

5.4 Standard conditions for use of active reserves (Ovals)

Policy

Group Allocations & Fixtures

1. A copy of all competition and training fixtures, including “special events” such as carnivals and byes, must be given to the Coordinator Recreation Services. Any changes to the original fixtures should be forwarded to the Coordinator Recreation Services as soon as known by the organisation, clubs or association but at least four weeks prior to the commencement of the season.
2. All Clubs and Associations are requested to notify the Coordinator Recreation Services if there is a change of contact person within the Club or Association.
3. If any problems related to oval use, including playing surfaces, lighting, toilets and change rooms occur during the course of the season, the Coordinator Recreation Services should be informed so that appropriate action can be taken.

Change rooms

4. If a Club/Association requires change rooms, then applications should be placed with the Coordinator Recreation Services as soon as fixtures have been confirmed, so that change rooms can be allocated and cleaning services can be arranged.

Line marking

5. Water based paint or chalk is the only substance to be used for the marking of ovals. Lime, creosote, sump oil, herbicide or any other chemical is prohibited for marking grounds. Newman Recreation Centre is to be made aware of line marking schedules to coincide with the parks and gardens mowing and maintenance.

General

6. Should the Shire’s gardening and/or maintenance equipment be located in such a position as to cause disruption to events, then Clubs are advised to contact the Coordinator Recreation Services.
7. The Coordinator Recreation Services will advise groups of any changes or relocation of training or games venue in the event of unforeseen circumstances, ‘special’ bookings or ground maintenance as directed by the senior grounds control personnel.
8. Depending on the season bookings in progress, i.e. summer or winter, the user groups should be aware that priority for the use of grounds for training and match play lies with the existing season groups until the finals have been played.
9. All rubbish must be removed from the ovals and placed in suitable receptacles. Where additional events / fixtures are held on consecutive days / nights, Associations / Clubs should discuss the arrangement with the Shire to ensure additional rubbish receptacles and pickups are implemented.
10. Any sporting organisation wishing to take a light service vehicle inside the fenced area of the grounds should collect the gate key from the Recreation Centre, from Monday to Friday between 8.30 a.m. and 9:00 p.m. or on Saturday between 9.00 a.m. and 12.00 noon. Heavy vehicles are not permitted on ovals. Groups are permitted to take one light vehicle only onto the ovals during competition.

11. Portable posts/goals must be removed after each game/match and safely secured to ensure unauthorised people cannot use them.
12. The use of star pickets on any oval is not permitted without permission.
13. Glass and glass containers are not permitted on Council ovals. (E.g. stubbies, glass bottles, glasses and dishes of any type).
14. Hay bales are not permitted on Council ovals without approval from the Coordinator Recreation Services.

Public Liability

15. All Clubs/Associations require a current Public Liability Policy of \$10,000,000 cover. Ground allocations will not be approved until the Coordinator Recreation Services sights a current certificate. (Refer to other Council Policies).

Fortescue Festival

16. The Lions Club of Newman have the permission for exclusive use of the Capricorn Oval sporting complex on the designated August weekend of each year as the venue for the Fortescue Festival.
17. The Lions Club of Newman has complete control in determining participants in the Fortescue Festival at the Capricorn Oval sporting complex subject to Coordinator Recreation Services approval.
18. Policies 6 to 14 above apply.

Liquor Permits

19. Authorisation must be obtained where the consumption and/or sale of liquor will occur at Shire managed facilities or open spaces. An application form must be completed and submitted with the appropriate fee to the Manager Development Services - Health for approval at least two (2) weeks prior to the event. A Liquor Permit may then be issued to the event coordinator and must be available on request for proof of Council's approval.

Occasional Licences

The Department of Racing, Gaming and Liquor will not process any application for Liquor Licences to consume alcohol without written permission (i.e. Permits) from the Shire of East Pilbara. Occasional Licences must be obtained if:

- a. Alcohol is to be sold; and/or
- b. If an entrance fee is to be charged and alcohol is supplied.

Authorisation Details

References:			
Authorised by:	Council		
Date:	27 June 2003	Item No.	9.1.3
Review/Amendment Date	23 October 2009	Item No.	
Next Review			
Responsible Directorate	Community Experience		

Policy Manual

Responsible Officer	Manager Recreation
File No.	