

Community Benefit Assessment Template

To assess the demonstrated and potential community benefit of a club, group, or organisation applying for access to Council facilities, funding, or partnerships.

This tool supports transparent, equitable, and strategic decision-making consistent with Council's principles of Equity and Transparency, Maximising Community Benefit, Strong Partnerships, and Sustainability.

Section 1 - Mandatory Community Benefit Criteria

Criterion	Description	Evidence Examples	Comments
A. Social and Community Benefit	The organisation's use of the facility will increase community connection, participation, health, and wellbeing.	Participation data, program descriptions, testimonials, photos, survey results.	☐ Yes ☐ No
B. Equity and Inclusion	The service or activity is accessible and non-discriminatory, with clear and fair participation criteria.	Club policies, membership criteria, codes of conduct, Fair Access compliance.	☐ Yes ☐ No
C. Access for Underrepresented Groups	Demonstrates proactive strategies to engage underrepresented or disadvantaged groups (e.g. women and girls, CALD communities, Aboriginal and Torres Strait Islander peoples, people with disability, low-income households, youth, older adults).	Program flyers, partnership evidence, targeted initiatives, participation data by cohort.	☐ Yes ☐ No
D. Demonstrated Need and Community Demand	There is clear evidence of local demand or community interest in the activity.	Membership numbers, waiting lists, participation trends, community surveys.	☐ Yes ☐ No
E. Promotion of Physical Activity and Active Lifestyles	The organisation actively promotes physical activity, sport, or recreation participation that contributes to healthier, more active communities.	Program schedules, participation data, initiatives targeting inactive populations, alignment with Council's Active Living Plan or Health and Wellbeing Strategy.	☐ Yes ☐ No

Section 2 - Bonus Community Benefit Criteria

Criterion	Description	Evidence Examples	Comments
F. Shared and Multi-Use Value	The organisation supports shared or multi-use access, allowing broader community benefit beyond its members.	Shared-use schedules, partnerships with schools or other clubs, community access programs.	☐ Yes ☐ No
G. Alignment with Council Strategies	The organisation contributes to Council's strategic objectives related to active living, inclusion, health and wellbeing, and sustainability.	Reference to Active Living Strategy, Health & Wellbeing Plan, or Climate Action Plan alignment.	☐ Yes ☐ No
H. Partnerships and Capacity Building	Demonstrates collaboration, co-tenancy, or partnerships that strengthen community capacity and governance.	MOUs, joint initiatives, mentoring programs, volunteer training.	☐ Yes ☐ No
I. Community Investment or Enhancement	The organisation contributes resources, funding, or improvements that deliver public benefit.	Facility upgrades, landscape enhancements, community events, or education programs.	☐ Yes ☐ No
J. Environmental Stewardship and Sustainability	Demonstrates sustainable practices or improvements that reduce environmental impact.	Waste management plan, energy efficiency initiatives, biodiversity protection.	☐ Yes ☐ No
K. Innovation and Continuous Improvement	Demonstrates leadership, innovation, or emerging approaches that enhance inclusion, participation, or governance.	Pilot programs, new technologies, partnerships with emerging sports or cultural groups.	☐ Yes ☐ No

Section 3 - Assessment Summary

Weighting	Assessment Criteria	Weight (% or Score)	Comments
Mandatory Criteria (A - E)	Must be met to qualify for community use / subsidised access.	70% (Example)	☐ Yes ☐ No
Bonus Criteria (F - J)	Used to differentiate and prioritise applicants where demand exceeds availability.	30% (Example)	☐ Yes ☐ No

Section 4 - Recommended Outcome

Category	Definition	Select One
High Community Benefit	Strong evidence of participation growth, inclusion, alignment with Council objectives, and shared use.	
Moderate Community Benefit	Meets minimum requirements, with some demonstrated benefit and alignment.	
Low Community Benefit	Limited evidence of inclusion, demand, or community access. May require conditions or support to improve.	
No Community Benefit	No demonstrated evidence of community benefit.	

Section 5 - Assessment Checklist

Checklist	
• Constitution / governance documents • Fair Access / Inclusion Policy action plan • Membership or participation data • Evidence of programs for underrepresented groups • Partnerships / MOUs / shared-use schedules • Financial or in-kind contribution evidence • Environmental or sustainability initiatives • Relevant Council or grant reporting • Other _____	☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No

Section 6 - Assessment Officer Summary

Assessor Name / Position	Date	Assessment Outcome
Comments 		

Note: Add data collection statement here.