

# CASUAL HIRE AND USE OF SPORTS GROUNDS / RESERVES

## TERMS AND CONDITIONS

1. These conditions apply to associations, clubs, organisations and individuals that hire a Council sporting facility including the Hirer's employees, members, agents, volunteers, visitors, guests and spectators.
2. All casual bookings must be made on the Application for the casual use of a Sports Ground / Reserves.
3. All charges for casual bookings shall be paid prior to the booking.
4. The Hirer must observe the closing of the sports ground / reserve due to wet weather and maintenance by Council.
5. If a field/s is scheduled for maintenance or major works, the Hirer will be given as much notification as possible and when available offered an alternative sports ground / reserve.
6. Should there be an emergency closure at a sports ground / reserve, Council will do its best to advise the Hirer as soon as possible.
7. During periods of wet weather, the Hirer is responsible for calling Council's wet weather information line to confirm if Council has closed the sports ground / reserve. Council's wet weather phone number is **(02) 4732 8017**.
8. The Hirer is liable for the cost of rectifying any damage to the sports ground / reserve as a result of use.
9. Where a booking is made for activities or functions which in Council's opinion are not covered by Council's list of charges, Council reserves the right to impose special conditions and to fix a hire charge considered by Council to be reasonable, having regard to the nature of the activities or functions to be held.
10. When it is decided by the Hirer to cancel a booking, one month's notice thereof shall be given and upon written application, the paid fee will be refunded.
11. If insufficient notice has been given of a booking cancellation due to sudden or unforeseen circumstances, then upon written application stating the reasons, within one month of the date of hire, the amount paid may be refunded less an amount to cover any expenses incurred by Council; otherwise no refund will be made.
12. Council makes no warranty that the facilities or surrounding areas are fit, safe, suitable or adequate for the permitted use.
13. The Hirer warrants that;
  - a. Prior to using any part of the facilities, it has conducted a risk assessment inspection and is satisfied the facilities are in good and safe condition.
  - b. The facilities are fit, safe, suitable and adequate for the permitted use.

14. The Hirer shall advise all associated persons of these conditions and their resulting responsibility prior to their use of the sport facility.
15. The Hirer is responsible for incidents that may arise from the conduct or activity or negligence of the Hirer whether such incident results in injury or damage to person or property.
16. Unless otherwise advised, Hirers of Council facilities must provide a Certificate of Currency for Public Liability of not less than \$10,000,000 sum insured. The cover must be maintained throughout the period of hire. Evidence of cover must be attached to the Application for the casual use of Sports Grounds / Reserve.
17. The provision of the Local Government Act 1993 shall be deemed to be incorporated in and form part of the conditions of use.
18. The Hirer shall be held responsible for the satisfactory conduct of all persons using the grounds and facilities provided and for the safe custody and proper use of the property, furniture, fittings, appliances and carparks.
19. The Hirer must ensure that the park / reserve and its' amenities and surrounds are kept clean and tidy at all times during the hire period.
20. The Hirer is responsible for ensuring that the park / reserve is left in a clean and tidy condition following the period of hire.
21. The Hirer is responsible for ensuring that rubbish is placed in the receptacles provided. Where facilities are found to be in an unsatisfactory condition, the cost of cleaning will be charged to the Hirer.
22. For activities that will attract larger than usual crowds, additional bins may be provided. Please contact Council's Recreation Team on (02) 4732 7930 to make arrangements.
23. Council is responsible for the regular cleaning of designated public toilets, on a weekly basis, however, Hirers are responsible for checking toilets at the conclusion of the hire period to ensure that they are neat and tidy.
24. In the case of sport grounds and sporting events, alcohol shall not be brought into a park or reserve or a building therein unless written consent is first obtained from Council.
25. In accordance with the Smoke Free Environment Act 2000 Hirers are reminded that all users (members, associated persons, volunteers, visitors, guests and spectators) are prohibited from smoking in buildings and spectator areas at sportsgrounds when in use.
26. No vehicles may be driven in a park except where provision is made for vehicles by way of roads - sealed or unsealed, and parking area.
27. All buildings and gates must be secured when leaving the facility. Failure to do so may result in the Hirer being held responsible for any damage to the buildings or grounds due to the facility being left unsecured.
28. Where a park is hired for one activity, no other activity shall be substituted.
29. In respect of enclosed areas to which the Hirer may desire to charge for admission, that charge must be submitted to Council for approval

and Council may, by resolution, transfer its right to collect such charge to the Hirer.

30. Under no circumstance are copies to be made of keys and any Hirer or organisation failing to observe this requirement will be barred from future use of all playing fields.
31. Only goal posts installed by Council compliant with AS 4866.1—2007 are to be used. Under no circumstances may the Hirer use or permit the use of metal portable goal posts on any playing field or sporting facility.
32. Portable soccer goal posts these must be constructed in accordance with Australian Standards AS 4866.1—2007. It will be a breach of a fundamental condition of these conditions of use, to fail to comply with this clause and Council reserves the right to remove any metal portable goal post found in use or stored on any of its playing fields or sporting facilities.
33. Clubs/organisations are responsible for the line-marking of the fields and only products approved by Penrith City Council can be used for line-marking. Herbicides and creosote-based substances are not to be used. Casual Hirers must seek Council approval prior to line marking.
34. Use of loudspeakers is restricted to Monday - Saturday 7am-6pm and Sunday 8am – 6pm. The use of sound amplification equipment must not produce a volume of sound other than is reasonably necessary for the hearing and enjoyment of persons at the facility, ensuring it doesn't disturb neighbouring residential properties.
35. Any unsafe conditions and or requests for maintenance should be reported in writing to Council as soon as possible.
36. The Hirer is responsible for ensuring all attendees respect the peace and quiet of neighbouring residents. The approved use of the facility must not cause annoyance to the surrounding neighbourhood.
37. Sports field lights must be turned off no later than 10pm, unless prior written consent is obtained.
38. No literature, posters, handbills, signs are permitted to be distributed, displayed or affixed on or over roads, poles, buildings, trees or fences in the city without specific prior approval.
39. If the Hirer fails to enforce the observance of any of these conditions or fails to remove any person who has committed any breach of the conditions from the area, the hiring shall be terminated forthwith without any liability being incurred by Council and any monies held shall be forfeited to it.
40. Hirers must ensure that individuals overseeing activities with children have valid working with children accreditation in accordance with the requirements of the Child Protection Legislation Amendment Act 2015 more information is available at the Office of the Children's Guardian at [www.kidsguardian.nsw.gov.au](http://www.kidsguardian.nsw.gov.au) Telephone: (02) 9286 7219
41. Hirers must comply with the relevant requirements of the Work Health and Safety Act 2011, Work Health and Safety Regulation 2011 as well as Penrith City Councils Work Health and Safety Policy available on Councils website [www.penrithcity.nsw.gov.au](http://www.penrithcity.nsw.gov.au)