

11.2 Parks Usage Policy

REPORT BY THE MANAGER RECREATION SERVICES
TO 11 DECEMBER 2019 ORDINARY MEETING
GOV400067, GOV400047

RECOMMENDATION

That Council:

1. **receive the report by the Manager Recreation Services on the review of the Parks Usage Policy;**
2. **place the revised Parks Usage Policy on public exhibition for 28 days; and**
3. **adopt the revised Parks Usage Policy if no submissions are received.**

Executive summary

A review of Council's Parks Usage Policy has been undertaken with track changes shown on the attachment to this report.

Disclosure of Interest

Nil.

Detailed report

Council adopted the Parks Usage policy at their meeting 16 September 2015. Generally, Council policies are reviewed every 4 years. This policy allows Council to ensure that all users are aware of the expectations of usage and provide all necessary documentation and insurances.

The Policy was emailed to all Sports Council members inviting clubs to review and submit comments, four (4) submissions were received;

- Mudgee Little Athletics
- Mudgee Junior Cricket
- Mudgee Rugby Union
- Mudgee Touch

The submissions were reviewed and alterations were made in the policy as per the recommendations from Mudgee Little Athletics, Mudgee Junior Cricket and cancellations regarding wet weather from Mudgee Rugby.

Mudgee Rugby submission is noted. Issues related to keys are being addressed, four sets permitted to be allocated (two provided by Council and two by the club) with Council's key register currently under review. Council does have a staff member attend casual booking events and facility checks are done weekly by Council staff.

Mudgee Touch's submission regarding Council staff undertaking all of the line marking on sporting grounds in particular Glen Willow will require additional budget, equipment and staff resources. This suggestion can be reviewed by Council as part of the budget process.

Community Plan implications

Theme	Good Governance
Goal	An effective and efficient organisation
Strategy	Pursue excellence in service delivery

Strategic implications

Council Strategies

Not Applicable

Council Policies

By adopting the recommendation, Council is endorsing the Parks Usage Policy changes to be placed out on public exhibition for comment. Should any submissions be received a further report will be presented back to Council for consideration. If no submissions are received at the end of the exhibition period, the revised policy will be adopted and apply from that date.

Legislation

Not Applicable

Financial implications

Not Applicable

Associated Risks

Not Applicable

TRACEY KANE
MANAGER RECREATION SERVICES

SIMON JONES
DIRECTOR COMMUNITY

27 November 2019

- Attachments:*
1. Parks Usage Policy.
 2. Mudgee Junior Cricket Submission.
 3. Mudgee Little As Submission.
 4. Mudgee Rugby Submission.
 5. Mudgee Touch Submission.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

	POLICY	ADOPTED CM Minute No. 318/15
	Parks Usage	REV: 09/17 FILE No. GOV400043, F0650101

Mid-Western Regional Council Parks Usage Policy

October 2019⁵



Parks Usage Policy

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Parks Usage Policy

PURPOSE:

To provide appropriate guidelines for use or access of Council managed parks and sports fields.

OBJECTIVE:

Provide appropriate public access to parks and reserves for active and passive recreation and ensure the safety of persons using the parks and reserves.

Control activities including vehicle access to a park or sports field to minimise damage

To ensure parks are appropriately booked and used to avoid unnecessary excessive and costly damage due to misuse.

POLICY SCOPE:

This policy applies to all Council managed parks and sports fields within the Mid-Western region where a person or persons wish to:

- Organise a passive or active activity within a park or sports field
- Erect any form of infrastructure (eg. Marquee, temporary lighting, sun shelters etc),
- Organise an activity for commercial or promotional purposes;
- Any other request that is deemed relevant

DEFINITIONS:

Active recreation – primarily activities of a sporting nature.

Bond – a security deposit and/or key deposit may be held in case of damage to Council's asset.

Casual bookings – for nominated dates or limited periods of time for specific events or recreation/sporting activities.

Commercial or Promotional Activities – Any activities undertaken by a corporate / business group with the intention to make money or profit from the activity directly or indirectly.

Community groups – non-profit community based groups.

Council – Mid-Western Regional Council

Corporate/Business groups – companies and organisations that operate for profit.

Council Land – Any land owned by Council or managed by Council on behalf of another authority.

Damage – includes accidental or wilful damage of structures, fixtures, plants and surfaces excluding normal wear and tear as determined by Council Officers.

Fitness Booking – a booking made by a fitness instructor or group wanting access to Council parks or sports fields

Occasional / Infrequent access – access required only now and then or on rare occasions, up to four times per year.

Parks – any other area of open space land which is not a sports field.

Passive recreation – primarily activities that are not active recreation.

Private or social – primarily family gatherings of a purely social nature (eg birthday parties, weddings, Christmas parties)

Seasonal booking – a booking for a winter or summer sporting activity

Sports fields – an area of open space land provided specifically for the purpose of conducting formal sport or encouraging informal recreation activity.

Usage Fee – A fee may apply for the use of the park or sports field. Councils fees and charges can be found at <http://www.midwestern.nsw.gov.au>

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Parks Usage Policy

GENERAL CONDITIONS:

1. Council has absolute right and discretion to impose any condition to protect its assets and consider the safety of the broader community when granting approval or permitting use and access to Council's parks and sports fields.
2. All requests for the use of any park and/or sports field must be made in writing at least 4 weeks prior to intended use to enable appropriate paperwork and fees to be completed prior to use.
3. ~~All booking cancellations need to be advised in writing at least 2 weeks prior to the event unless due to adverse weather conditions. A suitable alternative date will then be scheduled.~~Any booking cancellations need to be advised in writing Refunds are as follows:
 - 28 days or more notification – 100% refund
 - 14-28 days notification – 50% refund
 - ~~3- Less than 14 days no refund is provided.~~
- 5.4. The applicant is responsible, at their cost, for reinstating the park or sports field to the satisfaction of Council for all damage (outside normal use) and rubbish generated on site and as a result of any activity.
- 6.5. If the park or sports field is not reinstated to Council satisfaction then Council may undertake necessary works and recoup the costs through the bond or directly from the applicant accordingly. A cleaning fee will be charged to any Club, School or other User Group if they fail to leave amenities in a clean and tidy condition. Cleaning must be undertaken immediately after use for single usage and within 48 hours for seasonal users or at the end of each season.
- 7.6. Council has absolute right and discretion to close any park or sport field due to wet weather, maintenance scheduled or unscheduled or other reason deemed necessary. If parks or sports fields are accessed after they have been closed then the applicant will be responsible for any damage incurred.
- 8.7. Upon submitting any booking the appropriate form, copies of public liability and any relevant qualifications need to be attached
- 9.8. No vehicles or motorbikes are to drive upon parks and sports fields without the prior approval by Council
- 10.9. No stakes or pegs are to be used or excavations made without the prior approval by Council.
- 11.10. No glass is permitted on any park or sports field
- 12.11. No signage (permanent or temporary) without prior consent from Council is permitted to be erected at any park or sporting facility.
- 13.12. The applicant/s may be required to prepare and forward a Risk Management Plan to Council for the intended use.
- 14.13. The applicant/s must immediately report any hazards, issues or damage to Council within the next business day.
- 15.14. Council reserves the right to restrict or terminate approval at any time particularly if the applicant has failed to comply with reasonable direction of Council Officers or have breached Council's conditions
- 16.15. The applicant must pay any usage fee and/or bond prior to accessing or using the

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Parks Usage Policy

park or sports field

- 17.16. Noise levels including the use of PA systems will be governed by the Environment Protection (Residential Noise) Regulations, <https://www.epa.nsw.gov.au/your-environment/noise>
- 18.17. All parking shall be within the designated parking areas only
- 19.18. Activities that are not permitted within Council parks are camping, fires, archery, golf, horse riding, shooting, any other activity that Council deems hazardous / detrimental to the public or the park / sports field.
- 20.19. The applicant/s is to ensure that Hazardous substances flammable, volatile and explosive substances are not taken to the Reserve or the Sporting Fields at any time.
- 21.20. The applicant/s must:
- Ensure that fire and emergency exits are clear of all impediments thereby allowing the free passage of vehicles and persons at all times;
 - Ensure the operation of fire doors; fire exit signs and fire fighting equipment are not interfered with or removed from the designated location;
 - That emergency vehicles have access to the park or the Sporting Fields at all times;
 - Ensure that persons attending the event do not have explosive, flammable or volatile substances in their possession;
 - Ensure that there are no exposed flames; and
 - Ensures that it contacts the appropriate emergency services where required (For Fire Brigade, Police or Ambulance call Emergency Number 000).
- 22.21. It is the applicant/s responsibility to ensure that adequate medical and first aid equipment is available during the Hours of Use.
- 23.22. The applicant/s may have use of canteens facilities where applicable as part of the Common Areas of the Reserve during the Hire Period and during such other times as may be approved by the Council subject to such reasonable terms and conditions as imposed by the Council from time to time including but not limited to:
- The applicant/s being responsible for the maintenance and cleaning of the canteen.
 - Canteen staff must be certified and follow appropriate food handling guidelines in alignment with current food safety laws in NSW.
 - any additional equipment bought into the canteen for use must meet Australian standards and be tagged and tested.
 - The applicant/s must ensure that the facility is appropriately equipped for correct use of any additional equipment bought in and is used in alignment with Australian building standards ie. deep fryers may only be used where exhaust fans have been fitted.
23. The applicant/s will be responsible for the cleaning the BBQ area and replacing gas bottles if they become empty
24. Hours of use are as follows unless otherwise approved by Council prior:
- The applicant/s may only use the reserve or sporting field during the allocated Hours of Use.
 - No activity is to commence prior to 7.00am on any day.
 - No competitive sport is to commence prior to 8.00am on any day.
 - No activity is to occur after 10.00pm on any day.
 - Field lights are to be turned off by 10.00pm
25. Council is responsible for the overall security of all Council facilities. However, in using the Sporting fields or Reserves, including the Common areas (where applicable) the applicant/s is required to ensure that:
- Buildings are secured when not being used.
 - Gates and doors are to be locked when facilities located on the Reserve are not in use.

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Parks Usage Policy

- d. The applicant/s must notify the Council of the applicant/s authorised representative who is to be responsible for locking gates and must provide the Council with a contact number in case of emergencies.
- e. The applicant/s must advise the Council immediately if there is any breach of security

26. The use of drones and other unmanned aircraft on or over Council-owned or managed land is also subject to Civil Aviation Safety Authority (CASA) rules and regulations

27. Council delegates to the General Manager the authority to consider the provision of an exemption to this policy upon request.

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EMERGENCY EVACUATION PROCEDURE

Before an emergency

All occupants should make themselves familiar with the Emergency Evacuation Procedures for their section of the building, location of Fire exits, location and operation of Fire fighting equipment and all designated Assembly areas

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In case of a Fire and Emergency

If you discover a Fire or Emergency you should:-

- Sound the Fire alarm or Raise the alarm verbally
- Notify the Emergency services from the nearest phone and advise Council on 63782850.
- Relay details of location, type and scale of the emergency and name and location of caller
- Alert other personnel in the vicinity
- If it is safe to do so, use appropriate fire extinguisher to put out any fire (DO NOT attempt if the fire is too large or if you are not familiar with use of the equipment).

If you hear an alarm raised in relation to Fire or are requested by the Ground Manager or Ground Announcer to Evacuate the building you should:-

- Walk quietly but quickly to the nearest safe exit and proceed to the assembly point outside the building as designated by the Ground Manager and await further instructions.
- Listen and follow instructions from the Ground Manager
- In order to prevent injury and possible panic during evacuation:
 - Do not run, push or overtake
 - Use any stairs if applicable with caution
 - Do not re-enter the building until the "All clear" is given by the Ground Manager or Emergency Services Personnel
-

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Parks Usage Policy

ACTIVE PARKS – EXCLUDING GLEN WILLLOW

CONDITIONS:

1. Please refer to the general conditions in this policy for the use of all Council owned / managed parks and sports fields
2. A booking request form needs be completed and forwarded to ~~the relevant Sports Council~~ at least 24 weeks prior to intended use.
3. ~~Any booking cancellations need to be advised in writing at least 2 weeks prior to the event unless due to adverse weather conditions. A suitable alternative date will then be scheduled. Any booking cancellations need to be advised in writing. Refunds are as follows;~~
 - 28 days or more notification – 100% refund
 - 14-28 days notification – 50% refund
 - Less than 14 days no refund is provided
- 3- Notification is not required if the cancellation is due to adverse weather conditions.
4. Linemarking of the ground and goal posts installation / removal remain the responsibility of the sporting club / applicant
5. Linemarking paint is supplied by Council and is the only substance to be used to mark any sports field. Linemarking machines are owned and maintained by sporting clubs / groups.
6. Council has absolute right and discretion to close any park or sport field due to wet weather, maintenance scheduled or unscheduled or other reason deemed necessary. If parks or sports fields are accessed after they have been closed then the applicant will be responsible for any damage incurred. Refer to wet weather section of this policy.
7. Dogs are not permitted within Sports Fields, excluding registered dog obedience clubs and assistance dogs.
8. Glass and smoking is not permitted within sports fields
9. Vehicles (unless emergency vehicles) are not permitted to drive upon sports fields without the prior approval by Council
10. Each sporting club will be provided two (2) sets of keys to access the required Council sporting facility. A request for a maximum of two (2) additional sets can be submitted in writing to the appropriate Sports Council for approval. Additional sets are at the cost of the sporting club. In the event that keys are lost, clubs will be required to pay for replacement. Key request forms are to be filled out prior to any keys being provided. If any member of a sports club leaves the club the key assigned to them must be handed back to Council. A key request form needs to be completed before the key is reassigned.

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Parks Usage Policy

ACTIVE PARKS – GLEN WILLOW

CONDITIONS:

1. Please refer to the general conditions in this policy for the use of all Council owned / managed parks and sports fields.
2. A booking request form needs be completed and forwarded to Council at least 2.4 weeks prior to intended use, including seasonal bookings. All additional conditions attached to the booking form must be read and accepted.
3. Any booking cancellations need to be advised in writing at least 2 weeks prior to the event unless due to adverse weather conditions. A suitable alternative date will then be scheduled. Refunds will be as follows:
 - 28 days or more notification – 100% refund
 - 14-28 days notification – 50% refund
 - Less than 14 days no refund is provided

Notification is not required if the cancellation is due to adverse weather conditions.
3. only be approved if the required notice has been given and a reschedule date is not available.
4. All field bookings require full payment prior to use. Additional fields required for training purposes as part of a paid event are included in hire costs.
5. Linemarking of the ground and goal posts installation / removal remain the responsibility of the sporting club / applicant with the exclusion of Field 1 only.
6. Linemarking paint is supplied by Council and is the only substance to be used to mark any sports field. Linemarking machines are owned and maintained by sporting clubs / groups.
7. Council has absolute right and discretion to close any park or sport field due to wet weather, maintenance scheduled or unscheduled or other reason deemed necessary. If parks or sports fields are accessed after they have been closed then the applicant will be responsible for any damage incurred. Refer to wet weather section below.
8. Dogs, excluding assistance dogs are not permitted within Sports Fields and assistance dogs
- 9.8. Glass and smoking is not permitted within sports fields.
- 10.9. Vehicles (unless emergency vehicles) are not permitted to drive upon sports fields, or main stadium surrounds without the prior approval by Council, all vehicles are to use the designated car parking areas
10. Each sporting club will be provided two (2) sets of keys to access the required Council sporting facility. A request for a maximum of two (2) additional sets can be submitted in writing to the appropriate Sports Council for approval. Additional sets are at the cost of the sporting club. In the event that keys are lost clubs will be required to pay for replacement. Key request forms are to be filled out prior to any keys being provided. If any member of a sports club leaves the club, the key assigned to them must be handed back to Council. A key request form needs to be completed before the key is reassigned.
11. Dogs, excluding assistance dogs, are not permitted within Sports Fields.

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Parks Usage Policy

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Parks Usage Policy

ACTIVE PARKS - WET WEATHER

A representative from Council as well as from the Sports Council will attend an onsite meeting. A final decision will be made no later than 9.00am on the day of the proposed usage or no later than 2.00pm for night matches or training. However, such a decision may be made earlier if there is an obvious outcome or if the user requires advance notice. If consensus cannot be reached then the final decision will be made by the Director Community.

User groups may make the decision to call off matches if they so desire. If this occurs, ~~the Open Space Co-ordinator~~ ~~Councils Manager Recreation Services~~ should be notified as soon as possible.

In the event of heavy rainfall that may result in serious damage to fields occurring after a decision to keep the fields open has been made, then users should exercise the option to abandon part or all of the days program. If the users continue with the game(s), they could be required to contribute to the costs of the rehabilitation of the playing surface to its pre match condition.

Restrictions will be placed on training in the first instance to protect the fields and improve the possibility of the fields being available for sporting events. In the event that a ground is deemed unfit to play on, then the scheduled event can be transferred to another ground providing the ground is deemed fit to play on and it does not disadvantage other users.

If wet weather continues for a period of more than two weeks with training being cancelled due to ground closures, grounds will be made available to allow training on the week that no home games are being played. If wet weather continues or the grounds are being damaged to the point that they don't recover in time for sporting events, then training will be further restricted.

Parks Usage Policy

PASSIVE PARKS

CONDITIONS:

1. Please refer to the general conditions in this policy for the use of all Council owned / managed parks and sports fields
2. Exclusive use is not permitted; non-participants of the activity are not to be denied access to a Council park at any time.
3. A booking request form needs be completed and forwarded to Council
4. Fitness trainers must complete the appropriate booking form, provide copies of all requested insurance and qualifications and pay the annual fee.
5. Dogs are permitted in Councils passive parks but have to be on a leash at all times and waste is to be picked up and disposed of appropriately.
- ~~5.6. Dogs, excluding assistance dogs are not permitted within enclosed playground areas~~
- ~~6.7. Glass is not permitted in Councils parks~~
- ~~7.8. Smoking is not permitted within 10 metres of playgrounds~~

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From: [Andrew Whale \(Western NSW LHD\)](#)
To: [Tracey Kane](#)
Subject: RE: Parks Usage policy
Date: Thursday, 14 November 2019 7:45:06 PM
Attachments: [image003.png](#)

Caution: This email originated from outside the organisation.

Hi Tracey

Looks good -just one suggestion

Under General - No. 11 - 'No signage without prior consent from Council is permitted to be erected at any park or sporting facility'.

Maybe something along the lines

No signage (permanent or temporary) without prior consent from Council is permitted to be erected at any park or sporting facility.

Thanks

Andrew Whale
MDJCA President 2019/20
Ph: 0427 726 242



From: Tracey Kane [mailto:Tracey.Kane@midwestern.nsw.gov.au]
Sent: Thursday, 14 November 2019 2:06 PM
To: Andrew Whale (Western NSW LHD) <Andrew.Whale@health.nsw.gov.au>; Ben Harris <mudgeetouch.ref@outlook.com>; Carl Holleman <carlholleman@gmail.com>; Chris Clegg <cjclegg@hotmail.com>; Erol Flack <ERROL.FLACK@YANCOAL.COM.AU>; Geoff Robinson <wollbah@activ8.net.au>; James Hughes <mudgeejrl@gmail.com>; Jenny Johnson <xman64@bigpond.com>; Councillor Oneill <Councillor.Oneill@midwestern.nsw.gov.au>; Justin berg <burgie_1988@hotmail.com>; Kathy Lang <Kathryn.Lang19@gmail.com>; kbennetts@peabodyenergy.com; Kristie Ward <Kristie.Ward@midwestern.nsw.gov.au>; Kristy Bennetts <kmbennetts@outlook.com>; Kylie Marshall <kylieanddavid@bigpond.com>; Luke Humphrys <Luke@talltimberconstructions.com.au>; MARK COLLINS <MARK.G.COLLINS@BIGPOND.COM>; Mick Brydon <MIKE.BRYDON@HOTMAIL.COM>; Natalie

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Cc: Simon Jones <Simon.Jones@midwestern.nsw.gov.au>

Subject: Parks Usage policy

Hi All

I am in the process of reviewing the parks usage policy. I have attached it with track changes included. Could you please email me any suggestions / comments prior to COB Friday 22 November

Thanks

Tracey

Tracey Kane
Manager, Recreation Services
Mid-Western Regional Council

t 02 6378 2881 | m 0417 406 268

f 02 6378 2815 | e tracey.kane@midwestern.nsw.gov.au

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From: [Bennetts, Kieren](#)
To: [Tracey Kane](#)
Subject: RE: Parks Usage policy
Date: Friday, 15 November 2019 8:21:11 AM

Caution: This email originated from outside the organisation.

Hi Tracey,

A couple of points below from my quick review below.

1. Would be good to state a position on consumables such as gas (for bbq's etc) – seems to be a common discussion point at sports council meetings.
2. Is it possible to include and have a community available sports ground booking repository? So bookings can be viewed (not edited) by the community/sporting clubs to avoid clashes.
3. There is a broad statement regarding signage – I think that this might need more clarification based on the Hockey sign saga. From my point of view – I think that its important to note that temporary signs, which are carnival or event specific, meetings points, sponsor recognition etc are ok, as are first aid signs. But permanent signs are not.
4. *“The applicant/s must immediately report any hazards, issues or damage to Council”* – probably need to document how this communication is to be made if there is a requirement to report immediately, because it sounds like there will be an immediate assessment made by council and then consideration of remediation.
5. It would be useful to provide a link in the policy to the referenced “Environment Protection (Residential Noise) Regulations”.

Thanks
Kieren.

From: Tracey Kane <Tracey.Kane@midwestern.nsw.gov.au>

Sent: Thursday, 14 November 2019 2:06 PM

To: Andrew Whale <Andrew.Whale@health.nsw.gov.au>; Ben Harris <mudgeetouch.ref@outlook.com>; Carl Holleman <carlholleman@gmail.com>; Chris Clegg <cjclegg@hotmail.com>; Erol Flack <ERROL.FLACK@YANCOAL.COM.AU>; Geoff Robinson <wollbah@activ8.net.au>; James Hughes <mudgeejrl@gmail.com>; Jenny Johnson <xman64@bigpond.com>; Councillor Oneill <Councillor.Oneill@midwestern.nsw.gov.au>; Justin berg <burgie_1988@hotmail.com>; Kathy Lang <Kathryn.Lang19@gmail.com>; Bennetts, Kieren <KBennetts@peabodyenergy.com>; Kristie Ward <Kristie.Ward@midwestern.nsw.gov.au>; Kristy Bennetts <kmbennetts@outlook.com>; Kylie Marshall <kylieanddavid@bigpond.com>; Luke Humphrys <Luke@talltimberconstructions.com.au>; MARK COLLINS <MARK.G.COLLINS@BIGPOND.COM>; Mick Brydon <MIKE.BRYDON@HOTMAIL.COM>; Natalie Richards <nataliejrichards15@gmail.com>; Payden Lawson <mudgeetouch.president@outlook.com>; Peter Mitchell <Admin@mcdonaldlawson.com.au>; ROB DOWELL <BJD6819@GMAIL.COM>; Brad James <bradj92@gmail.com>; Brian Gudgeon

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Cc: Simon Jones <Simon.Jones@midwestern.nsw.gov.au>

Subject: Parks Usage policy

****This Message originated from a Non-Peabody source****

Hi All

I am in the process of reviewing the parks usage policy. I have attached it with track changes included. Could you please email me any suggestions / comments prior to COB Friday 22 November

Thanks

Tracey

Tracey Kane
Manager, Recreation Services
Mid-Western Regional Council

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From: [Luke Humphreys](#)
To: [Tracey Kane](#)
Subject: RE: Parks Usage policy
Date: Friday, 22 November 2019 12:45:40 PM

Caution: This email originated from outside the organisation.

Hi Tracey

Thanks for the Draft

Comments from Rugby

- Cancellations – people are already pretty unhappy about been charged extra costs to use a facility we already pay to use. Due to wet weather as an example we had to cancel our Subbies Gala Day. If I was paying to use the venue for the day is it fair I cop a \$1000 loss for something out of y hands?
- Keys – 2 sets for our Club to Jubilee would obviously be totally unworkable. We have more than 2 sets but the lack of BBB keys to access the fields is a major issue for us. It puts a lot of pressure on a few who have BBB to always be there to open up. Swapping keys causes me no end of frustration.
- Glen Willow – personally I think a Council representative should meet the hirer and check that all things are in order. The situation of the League freezer recently shows this is not regularly been looked at. I don't think a health inspector would have allowed us to use the canteen that day with that present.

Yours in rugby

Luke Humphreys
Club President
Mudgee Rugby Club
0419 635 842



From: Tracey Kane <Tracey.Kane@midwestern.nsw.gov.au>
Sent: Thursday, 14 November 2019 2:06 PM
To: Andrew Whale <Andrew.Whale@health.nsw.gov.au>; Ben Harris

<mudgeetouch.ref@outlook.com>; Carl Holleman <carlholleman@gmail.com>; Chris Clegg <cjclegg@hotmail.com>; Erol Flack <ERROL.FLACK@YANCOAL.COM.AU>; Geoff Robinson <wollbah@activ8.net.au>; James Hughes <mudgeejrl@gmail.com>; Jenny Johnson <xman64@bigpond.com>; Councillor Oneill <Councillor.Oneill@midwestern.nsw.gov.au>; Justin berg <burgie_1988@hotmail.com>; Kathy Lang <Kathryn.Lang19@gmail.com>; kbennetts@peabodyenergy.com; Kristie Ward <Kristie.Ward@midwestern.nsw.gov.au>; Kristy Bennetts <kmbennetts@outlook.com>; Kylie Marshall <kylieanddavid@bigpond.com>; Luke Humphreys <Luke@talltimberconstructions.com.au>; MARK COLLINS <MARK.G.COLLINS@BIGPOND.COM>; Mick Brydon <MIKE.BRYDON@HOTMAIL.COM>; Natalie Richards <nataliejrichards15@gmail.com>; Payden Lawson <mudgeetouch.president@outlook.com>; Peter Mitchell <Admin@mcdonaldlawson.com.au>; ROB DOWELL <BJD6819@GMAIL.COM>; Brad James <bradj92@gmail.com>; Brian Gudgeon <bgudge7@bigpond.com>; Craig Holden <gulgongsportscouncil@outlook.com>; david carter <dave@dcpowerlines.com.au>; David Morrison <david.morrison.1989@hotmail.com>; Gregory Lillyst <ghlillyst@gmail.com>; Gulgong Junior League <gulgongjrl@gmail.com>; Gulgong Terriers <gulgongterriers@hotmail.com>; Mark Freestone <marks.milling@hotmail.com>; Mary Reddish <marepete@bigpond.net.au>; Michelle Gaudrey <jwgshell@gmail.com>; Rebecca - Gulgong Touch <Bec_999@hotmail.com>; Rebecca Nairne <beckymoo6@hotmail.com>; Roger Wiseby <rog_kay@bigpond.com>; Tim Papworth <timjane@live.com.au>; Brad Stockwell <bradley.stockwell@det.nsw.edu.au>; Craig and Julie Parsons <parsons@hwy.com.au>; Craig Parsons work <craig.parsons@health.nsw.gov.au>; Gemma Johnson <gemmahemilliee1991@gmail.com>; Councillor Shelley <Councillor.Shelley@midwestern.nsw.gov.au>

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Dear Tracey,

I write to you, on behalf of Mudgee Touch Association, to add a suggestion about the Mid-Western Regional Council's Parks Usage policy. The suggestion relates to Point 5 under **Active Parks – Glen Willow** category. The current policy for Point 5 states:

"Line marking of the ground and goal posts installation / removal remain the responsibility of the sporting club / applicant with the exclusion of Field 1 only."

Mudgee Touch believes line marking of the ground and goal posts installation/removal should be the responsibility of council grounds staff.

Just from Mudgee Touch's experience, the club contributes a significant amount of money each year through Sports Council fees, yet the club has to mark their own lines. Speaking to other touch football clubs around the region such as Parkes and Orange, they do not pay as much in Sport Council fees as Mudgee Touch does, and their respective councils maintain their fields including marking their lines.

In regards to goal posts installation/removal, even though Mudgee Touch does not install or remove goal posts, we believe it is a Workplace, Health and Safety issue to get inexperienced club volunteers to install/remove goal posts. If there happened to an accident where someone hurts themselves installing/removing goal posts, where does the duty of care lie?

These are only a couple of reasons for our suggestion. I do note that Mudgee Touch's suggestion could also relate to Point 5 under **Active Parks – excluding Glen Willow**.

Kind regards,

Ben Harris
Mudgee Touch vice-president