City of Stonnington

POLICY:

ACTIVITIES IN PARKS
1. **SCOPE OF THIS POLICY**

The principles of this Policy apply to all parks owned and controlled by the City of Stonnington.

2. **OBJECTIVES OF THE POLICY**

- To ensure that activities taking place in parks do not adversely effect the amenity or property of other park users and adjoining residents.
- To enable applications to be assessed to ensure that community use and access to part of the park is retained during the activity.
- To ensure the orderly and proper conduct of any activity in a Council park.
- To nominate the fees and charges applied to activities in parks.

3. **DEFINITIONS**

The following definitions will be used in the context of this policy:

**Parks**

A park is defined as areas of Council controlled open space listed in Schedule No 2 General Local law 1995, excluding those areas designated by Council as “sportsgrounds”.

**Activity**

Any formal gathering which requires use of a nominated area of a park.

**Community Activities**

A community activity is a not for profit, non fee charging activity open to the community that serves a particular local community or local organisation needs or interests. This can include school fetes, walkathons and community fairs.

**Private Activities**

A private activity is any activity initiated by an individual or organisation conducted purely for social or recreation purposes and will have no commercial element. An example of private activities includes Family parties/picnics and business staff parties/picnics.

**Commercial Activities**

A commercial activity is initiated for commercial gain and could include festivals, theatrical performances or sporting events aimed at attracting visitors and/or for which fees are charged. Similarly, a commercial activity includes any organisation or individual using a public park in order to deliver a product from which that organisation or individual will derive income or profit.
Commercial Filming

Filming undertaken by an individual or organisation to derive income or profit.

Event Permit

Any activity for the general public or for private purposes which uses a public thoroughfare (footpath, streets) or public amenity (parks) for other than their dedicated purpose will require an event permit. This approval may require the organiser to provide additional services/amenities such as extra public toilets and waste management services. It may also require additional permits such as a liquor licence and food handling licences to be obtained.

4. GUIDELINES

All activities will be required to make an application to Council with the following exceptions:

- Activities of 50 people or less (excluding wedding ceremonies)
- Wedding Photos.

Applications will be assessed with regard to:

- Ensuring access to part of the park is retained during the activity
- Ensuring that the proposed activity will not adversely affect the amenity or property of other park users and adjoining residents.
- The capacity for the park to accommodate the proposed activity.

Priority will be given to Stonnington residents and Stonnington based organisations.

Activities are limited to one day.

Activities (including set up and pack up) will only be permitted during daylight hours.

Applications will only be considered a maximum of six (6) months in advance of the booking date.

Applicants will be responsible for the conduct of all persons involved in the activity for the duration of the booking.

Public Liability Insurance coverage is essential.

Charges for such use will be determined by Council in the “Schedule of Fees for Casual Use of Council Parks”.

5. SPECIFIC CONDITIONS FOR THE USE OF PARKS FOR COMMUNITY ACTIVITIES

Community Activities will be permitted at the following parks:
CITY OF STONNINGTON

POLICY - ACTIVITIES IN PARKS

- Central Park
- Como Park
- Malvern Public Gardens
- Grattan Gardens
- Princes Gardens
- Phoenix Park
- Victoria Gardens
- Kooyong Park

A maximum of one booking per calendar month per venue.

Applications will be assessed in terms of the parks capacity to accommodate the proposed activity and with the aim of ensuring that the proposed activity will not adversely affect the amenity or property of other park users and adjoining residents.

Applicants may also require an Events Permit, the conditions of which will form part of the Conditions of Use for the Park.

6. SPECIFIC CONDITIONS FOR THE USE OF PARKS FOR PRIVATE ACTIVITIES

Private activities will be limited to 100 people

Private activities will be permitted in the following parks:

- Como Park North
- Thomas Oval
- Central Park
- Malvern Public Gardens
- Glen Iris Park
- Ardie Park

A maximum of one booking per calendar month per venue.

Marquees will not be permitted.

7. SPECIFIC CONDITIONS FOR THE USE OF PARKS FOR WEDDING CEREMONIES

All wedding ceremonies must be the subject of an application to Council.

Wedding ceremonies will be limited to a maximum group size of 100 people.

Wedding Ceremonies will be permitted in the following parks:

- Malvern Public Gardens
- Central Park
- Victoria Gardens
- Ardie Park

Ceremonies, including any setting or packing up, will be limited to 3 hours duration.

A maximum of one booking per week per venue.

Marquees will not be permitted.
8. CONDITIONS APPLYING TO THE USE OF PARKS

Written agreements will clearly articulate the responsibilities of users.

General conditions of use will be attached to approvals and will include the following:-

- Permitted Use
- Provision of Security Bonds
- Cleaning Requirements
- Damage to Property
- Insurance Requirements/Accident Indemnity
- Car Parking
- Alcohol Consumption
- Regulations and Local Laws
- Good Order
- Cancellations
- Breach of Conditions of Use

Special conditions may also be applied at the discretion of the General Manager, Social Development.

9. APPLICATIONS

Applications must be made on the form provided and shall be submitted to the Recreation Facilities Officer

Applications will be assessed in accordance with the above guidelines.

In the event of any dispute or difference arising as to the interpretation of this policy, the decision of the Chief Executive Officer shall be final and conclusive.