

Seasonal Oval Allocation Guide

1 Purpose

City of Darwin aims to provide a fair and equitable process for the allocation of its sporting ovals.

Objectives:

- Maximise community participation in sport and recreation through the provision of a network of sporting grounds and ovals.
- Optimise the available resources and maximise flexibility in use through identifying activities that are best suited to individual grounds.
- Proactively manage allocations to minimise potential for overuse of turf sports fields.

2 Scope

This guide describes the oval availability and application process for:

- Wet Season competition and training October – March
- Dry Season pre-season training last 6 weeks of Wet Season
- Dry Season competition and training April – September
- Wet Season pre-season training last 6 weeks of Dry Season

3 Ovals Available for Allocation

Oval	Goal Posts		Cricket	Other sports infrastructure
	Permanent	Temporary		
Alawa Two	AFL (sleeved but left in all year)		Turf cricket wicket square Cricket training nets	
Alawa Three				Sports field lights – currently inoperable

Oval	Goal Posts		Cricket	Other sports infrastructure
	Permanent	Temporary		
Anula	Rugby	Sleeved AFL behind posts – installed each Wet Season for training		
Bagot	Soccer (sleeved but left in all year)			Sports field lights – 100lux, 200lux
Chrisp Street	Soccer (sleeved but left in all year)			
Dinah Beach			Concrete cricket wicket with synthetic turf	
Fannie Bay	Soccer (sleeved but left in all year round)			Portable senior soccer goals for training & comp.
Gardens One		Sleeved AFL goal posts – installed each Wet Season for training & competition	Turf cricket wicket square Sightscreens & safety netting	Sports field lights – 100lux, 300lux, 500lux Scoreboard Coaches' boxes
Not available for pre-season training or any bookings between competition seasons				
Gardens Two	AFL	Sleeved soccer goal posts – installed each Dry Season for training & competition	Cricket training nets	Softball batting cages Scoreboard
Jingili	AFL	Sleeved soccer goal posts – installed each Dry Season for training & competition		

Oval	Goal Posts		Cricket	Other sports infrastructure
	Permanent	Temporary		
Kahlin			Turf cricket wicket square Cricket training nets with lights	Scoreboard
Malak	Soccer			Sports field lights – 100lux
Moil	AFL	Removable rugby crossbar – available in the Dry Season for training if requested		
Nakara	Soccer			Sign-on table with shade shelter
Nightcliff		Sleeved AFL goal posts – installed each Wet Season for training & competition	Turf cricket wicket square Cricket training nets with lights	Sports field lights – 100lux, 200lux Coaches' boxes
Tiwi	AFL		Concrete cricket wicket with synthetic turf	
Wagaman	AFL			
Wanguri			Concrete cricket wicket with synthetic turf	Portable junior & senior soccer training goals
Wulagi	AFL		Concrete cricket wicket with synthetic turf	Portable junior & senior soccer training goals

Sports Field Lights

Sports field lights on ovals and cricket training nets can be operated during the following hours:

	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
100lux & nets	4-9pm	4-9pm	4-9pm	4-9pm	4-9pm	4-10pm	4-10pm
200lux & above	4-9pm				4-9pm	4-10pm	4-10pm

These lights are controlled via text message. A unique user PIN and instructions can be supplied upon request to hirers who have booked ovals with lights. Invoices will be generated at the start of each month for the previous month's usage.

Cricket Training Nets

Please include any booking requests (days and start & finish times) for these in your seasonal oval allocation request, either CLEARLY on the same form, or on a separate form. There is no fee for use of the nets themselves, only for the lights.

4 Fees and Charges

All seasonal and casual oval fees and charges can be found under 'Sporting Ovals' in City of Darwin's Fees and Charges on City of Darwin's [website](#).

See 'Outdoor Venue Hire and Events' section for Gardens Oval Special Events fees outside of normal seasonal competition and training use.

5 Allocation Priority and Resolution of Conflicts

Priority for allocation of ovals will be given to applicants that:

- are in-season
 - competition takes precedence over training
- are affiliated with a Peak Sporting Body
- have complied with all previous allocation requirements
- participate in development programs

If more than one request for allocation at the same time and location is received from different Peak Sporting Bodies or unaffiliated groups, City of Darwin reserves the right to determine allocation.

Share arrangements may be required if demand outstrips availability and no other resolution can be found.

Sharing of allocations cannot be agreed upon between users without City of Darwin's prior written approval.

6 Seasonal Application Process

Allocation Requests

Read the Conditions of Seasonal Oval Allocation and sign the Declaration on the last page.

Complete the Seasonal Allocation Request Form.

Return your completed Allocation Request Form, signed Conditions Declaration page and your club's Public Liability Insurance (PLI) Certificate of Currency to your Peak Sporting Body.

Peak Sporting Bodies

1. Collate all requests from clubs under your auspices and check all required details are included.
2. Resolve any clashes between club requests.
3. Complete separate seasonal allocation booking for PSB competitions or squad training, and read and sign the Conditions of Seasonal Oval Allocation Declaration.
4. Return finalised allocation requests to City of Darwin's Recreation Services Officer via darwin@darwin.nt.gov.au.

Draft Version of Seasonal Allocations

A draft version of the allocations table will be sent to all applicants for review and feedback by specified date.

Final Seasonal Allocations

Following the review/feedback period, written confirmation of oval allocations will be sent to each applicant.

Pre-season Training Allocation Requests

Pre-season training oval allocations will be accepted at any time and processed once seasonal allocations have been finalised.

Pre-season training may be requested for any oval except Gardens Oval One.

The above application process must be followed.

For any bookings commencing prior to the defined pre-season dates, a fee will apply for each additional session and will be charged at the casual rate.

7 Special Events or Casual Bookings

All special events and casual bookings to be held at any City of Darwin Oval **must be applied for separately**, including but not limited to sign-on days, fundraisers, club presentations, functions, school holiday clinics and tournaments.

The above activities are **not** covered by Seasonal Oval Allocations, even when held during allocated times. **This applies to all clubs**, even if they have a home ground.

Apply for a Special Event and/or Casual Booking by contacting City of Darwin Customer Services on 08 8930 0300, or complete the [Small Event application form](#) on City of Darwin's website.

8 Signage

Applications for Advertising or Club signage can be made for locations specified in the [Advertising Signage at Ovals Guideline no.8056.001.I.N.](#) by contacting the Recreation Services Officer via darwin@darwin.nt.gov.au. Applications must be approved by City of Darwin prior to installation.

9 Invoicing

Invoices for Seasonal Oval Allocations and Seasonal Signage (where applicable) will be sent to the Peak Sporting Bodies at the commencement of the season for recharge to clubs.

Seasonal Oval Allocation invoices will only be sent directly to individual groups that are not under the auspices of a Peak Sporting Body.

Fees for sports field lighting usage are in addition to oval allocation fees and will be invoiced monthly post-paid as per the usage reports generated by the lighting system's online portal. Invoices will be sent to the Peak Sporting Bodies for recharge to clubs.

10 Contacts

For **non-urgent matters** and **minor repairs** including sports field lighting during training, send an email to darwin@darwin.nt.gov.au, including the nature of the issue and location (with photos attached wherever possible) and it will be tasked to the relevant officer/team.

If the matter is urgent:

- During business hours (8:00am – 5:00pm Monday to Friday, excluding Public Holidays), please call City of Darwin's switchboard on 8930 0300
- Out of business hours, please call the after-hours number 8930 0900 and they will arrange for a City of Darwin officer or the relevant contractor to attend, depending on the problem and urgency

If the situation is **an emergency**, call 000.

11 Procedures / Related Documents

Conditions of Seasonal Oval Allocations

Seasonal Oval Allocation Request Form

City of Darwin Fees and Charges

Advertising and Signage Guide

12 Responsibility / Application

This guide will be reviewed annually or at such other times as necessary. The implementation and compliance with this guide is the responsibility of the General Manager Community.