

Casual Sportsground Bookings Terms & Conditions



Key Information

The use of Shire's sportsgrounds and public open space must be managed in a manner that balances industry needs, supports safe, physical wellbeing activities, provides protection of natural assets and maintains community access and amenity.

Schools, private sporting academies, associations, businesses or community groups may apply for casual (one-off or irregular) use of sportsgrounds and courts outside the dates and times allocated to seasonal and annual users.

Sports clubs may also apply for casual use of sportsgrounds and courts, for access to sport facilities outside of their licence times.

Casual users must apply through Bookable via [Book a Sportsground](#) and must agree to and abide by these Terms and Conditions, including evidence of a minimum **\$20 million Public Liability Insurance**. Permission for use of Council's sports grounds can only be granted by Council, and not by the tenanted club. All enquiries received by the tenant club for use of the sports facility, must be referred to Council.

Schools can apply for casual bookings on weekdays between 8.00am to 3.00pm during Victorian school term dates.

Fees

- The Council adopted fees for 2023/2024 are listed in the table below.
- A half day minimum booking period applies (4-hour session).
- Fee is charged per oval / pitch.
- Invoices are issued at the end of each month for that month's usage. Payment can be made at any stage through your Bookable account.
- Council's Debt Collection policy applies to hirers with outstanding fees (90 days or more overdue). Hirers with outstanding fees may not be able to hire Council sport facilities.

Category	Half Day Fee per ground (up to four hours)	Full Day Fee per ground (over four hours)
Community Rate	\$49.00	\$95.00
Commercial Rate	\$84.00	\$168.00

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- Casual Hirers can only operate within the times specified in the approval letter provided by Council.
- Casual Hirers must comply with reasonable directions of authorised Council officers in relation to any unacceptable practices.
- Casual Hirers are responsible for having up to date Risk Management Policies and Procedures and are responsible for inspecting the immediate area to ensure no hazards are evident. The hirer must accept responsibility that the reserve is suitable for the desired activities.

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- Access to Pavilions is not permitted for casual hirers. Public amenities are available at most [Sports Reserves](#).
- Casual Hirers must indemnify and hold harmless Council against all claims resulting from any damage, loss, death or injury in connection with the booking, and the use and occupation of the reserve Licensed Area by the Licensee except to the extent that Council is negligent. (Licence). The Hirer agrees to indemnify, keep indemnified and hold harmless the Shire, its servants and agents, and each of them, from and against all claims, actions, costs (including legal costs, on a full indemnity basis), charges, losses, expenses and damages suffered by the Shire directly or indirectly as a result of or in relation or in connection with the Hirer's use of the Facility.
- Casual Hirers are responsible for any damage to Council property caused by its members and will be responsible to pay reinstatement costs of reserve. If any damages arise, rectification fees will apply. The hirer agrees to pay for any required service to return the reserve and/or sportsground and/or pavilion to its pre-use standard.
- Council may cancel an approved casual booking due to inclement weather, ground condition, maintenance, capital works, renovation periods, or other matters that may compromise safety or increase risk of damage to the reserve. Where possible an alternative will be offered, however this is not guaranteed.
- Approvals of casual bookings in Term 2 and 3 will be subject to weekly ground inspections and MPS Contractor approval. Final confirmation will take place closer to the booking date. Council will endeavour to accommodate the hirer with an alternate location, if possible.
- A minimum of 24 hours' notice must be provided to council if a hirer chooses to cancel or change their booking. Cancellations or changes must be made by the Hirer through the Hirers Bookable account. Hirers will be charged for bookings if cancellations or changes occur within 24 hours of the booking day and time.

Session Rules

- No vehicles are permitted to enter and/or park on the sportsgrounds.
- Line marking of sportsgrounds or courts is not permitted.
- No pegs, stakes or markers may be used to erect structures, or placed into the grounds/ open space. Water weights or like are permitted.
- Tents, Marquees and the like are not to be erected on sportsgrounds, due to possible damage to the water reticulation and other underground services; unless prior written consent is obtained from Council.
- Amusement activities and rides are not permitted on the sportsgrounds.
- Temporary moveable 'A frame' signage measuring 1.2 metres in height and 0.9 metres in width is permitted, during approved session times only, in line with Council's Signage Policy.
- Ensure public access to the reserve is always maintained and impact on the local amenity is minimised.
- There must be no damage or obstruction to any Council assets.
- Any equipment used must be portable.
- Activity is not permitted within 10 metres of the following areas:
 - Sports Pavilions

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- Playgrounds
- Walking or bicycle tracks
- Public Toilets
- Trees, tree canopies, garden beds and vegetation
- Picnic and barbecue facilities
- Park furniture, buildings, and structures
- Environmentally sensitive areas: bushland, foreshore areas, sand dunes
- Socially or culturally sensitive areas: monuments, memorials, shrines, public art works
- Stairways within open spaces and public footpaths
- Casual hirer must leave reserve in the same condition it was at the commencement of session.
- No studs permitted outside of winter season, 1 April to 30 September.
- Casual Hirer is responsible for cleaning the reserve. The reserve is to be left in a neat and tidy condition at the completion of use and all rubbish is to be removed from the reserve at the cost of the hiring organisation. If Council is required to remove any rubbish left behind as a result of hirer, the hirer will be charged accordingly.
- Conduct must not be aggressive or intimidating and must be considerate to other users and adjacent residents.
- Noise cannot disturb the "quiet enjoyment" of other users or residents. EPA Guidelines must be adhered to.
- Council prohibits any persons from consuming or bringing any intoxicating liquor on to a reserve without written approval from Council and the necessary permit from the Liquor Licencing Commission.
- Non-compliance with MPS's Casual Sportsground Booking Terms & Conditions may result in cancellation of your booking.
- Approved bookings are not transferable.