

## SOUTHERN RIVER HOCKEY CLUB "HIGH VELOCITY" STADIUM TERMS & CONDITIONS FOR VENUE HIRE & USE

"High velocity" stadium ("HVS") shall be utilised primarily as a venue for hockey, but it is intended that the venue will cater for other sports and other users, including schools, as well as for private and corporate events and functions. The objective is to maximize effective utilization in a safe and sustainable manner so as to ensure the financial viability of the facility.

### **A INTERPRETATION**

1. Premises means any facilities and infrastructure owned by, or for the time being under the care, control and management of Southern River Hockey Club Inc. ("Club") at HVS, and all buildings, fences, gardens, carparks, structures, seating, access ways, fixtures, fittings, machinery, chattels, furniture and equipment forming part of such facility or used in connection therewith.
2. SRHC Facilities Manager ("Manager") means the person appointed by the Club to direct, control and manage the Premises, including bookings and invoicing therefor.
3. Ground Controller means the staff person appointed by the Club to manage the set up and use of fields when the Manager is not present.
4. Hirer means the individual, club or other organisation which seeks to book the Premises for any form of activity.

### **B. BOOKINGS**

1. Turf and venue bookings will only be accepted in writing by email to the Manager at [turf@southernriverhockey.asn.au](mailto:turf@southernriverhockey.asn.au) with times, dates, type of activity (e.g. training or playing, seminar, sports carnival) and user contact details if not previously supplied (billing address, email and telephone).
2. Any subsequent booking amendments are to be in writing by email to the Manager.

3. No permission to hire is valid until accepted and agreed by the Manager (by publishing on the bookings schedule or by email response).
4. All Hirers must have in place a public liability policy of insurance covering their legal liabilities for a minimum of \$20 million dollars any one occurrence as “occupiers” of the Premises, and will be required at the time of booking to provide a copy of their Certificate of Currency to the Manager if they are not covered by the Hockey Australia JLT Insurance Scheme. If the insurance expires prior to the booking date, an up-to-date certificate must be provided by the Hirer.
5. The Manager may impose reasonable conditions on bookings at the time of confirmation of the booking. The Hirer will be taken to accept such conditions unless agreed otherwise with the Manager.
6. Payment of the appropriate hire fees is required following receipt of a tax invoice from the Club as follows:
  - a) Recurrent turf hire bookings – payment in the month prior to when the hire is made, i.e. payments for training in the month of June will need to be paid by 31 May;
  - b) Casual turf hire bookings – within 7 days from issue of invoice;
  - c) Hockey club game fees – within 7 days of the issue of a monthly invoice for the fixtured games, such invoice to be issued on the last day of the month in which the games are scheduled;
  - d) Match-day player gate fees, including summer and winter “social” hockey – payment at the venue servery immediately prior to the game. If these fees are not paid, the Club reserves the right to cancel the game;
  - e) Venue function hire – 25% deposit on confirmation of booking with the balance 14 days prior to the event date.
7. Requests for further bookings may be refused if a Hirer is in arrears in relation to payment of their account.

8. Recurring bookings are to be made with the Manager at least 30 days prior to commencement of the first occurrence of the booking. The Manager reserves the right to alter bookings if necessary. Turf bookings for winter season hockey training are to be managed through the training roster system, which is the mechanism for equitably managing these seasonal bookings.
9. Setting up and cleaning times (if applicable) should be included in booking requests.
10. Cancellation of bookings will attract a cancellation fee, according to a scale of fees as follows:
  - a) More than 14 days prior to the hire date – nil;
  - b) 7-14 days prior to the hire date – 50% of hire charge, unless reduced at the discretion of the Manager where an equivalent replacement hiring fee is obtained or there are exceptional extenuating circumstances;
  - c) 0-7 days prior to the hire date – 100% of hire charge, unless reduced at the discretion of the Manager where an equivalent replacement hiring fee is obtained or there are exceptional extenuating circumstances.

### **C. VENUE CONDITIONS**

1. A person, club, association or organisation conducting any function, event, carnival or competition shall be responsible for the conduct and safety of the participants, officials and spectators during the conduct of such function, carnival, event or competition and shall prevent overcrowding and ensure that no damage is done to any fencing, building or any other part of the Premises by any person.
2. Permission to conduct any function, event or carnival or competition deemed by the Manager to be a “special event” shall be subject to the completion by the Hirer and approval by the Manager of a suitable risk management plan.
3. No additions or modifications to the Premises, including additional advertising banners or signs, are allowed without prior written permission of the Manager.

4. Motor vehicles of members of the Hirer must be parked in designated parking areas. Under no circumstances should vehicles be parked illegally or in the designated Club personnel bay.
5. The Premises must be left free of litter and in a clean and tidy condition after use. Failure to do so will result in the hirer being charged the full cost of clean-up and possibly being refused access to the Premises in the future.
6. The kitchen and bar is for use by Club personnel only. The barbecue can be used for a club event by prior arrangement with the Manager, but the Hirer must provide their own cooking utensils and ensure the barbecue is left in a clean condition.
7. A utilities charge to cover the costs of minimum standard lights and water is included in the hire charge.
8. All accidents/incidents shall be recorded by the Hirer in the stadium's incident register available at the kitchen servery or bar as soon as practicable.
9. The Ground Controllers coordinate the use of the Premises on behalf of the Manager and as such have the authority of the Manager in that person's absence.
10. The Club may, from time to time and for such periods as it determines necessary, close the Premises and attempt to provide reasonable notice to upcoming Hirers.
11. Any person or group of people when requested by the Manager or the Manager's representative shall leave the Premises quietly and peaceably.
12. Sub-hiring of the Premises is not allowed.
13. Under no circumstances will spectators be allowed onto the pitch at half time or between games to play, unless as part of an organized Club activity. Aside from the fact that the turfs are already under extreme pressure from the high frequency of use, there are liability and insurance issues if an unauthorised person is injured in the course of this activity.

14. No person shall:

- a) Enter or be in the Premises while affected by liquor or drugs;
- b) In any part of the Premises behave in an unseemly, improper, disorderly, riotous or indecent manner, swear or use any indecent, obscene, offensive or abusive language or gamble or commit any other form of misconduct;
- c) Appear in public unless properly attired in clothing of such a nature as to preserve public decency and to cover the body so as to prevent indecent exposure of the person;
- d) Except in areas approved for such purpose, consume any food or drink;
- e) Deposit any filth or rubbish in any part of the Premises except in places set aside for that purpose and then only rubbish that is generated from within the facility;
- f) Being the owner or in charge of any dog or other animal, cause or allow such dog or animal to be on the Premises, except with the express written permission of the Manager;
- g) Climb up to or upon any roof, fence, wall, partition or other portion of the Premises;
- h) Spit in the Premises or in any way commit any nuisance on or in any part of the Premises;
- i) Smoke in the Premises. The entire facility is a smoke free environment, including the clubrooms, turf pitch and terraced areas;
- j) Bring or operate a smoke or fog machine at the Premises
- k) Wastefully use the water or leave any taps dripping in the change rooms or elsewhere in the Premises;

- l) Foul or pollute water in any shower or bath or soil;
- m) Damage, injure, destroy, use improperly, disfigure or write in or upon a change room, closet, compartment or other part of any Premises or any furniture or equipment therein;
- n) Damage, improperly use or interfere with any tap, valve, locker or other fitting or appliance in or about the Premises;
- o) Use any soap for any purpose in any part of the Premises other than in the change rooms, shower recess or toilets;
- p) Enter or depart from any part of the Premises except by means of the respective entrances or exits set aside for that purpose.

#### **D. LIQUOR AT THE VENUE**

1. Sale of liquor shall only occur in the areas as identified in SRHC's liquor licence and by the authority of the Club's approved licensee.
2. Consumption of liquor must only be undertaken in the liquor consumption areas as identified in SRHC's liquor licence. Under no circumstances should any person attending the Premises bring in liquor nor take purchased liquor away.
3. The Manager, licensee and bar staff have the authority to refuse to serve an individual alcohol and may request that a person leave the facility.
4. Children under the age of 18 years are not permitted into the approved liquor service area unless accompanied and supervised by a responsible adult (over the age of eighteen).
5. If liquor is being sold or consumed outside the normal conditions of the liquor licence, but with the prior approval of the Club's licensee and the Director of Liquor Licensing, the hirer is responsible for all costs relating to the approval of changes, extensions or exemptions to the licence including any requirement for providing security services.

## E. TURF PITCH CONDITIONS

1. Particular care should be taken with the playing surface in order to avoid damage occurring to it or its associated infrastructure (water pipes and sprinklers). For this reason no service vehicles are permitted on the field without prior approval from the Manager.
2. Without exception, no hard plastic or metal cleats or spiked footwear is allowed on the stadium turf or surrounds and the Manager or representative retains the right to inspect any users' footwear and refuse entry to the turf.
3. Chewing gum is not allowed on the Premises.
4. The Practice Ds (side Ds) must be used at all times during training sessions Use the dugout side goals to minimize damage to cars and the Les Sands Pavilion. You **Must** have Written Approval from the Facility Manager to use the Main Ds, if not you may be in BREACH OF TERMS & CONDITIONS. Players are not to hit up against any walls, fences or change rooms.
5. To avoid conflict with other user groups, sessions must run strictly on time. Sessions booked for an hour are to be completed at five (5) minutes prior to the hour to allow for teams to clear the field and for watering to occur as required. Failure to do so will incur extra charges as well as jeopardising future use of the facility.
6. Only authorised personnel are to operate or interfere with the watering system, sprinklers, scoreboard, any camera facilities and lighting.
7. Grass and dirt which is tracked onto the field causes friction at the base of the turf carpet's pile, and eventually wears through fibres. Dirt also accumulates in the percolation holes and water can pool as a result, diminishing the effectiveness of the surface and also creating a breeding ground for bacteria. Players, coaches, technical officials and grounds staff are required to enter the playing surface through the designated entry points only. No-one is permitted to enter the playing area by climbing or jumping over the perimeter fence.
8. The turf will be lighted as follows:
  - a) Class I games (Hockey WA Premier League, national and international games) – 550 lux;
  - b) Class II games and ball training – 300 lux;

## **F. FIRST AID**

1. All teams playing in competitions and training at SRHC are reminded that they are required to bring their own first aid kit and qualified personnel to administer first aid. However, on occasions when a first aid kit is not available or does not contain the necessary equipment, Ground Controllers may allow the appropriately qualified person to use items from the SRHC first aid kits.
2. First Aid kits are located within the Clubrooms. The main function room bar also has an ice machine. Unless appropriately qualified (Senior First Aid equivalent or higher), Ground Controllers or other Club personnel are not to issue items from the kits, nor administer any treatment except in the case of life-threatening emergency. First aid qualified Ground Controllers will undertake first aid to the level they feel comfortable to do so. No-one will be placed in a position where they are unsure or uncomfortable to provide care. However, particularly in significant emergencies, a person should assist in whatever way possible. Please note that not all Ground Controllers are trained in first aid.
3. Hirers should not assume that first aid equipment, such as kits, oxygen, stretchers or defibrillators, is kept on the Premises

## **G. BREACH OF TERMS & CONDITIONS**

1. Any requests made by Ground Controllers to users that is not adhered to, may result in suspension of the Hirer or the individual/s involved from use of the facility for a period deemed appropriate by the Manager.
2. Any abuse of any Ground Controller, bar staff, Manager or Club official whilst they are undertaking their duties will result in suspension of the Hirer and/or individual/s involved from the use of the facility.
3. A breach of any the above mentioned terms and conditions will result in the Hirer being charged the full cost of any financial consequence to the Club and possibly refused access to the Premises in the future.