

11.2 DRAFT SPORTS FIELD AND FACILITIES POLICY - PUBLIC EXHIBITION - ATTACHMENTS

Attachment Titles:

1. DRAFT Sports Fields and Facilities Policy SVC -ENG-PO-073-02

Attachment 1 - DRAFT Sports Field and Facilities Policy - SVC-ENG-PO-073-02 - ID3256516

Policy Title	Sports Field and Facilities Policy
Policy Category	Operational
Number & Version	SVC-ENG-PO-073-01
Policy Owner	Technical Services
Approval by	Council 21 November 2019
Effective date	After Public Exhibition - 28 th December 2019
Date for review	September 2021

1 STRATEGIC PURPOSE

Snowy Valleys Council (Council) recognises that there is a need to provide well maintained safe, vibrant and accessible community spaces and facilities to the community for the purpose of sport and other social community events.

2 POLICY STATEMENT

The provision of Council owned and managed sportsgrounds, open space and public facilities enables community sports clubs, schools and other organisations with contemporary and fit for purpose sporting facilities.

The application of this policy will

- Provide agreed principles to prioritise use and management
- Protect the safety of all users
- Preserve the features of the natural and built environment
- Regulate activities to ensure appropriate standards of conduct

3 DEFINITIONS

Sporting Ground - Open space that can provide sports use function, and will include one or more playing fields, often with associated facilities.

Facility – building amenity infrastructure owned by the Council for hire or use by an organisation /group/person

Seasonal - to the 'summer season' being from 1 October to 31 March and 'winter season' being from 1 April to 30 September.

Allocation - to occupy a specified area within specified times and dates and in accordance with specific conditions.

4 CONTENT

To protect community access and sustain the life of its assets, Council must regulate the type and frequency of use at sportsgrounds, open space and public facilities. ~~The use of sportsgrounds, open space and public facilities may be removed or restricted for either:~~ Councils Technical Services Manager, or representative, has the authority to determine whether playing fields are to be closed or usage restricted due to inclement weather or for any required maintenance / upgrading works. Reasons for the closure of Councils Sports fields are based on the following considerations.

- ~~risk management reasons~~
- ~~works and maintenance~~
- ~~managing the sustainable use of the sportsground/s~~
- ~~environmental factors or~~
- ~~other reasons as Council may determine.~~
- Risk management reasons - potential injury to sports field users
- Potential damage to playing surfaces and associated sports field infrastructure such as irrigation and or drainage systems.
- Condition of the ground when inspected.
- Weather forecast
- Scheduled maintenance and or capital upgrading works
- environmental factors or
- other reasons as Council may determine.

When deciding to close a Sports field during inclement weather, Council staff consider.

- Surface water depth
- Ground Softness
- Rainfall forecast over a 24-hour period.
- Soil Profile and drainage condition / capacity
- Condition of the grass / surface cover
- Type of active recreation activity

Where a sportsground is unavailable, Council will endeavour to relocate the allocated user/s to another sportsground/s, which may require modification of allocated use for both the displaced user/s and the incumbent sportsground user/s.

4.1 Facility Allocation

Sportsgrounds, open space and public facilities allocation is the process which Council undertakes to hire out its facilities to a variety of community and commercial user groups. Council has identified the following principles to guide them in the allocation and provision of the facilities:

- Seasonal bookings have priority over casual bookings
- All requests for bookings must be made on Sports Field, Park, Venue Hire Forms
- Casual bookings and bookings made by organisations from out of the area will only be considered where there is no existing booking request.
- Casual bookings will not be confirmed until payment is received
- Season draws must be provided to Council once confirmed by the sporting associations to allow Council hire out unused facilities. "Blanket" bookings are not permitted and associations to ensure every effort are made to notify Council of any unused dates in advance.

4.2 Applications

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Adopted: 28/12/2020
Reviewed:

All organisations/entities/persons must acknowledge and accept Council's *Conditions of Hire and Declaration* and have received Council's written approval prior to undertaking formal or organised use on Council owned or managed sportsgrounds, open space and public facilities.

Applicants must provide all relevant information to Council as outlined in this Policy and Council's *Conditions of Hire and Declaration*.

The responsible manager or delegated officer will be authorised to approve sportsgrounds, open space and public facilities allocations.

The responsible manager will be authorised to modify or revoke sportsgrounds, open space and public facilities allocations.

In the event of a dispute or difference arising in the interpretation of this Policy or Council's *Conditions of Hire and Declaration*, the organisation can appeal in writing to the CEO within five days of the organisation receiving notification of its allocation/non allocation. The CEO will have final determination on the matter.

4.3 Conditions of occupancy

Allocated users must have insurance cover as stipulated in Council's *Conditions of Hire and Declaration*

Allocated users will abide with the applicable terms and conditions of occupancy including complying with all legislative requirements, Council policies, agreements and Local Law.

Severe breaches of the conditions of occupancy may be subject to penalties imposed by Council, and/or modification or termination of the occupancy agreement.

4.4 Fees and charges

Fees and charges for the use of sportsgrounds, open space and public facilities will be in accordance with Council's *Fees and Charges* Schedule as determined through Council's annual budget process.

Fees and charges aim to balance the community health and wellbeing benefits for the equitable use of the sportsgrounds and associated facilities with the recovery of costs to Council for the provision of the sportsgrounds and associated facilities.

4.5 Sporting Field Closure

Responsibility for determining ground closures including the areas and period remain the responsibility of Council and this decision will be made, where possible, no less than 24 hours prior to the activity to provide sufficient time to sporting organisations to make the necessary arrangements to minimise inconvenience to players and others involved. Council encourages and supports a proactive approach by sporting organisations that cancel and/or reschedule events during inclement weather to minimise damage to fields and protect players.

In determining sporting field closure, Council has a responsibility to ensure all sporting fields are maintained to a standard that will hold up to expected use during the course of the playing season. At times, during inclement weather Council may have to close the fields to ensure they are in the best playing conditions not only for the remainder of the season but also for all other users. The decision to close a field is not taken lightly and involves consultation with

numerous Council Officers. A number of factors are taken into consideration when making such a decision and include:

- the amount of rainfall
- predicted rainfall/weather
- drainage and potential for drying of fields
- soil structure
- potential damage to the field and subsequent required remedial works
- legal obligations to provide safe sporting facilities as well as the health and wellbeing of players including potential for injury to users

Following the decision to close grounds the Bookings Officer will contact nominated sport and user representatives to discuss availability of grounds. Relevant media will also be notified where required.

Failure to abide by the ground closure ruling can result in sporting groups/user groups being liable for the full cost of repairs to the closed fields/grounds.

Note: In some instances where damage to the ground is excessive Council may close the facility to enable necessary remediation works to be undertaken. In the event of a dispute or difference arising in the interpretation of this Policy, the club can appeal in writing to the CEO within seven days of the club receiving notification of its allocation. The Responsible Manager, or a delegated officer, will have final determination on the matter.

5 ASSOCIATED LEGISLATION

Local Government Act 1993

6 ASSOCIATED COUNCIL DOCUMENTS

Sporting Facility Use Agreement Venue, Park & Sporting Facility Booking Form- SVC-ENG-F-121

Community Facility/Park Use agreement – SVC-ENG-120

Amusement Device Inspection Form - SVC-HB-F-117

7 HISTORY

Date	Action	Name	Policy Number	Resolution Date	Resolution Number
23/09/2019	Superseded	Sports Fields and Facilities Policy (Formerly Tumut Shire)	REC .01 v1.0		
28/12/2019	Approved after public exhibition 28/12/2019	Sports Field and Facilities Policy	SVC-ENG-PO-073-01	21/11/2019	M382/19