

Policy P106 Use of City Reserves and Facilities

Responsible Business Unit/s	Community, Culture and Recreation
Responsible Officer	Manager Community, Culture and Recreation
Affected Business Unit/s	Community, Culture and Recreation

Policy Objectives

The City owns and/or maintains a number of ovals, parks, reserves and facilities which are available for use and this policy provides guidance on the use and/or hire of these reserves/and facilities.

This Policy aims to balance appropriate management and responsible use of the City's reserves and facilities for the benefit of the community.

Policy Scope

This Policy applies to those that wish to make organised use of reserves and facilities under City ownership or management for sporting and/or recreation purposes and events, such as individuals, personal trainers, sporting groups, social groups, informal and formal not-for-profit community groups and commercial organisations.

Policy Statement

Approval is required for the use of City of South Perth managed reserves and facilities. The City may hire, license or lease owned and managed reserves and facilities whereby:

- The City is satisfied that the use is consistent with the nature of the reserve or facility and the surrounding area;
- The City is satisfied that the applicant is capable of ensuring the safe and appropriate use of the reserve or facility.

The applicant may be required to undertake one or more of the following:

- Pay a use hire or lease or license fee;
- Lodge a bond;
- Apply for a liquor licence;
- Show proof of qualifications;
- Show proof of relevant current insurance;
- Apply for a permits and/or trading licences; and
- Show proof of event and risk management practices, such as risk management plan, noise management, traffic management and compliance to environmental health requirements.

Long term users of reserves and built facilities may enter into a lease or license agreement with the City; however the City determines whether a lease or license is appropriate. The cost of the hire is determined in accordance with the City’s Schedule of Fees and Charges. The Schedule is reviewed annually.

Waterways and Crown Land

The use and hire of waterways; and reserves or facilities on crown land is subject to two separate approvals. The first approval required is from the State Government (Minister for Lands) as the land owner. The second approval required is from the City of South Perth as manager of the land. Each application is to be made separately to the relevant authority. Additionally other government departments may have authority and require applications such as the Department of Biodiversity, Conservations and Attractions for land adjacent to the Swan River.

Events on Reserves and in Facilities

Approval is required for the use of City of South Perth managed reserves and facilities for events. The event will be assessed in relation to the impact it may have on the venue and surrounding area. Considerations may include the number of people attending the event, other activities taking place in the area, the availability of parking facilities and the possible impact of the event on the facility itself, facility users and local residents.

The overall intent is to maximise the positive impact to the community resulting from use of the City’s reserves and facilities (i.e. activation of public spaces; improve social connectedness; and promote participation in physical activity and events); and minimise negative impacts (i.e. damage to reserves or facilities; anti-social behaviour; and conflicts between reserve/facility users and the surrounding community through excessive noise, parking issues etc.).

Large Scale Events on South Perth Foreshore

A ‘Large Scale Event’ means any event/activity that has the capacity to accommodate more than 500 people at any given time. As large scale events have greater potential impacts on the community, the following information shall be used to guide the approval process about large scale events planned to be held on the South Perth Foreshore.

Evaluation Criteria for Assessing the Suitability of Large Scale Events Requests on the South Perth Foreshore

The table below outlined the evaluation criteria that shall be used by the City to determine the type and number of large scale events suitable for the South Perth Foreshore.

Type of Large Scale Event/Activity	Large Scale Event Approval Process
1. Community Facilitated Large Scale Event/Activity	Event shall be determined by the City under its delegated authority.
2. City of South Perth Facilitated Large Scale Event/Activity	Event shall be determined by the City under its delegated authority.

	<i>Note: Council will also be involved in the approval process for the City's events as part of the annual budget submission process.</i>
3. Commercial Organisation Facilitated Large Scale Event/Activity	Event shall be referred to Council for its determination.

Regular Use of Reserves by Sporting Groups

The City maintains a number of ovals that are designed to accommodate particular sports. The City may enter into agreements with sporting groups for the regular use of these ovals during the appropriate season for each sport. The City will determine the cost of the hire from the fees set out in the City's Schedule of Fees and Charges.

Sports Oval Floodlights

The City maintains a number of ovals, parks, reserves and facilities which are made available to be used or hired by personal trainers, sporting clubs, social groups, informal groups or individuals. Unless otherwise approved by the City:

- Sports oval floodlighting will only be considered at designated sports ovals within the City.
- The Australian Standard recommendations for sports lighting will provide the standard requirements for sports lighting in the City.
- Floodlighting will provide for either training purposes or competition match play; or a combination of both, as determined by the level of play required at each sporting oval.
- The need and priority of sports floodlighting installation, provision, upgrade and replacement will be determined by the City.
- Priority of lighting will be higher for activities that are shared by multiple user groups.
- Consultation with local residents will be determined by the proposed level of change to the current floodlighting provision or where new provision is proposed and there is a potential impact to nearby residential amenity. If a need for community consultation is required and where not addressed through a Development Application process then a consultation process will be undertaken.
- Costs and usage of City managed floodlights will be in accordance with the City's Annual Fees and Charges Schedule based on 100% cost recovery.

Legislation/Local Law Requirements

- City of South Perth Public Places and Local Government Property Local Law 2011
- Environmental Protection (Noise) Regulations 1997
- Swan and Canning Rivers Management Regulations 2007
- Liquor Control Act 1988

Other Relevant Policies/ Key Documents

- P609: Management of City Property
- Management Practice M106 Use of City Reserves and Facilities
- City of South Perth Schedule of Fees and Charges
- City of South Perth Permit Conditions

- City of South Perth Strategic Plan 2020-2030
- Personal Trainer Application Guidelines 2018
- Special Event Application Guidelines 2018
- City of South Perth Conditions of hire
- Department of Health Guidelines for Concerts, Events and Organised Gatherings

Policy Number:	P106	Relevant Council Delegation:	N/A
Council Adoption:	03/05	Relevant Delegation:	N/A
Reviewed/Modified:	03/08, 02/11, 03/12, 03/13, 03/14, 01/15, 06/16, 08/16, 08/17, 03/18, 10/18, 06/19, 03/21	Relevant Management Practice:	M106 Use of City Reserves and Facilities