



HAROLD STEPHENS ATHLETIC TRACK USAGE POLICY

This document describes the conditions upon which the Harold Stephens Athletic Track is used.
This document is owned by the Coburg Athletic Ground Management Committee Inc. July 2019.

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Background and Purpose

The purpose of this policy is to facilitate safe and effective use of the Harold Stevens Athletic Track.

The Coburg Athletic Ground Management Committee Inc (CAGMC) is the lessee of the Harold Stevens Athletic Track. The lease is granted by the Moreland Council.

The CAGMC controls all access to the facility.

The Harold Stevens Athletic Track is not a public facility but is able to be used by the public under policy set by the CAGMC.

Scope

The policy applies to:

- The Harold Stephens Athletic Track including athletic track, buildings and areas enclosed by fencing.
- All users of the track and facilities

Policy Statement

Prime Use

The following groups have Prime Use of the facilities:

- Coburg Harriers
- Coburg Little Athletics
- Coburg Masters – a sub-group of Coburg Harriers

Prime Use means the first right of refusal to use the facilities on offer from the CAGMC. This offer is made anytime in preparation for the following year. Request for usage by these groups is made in writing to the CAGMC.

The days of the week and times of usage are negotiated with the CAGMC during the year for the following year and form part of the agreement between those groups and the CAGMC.

Usage days and times by Coburg Harriers, Little Athletics and Coburg Masters are documented and published on the Ground management page of the Coburg Harriers web site at the beginning of the year. These times are subject to change as approved by the CAGMC. Changes will be published on the web site.

Rent is paid to the CAGMC by these groups.

Usage by each group is exclusive for the period of use. No other group is permitted to use the facilities at this time. *

*** Local arrangements however can be made by the groups to allow others to use the facilities at the time they have exclusive use but only with the approval of a CAGMC member.**

Other Athletic clubs and sporting organisations

Athletic clubs and sporting organisations not Prime are permitted to use the facilities if approval is granted by the CAGMC.

A request for usage – outside of local arrangements – must be made through the Facilities Agreement or with the CAGMC Ground Manager. A copy of the Facilities Agreement is located on the web site. Full Terms and Conditions of use are contained in the Facilities Agreement. Schedule 2.

The extent of usage and timing is to be outside exclusive prime times.

Use can be permitted however if Prime representatives agree to a Local Arrangement and that arrangement is approved by a member of the CAGMC.

No usage is permitted unless approved by the CAGMC and/or members of in the case of a local arrangement.

Any groups found using the facilities without permission by either a Local Arrangement or the CAGMC may be asked to leave the facility.

Fees and charges for usage by non-prime users are negotiated between the organisation and the CAGMC only.

Individual athletes

Individual athletes may use the facilities through agreement with the Prime users; Little Athletics, Harriers and Masters.

Individual athletes with coaches may use the facilities through agreement with the Prime users; Little Athletics, Harriers and Masters.

No individual athlete with or without a coach may use the facilities independent of the Prime users and/or specific permission of the CAGMC.

Individual athletes may be asked to leave the facilities if they do not have the above permissions.

Schools

Schools are permitted to use the facilities if approval is granted by the CAGMC.

A request for usage must be made through the Facilities Agreement or with the CAGMC Ground Manager. A copy of the Facilities Agreement is located on the web site. Full Terms and Conditions of use are contained in the Facilities Agreement. Schedule 2.

Local arrangements, ie via Harriers, Masters or Little Athletics – do not apply for Schools.

Non-Sporting usage by groups or individuals

Non-sporting groups and individuals may request to use some or all of the facilities. Permission is granted by the CAGMC only.

A Facilities Agreement MUST be completed. Schedule 2.

Local arrangements, ie via Harriers, Masters or Little Athletics – do not apply for Non-Sporting use by groups or individuals.

Conditions

Spikes

The most common cause of damage to the track is the usage of spikes. The length of and type of spike is governed by this policy. Specifically:

- Sprinters using spikes should always use starting blocks on events up to and including 400m.
- Pyramid and Christmas tree shaped spikes only are permitted up to a length of 9mm.
- Needle and tartan spikes are not permitted.
- Any member of the CAGMC may question, inspect footwear and direct athletes on the track at any time regarding their usage of spikes. This includes directing athletes to cease using the track until the spike policy is complied with.

Running Sleds

These are not to be used on the running track at any time.

Lane gates

The lane gates must always be in the closed position except during competition. This is to prevent wear and tear of lanes 1 and 2.

Exception: Lane gates may be opened however by a member of CAGMC for safety purposes. This is the practice for Little Athletics.

Cars

Cars are not permitted on the track.

The CAGMC golf buggy may be used when setting up and packing up equipment.

Under permission only of CAGMC a car and/or vehicle may cross the track to provide maintenance to the grounds and/or be a support vehicle for a special event – approved only by CAGMC.

Bikes

Bikes are not permitted on the track at any time.

Dogs

Dogs are not permitted on the track or within the grounds of the Harold Stevens Athletic Track venue at any time. Owners will be requested to remove their dogs if found to be in breach of this policy.

Assistance dogs such as seeing eye dogs are an exception and permitted.

Smoking

The Harold Stevens Athletic Track venue is entirely non-smoking, and this includes e-cigarettes.

Noise

The facility is located within a residential area. Noise must be kept to a reasonable level for the purposes of the usage. Using loudspeaker equipment, announcements are permitted but race calling, ie high use of loudspeakers, are not permitted. All advice regarding noise levels can be directed to a member of the CAGMC.

Cleaning

Groups and individuals are expected to maintain the facilities in a clean state at all times. Hiring of the facilities must leave the facilities in no less a clean condition than they were found in.
