Queenscliff Clubhouse Parking Policy
October 2025

This policy sets out the parameters and rules for use of the four Council approved parking spaces in front of the Club. The policy provides for and addresses the strict requirements of the Northern Beaches Council (NBC) in the provision of the **four** marked car parking spaces in front of the Club House. Any variation of the use of these spaces may result in a fine from Council. All drivers will be responsible for their own fines.

It is a privilege that we have been allowed access to these off-street car spaces. Any misuse may result in resident or Council complaints which may lead to these spaces being withdrawn completely for our use. Please treat these spaces with a significant amount of discretion.

1. Members should seek on-street parking in the first instance. If this is unavailable and that member is eligible at that time to utilise the four club off-street spaces, then the below procedure should be used.
2. All users of the parking spaces must follow safe shared zone driving practices: slow speeds and turns, use of hazard lights and a "wait until clear" approach. When towing in the shared area, spotters must be used.
3. Use of the club parking spaces is strictly limited to approved members only whilst actively performing Club activities or roles and authorized third parties such as contractors or function hirers for the time of their activity.
4. The recognized member roles referred to in this policy are Club Captain, Junior Activities Director, Admin Manager and staff, Club House Manager, Patrol Captain, IRB Captain, competition support and vehicular logistical support with trailers.
5. During patrol season when and only Queenscliff is providing active patrol services, two of the four spaces are to be reserved during patrol hours for the on-duty Patrol Captain and lifesaving leadership (Club Captain and/or Vice Club Captain).
6. During Nipper sessions when and only when Nipper planned activities are in progress, two of the four spaces are to be reserved for the Junior Activities Director and the designated Nipper Water Safety team leader.
7. Members when parking in one of the four Council approved spaces must place the Council approved Parking Permit card on their vehicle's dashboard. These passes should be openly displayed on the vehicle dashboard at all times whilst parked.
8. The Council Parking Permit cards are to be accessed when and only when being used as per 6 above and will be stored when not in use in the wall mounted security box inside the club house.
9. The Council Parking Permit card must be returned to the security box after every use and just prior to the approved member's vehicle vacating the marked parking space.

10. During Carnivals held at Queenscliff the following are allowed spots, Club event Organiser, ESO, IRB Co-ordinator when water events included + Patrol Captain only, the 2nd Lifesaving spot will be forfeited to the ESO
11. Approved users of the Council Parking Permit card will be provided with the security box access code referred to in this policy and which must not be shared with non-authorized members.

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