

# Waimakariri District Council

## Terms and Conditions of Hire for Reserves

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This document outlines the terms and conditions of hire for Waimakariri District Council reserves.

### **Conditions and requirements that could apply**

#### **Council indemnity and cancellation**

The organisers shall absolve the Waimakariri District Council from any liability relating to the booking of the reserve area. Waimakariri District Council reserves the right to cancel the booking if any unforeseen circumstances arise after the booking has been confirmed.

#### **Nuisance**

The organisers will be responsible for the control of any nuisance that may eventuate as a result of the use of the reserve.

#### **Health and Safety**

Please ensure that all participants are made aware of their responsibilities under the Health and Safety and Employment Act, and that a Health and Safety management plan be produced specific to this event.

Hirers must advise the Waimakariri District Council of any Health and Safety incident occurring at the reserve. For serious incidents the Hirer will contact the Council immediately on 0800 965 468.

#### **Additional costs**

Additional costs may apply for any reparation of the area over and above normal wear and tear that may be required as a result of your activities.

#### **Noise**

The emission of noise should not exceed a reasonable level. Please direct the speakers towards the audience and the volume of any music should be appropriate to the number of people attending. Information on noise emission can be obtained from the Waimakariri District Council Environmental Services Unit.

#### **Signage**

Temporary signs to advertise or promote your event are permitted. Please contact the Waimakariri District Council Environmental Services Unit if further advice is required. Signs are not permitted on telegraph poles, traffic signs or within 50 metres of a controlled intersection, eg, traffic lights, roundabouts, Stop or Give Way signs.

#### **Public liability insurance**

The hirer is responsible for public liability insurance. Public liability insurance of \$1,000,000 is recommended by the Waimakariri District Council. If your group/organisation does not already have their own public liability insurance, the Council's insurance brokers Jardine Lloyd Thompson, has a group facility insurance available at very competitive rates. Should you wish to utilise this facility please contact Nicola Frayle at Jardine Lloyd Thompson ph (03) 366 4866.

### ***Food stalls***

If you are selling food please note, all food stall operators selling food must comply with the Food Act 2014 and hold a current certificate of registration issued either by the Ministry for Primary Industries or a Local Council. Please contact the Waimakariri District Council Environmental Services Unit for further information.

### ***Rubbish***

Any rubbish that has occurred from your hire of the reserve is to be removed. The reserve should be clear of any rubbish from your event, at the end of your hire period.

### ***Tents and marquees***

Any tent or marquee over 100 metres square will require building consent permit. Please call the council Building Unit on 0800 965 468 to confirm. Before erecting any tent or marquee on any park or reserve, the location must be confirmed by the Waimakariri District Council Greenspace Unit.

### ***Helicopter***

Any and all clearances, instructions and limitations imposed by Christchurch Air Traffic Services shall be strictly observed. The helicopter landing site shall be suitably marked, i.e. roped or fenced, including signs as necessary with personnel available to ensure no member of the public strays onto the site during take off or landing.

### ***Public access***

The public cannot be excluded from a reserve, even though an area of reserve has been booked for your activity. Public access must be available, if required. This is aside from ticketed events.