

Shelley Point Home Owners' Association

Community Centre Rules and Regulations

1. Context: Regulatory Framework

- 1.1 In accordance with Paragraph 4.8.7.1 of the General Rules of the Shelley Point Home Owners' Association, the Shelley Point Home Owners Association Sport and Social Club (S&SC), accredited as such by the SPHOA functions as a constituent part of the SPHOA, in accordance with its Constitution and Rules, and is accountable and reporting to the Trustee Committee (Committee).
- 1.2 The Constitution and Rules of the S&SC must be submitted to the Committee for approval, whereafter it will be incorporated into the Rules of the SPHOA with the status of Rules, provided that in instances where a conflict may arise between the Rules such approved and the Constitution, any other Rule, the provisions of the SPHOA Constitution and the General Rules, in that order, will enjoy preference.
- 1.3 Regarding the Community Centre, the General Rules of the SPHOA determine that said facility is provided and maintained by the SPHOA primarily to be enjoyed by its Members. Notwithstanding, the Committee may Levy an amount as an admission fee to access certain identified facilities that may be housed in the Community Centre.
- 1.4 The codes of conduct for the Community Centre and the business hours, as published from time to time by the Committee, must always be strictly adhered to.
- 1.5 The Committee reserves the right to refuse, cancel, or suspend admission to the Community Centre, or any part thereof of any person or group in the event of breaching the codes of conduct, or not paying any Debt due and payable arising from the use of the Community Centre facilities.

2. Designation

- 2.1 The Shelley Point Community Centre is the property of the SPHOA, who has designated the day-to-day management and operations to the S&SC, subject to the terms and conditions contained in the Designation Agreement between the parties.
- 2.2 The Rules and Regulations herein are therefore primarily developed to ensure compliance by the S&SC with the terms and conditions of the Designation Agreement.
- 2.3 The Rules and Regulations are also aimed at informing Members of the SPHOA, their families and guests, Residents of the Shelley Point Estate, the Members of Affiliated Clubs, Visitors to the Estate, and General Members of the Public, as may be granted access from time-to-time, of the designated use of the facilities and the related code of conduct.
- 2.4 It is expected of all persons using the facilities to conduct themselves in a courteous manner with due regard for the rights of others.
- 2.5 All persons entering the Community Centre will be subject to the Rules and Regulations and enter the property at their own risk. Neither the SPHOA, nor the S&SC, will be liable for any damage of whatsoever nature suffered by any person entering and/or using the facilities comprising the Community Centre and related areas.
- 2.6 In accordance with its designated authority, the S&SC may on behalf of the SPHOA exercise the rights thereof as contemplated in Clause 1.5 above.
- 2.7 The Rules and Regulations as expanded upon herein are issued in terms of Paragraph 4.8.7.1.2 of the General Rules of the SPHOA and will have the force and effect as contemplated therein. Any breach thereof will constitute a breach of the Rules of the SPHOA and will be acted upon by the Sports and Social Club (S&SC) as the designated authority of the SPHOA accordingly.

- 2.8 Designated areas within the Community Centre and the related access/use, are herein communicated with reference to Annexure "A" (Floor Plan).
- 2.9 Kindly note that areas highlighted in **Red** are, due to health, safety, operational, and commercial considerations out of bounds for all persons except authorized employees and officials.
- 2.10 The sub sections of this document include:
- Community Centre General Rules and Regulations
 - Multi-Functional Spaces
 - Swimming Pool Rules
 - Community Centre Parking
 - Process to Reserve Areas within the Community Centre

3. Community Centre Rules and Regulations

- 3.1 The Community Centre comprises the following facilities as depicted in Annexure "A":
- a. Bistro
 - b. Bar
 - c. Pro Shop
 - d. Multi-Functional Room
 - e. Future Expansion Area (Functionality TBC at future AGM).
 - f. Rooftop Area (Functionality TBC at future AGM).
 - g. Swimming Pool Area (MR)
 - h. Dressing Rooms (MR)
 - i. Games Room (MR)
- 3.2 The Member Reserved (MR) areas comprising the Swimming Pool, Dressing Rooms and The Games Room will be for the exclusive use of Members of the SPHOA and Residents of the Shelley Point Estate, and their respective immediate families, and will be marked as "Member Reserved". Guests of SPHOA Members and Residents must be accompanied by their respective hosts when accessing the MR sections of the facility. The balance of the facilities will be open to the public, subject to strict access protocols in place at any given time.
- 3.3 All persons present in the Community Centre shall be obliged to always comply with the Rules and Regulations applicable thereto.
- 3.4 Any person in breach of the Rules and Regulations applicable to the Community Centre, inclusive of the breach of any condition applicable to an affiliated Club, and whose continued presence poses a danger to the health and safety of other people present, or may result in any damage to the facility, may be requested by the authorized supervisor to leave the premises with immediate effect.
- 3.5 Should any person, after following due process by the S&SC, be found to be in breach of the Rules and Regulations (inclusive of refusing to act on the reasonable instruction of the authorized supervisor contemplated in Clause 2.4 above), such person may in addition to any other remedial action allowed by the S&SC, also be prohibited from access to and use of the Community Centre, permanently or for a specific period of time, as may be appropriate.
- 3.6 During any period of rental/reservation of any facility in the Community Centre, it is the responsibility of the Tenant/Applicant to ensure adherence to the Rules and Regulations by participants and/or those in attendance.
- 3.7 Notwithstanding any agreement to the contrary, the S&SC reserves the right to suspend the use of any designated space in the Community Centre awarded to a Member not in good standing with the SPHOA, S&SC or any of its Affiliated Clubs.
- 3.8 Normal operating Hours of The Bistro will be Monday to Sunday from 08h00 to 17h00.
- 3.9 Normal operating Hours of The Bar will be Monday to Saturday from 11h00 to 20h00 and Sundays from 11h00 to 18h00.

- 3.10 Normal operating Hours of The Multi-Functional Room will be 07h00 to 22h00.
- 3.11 No illegal substance will be allowed at any time in the Community Centre or surrounds.
- 3.12 Without the explicit consent of the SPHOA and/or the S&SC, as appropriate, the Community Centre may not be used for monetary gain purposes. The consent as contemplated above shall be subject to compliance with any applicable statutory prescript, affiliation requirements, and/or the conclusion of a commercial rental arrangement, as applicable.
- 3.13 No animals (pets) are allowed in the Community Centre at any time except for appropriately trained dogs assisting the disabled. Without exception the use of bicycles, skateboards, roller blades and/or roller skates in the Community Centre is prohibited.
- 3.14 The playing of music shall be done in the most considerate way possible and not to cause a nuisance to other people present in and/or sections within the Community Centre, as may be applicable.
- 3.15 The playing of music in the Community Centre shall cease at 20h00 Monday to Saturday and 18h00 on Sunday

4. Multi-functional Spaces

- 4.1 Certain areas within the Community Centre, as decided from time-to-time by the SPHOA or S&SC, such as the "Multi-Functional Room", are available for meetings and group functions, such as Committee Meetings, SPHOA Forums, social gatherings, and private events.
- 4.2 The use of the "Multi-Functional Room" is subject to the Rules and Regulations determined herein and must be booked in advance as prescribed.
- 4.3 Meetings or events of outside organizations such as political, religious, or business organizations may not take place in the Community Centre unless approved by the SPHOA in writing at least 21 days before the occasion.
- 4.4 The responsibilities regarding the agreed use and the protection of the facilities remain with the person/organization booking the venue.

5. Swimming Pool Rules

- 5.1 Communal swimming pools in complexes and estates, whether managed by a body corporate or a homeowner's association, are private swimming pools as they are for the specific use of their residents only.
- 5.2 The SPHOA is obliged to ensure the safety of the pool at the Community Centre as per the regulations of various bodies, among others, the South African Bureau of Standards, Municipal By-laws, National Building Regulations, etc.
- 5.3 The rules herein are aimed at compliance with the obligation of the SPHOA as the owner of the pool facility in terms of the National Building Regulations to ensure controlled access to the swimming pool, and to communicate all related rules and safety measures to Members and Residents.
- 5.4 No food or beverages will be allowed within one (1) meter of the pool. No such contained in glass will be allowed in the pool area.
- 5.5 All children entering the demarcated pool area must be accompanied and supervised by an adult over the age of eighteen (18).
- 5.6 All Members and/or Guests within the demarcated pool area must be properly attired in a swimming costume and the swimming and/or sunbathing in underwear are prohibited.
- 5.7 Running around inside the pool area and excessive jumping or diving into the pool are prohibited. Diving in shallow areas is strictly forbidden.
- 5.8 Any flotation device, except for life vests, water wings and noodles are prohibited inside the pool.

- 5.9 Furniture (pool chairs and lounges, tables, etc.), if moved, must be put back in their original position.
- 5.10 The operating hours of the pool, which will be strictly enforced, are from 07h00 until 18h00 during the Winter and from 06h00 until 19h00 during the Summer.
- 5.11 There are no lifeguards on duty, and all persons entering the demarcated pool area do so at their own risk. The supervisory function and responsibility remain with accompanying adults, and the SPHOA and S&SC shall not be liable for any loss or incident related thereto.
- 5.12 All emergencies such as accidents or injuries should be reported to the Shelley Point Security immediately who shall dispatch emergency services when required.

6. Community Centre Parking

- 6.1 Parking on the premises of the Community Centre is permitted in designated spaces and is only allowed while the owners of the vehicles are engaged in Community Centre activities. The SPHOA and S&SC will be entitled to take appropriate action resulting in the removal of vehicles parked in such areas uninterruptedly for a period extending beyond twenty four (24) hours. The cost associated with the removal will be for the account of the owner.
- 6.2 Vehicles may also be parked in the designated area next to the Estate Offices. The conditions applicable to parking of vehicles on the Community Centre premises will with the necessary changes apply to the parking next to the Estate Offices.
- 6.3 Golf Carts may only be parked in the designated spaces in front of the Community Centre. No motorcycles are allowed in this parking space.
- 6.4 The vehicles of members of the Public visiting the Community Centre will not be allowed to enter the Estate and is advised to use the designated space outside the Old Gate Entrance. These visitors will be subject to Estate Security Protocols before entering the Community Centre.
- 6.5 Parking vehicles, including golf carts, on any of the demarcated parking spaces, inside and outside the Estate, is entirely at owners' risk.

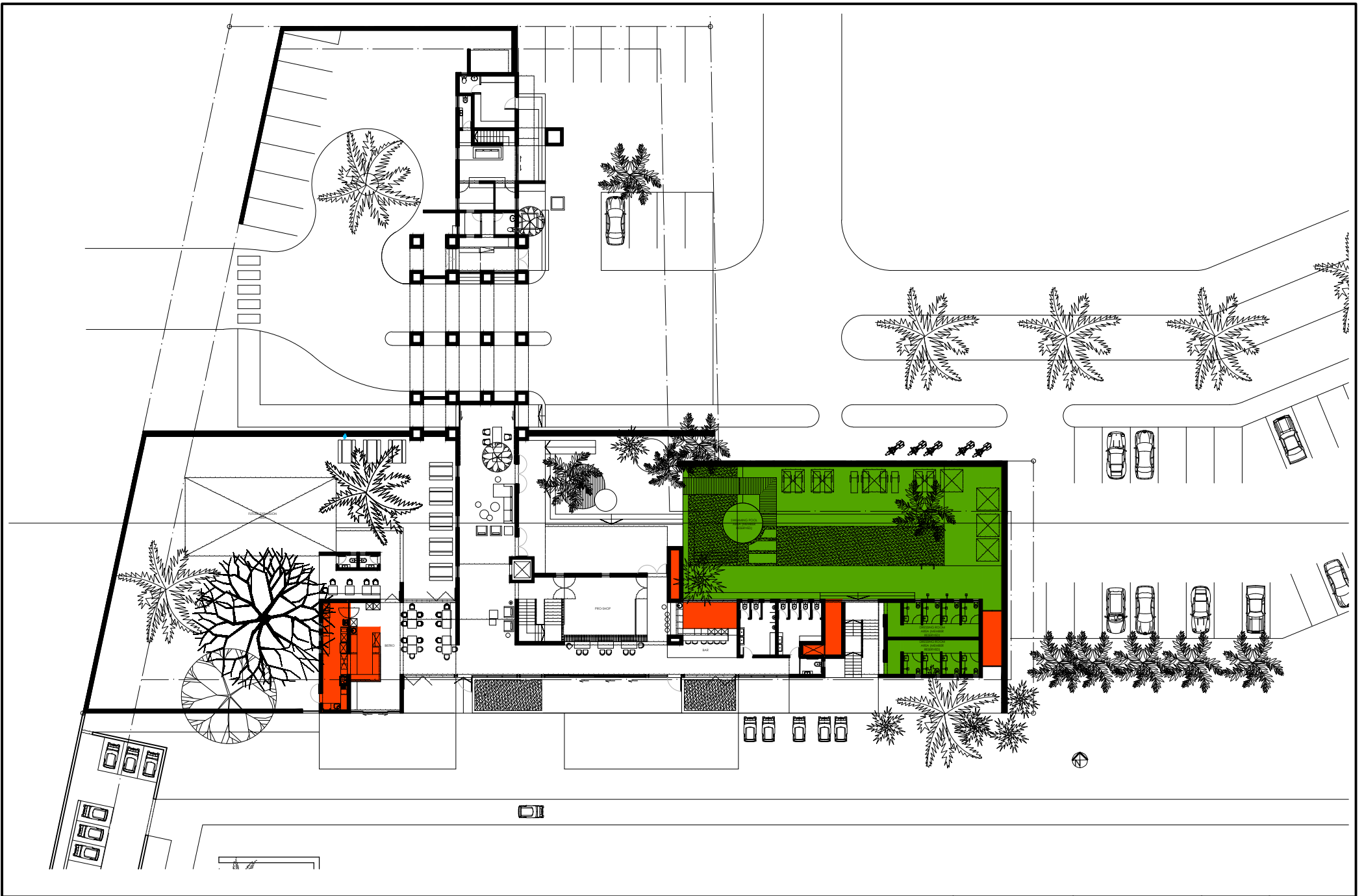
7. Rules and Process Pertaining to Reservation of Community Centre Facilities

- 7.1 Reservation of certain sections of the Community Centre, as determined by the SPHOA or S&SC from time-to-time, may only be done by Members in good standing with the SPHOA and the S&SC.
- 7.2 Reservations may be made up to a maximum of two (2) months in advance but at least one (1) week prior to the reservation date. SPHOA, S&SC, and Affiliated Club(s) reservations are however exempt from this rule.
- 7.3 No more than one (1) reservation per month may be made by any single Member unless a rental agreement is concluded with the SPHOA.
- 7.4 Reservations may be made for the following time slots:
 - a. Full Day (07h00 – 17h00)
 - b. Morning (07h00 – 12h00)
 - c. Afternoon (12h00 – 17h00)
 - d. Evening (17h00 – 22h00)
- 7.5 All reservations should be made through the Pro Shop, who will manage the booking platform.
- 7.6 Reservations will be taken on a "first-come-first-served" basis subject to Clause 7.2 above.
- 7.7 Reservations made for monetary gain purposes by an individual or organization other than the SPHOA, S&SC, or Affiliated Club(s), without the explicit consent of the SPHOA or S&SC, is not allowed. In such cases a commercial rental arrangement should be concluded with the SPHOA.

- 7.8 The Member making the reservation assumes full responsibility for the conduct of all attendees and their adherence to the Rules and Regulations of the Community Centre during the reservation period, and the SPHOA and S&SC, as appropriate, reserves the right to claim any damages resulting from the use of the facility during this time.
- 7.9 No staff or equipment, other than tables and chairs, will be made available during the reservation period, unless pre-approved by the Estate Manager or his/her Designated Official
- 7.10 All reservations will be subject to Normal Operating Hours of the various sections.
- 7.11 The venue should be left in the same state in which it was found, and lights should be switched off before vacating the area.
- 7.12 The cost associated with such reservations will be determined, from time-to-time, by the SPHOA and S&SC at their sole discretion.

APPROVAL:

- *SPHOA Trustee Committee Meeting held on 28 May 2024*
- *S&SC Management Committee Meeting held on 30 May 2024*

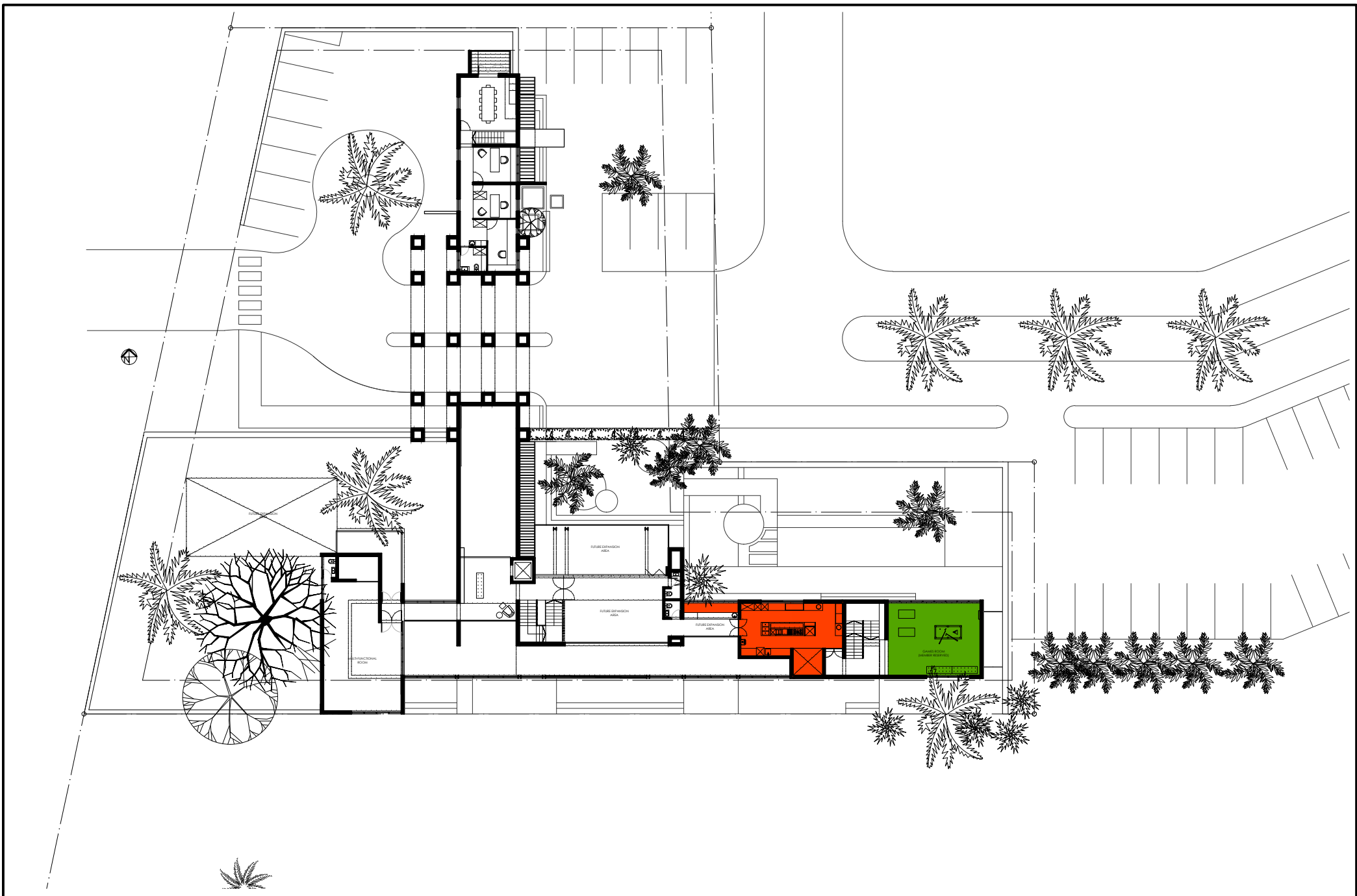


PROPOSED GROUND STOREY PLAN

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PHASE 1 & 2 - CONSTRUCTION PROPOSED ADDITIONS GROUND STOREY PLAN		ENGINEER:	DRAWING	ROTEK
SCALE 1:150		23.02.2024	DRAWN BY: RVDB	CD.01

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PROPOSED FIRST STOREY PLAN

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PHASE 1 & 2 - CONSTRUCTION
PROPOSED ADDITIONS
FIRST STOREY PLAN

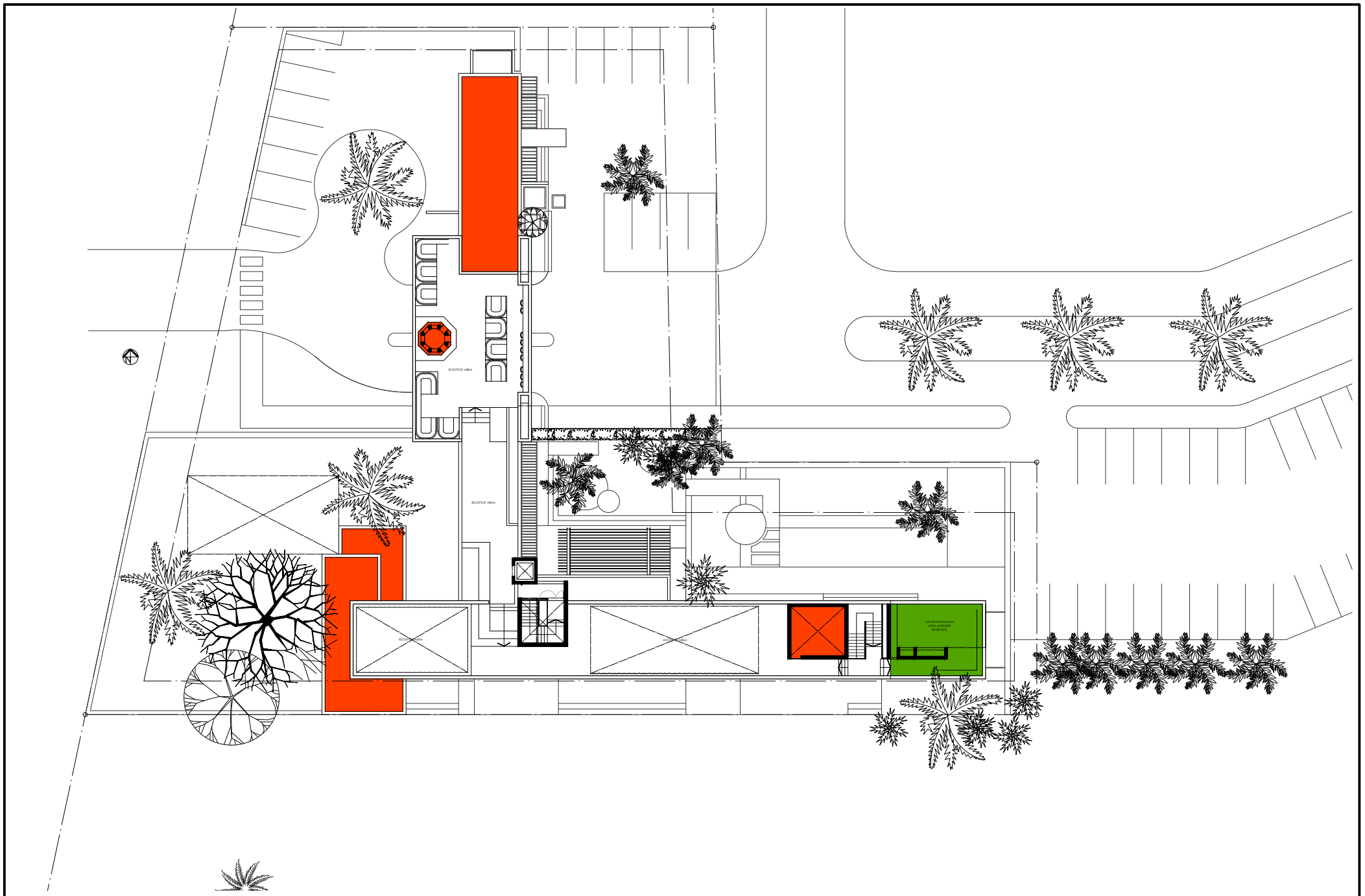
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SPHOA

PROJECT
0059

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PROPOSED ROOF PLAN

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**PHASE 1 & 2 - CONSTRUCTION
PROPOSED ADDITIONS**

ROOF PLAN

SCALE 1:150

SPHOA

PROJECT
0059

DRAWING
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