

Conditions of Seasonal Oval Allocation

General

- Seasonal oval allocations are for regular training and competition only. See ***Special Events and Casual Bookings*** section below for further information regarding those activities.
- The Hirer must ensure that the use of the facility complies with the approved purpose.
- Seasonal allocation does not imply exclusive use of a venue.
- Allocations cannot be shared without the express written approval of City of Darwin.
- Pre-season training requests must be made and approved separately. They cannot be grouped together due to the different priority given to in-season and out-of-season sports.
- Allocations for in-season sports will take priority over out-of-season sports and unaffiliated groups.
- Allocations may be refused to any organisations or groups with outstanding invoices.
- The Hirer must supply a copy of their Certificate of Currency for Public Liability Insurance for an amount not less than \$20 million and agree to indemnify City of Darwin against any or all actions, claims, proceedings, costs, and expenses arising howsoever from the organisation's use of the allocated oval and any ancillary facilities.
- It is the Hirer's responsibility to conduct a safety inspection of the playing surface, surrounds and infrastructure prior to each session.
- It is the Hirer's responsibility to maintain a suitable safety buffer from physical objects to prevent injuries.
- Advertising or Club signage is only permitted in locations and in the manners specified in the [Advertising Signage At Ovals Guideline no.8056.001.I.N.](#)

Facility Access and Security

- Keys for amenities blocks can be issued by City of Darwin's Operations Admin team for the duration of the season upon request.
- All keys are to be returned to City of Darwin within two weeks of the end of the booking.
- Failure to return keys within the allotted timeframe will incur a replacement fee.
- All power, lights, fans and air conditioning where applicable, are to be turned off in all buildings after each use.
- All doors and change room gates are to be locked and secured upon departure.
- The perimeter gates at Gardens Oval and Nightcliff Oval will be locked by the Security Patrol.



Parking and Vehicle Access

- No vehicles are to be driven upon a park, reserve, oval or surrounds, verge, or nature strip at any time without prior written approval from City of Darwin.
- Vehicle parking may only occur in designated parking areas or on-street in accordance with Australian Road Rules and City of Darwin By-Laws.
- City of Darwin Rangers actively patrol sporting ovals to ensure compliance, and will issue instructions to remove non-compliant vehicles. Infringement notices which include significant fines may be issued for non-compliance and/or refusing to follow Authorised Officer instructions.

Equipment Use and Storage

- Equipment introduced onto ovals, such as portable goal posts, fixtures for nets, etc. must meet the relevant Australian Standard to ensure the safety of participants and onlookers.
- No pegs, stakes or other like devices are to be driven into the surface of a park, reserve or oval without approval of City of Darwin.
- Metal pins/pegs, e.g. for soccer nets, cricket covers, etc. are not permitted for use on any City of Darwin oval at any time.
- All equipment must be secured in such a way that it cannot be accessed or used by unauthorised persons and does not interfere with City of Darwin operations such as grounds maintenance and mowing.
- Anything introduced to the playing surface and surrounds, e.g. removable goals, posts, nets or other competition or training aids, chairs, etc. **must be removed after every session.**
- Equipment **cannot** be stored in any change room or amenity block, as these are provided for use by all oval users including community and casual use. Any storage areas in amenities buildings are for use by City of Darwin staff only, unless a written agreement is in place.
- Any equipment not removed on request will be removed and disposed of by City of Darwin.
- Dangerous goods and hazardous materials cannot be stored at any time.
- At locations where a storage area is provided for seasonal user groups, any equipment stored on the premises is to be insured by the user group.
- City of Darwin accepts no responsibility for damage or theft at any time.

Gardens Oval Storage

- Equipment can only be stored in the compound and under Hunter Harrison Grandstand, with the permission of City of Darwin.
- The first aid room, canteen and beer booth are not to be used for storage of club equipment and merchandise.
- Storage cages in the change rooms are for game day use only.

Maintenance and Cleaning

- No alteration or addition may be made to any building or fitting without City of Darwin's permission.
- All oval line markings are the responsibility of the Hirer and shall be water-based paint only.
- The Hirer must ensure facilities are clean and tidy after every use including **collecting and removing from the site** all litter and additional bins introduced onto the oval and/or surrounds **at the end of every session**.

At Gardens Oval this also includes but is not limited to:

- The grandstands are to be hosed out after each use.
 - The change rooms and beer booth are to be swept and/or hosed out after each use.
 - The Hirer shall not allow any confetti, cooking oil, fat, or similar substance to be spilt upon any paved area.
- If City of Darwin officers determine a facility is left in an untidy state, cleaning and administrative charges will apply, as set out in City of Darwin's Fees and Charges.
- The Hirer must notify City of Darwin of any maintenance, damage, irrigation, oval lights or other issues as soon as possible via the contacts listed in the Seasonal Oval Allocation Guide.
- The Hirer must not attempt to rectify the issue themselves or allow/engage someone else to, especially with regard to electricity and lighting, even if they are or claim to be qualified; significant injury or further damage may result, and any invoices will not be reimbursed.

Special Events and Casual Bookings

- All special events and casual bookings to be held at any City of Darwin Oval **must** be applied for separately through Customer Service, including but not limited to sign-on days, fundraisers, club presentations, functions, training 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.
- All functions/events must be completed by 12:00 midnight.
- 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 our website.

Food and Alcohol

The Hirer shall ensure that the sale of food complies with all relevant legislation.

No alcoholic drink may be served, sold or consumed at any City of Darwin oval in contravention of the Northern Territory Liquor Act.

- Clubs intending to **consume alcohol** on City of Darwin property must obtain a permit from City of Darwin Customer Services (08 8930 0300).
- Clubs intending to **sell alcohol** are required to seek permission from City of Darwin **and** hold a current Liquor Licence from [Licensing NT](#) (08 8999 1800).
- Alcohol is only to be sold from a licenced clubhouse or building (including Gardens Oval beer booth).
- All clubs selling or consuming alcohol at City of Darwin ovals should be part of the [Good Sports Program](#). All other clubs are also highly encouraged to join the program.

Club-led Community Initiatives

City of Darwin is proud to support our community by delivering a range of recreational facilities, events, services, and programs. We also encourage our partners to lead by example through improving access and equity to provide a safe and inclusive environment that benefits all.

As well as Good Sports (which helps sports clubs tackle topics such as alcohol, drugs, smoking, mental health and safe transport – see link in Food and Alcohol section above), there are many other initiatives that can assist your club to support our community.

These include:

- [Reconciliation Action Plan](#) – RAPs can provide a framework for your organisation to leverage your structures and diverse spheres of influence to support the national reconciliation movement.
- [Domestic Violence Action Plan](#) – DVAPs help sporting clubs organise and plan their approach to reducing family violence. People of all ages and from all backgrounds experience domestic and family violence; it mainly affects women and children, but can also be experienced by First Nations peoples, people from refugee and migrant backgrounds, the LGBTQIA+ community, the elderly and men.
- [Sport4All](#) – founded in 2019 as a collaboration between the *Australian Government*, the *Australian Sports Commission*, and former Australian of the Year Dylan Alcott's consultancy, *Get Skilled Access* to give community sport clubs the support and skills to embrace diversity and create opportunities for people with disability when, where, and how they choose.

City of Darwin encourages your club to consider the benefits of getting involved in these types of initiatives and sharing them with your “club family” to help build a stronger, more cohesive society through positive role-modelling.

Declaration

Failure to comply with any of the conditions contained in the Seasonal Oval Allocation Guide and Conditions of Seasonal Oval Allocation may jeopardise the Hirer's current (and/or future) booking/s. Any costs incurred by City of Darwin as a result of non-compliance will be recovered from the Hirer.

☐ I, the undersigned, having read and understood the Seasonal Oval Allocation Guide and Conditions of Seasonal Oval Allocation, hereby agree to ensure that all members of the below-named Club or Organisation will comply with the terms and conditions of this Agreement.

Club-led Community Initiatives *(tick if applicable)*

- ☐ We are a Good Sports Club – Level _____
- ☐ We and/or our Peak Sporting Body have a Reconciliation Action Plan
- ☐ We have a Domestic Violence Action Plan
- ☐ We have joined the Sport4All program

Club or Organisation Name:	
Signed:	Date:
Print full name:	
Position within Club or Organisation:	
Contact email:	
Contact phone:	

Privacy Statement

City of Darwin collects personal information from you, including your personal contact details. We collect this information for the purpose of updating our administrative systems to be able to carry out Council's functions. The Local Government Act 2019 allows or authorises us to collect this personal information and you may seek access to this information. We will only use your information for the purpose described here. City of Darwin may disclose the information provided by you to a third party, in accordance with the NT Information Act or our Privacy Policy. If you choose not to provide us with your information, we will be unable to complete your request. Your personal information will be handled in accordance with our Privacy Statement and the Information Act 2002 (NT) (The Act). Council's Privacy Statement is available from City of Darwin, Harry Chan Ave, Darwin, or via the Council's website at www.darwin.nt.gov.au.