf oval/playing surface		