

8.17. North Sydney Men's Shed Joint Strategic Plan 2022-24

AUTHOR: Camelia Tobia, Access and Inclusion Coordinator

ENDORSED BY: Rebecca Aukim, Director Community and Library Services

ATTACHMENTS:

1. North Sydney Men's Shed Joint Strategic Plan 2022 2024 [8.17.1 - 18 pages]

PURPOSE:

To recommend the adoption of the new Joint Strategic Plan 2022 – 2024 for the North Sydney Men's Shed.

EXECUTIVE SUMMARY:

The North Sydney Men's Shed Joint Strategic Plan is a joint planning statement by Council and the North Sydney Men's Shed (The Shed). The Shed is an independent, incorporated association, supported by Council and managed and operated by a committee of volunteers.

The Shed has been operating from a small community hall at Smoothey Park in Wollstonecraft since 2008 and provides a central place for men to meet on a regular basis, to socialise with peers and provide a safe space where men can work on projects and nurture their hobbies and interests.

The updated North Sydney Men's Shed Joint Strategic Plan incorporates The Shed's Strategic Plan 2022-2024, which identifies both goals and challenges for the next two years. It outlines the support of Council to help them achieve these goals and a commitment to act in the best interest of members and the community more broadly.

North Sydney Men's Shed Joint Strategic Plan has been placed on public exhibition for 28 days for public review and comments. During the public exhibition phase Council received no comments or feedback on this Plan.

FINANCIAL IMPLICATIONS:

Council leases the community hall to the North Sydney Men's Shed for a peppercorn rent. Council has an allocated annual budget of \$6,400 to contribute towards costs of repairs and replacement of tools and equipment.

RECOMMENDATION:

1. **THAT** Council adopt the North Sydney Men's Shed Joint Strategic Plan 2022-2024

LINK TO COMMUNITY STRATEGIC PLAN

The relationship with the Community Strategic Plan is as follows:

1. Our Living Environment

1.4 Public open space and recreation facilities and services meet community needs

2. Our Built Infrastructure

2.1 Infrastructure and assets meet community needs

4. Our Social Vitality

4.1 North Sydney is connected, inclusive, healthy and safe

4.2 North Sydney is creative and home to popular events

4.3 North Sydney supports lifelong learning

5. Our Civic Leadership

5.4 Council's service delivery is well supported

BACKGROUND

The North Sydney Men's Shed has been operating from a community hall located within Smoothey Park, 14 Russell Street Wollstonecraft since 2008. Supported by the Uniting church to establish this service, the Men's Shed now operates as an independent association, supported by Council and managed by a small team of volunteers who govern and deliver the service.

The Shed provides a central place for men to meet on a regular basis, to socialise with peers and provide a safe space where men can work on projects and nurture their hobbies and interests. Trained volunteers, known as Shed Supervisors, are responsible for the Shed during opening hours and ensuring compliance with safety precautions.

Over the years the Shed have been significant contributors to various events and projects within Council, whilst also supporting and responding to requests from the local community. Such projects include participation in Council's Lost Bird Found Project, White Ribbon Day and Street Libraries. The long-serving President, Ted Day, has also been featured in local media for his contribution towards "Ned and The Titanic"

CONSULTATION REQUIREMENTS

Community engagement has been undertaken in accordance with Council's Community Engagement Protocol.

DETAIL

The North Sydney Men's Shed Joint Strategic Plan is a joint planning statement by Council and the North Sydney Men's Shed (The Shed). The Shed is an independent, incorporated association, supported by Council and managed and operated by a committee of volunteers.

The updated North Sydney Men's Shed Joint Strategic Plan incorporates The Shed's Strategic Plan 2022-2024, which identifies both goals and challenges for the next two years. The Plan also acknowledges the impact of Covid-19 on the Shed and for members and the measures implemented by the management committee to create a safe environment at the times when it was safe for activities to resume.

North Sydney Men's Shed is committed to continuing to work with Council on joint projects, noting the absence of these for the past two years due to Covid-19. The updated strategic plan outlines the support of Council to help the Shed achieve these goals and a commitment to act in the best interest of members and the community more broadly.



North Sydney Men's Shed



Joint Strategic Plan 2022-2024

*North Sydney Council
North Sydney Men's Shed*



North Sydney Men's Shed Joint Strategic Plan 2022-2024

CONTENTS

- 1.0 INTRODUCTION
- 2.0 CHARACTERISTICS AND RESOURCES
- 3.0 PLANNING ISSUES
- 4.0 BASIS FOR MANAGEMENT

APPENDICES

North Sydney Council Ten Year Asset Management Plan for the North Sydney Men's
Shed North Sydney Men's Shed Strategic Plan 2022-2024
Community Centres, Cultural & Recreational Facilities Policy

1.0 INTRODUCTION

1.1 Preamble

The North Sydney Men's Shed Joint Strategic Plan is a joint planning statement by North Sydney Council and North Sydney Men's Shed. It is based on the Shed's own Strategic Plan 2021-2023 (Appendix 2), Council's Community, Cultural and Recreational Facilities Policy (Appendix 3), and programme of works (Appendix 1).

1.2 The Lease

Council has leased the existing Scout Hall at Smoothey Park, Wollstonecraft to the North Sydney Men's Shed from 1 January 2021 to 31 December 2025.

1.3 Community Consultation

Community consultation plays an important role in the production of any Strategic Plan. It provides Council and the Centre with a sound understanding of the important issues for the community with regard to the important role community centres play in their lives.

Public involvement in community centre strategic plans combats misinformation and misunderstanding, and fosters support for Council's and the centres' programs and policies. The consent and co-operation of the users of the Shed facilitates management and lends weight to the status of the Strategic Plan.

Writing a submission:

Submissions give members of the public an opportunity to express their opinions, provide information and suggest alternatives to the proposed management strategies for North Sydney Men's Shed.

To ensure submissions are as effective as possible:

- (1) List all points according to the sections and page number in the Strategic Plan
- (2) Briefly describe each subject or issue you wish to discuss
- (3) State which strategies you agree or disagree with, and give your reasons
- (4) Suggest alternatives to deal with any issue with which you disagree

Written submissions should be sent to:

council@northsydney.nsw.gov.au

Mail:
North Sydney Council
PO Box 12
NORTH SYDNEY NSW 2059
Attention:
A/Director, Community and Library Services

1.4 The Joint Strategic Plan

The plan provides a basis for assigning priorities in programming and budgeting.

The plan will be reviewed annually to assess implementation and performance, and a review at the end of the lease to allow policy issues to be updated.

1.5 Purpose of the Strategic Plan

The aim of this document is to produce a Joint Strategic Plan for the North Sydney Men's Shed in Smoothey Park, incorporating both Council and the Men's Shed's objectives.

The North Sydney Men's Shed is a central place for men to meet on a regular basis, providing opportunities to socialise with peers, as well as providing a space where men can work on projects and nurture their hobbies and interests. The local area has a high proportion of older people living in unit and apartment blocks and having access to an onsite shed or workspace is limited. A Strategic Plan clearly setting out the existing, and anticipated future uses of the land occupied by the centre, is seen as an essential guide for the community and to Council and the Shed.

1.7 Council's Community Centre Policy

After extensive consultations involving those centres with community-based management boards, Council adopted a revised Community Centres Policy in 2013. Management of the North Sydney Men's Shed should be in accordance with the objectives set out in this policy:

- a) Provide a network of community spaces/programs throughout the North Sydney local government area, fostering among residents, students, the local workforce and Council, a sense of belonging to the North Sydney community;
- b) Provide or facilitate provision of high quality and appropriate services;
- c) Strive towards making centre based, and outreach, programs and activities for residents affordable and accessible;
- d) Overcome social isolation and encourage social networking;
- e) Provide the major community facilities, which would not otherwise be available to the North Sydney community;
- f) Maximise the community's use of Council facilities;
- g) Facilitate community involvement in management of centres;
- h) Support a mix of management models, each appropriate to the centre concerned, so as to tap the skills and enthusiasm of the widest cross section of the community;
- i) Provide for centres which, in total, give an adequate level of support to the following key areas - child care, including vacation care; youth services; aged and disability services; family services; arts and culture; activities and services for culturally and linguistically diverse communities; community health, including mental health; adult education; information dissemination; recreation; library services; and historical services;
- j) Develop and maintain strategic alliances with other councils, the State and Federal government departments, and the non-government community services sector, to enrich the range and depth of services available of the North Sydney community;

North Sydney Men's Shed Joint Strategic Plan 2022-2024

- k) Maximise developer contribution, where appropriate, to the cost of new or expanded centre provision;
- l) Facilitate grant applications, relevant to centre programs;
- m) Maintain the centre buildings and grounds to agreed standards;
- n) Upgrade and enhance centres where appropriate, based on consultation with users and providers;
- o) Promote the centres as a council/community good;
- p) Monitor, and assist where appropriate, the centres' financial and management performance through a range of strategies; and
- q) Facilitate and initiate new uses/services;
- r) Ensure that services provided through the centres are accessible to all members of the public of the North Sydney local government area; and
- s) Ensure that sub-leasing or room hire of centres by Centre Management is restricted to groups serving the same needs as those identified in i) above.

1.8 Leasing of Community Facilities

It is Council's strategic practice to lease the old Scout Hall building to North Sydney Men's Shed for a maximum term of five years at any one time. The *Smoothey Park Plan of Management 2016* recognises the Men's Shed and its uses as positive contribution to Smoothey Park.

The purpose of granting a lease of a public facility, such as the Men's Shed, is to facilitate the management of the community resource for the ultimate benefit of the community.

The granting of a lease authorises the management of the community facility by the appointed community organisation, which is granted tenure of the community facility. In this respect the practice of granting a lease is required where control of all or part of a community facility is desirable to ensure the optimum management of the facility.

Activities under a lease must be compatible with the zoning of the land and must provide a direct community benefit. In this regard the terms and conditions of lease must require that the lessee be accountable to ensure proper management of the community facility such that it functions in accordance with Council's policy and meets the wishes and expectations of the community.

The management of the Shed is required to be monitored by the Council to ensure the lessee's compliance with the terms and conditions of lease and to ensure the strategic objectives are met. Upon expiry of each five-year term the lessee's performance will be reviewed in order to determine whether the lessee has satisfactorily complied with the conditions of lease, and the conditions of lease will be reviewed to ensure consistency with Council policy.

1.9 Management Context

Smoothey Park is a prominent piece of open space in the North Sydney area. A significant Plan of Management has been developed for the park due to its diverse features including urban bushland, a public hall and parkland. The *Smoothey Park Plan of Management 2016* is available on Council's website. This Plan and the Men's Shed Plan of Management are compatible.

2.0 LOCATION

2.1 Site Location History and Heritage

Located at 14 Russell Street in Wollstonecraft, on the western edge of the North Sydney Council area, Smoothey Park is bounded to the east by the north shore railway line, to the north east by Russell Street, to the south by Milray Avenue, and to the west by Berrys Creek and Greendale Park, located in the Lane Cove Council area.

Smoothey Park was named after Mr S Smoothey, an Alderman of North Sydney Council from 1911 to 1920. Smoothey had a plumber's workshop on Lane Cove Road (now the Pacific Highway). Both Smoothey Park and the adjacent Gore Cove Reserve were part of the original Berry/Wollstonecraft Estate that remained undeveloped during their ownership.

3.0 PHYSICAL CHARACTERISTICS

3.1 Background

The Men's Shed is adjacent to the railway line, reached either by a footpath from within the park or by a sealed road off Russell Street. This road also provides access to the railway line and associated railway lands. The park is a popular starting and finishing point for bushwalks, otherwise it is used predominantly as a thoroughfare, and a series of paved paths channel pedestrian movement.

3.3 Access

No special provisions have been made for parking at Smoothey Park, and people arriving by car must park in nearby residential streets including Milray Avenue and Russell Street. The park is located in close proximity to Wollstonecraft railway station and Council encourages the use of public transport (and bicycles) to reduce problems associated with traffic congestion and parking, as well as relieving pressure on local streets.

Whilst general vehicular access to Smoothey Park is prohibited, adequate access is provided for service and emergency vehicles. The service road off Russell Street gives access to a stormwater pollution trap and to the railway land beside the public hall and to the public hall for deliveries. Smoothey Park has a well-established system of pedestrian pathways running through it.

A well-graded pathway connects Russell Street to Wollstonecraft Station, and another major pathway links the station to the Greenwich residential area via the high-level pedestrian bridge. A low-level bridge which also crosses Berrys Creek forms part of the Gore Cove walking track. In 2000 a new section of pathway was constructed to create an improved link to Russell Street for cyclists.

The internal circulation system in Smoothey Park is an important component of the overall recreational experience. The existing pathways adequately cater for the majority of pedestrian and cyclist movements, are generally in good condition and many are accessible to all (although the pathway leading down to the creek is steep and has steps).

3.4 Relationship with other Centres and Council's Community Development Department

Having regard to the network of community centres supported through Council's Community Centres Policy, the Men's Shed will be open to conversations with other centres and Council's Community Development team, with a view to provide information exchange, avoidance of duplication, as well as opportunities to collaborate on projects.

3.5 Built Form

The Men's Shed is the most significant building in Smoothey Park. Built in 1966, it is a single storey brick building with a corrugated metal deck roof. Until 2008 the hall was leased to the Scouts

North Sydney Men's Shed Joint Strategic Plan 2022-2024

Association; since then it has become home to the North Sydney Men's Shed, a fully equipped workshop where both skilled and unskilled men can come to design and construct timber products. The appearance of the hall, once a prime target for vandals due to its secluded location, has now improved due to its regular use. The park also contains a small worker's shed that houses tools and materials used for bush regeneration activities. The shed is in relatively good condition.

3.6 Indicative Program of Maintenance and Upgrade

An indicative ten-year program of maintenance is provided.

4.0 BASIS FOR MANAGEMENT

4.1 Philosophical Basis for the Strategic Plan

The primary aim of the Men's Shed Strategic Plan is to provide guidelines for the future use, development, management and maintenance of the Centre. The Men's Shed is one of the LGA's most important community centres. The Management Committee holds overall responsibility for management of this centre. The Committee consists of the President, Secretary and Treasurer, elected at the Annual General meeting.

Council supports this management model in several ways, including adequate maintenance of the building, replacement of tools where necessary and management mentoring. Council and the Men's Shed must be responsive to the changing needs of the community and users of the Centre. The Strategic Plan must have the flexibility to incorporate and take advantage of future requirements and respond to changing needs and social changes as they arise.

4.2 Management Objectives

Based on community needs and expectations, and the values and assets of Men's Shed itself, the following broad, primary management objectives have been identified:

- To manage the Centre in accordance with the North Sydney Men's Shed Strategic Plan 2021- 23 (see attached)
- To manage the centre for community use in accordance with the overall objectives of the Council's Community Strategic Plan
- To manage the Centre in accordance with the aims and objectives of Council's Community Centres Policy (see attached)
- To provide and maintain a high-quality community facility which meets the need of the local and wider community
- To cater for people with disabilities within the physical constraints of the centre
- To provide for public safety
- To ensure the Strategic Plan is flexible and able to evolve with changing community attitude

4.3 Specific Management Objectives

In adopting its 2021-23 Strategic Plan the North Sydney Men's Shed identified the following target areas:

Opportunities

- a) Further joint projects with council such as Lost Birds Found, Community Libraries and White Ribbon and Seniors Week now that COVID restrictions have been discontinued.
- b) Continuing support for the Sustainability Centre at the Coal Loader.
- c) Continuing interaction with local community members and sundry furniture repairs for members of the public, which engage the community and provide positive feedback for The Shed and for Council.

Challenges

- a) Rapid growth in Shed Member numbers.

Strategy: Larger numbers of daily attendees can be handled with a system of attendance restrictions which would balance daily attendance numbers. A consequence of the COVID 19 restrictions, and some members not renewing their membership since the Shed reopened, a rapid growth in Shed Member numbers is currently a lesser risk. The Shed is actively recruiting new members to rebuild the number of members.

- b) Fire, vandalism/theft is a risk because the Shed is physically isolated.

Strategy: A high quality back-to-base fire/entry alarm is installed to reduce the risk factor.

The building is of double brick construction and highly secure, and the contents are comprehensively insured mitigating the risk of theft and vandalism to the Shed's financial position and operating capacity.

We see no other threats to The Shed currently and are working to increase membership levels to at least pre-COVID.

4.4 Reporting

The North Sydney Men's Shed Management Committee will review the Joint Strategic Plan annually and provide a report to Council each March, according to a template provided by Council, so that Council can review the progress of the Plan.

North Sydney Men's Shed Joint Strategic Plan 2022-2024

**Smoothey Park Scout Hall
10 Year Asset Management Plan**

Item Description	Code	Last Done	Cost	Cycle	Ledger year								
					2019	2020	2021	2022	2023	2024	2025	2026	
Plumbing	RR1	2018	\$800	1	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800
Electrical	RR1	2018	\$800	1	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800
Building repairs	RBR	2018	\$1,100	1	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100
Fire services	RR1	2018	\$500	1	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
Exit and emergency lights	RR1	2018	\$800	1	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800
Electricity	FC1	2018	\$900	1	\$900	\$900	\$900	\$900	\$900	\$900	\$900	\$900	\$900
Insurance	FC1	2018	\$1,600	1	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600
Other expenses - misc., keys etc	RR1	2018	\$400	1	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400
Share of admin costs	FC1	2018	\$500	1	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
Total Recurrent Expenditure					\$7,400	\$7,400	\$7,400	\$7,400	\$7,400	\$7,400	\$7,400	\$7,400	\$7,400
Capital Works Program													
Roof ventilators and skylights		2006	\$5,000						\$5,000				
Internal Re-painting	PGA	2006	\$8,000	7	\$0	\$8,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Capital Works Expenditure					\$0	\$8,000	\$0	\$0	\$5,000	\$0	\$0	\$0	\$0

North Sydney Men's Shed Joint Strategic Plan 2022-2024

North Sydney Men's Shed Inc Strategic Plan 2022 - 2024

North Sydney Men's Shed Inc (Incorporation
Number: INC 301521) 14
Russell St
Wollstonecraft, NSW, 2065

North Sydney Men's Shed ("The Shed") provides a social environment where older men can gather, socialise and work (mainly) with wood if they wish. The Shed has a range of woodworking equipment for use by members who work predominantly on their own individual projects. Special projects are undertaken for council, community organisations or local residents, for which a fee is charged to defray the cost of materials and use of the equipment.

All members are provided with training on any of the equipment they choose to use. A training record maintained for each member and members may only work on equipment on which they have completed the training. Training is provided by the Shed's supervisor members.

Members agree, as a condition of membership, to observe a Code of Conduct published by the committee and are encouraged to take part in Shed projects when appropriate.

1. Governance Structure

1.1 Legal Structure and North Sydney Council Lease

The Shed is an Incorporated Association under the NSW Associations Incorporation Act 2009 Registration Number 1301521, dated 5 December 2013. The Shed was incorporated after its separation from Uniting Care, which originally established the Shed as an organisation.

The Shed leases its premises from North Sydney Council and the current lease runs from January 2021 to December 2024.

The Shed is open to members on Tuesday, Wednesday and Thursday each week from 10 am to 4 pm. The Shed, its tools and equipment, may not be used for business or commercial purposes.

1.2 Constitution

The Constitution of The Shed was approved by members and lodged with The Department of Fair Trading on 1 March 2014. The Constitution was updated by the Management Committee in 2019 to remove some anomalies and update items no longer appropriate. The revised version of the constitution was accepted at the 2019 AGM and lodged with the Department of Fair Trading in October 2019.

1.3 Income, Costs, Overheads and Insurance

The Shed's income is derived from member subscriptions and fees for work provided to external organisations or members of the public. The Shed's overheads, being electricity, telephone/internet, council rates, garbage disposal and water charges, are paid on its behalf by North Sydney Council. North Sydney Council also provides financial support for the replacement of equipment and when trades are required to maintain the premises or equipment. General care and maintenance of the equipment is completed by members of The Shed. The Members and the Management Committee gratefully acknowledges Council's financial support for The Shed, without which it could not operate.

North Sydney Men's Shed Joint Strategic Plan 2022-2024

The Shed maintains Public Liability and Building Contents Insurances, renewed annually on 28 February, and purchase of materials and consumable items used by members. Personal Accident Insurance for all members is maintained through the Australian Men's Shed Association umbrella insurance policy at an annual subscription of currently, \$28.00 per member, per annum.

1.4 Management Team

The Shed is run by a Management Committee, which is elected at the Annual General Meeting, and a team of Supervisors appointed and overseen by the Management Committee. The Management Committee consists of three members, President, Treasurer and Secretary. There are currently three Supervisors. All Management Committee and Supervisor positions are voluntary and there are no paid officials. The Management Committee also oversees the production and dissemination of a newsletter to members to keep them informed of activities and events at The Shed.

1.5 Functional Responsibilities

a) President

- i) Oversight of the Shed Committee and Supervisors.
- ii) Maintenance and upkeep of all equipment.
- iii) Chairman of all Management Committee and General Meetings.
- iv) WHS and Fire Warden Coordinator.

b) Treasurer

- i) All functions associated with The Shed's financial management and reporting.
- ii) Shed Supervisory duties as required.
- iii) Maintenance of Property Register.

c) Secretary

- i) Maintenance of The Shed's records and databases.
- ii) Public Officer.
- iii) Website Coordinator.

d) Supervisors

- i) Take responsibility of the opening and closing of the Shed.
- ii) Oversee the observance of the Attendance Register.
- iii) Oversee safety and conduct at all times.
- iv) Provide training on the safe use of equipment to members.
- v) Ensure equipment is in good order.
- vi) Ensure an adequate supply of consumable items.

2. SWOT Analysis

2.1 Strengths

- a) The high level of skills offered by The Committee and Supervisors.
- b) The ability of Supervisors to pass on these skills to new members.
- c) Strong financial management.
- d) Excellent record keeping, and communications with members.
- e) Strong financial and logistical support from Council.
- f) A relaxed and harmonious environment.
- g) Daily observation of safety procedures and personal risk minimisation.

North Sydney Men's Shed Joint Strategic Plan 2022-2024

- h) Working with the Joint Plan of Management with North Sydney Council.

2.2 Weaknesses

- a) Limited number of work spaces. There are only facilities for 8 - 10 members to work at the same time.

Strategy: If the number of members attending approach the work-space capacity The Shed can provide some temporary work space on the building's veranda, or could create a system of timed control of attendance to even the daily attendance numbers out. During periods of COVID 19 social distancing restrictions The Shed limited attendance to only 4 members at any one time using a booking arrangement.

2.3 Opportunities

- a) Further joint projects with council such as Lost Birds Found, Community Libraries and White Ribbon and Seniors Week now that COVID restrictions have been discontinued.
- b) Continuing support for the Sustainability Centre at the Coal Loader.
- c) Continuing interaction with local community members and sundry furniture repairs for members of the public, which engage the community and provide positive feedback for The Shed and for Council.

2.4 Threats

- a) Rapid growth in Shed Member numbers.

Strategy: Larger numbers of daily attendees can be handled with a system of attendance restrictions which would balance daily attendance numbers. A consequence of the COVID 19 restrictions, and some members not renewing their membership since the Shed reopened, a rapid growth in Shed Member numbers is currently a lesser risk. The Shed is actively recruiting new members to rebuild the number of members.

- b) Fire, vandalism/theft is a risk because the Shed is physically isolated.

Strategy: A high quality back-to-base fire/entry alarm is installed to reduce the risk factor. The building is of double brick construction and highly secure, and the contents are comprehensively insured mitigating the risk of theft and vandalism to the Shed's financial position and operating capacity.

- c) We see no other threats to The Shed currently and are working to increase membership levels to at least pre-COVID.

--- END ---



COMMUNITY, CULTURAL AND RECREATIONAL FACILITIES POLICY

Page 1 of 5

Policy Owner: Director Community and Library Services

Category: 4. Our Social Vitality

1. STATEMENT OF INTENT

- 1.1 Community Centres in North Sydney local government area vary widely in ownership, management, purpose and funding levels and they deliver a mix of community services. It is North Sydney Council's intention to preserve this mix, and where possible enhance it. Community Centres are essentially non-profit or break-even ventures managed or facilitated by Council in the interests of the whole community .
- 1.2 To objectives of this Policy are to:
- a) provide a network of community spaces/programs throughout the North Sydney local government area, fostering among residents, students, the local workforce and Council, a sense of belonging to the North Sydney community;
 - b) provide or facilitate provision of high quality and appropriate services;
 - c) strive towards making centre based, and outreach, programs and activities for residents affordable and accessible;
 - d) overcome social isolation and encourage social networking;
 - e) provide the major community facilities, which would not otherwise be available to the North Sydney community;
 - f) maximise the community's use of Council facilities;
 - g) facilitate community involvement in management of centres;
 - h) support a mix of management models, each appropriate to the centre concerned, so as to tap the skills and enthusiasm of the widest cross section of the community;
 - i) provide for centres which, in total, give an adequate level of support to the following key areas - child care, including vacation care; youth services; aged and disability services; family services; arts and culture; activities and services for culturally and linguistically diverse communities; community health, including mental health; adult education; information dissemination; recreation; library services; and historical services;
 - j) develop and maintain strategic alliances with other councils, the State and Federal government departments, and the non-government community services sector, to enrich the range and depth of services available of the North Sydney community;
 - k) maximise developer contribution, where appropriate, to the cost of new or expanded centre provision;
 - l) facilitate grant applications, relevant to centre programs;

Re-adopted by Council 25 June 2018

**COMMUNITY, CULTURAL AND
RECREATIONAL FACILITIES POLICY**

Page 2 of 5

- m) maintain the centre buildings and grounds to agreed standards;
- n) upgrade and enhance centres where appropriate, based on consultation with users and providers;
- o) promote the centres as a council/community good;
- p) monitor, and assist where appropriate, the centres' financial and management performance through a range of strategies; and
- q) facilitate and initiate new uses/services;
- r) ensure that services provided through the centres are accessible to all members of the public of the North Sydney local government area; and
- s) ensure that sub-leasing or room hire of centres by Centre Management is restricted to groups serving the same needs as those identified in i) above.

2. ELIGIBILITY

- 2.1 Community Centres covered by this Policy are listed in the Register of Council Owned/Leased Properties as reported to Council.

3. DEFINITIONS

- 3.1 Community centres - are publicly accessible premises owned by Council, or over which Council has care, control and management, whose principal function is the delivery of community services, which support and enhance the quality of life for those living, working and studying in the area, in response to identified need.

4. PROVISIONS

- 4.1 Council funding of community centres includes but is not restricted to:
- a) Construction of new centres and upgrades funded through the capital works programme (including developer contributions through Section 94 levies);
 - b) Maintenance of the centres funded through the Engineering and Property Services Division operating budget annual allocation;
 - c) Rent payable by centres is nominal i.e. Council subsidises property rents;
 - d) The Community and Library Services Division advises Council annually through the estimates on whether provision has been able to be made for CPI increases to recurrent grants;
 - e) Sole use centres meet their own cleaning costs;
 - f) Centres wholly managed by Boards independent of Council are able to offer room hire and are entitled to retain the income;
 - g) Council supports markets in public open space run by centres for their own sakes and to subsidise the centre activities, conditional upon the centre adhering to a markets management plan drafted by Council;

Re-adopted by Council 25 June 2018

**COMMUNITY, CULTURAL AND
RECREATIONAL FACILITIES POLICY**

Page 3 of 5

- h) Council co-ordinates and funds cleaning of multi-use centres;
 - i) Staff support for community development activities funded through Community and Library Services Division annual operating budget annual allocation;
 - j) Discretionary funding for specific activities and services through the Donations Program (refer to Council's *Community Grants and Subsidies Policy*).
- 4.2 In many cases the programs within centres/facilities are designed to attract 'other levels of government' funding to the North Sydney local government area e.g. to support aged, multicultural or disability services, or alternatively, to attract fully developed and significantly funded services which fulfil an identified local need.
- 4.-3 In other cases the programs within the centres/facilities are complementary to existing commercial operations. In these circumstances, Council's complementary role is designed to:
- a) Contribute to social equity by providing some measure of affordability in the service e.g. child care; and
 - b) Provide a 'whole of community' environment for quality of life pursuits e.g. education, arts and crafts, where the pursuit, while already provided to some degree by either commercial interests or 'other levels of government', is insufficiently accessible and deserves further support.
- 4.4 Finally, the programs include direct service (e.g. Youth Centre, Olympic Pool, Library Services and Museum Services) which may benefit from 'other level of government' grants or regular but minor subsidies, but which are essentially a council/community initiative, funded by the local community, with a history of this support, annually renewed, through the estimates.
- 4.5 Where community centres are sited on community land, a plan of management will be developed, as required under the *Local Government Act 1993*.

5. RESPONSIBILITY/ACCOUNTABILITY

- 5.1 The elected Council is responsible for the allocation of resources with respect to this Policy, through the annual budget process.
- 5.2 Council will nominate annually representatives to the Boards/Trusts of community organisations only where the Constitution of the Board in question specifically provides for that. Where no such provision is made, Councillors wishing to serve on these boards would be required to nominate themselves as Board members at the Annual General Meeting of the body concerned.
- 5.3 Council's Community and Library Services Division is responsible for:

Re-adopted by Council 25 June 2018

**COMMUNITY, CULTURAL AND
RECREATIONAL FACILITIES POLICY**

Page 4 of 5

- a) Management of Stanton Library, Don Bank and Sextons Cottage Museums, Greenwood Child Care Centre, the Vacation Care Program and Planet X Youth Centre (this last with the community based management board);
 - b) Policy and program development for community halls not wholly managed by Boards independent of Council;
 - c) Evaluation of applications under the *Community Grants and Subsidies Policy* and recommendations to Council;
 - d) Information dissemination through community centres;
 - e) Development of new centres or new programs;
 - t) Specification and special conditions of leases;
 - g) Joint Plans of Management with centres eligible for grants towards operating expenses;
 - h) Policy on maintenance and upgrading on centres; and
 - i) Specification of consultations required.
- 5.4 Council's Director Community and Library Services is responsible for reporting about proposed activities, including fees and charges for the year ahead; and requiring an annual financial statement and review of the year's activities.
- 5.5 Council's Engineering and Property Services Division is responsible for:
- a) Leasing agreements-preparation and signing;
 - b) Building and grounds maintenance, including where appropriate, cleaning;
 - c) Centre upgrade feasibility studies - recommendations to the Community and Library Services Division and implementations of approved projects; and
 - d) Advice to the Community and Library Services Division on 10 year program of works for centres on community land.
- 5.6 Council's Open Space and Environmental Services Division is responsible for the management of North Sydney Olympic Pool and the North Sydney Oval complex.
- 5.7 Council's Customer Service Department is responsible for booking and hiring of Council managed centres.

6. RELATED POLICIES/DOCUMENTS/LEGISLATION

The Policy should be read in conjunction with the following Council policies and documents:

- Community Grants and Subsidies Policy
- Fees and Charges Schedule
- Register of Council Owned/Leased Properties

Re-adopted by Council 25 June 2018

**COMMUNITY, CULTURAL AND
RECREATIONAL FACILITIES POLICY**

Version	Date Approved	Approved by	Resolution No.	Review Date
1	2 August 2004	Council	794	2008/09
2	16 February 2009	Council	61	2012/13
3	18 February 2013	Council	61	2016/17
4	25 June 2018	Council	214	2020/21