

# **Wingfield Range Use Policy and Procedure**

## **Overview discussion**

1. The Wingfield Range is the State Headquarters for Target Rifle South Australia.
2. It is managed by the Management of Target Rifle South Australia.
3. The range incurs costs each year which include items such as electricity, water and sewerage, local council rates, insurance, general maintenance etc.
4. The Association has adopted a user pays approach to the range in order to ensure that the members of affiliated clubs who have their own clubs to maintain and support do not incur additional expense as a result of the State having this facility.
5. The Management has always endeavored to keep fees for user clubs and members as low as possible, keeping in mind the need for upgrading and maintenance at the range. Since 2000, the cost for clubs use has only been increased to cover the increase in cost to the Association when the GST was brought in.
6. Fees for the use of the Wingfield Range are proposed annually by the Management and accepted by the members at the Annual General meeting.
7. The facility is equipped with a "self-serve" kitchen for all members and clubs to use, and an honour system for the payment of goods purchased is in use.
8. The foyer area of the facility has been made into a comfortable area for user clubs and members to use. This is equipped with a television set and air conditioning for members comfort.
9. The Wingfield Range is the home range for, currently, 3 affiliated clubs, and is used by many individual registered members for training and practice.
10. Affiliated clubs and members are all entitled to use the State Range and pay the fees set by the Annual General Meeting for this use.
11. The range is currently used 6 days each week.
12. The Association supports the needs some individual members have for additional training, and has encouraged this by enabling the purchase of a Range Pass that entitles them to use the range to train an unlimited number of times during the week/weekend. It is intended that this use not interfere with the agreed use by our affiliated clubs.
13. The following guidelines have been drawn up following queries of user groups and individual members of this Association who have been uncertain as to procedures regarding range use.

## **Affiliated Clubs**

1. Clubs wishing to use the range for a one-off event, must advise the Association Secretary of this and book a date, range(s) and time for this event. Such bookings should be made as early as possible as the range is currently very well utilized.
2. Clubs wishing to use the range on a regular basis throughout the year must provide the Association Secretary with a program, listing the dates and the ranges required on those dates. These clubs will be sent an account every 3 months.
3. Clubs booking the 20 metres range or the Air Rifle range will have exclusive use of that range for the agreed booking time, which is usually a block of 3-4 hours.
4. Clubs booking the 50 metres range, unless it has been booked for the conduct of an "Open" competition, will have use of only a section of that range, which will be agreed to at the time of the bookings.
5. Clubs are not entitled to any additional use of the ranges outside of the agreed dates and times unless they make bookings for this use with the Association Secretary.
6. Clubs must have Accredited Range Officials in attendance.
7. Clubs will pay the fee for the use of the range within 7 days of their receipt of any account.

## **Registered Members of Target Rifle SA**

1. Members are always welcome to attend the Wingfield Range, however they must understand that the range costs a lot to run and that users must assist to pay for this. Guidelines for payment are as follows:
  - i. If a member attends the Wingfield Range at the same time as a designated club is using the 20 metres range, (or the air rifle range), and that member wishes to use the same range, it is expected that the member will become a visitor of the user club and pay that club a range fee for their shoot.
  - ii. If the member wishes to use a range (not currently being used by a designated club) for reasons of private practice, the member must sign the Attendance Book and either be the holder of a Range Pass (in which case no further payment is required) or pay the current Association range fee. (Where the Office is not open, an envelope will be provided for payment of fees which can then be "posted" into the Office).
  - iii. If a member attends the Wingfield Range at the same time as a designated club is using the 50 metres range, and that member wishes to use the same range, they may either become a visitor of the designated club, paying that club's range fee and join in their activities, or if their reason for attendance is to do private practice, they may set themselves up on the range but away from those bays used by the designated club. In this case, they must sign the Attendance Book and either be the holder of a Range Pass (in which case no further payment is required), or pay the current Association range fee. (Where the Office is not open, an envelope will be provided for payment of fees which can then be "posted" into the Office).
  - iv. Officials of a club designated to use any part of the range on that day are empowered to ask to sight the Membership Registration card and Range Pass to confirm any person's right to be on the range.
  - v. A club designated to use one of the ranges may, at its own discretion, allow a Range Pass holder to use a bay designated for their club's use (20 metres or air rifle ranges), without the payment of a range fee to them. It must be stressed, however, that the club is not obliged to do this as it is paying for the use of the whole range and is anticipating that attendees will pay their range fee in order to assist the club to pay the range hire.
  - vi. If a member or visitor pays range fees to a hiring club, then the club will provide targets. If a Range Pass holder or a registered member (clause ii or iii) requires targets these are available from the Range Office if it is open, or otherwise purchase will have to be arranged with the hiring club.

## **Non-members and visitors**

1. A non-member is a "visitor".
2. If a visitor comes to the Wingfield Range at the same time as any club is having a club meeting, that person is expected to pay the visitors range fee to that club, and will be the responsibility of that club while he/she is at the range.
3. Visitors (non-members) are welcome to attend the range for club meetings and at any other time when there are Accredited Range Officials present to directly supervise them. At all times visitors will pay the range fee of the club (or the Association if the visit occurs on a Saturday when the range is open and can cater for visitors).
4. For safety reasons, non-members will not be involved in any shooting activity if they attend private practice sessions with members as these members may not be Accredited Range Officials, or experienced in handling inexperienced shooters who may need individual attention.