



POLICY

PURPOSE

Council has numerous Playing Fields within its boundaries. The sporting groups using those fields are controlled by organisations that range from multi-purpose sports associations to single team groups that operate for a single season.

The aim of this policy is to bring all written and informal procedures and policies together into one document that can be given to all hirers of Playing Fields. It also seeks to indicate a level of ongoing tenure for established groups, to enable them to plan their activities with confidence.

The purpose of the policy is:

- To establish guidelines for the allocation of Playing Fields for seasonal use by local sporting bodies and for casual hire to local and visiting groups-
- To establish procedures for the allocation of Playing Fields for competition, training and recreation.
- To set out conditions of hire for Playing Fields.
- To optimise the utilisation of Council Playing Fields
- To ensure the sustainable management of Playing Fields.
- To establish a fee structure that recognises the costs of maintenance. The need to increase cost recovery.
- To support implementation of Council's Outdoor Sport & Recreation Plan.

SCOPE

This policy applies to those playing fields located in the Hunters Hill LGA that are owned or managed by the Council. A list of such fields is included in [Appendix 1](#) to this policy.

DEFINITIONS

Playing Fields	Those areas of public reserves where organised sports are played and where Council has developed facilities for such sports.	Playing Fields
Level 1 Playing Fields	Full size fields, Fenced, good amenities (canteen, change rooms, referees room, canteen, lighting, irrigation) Turf Wicket	Boronia Park No. 1



Level 2 Playing Fields	Full sized fields, adequate amenities (toilets, lighting, change rooms) concrete wicket	Boronia Park No. 2 Gladesville Reserve
Level 3 Playing Fields	Junior sized field/ full sized fields, basic amenities (toilets), concrete wicket	Boronia Park No. 3 Riverglade Reserve Buffalo Reserve Weil Park Henley Bowling Greens
Passive Recreation Areas	Those areas of public reserves where no organised sport is played and where Council has developed facilities for other leisure opportunities.	
Council	Hunter's Hill Council and staff.	
Club (incorporated associations)	A group of people organised into a recognisable body to administer the playing of sport.	
Long Term Seasonal Hirer	Those clubs recognised by Council as having an established usage pattern on a Playing Field and who have contributed substantially to upgrading and/or improvements of that Playing Field and its amenities.	
Seasonal Hirer	A club or group which uses a Playing Field on a seasonal basis without contributing to its upgrading or improvements (includes new Hirers).	
Casual Hirer	A club or group which hires a Playing Field on an irregular basis.	

POLICY STATEMENT

PART 1 POLICY GUIDELINES

1. SEASON DETERMINATION

The year is divided into a summer and winter season for the purpose of allocating playing fields for seasonal spots.

The Summer season runs from 1 September – 30 March. (30 weeks)

The Winter season runs from 1 April – 31 August. (22 weeks)

It must be noted that the following fields are not available on the following weekends.



Boronia Park No. 1	Food & Wine Festival	1 st Sunday May (N/A Saturday/Sunday for setup and event)
Boronia Park No 1/2/3	Moocooboola	1 st Sunday August (N/A Friday/Saturday/Sunday for setup and event)
Boronia Park No. 1	Carols	1 st Sunday December (N/A Friday/Saturday/ Sunday for setup and event)

2. PRE SEASON TRAINING AND FINALS

To allow pre-season training and playing of end-of-season competitions, the following will apply.

(a) Summer

Summer pre-season training may commence subject to and conditional upon the requirements of the Winter Seasonal Hirer's end of season competition.

The Summer Seasonal Hirer must negotiate with the Winter Seasonal Hirer and provide written agreement to the proposed pre season usage.

Council must be advised of dates in writing four (4) weeks prior to proposed usage.

Summer end-of-season games (finals series) will have priority over winter sports (pre-season training and games), where multi-purpose fields are involved.

All deferred games, including wet weather games, must be played within the season.

(b) Winter

Winter pre-season training may commence subject to and conditional upon the requirements of the Summer Seasonal Hirer's end-of-season competition.

The Winter Seasonal Hirer must negotiate with the Summer Seasonal Hirer and provide written agreement to the proposed pre-season usage.

Council must be advised of dates in writing four (4) weeks prior to proposed usage.

Winter end-of-season games will have priority over summer sports (pre-season training and games), where multi- purpose fields are involved.

All deferred games, including wet weather games, must be played within the season.



1. SEASONAL HIRE

To allow pre-season training and playing of end-of-season competitions, the following will apply.

RELATED RESOURCES

Filming Protocol and Manual WS-POL.1

Sustainable Event - Management Policy WS-POL.16

No Smoking Policy in Playground and Public Spaces CORPS-POL.27

Use of Parks and Reserves WS-POL.6

POLICY OWNER

The policy authority is the General Manager

AUTHORISATION AND REVIEW

1. This policy is to be reviewed in line with any changes to relevant legislation or Council policies.

2. Version Control Table

Date	Version	Res. No.	Key Changes	Author
9.12.13	1.0	435/13	Adoption of original policy	Margaret Kelly