

Relevant Booking Information and Management Rules

Index	Page
1. Rules regarding The Consumption of Alcohol	2
2. Rules regarding Birthday Disco Parties Involving Young People	3
3. Bouncy Castle Guidelines (not permitted within Community Halls)	4
4. Community Facilities Management Rules	8

CORPORATE AND COMMUNITY SERVICES - BUSINESS SUPPORT

RULES REGARDING THE CONSUMPTION OF ALCOHOL

1. No alcohol is to be consumed or sold in any part of the premises without the consent of the Council.
2. Where excisable liquor is to be sold either directly or indirectly it is necessary to apply for a licence from the Licensing Board (0141 577 3014). Direct sale is where alcohol is exchanged for money; indirect sale of alcohol is where it is exchanged for a ticket or similar. You must produce/display the license at the time of your event. Failure to produce the license will result in no sale of alcohol.
3. We do not allow 'Bring Your Own Bottle' to parties or events unless requested by a group registered with Corporate and Community Services - Business Support Section.
4. The use of draft kegs of beer and lager in premises is limited to where/when it is a safe practice. Permission will only be given to a Caterer or Publican who can satisfy the Council's Risk Assessment. Permission will be given at the discretion of the Council.
5. All bars dispensing of alcohol should cease one half-hour before the let is due to end.
6. The Council reserves the right to refuse permission to any lessee that does not satisfy the conditions above or who have previously misused this permission.

Business Support Section
Corporate and Community Services Department

April 2011

RULES REGARDING BIRTHDAY DISCO PARTIES INVOLVING YOUNG PEOPLE

1. For the safety of young people attending the event there has to be adequate supervision. Customers are required to ensure that there is 1 adult to every 10 young people. Supervising adults are required to ensure entrances/exits are supervised and toilet areas are checked regularly.
2. Supervision of young people should include ensuring that any harmful substances (alcohol, drugs, etc) do not come into the premises. Smoking is not permitted within the premises.
3. The person held responsible for the let is the person signing the let form and should be present for the whole duration of the let, that person should discuss arrangements with the facility officer.
4. The facility officer will not admit any young person to the event until the supervising adults have arrived.
5. Supervision of the event includes ensuring the Council premises are not damaged and access is restricted to the areas booked or financial penalties can be imposed on the responsible person.
6. It is the responsibility of the lessees to ensure that the premises are left in reasonable order.
7. In accordance with the Conditions of Let for Halls there is to be no collection of money at entry doors, all tickets have to be sold in advance.
8. All public disco parties will be treated as a commercial let and charged accordingly.
9. Young people should remain within the premises for the duration of the event if they leave they should not be allowed to return to the event.
10. The facility officer has the right to stop or cancel the event if any of the above rules are disregarded.

NB Bouncy Castles/inflatables are not permitted in community facilities. Separate guidelines are available for the outdoor use of Bouncy Castles.

OCTOBER 2012

GUIDELINES FOR BOUNCY CASTLE USERS/HIRERS/OPERATORS/ATTENDANTS

Helping you play safe and stay safe

Users/Hirer Responsibilities

- Notifying the Head of Establishment of the purpose of the hire, to include information of all equipment / devices that are to be used. The Hirer may be asked to provide an East Renfrewshire Council Events Management Plan containing this information.
- Ensuring there has been an adequate exchange of information between the Controller, the Head of Establishment, the Operator/Attendant and themselves.
- Evidencing the appropriate documentation from the Controller prior to delivery and erection of the inflatable play equipment, to include Public Liability Insurance Cover for no less than £5million, PIPA* Paperwork and/or tag, and instructions for safe use, or the provision of a competent person to operate the equipment.
- Agreeing the Operator/Attendants, ensuring that they have been adequately trained and are competent in their role
- Completion of a risk assessment. This must be updated to take account of local operational and practical considerations and reviewed at appropriate times.
- Appropriate supervision is in place or assurances of Enhanced Disclosure checks if appropriate

**The Register of Play Inspectors International (RPII) specialist qualification for inflatable play inspectors is the only one recognised by PIPA*

Operator/Attendant Responsibilities

The operational control of the inflatable play equipment at any time when it is intended to be available for use to include:

- advise users to remove glasses
- users to remove footwear (except socks) and any other hard, sharp or dangerous objects
- not allow users to consume food, drink or chew gum
- not allow users to obstruct entrances or exits
- not allow users to climb or hang on the walls
- restrict users to the minimum height stipulations
- maintain a clear view of the equipment and its entrances and exits
- only allow use of the equipment when it is fully inflated
- restrict users to any loading regulations that may be in force
- restrict users to appropriate age groups
- in all instances operate the equipment in line with the guidance given in the controllers instructions.

Extract from HSE Information Sheet ETIS 7 Revised

Safe use and operation of play inflatables, including bouncy castles

Recognised hazards

The following hazards have been known to occur:

- instability and blowing away in windy conditions;
- situations caused by loss of pressure as a result of failure of the fabric zips and seams;
- failure or loss of power to the blower;
- disconnection of the blower;
- litter blocking the air intake and/or vents;
- falls from the structure;
- windows tearing or detaching;
- tripping (particularly over anchorages);
- injury to users caused by boisterous behaviour, overcrowding or not separating larger users from smaller ones;
- access to dangerous (parts of) machinery (e.g. inadequately protected, or unguarded, blower units);
- electrical hazards (e.g. shock or burns), if powered in this manner;
- inadequate means of escape in case of fire;
- lifting injuries caused by manual handling;
- injury to users caused by wearing inappropriate clothes and shoes;
- suffocation
- entrapment.

Checklist for staff when accepting a booking for inflatable play equipment

Information Required	
Date of Use	
Booking form with details of Inflatable Play Equipment (to include PIPA tag or certificate number)	
Completed and signed Risk Assessment	
Site agreed with ERC for location of equipment	
Public Liability Insurance Cover for £5 million	
Is Events Management Plan Required?	
Supervision in place	
Checklist completed by :-	

EAST RENFREWSHIRE COUNCIL
MANAGEMENT RULES
COMMUNITY HALLS AND FACILITIES

East Renfrewshire Council in virtue of the powers conferred by the Civic Government (Scotland) Act 1982 and of all other powers authorising or empowering them in that behalf do hereby make the following Management Rules for the regulation of every community hall or community facility or similar premises owned by or managed by the Council (during the hours available for hire only, in respect of any building or facility used for school purposes).

1. INTERPRETATION

Throughout these Management Rules:-

- (a) The provision of the Interpretations Act 1978 shall apply to the interpretation of these Management Rules as they apply to the interpretation of an Act of Parliament;
- (b) "the Council" means East Renfrewshire Council constituted in terms of the Local Government etc. (Scotland) Act 1994 and having its headquarters at Eastwood Park, Rouken Glen Road, Giffnock G46 6UG and its statutory successors and where lawful includes any officer of the said Council with the appropriate delegated powers and any employee of the said Council representing him/her or acting on his/her behalf;
- (c) "Community Halls" and "Facilities" means all buildings or parts of buildings owned or managed by the Council and hired for use by any person, group, company or other legal persona and includes the curtilage of any such building, all doorways and entrances thereto and all areas within any such community halls, buildings or other such facilities;
- (d) "Authorised Officer" means the Council Officer duly authorised by the Council to have responsibility for the management of the Community Halls and Facilities and any employees of the Council representing him/her or acting on his/her behalf and
- (e) "Conditions of Hire" means the contract between the Council and any hirer of any Community Hall or Facility from time to time which provides the whole terms and conditions of hire of the Community Hall or Facility (otherwise known as "Conditions of Let").
- (f) "hirer" means the person(s) or group or company or other legal persona who has entered into a Conditions of Hire contract with the Council, but only for the period of the Hire (otherwise known as "Let") as stated in the Conditions of Hire;

- (g) "emergency services" means the police, fire service, paramedics or other medical staff attending an emergency call at the Community Halls and Facilities.
- (h) "Application Form" means the application of the hirer to the Council to hire a Community Hall or facility.

2. INSTRUCTIONS OF HIRERS AND AUTHORISED OFFICERS

- (a) All hirers of the Community Halls and Facilities shall comply with the terms and conditions contained in the Conditions of Hire contract between the Council and the hirer; and
- (b) All persons shall obey the reasonable and lawful instructions of the hirer, or any person acting under the authority of the hirer or the Authorised Officer in order to comply with the terms and conditions of the Conditions of Hire.

3. OPENING AND CLOSING

No person shall enter or wilfully remain within the Community Halls and Facilities at any time when the Council may have closed the same for any time or purpose as they may consider expedient;

4. REGULATION OF ADMISSION

- 4.1 No person shall enter the Community Halls and Facilities except as allowed in any Conditions of Hire or when open to the public (on payment of a fee, where relevant). The Authorised Officer shall decide when the hall or facility is open to the public.
- 4.2 All users must enter and leave by the proper doorways showing the relevant identification when asked by the Authorised Officer, if required, and, where relevant, pay any fees due prior to entry.
- 4.3 No child under 8 years of age shall be allowed to enter any part of the Community Halls and Facilities unless accompanied by a parent or responsible person over 16 years of age and then only in the terms provided in Rule 10 below;
- 4.4 No person under the age of 18 years of age will be admitted to any event, or production that the Authorised Officer deems to be unsuitable in any way.
- 4.5 The Authorised Officer reserves the right to refuse entry to any person whom he/she considers does not meet the minimum age requirement of a film's legal certification showing at any Hall or Facility.

- 4.6 No person under the age of 18 years is allowed to enter any part of the Community Halls and Facilities which may be licensed to sell alcoholic liquor unless such a licence permits children to be present and then only on such terms and conditions as the licence allows;
- 4.7 No person awaiting admission to the Community Halls and Facilities shall remain in any part thereof except such areas as shall be set apart for that purpose. No person shall wait or remain in the passages or stairways at any time; and
- 4.8 No person shall enter the Community Halls and Facilities for the purpose of using toilet facilities unless that person has entered the Community Halls and Facilities for a purpose stated in this Rule 4.

5. PROTECTION OF PRIVACY

No person shall in the Community Halls and Facilities:-

- (a) by any disorderly or improper conduct disturb, interrupt or wilfully intrude upon or interfere with the privacy of any person properly using the facilities of the Community Halls and Facilities;
- (b) by forcible or improper means seek admission to or view into any changing room, cubicle or toilet at any time when the same shall be occupied by any person authorised to use the same;
- (c) enter or use any toilet, changing room or part of the Community Halls and Facilities which for the time being has been set apart and sign posted by the Council for use by the opposite sex; provided that this management rule shall not apply to a child under 8 years of age accompanied by that child's parent or responsible person over 16 years of age of the opposite sex;
- (d) record images or sound by any means whatsoever within the Community Halls and Facilities without the prior permission of the Authorised Officer; and
- (e) leave unattended any personal effects or clothing or bags etc. in any area of the Community Halls and Facilities except as allowed in terms of any Conditions of Hire from time to time.

6. SAFETY AND PREVENTION OF INJURY

No person shall:-

- (a) wilfully, improperly or recklessly interfere with any person in the proper use of the Community Halls and Facilities;

- (b) wilfully or recklessly behave so as to endanger their own or any other person's safety in the Community Halls and Facilities;
- (c) disobey any lawful instruction given by the Authorised Officer the hirer or any person acting under the authority of the hirer or the Authorised Officer or the emergency services to ensure the safety and comfort of all persons using the Community Halls and Facilities at that time;
- (d) bring into the Community Halls and Facilities any object or objects which may be considered by the Authorised Officer to be dangerous or improper or otherwise; and
- (e) enter any area of the Community Halls and Facilities marked or signed as having restricted access.

7. BEHAVIOUR IN THE COMMUNITY HALLS AND FACILITIES

- (i) No person shall:-
 - (a) behave in a disorderly or offensive manner in the Community Halls and Facilities or use any violent, profane, racist, sectarian, sexist or offensive language or behave in an offensive, disorderly or insulting manner whilst in the Community Halls and Facilities which in the sole opinion of the Authorised Officer, is unacceptable;
 - (b) wilfully or improperly soil or damage any article of property belonging to the Council or the hirer;
 - (c) enter or remain within the Community Halls and Facilities whilst they are in a state of intoxication through or under the influence of alcohol or drugs which, in the sole opinion of the Authorised Officer, is unacceptable;
 - (d) being a person under 18 years of age who has consumed alcohol or drugs, enter or remain within the Community Hall or Facility.
 - (e) remain within any the Community Halls and Facilities whilst behaving in a manner which is not acceptable to the Authorised Officer who shall be sole judge as to whether the behaviour is acceptable or not.
 - (f) except with the prior consent of the Council, sound or play any musical instrument, sing or perform or operate any sound or image producing device in any part of the Community Halls and Facilities except as authorised under the terms of the Conditions of Hire.

- (g) enter the Community Halls and Facilities when he/she is offensively unclean in person or dress or who is suffering from an infectious disease or whose appearance or state, in the opinion of the Authorised Officer, is unsuitable or undesirable.
 - (h) obstruct, disturb or annoy any other person in their proper or authorised use of the Community Halls and Facilities, or obstruct or disturb any Council employee or the hirer in the performance of his/her duties whilst in the Community Halls and Facilities.
 - (i) use the Community Halls and Facilities for any purpose other than the purpose stated by the hirer on the application form and approved by the Council or as amended by the Council and accepted by the hirer on that form. The Council or the Authorised Officer reserves the right to refuse the hire of a Hall or Community officer if the proposed use is deemed by the Council or Authorised Officer as unacceptable.
 - (j) sell any object, goods, food stuffs or services within the Community Halls and Facilities without the prior written consent of the Council or the Authorised Officer and the payment of such fee as the Council may from time to time deem appropriate;
 - (k) all gangways, doorways, stairways, entrances, exits and emergency exits shall be kept clear and unobstructed at all times.
 - (l) take, sell or distribute drugs in any facility or any part thereof except in a case requiring medical treatment where the administering of drugs is necessary and performed by appropriately qualified medical practitioner or member of the emergency services or where the drugs are taken as part of a prescribed course of medication;
 - (m) tamper with or damage any fire alarms, smoke detectors or fire fighting equipment located in any facility;
- (ii) (a) Any person admitted to a Community Hall or Facility must conduct themselves in a reasonable manner as regards to noise and disturbance.
 - (b) The Authorised Officer may refuse admission to or expel any person or persons from the Community Hall or Facility on reasonable cause.
- (iii) All persons must comply with all reasonable directions or instructions given to them by the Authorised Officer in the course of his duties.

- (iv) All persons must leave at the stated or agreed closing time or when requested to do so by the Authorised Officer. Authorised Officers also have the right to refuse admission in the circumstances stated above.
- (v) Lost property should be handed to the Authorised Officer upon finding. While the Council has no legal requirement to become responsible for lost items of property, all lost property will be handed to the police within 48 hours of being found.
- (vi) Unless by prior written consent from the Council or the Authorised Officer or in areas provided and designated by the Council for that purpose, food or drink must not be taken into or consumed in Community Halls and Facilities.
- (vii) All persons must refrain from any conduct, which is unseemly, anti social or which might cause annoyance or danger to other persons within the premises or in the vicinity of the premises, failure to do so may result in their exclusion from the Hall or Facility.
- (viii) Where appropriate, all persons must show any written consents or permissions relating to their use of the Community Hall or Facility to the Authorised Officer on request.
- (ix) All persons must pay to the Council on demand the amount of any damage done or occasioned to the Community Hall or Facility, the fixtures, fittings, equipment, furniture or any other contents, by him or by his guests or invitees or any person participating jointly with him in the use of any of the Community Hall facilities or by any person under his care or control.
- (x) It is prohibited to alter, interfere to deface the structure of any Community Hall or Facility or any equipment or fittings and fixtures within the premises.
- (xi) All items of electrical equipment that are brought into the Community Hall or Facility by or on behalf of the hirer of the Community Hall or Facility must be declared to the Council or the Authorised Officer prior to the date of hire. All such appliances must carry a valid and current Portable Appliance Test Certificate or validation, copies of which should be submitted to the Risk Management Officer.
- (xii) The Authorised Officer or any member of the emergency services may require the premises to be cleared with immediate effect and all persons within the Community Hall or Facility must immediately obey any such instruction.
- (xiii) The hirer will be responsible for ensuring that any persons operating the electrical or mechanical equipment are competent to do so with full regard to health and safety matters. Fire precautions must be observed with regard to equipment used.

- (xiv) The hirer shall be responsible for maintaining order in connection with the occupation and use of the Community Hall and Facilities and shall arrange that effective control is provided at all doorways which may be necessary so as to allow free access and exit and to ensure compliance with these rules. The hirer shall be responsible for appointing at least one steward per twenty five persons using the facility and the identity of the stewards will be made known to the Authorised Officer on demand.
- (xv) The charge appropriate to the date of let will apply irrespective of the dates of approval. As charges are normally reviewed by the Council each year it is the responsibility of the hirer to ascertain the appropriate charge from the Council for advance bookings made outwith the financial year of hire.
- (xvi) Maximum permitted numbers indicated on the application form and agreed by the Council must be strictly adhered to.
- (xvii) A completed Risk Management Check List must be returned with the booking application together with the requested documentation before a booking can be confirmed.
- (xviii) The hirer must hold public liability insurance with a minimum indemnity of £5,000,000 and shall forward evidence of such cover to the Council unless the activity is excluded from that requirement.
- (xiv) No part of a facility shall, except with the consent of the Authorised Officer, be used by any persons other than for the purpose which it is specifically designed or adapted for use. No equipment, furniture, fittings or other contents of a facility shall be used otherwise than in accordance with the instructions of the Authorised Officer and no person shall cause or permit any unauthorised use of any equipment, furniture, fittings or other contents;

8. PROVISIONS AS TO DRESS

No person shall, except with the person of the Authorised Officer, engage in any event or activity in a facility unless wearing or using the equipment and clothing appropriate to that event or activity and in any case, not to be offensive or indecent.

9. LITTER AND DISCARDED ARTICLES

No person shall deposit or leave in the Community Halls and Facilities:

- (i) any substance or article likely to cause injury or damage to any person or property;

(ii) any substance or article which might occasion risk of any kind to any child or other person finding or handling same;

(iii) any waste or other harmful matter.

No person shall throw down, deposit or leave any rubbish, refuse, litter or paper of whatever description in the Community Halls and Facilities, other than that in a receptacle/location provided for that purpose.

No person shall bring into the Community Halls and Facilities any article or thing which in the opinion of the Council would be likely to cause injury to any person or damage to the Community Halls and Facilities or any part thereof of the equipment, furniture, fittings or other contents.

10. BEHAVIOUR AND SAFETY OF CHILDREN UNDER 8 YEARS IN THE COMMUNITY HALLS AND FACILITIES

Children under the age of 8 must be accompanied at all times by a parent or responsible person over the age of 16 years who shall be responsible for the behaviour and safety of the child whilst in the Community Halls and Facilities. For any group of more than 5 such children there shall be a reasonable ratio of parents or responsible persons to the group of children and the Authorised Officer shall be sole judge as to what ratio is reasonable in the circumstances.

11. PHOTOGRAPHS, VIDEO RECORDING ETC.

No person shall, except with the express consent of the Council or the Authorised Officer, and subject to any rules of law in respect of copyright which may exist from time to time, record any images or sound by any means whatsoever, of any event or activity taking place in the Community Halls and Facilities.

12. AFFIXING NOTICES ETC.

No person shall, except with the consent of the Council, display, affix or post any bill, placard or notice upon any part of the Community Halls and Facilities or distribute any material, written or otherwise, on paper or otherwise, in the Community Halls and Facilities.

13. CHARITABLE COLLECTIONS

No person, group or organisation is permitted to collect money for a charitable collection in the Community Halls and Facilities without the prior written consent of the Council.

14. PRIOR WRITTEN CONSENT FROM THE COUNCIL

Where prior written consent from the Council is required in terms of these rules, such consent, if granted, may include the imposition of terms and conditions which must be adhered to, failing which any such consent shall be deemed to be withdrawn, the Authorised Officer shall be sole judge as to whether or not the terms and conditions are being adhered to.

15. PERSONAL RESPONSIBILITY FOR SAFETY

- (i) Any person using any of the facilities in the Community Halls and Facilities shall be held to have satisfied himself/herself as to the condition of the facilities and as to the suitability thereof for the purpose of use.
- (ii) The Council shall not be held responsible for any accident or injury to any such person arising from the use of the facilities, however such accident or injury may be caused.
- (iii) The Council cannot accept responsibility for any person who has been injured within a Facility whilst engaged in unauthorized activities, or activities that contravene any of these rules.
- (iv) The hirer is responsible for the provision of First Aid facilities, as required, for any person using the Community Hall or Facility.

16. SMOKING

No person shall smoke in the Community Halls and Facilities.

17. SPECIAL PROVISIONS

- (a) No dogs or any other animal or creature shall be allowed in any part of the Community Halls and Facilities unless prior written consent is obtained from the Council beforehand or as allowed in any conditions of hire. Provided that this Management Rule shall not apply to certified guide or aid dogs or when a hirer has obtained prior written consent from the Authorised Officer;
- (b) No person shall bring any alcoholic liquor into the Community Halls and Facilities unless prior written consent to do so is obtained from the Authorised Officer, or if allowed in terms of a hirer's Conditions of Hire or by any other contractual agreement. No person shall sell alcoholic liquor unless an appropriate licence under the Licensing (Scotland) Act 1976, or any subsequent equivalent legislation, is obtained first by that person;
- (c) Any person wishing to bring into the Community Halls and Facilities any equipment or apparatus must obtain prior written consent from the Authorised Officer for permission and such permission may be subject to such conditions as the Council may impose;
- (d) No gambling shall be allowed in the Community Halls and Facilities without the express permission of the Authorised Officer and such permission may be subject to such conditions as the Council may impose and is subject to permission being granted by East Renfrewshire Licensing Board or the Council as appropriate;
- (e) All personal belongings or any item brought into the Community Halls and Facilities by any person must be deposited in any cloakroom or area set aside for that purpose or be retained by the person until that person leaves the

Community Halls and Facilities. In particular, no such item or belonging is allowed to obstruct any doorway, passageway or aisles, nor placed on any seat in the Community Halls and Facilities for which the person has not purchased or otherwise obtained a ticket to occupy;

- (f) The Council shall not be responsible for any damage to or loss of any item of equipment or apparatus, personal effects, clothing or any other item brought into the Community Halls and Facilities by any person; and
- (g) No person is permitted to carry out any business activity within the Community Halls and Facilities unless the Council has given prior permission to do so in writing.

18. MANAGEMENT RULES NOT TO AFFECT EMPLOYEES IN THE PERFORMANCE OF THEIR DUTIES.

Any act necessary to the proper execution of his/her duty in the Community Halls and Facilities by any person employed by the Council shall not be deemed an offence against these Management Rules.

19. ALTERATION OF RULES

The Council shall be entitled to alter these rules or any part of them from time to time as they see fit and make and enforce such other rules as they consider necessary for the proper or better management of the Community Halls and Facilities.

20. BREACH OF MANAGEMENT RULES

The Authorised Officer shall be sole judge as to whether or not a person is about to contravene, is contravening or has contravened these Rules and his/her decision to expel or exclude a person from the Community Halls and Facilities shall not be challengeable at that time.

21. ARBITRATION

Without prejudice to the right of any Authorised Officer of the Council to ask a person to leave the Community Halls and Facilities, or expel or exclude that person from the Community Halls and Facilities in terms of these Rules, any difference or dispute arising as to the true intent, meaning or interpretation of these Rules shall be taken up and disposed of by the Council's Director of Central Services or other person appointed by him to do so. The Authorised Officer and any other party disputing the matter shall be invited to make oral or written submissions which shall be considered in reaching a decision and the decision of said Officer or person so appointed shall be final.

22. EXPULSION OR EXCLUSION FOR BREACH OF MANAGEMENT RULES

The Authorised Officer of the Community Halls and Facilities may:-

- (a) if he/she has reasonable grounds for believing that a person has contravened, is contravening or is about to contravene any of the Management Rules, expel that person from the Community Halls and Facilities; and
- (b) if he/she has reasonable grounds for believing that a person is about to contravene any of the Management Rules, exclude that person from the Community Halls and Facilities.

23. EXCLUSION ORDERS

In terms of Section 117 of the Civic Government (Scotland) Act 1982 the Council may decide that a person who has persistently contravened or attempted to contravene these Management Rules and is, in their opinion, likely to contravene them again shall be made subject to an Exclusion Order. This decision will only be implemented after having given the person an opportunity to make written or oral representations to the Council. An Exclusion Order shall have effect for such a period not exceeding one year as the Council may determine and the Council may at any time reduce that period or revoke an Exclusion Order made by them.

24. OFFENCES

In terms of Section 118 of the Civic Government (Scotland) 1982, any person who:-

- (a) on being required to leave the Community Halls and Facilities by the Authorised Officer who has reasonable grounds for believing that the person has contravened, is contravening, or is about to contravene any of these Rules, fails to leave;
 - (b) on being informed by the Authorised Officer who has reasonable grounds for believing that the person is about to contravene any of these rules that he is excluded from the Community Halls and Facilities, enters or attempts to enter the Community Halls and Facilities; or
 - (c) being a person subject to an Exclusion Order under Management Rule 23 above, enters or attempts to enter the Community Halls and Facilities;
- shall be guilty of an offence and liable on Summary Conviction to a fine not exceeding level 1, presently £200.

Made by The East Renfrewshire Council on the Tenth day of January, Two thousand and Eight.

Signed,
Head of Legal Services and Authorised Signatory