

**7.3 CLUB NIGHT LIGHTS PROGRAM APPLICATIONS FOR 2022/23**

- Attachments:**
1. 2022-23 Leederville Oval Floodlights CNLP Application
  2. 2022-2023 North Perth Tennis Club Night Lights Program Application Form

**RECOMMENDATION:****That Council:**

1. **NOTES** the 'Club Night Lights Program' grant submission from the City of Vincent for the Leederville Oval Floodlighting Project and **ENDORSES** Administration's assessment of the submission;
2. **NOTES** the 'Club Night Lights Program' grant submission received from North Perth Tennis Club for floodlighting upgrades and **ENDORSES** Administration's assessment of the submission;
3. **SUPPORTS IN PRINCIPLE** the City's 'Club Night Lights Program' application included as Attachment 1 subject to:
  - 3.1 The application being successful in obtaining funding from the Department of Local Government, Sport and Cultural Industries; and
  - 3.2 East Perth Football Club and Subiaco Football Club financially contributing a combined one-third of the project cost;
4. **SUPPORTS IN PRINCIPLE** the North Perth Tennis Club's 'Club Night Lights Program' application included as Attachment 2 subject to:
  - 4.1 The application being successful in obtaining funding from the Department of Local Government, Sport and Cultural Industries; and
  - 4.2 Including \$8,705 ex GST in the City's budget for the 2022/2023 financial year to fund one third of the project; and
5. **NOTES** that following Council support, Administration will forward both submissions to the Department of Local Government, Sport and Cultural Industries for consideration.

**PURPOSE OF REPORT:**

To consider in principle support and endorse Administration's assessment of two funding submissions to the Department of Local Government, Sport and Cultural Industries (DLGSCI) Club Night Lights Program (CNLP).

**BACKGROUND:**

Local governments and not-for-profit sport/recreation organisations are eligible to apply for the Club Night Lights Program. This program aims to increase participation and physical activity through the development of sustainable, good quality and well-designed floodlighting infrastructure for sport across the State.

The maximum grant offered for standard grant applications is one third of the total estimated project costs (ex GST) up to a maximum grant of \$1 million. Any applications for the current CNLP round need to be submitted to the relevant local government for assessment, followed by Council endorsement and final submission to the DLGSCI by 4pm on 30 September 2021.

Applications are assessed by the Local Government Authority on the following criteria:

- Project justification;
- Planned approach;

- Community input;
- Management planning;
- Access and opportunity;
- Design;
- Financial viability;
- Co-ordination;
- Potential to increase physical activity;
- Sustainability.

Applications are then ranked in order of priority and rated as either:

- A. Well planned and needed by municipality;
- B. Well planned and needed by applicant;
- C. Needed by municipality, more planning required;
- D. Needed by applicant, more planning required;
- E. Idea has merit, more planning work needed; or
- F. Not recommended.

The City coordinates all applications between our community and sporting clubs, in conjunction with City submissions, to ensure there is no duplication in applications. The City has received one singular application for this round of funding from the North Perth Tennis Club, in addition to our own application for the Leederville Oval Floodlight Upgrade Project.

Both successful and unsuccessful applicants are notified by DLGSCI in December 2021 / January 2022. Funds will be available from July 2022 and the grants must be acquitted by June 2023

#### **DETAILS:**

##### **Leederville Oval Floodlighting Upgrade Project**

With the passage of time, the Leederville Oval facilities and surrounding areas are dated, generally aging, and not keeping pace with increasing community expectations. To maintain the facilities and the surrounds, in conjunction with the current outstanding works, impose significant costs to all involved. As such, the development of a Leederville Oval Master Plan was identified as a priority for the City of Vincent and its stakeholders, which include the WA Football Commission (WAFC), Department of Local Government, Sport and Cultural Industries (DLGSCI) and the two WAFL clubs (Subiaco Football Club & East Perth Football Club). The intent of the draft Master Plan was to consider the potential upgrade, replacement or construction of new buildings, floodlights, landscaping, playing surfaces and other facilities for community and sporting club use on the site.

The draft Vision for Leederville Oval is:

*'The development and delivery of a connected formal and informal active recreation and sporting space within a Town Centre location, which will be accessible to all, safe and sustainably managed for the benefit of the community and sporting clubs.'*

The draft Master Plan identified that for the next decade or more the following components are going to be critical to the evolution of Leederville Oval:

- The site will be the home to the EPFC and SFC WAFL clubs and requires sufficient/appropriate infrastructure to enable the game to grow and develop;
- The site should provide a training, developmental and competition base for both the WAFL and WAWFL;
- Existing infrastructure is substandard and should be re-developed in a staged and cost effective manner, to meet the needs of the key tenants and the broader needs of the community;
- Football Oval & Floodlighting: Complete redevelopment & replacement of floodlighting and oval surface to State level requirements to provide greater flexibility for scheduling & enhance exposure of various sporting codes;
- Upgrade Floodlighting around the oval to comply with AFLW games and to support WAFL televised games.

In 2018 the City engaged BEST Consultants to produce a Leederville Oval floodlighting upgrade program report that addressed the following:

- Auditing the existing infrastructure;
- Needs analysis;
- Feasibility Study;
- Design Options;
- Life Cycle Costs Analysis;
- Order of Probable Costs.

The Consultant:

- Delivered a detailed audit report on existing floodlights including all associated infrastructure, components, tower metallurgy/capacity, power supply and existing lux readings. This audit report included an assessment of the suitability, condition and estimated lifespan of the floodlight's infrastructure and components for current use and improved lighting options.
- Delivered a detailed inspection of each light tower to confirm condition and suitability for reuse including poles and head-unit components.
- Identified contemporary lighting standards and requirements for relevant sporting and community events held at Leederville Oval, including (but not limited to):
  - Australian Standards for sportsground floodlighting and obtrusive light;
  - International standards and best practice;
  - LED operational guidelines and standards;
  - City of Vincent Planning and Built Form / Constructions Laws;
  - AFL / AFLW Venue Guidelines 2017.
- Investigated existing and emerging technologies that are appropriate to consider for current and future needs that optimize:
  - Light quality, including: Lux, Lumen, CRI (Colour Rendering Index), focal capacity, blue-light reduction, flicker etc.;
  - Controlling and minimizing spillage;
  - Operating costs including: watt/lumen, lifecycle costing of lamps, switchboards and other components;
  - Maintenance schedules and costs;
  - Upgradeability of installed components upon new technologies emerging to the market.
- Prepared notional lighting design options at three alternative lux levels (200, 500 and 1000 lux, which reflect the AFL 2017 Facility Guidelines) based upon agreed standards and technologies, including both estimated capital costs and 10 year life cycle costs. These design options must include levels of illuminance, uniformity of illuminance, contrast, glare control, colour rendering, and compliance with statutory regulations. Consideration should be given to:
  - Identifying the viability of using the existing floodlighting infrastructure and components to deliver upgraded lighting designs;
  - Identifying existing floodlighting infrastructure and components that require replacement to meet upgrade options.
- Identified any challenges and opportunities associated with the upcoming Leederville Oval Master Plan and potential facility upgrades and what impact they may have on the notional lighting design options;
- Provided a detailed final report.

The results of BEST Consultants audit and investigation are highlighted within the City of Vincent's CNLP grant application at **Attachment 1**. The preferred floodlight upgrade option is to a 500 LUX LED solution, with an estimated total project cost of \$1,032,750 (ex GST). If the grant is successful, one-third would be funded by DLGSCI and one-third would be funded by the two Clubs (EPFC & SFC), with the remaining one-

third to be funded by the City. The City's one-third contribution is included in the Capital Works budget for 2021-2022.

The Leederville Oval Master Plan and the WA Football Commission Strategic Facilities Plan 2020 – 2030 has identified Leederville Oval as a genuine AFL Tier 2 Venue that would regularly host of AFLW and AFL Pre-Season matches. However, an immediate upgrade to the current floodlights is vitally important and urgent as the first step in achieving the required Tier 2 standard.

This project is:

- Rated 'A – Well planned and needed by municipality'; and
- Ranked priority one (1) of two (2) applications.

### **North Perth Tennis Club Floodlighting Upgrade Project**

The North Perth Tennis Club has identified that their current floodlighting levels are below the recommended standard and falling well short of the required lighting level for 'social' and 'competition' play. The existing lighting has proven expensive to maintain through globe replacement and starter maintenance. The metal halide lights are beyond their useful life and continuing to maintain or replace is not cost effective. Replacing globes will not achieve the required lighting levels. Playing tennis is also becoming increasingly difficult with a lower lighting level.

The current lighting to the two hard courts is being provided by metal halide globes, installed in 2009. The globes have needed to be replaced at increasingly shorter periods - currently every two years. Replacement and maintenance are a costly exercise as two light fittings recently failed completely. Replacement of these two fittings cost \$3,590 and further light failures may very well occur in the future. There are three main issues with the existing metal halide lighting:

1. The globes require replacing at increasingly shorter periods (now 2 years);
2. The lights are beginning to fail, which indicates they are at the end of their useful life. Replacing the full light is expensive;
3. The existing lights are now significantly below the required standard. A recent light audit confirmed the lighting actual average readings were only 118 lux across the courts, compared with the required level of 350 lux. Replacing the globes will not produce the required light level needed.

An immediate upgrade to LED lighting will avoid wasting funds on costly maintenance and provide light that meets the current Australian Standards. The current metal halide lights take approximately 12 minutes to warm up and restrike after turning off. The LED lighting will have a 50,000-hour life expectancy (20+ years). This should result in lower costs to club members and hirers, which will in turn draw more people to the Club. More people at the Club results in increased physical activity levels within the community. Tennis West advise that 54% of national court bookings occur after 5.00pm, indicating a changing trend in evening use. This project will cater for this growing demand, with lights that are suitable. An increase in the lux levels and quality provision offers the opportunity for more players to start and return to tennis.

North Perth Tennis Club has submitted a CNLP grant application to the City at **Attachment 2**, seeking support for the floodlighting upgrade on their 2 tennis hardcourts. The Club has completed its due diligence and identified the need to upgrade the lighting to LED. It is not a preferred option for the Club to replace like for like due to the higher use of electricity and higher maintenance costs. The LED lights have the following benefits:

- Instant on/off function with immediate full brightness;
- Lower maintenance requirements;
- Energy savings of approximately 50 percent;
- Lamp life of approximately 50,000 hours;
- Improved control of light spillage when using shields; and
- Lower running temperature.

The total project cost is \$26,148 (ex gst). If the grant is successful, one-third will be funded by DLGSCI and one-third will be funded by NPTC, with the remaining one-third to be funded by the City.

North Perth Tennis Club has demonstrated, over an extended period, that it is well governed and has proven that it is capable of project managing this upgrade and maintaining the proposed infrastructure.

Administration supports resolving this matter through a collaborative approach and recommends including \$8,705 in the City of Vincent 2022/23 budget.

This project is:

- Rated 'B – Well planned and needed by applicant'; and
- Ranked priority two (2) of two (2) applications.

#### **CONSULTATION/ADVERTISING:**

The City has been liaising and working collaboratively with the WA Football Commission and both East Perth Football Club and Subiaco Football Club regarding the future of Leederville Oval and in particular the standard of floodlighting. Preparation of the draft Master Plan did include extensive engagement with a range of key stakeholders and the broader community in accordance with the project specific Stakeholder Engagement Plan as detailed in Attachment 1.

The North Perth Tennis Club's main issue is to limit the light spill to adjacent dwellings, particular a northern residence approximately one (1) meter from the fence line of the court. The light spill does not impact residences to the west of the courts. The Club met with the owner who is requesting that any lighting upgrade complies fully with the Australian standards, which it will, as well as continuing with a night curfew switch which turns the lights off at 10.30pm.

#### **LEGAL/POLICY:**

Nil.

#### **RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to endorse the City of Vincent's and North Perth Tennis Club's CNLP grant applications for respective lighting upgrade and consider including funding for NPTC's project in the 2022/23 budget.

#### **STRATEGIC IMPLICATIONS:**

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

##### Enhanced Environment

*Our parks and reserves are maintained, enhanced and well utilised.*

##### Connected Community

*Our community facilities and spaces are well known and well used.*

##### Thriving Places

*Our physical assets are efficiently and effectively managed and maintained.*

#### **SUSTAINABILITY IMPLICATIONS:**

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*.

Upgrades to lighting at each venue will improve energy utilisation. It will also enable technology that allows users to better manage lighting in real time, including turning off lights when they are not needed.

*Sustainable Energy Use/Greenhouse Gas Emission Reduction*

#### **PUBLIC HEALTH IMPLICATIONS:**

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

*Increased physical activity*

Improved lighting at both venues increases the opportunity of community members to participate in physical activity and socialise within club environments, leading to improved physical and mental health outcomes.

**FINANCIAL/BUDGET IMPLICATIONS:**

The Leederville Oval Floodlight Upgrade project has already been approved and budgeted for by Council in the 2021/22 FY, subject to receiving one-third financial contribution by DLGSCI and one-third combined by the two Clubs.

The North Perth Tennis Club's total project cost is \$26,148 (ex GST). The application is seeking a one third contribution from the City, one third from DLGSCI and the remaining one third will be the Club's contribution. The City will include \$8,705 for consideration in the 2022/23 budget.

**COMMENTS:**

A floodlight upgrade to 500 lux LED would form the first step towards Leederville Oval being highly regarded and utilised by the AFL and WAFL competition more regularly and in particular by the respective women's competitions. This project will allow the two respective WAFL Clubs (SFC and EPFC) to activate the venue to greater capacity and with regular night football comes greater connection and activation to local businesses in the Leederville Town Centre. These upgrades will also allow both WAFL clubs to better support their growing Women's activities and Community Engagement programs while creating a space that the entire community can enjoy.

The lighting upgrade at North Perth Tennis Club would have a positive impact on both the City of Vincent and the local community. A sustainable upgrade to the lighting would support participation of Tennis across extended hours and increase the availability of recreation to the wider demographic. The lighting upgrade would also increase the level of safety at the facility for users. The joint funding of this project would provide a long-term cost saving for both the Club and the City.

The City is currently working on developing a Sport and Recreation Facilities Plan, with the recommendations and implementation approach still to be determined. Given the current poor state of the floodlights at both sites, it is recommended to proceed with both projects due to its immediate benefits.



Government of Western Australia  
Department of Local Government, Sport  
and Cultural Industries

## Office Use Only

TRIM: \_\_\_\_\_

Grant No: \_\_\_\_\_

Project Coordinator: \_\_\_\_\_

## Club Night Lights Program Grant Application Form

### Year 2022/23 – 2024/25 Triennium

This application form can only be used for applications to be submitted in the 2022/23 funding round.  
No other forms will be accepted.

**You MUST discuss your project with an officer from your nearest Department of Local Government, Sport and Cultural Industries office before completing and submitting your application. Failure to do so will render your project ineligible.**

**All applications MUST be submitted to your local government. Contact your local government to determine the cut off date for the submission of applications.**

DLGSC Contact: Clayton White, Manager-  
Community Infrastructure- Sport and Recreation

Date: 09 Aug 2021

Office: Leederville

## TYPE OF GRANT:

**FORWARD PLANNING GRANT \$166,667–\$1 million**  
The total project cost (GST exclusive) exceeds \$500,000.

**Year of Claim** (Applicable to forward planning grants only):

Please indicate the year that you would prefer to claim a grant, taking into account the CNLP Acquittal Requirements. Only indicate first preference for funding in 2022/23 if all planning is finalised and the project will be completed before 1 June 2023.

 2022/23 2023/24 2024/25

**Would the project proceed if funding was allocated in a later year?** Yes

If yes, how would the project be impacted (e.g. – delayed etc)?

Delayed, however this project cannot proceed without successful funding.

**How would the resulting cost escalation be funded?** The City of Vincent, Subiaco & East Perth Football Clubs

## Applicant's Details:

Organisation Name:	City of Vincent				
Postal Address:	PO Box 82				
Suburb:	Leederville	State:	WA	Postcode:	6902
Street Address:	244 Vincent Street				
Suburb:	Leederville	State:	WA	Postcode:	6007

## Preferred Contact Person:

All application correspondence will be directed to this person

Name:	Wayne Grimes	Title:	Mr
Position Held:	Coordinator Club Development, City of Vincent		
Business Phone:	9273 6011	Facsimile:	N/A
Mobile Phone:	N/A	Email:	wayne.grimes@vincent.wa.gov.au

**Organisation Business Details:**

Does your organisation have an ABN?	Yes	ABN: 62 191 132 542	
Is your organisation registered for GST?	Yes	* Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate. LGAs exempt.	
Is your organisation not-for-profit?	Yes – Local Government Entity		
Is your organisation incorporated?	N/A	Incorporation # N/A	
Bank details:	Bank: CBA	BSB: 066000	A/c: 10074432

**Local Government Authority Details:**

LGA:	City of Vincent		
Contact:	Wayne Grimes	Title:	Mr
Position Held:	Coordinator Club Development, City of Vincent		
Business Phone:	9273 6011	Facsimile:	N/A
Mobile Phone:	N/A	Email:	wayne.grimes@vincent.wa.gov.au

**PROJECT DETAILS**

<b>Project Title (brief and specific):</b> Leederville Oval Floodlighting Upgrade			
<b>Project Description:</b> This Project involves upgrading the current very poor, old, expensive, non-sustainable and non-compliant floodlights at Leederville Oval to a more energy efficient, effective and sustainable LED lighting solution at a level of 500lux to enable increased accessibility to community sport infrastructure.			
<b>Project location:</b>	Leederville Oval		
<b>Land ownership:</b>	Who owns the land on which your facility will be located? Owned by the State of WA and vested in the City of Vincent through a Management Order. Lease Expiry (if applicable): N/A		
<b>Planning approvals</b>	If no, provide the date it will be applied for:		
<b>Where applicable, has planning permission been granted? (LGA)</b>	N/A	_ / _ / _	
<b>Aboriginal Heritage Act?</b>	N/A	_ / _ / _	
<b>Department of Biodiversity, Conservation and Attractions? (Environmental, Swan River)</b>	N/A	_ / _ / _	
<b>Native Vegetation Clearing Permit?</b>	N/A	_ / _ / _	
<b>Please list any other approvals that are required?</b>	N/A	_ / _ / _	
<b>What discussions have been held with adjoining local authorities?</b> N/A			
<b>Approximate distance from proposed project to nearest adjoining council boundary:</b> 1 km			
<b>Have you discussed this project with Department of Infrastructure and Regional Development (Federal Government)?</b> No			
<b>If so, are you seeking funding from them?</b> No			
Contact: N/A			
<b>How will your project increase physical activity?</b> This Project is the first component of a proposed Master Plan for Leederville Oval and its facilities. Upgrading the lighting will provide the community and the sport of football, a greater level of flexibility to use active open space to accommodate existing demand by offering night time bookings for structured competitions, AFL9's and talent programs, as well as supporting the growing demand in women participants which is continuing to build since the AFLW inception. Specifically, East Perth Football Club's eight Junior District (zoned) clubs would like access to play night time games at the oval. There is a current decline in youth participation (children aged 13-17 years) which,			



according to a WA Football Commission youth survey, could be rectified if they had the opportunity to play at WAFL grounds, particularly at night.

Local community sports throughout the state are faced with a shortage of suitably lit venues. This project will allow Leederville Oval to be better utilised by the junior and youth aged male and female athletes, with 'night football' being discussed to bring multiple games into the precinct on any given night. This also has a flow-on effect to the many nearby businesses, who benefit from an increase in foot traffic into the precinct.

This project would allow for the venue to be utilised for social football formats such as AFLX and AFL9's. These are safe activities for all age groups and skill levels and promote healthy activities in a non-threatening environment. The AFL has also indicated a desire for AFLW games to be broadcast live into the eastern states (AFLW Season in November to February) and these games can attract up to 10,000 spectators, hence delivering an additional economic benefit to the local businesses.

Subiaco Football Club and East Perth Football Club have committed to having WAFLW matches integrated into the standard WAFL match day, elevating female participation to that of equal to the men's competition. Both Clubs' women's football teams are currently unable to play games at their home ground due to the demand of Leederville Oval from other programs. Upgrading the floodlighting will enable fixture flexibility to cater to the demand, allowing the women's teams to play at their home ground and opponent women's teams to also play under lights. Being able to play at Leederville Oval and play under lights will give greater visibility to women's football and promote opportunities for football development pathways. It will also provide other clubs in the WAWFL the opportunity to play under lights, enabling participation equality.

East Perth Football Club have an interest in delivering off-season multicultural and indigenous Australian Rules Football programs. It is a key strategy of the Club and WA Football Commission to continue to engage with the Chung Wah Association of WA, Indian Society of WA and the South Sudanese community in the region. The Club's Yaakiny Royals program, which supports Aboriginal players in the region, is also a key development program that they wish to expand. Allowing these players to train at night rather than in the heat of the day over summer (off peak football season) is not only safer for participants but makes the program more appealing to be involved in.

The venue can also be used for City of Vincent Community events, with substantial lighting providing very safe ingress & egress for all community users.

As a result of safe match standard LED lighting, we would attract AFLW matches. It is estimated that an increase in the standard of lighting would allow an additional 1000 hours of additional time per annum for physical activity.

**Do you share your facility with other groups? YES**

If so, who: East Perth Football Club, Subiaco Football Club, City of Vincent residents, Metropolitan TAFE, SEDA Group.

List up to three sport and recreation activities which will **directly benefit** from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

Sport/community organisation	% use of the facility	Hours per week
WAFL (Subiaco Football Club and East Perth Football Club)	75	40-45 hours per week
Community Youth/District Participants (Male and Female players, umpires and volunteers)	25	10-15 hours per week
AFLW (West Coast Eagles) and Social football AFLX, AFL9's etc SUMMER ONLY	N/A	10-12 hours (Nov to Feb)

Activity/sport **capitated membership** numbers over the past three years relevant to your project. For example, if a bowls project, golf members not relevant; **Social membership numbers not applicable**.

Note: if membership is not applicable, ie recreation facility or aquatic centre, please enter the number of users of the facility with evidence of how you arrived at the figure.

<b>2018/19</b>	<p>50,000 Players, Members and spectators of EPFC and SFC.</p> <p>20,000 attendees City of Vincent Events.</p> <p>15,000 attendees of 3<sup>rd</sup> party functions and events other than football match days.</p> <p>5,000 casual City of Vincent residents.</p>	<b>2019/20 (COVID RESTRICTED)</b>	<p>25,000 Players, Members and spectators of EPFC and SFC.</p> <p>5,000 attendees City of Vincent Events.</p> <p>10,000 attendees of 3<sup>rd</sup> party functions and events other than football match days.</p> <p>5,000 casual City of Vincent residents.</p>	<b>2020/21</b>	<p>50,000 Players, Members and spectators of EPFC and SFC.</p> <p>20,000 attendees City of Vincent Events.</p> <p>15,000 attendees of 3<sup>rd</sup> party functions and events other than football match days.</p> <p>5,000 casual City of Vincent residents.</p>
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State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning your project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are available on the departments website: <https://www.dlgsc.wa.gov.au/sport-and-recreation/state-sporting-associations>

<b>What is the name of the State Sporting Association for your activity/sport?</b>	
West Australian Football Commission.	
<b>Have you discussed your project with your State Sporting Association?</b> Yes	
Contact Name: Tom Bottrell	Date of contact: May 2021

**PLANNING**

You need to demonstrate that you have undertaken an appropriate level of planning for your project. Questions 1 – 24 must be completed for all applications. Forward Planning grant applications must complete all the questions in detail. Annual grant applications must provide responses where appropriate and relative to the project.

Attach your responses (in numerical order) to the application form. If you believe that you have a valid reason for answering in the negative to a question please detail that reason.

Ensure that you have addressed the Key Principles of Facility Provision as they apply to your project. Questions 1 to 24 below relate directly to these principles.

You are expected to provide detail on the planning, management and financial viability of your project. Where research findings are used to justify a project a range of research techniques should be evident in the methodology used. When using comparative analysis local conditions must be considered.

All assumptions must be clearly stated. Please do not solely refer to attachments in the answers below – please summarise the content in the section provided.

1	<p><b>When did you complete your needs assessment?</b> (This is a formal analysis required for projects over \$500,000).</p> <ul style="list-style-type: none"> <li>March 2020 – Leederville Oval Master Plan Summary report (refer Attachment 1)</li> <li>August 2020 – Best Consultants ‘Leederville Oval Floodlight Upgrade electrical report’ (refer Attachment 2)</li> </ul>
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### How has the need for your project been identified and assessed?

#### **'Leederville Oval Floodlight Upgrade electrical report' - Best Consultants (refer Attachment 2)**

On 15 August 2003, the East Perth Football Club (EPFC) and the Subiaco Football Club (SFC) entered into a ground share partnership at Leederville Oval. The shared facility was part of a redevelopment of Leederville Oval/Loftus precinct that was to see AFL football remain an important part of Leederville culture. The current floodlights were installed in 2004, with both clubs providing financial input to the operating and maintenance costs of the floodlights. There have been significant issues since that time regarding the operating costs, maintenance costs and quality of the floodlights at Leederville Oval. The current 102 metal halide lamps cost approximately \$1000 each (life of approx. 2,000hrs), whereas new/current standard LED technology costs approximately \$4,000 each (life of approx. 50,000 hrs). While the purchase price of the LED lamps is much higher than the existing metal halide lamps, the lifecycle costs are lower. This is achieved by a much longer life expectancy of each lamp, reduced running costs and hence reduced maintenance costs. For example each time a high-lift machine ("cherry picker") is required to replace metal halide lamps the costs are substantial.

The delivery of a floodlight upgrade program will address the current issues of high operating and maintenance costs and ensure light quality meets future demand, which in turn will meet the City's Corporate Business Plan and Strategic Community Plan. An investigation, in relation to a floodlighting upgrade program, by BEST Consultants addressed the following:

1. Auditing the existing infrastructure;
2. Needs analysis;
3. Feasibility Study;
4. Design Options;
5. Life Cycle Costs Analysis;
6. Order of Probable Costs.

The Consultant was responsible for and delivered:

- A detailed audit report on existing floodlights including all associated infrastructure, components, tower metallurgy/capacity, power supply and existing lux readings. This audit report included an assessment of the suitability, condition and estimated lifespan of the floodlights infrastructure and components for current use and improved lighting options.
- A detailed inspection of each light tower to confirm condition and suitability for reuse including poles and head-unit components.
- Identify contemporary lighting standards and requirements for relevant sporting and community events held at Leederville Oval, including (but not limited to):
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  - Identifying the viability of using the existing floodlighting infrastructure and components to deliver upgraded lighting designs;
  - Identifying existing floodlighting infrastructure and components that require replacement to meet upgrade options.

- Identify any challenges and opportunities associated with the upcoming Leederville Oval Master Plan and potential facility upgrades and what impact they may have on the notional lighting design options;
- Provide a detailed final report.

**Leederville Oval Master Plan Summary report** (refer Attachment 1)

With the passage of time, the Leederville Oval facilities and surrounding areas are dated, generally aging and not keeping pace with increasing community expectations. To maintain the facilities and the surrounds, in conjunction with the current outstanding works, impose significant costs to all involved. As such, the development of a Leederville Oval Master Plan was identified as a priority for the City of Vincent and its stakeholders, which include the WA Football Commission (WAFC), Department of Local Government, Sport and Cultural Industries (DLGSCI) and the two WAFL clubs (Subiaco Football Club & East Perth Football Club). The intent of the Master Plan was to consider the potential upgrade, replacement or construction of new buildings, floodlights, landscaping, playing surfaces and other facilities for community and sporting club use on the site.

The Vision for Leederville Oval is:

*'The development and delivery of a connected formal and informal active recreation and sporting space within a Town Centre location, which will be accessible to all, safe and sustainably managed for the benefit of the community and sporting clubs.'*

The Master Plan identified that for the next decade or more the following components are going to be critical to the evolution of Leederville Oval:

- The site will be the home to the EPFC and SFC WAFL clubs and requires sufficient/appropriate infrastructure to enable the game to grow and develop.
- The site should provide a training, developmental and competition base for both the WAFL and WAWFL.
- Existing infrastructure is substandard and should be re-developed in a staged and cost effective manner, to meet the needs of the key tenants and the broader needs of the community.
- Football Oval & Floodlighting: Complete redevelopment & replacement of floodlighting and oval surface to State level requirements to provide greater flexibility for scheduling & enhance exposure of various sporting codes.
- Upgrade Floodlighting around the oval to comply with AFLW games and to support WAFL televised games.

**Is the need or a part of the need that you have identified already being catered for?**

No

2	<p><b>Have you undertaken a feasibility study?</b> (must be included with Forward Planning applications).</p> <p>Yes <input checked="" type="checkbox"/> – Refer Attachment 2 - BEST Consultants Electrical Report</p> <p>The Feasibility Study, Audit Inspection and Needs Analysis was conducted in 2018 (3 years ago).</p> <p>The following observations have been identified during the inspection and preliminary calculations for the Leederville Oval floodlighting report:</p> <p><b>EXECUTIVE SUMMARY</b></p> <ul style="list-style-type: none"> <li>• The existing site has sufficient power available from the existing point of attachment transformer to the Site Main Switchboard (SMSB) for the current lighting and general power works including illumination levels up to 500lux. A new incoming power supply upgrade would be required for the development to achieve a lighting scheme level of 1000lux. The recently installed SMSB has sufficient space for an upgrade to 1000lux on the oval and would not need replacing.</li> <li>• The current recorded lighting measurement on the oval has a horizontal illuminance average of 391lux. (Appendix "A"). Initial lux reading taken in 2004 indicated an average of 736lux was achieved (Appendix "B"). The existing pole and light configuration due to its aging equipment and some nonreplaced lamps, would not be suitable for a 500lux requested base design requirement.</li> <li>• A preliminary Design evaluation using an LED solution was proposed in June 2017 by Gerard Lighting, however the design was only able to achieve 400lux average utilising the existing lighting tower positions. Modification to the existing headframes was recommended due to the additional weight of LED technology Floodlights.</li> <li>• A LED solution in all cases, is the recommendation BEST Consultants would offer to the City of Vincent based on a Life Cycle cost analysis, site access issues and the most important issue of maintenance. If the proposed AFLW is introduced and television rights are required then the LED solution will remove any potential power spike issues in the system and delays to the broadcasting.</li> <li>• Obtrusive lighting is still of concern outside the oval and it is proposed that any new lighting solution does not increase the current levels measured. The current obtrusive lighting measurements do not comply with the Australian Standards at the southern end of the ground.</li> </ul> <p><b><u>Audit and Assessment Observations / Findings:</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Power availability:</b> The existing site has sufficient power available from the existing point of attachment transformer to the Site Main Switchboard (SMSB) for the current lighting and general power works including illumination levels up to 500lux. A new incoming power supply upgrade would be required for the development to achieve a lighting scheme level of 1000lux. The recently installed SMSB has sufficient space for an upgrade to 1000lux on the oval and would not need replacing.</li> <li>2. <b>Lux readings:</b> The existing luminaries have some surface corrosion, however this is not affecting their performance and will not be an issue for another 2-5 years. There has been a number of lamps replaced during its 14 years of service which has reflected on the lux levels. The current recorded lighting measurement on the oval has a horizontal illuminance average of 391 lux. Initial lux reading taken in 2004 indicated an average of 736 lux was achieved. The existing pole and light configuration due to its aging equipment and some nonreplaced lamps, would not be suitable for a 500 lux requested base design requirement. A preliminary design evaluation using an LED solution was proposed in June 2017 by Gerard Lighting, however the design was only able to achieve 400 lux average utilising the existing lighting tower positions. Modification to the existing headframes was recommended due to the additional weight of LED technology Floodlights.</li> <li>3. <b>LED solution:</b> The expected lamp life of the metal halide lamps on site is 4,000 hours. The expected lamp life of the new technology LED lamps on site is 50,000 hours. Based on a life cycle cost analysis, site access issues and the most important issue of maintenance, it is recommended that, in almost all cases, to replace the existing halide lamps to LED lamps. Whilst this is the most initial expensive cost option, LED is also the most cost effective solution over a 10-15 year period. If the proposed AFLW is introduced and television rights are required, then the LED solution will remove any potential power spike issues in the system. The restrike time for a metal halide lamps is approximately 20 minutes, compared to the restrike time for the LED is 15-20 seconds and 2 minutes to full working brightness.</li> </ol>
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4. **Headframes:** No rust or corrosion and in good condition. The existing head frame is only suitable for the current metal halide fitting design being underslung and a LED design solution up to 500 lux will require top and underslung installation. The current headframes are not suitable for the 1000 lux lighting designs.
5. **Poles:** The existing poles have no sign of rust (above ground) and are considered in good condition. The structural warranty on the poles is only 18 years – they are currently at 14 years (now 17 years). Whilst some towers have been known to last longer it is the tower bases that corrode first.
6. **Tower footings:** The existing footings are suitable for the current metal halide design for a lighting level up to 500 lux, however not suitable for 500 and 1000 lux LED designs, or 1000 lux metal halide design. To comply with the 500 and 1000 lux LED requirements, one option is to add additional sheet pilings to the existing 3 x eastern lighting towers footings. This would reinforce the existing footings to support an additional head frame capacity on each tower to accommodate the increased weight of a 28kg LED fitting compared to a 13.5kn metal halide fitting.
7. **Obtrusive lighting:** Obtrusive lighting is still of concern outside the oval and it is proposed that any new lighting solution does not increase the current levels measured. The current obtrusive lighting measurements do not comply with the Australian Standards at the southern end of the ground.

#### Lighting lux levels at other venues:

Leederville Oval currently has on average 391 lux. As a comparison:

- WACA – 2200lux.
- Optus Stadium – 2000lux. (841 fixtures - LED).
- West Coast training facility – 800lux (180 fixtures - LED).
- Dockers training facility – 300lux. (44 fixtures - metal halide)
- HBF Park / NIB stadium – 2000lux (630 fixtures – metal halide).
- Subiaco Oval – 2100lux.
- Haynes Oval Bunbury – 500lux.
- Wonthella Oval Geraldton – 500lux. (132 fixtures)
- Adelaide Oval, Adelaide – 2500lux (680 fixtures - metal halide)

The preferred lighting criteria for televised AFL games is 1400 Lux. The lighting standards for professional football competition (e.g. WAFL) is 500 Lux. The Leederville Oval floodlights are predominately used for football purposes, however other proposed purposes could be concerts and community events. If the Council plan on continuing providing Leederville Oval for a tenure for more than 5 years to the WAFL clubs (EPFC & SFC), then Best Consultants recommendation is to upgrade to LED lights.

#### Investigate existing and emerging technologies:

There are many innovations and emerging technologies that can be adopted with all current LED technology designs.

- **Use of dimming and Dali\DMX** (Digital Lighting control system) control for all the lights.
- **Uniformity of light** across the oval. If all lights are operating properly then the uniformity across the oval will be at it optimum design. If there are some metal halide lights that are not working then the dark spots across the oval increases.
- New technology LED Dali\DMX lighting control system can **dim all lights** down to a specific level **with the same uniformity** and if there were still issues concerned with dark spots across the oval you could increase specific lights by dimming control and thereby increase uniformity across the oval. This is very relevant for the pockets within an AFL oval.
- This Dali\DMX lighting control also **increases the lamp life** (approximately 15%) of the luminaire when dimmed at 95%. Over a period of 50,000 hours this is considerable lamp life extension.
- The use of **colour changing** LED technology is a standard design in modern facilities. Most facilities create mood lighting at the start of play and at the end of the game to enhance the viewing and emotion of the event. This form of lighting is currently being used at OPTUS stadium where 280 LED luminaires are used at the ground for this effect. The effect it can create is endless with 1080 colours available. BEST Consultants do not think this form of lighting is appropriate for Leederville Oval at a cost of around \$350,000.

<p><b><u>Challenges and opportunities associated with the Leederville Oval potential facility upgrades and what impact they may have on the notional lighting design options.</u></b></p> <p><b>Challenges</b></p> <p>Based on the strategic plan for the oval the existing towers expected life is 18 years of which the current installation is at year 14 (now 17 years). Should the council look to remain at the oval for the next 15-20 years the only recommendation would be for new towers which would last the expectancy of the oval. This however is a \$390,000 cost to replace all towers. Another challenge to the design of the oval lighting is the impending residential building developments surrounding only the southern side of the oval. It is envisaged that in the next 15-20 years the area will be surrounded with multi-residential building and therefore the glare control of the lights will be important. The option No3 LED solution can control the glare through height however the compliance with the obtrusive light Standard AS4282-1997 would be marginal. The requirement is as follows and is measured vertically at the boundary of the property.</p> <ul style="list-style-type: none"> <li>• Pre-curfew hours residential 10lux.</li> <li>• Curfew hours residential 2lux</li> <li>• Pre-curfew hours commercial 25lux</li> <li>• Curfew hours commercial 4lux</li> </ul> <p>Currently the pre-curfew measured values along Vincent Street is 14lux.</p> <p>Another critical challenge is the access to the oval and surrounding area for the installation and maintenance of the luminaires. With an LED solution, maintenance it is envisaged that this would only occur every 18+ years however the metal halide solution would be every 4-5 years. Access across the oval particular during the winter months is very difficult due to the low water table and on some occasions not accessible. This access issue should be a consideration when selection the correct lighting design option of the site.</p> <p>The existing metal halide solution has an issue with its restrike time of the lamp upon a power outage or spike within the system. The restrike time for a Metal Halide is approximately 20 minutes. The restrike time for the LED is 15-20 seconds and 2 minutes to full working brightness. When television rights for either the AFL or WAFL are undertaken this is an important consideration in the negotiations. Most television broadcasters select facilities which can provide un interrupted viewing of the game.</p> <p><b>Opportunities</b></p> <p>The main opportunity should an LED solution be adopted would be the flexible switching modes of the lighting levels across the oval surface. By the use of DaliDMX lighting control dimming equipment, each luminaire could be programmed to suit any lighting solution. The control of the solution can simply be programmed as a scene for use at a later date.</p> <p>The LED solution would also provide the best uniformity over the playing surface. By dimming the LED lights, it means that the fitting positioning on the frame is not critical to a pre-set lighting mode. All fittings would be used and dimmed to a set point. This would eliminate the high and low dark spots within the playing surface.</p> <p>DaliDMX is a lighting control system which would allow the ultimate flexibility for scene control for a variety of switching modes depending on the use. This system will also allow modification to the number of luminaires energised to suit other activities on the oval other than AFL. The control of the solution can simply be programmed as a scene for use at a later date.</p> <p>BEST Consultants, in its review, has looked at the use of tilt towers for the facility, however the cost was four times the standard tower configuration and it is our view that this was not justifiable for this type of facility.</p>
<p><b>If not, how have you assessed the feasibility of your project?</b></p> <p>See above</p>

3	<p><b>What alternatives were considered and why were they rejected?</b> (This should include a 'do nothing' option)</p> <p><b>Refer Attachment 2 - BEST Consultants Electrical Report</b></p> <p>Prepared notional lighting design options at three alternative lux levels (200, 500 and 1000 lux). Include options for MH (Metal Halide) and LED (Light Emitting Diode) solutions.</p> <ul style="list-style-type: none"> <li>• <b>200lux requirement Option 1 (MH)</b> – The existing luminaires and tower configuration can be maintained for this level. Additional switching would be required to ensure this level is maintained. The existing lighting levels currently exceed the minimum 200 lux level so we would recommend leaving the existing luminaires installed and perhaps rotating the switching for maintenance reasons. Re-aiming of the existing luminaires will be required. It is envisaged that 9 metal halide luminaires per tower would be required.</li> <li>• <b>200lux requirement Option 2 (LED)</b> – A new LED solution can replace the existing MH (Metal Halide) solution. Existing head frame can be reused for this lower design only. We would recommend that Dali\DMX lighting control be added as part of the design. This would require approximately 9 LED luminaires per tower.</li> <li>• <b>500lux requirement Option 3 (MH)</b> – The existing luminaire and tower configuration can be maintained for this level. Due to the age of the equipment we would recommend that the luminaires and control gear be replaced as recent lighting level tests have confirmed that an average of 391lux is now being achieved. The original design readings when installed was 736lux average.</li> <li>• <b>500lux requirement Option 4 (LED)</b> – New LED solution can replace the existing MH (Metal Halide) solution. Existing head frame and tower would be suitable however an additional headframe would be needed for the additional LED lights. The LED solution increasing the weight of the headframe by approximately 232kg which the current pole and footing is not rated at. New controls and dimming would be installed at the time of the new installation. The offset to the existing footing would be to Sheet pile around the existing footing. This would stabilise the pole and allow the additional weight on the pole. The LED wind loading is less than that of the Metal Halide fitting. The LED has a wind load factor of 0.17 underslung and the metal halide has a wind load factor of 0.24. This reduced load factor is one of the reasons we are able to maintain the existing pole configuration. A final design will need to consider the pile solution and the manufacturer's warranty of the towers. The towers only have an expected rated life of 18 years. This design LED solution is based on the tower being suitable for the expectancy of the facility.</li> <li>• <b>1000lux requirement Option 5 (MH)</b> – This solution would require all new towers, footings and head frames to the development. The total power supply to each tower would also need to be increased due to the current draw of approximately 50 MH fittings per tower. The end design solution would also only have the traditional 4 lighting tower design. Due to the space constraints we would envisage the current two western tower locations and two off towers to the eastern side of the oval. Each tower would have approximately 50 luminaires on a head frame. All locations would support the new tower configurations.</li> <li>• <b>1000lux requirement Option 6 (LED)</b> – This solution would require all new towers, footings and head frames to the development. The total power supply to each tower would also need to be increased, although we may be able to utilise the A1 and A2 towers power supply due to the decrease in power consumption in LED technology which is approximately 52% of metal halide power usage. Each pole would have approximately 55 luminaires on a headframe similar to the Appendix "D" design. The appendix "D" is a design used for the current West Coast Eagles training facility which had a design requirement of 800lux. The head frame configuration allowed for spare luminaire positions to increase the levels at a later date. The new proposed head frame would be similar in nature. Ultimately this is the design solution best suited for a 1000lux design for a number of reasons including power usage, maintenance, access to the oval, lamp life of 50,000 minimum, flexibility of alternative lux levels (200lux, 500lux, 1000lux) across the playing surface, uniformity under any lighting condition and ultimate control of the system through a C-Bus lighting control system for any scene control for football and other events etc.</li> </ul>
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**ORDER OF PROBABLE COSTS (refer Attachment 3)**

The following order of cost estimates are provided for guidance only and are not intended to determine the final cost, but rather provide an indication. All costs are reported excluding professional fees, project management and GST. A summary of the labour and materials has only been provided at this stage:

The following order of cost magnitudes are as follows:

- **Option 1 – Metal Halide 200 Lux Solution** (Existing tower, head frames and footings)  
Material costs \$98,000 + Labour costs \$546,250 = **Total Cost \$644,250**
- **Option 2 – LED 200 Lux Solution** (New tower, head frames and footings) Material  
costs \$103,000 + Labour costs \$592,500 = **Total Cost \$695,500**
- **Option 3 – Metal Halide 500 Lux Solution** (New tower, head frames and footings) Material  
costs \$135,050 + Labour costs \$687,700 = **Total Cost \$822,750**
- **Option 4 – LED 500 Lux Solution** (New tower, head frames and footings) Material  
costs \$165,250+ Labour costs \$867,500 = **Total Cost \$1,032,750**
- **Option 5 – Metal Halide 1000 Lux Solution** (New tower, head frames and footings) Material  
costs \$259,600 + Labour costs \$973,600 = **Total Cost \$1,233,200**
- **Option 6 – LED 1000 Lux Solution** (New tower, head frames and footings) Material  
costs \$269,050 + Labour costs \$1,197,200 = **Total Cost - \$1,466,250**

**Exclusions:** The following clarification and exclusions apply with the above costs:

- All costs listed above exclude GST.
- All above costs exclude design or Authority Headworks Fee's.
- Refer to each item to confirm if new poles, head frames and footings are required.
- Option No3&4 500lux has included for piles footings around the existing towers in the costs.
- No allowances have been made for any Specific environmental conditions on site.
- No allowance has been made for consultation of user client or public group.

**Did you consider sharing with another group?** (Please detail).

Yes  -

East Perth Football Club, Subiaco Football Club, City of Vincent residents, Metropolitan TAFE, SEDA Group.

**Did you consider the whole of life cost when assessing the viability of these options to ensure that the preferred project was both affordable and cost-effective?** (Please detail).

Yes

Refer Attachment 2 - BEST Consultants Electrical Report APPENDIX "E" and Attachments 5, 6 & 7.

4	<p><b>How does your project fit into your:</b></p> <ul style="list-style-type: none"> <li> <b>Club's strategic plan or development plan?</b>  <b>East Perth Football Club:</b> It is considered a pivotal component for 2 of our 3 strategic pillars, 'Connecting with the Community' through allowing more hours of use and 'Striving for Success' assisting us to provide the players in our District the best facilities to reach their potential. This is of particular importance for the growing EPFC Female Football Program and growth of female participation in the EPFC District.  Refer Attachment 8. – East Perth Football Club Letter of Support </li> <li> <b>Subiaco Football Club Strategic Plan</b> – important under 3 of our 5 Focus Areas – <b>Subi 2030</b> and <i>improved facilities to allow wider access</i> and <b>Community Engagement</b> – <i>we are an integral part of our community and Strengthen our connections in the football community and Identify how we can build our influence in the "non-football space".</i>  Refer Attachment 9. – Subiaco Football Club Letter of Support </li> </ul> <p>Both EPFC and SFC have confirmed and committed to funding up to one third between them of the floodlighting project's cost Refer Attachment 14. – EPFC &amp; SFC confirmation of financial contribution.</p> <ul style="list-style-type: none"> <li> <b>State Sporting Association's strategic or development plan?</b>  In 2020, the West Australian Football Commission launched its Strategic Facilities Plan 2020-2030 <a href="https://www.wafooty.com.au/download/d/utvuLuiv0bNb7OGRNsLmXBGgwLdLUzWvc0VMQNCkayY">https://www.wafooty.com.au/download/d/utvuLuiv0bNb7OGRNsLmXBGgwLdLUzWvc0VMQNCkayY</a>  Leederville Oval floodlighting is referred to on pages 10, 12, 16, 30 (Strategy # 1.1, 1.2, 1.3, 6.4, 6.6, 7.1.)  This project also meets the 3 Pillars from within that Plan  SUSTAINABILITY: Deliver projects that respond to demand and are operationally viable.  PARTNERSHIPS: Partner with all levels of government.  INVESTMENT: Highlight the social, economic and wellbeing benefits football provides to the community. Please see the recent WACFL &amp; UWA report into the benefits football plays in the mental health and connection of communities.  <a href="https://www.wafooty.com.au/download/d/8PkwW6JT00QsuFZ6VL_scJ-VLtefJ6AWN6zabfJeyEs">https://www.wafooty.com.au/download/d/8PkwW6JT00QsuFZ6VL_scJ-VLtefJ6AWN6zabfJeyEs</a> </li> </ul> <p>The plan also addresses the clear focus of ensuring our WAFL venues (State Level venues) are of a quality standard, as these venues are the central hub for the junior and youth players within the relevant zones and it also promotes football for all levels of skill and age groups via the social football alternatives.  Western Australia requires 50 new venues in the next 10 years to keep up with population and participation growth. As such, it's imperative we maximise current venues/facilities to ensure no-one misses out on the opportunity to participate.  As well as project enhances community level participation, the WAFL clubs are the key drivers in Talent Development and provide players and coaches for the AFL system but, more importantly, develop the players as people. The WAFC and WAFL clubs partner such organisations as Heathway, the Mental Health Commission and Outside the Locker Room to deliver Mental Health and Wellbeing education as well as providing support to such charities as Motor Neuron Association WA, Sock it to Sarcoma and Prostate Cancer WA to name just a few.  From this you can see that football is not the only important thing for these clubs. They are now community enablers who serve a much broader purpose than just winning and losing on the weekend. A project such as this one, allows the tenant clubs to continue and increase the community initiatives. As such, the WAFC fully supports this application. Refer Attachment 10. – WAFC Letter of Support and Attachment 11. – WAFLW Proposal Leederville Oval Floodlight Upgrade</p> <ul style="list-style-type: none"> <li> <b>Local authority's strategic or development plan?</b>  The City of Vincent's 'Strategic Community Plan (SCP)' established six priority areas to guide the delivery of the City's projects, programs and services over a 10-year period. A set of outcomes was then determined for each priority with a number of actions required to achieve each outcome.  The Leederville Oval Floodlight project is aligned to the following:  <a href="https://www.vincent.wa.gov.au/documents/1541/corporate-business-plan-202021-202324">https://www.vincent.wa.gov.au/documents/1541/corporate-business-plan-202021-202324</a> </li> <li> Page 17: 'Thriving Places' - Our vibrant places and spaces are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy - Our physical assets are efficiently and effectively managed and maintained - Prepare and implement Master Plans and development plans for various City </li> </ul>
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	<p>reserves/parks/ facilities/community spaces - Implement Public Open Space Strategy - Develop Sport and Recreation Facilities Plan.</p> <ul style="list-style-type: none"> <li>• Page 29: Thriving Places #13 'Leederville Oval Master Plan' and #14 'Public Open Space Strategy'.</li> <li>• Page 41: City of Vincent Public Open Space Strategy 2018 – Key Action #22 'Prepare &amp; Implement the Leederville Oval Master Plan' <a href="https://www.vincent.wa.gov.au/documents/1674/public-open-space-strategy-2018">https://www.vincent.wa.gov.au/documents/1674/public-open-space-strategy-2018</a>;</li> <li>• Refer Attachment 12 – Mayor's Letter of Support</li> <li>• Refer Attachment 13 – Leederville Oval in Partnership</li> </ul>
5	<p><b>What impact is your project likely to have on other facilities and services in your local and regional area?</b></p> <p>Increasing the usage of the oval because of high-quality lighting has a natural flow-on effect to the local economy. Increasing the amount of junior/youth football in the venue brings families into the precinct who utilise the nearby shops and restaurants. Likewise, the increasing popularity of female football via the AFLW competition. Crowds of up to 10,000 people have attended AFLW matches in WA in recent years, and this has a significant economic benefit to the local community. As a quantifiable example of what a well-attended football match can provide, the WAFL Grand Final was played at Fremantle Oval in 2020 and the City of Fremantle reported an economic benefit of over \$1m to the local businesses on the day of the event. Leederville and Fremantle are very similar in that they are entertainment precincts which can be included in game day activations.</p>
6	<p><b>Is your facility multi-purpose</b> (i.e. caters for a variety of activities at one time)? No <input checked="" type="checkbox"/></p> <p><b>If so, does it service more than one LGA?</b></p> <p>Site and locality maps should be included with all applications outlining where the proposed facility is located in relation to other sport and recreation infrastructure (where applicable).</p> <p>Yes <input checked="" type="checkbox"/></p> <ul style="list-style-type: none"> <li>• Refer Attachment 1 - Leederville Oval Master Plan – Summary</li> <li>• Refer Attachment 2 - BEST Consultants Electrical Report APPENDIX "B"</li> </ul>
7	<p><b>Describe the consultation process undertaken for the project. For example, have you invited public submissions, conducted a survey, held stakeholder or public forums etc.:</b></p> <p>The following consultation processes were undertaken as part of the <b>Leederville Oval Master Plan</b>:</p> <ul style="list-style-type: none"> <li>• Online engagement through the City's EHQ platform including relevant surveys</li> <li>• Council workshops</li> <li>• Consultation with City of Vincent Advisory groups (i.e. Arts, Environmental, Urban Mobility, Children &amp; Young People, Safer Vincent and Reconciliation Action Plan Working Group).</li> <li>• Pop-up consultation at community events and spaces (WAFL game days, AFL Pre-Season Game).</li> <li>• One-on-one consultation with key community stakeholders including Town Teams, sporting clubs and community groups</li> <li>• Consultation with WAFC, Subiaco Football Club and East Perth Football Club and other key stakeholders.</li> <li>• Consultation with site adjoining stakeholders (DLGSCI, Loftus Community Centre, North Metropolitan TAFE – Leederville, Loftus Recreation Centre, School of Isolated and Distance Education, Mount Hawthorn Primary School – Margaret Kindergarten).</li> <li>• Displays at City of Vincent facilities (Beatty Park Leisure Centre, Library and Main Admin Centre)</li> <li>• Signage at and around Leederville Oval</li> <li>• Social media and other tools</li> <li>• Printed marketing collateral including postcards and banners</li> </ul> <ul style="list-style-type: none"> <li>• Refer Attachment 1 - Leederville Oval Master Plan Summary report pages 4 &amp; 5.</li> <li>• <b>Asset Management &amp; Sustainability Strategy (AMSS)</b>. Leederville Oval, and its ageing facilities, is specifically identified on page 31 of the below AMSS, as well as in 'Case Study 2b' within the AMSS Discussion Paper:: <a href="https://imagine.vincent.wa.gov.au/1asset-management-strategy">https://imagine.vincent.wa.gov.au/1asset-management-strategy</a></li> </ul>

A range of resources regarding the development of sporting facilities are available on the website. DLGSC's Decision-Making Guide for Community Facilities and Services is useful to assist in determining the need for, and feasibility of, community and recreation services. The Guide is designed in such a way that it can be entered at any point in the planning process and used by planners for user groups with a range of skills and experiences.

**MANAGEMENT**

8.	<p><b>Have you developed a management plan for your facility? Yes <input checked="" type="checkbox"/></b></p> <p>Please attach a copy with this application.</p> <ul style="list-style-type: none"> <li>• City of Vincent, East Perth Football Club &amp; Subiaco Football Club – shared equally.</li> <li>• As per the terms and conditions of each Club's respective Lease with the City of Vincent, and the Memorandum of Understanding for Use of Leederville Oval by the East Perth and Subiaco Football Clubs.</li> </ul>
	<p><b>If not, please explain how you plan to address management issues i.e. attracting new members, maintenance and repairs, replacement of broken or stolen items and/or raise sufficient revenue to cover operating costs?</b> An asset management plan detailing provisions for life of asset costs should be provided for projects over \$500,000.</p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>
9.	<p><b>How have you catered for management needs in your design (if required)?</b></p> <ul style="list-style-type: none"> <li>• Yes <input checked="" type="checkbox"/> Refer Attachment 2 - BEST Consultants Electrical Report</li> </ul>

10. **Was an experienced facility manager, builder or technical expert involved in planning the design of your project?** Please outline their experience.

- Yes  Refer Attachment 2 - BEST Consultants Electrical Report

BEST Consultants have a good sized team and have indicated that the Director would be responsible for this project. BEST Consultants have recent and relevant experience with sporting facilities and floodlighting. This means that they have current understanding of relevant standards and requirements pertinent to the proposed project. The following is a short list of projects BEST have undertaken:

West Coast Eagles – New Training & Administration Facility; NIB Stadium; HBF Arena Joondalup; WACA Redvelopment.- Main lighting oval redesign; Members Equity Floodlighting; Mundaring Indoor Sports Stadium D & C; Boya Oval Sports Lighting; Karratha Sports Floodlighting; Yanchep Active Open Space Sports Amenities Building; Rosalie Park Floodlighting; Bulgarra Sports Precinct & Floodlighting; Sorrento Bowls Club Floodlighting; Exmouth Marina Footbridge, Floodlighting; Prince Regent Park – Floodlights; Seacrest Park Floodlighting; Ocean Reef Park Floodlighting; Chichester Park Floodlighting - 109 Trappers Drive Woodvale; Warradale Park, Landsdale - Sports Floodlighting Stage 2; Haynes Oval, Broome; Wanneroo Showgrounds Floodlighting; Kostera Oval – Sports Ground Upgrade; Perth Oval – Rectangular Stadium; Caversham Playing Fields - Sports Floodlighting; Paloma Park, Marangaroo - Skateboard Park Floodlighting; Altone & Kingfisher Ovals - Sport Floodlighting Assessment - City of Swan; Thomas Rd Floodlighting; Jandakot Jets Football Club - Oval Lighting.

The Director, Cameron Dawe, has over 23 years of experience in electrical consulting and has been the Project Principal/Lead Engineer in the following sporting facility lighting projects within the office: NIB Stadium; West Coast Eagles new training facility; WACA lighting upgrade; Caversham Playing Fields - Sports Floodlighting; Bob Blackburn Reserve – Hockey Floodlighting; Alfred Skeet Reserve - Soccer Pitch Flood Lighting; Jandakot Jets Football Club - Oval Lighting.

BEST Consultants have proposed to use a drone as a cost and turf damage saving measure and they indicated a clear understanding of the project and have thorough and sound methods from their previous lighting design projects. Their understanding of the project and ability to identify emerging technologies through their experience with other projects will be beneficial. In addition, their acknowledgement of the overall master plan project including suitability of proposed design, obtrusive lighting, location of towers and suitability, running costs and flexibility of the design for new technology demonstrates their big picture approach and supports the City’s priorities for the overall Leederville Oval master plan project.

It is considered that BEST Consultants have a proven track record in similar projects, a skilled and experienced team and a detailed proposal which will ensure that the project is completed to a high standard. The scale, experience and scope presented by BEST Consultants was considered very applicable to this project.

11. **If you propose to share a facility, have other groups been asked what features they need?** List these needs and describe how they will be accommodated, either through your project’s location, design or the way in which it will be managed.

Yes :

- Refer Attachment 8 – East Perth Football Club Letter of Support
- Refer Attachment 9 – Subiaco Football Club Letter of Support
- Refer Attachment 10 – WAFC Letter of Support

12. **Have you considered:**

• access for low income earners	Yes <input checked="" type="checkbox"/> Leederville Oval is Public Open Space
• access for people with a disability	Yes <input checked="" type="checkbox"/> Leederville Oval is Public Open Space
• access for seniors	Yes <input checked="" type="checkbox"/> Leederville Oval is Public Open Space
• access on a casual and short-term basis	Yes <input checked="" type="checkbox"/> Leederville Oval is Public Open Space

Please attach a copy of the proposed fee structure.

## DESIGN

Grant applications are required to provide a **locality map, site map and lighting plans**. Plans are to be submitted in **A3 digital format**.

13.	<p><b>Have you written a design brief for your project?</b> Yes <input checked="" type="checkbox"/></p> <p>If yes, please respond to the following points:  <b>Refer Attachment 2 - BEST Consultants Electrical Report</b></p> <p><b>Describe the process used to obtain an estimate of construction cost.</b>  <b>Refer Attachment 2 - BEST Consultants Electrical Report</b></p> <p>An estimate from a qualified consultant in the building industry (e.g. architect, quantity surveyor, builder, engineer, etc.) must be provided with your application. Yes <input checked="" type="checkbox"/></p>
14.	<p><b>What design features will allow your facility to meet changing needs over time?</b>  <b>Refer Attachment 2 - BEST Consultants Electrical Report</b></p> <p><b>Is your current proposal likely to limit any future development on your site?</b>          NO <input checked="" type="checkbox"/>  <b>If yes, how?</b> N/A</p>
15.	<p><b>How have you determined the most appropriate technical specification?</b> Yes <input checked="" type="checkbox"/>  <b>Refer Attachment 2 - BEST Consultants Electrical Report</b></p> <p><b>Do they meet Australian Design Standards for your sport or recreation needs?</b> This will be an assessment factor.          Yes <input checked="" type="checkbox"/> <b>Refer Attachment 2 - BEST Consultants Electrical Report page 10</b>          The relevant lighting standards for this project are         <ul style="list-style-type: none"> <li>• AS2560.2.3-2007. Professional level greater than 500lux</li> <li>• AFL venues Guidelines 2017 Category 2 (greater than 1400lux)</li> <li>• AS4282 – Control of the Obtrusive effects of outdoor lighting.</li> </ul> </p> <p>Please refer to DLGSC's Asset Management Guide on the website for a list of common standards and <b>note that projects that do not meet Australian Design Standards are ineligible for funding.</b></p>
16.	<p><b>What energy efficient products or design considerations will be included in your facility or project?</b> It is expected that the lighting will be LED as standard.  <b>Refer Attachment 2 - BEST Consultants Electrical Report</b> <ul style="list-style-type: none"> <li>• <b>500 lux LED</b></li> <li>• <b>Use of dimming and Dali\DMX</b> (Digital Lighting control system) control for all the lights.</li> <li>• <b>Uniformity of light</b> across the oval. If all lights are operating properly then the uniformity across the oval will be at it optimum design. If there are some metal halide lights that are not working then the dark spots across the oval increases.</li> <li>• New technology LED Dali\DMX lighting control system can <b>dim all lights</b> down to a specific level <b>with the same uniformity</b> and if there were still issues concerned with dark spots across the oval you could increase specific lights by dimming control and thereby increase uniformity across the oval. This is very relevant for the pockets within an AFL oval.</li> <li>• This Dali\DMX lighting control also <b>increases the lamp life</b> (approximately 15%) of the luminaire when dimmed at 95%. Over a period of 50,000 hours this is considerable lamp life extension.</li> </ul> </p>
17.	<p><b>Have you determined whether there is a need to upgrade your power supply?</b> If so, is this allowed for in your application?  <b>Refer Attachment 2 - BEST Consultants Electrical Report</b>          The existing site has sufficient power available from the existing point of attachment transformer to the Site Main Switchboard (SMSB) for the current lighting and general power works including illumination levels up to 500lux. A new incoming power supply upgrade would be required for the development to achieve a lighting scheme level of 1000lux. The recently installed SMSB has sufficient space for an upgrade to 1000lux on the oval and would not need replacing.</p>

## FINANCIAL VIABILITY

It is understood that some facilities will operate at a loss. It is not necessary to suggest that all facilities will break even or make a profit. The intent of this assessment is to be sure that applicants have a realistic understanding of the impact of their project on the operational budget, membership costs or entry fees and an appreciation of the funding requirements over the life of the facility.

18. **Have you applied a Life Cycle Cost Analysis to your project?** This is mandatory for projects that have a total project cost over \$500,000.

Yes  Refer Attachment 2 - BEST Consultants Electrical Report

**APPENDIX “E” – LIFE CYCLE COSTINGS (LED v METAL HALIDE)**

- The expected lamp life of the Metal Halide lamps on site is 4000 hours.
- The expected lamp life of the new technology LED lamps on site is 50,000 hours.
- Based on a typical life cycle costing in Appendix “E” if the client is looking for a long-term solution the LED configuration is the only recommendation based on the type of site access this oval has, maintenance and running costs.
- This life cycle costing clearly identifies much lower running costs for the LED solution.

**COST ANALYSIS (LED v Metal Halide) – refer Attachment 6**

<b>500 LUX</b>	<b>LED</b>	<b>Metal Halide</b>	<b>Comments</b>
Quantity of luminaires	110	102	8 more LED's
Kilowatts of power used	153.12	216.546	LED uses less wattage
Total Amps drawn	396	581	LED uses less amps
Lamp life (hours)	50,000	4,000	LED has over 12 times the life of MH
Total kWh Electricity for lighting / year	94,934	134,259	LED uses 39,325 kWh per year less
Annual coal consumption			LED will reduce coal consumption by approximately 11.8 tonne per year
Carbon Dioxide into atmosphere			LED will reduce the amount of carbon dioxide by 33.8 tonnes less / year
Purchase Cost of each Luminaire	\$3,500	\$2,400	LED costs \$1,100 more
Total Luminaire Costs	\$385,000	\$244,800	LED costs \$140,200 more
Labour Costs	\$50,350	\$46,787	LED costs \$3,563 more
<b>Total Installation Costs</b>	<b>\$435,350</b>	<b>\$291,587</b>	<b>LED cost \$143,763 more</b>
Cost of electricity for lighting / year	\$38,923.10	\$55,045.99	LED saves \$16,123 / year
Replacement lamp cost / year	\$1.36	\$9,486	LED maintenance costs are extremely low
<b>Total Operating Cost / year</b>	<b>\$38,924.46</b>	<b>\$64,531.99</b>	<b>LED saves \$25,607.53 / year</b>

The Pay-Back period for the 500 lux LED Proposal is:

- ✓ Total Installation Cost difference \$143,763 divided by Total Operating Savings / year \$25,607.53
- ✓ = 5.6 Years

**COST ANALYSIS (LED v Metal Halide) – refer Attachment 7**

<b>1000 LUX</b>	<b>LED</b>	<b>Metal Halide</b>	<b>Comments</b>
Quantity of luminaires	212	199	13 more LED's
Kilowatts of power used	295.104	422.477	LED uses less wattage
Total Amps drawn	763.2	1134.3	LED uses less amps
Lamp life (hours)	50,000	4,000	LED has over 12 times the life of MH
Total kWh Electricity for lighting / year	182,964	261,936	LED uses 78,972 kWh per year less

Annual coal consumption			LED will reduce coal consumption by approximately 23.7 tonne per year
Carbon Dioxide into atmosphere			LED will reduce the amount of carbon dioxide by 67.9 tonnes less / year
Purchase Cost of each Luminaire	\$3,500	\$2,400	LED costs \$1,100 more
Total Luminaire Costs	\$742,000	\$477,600	LED costs \$264,400 more
Labour Costs	\$50,350	\$46,787	LED costs \$3,563 more
<b>Total Installation Costs</b>	<b>\$792,350</b>	<b>\$524,387.50</b>	<b>LED cost \$267,962.50 more</b>
Cost of electricity for lighting / year	\$75,015.44	\$107,393.65	LED saves \$32,378.21 / year
Replacement lamp cost / year	\$2.63	\$18,507	LED maintenance costs are extremely low
<b>Total Operating Cost / year</b>	<b>\$75,018.07</b>	<b>\$125,900.65</b>	<b>LED saves \$50,882.58 / year</b>

The Pay-Back period for the 1000 lux LED Proposal is:

- ✓ Total Installation Cost difference \$267,962.50 divided by Total Operating Savings / year \$50,882.58
- ✓ = 5.3 Years

**COST ANALYSIS (LED v Metal Halide) – refer Attachment 5**

<b>200 LUX</b>	<b>LED</b>	<b>Metal Halide</b>	<b>Comments</b>
Quantity of luminaires	45	45	
Kilowatts of power used	62.64	95.535	LED uses less wattage
Total Amps drawn	162	256.5	LED uses less amps
Lamp life (hours)	50,000	4,000	LED has over 12 times the life of MH
Total kWh Electricity for lighting / year	38,837	59,232	LED uses 20,395 kWh per year less
Annual coal consumption			LED will reduce coal consumption by approximately 6.1 tonne per year
Carbon Dioxide into atmosphere			LED will reduce the amount of carbon dioxide by 17.5 tonnes less / year
Purchase Cost of each Luminaire	\$3,500	\$2,400	LED costs \$1,100 more
Total Luminaire Costs	\$157,500	\$108,000	LED costs \$49,500 more
Labour Costs	\$50,350	\$46,787	LED costs \$3,563 more
<b>Total Installation Costs</b>	<b>\$207,850</b>	<b>\$154,787</b>	<b>LED cost \$53,063 more</b>
Cost of electricity for lighting / year	\$15,923.09	\$24,285	LED saves \$16,123 / year
Replacement lamp cost / year	\$0.56	\$4,185	LED maintenance costs are extremely low
<b>Total Operating Cost / year</b>	<b>\$15,923.65</b>	<b>\$28,470</b>	<b>LED saves \$12,546.35 / year</b>

The Pay-Back period for the 200 lux LED Proposal is:

- ✓ Total Installation Cost difference \$53,063 divided by Total Operating Savings / year \$12,546.35
- ✓ = 4.2 Years



	DLGSC's Life Cycle Cost Guidelines are available on the website. Developing a life cycle cost approach when considering your project's parameters will assist to make effective financial, economic and operationally sustainable decisions. Applicants may use alternative computer programs to demonstrate compliance.
19.	<p><b>Is your organisation able to meet the ongoing operating costs of your project?</b> (e.g. wages, power)</p> <p>Yes <input checked="" type="checkbox"/></p>
	For <b>Annual Grant applications</b> please attach a projected income and expenditure statement for the first year of operation, detailing operating costs, and user fees.
	<p><b>Forward Planning applications</b> are to provide income and expenditure statements for the first three years of operation, and include an assessment of the potential impact on the project of social trends, competition, the strategic plans of neighboring local authorities and other factors.</p> <p>Applicants are to consider the financial impact the development of the project will have on existing facilities within the identified catchment area. Applications to include details of a number of scenarios related to projected income and expenditure. This type of sensitivity analysis based on worst, average, and best-case performance should be used to inform proponents of the project development to the variables and consequent implications. A list of assumptions should be included with all analyses.</p> <p><b>Attach your audited income and expenditure statements for the last three years (LGAs exempted).</b></p>
20.	<p><b>Who will be responsible for any operational costs and how will it be funded (include evidence as required)?</b></p> <ul style="list-style-type: none"> <li>• City of Vincent, East Perth Football Club &amp; Subiaco Football Club – shared equally.</li> <li>• As per the terms and conditions of each Club's respective Lease with the City of Vincent, and the Memorandum of Understanding for Use of Leederville Oval by the East Perth and Subiaco Football Clubs.</li> </ul>
21.	<p><b><u>WHERE A CLUB/ASSOCIATION IS THE APPLICANT</u></b></p> <p><b>Will a formal Asset Replacement Fund be created to ensure the ongoing maintenance of the facility?</b> N/A</p> <p><b>If yes, how have you determined the required annual contributions? If no, why not?</b> N/A</p> <p><b>Where the facility is owned by an LGA, how will the funds be accounted for and what agreement exists with the council?</b></p> <ul style="list-style-type: none"> <li>• City of Vincent, East Perth Football Club &amp; Subiaco Football Club – shared equally.</li> <li>• As per the terms and conditions of each Club's respective Lease with the City of Vincent, and the Memorandum of Understanding for Use of Leederville Oval by the East Perth and Subiaco Football Clubs.</li> </ul>

**WHERE A LGA IS THE APPLICANT**

**Will a formal Asset Replacement Fund be created to ensure the ongoing maintenance of the facility?**  
 Yes

**Will the facility be listed in your Council’s Asset Management Plan and has Council accepted the ongoing cost of maintaining the asset?**  
 Yes

**Comments:** The City of Vincent’s ‘Asset Management and Sustainability Strategy (AMSS)’ is a strategic framework that guides the:

- planning, management and provision of assets;
- renewal and investment in assets;
- utilisation and rationalisation of assets; and
- best use of resources for the benefit of current and future generations.

The AMSS has four key objectives to meet the City’s asset sustainability goals:

1. Having enough funds to keep our assets up-to-date;
2. Keeping our historic assets safe for use;
3. Planning for the future of our assets; and
4. Making sure we have the assets we need now and in the future.

Leederville Oval, and its ageing facilities, is specifically identified on page 31 of the below AMSS, as well as ‘Case Study 2b within the AMSS Discussion Paper:’:  
<https://imagine.vincent.wa.gov.au/1asset-management-strategy>

**PROJECT DELIVERY**

22. **Please indicate key milestones of your project.**  
 The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe. Please consider these milestones as they will determine the financial years in which any grant will be offered. Please be conservative with the time required to complete the design and approval phase of the project prior to going to tender.

Task	Date
Attainment of all required approvals	February 2022
Preparation of tender/quotes for the major works contract	February 2022
Issuing of tender for major works	June 2022
Signing of major works contract	June 2022
Site works commence	October 2022
Construction of project starts	October 2022
Project 50% complete	December 2022
Project Completed	March 2023
Project hand over and acquittal	April 2023

23. **Are there any operational constraints that would impact on the construction phase of your project?** (such as your sporting season or major annual event, i.e. if your sport is a winter sport, when will the project commence to ensure that inclement weather does not hinder progress) – provide details. Projects that are delayed due to undeclared known constraints are not eligible for a deferral.

- Ideally, the construction phase of this project would commence after the 2022 winter football season (October 2022).

24	<b>How many construction and/or ongoing jobs will your project create?</b> <i>(Only applicable if your project is over \$1 million)</i> 10
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**GST**

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

**PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE**

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

Any information provided by you to DLGSC can be accessed by you during standard office hours and updated by writing to DLGSC or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

DLGSC may wish to provide certain information to the media for promotional purposes. The information will only include the applicant’s club name, sport, location, grant purpose and grant amount.

**APPLICANT’S CERTIFICATION**

I certify that the information supplied is to the best of my knowledge, true and correct.

**Name:** Virginia Miltrup  
**Position Held:** Executive Director Community & Business Services  
City of Vincent  
**Signature:** \_\_\_\_\_  
September 2021  
**Date:** \_\_\_\_\_

**LODGEMENT OF YOUR APPLICATION**

- Applications including all attachments are to be received electronically and officially submitted to [csrff@dlgsc.wa.gov.au](mailto:csrff@dlgsc.wa.gov.au) by the cut-off date. A hard copy can also be provided and should be clipped at the top left-hand corner, please do not bind.
- It is recommended that you **retain your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly named and identified** and submitted with the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government’s advertised cut-off date to ensure inclusion at the relevant Council Meeting.

The following documentation **MUST** be included with your application. Applicants may wish to supply additional RELEVANT information.

Yes <input checked="" type="checkbox"/>	<b>Application form</b> (including any attachments).
Yes <input checked="" type="checkbox"/>	<b>Leederville Oval Master Plan Summary report</b> – refer Attachment 1
Yes <input checked="" type="checkbox"/>	<b>BEST Consultants Electrical Report Leederville Oval Floodlighting Upgrade</b> refer Attachment 2
Yes <input checked="" type="checkbox"/>	<b>Two written quotes.</b> Quantity Surveyor costs will be accepted; however the responsibility lies with the applicant to ensure the validity of the information. DLGSC accepts no responsibility for cost variations to projects that were provided a grant based on submitted Quantity Surveyor costs refer Attachment 3 – Order of Probable Costs BEST Consultants and refer Attachment 4 – Urban Lighting Group
Yes <input checked="" type="checkbox"/>	If your project involves the upgrade of an existing facility, include <b>photograph/s</b> of this facility. refer Attachment 2 - BEST Consultants Electrical Report
Yes <input checked="" type="checkbox"/>	<b>Locality map and site map</b> , including where the proposed facility is located in relation to other sport and recreation lighting infrastructure. refer Attachment 2 - BEST Consultants Electrical Report
Yes <input checked="" type="checkbox"/>	<b>Itemised project cost for components</b> and identified on the relevant quote for each (including cost escalation). Also construction signage costs if relevant. refer Attachment 3 – Order of Probable Costs BEST Consultants
Yes <input checked="" type="checkbox"/>	A <b>lighting plan</b> must be supplied showing lux, configuration and sufficient power supply – refer Attachment 2 - BEST Consultants Electrical Report and refer Attachment 4 – Urban Lighting Group
Yes <input checked="" type="checkbox"/>	<b>Formal Needs assessment*</b> refer Attachment 2 - BEST Consultants Electrical Report
Yes <input checked="" type="checkbox"/>	<b>Management plan*</b> refer Memorandum of Understanding for Use of Leederville Oval by the East Perth and Subiaco Football Clubs
Yes <input checked="" type="checkbox"/>	<b>Feasibility study*</b> refer Attachment 2 - BEST Consultants Electrical Report
Yes <input checked="" type="checkbox"/>	<b>Life Cycle Cost Analysis*</b> refer Attachment 2 - BEST Consultants Electrical Report and Attachment 5,6 & 7 BEST Consultants
Yes <input checked="" type="checkbox"/>	<b>East Perth Football Club Letter of Support</b> – refer Attachment 8
Yes <input checked="" type="checkbox"/>	<b>Subiaco Football Club Letter of Support</b> – refer Attachment 9
Yes <input checked="" type="checkbox"/>	<b>WA Football Commission Letter of Support</b> – refer Attachment 10
Yes <input checked="" type="checkbox"/>	<b>WAFWL Proposal – Leederville Oval Floodlight Upgrade</b> – refer Attachment 11
Yes <input checked="" type="checkbox"/>	<b>Mayor (City of Vincent) Letter of Support</b> – refer Attachment 12
Yes <input checked="" type="checkbox"/>	<b>Joint Partnership (City, WAFC, EPFC &amp; SFC) for Leederville Oval</b> – refer Attachment 13
Yes <input checked="" type="checkbox"/>	<b>Written confirmation of financial commitments</b> from other sources including copies of <b>council minutes</b> . (If a club is contributing financially then evidence of their cash at hand must be provided). refer Attachment 14 – EPFC & SFC confirmation of financial contribution

\*Only essential for requests where the total project cost exceeds \$500,000

**Your application will be considered not eligible if:**

- You have not discussed your project with the Department of Local Government, Sport and Cultural Industries and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. There is no onus on department staff to pursue missing documentation.
- Applicants/projects that have received a CSRFF or CNLP grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made and if no physical progress has occurred, new applications may not be recommended.
- It is not on the 2022/23 CNLP application form.
- The project for which the application is made is specifically excluded from receiving CNLP support.

**DEVELOPMENT BONUS APPLICANTS ONLY**

If you applied for a CNLP grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

**You MUST contact your local DLGSC office to determine eligibility before applying.**

Category		Details
Geographical location	<input type="checkbox"/> Regional/Remote location <input type="checkbox"/> Growth Local Government	
Co-location	<input type="checkbox"/> New <input type="checkbox"/> Existing	
Sustainability initiative	<input type="checkbox"/> Energy reduction <input type="checkbox"/> Other	
Increased participation	<input type="checkbox"/> New participants <input type="checkbox"/> Existing participants – higher level <input type="checkbox"/> Special interest <input type="checkbox"/> Other	

## PROJECT BUDGET

## ESTIMATED EXPENDITURE

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component. *PLEASE ITEMISE BY COMPONENT (e.g. floodlighting, power upgrade, additional lights to make it 100 lux) rather than materials (electrician, poles, lights, finishings).*

Project Description (detailed breakdown of project to be supplied)	Quantity	\$ Labour Cost (ex GST)	\$ Material Cost (ex GST)	\$ Total Cost (ex GST)	\$ Total Cost (inc GST)	Quote Used (list company name and quote no)
<b>Option No 4 - 500 Lux LED Solution.</b>						BEST Consultants
Conduits and pits	0	0	0	0	0	BEST Consultants
Modification to the existing pole enclosures	5	7,500	7,500	15,000	16,500	BEST Consultants
Modification to the existing switchboards	0	0	0	0	0	BEST Consultants
Main Switchboard modifications control C-Bus \ DALI \ DMX wiring	5	7,500	17,500	25,000	27,500	BEST Consultants
Pole Concrete and piles around the existing poles	5	17,500	42,500	60,000	66,000	BEST Consultants
Boom lift hire	5	7,500	12,500	20,000	22,000	BEST Consultants
New pole and footings (500lux)	5	25,000	350,000	375,000	412,500	BEST Consultants
Headframe for lights (500lux)	5	12,500	22,500	35,000	38,500	BEST Consultants
Headframe crane hire (500lux)	5	12,500	22,500	35,000	38,500	BEST Consultants
LED lights (500Lux) including control switchboard at the base of the pole.	110	71,500	385,000	456,500	502,150	BEST Consultants
Demolition Services	1	1,000	1,000	2,000	2,200	BEST Consultants
AS Constructed & Manuals	1	500	500	1,000	1,100	BEST Consultants
Site Establishment cost	1	1,500	1,500	3,000	3,300	BEST Consultants
Warranty	1	750	4,500	5,250	5,775	BEST Consultants
<b>Donated materials (Cost breakdown must be attached)</b>	0	0	0	0	0	

Volunteer Labour (Cost breakdown must be attached)	0	0	0	0	0	
Sub Total		165,250	867,500	\$1,032,750	\$1,136,025	BEST Consultants
Cost escalation						<i>Please explain amount used</i>
a) Total project expenditure				\$1,032,750	\$1,136,025	BEST Consultants

- At least **two written quotes** are required for each component.
  - refer Attachment 3 – Order of Probable Costs BEST Consultants and refer Attachment 4 – Urban Lighting Group
- Please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting plan** must be supplied showing lux and configuration.
- Projects that do not meet **Australian Standards** are ineligible for funding.

## PROJECT FUNDING

Source of funding	\$Amount ex GST	\$ Amount inc GST		Funding confirmed Y / N	Comments to support claim (please attach relevant support)
Local government	344,250	378,675	LGA cash and in-kind	YES	Approved in City of Vincent 2021/22 FY Budget
Applicant cash	0	0			
Volunteer labour	0	0			
Donated materials	0	0			
Other State Government funding	0	0			
Federal Government funding	0	0			
Other funding – to be listed	344,250	378,675	East Perth Football Club & Subiaco Football Club	YES	Both Clubs have confirmed in writing of their respective financial commitment – refer Attachment 14
CNLP request (No Development Bonus)	344,250	378,675	up to 1/3 project cost	NO	
or CNLP request (Development Bonus)	0	0	Up to ½ project cost	NO	
<b>b) Total project funding</b>	<b>\$1,032,750</b>	<b>\$1,136,025</b>	<i>This should equal project expenditure as listed on the previous page</i>		

**REQUIRED: If the funding approved is less than funding requested for this project, or the project is more expensive than indicated, where would the extra funds be sourced from? Is this funding confirmed? If the project scope would be reduced, which components would be revisited?**

City of Vincent, East Perth Football Club and Subiaco Football Club have confirmed funding.  
The project scope can not be reduced as Leederville Oval requires 500 lux LED lighting.

**GST**

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.



### PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

<b>Name of Local Government Authority:</b> City of Vincent
<b>Name of Applicant:</b> City of Vincent

Note: The applicant's name cannot be changed once the application is lodged at DLGSC.

#### Section A

The CNLP principles have been considered and the following assessment is provided:  
(Please include below your assessment of how the applicant has addressed the following criteria)

#### All applications

	Satisfactory	Unsatisfactory	Not relevant
Project justification	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Planned approach	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community input	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management planning	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access and opportunity	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial viability	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-ordination	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential to increase Physical activity	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### Section B

Priority ranking of no of applications received	ONE (1) of TWO (2) applications received
Is this project consistent with the	Yes <input checked="" type="checkbox"/> Local Plan    Yes <input checked="" type="checkbox"/> Regional Plan
Have all planning and building approvals been given for this project?	N/A
If no, what approvals are still outstanding?	N/A

#### Project Rating (Please tick the most appropriate box to describe the project)

- A      Well planned and needed by municipality Yes
- B      Well planned and needed by applicant
- C      Needed by municipality, more planning required
- D      Needed by applicant, more planning required
- E      Idea has merit, more planning work needed
- F      Not recommended

*Please complete the questions attached. This assessment is an important part of the CNLP process and your answers to these questions assist the committee make their recommendations, even if you are the applicant. Please provide a summary of any attachments in your assessment, rather than referring to attachments or external documents such as Council Minutes.*

- 1. Please confirm your contribution to the project, whether it has been formally approved (including financial year for which it is approved) and any conditions on the funding. If no funding has been provided, why not?**

The City of Vincent has formally approved this financial year 2021/22 to financially contribute one third of this project. However this can be deferred until next financial year 2022/23 to align with this grant terms and conditions. This is conditional on being successful with this grant and that DLGSCI also financial contribute up to one third.

- 2. A) If a community group application: Do you believe the project is financially viable, including the applicant's ability to provide upfront contributions, ongoing payments and contributions to an asset replacement fund. Does council commit to underwriting any shortfalls as the ultimate asset owner?**

**B) If a council application: Is Council fully aware of the ongoing cost of operating and maintaining this facility and does your organisation have the capacity to service it into the future? How are the user groups contributing to the ongoing cost of operating the facility?**

YES, Council is fully aware of the ongoing cost of operating and maintaining the new floodlights at Leederville Oval. East Perth Football Club, Subiaco Football Club and the City of Vincent will share the ongoing cost of operating the floodlights as per our existing Lease and Memorandum of Understanding for Use of Leederville Oval by the East Perth and Subiaco Football Clubs.

- 3. Please provide any additional comments regarding this applications merit against the assessment criteria to support your project rating and ranking.**

The City of Vincent are fully committed towards the Leederville Oval Floodlight Upgrade project, as is evident via the already committed investment into previous bodies of work and established partnerships (with WA Football Commission, Subiaco Football Club & East Perth Football Club) as demonstrated in the following Attachments:

- 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14

**Signed:**

**Position:**

**Date:**

**Virginia Miltrup**

**Executive Director Community &  
Business Services  
City of Vincent**

Applications for CNLP funding must be submitted to the Department of Local Government, Sport and Cultural Industries by **4pm on 30 September 2021**. Late applications cannot be accepted in any circumstances.

**DLGSC OFFICES****PERTH OFFICE**

246 Vincent Street  
Leederville WA 6007  
GPO Box 8349  
Perth Business Centre WA 6849  
Tel: (08) 6552 9700  
[CSRFF@dlgsc.wa.gov.au](mailto:CSRFF@dlgsc.wa.gov.au)

**GASCOYNE**

15 Stuart Street  
PO Box 140  
Carnarvon WA 6701  
Tel: (08) 9941 0900  
[Gascoyne@dlgsc.wa.gov.au](mailto:Gascoyne@dlgsc.wa.gov.au)

**GOLDFIELDS**

Suite 1, 349-353 Hannan Street  
Kalgoorlie WA 6430  
PO Box 1036  
Kalgoorlie WA 6430  
Tel: (08) 9022 5800  
[goldfields@dlgsc.wa.gov.au](mailto:goldfields@dlgsc.wa.gov.au)

**GREAT SOUTHERN**

22 Collie Street  
Albany WA 6330  
Tel: (08) 9892 0100  
[greatsouthern@dlgsc.wa.gov.au](mailto:greatsouthern@dlgsc.wa.gov.au)

**MID-WEST**

Level 1, 268-270  
Foreshore Drive  
PO Box 135  
Geraldton WA 6531  
Tel: (08) 9956 2100  
[midwest@dlgsc.wa.gov.au](mailto:midwest@dlgsc.wa.gov.au)

**KIMBERLEY – Broome**

Unit 2B, 23 Coghlan Street  
PO Box 1476  
Broome WA 6725  
Telephone (08) 9195 5749  
Mobile 0438 916 185  
[kimberley@dlgsc.wa.gov.au](mailto:kimberley@dlgsc.wa.gov.au)

**KIMBERLEY – Kununurra**

Kununurra Youth Hub  
Rod Hodnett Drive  
Kununurra WA 6743  
PO Box 1476  
Broome WA 6725  
Telephone 08 9195 5750  
[kimberley@dlgsc.wa.gov.au](mailto:kimberley@dlgsc.wa.gov.au)

**PEEL**

Suite 94  
16 Dolphin Drive  
PO Box 1445  
Mandurah WA 6210  
Tel: (08) 9550 3100  
[peel@dlgsc.wa.gov.au](mailto:peel@dlgsc.wa.gov.au)

**PILBARA**

Karratha Leisureplex  
Dampier Hwy, Karratha  
PO Box 941  
Karratha WA 6714  
Tel: (08) 9182 2100  
[pilbara@dlgsc.wa.gov.au](mailto:pilbara@dlgsc.wa.gov.au)

**SOUTH WEST**

80A Blair Street  
PO Box 2662  
Bunbury WA 6231  
Tel: (08) 9792 6900  
[southwest@dlgsc.wa.gov.au](mailto:southwest@dlgsc.wa.gov.au)

**WHEATBELT - Northam**

298 Fitzgerald Street  
PO Box 55  
Northam WA 6401  
Tel: (08) 9690 2400  
[wheatbelt@dlgsc.wa.gov.au](mailto:wheatbelt@dlgsc.wa.gov.au)

**WHEATBELT – Narrogin**

50 Clayton Road  
Narrogin WA 6312  
PO Box 55  
Northam WA 6401  
Telephone 0429 881 369  
[wheatbelt@dlgsc.wa.gov.au](mailto:wheatbelt@dlgsc.wa.gov.au)



Government of Western Australia  
 Department of Local Government, Sport  
 and Cultural Industries

<b>Office Use Only</b>
TRIM: _____
Grant No: _____
Project Coordinator: _____

# Club Night Lights Program Grant Application Form

## Year 2022/23 – 2024/25 Triennium

**This application form can only be used for applications to be submitted in the 2022/23 funding round. No other forms will be accepted.**

**You MUST discuss your project with an officer from your nearest Department of Local Government, Sport and Cultural Industries office before completing and submitting your application. Failure to do so will render your project ineligible.**

**All applications MUST be submitted to your local government. Contact your local government to determine the cut off date for the submission of applications.**

DLGSC Contact: Mark Toomath (see confirmation email at Attachment No 1)	Date: 24/07/2021	Office: Perth
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**TYPE OF GRANT:**

<input checked="" type="checkbox"/>	<b>ANNUAL GRANT \$2,500 – \$166,666 (Up to \$250,000 with development bonus)</b> The total project cost (GST exclusive) is between \$5,000 and \$500,000.
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<input type="checkbox"/>	<b>FORWARD PLANNING GRANT \$166,667–\$1 million</b> The total project cost (GST exclusive) exceeds \$500,000.
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**Year of Claim** (Applicable to forward planning grants only):  
 Please indicate the year that you would prefer to claim a grant, taking into account the CNLP Acquittal Requirements. Only indicate first preference for funding in 2022/23 if all planning is finalised and the project will be completed before 1 June 2023.

<input checked="" type="checkbox"/> 2022/23	<input type="checkbox"/> 2023/24	<input type="checkbox"/> 2024/25
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**Would the project proceed if funding was allocated in a later year?** Yes  No

The project is required now. The lighting is substandard, falling well short of the required lighting level for “social” and “competition” play. A recent light audit confirmed the lighting is well below the required standard (actual average readings of 118 lux compared with the required level of 350 lux).  
 The metal halide lights are beyond their useful life and continuing to maintain or replace is not cost effective. Replacing globes will not achieve the required lighting levels.  
 See more details of the alternatives considered at Attachment No.1.  
 The current lighting to the two hard courts is being provided by metal halide globes. These were installed in 2009. The globes have needed to be replaced at increasingly shorter periods - currently every two years. Replacement is a costly exercise. Recently, two light fittings failed completely. Replacement of these two fittings cost \$3,590. Further light failures may well occur.  
 An immediate upgrade to LED lighting will avoid wasting funds on costly maintenance and provide light that meets the meet the current Australian Standards.  
 If yes, how would the project be impacted (e.g. – delayed etc)? N/A

**How would the resulting cost escalation be funded?** Not applicable

**Applicant’s Details:**

Organisation Name:	North Perth Tennis Club Inc.				
Postal Address:	PO Box 180				
Suburb:	North Perth	State:	WA	Postcode:	6906
Street Address:	10 Farmer Street				
Suburb:	North Perth	State:	WA	Postcode:	6006

**Preferred Contact Person:**

Name:	Gary Fitzgerald	Title:	Mr
Position Held:	North Perth Tennis Club – Club Captain, NPTC Committee member		
Business Phone:		Facsimile:	
Mobile Phone:	0408 093 036	Email:	gary.fitzgerald@inet.net.au

All application correspondence will be directed to this person

**Organisation Business Details:**

Does your organisation have an ABN?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	ABN: 77705900780
Is your organisation registered for GST?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	* Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate. LGAs exempt. (Included at Attachment No.1- Appendix D)
Is your organisation not-for-profit?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Is your organisation incorporated?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Incorporation #: IARN:A0640005U
Bank details:	Bank: CBA	BSB: 066118	A/c: 00912074

**Local Government Authority Details:**

LGA:	City of Vincent		
Contact:	Wayne Grimes	Title:	Mr
Position Held:	Coordinator Club Development		
Business Phone:	08 92736011	Facsimile:	
Mobile Phone:		Email:	wayne.grimes@vincent.wa.gov.au

**PROJECT DETAILS**

<b>Project Title (brief and specific):</b>	North Perth Tennis Club – LED Light Replacement		
<b>Project Description:</b>	Replace 10 existing 1000 W metal halide lights to two hard courts and replace with 10 LED 480 W lights. The metal halide lights are beyond their useful life. Existing poles and cabling do not need any change.		
<b>Project location:</b>	North Perth Tennis Club – 10 Farmer Street, North Perth		
<b>Land ownership:</b>	Who owns the land on which your facility will be located? City of Vincent  Lease Expiry (if applicable): In 2020 the City of Vincent adopted a revised and structured leasing and licensing framework to cover their 48 properties. The CoV is in the process of drafting a new template lease agreement and from this developing a new lease for the North Perth Tennis Club. The Framework indicates the term of the lease will be 5 years. The City has proposed an interim 3 year lease to facilitate the Club's activities pending the finalisation of the Framework document and Leases, which is acceptable to the Club.		
<b>Planning approvals</b>	Not applicable (replacement of lights only)	If no, provide the date it will be applied for:	
<b>Where applicable, has planning permission been granted? (LGA)</b>	Not applicable	_ / _ / _	
<b>Aboriginal Heritage Act?</b>	Not applicable	_ / _ / _	
<b>Department of Biodiversity, Conservation and Attractions? (Environmental, Swan River)</b>	Not applicable	_ / _ / _	
<b>Native Vegetation Clearing Permit?</b>	Not applicable	_ / _ / _	
<b>Please list any other approvals that are required?</b>	Not applicable	_ / _ / _	

**What discussions have been held with adjoining local authorities?**

Not applicable. This application is for the replacement of lights only and does not impact adjoining local authorities.

**Approximate distance from proposed project to nearest adjoining council boundary:** 0.5 km (see location map at Attachment No.1.

**Have you discussed this project with Department of Infrastructure and Regional Development (Federal Government)?** No, not applicable.

**If so, are you seeking funding from them?** No, not applicable.

Contact: n/a

**How will your project increase physical activity?**

LED lighting will provide lighting to the required lighting levels (current lighting is on average 118 lux – required lighting level is 350 lux) which will draw more people to the club as club members and hirers of the courts. Our current metal halide lights take approximately 12 minutes to warm up and restrike after turning off. Metal halide lights are costlier to maintain and replace. The LED lighting will have a 50,000-hour life expectancy (20+ years). This should result in lower costs to club members and hirers which will in turn draw more people to the club.

More people at the club – more physical activity.

Tennis West advise that 54% of national court bookings occur after 17.00 – showing a changing trend in evening use. This project will cater for this growing demand, with lights that are suitable. Currently the lux levels are so low that it will be impacting the number of court hirers due to poor provision and especially if they also suffer with their vision. An increase in the lux levels and quality provision offers the opportunity for more players to start and return to tennis.



**Do you share your facility with other groups?** Yes If so, who:

1. Tennis Coach – PlayTennis has a coaching contract with the Club. The nominated coach is Kuni Hitomase,
2. Tennis West Pennant Competitions (summer and winter) 8 teams, average 6 people per team, 48 players.
3. The Clubrooms are available for hire. One hirer has been hiring the room on a fortnightly basis for 15 years.

List up to three sport and recreation activities which will **directly benefit** from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

Sport/community organisation	% use of the facility	Hours per week
Tennis court hire (night)	57%	5.8
Tennis coaching (night)	23%	2.3
Tennis community programs, social and Pennant Tennis (nights)	20%	2.1

Activity/sport **capitated membership** numbers over the past three years relevant to your project. For example, if a bowls project, golf members not relevant; **Social membership numbers not applicable**.

Note: if membership is not applicable, ie recreation facility or aquatic centre, please enter the number of users of the facility with evidence of how you arrived at the figure.

2018/19	87 Members*	2019/20	84 members*	2020/21	95 members*
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\* These are memberships numbers only. Members use the grass courts (6) and hardcourts (2). Hirers use the hardcourts (2) only. Night-time use is captured in the table above. Day time use is in addition to the numbers and percentages above.

State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning your project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are available on the departments website: <https://www.dlgsc.wa.gov.au/sport-and-recreation/state-sporting-associations>

<b>What is the name of the State Sporting Association for your activity/sport?</b>	
Tennis West	
<b>Have you discussed your project with your State Sporting Association?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Contact Name: Charlotte King (See Appendix E)	Date of contact: 13 July 2021

## PLANNING

You need to demonstrate that you have undertaken an appropriate level of planning for your project. Questions 1 – 24 must be completed for all applications. Forward Planning grant applications must complete all the questions in detail. Annual grant applications must provide responses where appropriate and relative to the project.

Attach your responses (in numerical order) to the application form. If you believe that you have a valid reason for answering in the negative to a question please detail that reason.

Ensure that you have addressed the Key Principles of Facility Provision as they apply to your project. Questions 1 to 24 below relate directly to these principles.

You are expected to provide detail on the planning, management and financial viability of your project. Where research findings are used to justify a project a range of research techniques should be evident in the methodology used. When using comparative analysis local conditions must be considered.

All assumptions must be clearly stated. Please do not solely refer to attachments in the answers below – please summarise the content in the section provided.

1.	<p><b>When did you complete your needs assessment?</b> (This is a formal analysis required for projects over \$500,000).</p> <p>No formal needs assessment has been undertaken however a detailed assessment is provided at Attachment No 1 – Appendix J.</p> <p>This assessment has focused on the following key areas: Diminishing lighting levels within the playing area and Escalating maintenance costs.</p> <p>Further we have considered the feasibility of upgrading the current installed luminaires to a more modern technology i.e. LEDs and in doing so have considered the following: Proposed LED lighting design, LED luminaires and associated installation quotes, Reuse of existing infrastructure; specifically lighting poles and electrical equipment and cabling, and Ongoing operational (power) costs.</p>
	<p><b>How has the need for your project been identified and assessed?</b></p> <p>This is provided at Attachment No. 1 – Appendices J, K and L.</p>
	<p><b>Is the need or a part of the need that you have identified already being catered for?</b></p> <p>No.</p>
2.	<p><b>Have you undertaken a feasibility study?</b> (must be included with Forward Planning applications).</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>The Feasibility Study is provided at Attachment No. 1 – Appendices J, K and L.</p>
	<p><b>If not, how have you assessed the feasibility of your project?</b></p>
3.	<p><b>What alternatives were considered and why were they rejected?</b> (This should include a 'do nothing' option)</p> <p>See Attachment No.1.</p> <p><b>Did you consider sharing with another group?</b> (Please detail).</p> <p>Not applicable. This is an upgrade project only.</p> <p><b>Did you consider the whole of life cost when assessing the viability of these options to ensure that the preferred project was both affordable and cost-effective?</b> (Please detail).</p> <p>Yes, the whole of life cost is addressed at Attachment No. 1 – Appendices J and L.</p>



4.	<ul style="list-style-type: none"> <li>• <b>Club’s strategic plan or development plan?</b> Provided at Attachment No. 1.</li> <li>• <b>State Sporting Association’s strategic or development plan?</b> Tennis West endorsed the “Tennis West Strategic Facilities Plan (a roadmap for the future of Tennis facilities – 2018 and beyond”. The Plan provides clear direction and priorities for the future of planning and development of tennis facilities in WA.  NPTC is located in a high density area. The Plan advises that “no evidence of oversupply was identified” and furthermore states “the Perth and Peel areas are projected to grow to over 3.5 million by 2050 (an increase of almost 70% on the current population)”.  A key objective included in the plan is “Floodlight installation and retrofitting” – This project is a “retrofitting” project and meets the Tennis West plan guidelines.</li> <li>• <b>Local authority’s strategic or development plan?</b> Unknown, as there is currently no City of Vincent masterplan for the site and the future direction that will be achieved through the City’s Sport and Recreation Facilities Plan is currently being determined and drafted.</li> </ul>
5.	<p><b>What impact is your project likely to have on other facilities and services in your local and regional area?</b></p> <p>There is nil impact on other facilities and services in your local region. This is an upgrade of the existing lighting from metal halide, which is beyond its useful life, to LED lighting.</p>
6.	<p><b>Is your facility multi-purpose</b> (i.e. caters for a variety of activities at one time)? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>The hard-court tennis courts cater for tennis only. The Tennis clubhouse and tennis surrounds cater for other community uses.</p> <p><b>If so, does it service more than one LGA?</b></p> <p>Not applicable.</p>
	<p><b>Site and locality maps should be included with all applications outlining where the proposed facility is located in relation to other sport and recreation infrastructure (where applicable).</b></p> <p>The site and locality maps are provided in Attachment No. 1</p>
7.	<p><b>Describe the consultation process undertaken for the project. For example, have you invited public submissions, conducted a survey, held stakeholder or public forums etc.:</b></p> <p>As detailed at Question 3 the main issue with the any new lighting design and installation is meeting the requirements of the updated Australian Standards – in particular limiting the light spill to adjacent dwellings to 10 Lux. The challenge was the northern residence at 8 Mignonette Street, with the house being 1.0 m from the fence line of the court.</p> <p>We met with the owner of this residence who indicated the light spill from the existing metal halide lights was obtrusive. He would require the replacement light to fully comply with the Australian Standards. The proposed lighting design complies. Provided at Attachment No. 1 – Appendix A. The light spill has not impacted the residences to the west of the tennis courts and the replacement lights comply with the Australian Standards.</p> <p>The lights currently have a night curfew switch which turns off the lights at 10.30 pm. This mechanism will remain in place with the replacement lights. No other community members or stakeholders are impacted by the LED replacement.</p>

A range of resources regarding the development of sporting facilities are available on the website. DLGSC's Decision-Making Guide for Community Facilities and Services is useful to assist in determining the need for, and feasibility of, community and recreation services. The Guide is designed in such a way that it can be entered at any point in the planning process and used by planners for user groups with a range of skills and experiences.

**MANAGEMENT**

8.	<p><b>Have you developed a management plan for your facility?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Please attach a copy with this application.</p> <p><a href="#">Provided at Attachment No. 1.</a></p>	
	<p><b>If not, please explain how you plan to address management issues i.e. attracting new members, maintenance and repairs, replacement of broken or stolen items and/or raise sufficient revenue to cover operating costs?</b> An asset management plan detailing provisions for life of asset costs should be provided for projects over \$500,000.</p>	
9.	<p><b>How have you catered for management needs in your design (if required)?</b></p> <p><a href="#">Provided at Attachment No. 1.</a></p>	
10.	<p><b>Was an experienced facility manager, builder or technical expert involved in planning the design of your project?</b> Please outline their experience.</p> <p><a href="#">Provided at Attachment No. 1.</a></p>	
11.	<p><b>If you propose to share a facility, have other groups been asked what features they need?</b> List these needs and describe how they will be accommodated, either through your project's location, design or the way in which it will be managed.</p> <p><a href="#">Not applicable. This is a tennis specific project which will be used by NPTC members, tennis coaches, Tennis West pennant teams and hirers.</a></p>	
12.	<p><b>Have you considered:</b></p>	
	<ul style="list-style-type: none"> <li>• <b>access for low income earners</b></li> </ul>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p><a href="#">The new LED should result in lower running and maintenance costs and higher usage which will all drive lower fees.</a></p>
	<ul style="list-style-type: none"> <li>• <b>access for people with a disability</b></li> </ul>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p><a href="#">The new LED lights will greatly improve the lux levels. Currently the lux levels are so low (below both Social and Competition play standards) that it impacts the number of court hirers due to poor provision and especially if they also suffer with their vision. The existing infrastructure already caters for access for people with a disability.</a></p>
	<ul style="list-style-type: none"> <li>• <b>access for seniors</b></li> </ul>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p><a href="#">The existing infrastructure already caters for access for seniors.</a></p>
	<ul style="list-style-type: none"> <li>• <b>access on a casual and short-term basis</b></li> </ul>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p><a href="#">The existing infrastructure already caters for access for club members and hirers of the hard courts including an online booking system.</a></p>
	<ul style="list-style-type: none"> <li>• <b>Please attach a copy of the proposed fee structure.</b></li> </ul>	<p><a href="#">The proposed fee structure is provided in Attachment No.1</a></p>
	<p>Please attach a copy of the proposed fee structure.</p> <p><a href="#">The proposed fee structure is provided at Attachment No. 1.</a></p>	<p><a href="#">Hard Court Hire costs for night play are currently as follows:-</a>                  Members: \$15 per 90 minutes                  Non-Member court hirers: \$25 per 90 minutes</p>

## DESIGN

Grant applications are required to provide a locality map ([Attachment No.1](#)), site map ([Attachment No.1](#)), and lighting plans ([Attachment No.1 Appendix A](#)). Plans are to be submitted in **A3 digital format**.

13.	<p><b>Have you written a design brief for your project?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please respond to the following points:</p> <p>The Design Brief is included in <a href="#">Attachment No.1 Appendix B</a>.</p>
	<p><b>Describe the process used to obtain an estimate of construction cost.</b></p> <p>There are two parts to the cost estimate for the project:</p> <ol style="list-style-type: none"> <li>LED lighting design and supply of the LED lights. The Design Brief was written, design solutions sought from 6 designers, designs evaluated for compliance (only one design solution was compliant) and a quotation sought. The quotation was evaluated and included in the cost estimate.</li> <li>Installation of the LED lights to the existing infrastructure. A request for quotation was sought from a number of electrical/lighting subcontractors. The quotations were evaluated and the lowest tender included in the cost estimate.</li> </ol>
	<p>An estimate from a qualified consultant in the building industry (e.g. architect, quantity surveyor, builder, engineer, etc.) must be provided with your application.</p> <p>The cost estimate for this project is included at <a href="#">Attachment No. 1 –Appendix N</a>. This estimate has been provided by and signed by a Registered Architect.</p>
14.	<p><b>What design features will allow your facility to meet changing needs over time?</b></p> <p>The proposed LED light has a 50,000 life expectancy (30+ years), interchangeable lenses, Multiple beam angles: 30 - 110 degrees, versatile multi-voltage AC 230 DC 24 -48, 3000K to 5700K colour, multiple bracket options and spill shields for light control. These features are likely to future proof the lighting solution over the next 30+ years.</p>
	<p><b>Is your current proposal likely to limit any future development on your site?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, how?</p>
15.	<p><b>How have you determined the most appropriate technical specification?</b></p> <p>The Design Brief (<a href="#">Attachment No. 1 – Appendix B</a>), includes the performance specification and the current Australian Standards. This was written by Brian Lloyd from MO Consultants Pty Ltd. Brian's CV is provided (see <a href="#">Attachment No. 1 – Appendix C</a>).</p>
	<p><b>Do they meet Australian Design Standards for your sport or recreation needs?</b> This will be an assessment factor. Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes – see Australian Standards listed below, and in the Design Brief (<a href="#">Attachment No. 1 - Appendix B</a>) and the Detailed Lighting Design <a href="#">Attachment No. 1 - Appendix A</a>.</p>

	<p>Please refer to DLGSC’s Asset Management Guide on the website for a list of common standards and <b>note that projects that do not meet Australian Design Standards are ineligible for funding.</b></p> <p>The proposed Lighting design (Attachment No.1 – Appendix A), meets the Design Brief (Attachment No. 1 – Appendix B) and specifically meets current Australian Standards for lighting;</p> <ul style="list-style-type: none"> <li>• AS 3000 Australian Wiring Rules.</li> <li>• AS 2560.1 Sports Lighting - General Principles.</li> <li>• AS 2560.2.1 Sports Lighting - Specific Applications - Lighting for Outdoor Tennis.</li> <li>• AS 4282 Control of the Obtrusive Effects of Outdoor Lighting.</li> <li>• AS/NZ 60598.1 Luminaires – General Requirements.</li> <li>• AS/NZ 60598.2.5 Luminaires – Particular Requirements – Floodlights.</li> </ul>
16.	<p><b>What energy efficient products or design considerations will be included in your facility or project.</b></p> <p>It is expected that the lighting will be LED as standard. <b>Complies</b></p> <p>The lighting solution replaces metal halide lights with LED lights. The energy efficiency and resultant cost saving in changing to LED lighting is provided at Attachment No. 1 - Appendices J and L.</p>
17.	<p><b>Have you determined whether there is a need to upgrade your power supply?</b> If so, is this allowed for in your application?</p> <p>The assessment of the need to upgrade the existing power supply for the proposed LED light fitting has been undertaken. <b>No</b> upgrade is required. Written confirmation of this is provided at Attachment No. 1 – Appendix J.</p> <p>Also included is confirmation by a Certified Engineer, that no upgrade is required to the poles, outreach arms or foundations, for the proposed change of light fitting.</p>

**FINANCIAL VIABILITY**

It is understood that some facilities will operate at a loss. It is not necessary to suggest that all facilities will break even or make a profit. The intent of this assessment is to be sure that applicants have a realistic understanding of the impact of their project on the operational budget, membership costs or entry fees and an appreciation of the funding requirements over the life of the facility.

18.	<p><b>Have you applied a Life Cycle Cost Analysis to your project?</b> This is mandatory for projects that have a total project cost over \$500,000. Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>DLGSC’s Life Cycle Cost Guidelines are available on the website. Developing a life cycle cost approach when considering your project’s parameters will assist to make effective financial, economic and operationally sustainable decisions. Applicants may use alternative computer programs to demonstrate compliance.</p> <p>A Life Cycle Cost Analysis is provided at Attachment No. 1 – Appendices J and L.</p>
19.	<p><b>Is your organisation able to meet the ongoing operating costs of your project?</b> (e.g. wages, power) Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>The Club has significant cash reserves and prepares an annual budget factoring in all fixed operating costs plus provisions for court resurfacing and general maintenance. The Club has a long record of prudent financial management and strong governance measures in place at the operating committee level.</p>

	<p>For <b>Annual Grant applications</b> please attach a projected income and expenditure statement for the first year of operation, detailing operating costs, and user fees.</p> <p><a href="#">Refer to Appendix P – Hardcourts Forecast Income &amp; Expenditure Statement</a></p>
	<p><b>Forward Planning applications</b> are to provide income and expenditure statements for the first three years of operation, and include an assessment of the potential impact on the project of social trends, competition, the strategic plans of neighboring local authorities and other factors.</p> <p>Applicants are to consider the financial impact the development of the project will have on existing facilities within the identified catchment area. Applications to include details of a number of scenarios related to projected income and expenditure. This type of sensitivity analysis based on worst, average, and best-case performance should be used to inform proponents of the project development to the variables and consequent implications. A list of assumptions should be included with all analyses.</p> <p><b>Attach your audited income and expenditure statements for the last three years (LGAs exempted).</b></p> <p><a href="#">Refer to Appendix Q - Financial Statements – Balance Sheet and Income &amp; Expenditure Statement</a></p>
<p>20.</p>	<p><b>Who will be responsible for any operational costs and how will it be funded (include evidence as required?)</b></p> <p>The Club’s operating costs are overseen by our Club Treasurer who has been in that role for approximately 25 years and thus has an excellent understanding of the Club’s finances. Our hardcourts usage and direct costs have been self-funded via coaching and court hire charges received by the Club.</p> <p>The attached Hardcourt’s Income &amp; Expenditure statement confirms this position.</p>
<p>21.</p>	<p><b><u>WHERE A CLUB/ASSOCIATION IS THE APPLICANT</u></b></p> <p><b>Will a formal Asset Replacement Fund be created to ensure the ongoing maintenance of the facility?</b></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Currently the NPTC has provisions for:</p> <ol style="list-style-type: none"> <li>1. Harcourt Resurfacing and</li> <li>2. General Maintenance.</li> </ol> <p>A separate Provision will be provided for LED maintenance and replacement.</p>
	<p><b>If yes, how have you determined the required annual contributions? If no, why not?</b></p> <p>Yes – A new provision for LED maintenance costs and end of life replacement cost will be included in the annual financial statement commencing from the year after installation and commissioning. A 33 year life timeframe will be used for the LEDs capital replacement based upon our independent engineer’s report that has been attached as an appendix to this application.</p>
	<p><b>Where the facility is owned by an LGA, how will the funds be accounted for and what agreement exists with the council?</b></p> <p>The facility is owned by the CoV. The CoV does not require the NPTC to have funds deposited in a CoV “Sinking Fund” for any maintenance/replacement items. In fact, in 2018 the CoV returned the monies in the Hard Court Replacement sinking fund to NPTC to self manage the fund.</p> <p>NPTC is required to submit yearly financial statements include in a “Health Check” on the Club’s performance.</p>

**WHERE A LGA IS THE APPLICANT**

**Will a formal Asset Replacement Fund be created to ensure the ongoing maintenance of the facility?**  
 Yes  No

**Will the facility be listed in your Council’s Asset Management Plan and has Council accepted the ongoing cost of maintaining the asset?**  
 Yes  No

**Comments:** The Club is responsible for the maintaining the asset, as has always been the case, and it has always met these responsibilities and will do in the future as outlined elsewhere.

**PROJECT DELIVERY**

22. **Please indicate key milestones of your project.**  
 The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe. Please consider these milestones as they will determine the financial years in which any grant will be offered. Please be conservative with the time required to complete the design and approval phase of the project prior to going to tender.

Task	Date
Attainment of all required approvals - Final lighting design and approval by CoV	1 June 2022
Preparation of tender/quotes for the major works contract 1. Supply of light fittings and 2. Install the light fittings	1 April 2022
Issuing of tender for major works	1 May 2022
Signing of major works contract	15 June 2022
Site works commence	1 July 2022
Construction of project starts	1 July 2022
Project 50% complete	15 July 2022
Project Completed	31 July 2022
Project hand over and acquittal	31 July 2022

23. **Are there any operational constraints that would impact on the construction phase of your project?** (such as your sporting season or major annual event, i.e. if your sport is a winter sport, when will the project commence to ensure that inclement weather does not hinder progress) – provide details. Projects that are delayed due to undeclared known constraints are not eligible for a deferral.  
 No, once the dates are known for the installation of the lights, court hire and general usage can be blocked out in the booking system.  
 Pennant play can be changed to other venues if required.

24. **How many construction and/or ongoing jobs will your project create?** (Only applicable if your project is over \$1 million)  
 Not applicable

## GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

## PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

Any information provided by you to DLGSC can be accessed by you during standard office hours and updated by writing to DLGSC or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

DLGSC may wish to provide certain information to the media for promotional purposes. The information will only include the applicant's club name, sport, location, grant purpose and grant amount.

## APPLICANT'S CERTIFICATION

I certify that the information supplied is to the best of my knowledge, true and correct.

**Name:** Lyall Bear

**Position Held:** President – North Perth Tennis Club Inc.

**Signature:** 

**Date:** 29th July 2021

### LODGEMENT OF YOUR APPLICATION

- Applications including all attachments are to be received electronically and officially submitted to [csrff@dlgsc.wa.gov.au](mailto:csrff@dlgsc.wa.gov.au) by the cut-off date. A hard copy can also be provided and should be clipped at the top left-hand corner, please do not bind.
- It is recommended that you **retain your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly named and identified** and submitted with the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government's advertised cut-off date to ensure inclusion at the relevant Council Meeting.

The following documentation **MUST** be included with your application. Applicants may wish to supply additional RELEVANT information.

x	<b>Application form</b> (including any attachments).
x	<b>Incorporation Certificate.</b> (see <a href="#">Attachment No.1 – Appendix D</a> )
x	<b>Two written quotes.</b> Quantity Surveyor costs will be accepted; however the responsibility lies with the applicant to ensure the validity of the information. DLGSC accepts no responsibility for cost variations to projects that were provided a grant based on submitted Quantity Surveyor costs. (see <a href="#">Attachment No.1 – Appendices M and N</a> )
x	If your project involves the upgrade of an existing facility, include <b>photograph/s</b> of this facility. (see <a href="#">Attachment No. 1 –Appendix O</a> )
x	<b>Locality map and site map</b> , including where the proposed facility is located in relation to other sport and recreation lighting infrastructure. (see <a href="#">Attachment No. 1</a> )
x	<b>Income and expenditure statements</b> for the current and next financial years. (see <a href="#">Attachment No. 1 – Appendix F</a> , the Club's financial position. Our forward budget is subject to our upcoming AGM)
x	<b>Written confirmation of financial commitments</b> from other sources including copies of <b>council minutes</b> . (If a club is contributing financially then evidence of their cash at hand must be provided). ( <a href="#">Attachment No. 1 –Appendix G</a> )
x	<b>Itemised project cost for components</b> and identified on the relevant quote for each (including cost escalation). Also, construction signage costs if relevant. ( <a href="#">Attachment No. 1 –Appendix N</a> )
x	A <b>lighting plan</b> must be supplied showing lux, configuration and sufficient power supply <ul style="list-style-type: none"> <li>• The lighting design and details are provided at <a href="#">Attachment No 1 – Appendix A</a>.</li> <li>• Sufficient power supply confirmation is provided at <a href="#">Attachment No. 1 – Appendix J</a>.</li> </ul>
<input type="checkbox"/>	Formal Needs assessment* <a href="#">Provided on Grant Application Form</a>
<input type="checkbox"/>	Management plan* <a href="#">Provided on Grant Application Form</a>
<input type="checkbox"/>	Feasibility study* <a href="#">Provided at Attachment No. 1 – Appendix J</a>
<input type="checkbox"/>	Life Cycle Cost Analysis* <a href="#">Provided at Attachment No. 1 – Appendices J and L</a>

\*Only essential for requests where the total project cost exceeds \$500,000

#### Your application will be considered not eligible if:

- You have not discussed your project with the Department of Local Government, Sport and Cultural Industries and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. There is no onus on department staff to pursue missing documentation.
- Applicants/projects that have received a CSRFF or CNLP grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made and if no physical progress has occurred, new applications may not be recommended.
- It is not on the 2022/23 CNLP application form.
- The project for which the application is made is specifically excluded from receiving CNLP support.



## DEVELOPMENT BONUS APPLICANTS ONLY

If you applied for a CNLP grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

**You MUST contact your local DLGSC office to determine eligibility before applying.**

Category		Details
Geographical location	<input type="checkbox"/> Regional/Remote location <input type="checkbox"/> Growth Local Government	
Co-location	<input type="checkbox"/> New <input type="checkbox"/> Existing	
Sustainability initiative	<input type="checkbox"/> Energy reduction <input type="checkbox"/> Other	
Increased participation	<input type="checkbox"/> New participants <input type="checkbox"/> Existing participants – higher level <input type="checkbox"/> Special interest <input type="checkbox"/> Other	

**PROJECT BUDGET**

**ESTIMATED EXPENDITURE**

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component. *PLEASE ITEMISE BY COMPONENT (e.g. floodlighting, power upgrade, additional lights to make it 100 lux) rather than materials (electrician, poles, lights, finishings).*

Project Description (detailed breakdown of project to be supplied)	\$ Cost ex GST	\$ Cost inc GST	Quote Used (list company name and quote no)
Design of the LED Lighting and Supply of the LED lights to upgrade the current lighting from 118 lux average to 350 lux minimum (competition standard).	\$19,660	\$21,626	IWE Quote of 8/7/20219 (included at Attachment No.1 – Appendix M)
Installation of LED Lights	\$5,005	\$5,505	NAB Quote 21/7/2021 (included at Attachment No.1 – Appendix M)
Contingency on Design of Lighting	\$983	\$1,081	5% Design growth in the final design stage
Contingency on Installation of Lighting	\$500	\$550	10 % Growth of the install price to allow for existing connection adaptors at the top of the poles which may require modification.
<b>Donated materials (Cost breakdown must be attached)</b>			
<b>Volunteer Labour (Cost breakdown must be attached)</b>			
<b>Sub Total</b>	<b>\$26,148</b>	<b>\$28,762</b>	
<b>Cost escalation</b>			<b>Please explain amount used</b>
<b>a) Total project expenditure</b>	<b>\$26,148</b>	<b>\$28,762</b>	

- At least **two written quotes** are required for each component. (Attachment No. 1 – Appendix M). **Noting that only 1 quote has been received for the Design of lighting and supply of the light fittings as there was only one design and light fitting that could meet the Design Brief. For further explanation see Attachment No. 1 Item 3 “Alternatives”.**
- Please ensure that the power supply is sufficient and no upgrade will be required. (See Attachment No 1 – Appendix J). If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting plan** must be supplied showing lux and configuration. (Provided at Attachment No. 1 – Appendix A)
- Projects that do not meet **Australian Standards** are ineligible for funding.

## PROJECT FUNDING

Source of funding	\$Amount ex GST	\$ Amount inc GST		Funding confirmed Y / N	Comments to support claim (please attach relevant support)
Local government	\$8,705	\$9,575	LGA cash and in-kind		
Applicant cash	\$8,727	\$9,600	Organisation's cash	Y	
Volunteer labour			Cannot exceed applicant cash and LGA contribution – max \$50,000		
Donated materials			Cannot exceed applicant cash and LGA contribution		
Other State Government funding					
Federal Government funding					
Other funding – to be listed			Loans, sponsorship etc		
CNLP request (No Development Bonus)	\$8,716	\$9,587	up to 1/3 project cost	N	
or CNLP request (Development Bonus)			Up to ½ project cost	N	
<b>b) Total project funding</b>	<b>\$26,148</b>	<b>\$28,762</b>	<i>This should equal project expenditure as listed on the previous page</i>		

**REQUIRED:** If the funding approved is less than funding requested for this project, or the project is more expensive than indicated, where would the extra funds be sourced from? Is this funding confirmed? If the project scope would be reduced, which components would be revisited?

The Club has sufficient cash reserves to cover any excess costs that may arise for this project, as supported by the attached Club financial statements. There is no planned reduction of this lighting project scope as there are only two hardcourts that are both reliant upon the integrated lighting design provided.

**GST**

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

## PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

<b>Name of Local Government Authority:</b> City of Vincent
<b>Name of Applicant:</b> North Perth Tennis Club

Note: The applicant's name cannot be changed once the application is lodged at DLGSC.

### Section A

The CNLP principles have been considered and the following assessment is provided:  
(Please include below your assessment of how the applicant has addressed the following criteria)

#### All applications

	Satisfactory	Unsatisfactory	Not relevant
Project justification	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Planned approach	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community input	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management planning	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access and opportunity	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial viability	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-ordination	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential to increase Physical activity	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	Yes <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Section B

Priority ranking of no of applications received	TWO (2) of TWO (2) applications received
Is this project consistent with the	Yes <input checked="" type="checkbox"/> Local Plan    Yes <input checked="" type="checkbox"/> Regional Plan
Have all planning and building approvals been given for this project?	N/A
If no, what approvals are still outstanding?	N/A

#### Project Rating (Please tick the most appropriate box to describe the project)

- A      Well planned and needed by municipality
- B      Well planned and needed by applicant Yes
- C      Needed by municipality, more planning required
- D      Needed by applicant, more planning required
- E      Idea has merit, more planning work needed
- F      Not recommended

*Please complete the questions attached. This assessment is an important part of the CNLP process and your answers to these questions assist the committee make their recommendations, even if you are the applicant. Please provide a summary of any attachments in your assessment, rather than referring to attachments or external documents such as Council Minutes.*

**1. Please confirm your contribution to the project, whether it has been formally approved (including financial year for which it is approved) and any conditions on the funding. If no funding has been provided, why not?**

The City is supportive of the project and will contribute one third of the project cost upon obtaining funding from the Department of Local Government, Sport and Cultural Industries

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**2. A) If a community group application: Do you believe the project is financially viable, including the applicant’s ability to provide upfront contributions, ongoing payments and contributions to an asset replacement fund. Does council commit to underwriting any shortfalls as the ultimate asset owner?**

Yes, the Club is financially viable and able to fund part of the project. The club is also able to fund the ongoing maintenance and able to budget for future replacement. The Council will not commit to underwriting any shortfalls due the clubs lease requirements.

**B) If a council application: Is Council fully aware of the ongoing cost of operating and maintaining this facility and does your organisation have the capacity to service it into the future? How are the user groups contributing to the ongoing cost of operating the facility?**

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**3. Please provide any additional comments regarding this applications merit against the assessment criteria to support your project rating and ranking.**

This project will have a positive impact on both he City of Vincent and the local community. A sustainable upgrade to the lighting will support participation of tennis across extended hours and increase the availability of recreation of the wider demographic. The lighting upgrade will also increase the safety at the facility for users. The project will provide a long-term cost saving for both the Club and the City.

**Signed:** \_\_\_\_\_ **Position:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Executive Director Community & Business Services**  
**City of Vincent**

**Virginia Miltrup**  
 Applications for CNLP funding must be submitted to the Department of Local Government, Sport and Cultural Industries by **4pm on 30 September 2021**. Late applications cannot be accepted in any circumstances.