



File Number:	
Date:	9 September 2024
Officer:	Leisure Planning Project Manager

## Memorandum

To: A/Director Community Services  
 CC: Manager Community Development; Manager Financial Services  
 From: Leisure Planning Project Manager  
 Subject: Pickering Brook Sports Club (PBSC) – New Sports Lighting – Outcome of State Government – Club Night Light Program (CNLP)

**Purpose:**

To seek approval from the A/Director Community Services to include the PBSC new sports lighting project into the City’s Capital Works Budget, at the 24 September 2024 Ordinary Council Meeting, via the new monthly budget amendment process.

**Background**

In 2021, the PBSC applied through the City’s Capital Grants Program seeking funding assistance for the installation of new sports floodlighting on George Spriggs Reserve, Pickering Brook (referred to as the Project).

The Strategic Sport and Recreation Committee (SSRC) supported the need for the project and submitting a CNLP grant application in September 2022.

At the 26 March 2024, Ordinary Council Meeting (OCM) Council resolved to endorse the PBSC’s grant application through the State Governments Club Night Lights Program (CNLP) and proposed funding strategy, subject to City’s budget deliberation process for the 2024/25 financial year.

**Details**

At the 1 July 2024, Special Council Meeting, Council adopted the Budget for the 2024/2025 financial year. As the outcome of the PBSC’s CNLP grant application was not known at the time of finalising the budget, the project was not included.

In August 2024, the PBSC were advised by the Department of Local Government, Sport and Cultural Industries (DLGSCI) that they were successful in receiving a grant of \$122,000 towards the project.

The CNLP grant must be acquitted by the PBSC by 15 June 2025.

The PBSC were also successful in attaining a grant of \$37,000 through the Western Australian Football Commission's (WAFC) Football Facilities Fund towards the project.

The WAFC's grant must be acquitted by the PBSC by June 2025.

As per the March 2024, Council Resolution (OCM 21/2024), now that the CNLP grant is confirmed, the City must consider its financial contribution towards the project.

The total project value is estimated at \$370,000. The financial consideration section of this report details the revised funding strategy for the project, and associated financial implications for the City.

**Financial Considerations**

At the 26 March 2024, Ordinary Council Meeting (OCM) Council resolved to endorse the PBSC's grant application through the State Governments Club Night Lights Program (CNLP) on basis of the below funding strategy:

Organisation	Contributions ex GST
CNLP (State - DLGSCI)	\$183,389
PBSC	\$91,695
City of Kalamunda	\$91,695
<b>TOTAL</b>	<b>\$366,778</b>

Based on the outcome of the CNLP, the revised project funding strategy is as follows:

Organisation	Contributions ex GST
CNLP (State - DLGSCI)	\$122,000 (Confirmed)
PBSC	\$110,000 (Confirmed)
City of Kalamunda	\$101,000 (Unconfirmed)
WAFC	\$37,000 (Confirmed)
<b>TOTAL</b>	<b>\$370,000</b>

As a result of not receiving the maximum grant available under the CNLP guidelines, a minor increase in both the PBSC and City funding contributions has been proposed.

The project has attracted a total of \$159,000 in external grant funding, which equates to approximately 42% of the total project value.

The City of Kalamunda contribution will now enable all funding sources to be confirmed, thus realising the project for the PBSC. Without this funding, the PBSC would not be able to progress this project, thus meaning the PBSC will need to return the CNLP and WAFC grants. This will not be palatable to the PBSC and funding bodies, and will likely affect future grant funding applications due to reputational damage.

**Project Management**

The PBSC has requested to project management the works with oversight from the City of Kalamunda (ie Review scope, attend start up meetings, final sign off). This approach has previously been successful with PBSC for the new synthetic bowling green and playground. The PBSC has been requested to

provide information relating to their project management experience in order for this to be considered by the Director Asset Services.

This approach will assist in reducing the burden on the City's own project management resources which are already allocated projects within the approved Budget for 2024/25.

**Financial Agreement**

A Financial Agreement between the City and the PBSC will now be developed in order to facilitate the payment of the City's contribution on agreed milestones to the Club, should the City delegate authority to project manage the works. The Finance Team will be consulted on the draft Agreement.

**Financial Team Comment**

City funds will be sourced from the excess opening general surplus funds available as identified in the monthly financial activity statement report.

**Recommendation**

That the A/Director Community Services approves the PBSC new sports lighting project into the City's Capital Works Budget, at the 24 September 2024 Ordinary Council Meeting, via the new monthly budget amendment process. Noting the City's financial contribution being \$101,000 towards the project.



Nic Daxter  
**Leisure Planning Project Manager**



Darren Jones  
**Manager Community Development**



Rajesh Malde  
**Manager Financial Services**

A handwritten signature in blue ink, appearing to read 'Freya Ayliffe', enclosed within a circular flourish.

Freya Ayliffe  
**A/Director Community Services**