



City of Canada Bay Council

Public Open Space Hire Policy

Adopted March 2006

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1 INTRODUCTION

The City of Canada Bay Council (CCBC) is located in the inner west, just 6 kilometres from Sydney's CBD. CCBC is well known for its many parks and reserves, over 130 areas of public open space which total 232.1 hectares or 15.3% of the total land area. Many of the public open space areas are located along the approximately 38 kilometres of foreshore with the Parramatta River.

Of the 232.1 hectares of public open space there are 18 multi use sporting grounds, a netball court complex, five tennis facilities, 2 golf courses, 2 public 50 metre pools and a bocce court. The multi-functional facilities are used for a large variety of sports including soccer, rugby league, netball, cricket, baseball, rugby union, Gaelic football, hurling, athletics, touch football, gridiron and Australian Rules. Refer to Figure 1 – CCBC Map of Sporting Venues.

1.1 How to Hire

Council has developed application forms for hiring Council facilities, with abbreviated conditions of use attached and procedures for each type of hire. Before hiring any of Council's facilities the application forms, the attached conditions of use and the relevant section from this policy should always be read and understood by the hirer.

Application forms are available via e-mail or fax from Council's Parks and Facilities Administration Officer, please phone 9911 6555, or from Council's website – www.canadabay.nsw.gov.au

The following are a list of application forms currently available:

- Street Party Application
- Sports Field Hire – Casual Applications
- Sport Field Pre-Winter Seasonal Hire
- Sport Field Hire - Seasonal Application
- Park Use Application – Corporate Events
- Park Use – Weddings & Photos
- Filming Permit Application

These forms will be updated and added to from time to time, as the need arises.

1.2 Sports Facility Leases

In accordance with section 46 (1) (b) of the Local Government Act 1993, this Open Space Hire Policy allows leasing, licensing and entering into a Deed of Agreement with Council for the use of Council's Community Land and Crown Land administered by the City of Canada Bay Council, by Not-for-Profit organisations, such as sporting clubs for:

- (a) the provision of goods, services and facilities, and the carrying out of activities, appropriate to the current and future needs within the local community and of the wider public in relation to any of the following:
 - (i) public recreation,
 - (ii) the physical, cultural, social and intellectual welfare or development of persons.

If the land under lease includes Crown Land administered by CCBC, lessees should be aware that the Crown reserves the right to apply a 15% levee over and above the fees and/or charges set by CCBC onto the lessee.

1.3 Non Smoking Policy

At the City of Canada Bay Council Meeting on 13 July 2004, Council passed a resolution stating THAT Council;

1. Ban smoking within 10 metres of all children's playground equipment;
2. Ban smoking around all playing fields, sporting grounds and Council swimming facilities;
3. Erect signage, as part of the sign replacement program for playgrounds and sporting fields, indicating that these designated areas are smoke free;
4. Ensure that events run or sponsored by Council should be smoke free.

All lessees must ensure that they, all their members and visitors abide by these regulations when on Council property; this is a condition of the lease agreement with Council.

2 SEASONAL & CASUAL SPORTS GROUND HIRE

2.1 Aims and Objectives

The main aim of this document is to bring together the recommendations of all policies and practices related to open space and recreation into one document that can be given to hirers of playing fields, open space, corporations, film producers, the community and special events organisers. Preference is given to local sporting clubs, local community groups and local businesses for the hire and use of the public open space, however other groups are welcome to apply and will be considered once all local allocations and “fallow periods” have been allotted.

Objectives of the document are:

- To establish guidelines and procedures for the allocation and hire of playing fields to sporting bodies
- To establish guidelines and procedures for the allocation and hire of open space to both business and local community
- To set out conditions of hire for playing fields and use of passive open space
- To provide an opportunity for the inclusion of special conditions for certain playing fields
- To clarify rights and obligations for the management and use of playing fields
- To outline conditions of use for organisers of special events, e.g. corporate functions and community run festivals.

2.2 Glossary of Terms

The following terms are used throughout this policy and have the stated meaning:

Fallow Period	Duration of time when open space (mainly sporting fields) is left with no bookings to allow the turf to recover and grow. No games, training or other use is allowed at this time.
Playing Fields	Those areas of public reserves where organised sports are played.
Council or CCBC	Shall mean the City of Canada Bay Council.
Club	Shall also infer Association and shall mean a group of people organised into a recognisable body to administer the playing of sport
Preferred Hirer	Shall mean those clubs who have an established usage pattern on particular playing fields, who have contributed substantially to upgrading and/or improving of playing fields and/or amenities, have policies and/or accreditation in DDA and Child Protection and a track record of inclusiveness to minorities etc. The divisions of parent clubs will be recognised as separate bodies for the purposes of identifying ongoing tenure of fields. Divisional allocations will continue should that division cease to be part of the parent group. Preferred Hirers will have access to extended tenure of up to 5 years. Recognition of a preferred hirer will be at the discretion of Council’s officers under delegated authority. A club may apply in writing to be considered a preferred hirer, by outlining how the club fulfils the criteria

i.e. clubs who have an established usage pattern on particular playing fields, who have contributed substantially to upgrading and/or improving of playing fields and/or amenities, have policies and/or accreditation in DDA and Child Protection and a track record of inclusiveness to minorities etc.

Hirer	Shall mean a club who uses a playing field without contributing to its upgrading or improvements. Where hirers have an established pattern of use of fields, but do not meet the other requirements for preferred hirer, they will continue to receive preference for the following season allocation.
Casual Hirer	Shall mean a club, corporation or group who hires a playing field or passive open space on a one-off basis, even if it is a regular event.
Agreed Use	Shall mean the use that Council has agreed to be conducted on the allocated field.
Summer Sports	As defined in Appendix 1 – Cricket and Rowing
Winter Sports	As defined in Appendix 1 – Soccer, Rugby Union, Rugby League, Aussie Rules, Netball, Hurling, Hockey, Gaelic Football.
Extended Tenure	Shall mean that hirers will be able to apply to extend their current seasonal allocation for up to 5 years. However, Council recognises that the needs of the community may change over time, and future use of active open space areas may need to accommodate non-traditional sports. In this instance Council has an obligation to provide facilities for these sports when and wherever possible.
DDA	<p>The Federal Disability Discrimination Act 1992 (D.D.A.) provides protection for everyone in Australia against discrimination based on disability. It encourages everyone to be involved in implementing the Act and to share in the overall benefits to the community and the economy that flow from participation by the widest range of people.</p> <p>Disability discrimination happens when people with a disability are treated less fairly than people without a disability. Disability discrimination also occurs when people are treated less fairly because they are relatives, friends, carers, co-workers or associates of a person with a disability.</p> <p>(http://hreoc.gov.au/disability_rights/dda_guide/dda_guide.htm)</p>
Child Protection	<p>The <i>Child Protection Legislation Amendment Act 2002</i> amends the <i>Child Protection (Prohibited Employment) Act 1998</i>, the <i>Child Protection (Offender Registration) Act 2000</i>, the <i>Commission for Children and Young People Act 1998</i>, and the <i>Summary Offences Act 1988</i> to strengthen child protection provisions and address anomalies and inconsistencies between the legislation. For more information go to:</p> <p>http://www.kids.nsw.gov.au/check/updates/1050990973_1784.html http://www.kids.nsw.gov.au/publications/guidelines/</p>

MOU

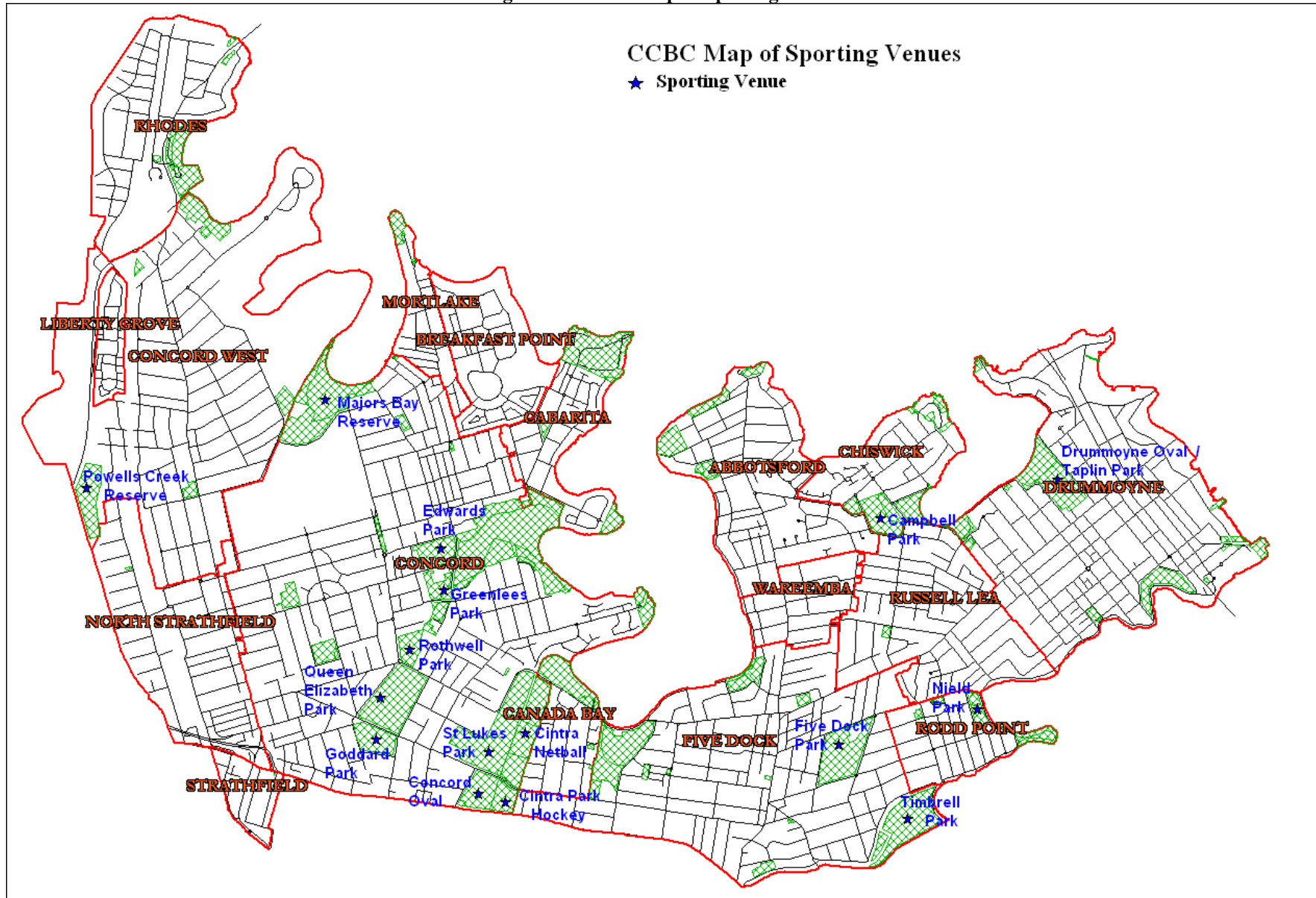
Memorandum of Understanding (MOU) is an agreement between Council and a Sporting Club who is a Preferred Hirer. The MOU is an extension of this document, not limited to, but generally specifying the location, season, days & times and type of use, to which the preferred hirer is permitted to utilise an open space area. An MOU provides secure tenure of a site for the duration of the MOU.

For a sporting club to qualify for an MOU, they must first qualify to become a preferred hirer for a particular field / set of fields e.g. they must have policies and/or accreditation in DDA and Child Protection, and a track record of inclusiveness to minorities etc.

2.3 Area of Application

This policy shall apply to all playing fields, streets (for street fairs), recreation facilities (toilets, change rooms and canteens) and passive open space within the boundaries of City of Canada Bay Council area. Refer to Appendix 1 for the active recreation areas in CCBC.

Figure 1 – CCBC Map of Sporting Venues



2.4 Special Conditions

Any club may apply to Council to have special conditions inserted into their hire arrangements to deal with conditions specific to their allocated fields. The special conditions may include payment method or extra casual hire (for “have a go clinics”, trials or end of season parties). Council may also insert special conditions, which if approved, shall be included in the “Memorandum of Understanding” (MOU) issued to the Club or group.

2.5 Other Activities

A number of other activities are carried out within CCBC’s parks, including cultural festivals, special corporate events, filming, [wedding photography and/or ceremonies, community and Council activities](#). It is intended that these groups be included into the hiring arrangements within this document. A series of suitable conditions, (to be used on an ‘as needs basis’) is incorporated in ‘Corporate / Festival Open Space Conditions of Hire’.

The “Other Activities” may necessitate the reallocation of seasonal fields to the special use for a day or a weekend, Council will endeavour to a) limit this occurrence, and b) advise the seasonal hirer at the beginning of the season when these required events are scheduled to occur.

A fee scale is reviewed and set annually for the hiring of active and passive space, [for any of the above uses \(and special requests endorsed by Council\) in CCBC Management Plan - ‘Fees and Charges’ document](#). Any alterations, for special uses, and/or to the fees structure has to be ratified by Council.

2.6 Allocations

2.6.1 Allocation of Playing Fields

The following procedures shall be followed for the allocation of playing fields. Preferred hirers may seek allocation of fields on a one to five years basis via an MOU, with an option of a further one (1) to five (5) years, subject to the following conditions:

All fees are paid on a seasonal basis in line with Council’s annual ‘Fees and Charges’.

All monies owing to Council are paid in full prior to commencement of each season. Failure to comply with this condition may lead to the loss of field(s) or open space allocation for current and future bookings.

Clubs shall be liable for payment for all fields allocated to them, unless Council is notified to the contrary, in writing, within 21 days from the date of notification of field allocations.

Preference will be given to local clubs that have a majority of their members living within the City of Canada Bay area. Associations may cover the City of Canada Bay Council area wholly or partially. A club may apply in writing to be considered a preferred hirer, and gain an MOU by outlining how the club fulfils the criteria i.e. clubs who have an established usage pattern on particular playing fields, who have contributed substantially to upgrading and/or improving of playing fields and/or amenities, have policies and/or accreditation in DDA and Child Protection and a track record of inclusiveness to minorities etc.

New clubs applying for fields must provide details of their membership, club history, and proposed future use of fields. Such clubs may have special conditions attached to their allocation, and must pay charges in full prior to use of any allocated fields.

Where Council rejects an application, the hirer shall be notified in writing as to the reasons why their application was rejected.

Clubs shall only use the field for the agreed use, on the agreed dates and at the agreed times. Failure to comply with these conditions may lead to the loss of field(s) or open space allocation for current and future bookings.

Clubs are to provide their match draws prior to the start of the season and are to be submitted to the Council's Parks and Facilities Administration Officer.

However, CCBC recognises that the needs of the community and the types of sports played (and their requirements) do change over time and while Council has an obligation to ensure that playing fields are provided to new and non-traditional uses every endeavour to accommodate new uses will be made.

2.6.2 Sub-Letting

No club shall sub-let a field to another club or group without the prior approval of Council. Other hirers will be required to fill out the necessary forms and pay CCBC the required fees for the use of the fields and/or passive open space areas. *This clause includes fields that are 'leased' to clubs and includes sub-letting fields for state matches, international matches, demonstration or social games. A separate casual booking and payment of fees will need to be completed and approved by Council.*

No use of the fields is allowed outside the times allocated by Council (and the Club) on the Booking Confirmation Form. Council retains the right to hire fields outside times and days allocated to the club with seasonal a hire booking.

2.6.3 Block Booking of Fields

Unless a Club can demonstrate a need for the actual use of a field, the block booking of all available sessions for a field will not be accepted.

2.6.4 Allocation Timetable

The following timetable shall be used for allocation of fields:

	Winter	Summer
Invitations to existing users	Early December	Early June
Applications close	End January	End July
Advice to successful users	Mid February	Mid August
Issuing of Invoices for use of fields	End February	End August

2.6.5 Season Determination

Seasons shall be defined as follows:

Season	Available for use	Unavailable for use
Change over		Last week in August to end of first week in September (2 weeks) Except for turf wickets, extra 2 weeks required for preparation.
Summer	Beginning of the second week in September to third weekend in March	
Change over		Last week in March to end of first week in April (2 weeks)
Winter	Beginning of the second week in April to third weekend in August	

2.6.6 Season Transitional Arrangements

To allow pre-season training and playing of end of season finals, the following shall apply:

Winter	Pre-season training for summer sports may commence from the first week in September around the edges of the fields only. This usage is to be by arrangement with the winter users.
Summer	Winter games can be played during September, where they involve end of season finals. No casual winter season bookings are taken from September, to allow preparation of fields for summer use.
	Pre-season training for winter sports may commence from the first week in March. This usage is to be by arrangement with the summer users and Council.
	The covering of cricket wickets will not occur prior to 1 April without the concurrence of summer users.

All pre season bookings are subject to availability of grounds and **MUST BE BOOKED** through Council. All pre-season bookings attract a charge for use, which is separate to the usual seasonal booking charge. Pre season use will be charged at 50% of normal seasonal hire rates as there will **NOT BE ANY MARKING OF THE FIELDS, GOAL POSTS &/OR WICKETS UNCOVERED.**

2.6.7 Hours of Use

- Clubs may only use the field during the allocated hours of use;
- No activity is to commence prior to 7.00 am on any day. Low noise activity, such as field set up may commence at 6.00 am, only after prior approval by Council;
- No competitive sport is to commence prior to 8.00 am on any day;
- No field activity is to occur after 10.00 pm on any day;

- Field training lights available Tuesday – 4.00 pm to 10:00 pm, Wednesday - 4.00 pm to 10:00 pm, Thursday - 4.00 pm to 10:00 pm. Friday's and Mondays are rest days for the fields, no training or sports matches are to take place.

2.6.8 Loss of Allocations

Hirers of Council's fields are generally very conscientious in their use of the fields allocated to them. However, it must be clearly stated that certain activities may jeopardise the tenure of hirers to allocated fields or result in increased hire charges. Such activities include:

- Non payment of fees;
- Refusal to cooperate with other hirers in the sharing of fields;
- Failure to observe the closing of fields, due to wet weather or other unforeseen circumstances e.g. vandalism, field renovation, dangerous conditions or construction works;
- Use outside of the allocated periods;
- Lack of control over players and spectators;
- Non-compliance with the relevant sport's Association rules;
- Any other matter contrary to the responsibilities of hirers, including the return of licence agreements, and not maintaining sufficient public liability insurance.

2.6.9 Allocation Conflicts

Where more than one club applies for the use of a field, and there is a conflict in the requested days and/or times, Council will resolve the conflict as follows:

- Preference will be given to the user that has traditionally had the field at the disputed time / day.
- Where there is an ongoing issue, a meeting will be facilitated between the affected clubs to determine if a solution is possible.
- If no solution can be facilitated between the parties, Council will make the final decision and no other correspondence will be entered into the matter.

2.7 Fee Arrangements

2.7.1 General

Council, in requiring fees to be paid for the hire of sporting facilities, has taken the following matters into consideration:

Council's financial position (and that of many Council's) is such that unless it improves cost recovery of services, it simply cannot maintain existing standards, whether it is the provision of playing fields or any other service / facility.

It is now an accepted concept throughout Local Government and the wider public sector that service users are required to pay a fee in recognition of the benefit they derive. Otherwise, the general community, through rates or taxes, is totally subsidising the benefit derived by a small part of the community.

In making its determination in this matter, Council is by no means unique - many Council's throughout metropolitan Sydney charge a fee for the use of similar sporting facilities

Schools are treated concessionally. Local schools are not charged for the use of the fields and passive open space areas, but must book these areas so that Council is aware of the various users and does not book out the field to others. Schools located outside of the City of Canada Bay Council area are charged at half the usual casual or seasonal rate.

The proposed fee arrangements have been prepared to provide a fee system that:

- Encourages the rational use of the existing recreational and sporting facilities;
- Is transparent and easily understood;
- Has an element of cost recovery in its philosophy.

2.7.2 Fee Structure

Refer to the current “City of Canada Bay Council - Fees and Charges” document, for bond and field hire rates.

An annual review of Fees and Charges is conducted in February - March, the proposed fees and charges are then advertised for comment in *May* each year and then implemented from the 1 July each year.

2.7.3 Bonds

Seasonal hirers are required to pay the following bonds:

- Key Bond – for each key required to open Council facilities e.g. toilets, canteens and change rooms.

Casual hirers are required to pay the following bonds:

- Key Bond – for each key required to open Council facilities e.g. toilets, canteens and change rooms.
- Damage / Cleaning Bond – required per field hired for the season. The bond will be used to rectify any damage to Council facilities (fields or buildings).

Keys given out to each Sporting Club must be returned at the end of each season and the bond will be returned. No ‘extra’ keys are to be cut by the Club. No keys are to be lent to any third party, by the Club, for use of Council facilities.

Damage / Cleaning Bonds will be used by Council to repair or replace damaged Council facilities, if it is found the Club kept any money, valuables or portable items on site, which is found to have been the cause of damage to the premises, by thieves or vandals.

A hirer that is found to cause damage to a ground either through misuse or allowing misuse of the grounds or equipment may also have a penalty imposed, at the discretion of Council. The penalty may be a monetary penalty or loss of current and / or subsequent field allocation(s).

2.7.4 Payments

Before Council finalises allocations each season, all-outstanding accounts due from clubs (from the previous season) must be paid or adequate arrangements made. Continued failure to pay by the due date will jeopardise the allocation of fields, and the ongoing tenure of hirers.

Overdue accounts will attract an interest charge.

Direct Debit accounting facilities have been organised with Council's financial institution to aid in streamlining of the invoicing clubs. All clubs will be issued with the Direct Debit Forms (DDF) at the beginning of each season and confirmation of hire documents will not be returned to the clubs until the DDF are returned to Council.

2.8 Maintenance & Improvements

2.8.1 Improvements

Ideas for upgrades and improvements for sporting facilities e.g. storage facilities, canteens, practice facilities, are welcomed and should be forwarded to Council's Recreation Planner and Parks Planner, to make sure that they correspond with the various Plans of Management for the park and/or facilities.

If an organisation or club wish to lodge a grant application, or development application etc. for improvements to Council's open space, recreation facilities and/or sporting fields, they should in the first instance refer their ideas and/or requests to Council's Recreation Planner and Parks Planner on 9911 6555. All additions and alterations e.g. to canteens, must have the prior consent of Council and where required, a formal Development Application and/or Construction Certificate must be submitted.

All improvements must be built under Council supervision, to Australian Standards, the Building Code of Australia and to Council's satisfaction. All tradesmen working on the approved additions or alterations must be qualified and suitably insured, if clubs intend to carry out improvements using volunteer labour or manage the project themselves. The tradesmen's licence number and details of their insurance cover (Public Liability and Workers Compensation) must be supplied to Council prior to work being approved.

All improvements to facilities become the property of Council and cannot be removed by the Club, except with the prior approval of Council.

Where illegal work is found, it will be removed or repaired by Council at the Club's cost.

The investment of time and/or money into facilities improvements, e.g. to canteens, on Council property, by a club, does not give the club exclusive use or ownership of the facility. All facilities on public open space are for community use.

2.8.2 Buildings Maintenance

Council is responsible for the minor and routine maintenance of the facility. However, where the facility is let to a hirer, the hirer will be responsible for costs or repair of any breakages that arise out of the hirer's use.

Hirers are to ensure that the facility is maintained in a clean and tidy condition at all times.

2.8.3 Public Toilets

The maintenance and cleaning of those public toilets located within public reserves, which are available for use by the general public, is the responsibility of Council. Such work will be carried out in accordance with a predetermined maintenance schedule.

2.8.4 Damage

All damage to Council property, either deliberate or accidental, should be reported to Council as soon as possible, outlining full details of the incident.

The hirer will be held liable for the full cost of repair or replacement of the damaged facilities incurred by Council, if it is found the hirer kept any money, valuables or portable items on site, which as the result of investigation, is found to have been the cause of damage to the premises, by thieves or vandals.

A hirer that is found to cause damage to a ground either through misuse or allowing misuse of the grounds or equipment will have a penalty imposed, at the discretion of Council. The penalty may be a monetary penalty or loss of current and / or subsequent field allocation(s).

Where a penalty is imposed it must be paid by way of an increased hire charge for that season. Failure to pay any such penalty will lead to the hirer forfeiting its hire rights to all Council controlled playing fields and recreation facilities.

2.8.5 Infrastructure Maintenance

Requests for the essential maintenance of associated infrastructure must in the first instance be directed to Council's Customer Services Centre on 9911 6555. Assessment of need and prioritisation will then be carried out by appropriate Council Officers.

2.9 Other Matters

2.9.1 Insurance

All clubs must maintain a Public Liability Insurance Policy for a minimum of \$20 million, endorsed to indemnify Council against any accident, injury, or damage resulting from or incidents arising from the Club's use of Council property or facilities. Council may either be specifically named "City of Canada Bay Council" OR "Any Local Government Authority" must be named in the policy under "Other Interested Parties".

Proof of insurance (photocopy of the original Certificate of Currency) must be presented to Council when applying to use any playing fields and shall be kept current, at all times that the field is to be used.

Council must be advised of any incident or circumstance that may give rise to a claim. This cover is additional to any player or participant insurance that the Club may effect to specifically cover sporting injuries.

2.9.2 Goal Posts

Council will erect all necessary posts in the two-week change of season period, in accordance with the Australian Standards. No club is to erect or move any posts at any time.

2.9.3 Line Marking

Council is in charge of all field line marking, which is carried out on an “as needed” basis. If any alteration to the original field set up is required, the Club or organisation must notify Council in writing, with at least two weeks notice.

Field sizes and numbers should be submitted to Council at the beginning of the season with the clubs application form.

2.9.4 Canteen Usage

Clubs will have the use of the canteen facilities during the allocated hours of use, and will be responsible for the maintenance of fixtures and fittings, including door locks etc. Loss of perishables due to: power failure, breakdown of refrigeration equipment, vandalism or theft will be the responsibility of the hirer.

2.9.5 Residential Amenity

The quiet enjoyment of property owners adjoining reserves is not to be disturbed by excessive noise, offensive language, bad behaviour or any other activity likely to cause disturbance.

All reasonable attempts are to be made to ensure that struck, kicked or thrown balls do not leave the reserve, either into private property or onto adjacent roads.

To maintain the amenity of residents in adjoining properties the following usage times are to apply to all fields for training and match days:

- Clubs may only use the field during the allocated hours of use;
- No activity is to commence prior to 7.00 am on any day. Low noise activity, such as field set up may commence at 6.00 am, only after prior approval by Council;
- No competitive sport is to commence prior to 8.00 am on any day;
- No field activity is to occur after 10.00 pm on any day;
- Field training lights available Tuesday – 4.00 pm to 10:00 pm, Wednesday - 4.00 pm to 10:00 pm, Thursday - 4.00 pm to 10:00 pm. Friday’s and Mondays are rest days for the fields, no training or sports matches are to take place.

2.9.6 Closing of Grounds

During periods of heavy rain, Council staff will inspect all sporting grounds in order to determine whether or not they should be closed. The decision to close sporting grounds is based on a number of factors including:

- The type of sport to be played and the potential for damage to the playing surface, for example, cricket/baseball compared to soccer/football;
- The weather forecast from the Bureau of Meteorology;
- The potential for injury to players;
- The condition of the ground at the time of inspection, its drainage characteristics and its ability to recover from damage;
- The length of the grass and whether or not it can be cut by heavy equipment;
- Grounds may be closed at short notice, if weather conditions dictate such action.

The primary source of information on ground closures is Council's Wet Weather Hotline (8745 3133). If the recorded message states that the grounds are closed, they cannot be used until a further inspection is carried out by Council Staff and the grounds are reopened.

Sporting clubs DO NOT have the right to approve the use of the grounds contrary to such advice.

Although it is possible that the information line may indicate that all grounds are open either the Clubs or umpires / referees may choose to close specific grounds to prevent damage to the playing surface or injuries to players. If this occurs, club representatives should contact affected visiting Clubs and teams.

Any hirer using fields whilst closed will be liable for the full cost of repairs and may forfeit their current and future hiring rights.

2.9.7 Storage

Sporting equipment and / or canteen goods may be stored in appropriate storage areas subject to the following:

- An appropriate storage area for sports equipment does not include toilets, change rooms or canteens, due to threat of vandalism, OH&S issues and inability of Council staff to satisfactorily clean infrastructure due to materials being stored on site.
- If storage for sporting equipment is required within the open space area, the Club is to liaise with Council regarding building an appropriate storage unit. Shipping containers are not appropriate storage units. Otherwise storage for equipment must be arranged for on an off-site location.
- Storage for food and drink can only be during the period of actual hire and must be removed during periods of inactivity e.g. end of season, over holiday periods;
- Canteen goods must not be stored for any length of time to deter vandalism and theft;
- Council accepts no responsibility for club equipment or goods stored on site at any time;
- Council reserves the right to request the removal of equipment / goods that may be a fire hazard.

2.9.8 Security

Council will be responsible for the overall security of the facility. However, hirers will be required to ensure that:

- Buildings are secured when not being used;
- Each key allocated to the club will require a \$100 bond to be paid to Council. The bond will be return, when the key is returned to Council. No 'extra' keys are to be cut by the club for any reason;
- Keys are returned to Council when not required;
- Gates are locked, if applicable, when facilities are not in use. Clubs are to advise Council who is the responsible Club member for locking the gates, and providing a contact number in case of emergencies.

2.9.9 Waste Management

Due to changes in State legislation with regard to waste minimisation, reuse and recycling of materials and the increasing costs associated with the disposal of waste to landfill sites, Council is obliged to take a more proactive role in the waste management practices at all its facilities. As such Council will help assess each club's waste management needs for recycle bins and rubbish bins, but will also have to charge a waste levee to each club and / or facility. Council will provide adequate recycle and garbage bins, and remove all waste at a pro-rata rate for the season (according to the rate published in the annual 'City of Canada Bay Council - Fees and Charges'). If clubs do not wish to avail themselves of this service, they will need to indicate to council how they intend to remove the rubbish off site.

All rubbish and litter must be placed in bins provided by Council (if they are using Council's waste removal service) or otherwise removed from site at the end of each match and/or training session. Grounds MUST be cleaned up after use and club members encouraged to "Do the Right Thing". If any grounds are left in an untidy condition, the club responsible (that is the club with the seasonal hire in the case of a visiting team) will be held responsible and all costs incurred in the clean up will be passed on to the club. Failure to pay the clean up fees will result in the suspension of the club's use of the fields or open space for the remainder of the season and/or future seasons. Glass bottles of all descriptions are not allowed on the grounds.

The allocation of special events bins for garbage and recycled materials can be arranged with Council. The charges for this service are per 240-litre bin (1 x 240 litre bin is required per 50 people expected to attend and will be included on the invoice or quote sent). The schedule of fees for the bins is included in the annual 'City of Canada Bay Council - Fees and Charges'. The event organisers may prefer to organise bins and removal of rubbish themselves. This option must be indicated at time of hiring the open space area, access to open space and sporting field areas, for non-Council vehicles, is strictly controlled. Access to non-Council vehicles is not automatically given to hirers who opt to remove their own rubbish from site.

NO FIRES OR HOT COALS are to be put in to bins. All hot coals are to be removed from Council's open space areas and disposed of appropriately.

2.9.10 Parking and Access

All vehicles should be parked within approved parking areas provided. Parking is not permitted on grassed open space or field areas.

Club officials should control parking to ensure no incidents occur that may lead to damage of Council or personal property.

Vehicular access to Council's open space is not permitted without prior consent from Council. If access is granted to drop off and / or pick up materials, furniture etc. the vehicles are not to drive through the park whilst the event is taking place. All care must be taken whilst driving a vehicle on the open space, because people may be unaware / not expecting a vehicle to be in the park and to not damage the surface of the field / grassed area.

2.9.11 Crowd Control

The hirer of the open space is expected to carry out adequate crowd control to prevent incidents that may interfere with the safety of other people. Matters considered to be under the Open Space Hirer's control include:

- No spectators should be allowed onto playing fields whilst sporting activities are taking place;
- No spectators should interfere with adjoining private property e.g. fences
- There is no unruly or disturbing behaviour amongst the crowd or the competitors;
- No abusive language is used;
- No projectiles are thrown onto the playing area or at members of the crowd.

2.9.12 Floodlights

All floodlights on fields must be turned off by 10.00 PM for both training and night game purposes. All players, spectators and officials must vacate the playing area no later than 10.15 PM without causing disturbance to surrounding residences.

Field lighting fees are charged to the club at an hourly rate, stated in Council's annual Fees and Charges. The cost of lighting for night training is charged out separately to the Seasonal and/or Casual fee hire charges.

2.9.13 School and Casual Hire

Council shall have the right to allocate fields to schools and casual hirers outside those times allocated to clubs' seasonal booking times. Schools may have access to toilets during their use of fields. They are required to keep grounds clean and tidy and to control the behaviour of students. Local schools are not required to pay a fee for hire of passive or active open space, but must inform Council that they wish to hire a park at a particular time and date. Non-local schools (not located within the CCBC boundaries) are required to pay for the hire of Council's passive and active open spaces and recreation facilities, they will be charged at half the casual or seasonal rate (which ever is the cheapest rate) for the duration of hire.

Incidents of misuse of fields and amenities should be reported to Council for appropriate action. Clubs shall not take bookings from schools or casual hirers, but direct them to Council's Customer Services Centre. Bookings applications can be dropped in at the Customer Services Centre located at 1A Marlborough Street, Drummoyne; or by fax on 9911 6550; or by e-mail to council@canadabay.nsw.gov.au .

2.9.14 Confirmation of Bookings

A booking is not final / confirmed until the "Confirmation of Booking" form has been sent by Council to the hirer, with all the allocated dates and times of hire (that are available) included.

No "Confirmation of Booking" form can be sent until a form requesting hire of fields, open space or facilities is received, including the signing of an "Acceptance of Conditions" form by two club officials, stating that all sections of this policy have been read and accepted. A copy of this form is to be retained by the Club with the original returned to Council. A letter requesting use of Council's open space, sporting fields and or recreation facilities is not sufficient.

3 PASSIVE OPEN SPACE HIRE

3.1 Corporate Event Hire of Public Open Space & Community Festivals

3.1.1 Introduction

As CCBC has many of its open space areas located along the Parramatta River Foreshore, an opportunity exists for Corporations, Non-Government Organisations and Community groups to hold their events and festivals in various highly scenic locations. CCBC is also a very popular location for filming advertisements, films and wedding ceremonies / photography.

Some events will require the submission of a Development Application prior to approval of the event e.g. a Rock'n'Roll Concert. Please make enquiries regarding your open space hire requirements to Council's Parks and Facilities Administration Officer, on 9911 6555.

3.1.2 Area of Application

Certain public open space areas are able to be hired for corporate use e.g. Christmas Party's, product launches, team building activities. The areas that are available for corporate hire are located on the Figure 2 map. Other sites may be hired subject to Council and/or the General Manager's written approval.

3.1.3 On-site Food Distribution

Council and the NSW State Government require the handling, storage, transport, display and distribution of food at events / festivals to be carried out in a hygienic and professional manner in accordance with the Food Act and associated regulations. To handle food CCBC or for a Corporate or Community event / festival, you are required to apply and notify two levels of government - Council and the NSW State Government.

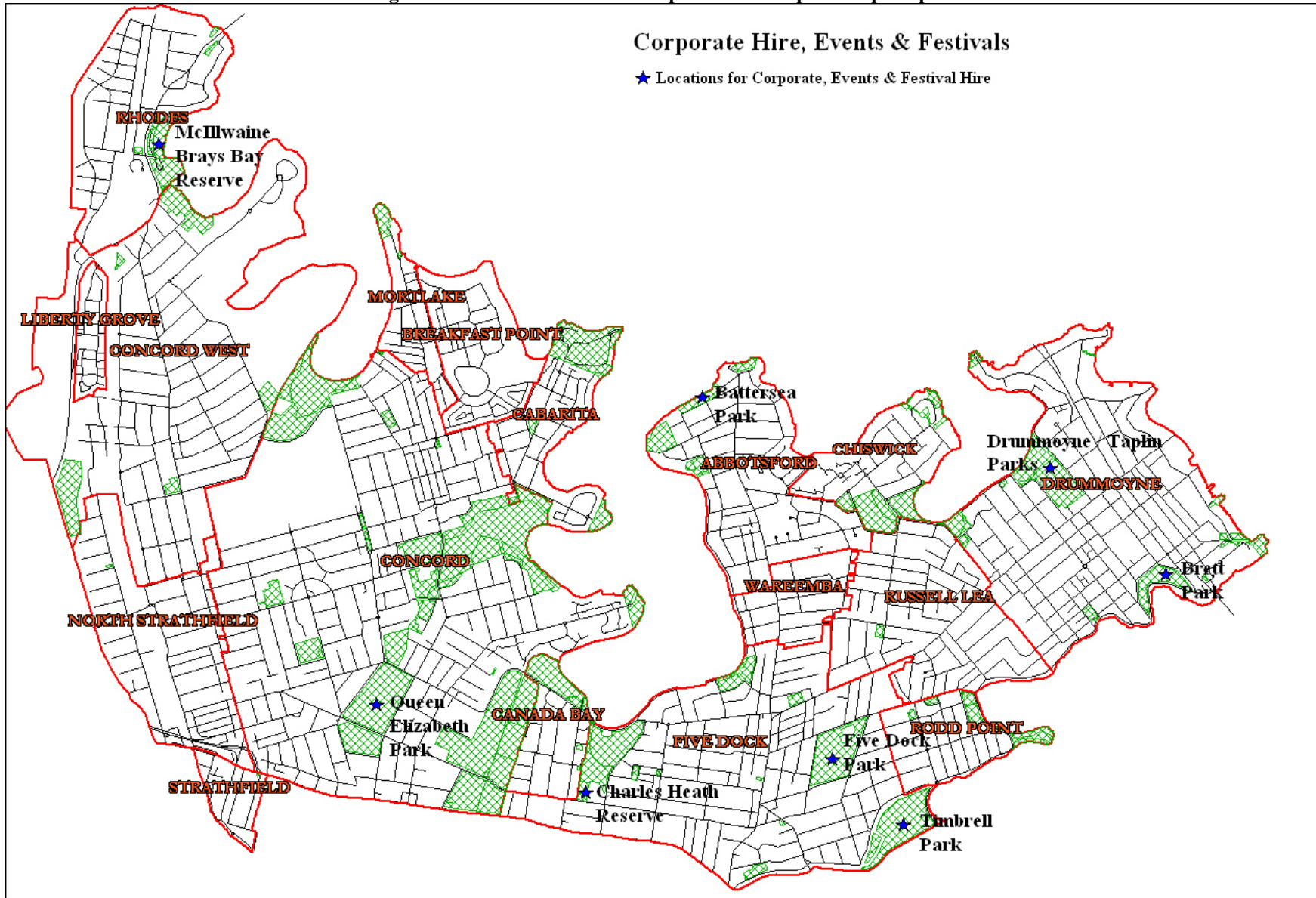
You are required to gain a "Temporary Food Vendors License" for events and/or festivals from Council. Application forms, Council's Temporary Food Stalls Code and Mobile Food Vending Code are available from CCBC Customer Services Centers at both Drummoyne and Concord. Please contact Council's Environmental Health Officers (EHO's) on 9911 6555 to discuss the set up and sale of food at your stall as an inspection of all stalls will be conducted during the event. It should be noted that all Mobile Food Vending Vehicles must be registered with Council prior to operating within the CCBC area.

The Food Safety Standards were introduced in NSW in February 2001 and require a food business to notify NSW Health at www.foodnotify.nsw.gov.au of the following:

- Business trading name,
- Address,
- Proprietor's name,
- Nature of the food business and
- Location

If you require any further information regarding food handling, storage, transport, display and distribution please contact Council's EHO's on 9911 6555. Further information is available from the following bodies:

Figure 2 - CCBC locations for Corporate Hire of public Open Space



- Australia New Zealand Food Authority - PO Box 7186, Canberra MC ACT 2610
WebPages: www.anzfa.gov.au E-mail: advice@anzfa.gov.au Advice Line:
1300 652 166
- New South Wales Food Unit, Department of Health on 02-9816 0268.

3.1.4 Waste Management

Waste management for corporate events can be arranged with Council when making a booking. Bins located in CCBC open space areas are generally designed for the needs of casual use of the open space by the community, not the intense use expected from a large corporate event with several hundred people. The charges for this service are per 240-litre bin (1 x 240 litre bin is required per 50 people expected to attend and will be included on the invoice or quote sent). A damage / cleaning bond will be required as part of the booking confirmation payment. This bond may be used to pay for any cleaning up of the site required after the event. The schedule of fees for the bins and bonds are included in the annual 'City of Canada Bay Council - Fees and Charges'.

Event organisers may prefer to organise bins and removal of rubbish themselves. This option must be indicated at time of hiring the open space area, as access to open space areas, for non-Council vehicles, is strictly controlled. Access to non-Council vehicles is not automatically given to hirers who opt to remove their own rubbish from site. A damage or cleaning bond will still be required to confirm the booking.

If the event is particularly large there is a waste management plan and set of forms (these are available from Council's Customer Service Centre), that may need to be filled out by the event organiser e.g. for festivals in Five Dock Park several thousand people attend.

3.1.5 Damage

All damage to Council property, either deliberate or accidental, should be reported to Council as soon as possible, outlining full details of the incident. A damage / cleaning bond will be required as part of the booking confirmation payment.

The hirer will be held liable for the full cost of repair or replacement of damaged facilities incurred by Council, if it is found that the hirer's lack of care or lack of security has led to the damage occurring. Money will be deducted from the damage / cleaning bond.

A hirer that is found to cause damage to Council facilities, either through misuse or allowing misuse of the facilities or equipment, will have a penalty imposed, at the discretion of Council. Money will be taken from the damage / cleaning bond to rectify the destroyed facilities. If costs to rectify the damage are greater than the bond already paid, Council will issue a bill for the money owing. Failure to pay any such monies will lead to the hirer forfeiting all future hire rights to all Council facilities and/or the debt being passed onto a debt collection agency.

3.1.6 Fireworks

Fireworks displays are only allowed within designated areas, (dealt with on a case by case basis), are only permitted to be carried out by certified pyro-techniques companies and require a Workcover Certificate prior to lodging an application with Council.

Applications to carry out fireworks displays require proof that the local fire brigade and local police have been notified of the event.

3.1.7 Security

Council will be responsible for the overall security of the facility. However, hirers will be required to ensure that:

- Buildings are secured when not being used;
- Each key allocated to the club will require a \$100 bond to be paid to Council. The bond will be return, when the key is returned to Council. No 'extra' keys are to be cut by the hirer for any reason;
- Keys are returned to Council when not required;
- Gates are locked, if applicable, when facilities are not in use. Hirer is to advise Council who is the responsible person for locking the gates, and providing a contact number in case of emergencies e.g. for a mobile phone, not an office number.

If the event / festival is expected to attract large crowds, (e.g. five hundred people or more), on site security may be required for the event, this may be in the form of certified private security firms or "Fee for Service Police Officers". It is up to the event / festival organiser to organise appropriate security and to notify the local Police Community Liaison Officer (currently at Burwood Police Station) of the event and its likely impacts. All security and notification details must be included with the application for Open Space Hire supplied to Council.

3.1.8 Parking & Access

All vehicles should be parked within approved parking areas provided. Parking is generally not permitted on grassed openspace or field areas.

However, vehicular access to Council's openspace may be permitted for special events. To obtain Council permission to park vehicles on public openspace or field areas, a written request must be received by Council with specified areas indicated and for a designated number of vehicles. Council consent must be sought a minimum of six (6) weeks prior to the event, so that it may go to traffic committee for consideration.

If the parking is for official vehicles, once the consent has been given by the Traffic Committee and Council in writing to the event organiser(s), the registration numbers of all vehicles to be parked on the site are required to be submitted to Council 3 days prior to the event, any 'other' vehicles parked on Council land before, during and/or after the event will be fined by Council's Parking Officers / LEO's. If the parking is for 'the community' then the name of the organisation responsible for the OH&S, parking arrangements, times of operation and responsible officer for the day, will be required to be submitted to Council with the application, e.g. the SES for the Scottish Highland Games.

If access is granted to drop off and/or pick up materials, furniture etc. the vehicles are not to drive through the park whilst the event is taking place. All care must be taken whilst driving a vehicle on the open space, because people may be unaware / not expecting a vehicle to be in the park and to not damage the surface of the field / grassed area.

3.1.9 Insurance

Council's insurance requirements vary according to the frequency of occurrence, extent of the event / festival and the projected number of people expected to attend. If the event / festival is expected to occur less than 10 times per annum, its extent is limited to passive activities (i.e. activities that do not include mechanical amusement devices, extreme sports or competitive sporting events) and/or is expected to attract no more than 200 people, the event / festival is covered by Council's public liability insurance cover and no further cover is required to be taken out.

If however, the event / festival is expected to occur more frequently than 10 times per annum, its extent includes such activities as mechanical amusement devices (e.g. Dodgem cars or Ferris wheel), extreme sports (e.g. Sumo wrestling, Fly on the wall), or is a competitive sporting event (e.g. triathlon, cycle race, caber tossing) and/or is expected to attract more than 201 people, the event / festival is NOT COVERED by Council's public liability insurance cover. In this instance a separate public liability insurance cover for the duration of the festival (including set-up time, and pack up time) will be required.

The Public Liability Insurance Policy must be for a minimum of \$20 million, endorsed to indemnify Council against any accident, injury, or damage resulting from or incidents arising from the Hirer's use of Council property or facilities. Council may either be specifically named "City of Canada Bay Council" OR "Any Local Government Authority" must be named in the policy under "Other Interested Parties".

Proof of insurance (photocopy of the original Certificate of Currency) must be presented to Council when applying to hire the open space. Council must be advised of any incident or circumstance that may give rise to a claim.

3.1.10 Fee & Bond Arrangements

Refer to the current "City of Canada Bay Council - Fees and Charges" document.

An annual review of Fees and Charges is conducted in February - March, the proposed fees and charges are then advertised for comment in *May* each year and then implemented from the 1 July each year.

Fees are required for any or all of the following (on a needs basis):

- Open space hire (for corporate events, community festivals and/or to erect amusements devices)
- Rubbish bin and recycle bin hire
- Electricity and/or field lighting use
- Council LEO's to attend
- CanBay staff venue set-up and disassembly
- Stage hire
- Separate facilities e.g. corporate room or canteen
- Specialist line marking, field set-up and/or
- Professional photography and/or filming.

Bonds are generally required for:

- Each key required, and
- Facility cleaning and/or damage to Council property.

A quote may be obtained from Council's Parks and Facilities Administration Officer prior to booking a venue, confirmation can only be completed once a fully filled out and signed booking form has been received by Council and finalisation of the booking can only be completed after all fees and bonds have been paid to Council.

Casual fees must be paid at least one week before the event / hire date. Seasonal Fees may be paid in installments throughout the season, but must be finalised by the end of the season. Regular invoices can be sent, but will need to be arranged through Council's Parks and Facilities Administration Officer.

3.1.11 Council Permits

Permits from Council are required for the following:

- Charging of entrance fees either for persons or vehicles. Permits will only be given where fields are fenced off to exclude general public entry during use;
- Use of loud speakers;
- Erection and use of amusement devices in public open space areas. Amusement devices include mechanical rides, inflatable equipment, and the like. Operators must also have appropriate licences and public liability insurance cover (refer to Section 3.3 Amusement Devices in Parks);
- Erection of temporary buildings or shelters e.g. marquee, or food stall.

3.1.12 Erection of Marquees

To gain permission from Council to erect a marquee, tent, stall or other temporary structure in an openspace area the following documentation needs to be submitted with your application form:

- Name of the company from where you are hiring the temporary structure, or the owners details;
- Quote the name of the company and policy number, that holds the public liability (minimum \$20 million dollars coverage) for the temporary structure indemnifying City of Canada Bay Council for any damage that the temporary structure may cause to the community;
- Indication on the openspace map, within the permissible hire area for that openspace, where the temporary structure is to be erected and its general size.

3.1.13 Alcohol

The sale and consumption of alcohol within public open space areas is only permitted with the prior approval of Council, and the compliance with statutory requirements for the sale of alcohol.

The statutory requirement for the sale and supply of alcohol is governed by the *Liquor Act 1982* and the *Registered Clubs Act 1976* (and their subsequent amendments). Non-profit organisations are able to apply to the Licensing Court (www.dgr.nsw.gov.au) for temporary function licenses. These licenses allow alcohol to be sold at a function approved by the Court.

Alcohol can also be sold or supplied at functions and events through the use of an existing caterer's or hotelier's license. If alcohol is sold or available then the behaviour of patrons, in and

around an event / festival's licensed or permitted area becomes the responsibility of the licensee. Penalties under the Liquor Act apply for breaches of the law.

Event / festival managers need to define the areas where alcohol will be sold and supplied as well as the area in which patrons will consume the alcohol. Details for the methods used to define each area must also be provided (e.g. fencing, railings, planter boxes, barrier mesh). These details must be clearly shown on a site plan for the event / festival.

A copy of the temporary or permanent caterer's or hotelier's liquor licence is required to be submitted to Council along with the open space hire application.

3.2 Wedding Ceremonies and Use of Pavilions in Parks

3.2.1 Introduction

As CCBC has many of its open space areas located along the Parramatta River Foreshore, an opportunity exists for Organisations, individuals and Community groups to hold family and special events e.g. wedding ceremonies, baby naming ceremonies etc. in various highly scenic locations. CCBC is also a very popular location for filming, and still photography of weddings etc. and wedding ceremonies.

Some events will require the submission of a Development Application prior to approval of the event e.g. a Rock'n'Roll Concert. Please make enquiries regarding your open space hire requirements to Council's Parks and Facilities Administration Officer, on 9911 6555.

3.2.2 Area of Application

Refer to Figure 2 - CCBC Corporate Hire of public open space.

- Geoff Payne Pavilion at Queen Elizabeth Park, Concord
- Corporate Pavilion at Drummoyne Oval, Drummoyne
- Rotunda in Cabarita Park, Cabarita
- 2 m diameter Rotunda and 4 m diameter Rotunda in Prince Edward Park, Cabarita

3.2.3 On-site Food Distribution

Same as for Section 3.1.3

3.2.4 Waste Management

Same as for Section 3.1.4

3.2.5 Damage

Same as for Section 3.1.5

3.2.6 Security

Same as for Section 3.1.7

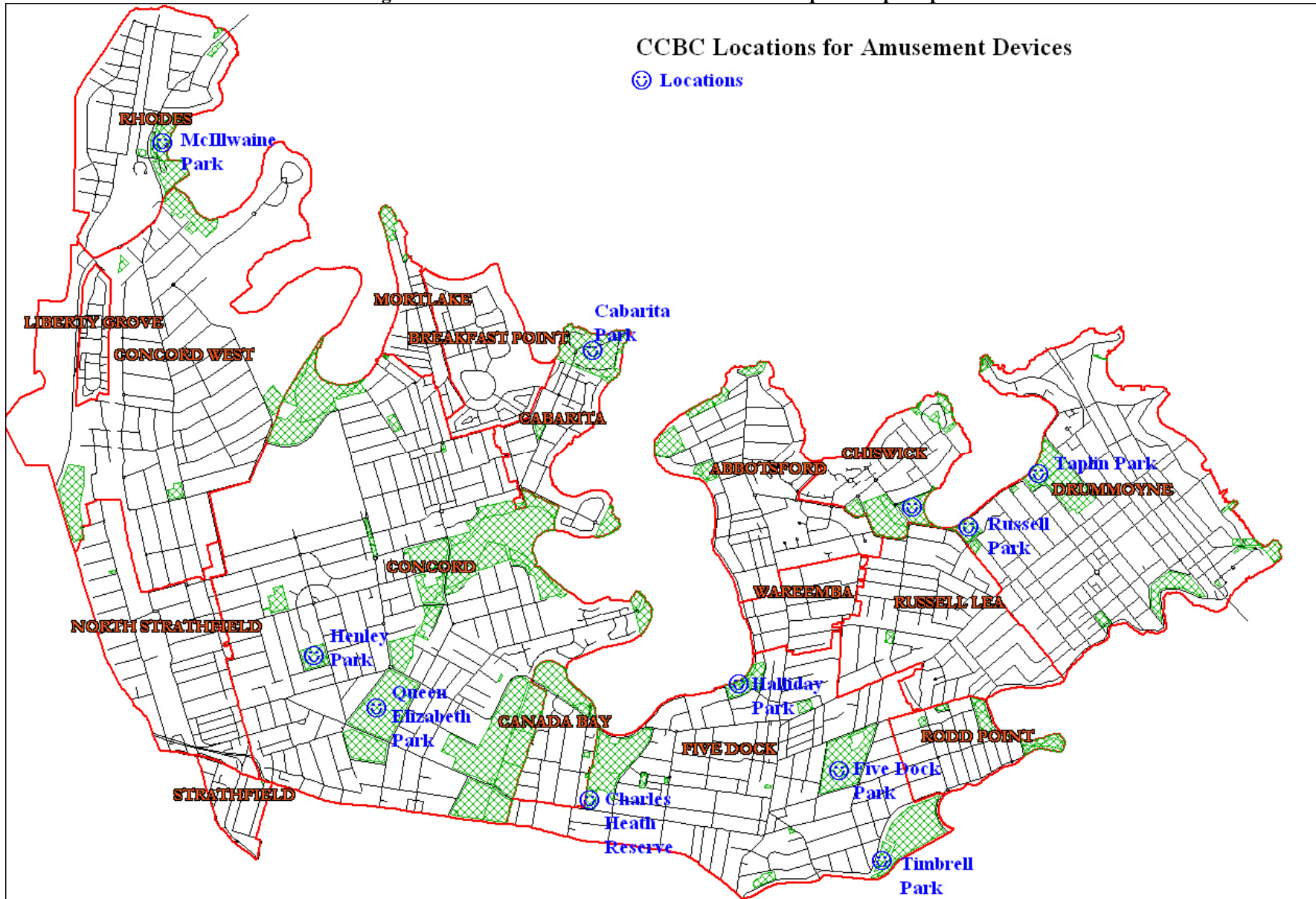
3.2.7 Insurance

Same as for Section 3.1.9

3.2.8 Fee & Bond Arrangements

Same as for Section 3.1.10

Figure 4 CCBC locations for Amusement Devices in public Open Space



3.2.9 Council Permits

Same as for Section 3.1.11

3.2.10 Alcohol

Same as for Section 3.1.13

3.3 Amusement Devices in Parks

3.3.1 Area of Application

Refer to Figure 3 - City of Canada Bay Sporting Facilities for permissible locations for amusement devices within CCBC public open space. Not all parks are suitable for the temporary installation of amusement devices and unless specifically stated that an amusement device can be placed in a particular location, then it is not permissible to do so.

3.3.2 Waste Management

Same as for Section 3.1.4

3.3.3 Damage

Same as for Section 3.1.5

3.3.4 Insurance

Public Liability Insurance is required to be purchased to indemnify Council, by the amusement device operator / owner, if they wish to operate amusement devices on Council's public openspace areas.

The Public Liability Insurance Policy must be for a minimum of \$20 million, endorsed to indemnify Council against any accident, injury, or damage resulting from or incidents arising from the Hirer's use of Council property or facilities. Council may either be specifically named "City of Canada Bay Council" OR "Any Local Government Authority" must be named in the policy under "Other Interested Parties".

Proof of insurance (photocopy of the original Certificate of Currency) must be presented to Council when applying to hire the open space. Council must be advised of any incident or circumstance that may give rise to a claim.

3.3.5 Fee & Bond Arrangements

Same as for Section 3.1.10

3.3.6 Council Permits

Same as for Section 3.1.11

3.4 Stage Hire

3.4.1 Area of Application

Refer to Refer to Figure 4 - City of Canada Bay Sporting Facilities for permissible locations for the erection of a stage within CCBC public open space. Not all parks are suitable for the temporary installation of a stage and unless specifically stated that a stage can be placed in a particular location, then it is not permissible to do so.

3.4.2 Damage

Same as for Section 3.1.5

3.4.3 Security

Same as for Section 3.1.7

3.4.4 Insurance

Same as for Section 3.1.9

3.4.5 Fee & Bond Arrangements

Refer to the current “City of Canada Bay Council - Fees and Charges” document for the costs associated with hiring Council’s stage and the installation of other hire company’s stages.

An annual review of Fees and Charges is conducted in February - March, the proposed fees and charges are then advertised for comment in *May* each year and then implemented from the 1 July each year.

The costs for the hire of the Council owned stage include the cost for Technical Services and Operations to deliver, set up, dismantle and remove the stage from site. The stage cannot be hired without Technical Services and Operations installing the stage for OH&S reasons. On a weekend this will include a minimum of a four-hour call out fee for three staff and a truck.

Installation of a stage from another hire company, e.g. for large community festivals in parks, requires a copy of the official certification from a structural engineer that the stage is erected in a safe and correct manor. The certification must be handed to the LEO on duty on the day of the festival.

3.4.6 Council Permits

Same as for Section 3.1.11

3.5 Filming and Professional Photography in Parks

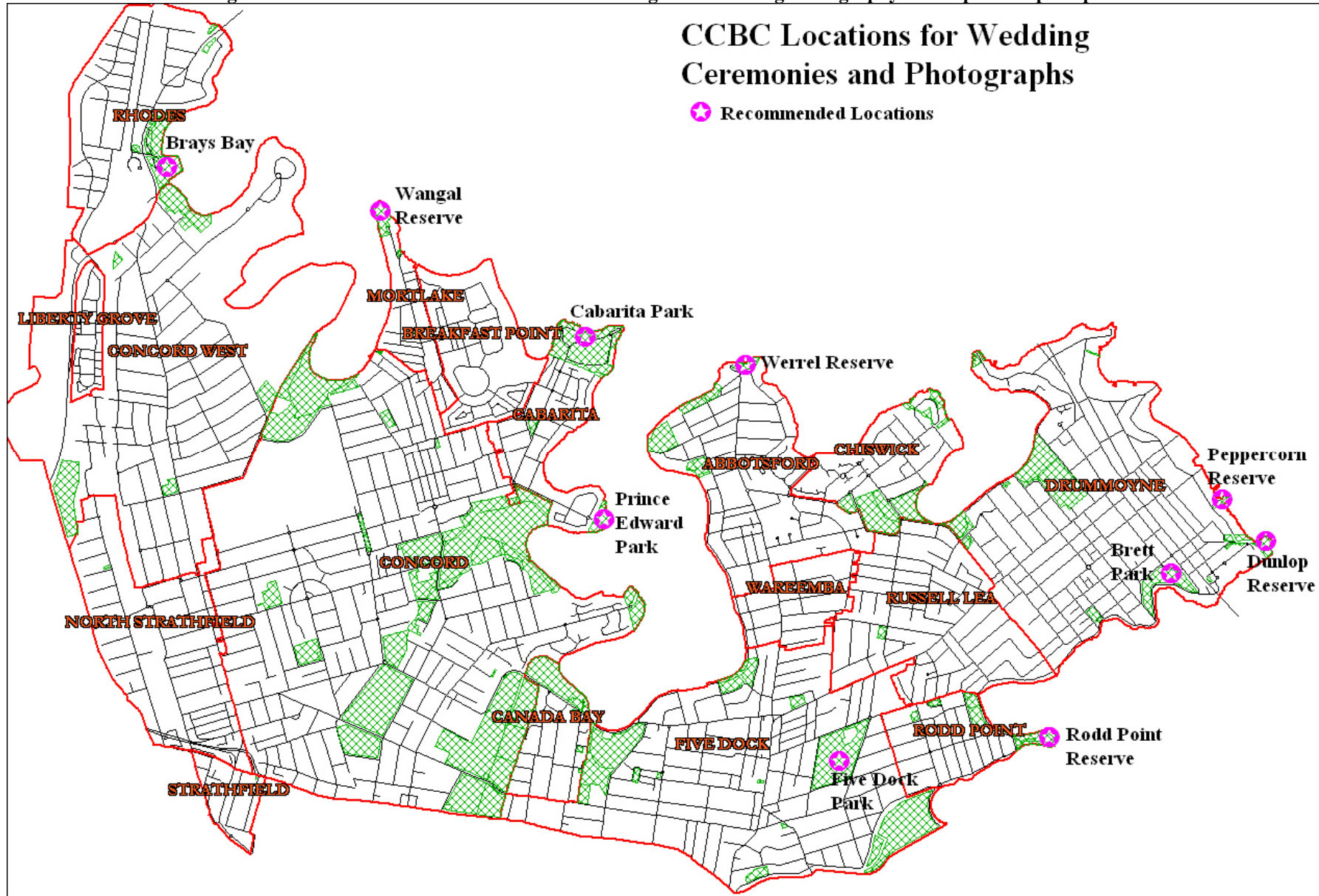
3.5.1 Area of Application

Wedding photographs (and ceremonies) are particularly popular at the following locations:

- Cabarita Park, especially in the Rotunda, Cabarita
- Prince Edward Park, Cabarita
- Rodd Point Park, Rodd Point

- Dunlop Reserve, Drummoyne

Figure 5 CCBC recommended locations for Weddings and Wedding Photography within public Open Space



3.5.2 On-site Food Distribution

Same as for Section 3.1.3

3.5.3 Waste Management

Same as for Section 3.1.4

3.5.4 Damage

Same as for Section 3.1.5

3.5.5 Security and / or Traffic Control

If the filming is expected to attract large crowds, (e.g. 200 hundred people or more), or requires the community to be excluded from the area of filming for short periods of time (no longer than three minutes per scene), on site accredited security and/or traffic control may be required, this may be in the form of certified private security firm, certified private traffic control firm, “Fee for Service Police Officers” or in-house staff with appropriate traffic control / security accreditation. It is up to the film company to organise appropriate security and/or traffic control and to notify the local Police Community Liaison Officer (currently at Burwood Police Station) of the filming and its likely impacts. All security and notification details must be included with the application for Open Space Hire supplied to Council.

3.5.6 Insurance

As most filming (for advertisements, TV programs and motion pictures) have multiple crew members, various action scenes and ‘unusual activities’ taking place in public areas, public liability insurance is required.

The Public Liability Insurance Policy must be for a minimum of \$20 million, endorsed to indemnify Council against any accident, injury, or damage resulting from or incidents arising from the Hirer’s use of Council property or facilities. Council may either be specifically named “City of Canada Bay Council” OR “Any Local Government Authority” must be named in the policy under “Other Interested Parties”.

Proof of insurance (photocopy of the original Certificate of Currency) must be presented to Council when applying to hire the open space. Council must be advised of any incident or circumstance that may give rise to a claim.

3.5.7 Fee & Bond Arrangements

Refer to the current “City of Canada Bay Council Management Plan - Fees and Charges” document. An annual review of Fees and Charges is conducted in February - March, the proposed fees and charges are then advertised for comment in *May* each year and then implemented from the 1 July each year.

Fees are required to be paid for any and/or all of the following:

- bonds (for filming and still photography, both professional and amateur),
- fees (a sliding scale of fees has been set for filming and still photography both professional and amateur),

- fees for filming and still photography (professional and amateur) for wedding ceremonies and other family events.

In public areas, open spaces and roadways, as there are many and varied needs requested of Council's public open space areas by filming and photography companies. The value of the bond will depend upon the type, duration and location of filming/photography.

The sliding scale of fees is in line with the State Governments Filming Policy. These fees are reviewed annually; refer to the current City of Canada Bay Council's Management Plan - Fees & Charges, document.

3.5.8 Council Permits

Same as for Section 3.1.11

3.5.9 Alcohol

Same as for Section 3.1.13

3.5.10 Parking & Access

Parking for filming shoots is most usually on street parking, but may in some circumstances be permitted on public land. Vehicular access to Council's open space is not permitted without prior consent from Council. If access is granted to drop off and / or pick up materials, furniture etc. the vehicles are not to drive through the park whilst filming is taking place. All care must be taken whilst driving a vehicle on the open space, because people may be unaware / not expecting a vehicle to be in the park and to not damage the surface of the field / grassed area.

Company officials should control parking to ensure no incidents occur that may lead to damage of Council or personal property.

Appendix 1 - City of Canada Bay Sporting Facilities

	Winter Season							Summer Season		All Year																
Facilities	Soccer	Rugby League	Rugby Union	Aussie Rules	Netball	Hurling	Hockey	Gaelic Football	Cricket	Rowing	Archery	Athletics	Baseball	Touch Football	Tennis Courts	Corporate Hire	Weddings	Festivals	Filming	Playground	Bike / Walking Track	BBQ	Toilets	Passive Area	Amusement Devices	
Arthur Walker Reserve	⊖								Ⓜ = Syn.																	
Battersea Park																☺				☺		☺	☺	☺		
Bayview Park										⊖														☺		
Brays Bay Reserve																☺	☺						☺			
Brett Park																☺	☺			☺		☺	☺	☺	☺	☺
Cabarita Park																				☺		☺	☺	☺	☺	☺
Campbell Park	Ⓜ = Senior								Ⓜ = Syn.								☺ x 2						☺			
Charles Heath Reserve																☺									☺	

	Winter Season							Summer Season	All Year																	
Facilities	Soccer	Rugby League	Rugby Union	Aussie Rules	Netball	Hurling	Hockey	Gaelic Football	Cricket	Rowing	Archery	Athletics	Baseball	Touch Football	Tennis Courts	Corporate Hire	Weddings	Festivals	Filming	Playground	Bike / Walking Track	BBQ	Toilets	Passive Area	Amusement Devices	
Cintra Park					Asphalt x 21 Grass x 13										12 = Conc. & Synthetic								☺	☺		
Croker Park															② = Conc.					☺				☺		
Drummoyne Oval			⊖	⊖					① = Turf							☺		☺					☺			
Drummoyne Park																				☺		☺		☺		
Dunlop Reserve																	☺			☺				☺		
Edwards Park	③ = Junior ② = Senior								① = Syn.																	

	Winter Season							Summer Season	All Year																	
Facilities	Soccer	Rugby League	Rugby Union	Aussie Rules	Netball	Hurling	Hockey	Gaelic Football	Cricket	Rowing	Archery	Athletics	Baseball	Touch Football	Tennis Courts	Corporate Hire	Weddings	Festivals	Filming	Playground	Bike / Walking Track	BBQ	Toilets	Passive Area	Amusement Devices	
Five Dock Park		⊖													Ⓜ = Conc.	Ⓢ	Ⓢ	Ⓢ		☺ x 2	Ⓢ	Ⓢ	Ⓢ	Ⓢ	Ⓢ	Ⓢ
Fred Kelly Place																				☺				☺		
Goddard Park		Ⓛ = Senior Ⓛ = Junior							Ⓛ = Turf																	
Greenlees Park											⊖			⊖	Ⓜ = Syn.											
Halliday Park																				☺				☺	☺	
Henley Park																				☺				☺	☺	
Henry Lawson Park																				☺		☺		☺		
Jesse Stewart Reserve									Ⓛ = Syn. Junior																	

	Winter Season							Summer Season	All Year																	
Facilities	Soccer	Rugby League	Rugby Union	Aussie Rules	Netball	Hurling	Hockey	Gaelic Football	Cricket	Rowing	Archery	Athletics	Baseball	Touch Football	Tennis Courts	Corporate Hire	Weddings	Festivals	Filming	Playground	Bike / Walking Track	BBQ	Toilets	Passive Area	Amusement Devices	
Lysaght Park																		☺							☺	☺
Majors Bay Reserve (Ron Routley & Sid Richards)	② = Junior ③ = Senior												☺												☺	☺
McIlwaine Park															☺		☺							☺	☺	
Nield Park	① = Senior ② = Junior																			☺			☺			
Peppercorn Reserve																	☺					☺		☺		
Powell's Creek Reserve	② = Senior								② = Syn.						④ = Synthetic.									☺		
Prince Edward Park																	☺									
Quarantine Park																						☺	☺	☺		

	Winter Season							Summer Season	All Year																	
Facilities	Soccer	Rugby League	Rugby Union	Aussie Rules	Netball	Hurling	Hockey	Gaelic Football	Cricket	Rowing	Archery	Athletics	Baseball	Touch Football	Tennis Courts	Corporate Hire	Weddings	Festivals	Filming	Playground	Bike / Walking Track	BBQ	Toilets	Passive Area	Amusement Devices	
Queen Elizabeth Park	② = Senior ① = Junior								① = Syn.				☹			☺		☺		☺			☺	☺	☺	☺
Rhodes Park																☺						☺	☺	☺		
Rodd Point Reserve																	☺					☺	☺	☺		
Rothwell Park			①						① = Turf																	
Russell Park	③ = Junior								① = Syn. Junior											☺		☺	☺	☺	☺	
St Lukes Park	①		①						① = Syn. ② = Turf			①														
Taplin Park			①			①		①								☺		☺		☺	☺		☺	☺	☺	☺

	Winter Season							Summer Season	All Year																	
Facilities	Soccer	Rugby League	Rugby Union	Aussie Rules	Netball	Hurling	Hockey	Gaelic Football	Cricket	Rowing	Archery	Athletics	Baseball	Touch Football	Tennis Courts	Corporate Hire	Weddings	Festivals	Filming	Playground	Bike / Walking Track	BBQ	Toilets	Passive Area	Amusement Devices	
Timbrell Park	☺								☺ = Syn.				☺ = Junior ☺ = Senior	☺		☺				☺	☺	☺	☺	☺	☺	☺
Wangal Reserve																	☺				☺	☺	☺	☺		
Werrell Reserve																	☺		☺	☺		☺	☺	☺		