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| Code title | Seasonal hire for sporting and recreational clubs |
| Responsible manager(s) | Divisional Manager, Recreation Services |
| Contact officer(s) | Recreation Development Coordinator |
| Directorate | Community Arts and Recreation |
| Approval date | |

Reason for Code:

Council recognises the value of sport and recreation and the contribution they make to our community. Council also recognises the effort, and the costs involved in running a sports club. This code provides for discounted hire and easier access to grounds and buildings for local sports clubs. It also details the conditions under which this hire operates.

Council provides open space, sporting grounds and amenity buildings for recreation purposes to the community. Council has a responsibility to manage these spaces to ensure they are safe and fit for purpose and to assist the community to activate these spaces. Council supports the multi-use of grounds and buildings and supports the sharing of these grounds and amenity buildings to maximise community use and benefit. This code details the responsibilities of Council in supporting community sport and recreation.

This code of practice will:

- Define seasonal hire and who is eligible.
- Support a set of fees and charges that provides equity and respects the financial status of community sports clubs.
- Ensure systems are in place to support and manage seasonal hire.
- Instruct clubs and organisations on how to communicate and cooperate with Council about their seasonal hire requirements.
- Define roles and responsibilities of Council and clubs under seasonal hire.
- Provide guidance on the use of grounds and buildings for sports clubs under seasonal hire.
- Recognise the contribution of community sport volunteers.

Seasonal hire

Seasonal hire is hire of a sporting ground and associated buildings over the term of a sporting season. There is acknowledgement of the historical connection clubs have to specific grounds and buildings and seasonal hire allows clubs to maintain their connection to these grounds and buildings. Under seasonal hire clubs can operate a home ground for competition and training requirements within their season of play. Bookings for clubs are preferenced over bookings for other users on their home ground.

For the purposes of seasonal hire there are two seasons, seasons are:

Summer: 1 September - 31 March

Winter: 1 March - 30 September

Who is eligible?

Seasonal hire is available to clubs that require long-term use of a sports ground and associated buildings for community sport requirements. Clubs need to hold a current certificate of currency to the value of \$ 20 000 000 to be eligible for seasonal hire.

For booking purposes seasons open three months in advance to ensure ground allocations are fair and made equitable amongst all hire clubs. Bookings close for winter season on 1 February each year, bookings close for summer season on 1 August each year.

The use of grounds and buildings outside of the seasons is charged at the casual or regular rate of hire. To view council's fees and charges visit our web pages [Eurobodalla Council \(nsw.gov.au\)](http://Eurobodalla Council (nsw.gov.au)) . Fees and charges are updated each financial year.

Fees

Seasonal hire provides a pricing structure that allows clubs to hire Council grounds and associated buildings at a discounted rate. Charges are applied per registered player and fees are invoiced once at the end of each season. This pricing arrangement acknowledges the contribution of community sport to the health and wellbeing of our community and recognises the value of volunteers who run the clubs. It also provides equity across clubs and codes and allows for fluctuating participation rates within clubs and codes.

Council will request registered player numbers two months into each season. Invoices will be sent to clubs one month prior to the end of each season. These processes are supported by Council's online booking platform, Bookable.

A bond is also applied to each new seasonal hire booking. The bond will provide Council with the opportunity to recoup funds for cleaning, key replacement, damage to fields beyond reasonable use during closure or other incidentals, and if the conditions of hire are not fully met.

Where a club has outstanding seasonal hire fees, bookings for the following season will not be confirmed until payment of any overdue fees has been received.

Council's terms of payment are thirty (30) days from receipt of an invoice.

Any expenses, costs or disbursements incurred by Council in recovering any outstanding monies including debt collection agency fees and solicitors' costs shall be paid by the hirer.

Payment of fees does not confer any rights to use a ground or building other than at the times confirmed in your seasonal hire booking.

Seasonal hire has two pricing points: Low impact hire and high impact hire. Council in collaboration with the hirer will determine which hire fee is the most appropriate for your requirements. High impact hirers get more ground time and more access to amenities.

High impact hire

For the purposes of this code of practice and Councils fees and charges a high impact activity has requirements for training sessions and competition games and access to the canteen, changerooms and bin banks. High impact hire entitles club teams one home game per round and up to three training sessions per week, where this is possible, within the season. Allocation of grounds for competition purposes is restricted to matches drawn to be played at home. Finals and gala days that fall within the season are included in the seasonal hire fee.

Low impact hire

For the purposes of this code of practice and Councils fees and charges a low impact activity is a seasonal booking for competition games where no training sessions are required. Low impact hire does not include the use of the canteen, the changerooms or additional bins.

Council will determine the classification of an activity for the purposes of this code of practice.

Schedule 1 provides the details of the inclusions and the costs for both levels of activity.

Pre- and post-season training and activities (social and competition)

Pre- and post-season training and matches (social and competition) that fall outside the seasonal hire periods and ground or building use over and above the allocated one competition day and three training nights per week, are not considered part of the seasonal allocation. Clubs will need a separate booking for these activities.

Council cannot guarantee that grounds or buildings will be available out of season for a home ground club. The months of March and September shoulder both seasons and for those grounds which have both a winter and summer home team the allocation of bookings for these months is made on a case-by-case basis. Collaboration of clubs is essential to this process.

Finals and events

Clubs who conduct finals where an admission is charged, alcohol is served or large crowds are expected to attend, are required to consult with Council's Booking Office in the first instance to ensure the resources required for their event are prepared for. Large events may require an event permit. Clubs can find all the information they require, including how to apply on Council's web page. [Planning your event | Eurobodalla Council](#)

Finals and events may incur an additional fee. (See fees and charges)

Council approves nonsporting related events from time to time on sportsgrounds. Seasonal hirers are advised in advance of these events to ensure the impact is minimal. Council preferences sports clubs' finals over one off events and has processes in place to ensure grounds are available to clubs for this purpose.

Sub-letting

Whilst Council encourages multi-use of its grounds and buildings, seasonal hire does not give a club the authority to sub-let or permit any other group, person, or persons to occupy or use a ground or building. This includes representative sides and state associations.

Booking System

Council supports and maintains an online booking system that allows clubs to self-manage their ground and building hire requirements. This system is called Bookable and is supported by Council's recreation team through the booking office. Clubs that qualify for seasonal hire are given preference in the system to support security of tenure and operate a home ground. Bookings are taken on a season-by-season basis.

Each club is required to register for an account and to update club personnel and insurance documentation each year. Council's booking office is available to provide assistance with setting up and managing accounts.

Each booking generates an invoice, and the system supports online payments. Clubs are encouraged to create one booking for all training sessions and one booking for all home games. Sessions can be added or deleted to/from a booking as required. Having separate bookings for training and games makes the management of sessions within each booking

easier for clubs and council staff. Clubs that operate distinct juniors and seniors' clubs require two separate Bookable accounts to ensure invoices are sent to the correct club.

Clubs must have a confirmed booking to gain authorised access to Council grounds and buildings. Any unauthorised access may result in the club being denied access. Any expenses, costs or disbursements incurred by Council in recovering any outstanding monies including debt collection agency fees and solicitors' costs shall be paid by the hirer.

Insurance

When making your first booking for the season, clubs will be asked to supply their Certificate of Currency as stated below:

Broad Form Public Liability Insurance Policy (Public/Products) in the name of the Hirer for an amount of not less than twenty million dollars (\$20,000,000) in respect to any one claim or such greater sum as the Hirer may require, with Eurobodalla Shire Council and the Minister for Crown Lands noted as interested parties.

Bookings for the season will not be confirmed until a certificate of currency is supplied.

Note: This insurance is also required to cover products (i.e., sale of food). The club are required not to do or permit to be done or suffer anything to be done that would result in the cancellation or voiding of the insurance.

Communication, co-operation, and support

The following steps ensure effective communication between Council and clubs are maintained throughout the season:

1. Set up a club email account and give all your executive members access.
2. Use this club email as your account contact.
3. Update your club account in Bookable annually.
4. List all executive members as organisation users against your club Bookable account and include their phone and email contact information.
5. Nominate one member of the committee as the Council contact. Set this person as the "main" contact on your Bookable account.

Council contacts

For hire enquiries, invoices and booking system support:

Council's Bookings Office team on 4474 7447 or booking.office@esc.nsw.gov.au

For recreation enquiries, information, development opportunities and support: Council's Recreation Development Coordinator 4474 7438 or tina.smith@esc.nsw.gov.au

For amenities building issues and maintenance requests:

Council's facility team council@esc.nsw.gov.au ATTN Facilities team

For sporting grounds issues and maintenance requests:

Council's Parks team council@esc.nsw.gov.au ATTN Parks team.

Site Meetings

Council supports pre- and post-season on-site meetings at each ground. It is a requirement of all clubs who receive seasonal hire to attend these meetings to contribute to mutual understanding and to collaborate with both Council and other seasonal hirers on the use of grounds throughout the season.

These meetings are used to provide clubs with information from Council and to receive information from clubs. Clubs who use the grounds and building regularly understand how the grounds and building perform for their purpose. At the meetings parties agree on maintenance and service requests and an action plan is developed.

Access requirements to buildings, gates, lights, and bins is established and the appropriate keys and codes are allocated. The allocation of storage at each site is distributed equitably. The meetings also serve the purpose of ensuring clubs use the ground and the buildings in line with the terms and conditions of hire and are sharing the space in a spirit of cooperation and shared benefit.

Support

Council recognises the valuable contribution made by clubs, associations, and officials to our community. It is also aware of the complexities of club governance and the time drain on the individuals who put up their hand to keep a club operational season after season. Council's provides support and guidance to clubs through workshops, events,

newsletters and as required. The clubs can access governance resource materials on Council's web page [Support and resources | Eurobodalla Council](#)

Council responsibilities

Council plans to maintain, renew and improve its existing recreational assets as outlined in the Recreation and Open Space Strategy (ROSS), asset plans and plans of management for specific areas. Annual funding for works is allocated on a priority basis and included in Council's Delivery and Operational Plans.

Council is responsible for developing adaptable sporting and recreational infrastructure that is suitable for multi-purpose use. Council is also responsible for developing sporting and recreational infrastructure that allows for the grouping and sharing of amenities and associated infrastructure where possible, to maximise community use and benefit. Council is working towards compliance of standards at all grounds and buildings to support inclusion.

In addition to managing and maintaining sporting and recreational infrastructure, Council has a strong focus on improving energy efficiency. All upgrades and renewals are designed with energy efficiency in mind. In addition, Council monitors all non-Council owned fixtures (score boards, white goods etc.) to ensure energy efficiency targets are met at each location.

Decisions on the type of infrastructure to be provided at each location will be regularly assessed in relation to the hierarchy of grounds in the shire local or regional - existing amenities, community usage rates, current and foreseeable, whole of life costs and how the infrastructure might add value for the community as a whole.

Inclusions

To support participation, Council works towards ensuring that all sporting grounds under seasonal hire will include facilities and surfaces that allow for safe and enjoyable training and competitive games.

Playing surfaces and practice facilities met minimum required dimensions for each code where ground dimensions allow. Surface standards are maintained to a quality that reflects the level of competition played at each site.

Council supports the planning, development, and maintenance of one regional level ground in each of our three main towns. These are:

1. Hanging Rock Sporting complex at Batemans Bay,
2. Gundry Oval at Moruya and,
3. Bill Smyth Oval at Narooma.

A higher level of infrastructure may be available or is planned for these sites.

Basic inclusions at grounds under use are:

- Car parking and access points including emergency parking bays.
- Floodlighting for training purposes to comply with Australian Standards at high use fields (a higher provision of competition lighting is available on some high use grounds).
- Team changerooms (all upgrades will include four change rooms).
- Official room.
- Toilets for the public (opened by the hirer when in use).
- Basic kitchen facilities that allow for food preparation and serving.
- Options for storage.
- Allocation of a first aid space.
- Security lighting.
- Pedestrian pathways.
- Council maintained universal key systems.

Upgrades

Council recognises the dynamic nature of club sport and has processes in place to respond to demand and trends. If your club wants to improve or replace existing infrastructure talk to us first. If your improvement complies with land use permissions and will not negatively impact other users or the community in general we will ask you to complete a proposal form. This process gives club in principle support for a project, pending DA approvals and funding allocations.

On approval Council encourages Clubs to apply to their state or national sporting associations for grants.

Find out more here [Community proposals | Eurobodalla Council](#)

Buildings

Council provides amenity buildings at sportsgrounds to meet the required standard for community sport. Amenities available to seasonal hirers include, change rooms, toilets, and a canteen. All use of these amenities is considered non-exclusive, and clubs are expected to share these amenities with other seasonal hire clubs, and casual users.

Council officers will periodically conduct inspections of buildings to ensure compliance with the terms and conditions of hire included in this code of practice. Council will also conduct an inspection at the start and conclusion of each season. Council will collaborate with clubs to ensure buildings are maintained to a satisfactory condition during the season. However, it is the hirers responsibility to keep areas clean and tidy during and after each occasion of use.

Canteens

The use of a canteen is provided to “high impact” seasonal hirers and is included in the annual fee. Clubs are required to operate the canteen in compliance with the NSW Food Authority’s regulations for the service and handling of food. Clubs are encouraged to understand their obligations by utilising the resources available from the NSW Food Authority webpage [Food safety requirements](#)

Any equipment or food left in the canteen from week to week will be at the risk of the club. Where clubs have approval to use additional electrical appliances, a fee will be charged to reflect the running costs of this additional equipment. All electrical equipment on Council property requires a test and tag by a qualified tester.

At the end of the season clubs are required to vacate the canteen. This includes:

- Emptying all refrigerators and freezers and turning them off.
- Removing all food from the canteen.
- Removing any items that they own (unless you have been given written approval to store the item on site and it is clearly labelled to your club.)

Change rooms

Each amenity building provides basic change room facilities. The inclusions and number of changerooms provided at each site vary. Council is working towards providing four multipurpose changerooms at each of our sporting grounds that are regularly used under seasonal hire.

Using the changerooms for storage is not permitted unless you have been given permission in writing by the Council to do so. Authorised stored items need clear labels that identify the club and remain the responsibility of the club. Council will not accept responsibility for any damage or loss to property that is stored in changerooms.

Waste

Council provides bins at each ground. There are public bins at each site and “bin banks” for the exclusive use of hirers. Use of the bin banks is included in the high impact seasonal hire fee. Bins from the bin bank can be removed and placed around the ground for the duration of activities and events. Bins from the bin banks must be returned to the bank for collection by the waste contractor. Relock the bin bank after each use.

Clubs and organisations are required to remove and dispose of waste in accordance with legislation in the bins provided or removed from the site. This includes rubbish generated from spectators.

Bins are emptied each Friday and Monday in season to support club activities.

Clubs requiring additional bins for special events and finals should contact the Waste Management team **at least 10 days prior to their event on 4474 1000**. Additional charges may apply.

Storage

Each sporting ground has basic storage which can be utilised by clubs approved for seasonal hire. The available on-site storage varies from location to location. All items owned by a club that are not secured in the allocated storage rooms/cupboards need to be removed from the site after each use unless by an agreed arrangement with Council.

Clubs are not permitted to install temporary or permanent storage sheds or buildings at a site unless this has been approved by Council in writing. If Council is required to remove unapproved sheds, Council will forward this charge to the responsible club.

Dangerous goods

Clubs are required to ensure that all dangerous goods and/or hazardous substances:

- Have had hazard identification, risk assessment and risk control undertaken for goods under their control; and
- Have a current *Material Safety Data Sheet* (MSDS) file which is readily available to all persons upon request, and which will be kept in the area where the substances are utilised.

It is the responsibility of each hirer to ensure people who purchase, use, handle or store hazardous substances and/or dangerous goods are provided with the appropriate training, instruction and supervision as specified under the respective regulations.

Security

It is the responsibility of clubs to lock all buildings and gates after each occasion of use.

Keys to access buildings, gates and bin banks are issued by Council two weeks prior to the first date of a confirmed seasonal hire booking. Keys are allocated to the officer on the club's account. A key bond may be charged for new users.

Keys are returned to Council within 30 days of the completion of the seasonal hire period.

Keys are the responsibility of the person who signed the allocation declaration. It is illegal to duplicate or reallocate keys.

All keyholders are responsible for any damage or cost incurred to Council due to the misuse or loss of a key allocated to them. This may include the replacement of key and barrels resulting from loss or misplacement.

Cleaning

It is the responsibility of clubs to leave canteens, changerooms, officials' rooms, shared storage areas, toilets, and grounds clean and tidy after each use.

Responsibilities include:

- Cleaning bench tops, walls, and floors after each use.
- Keeping refrigerators and freezers free of out-of-date food and beverage items.
- Storing all utensils and equipment in cupboards/drawers or sealed containers when not in use.
- Emptying rubbish bins and keeping isolated from food. Use bins with lids to keep away flies and vermin.
- Removing all food scraps from the building at the end of each day.
- Hosing or sweeping out toilets, showers and change rooms after each use and removing all litter (including paper litter, drink bottles, medical tape etc.).
- Clearing shower drains and plugholes regularly.
- Removing litter from the areas surrounding the buildings and on the sports grounds after use.
- Sealing rubbish in bags and placing it into the bin banks.
- Returning bin banks to their cage.

Public facing toilets are cleaned every Friday to ensure they are ready for your competition games. The cleaning of these toilets in between is the responsibility of the club. Restocking toilet paper and hand soap on game days and training sessions is the responsibility of clubs.

Council will clean the canteen and changerooms at the start of the winter season. Clubs need to ensure all items are removed from these rooms to make this service effective.

Failing to meet the terms and conditions of hire included in this code of practice will result in a 7 days' notice to comply. Further breaches may result in restrictions to use Council facilities in the future.

Grounds

Marking

Field marking is the responsibility of clubs. Markers and or goal posts are in place on each field and clubs can use these to measure and mark their fields. Water based PVA paint is the ONLY product approved by Council to mark grounds.

For safety reasons, the following products are *not* permitted for marking grounds: Lime, glyphosphate (Roundup etc.), oil, creosote or any other corrosive or toxic material.

Any damage to the grounds resulting from the use of a banned product will be rectified and the costs incurred charged to the responsible club.

Clubs are not permitted to mark grounds during an authorised activity by another club, organisation or individual.

Goals and posts

The installation or removal of posts and goals other than at season commencement or end will incur a fee unless the installation and removal is required due to the shared nature of the ground. See Council fees and charges.

A minimum of two weeks' notice is required to install or remove posts.

Pegs

Where possible plastic sand pegs are the preferred method of pegging down temporary structures like nets and gazebos. Due to significant risks to safety, if metal pegs are used they must be sprayed with florescent paint *before use* and removed from the turf at the end of each period of use. Nets and gazebos erected for game or training purposes need to be taken down and all pegs or fastening equipment removed from the turf. Periodic inspections will be conducted to ensure clubs comply with this requirement.

Alterations

Clubs are not permitted to alter any part of the field, ground or surface, without prior written permission from Council. This includes alterations to wickets, goals, fencing and other ground infrastructure.

Unauthorised alterations will be removed and any costs incurred to rectify the grounds will be charged to the responsible seasonal hirer.

Refer to Schedule 3 –Terms and conditions of hire - Sportsgrounds.

Closures

Clubs are required to observe any ground or building closure. Grounds can be closed due to weather events and for maintenance requirements. If a site is scheduled for maintenance or major works, Council will give clubs as much notice as possible and will endeavor to find an alternate venue subject to availability.

Clubs are notified of closures via their club email account in Bookable, if the closure is at short notice clubs will also receive a phone call.

During periods of wet weather clubs are encouraged to stay informed about ground closures. Clubs can call the Ground Closure Hotline 4474 1027. Information on ground closures is updated every 24 hours before 3pm and is posted on Council's webpage [Sports grounds and courts | Eurobodalla Council](#). There is also signage at each sportsground to indicate whether a ground is open or closed.

Clubs will be liable for any costs to repair damage to grounds where a ground has been used during a closure period. Furthermore, clubs and organisations may be restricted from further use if they continue to disregard ground closures.

Floodlighting

Council is committed to sustainable practices for our sports ground lighting. Lighting upgrades will include provisions for LED lighting heads with variable lux capabilities and digital solutions for operation where funding allows.

Clubs requiring the use of floodlighting during a season will need a digital code to access the lights. Codes are changed each season or as required. Codes are issued to the

president, and it is the clubs' responsibility to manage the security of their code as they are liable for any charges made against it.

Council's booking office will send out invoices for lighting charges twice a year: January to June and July to December. Accompanying each invoice is a transaction report so clubs can check the data before payment.

Costs for lighting are published in Council's Fees and Charges which are reviewed annually and posted on Council's webpage at the start of each financial year. The unit charge includes supply charge, annual assessment and maintenance checks and whole of life depreciation and replacement costs.

Parking

Off street parking is available at each site. Vehicles are not permitted on playing surfaces or where vehicles may obstruct exits or emergency vehicle access. Penalties apply for unauthorised vehicle access and costs for damages may be pursued.

Clubs are required to notify Council of any damage to Council property by calling 4474 1000 or emailing council@esc.nsw.gov.au

Hours of use

Use is restricted to the dates and times included in a confirmed booking. Any use outside of an approved booking is unauthorised, and penalties may apply.

Set up activities can commence at 7.00 AM.

Competitive games can commence at 8:00 AM.

All activities are required to cease by 22.00 PM.

Public safety

Clubs are responsible for determining the suitability of grounds and buildings for their activities. Clubs are responsible for inspecting grounds, surrounds, car park, and buildings at the commencement of each occasion of hire for hazards. Hirers are required to take reasonable steps to remove hazards and be satisfied that there is no foreseeable risk of harm or injury resulting from their activities on the site.

Council retains the right to independently assess any activity on council property and retains the right to shut it down if there are concerns for public safety.

Emergency Procedures

It is the obligation of clubs to inform Council by the next business day if emergency services, Police, Ambulance or Fire Brigade attend a site at their request or otherwise.

Signage

Whilst Council recognises the importance of branding for the promotion of clubs, and the value of sponsorships to clubs, permanent signage is not permitted without consent. This includes signage on fencing, or any other council owned infrastructure asset.

Reasonable requests for club badging and sponsorship signage will be considered on application to Council's recreation team.

Healthy participation

Council recognises its obligation to promote public health outcomes, and provides guidance through this code in relation to:

a) Smoking

In conjunction with the NSW Government's *Smoke-free Environment Act 2000 No. 69*, Council promotes public health outcomes by reducing exposure to tobacco and other smoke in certain public places, where Council provides assets and services intended to be of benefit to children and other members of the community.

Clause 6A 1 c) of this Act includes reference to smoke-free areas at grounds stating:

"an area set aside for or being used by spectators to watch an organised sporting event at a sports ground or other recreational area, but only when an organised sporting event is being held there."

Smoking and vaping are not permitted in any Council building, or building located on land vested in the Eurobodalla Shire or within ten metres of pedestrian access point

of a building or children's play area, or as stated above in spectator areas at organised sporting events.

More information regarding smoking can be found at [No smoking in spectator areas at public sports grounds](#)

b) Alcohol and liquor licensing

Clubs that sell alcohol at events, require a licence from NSW Liquor and Gaming. Applications can be made online, and a copy of the approval needs to be forwarded to the Council's booking office. Responsible service of alcohol guidelines and licensing requirements must be met.

- Alcohol sales are not permitted without a licence.
- Glass bottles are banned.
- Alcohol cannot not be advertised or be visual from any part of the amenity building.

The sale, supply, and/or consumption of alcohol to or by minors, at Council parks, grounds and associated buildings is prohibited and will result in a notification to local police, and further action may be taken against the club by Council.

Wherever possible, participants and spectators should be discouraged from drinking alcohol on the grounds. Responsible action should be taken and duty of care applied where behaviour of those affected by alcohol is causing distress or harm to others or themselves.

Clubs or groups are encouraged to become members of the 'Good Sports' program which is a free program which helps sporting clubs to manage alcohol responsibly and provides a safe environment for players, members, families, and supporters. Visit [Good Sports](#) to learn more.

c) Child safety

Children's safety is everyone's business and clubs are responsible for the safety of all children affected by the activities, events and actions of the club and its members. Council encourages all clubs to adopt child safety practices and to work closely with their peak sporting bodies for advice, training and resources to help manage this responsibility.

The NSW Office of Sport and the Office of the Children's Guardian are also there to help clubs meet the NSW child safe standards. Visit the Office of the Children's Guardian to learn more.

[Guide to the Child Safe Standards](#)

d) Healthy eating

Where possible, Council encourages clubs to provide healthy food and drink options from canteens for sports days and other fundraisers. Canteens provide basic facilities to serve food and are not designed for cooking or hot storage of food. Furthermore, they are not approved for liquid trade waste and therefore the safe and responsible removal of food waste from these facilities is limited. Penalties apply for illegal use.

All clubs who operate a canteen are required to comply with NSW Food Authority guidelines for charitable and not for profit organisations under the Food Act 2003.

e) Conduct

Clubs are responsible for the conduct of its members and visitors at all times during planned activities on Council property. It is the responsibility of clubs to ensure that the behavior of all members and visitors during a club activity or event does not negatively impact others. The club may be held liable for damages caused by actions of its members.

Clubs are asked to confirm agreement with the Terms and Conditions of hire on making a booking at any council venue. Clubs who receive the seasonal hire discount are required to comply with this code.

SCHEDULE 1

| | Casual Hire | Regular Hire | Seasonal Hire Low Impact 24-25 | Seasonal Hire High Impact 24-25 | Seasonal Hire Low Impact 25-26 (Draft) | Seasonal Hire High Impact 25-26 (Draft) |
|------------------------------|--|---|---|---|---|---|
| Venue fees and charges | Hourly fee | Hourly fee 20 % discount applies for > 10 booking per venue. | Annual fee per registered player Junior \$18.00 Senior \$ 35.00 | Annual fee per registered player Junior \$18.00 Senior \$ 47.00 | Annual fee per registered player Junior \$19.00 Senior \$ 37.00 | Annual fee per registered player Junior \$19.00 Senior \$ 49.00 |
| Annual amenity building Bond | No | yes | \$342 | \$678 | \$357 | \$706 |
| Keys | One set for the duration of your hire | One set for the duration of your hire | One set for the duration of the season. | Three sets for the duration of the season. | One set for the duration of the season. | Three sets for the duration of the season. |
| Waste removal | Public bins only. Bin Banks can be hired for an extra fee. | Public bins only. Bin Banks can be hired for an extra fee. | Twice weekly service* Bin banks free of charge | Twice weekly service* Bin banks free of charge | Twice weekly service* Bin banks free of charge | Twice weekly service* Bin banks free of charge |
| Storage space | No | No | Yes, as available | Yes, as available | Yes, as available | Yes, as available |

Code of Practice

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|--------------------|-----------------------------|-----------------------------|------------------------|---|------------------------|---|
| Canteen | No. Can be hired separately | No. Can be hired separately | No | Home games or as required | No | Home games or as required |
| Weekly training | NA | NA | no | Up to three sessions each week per club** | no | Up to three sessions each week per club** |
| Home game | NA | NA | Yes | Yes | Yes | Yes |
| Ground maintenance | Yes | yes | Yes | Yes | Yes | Yes |
| Changerooms | No | No | No | Yes | No | Yes |
| Toilets | Yes | Yes | Yes | Yes | Yes | Yes |
| Function Centre | No | No | One free hire per year | Two free hires per year | One free hire per year | Two free hires per year |

**Council provides a set of waste bins and return and earn bins at each ground used for seasonal hire. Clubs get access to these bins included in their fee. Additional bins may incur a fee.*

***Clubs can request additional services and usage through Council's online booking system and the booking office, and these are subject to availability.*

****Seniors: 17 years of age*

Schedule 2: Terms and Conditions of Hire – Sports ground.

Schedule 3: Terms and Conditions of Hire – Buildings and halls.