



Policy Title	Professional Service Provider Use of Council Leisure Services Facilities
Related Documentation	Fees and Charges
Relevant Legislation	Section 356 Local Government Act 1993
Responsible Officer	Manager Leisure Services

UNCONTROLLED WHEN PRINTED

Objective

1. To formalise access to Campbelltown City Councils Leisure, Fitness and Indoor Sports Centres by Professional Service Providers.
2. To outline applicable fees and charges.
3. To outline booking, utilisation and insurance requirements for Professional Service Providers.

Policy Statement

4. This policy provides a standard and process for Professional Service Providers (as defined by this Policy) to access Campbelltown City Councils swimming, fitness and indoor sports facilities as an extension of their business premises or for activities within the operation of their business.

Scope

5. This policy applies to Professional Services Providers wishing to utilise Campbelltown City Councils Leisure, Fitness and Indoor Sports facilities as an extension of their business premises or for activities within the operation of their business.

Definitions

Term	Definition
Professional Service Provider	Refers to a person or business that provide a professional allied service such as rehabilitation, physiotherapy and other health improvement programs that are not of a competing business nature to a Council operated service, activity or program.
Client	Refers to the client of the attending Professional Service Provider. Clients are considered general users of a Leisure Centre.

Legislative Context

6. Section 356, Local Government Act 1993.

DATA AND DOCUMENT CONTROL – GOVERNANCE USE ONLY		
Directorate: City Placemaking & Services Section: Leisure Services Record No: CDO-24/800	Adopted Date: 04/11/1997 Revised Date: 10/12/2024 Minute Number: 372 Review Date: 30/12/2028	Page: 1 of 2

Principles

7. Councils Fees and Charges apply for each Professional Service Provider. The Professional Service Provider fee includes one visit for an individual Professional Service Provider only.
8. Councils Fees and Charges apply for each client of a Professional Service Provider. Clients may purchase a single entry or membership relevant to the client's utilisation type.
9. Clients utilising the fitness spaces, services and programs are required to complete the relevant health screening form.
10. Where the client uses the facility for the purpose of a program or general use without the supervision of the Professional Service Provider, all normal casual entry or membership fees apply.
11. Payments by the Professional Service Provider are to be made on a casual basis on the day of the visit or monthly by tax invoice.
12. The Professional Service Provider must, at its own expense, maintain and provide to the relevant facility the following insurance policies and documentation current for the period of facility use:
 - (a) Public Liability Insurance for an amount not less than \$20,000,000 for a single event providing indemnity against third party personal injury or property damage arising out of actions of the Professional Service Provider, its employees or defects in the equipment supplied under use.
 - (b) Workers Compensation Insurance for all employees with a licensed Fund Manager, regardless of full, casual or part-time employment. If the Professional Service Provider is a sole trader, a certificate of Personal Accident / Injury must be provided.
 - (c) A valid Working with Children Check (WWCC) for all employees entering the facility.
 - (d) Professional Indemnity, for an amount not less than \$2,000,000.
 - (e) A copy of all related current policies of insurance are to be supplied to Campbelltown City Council prior to use of its facilities.
13. Activities undertaken by a Professional Service Provider that are of a competing nature to a Council operated activity or program will be considered a conflict and will therefore not be permitted to operate within a Council facility.

Effectiveness of this Policy

14. This policy will be reviewed on a three-year basis to ensure the appropriate level of operation.

END OF POLICY STATEMENT