

## ALCOHOL MANAGEMENT POLICY

<b>CATEGORY:</b>	<del>Council Policy — A strategic policy that sets governing principles and guides the direction of the organisation to align with community values and aspirations. The policy has a strategic focus and aligns with the Mission, Vision and Strategic Directions.</del>  <del>Council policies are developed and reviewed by the Policy Committee.</del>
<b>RESPONSIBLE DIRECTORATE:</b>	<u>Planning and Community Development</u> Community Development and Library Services
<b>OBJECTIVE:</b>	To outline the City's commitment to encouraging the responsible availability and consumption of alcohol.

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### 1. STATEMENT

In acknowledgment of the social and economic cost of alcohol related harm within the community, the City of Joondalup encourages the responsible availability and consumption of alcohol within its district in the community. In in partnership with other external agencies and organisations.

### ~~2. BACKGROUND~~

~~The social and economic cost of alcohol related harm in the community is high. Alcohol related injuries account for a significant proportion of emergency presentations and hospitalisations, and a large proportion of mental health presentations are related to alcohol and other drugs. There is also a direct relationship between alcohol and crime; particularly assault, property damage, domestic violence, and burglary.~~

~~In addition, alcohol and other drug related crime and antisocial behaviours can dramatically affect the economic prosperity, character, and residential amenity of local areas. Moreover, the impact on community perceptions on safety can be long-term and difficult to reverse.~~

~~, the City of Joondalup has a role to play in encouraging responsible alcohol consumption in the community.~~

### 2. DETAILS DESCRIPTION

#### 2.1 Role of the City

The City of Joondalup will encourage the responsible availability and consumption of alcohol in the community by:

- a. taking a planned approach to the issuing of Liquor Licences;

- (a) encouraging responsible service of alcohol at Licensed Premises;
- (b) promoting safe levels of alcohol consumption;
- (c) supporting relevant external agencies and organisations in alcohol management;
- (d) engaging with the community regarding alcohol matters;
- (e) ensuring that local laws associated with alcohol are enforced; and
- (f) supporting alcohol-related community education.

The City will not take on responsibilities undertaken by other Government departments such as Police.

It is noted that the City is responsible for assessing development applications for outlets providing access to liquor on the basis of planning grounds under the relevant legislation.

The final decision on the provision of a Liquor Licence rests with the Department of Racing, Gaming and Liquor.

## **2.2 Consumption and/or Sale of Alcohol on Council Property**

### **2.2.1 Approval Conditions**

With regard to approving the consumption and/or sale of alcohol on City owned or managed parks and in City buildings, the following conditions apply:

- (a) The Chief Executive Officer must be satisfied that any application or request to consume or sell alcohol will not cause undue disruption to the community.
- (b) If applicable, appropriate Liquor Licence(s) must be in place.
- (c) Restricted Liquor Licence applications will be broadly supported in accordance with the following time restrictions:
  - Thursdays to 11pm
  - Fridays and Saturdays to midnight
  - Sundays to 10pm.

### **2.2.2 Supported Events/Activities**

The circumstances in which the Chief Executive Officer should consider an event as being unlikely to cause undue disruption to the community include:

- (a) The duration of a wedding ceremony on a City park (not to exceed 1 hour).

- (b) Private events or functions held within community facilities.
- (c) A fundraising event held either on a City park or within a community building, where alcohol is being sold and a Liquor Licence has been successfully obtained from the Department of Racing, Gaming and Liquor.
- (d) Corporate functions or events held on a City park or within a community building, where appropriate risk assessments have been conducted.
- (e) City-run community events held on a City park, where BYO alcohol is permitted.

### 2.2.3 Unsupported Events/Activities

The City does not support the consumption or sale of alcohol in the following circumstances:

- (a) At all times within Tom Simpson Park, Mullaloo (excluding the Mullaloo Surf Life Saving Club facility).
- (b) For private functions or events held on a City park that are not of a fundraising or corporate purpose (excluding wedding ceremonies).

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Creation Date: September 2011

Amendments: CJXXXX

Related Documentation:

- Alcohol Management Plan 2011–2014
- *Local Government and Public Property Local Law 1999*
- *Trading in Public Places Local Law 1999*
- *Liquor Control Act 1988*
- *Liquor Licensing Act 1988*



## **RESERVES, PARKS AND RECREATION GROUNDS**

**STATUS:** ~~City Policy~~ *A policy that is developed for administrative and operational imperatives and has an internal focus.*

*Developed by the Policy Committee and/or the administration and adopted by Council.*

**RESPONSIBLE DIRECTORATE:** Infrastructure Management and Operations

**OBJECTIVE:** ~~To support best management practice for Council controlled reserves, parks and recreation grounds while recognising community needs and community and Council responsibilities.~~

### **STATEMENT**

~~Council will provide a variety of public open spaces that aim to fulfil the community's recreation and environmental needs.~~

~~The City will endeavour to provide a range of both passive and active, developed and undeveloped, parks throughout the City.~~

~~Decisions regarding the development and maintenance approach to each park will relate directly to its classification in the City's Parks Management Plan. Individual management plans will be progressively developed for all parks within the City, in consultation with the community.~~

### **Reticulation**

~~Reticulation in parks will be established and maintained in accordance with the Reticulation Plan and individual park management plans.~~

### **Sports Lighting**

~~Council will install and maintain, at its cost, 2 lighting standards each fitted with up to two floodlights of approximately 1,000w capacity per luminair per cricket or football oval.~~

~~Any additional lighting will be the installation and ongoing responsibility of the sports association seeking lights. Installation of additional lights may only be undertaken following the receipt of the relevant Director's written consent and approval of the lighting design and provision of planning consent as required.~~

### **Commercial Activities**

~~The City will support the provision of small-scale commercial activities where the applicant is a community organisation that utilises that facility, such as a local surf life saving club or football association.~~

~~Where such application is made, the written support and a resolution of the organisation's Management Committee must be provided as part of the application.~~

~~Applications for any such service must be made in accordance with the City's relevant Local Laws and must be accompanied by a Certificate of Currency for public liability insurance in accordance with the advice of the City's insurers.~~

~~In considering applications for such services, the following will be taken into consideration:~~

- ~~• Environmental impact.~~
- ~~• Demonstrated community demand.~~
- ~~• Provision of alternative commercial services already available.~~

### **Child Protection**

~~Prior to making a permanent booking for the use of a City facility, all community groups and associations that have members under 18 years of age are required to provide the City with a copy of their organisation's Child Protection Policy. If the organisation does not have a current policy in place, a permanent booking will not be confirmed.~~

### **Alcohol on Council Parks and Reserves**

~~The Chief Executive Officer may approve the consumption and/or sale of alcohol on Council parks and reserves under the following circumstances:~~

- ~~• The Chief Executive Officer is satisfied that the application will not cause undue disruption to the community.~~
- ~~• Appropriate liquor licence/s are in place;~~
- ~~• Restricted Licence applications as follows:~~
  - ~~• Thursdays to 11.00pm;~~
  - ~~• Fridays and Saturdays to 12.00midnight;~~
  - ~~• Sundays to 10.00pm.~~

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Amendments: INT10/29141, ~~CJ213-06/99, CJ189-06/01, CJ269-11/04, CJ148-06/00, CJ253-11/03, CJ206-10/05, CJ207-10/07~~

Related Documentation: ~~Local Government and Public Property Local Law 1999;~~  
~~Trading in Public Places Local Law;~~  
Parks Management Plans;  
Reticulation Plan

Issued: October 2007

# City Buildings, Park, Reserves And Beaches Terms and Conditions of Hire

## Local Government and Public Property Local Law 1999

- The Terms and Conditions of Hire are written in accordance with the *Local Government and Public Property Local Law 1999*, which is available for viewing on the City's website at [joondalup.wa.gov.au](http://joondalup.wa.gov.au)

## Application

- All applicants must be aged 18 years or over. Proof of age is to be provided on application.
- Approved Hirers granted permission to use facilities cannot transfer the right of use to another person or organisation.
- All bookings are tentative until confirmed in writing by the City.

## Child Protection Requirements

- All sporting clubs and community groups approved to use the City's facilities must ensure that requirements under the *Working With Children (Criminal Record Checking) Act 2004* are adhered to when children are involved in the activities undertaken at the facilities. For further information refer to the Department of Child Protection's website at [www.checkwwc.wa.gov.au/checkwwc](http://www.checkwwc.wa.gov.au/checkwwc)

## Hire Fees

- Hire fees are set in accordance with the City's Fees and Charges Schedule and are payable in full 21 days prior to the date of the booking.

## Bonds

- A bond is payable at least 21 days prior to the date of the booking.
- The bond may be forfeited if the Terms and Conditions of Hire are not fulfilled.
- The bond will be refunded via cheque within 21 working days of the booking date, provided the facility is left in a satisfactory condition, as determined by the City.
- The bond will be refunded to the person whose name appears on the bond receipt.
- For annual or seasonal hirers, the City will inspect the facility within two weeks of the end of the booking period, to determine whether the facility has been left in a satisfactory condition.

## Cancellation of Bookings

- An administration charge of 20% of the total hire fees will apply to bookings that are cancelled up to 14 days prior to the booking date. No refunds will be given to bookings cancelled within 14 days of the booking date.

## Hours of Hire

- All set up, including deliveries, and cleaning must be completed within the hours of hire.
- The facility must be cleaned and vacated by 12am, except for Flinders Park Hall and Dorchester Park Hall which must be cleaned and vacated by 11pm.

## Keys

- Keys to facilities are available for collection one hour prior to the booking time – entry to the facility must not take place until your scheduled start time.
- The approved hirer's copy of the Booking Details Report must be presented when collecting keys.
  - Keys are to be collected and returned to the Craigie Leisure Centre between the following times:
    - Monday to Friday: 5.30am to 9pm
    - Saturday and Sunday: 7am to 5.45pm
- Keys must be returned on the day of the booking, except for evening bookings which must be returned by 9am the following day. If the keys are not returned on time, an additional charge to the hirer may apply.
- Keys must not be copied or passed onto other hirers.
- An additional fee will be charged for the replacement of any lost keys.

## Safety

- The approved hirer is responsible for the safety of their guests at all times. In the event of an emergency, the hirer must account for all of their guests.
- The approved hirer is responsible for ensuring adequate first aid is available.
- The maximum capacity of the facility must not be exceeded.
- The approved hirer must take reasonable precautions to prevent unintended guests from attending the function.
- The approved hirer must immediately notify the police if any trouble occurs.

## Cleaning and Damage

- The approved hirer is financially responsible for any damage to City property as a result of the booking.
- Repairs are to be carried out only by the City and/or its approved contractors.
- The approved hirer is responsible for leaving City property in a clean condition, including the removal of any rubbish.
- The approved hirer must provide their own cleaning equipment and materials. No detergents are to be used on timber floors.
- The approved hirer must immediately report any maintenance issues to the City on 9400 4268 or to City Watch on 1300 655 860 (after hours service).

## Leaving the Facility

- The approved hirer is responsible for ensuring all lights, electrical equipment and air-conditioning/heating is switched off prior to leaving the facility.
- The approved hirer is responsible for ensuring all doors and windows are locked and alarm systems activated prior to leaving the facility.
- The approved hirer is financially responsible for any loss or damage resulting from failure to carry out the above checks.

## Insurance

- The approved hirer is responsible for ensuring all relevant insurances required for the booking are obtained.

## Alcohol and Gaming

- The approved hirer is responsible for ensuring all Liquor Licences and Gaming Permits required for the booking are obtained. Please contact the Community Bookings Office for further information regarding liquor and gaming licence applications.

## Smoking

- Smoking is not permitted inside or within the perimeter (10 metres) of any City buildings or on City beaches.

**Noise**

- Noise levels must be controlled and monitored at all times to meet the *Environmental Protection (Noise) Regulations 1997*.
- Live bands and the use of loud musical instruments are not permitted.

**Vehicles and Parking**

- Parking must be in the designated parking bays and not on grassed areas.
- Vehicles are not permitted on parks or beaches without written authorisation from the City.

**General Housekeeping**

- Crepe paper must not be used in any facility.
- Blue or yellow tack and cello tape must not be used in any facility.
- Signs, fittings or structures must not be erected in any facility or on any beach or reserve without prior approval from the City.
- Smoke machines and candles must not be used in any facility.
- Confetti or rice/grains must not be thrown inside or outside any facility, or on any beach or reserve. Rose or flower petals are permitted at beaches and reserves.
- Line markings on reserves require approval from the City and must only be made using PVA water based line marking paint.
- Kitchens may be used for re-heating purposes only.
- The approved hirer is responsible for ensuring any electrical equipment used within the facility is in safe working order. Power points and power boards must not be overloaded.

**Closing Facilities**

- Any City of Joondalup Authorised Officer may close down the facility at any time if the Terms and Conditions of Hire are not complied with.
- The City reserves the right to close any building, beach or park at any time due to urgent maintenance requirements or potential risks. Where possible, an alternative venue or facility will be offered.

**Theft**

- The City is not liable for the loss/theft or damage of any items belonging to the hirer or guests.

Declaration
I have read, understood and agree to the Terms and Conditions of Hire.
Name:
Date:
Signature: