

### 10.3. Gender Equity and Accessibility Audit of Council Sporting Facilities - response to Council resolution

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<b>ENDORSED BY</b>	Gary Parsons, Director Open Space and Infrastructure
<b>ATTACHMENTS</b>	1. Sporting Facilities Booking Policy [ <b>10.3.1</b> - 4 pages] 2. Gender Equity and Accessibility Audit of Council Sporting Facilities [ <b>10.3.2</b> - 10 pages] 3. AIC report 25-02-25 - Allocation of Sporting Fields and Facilities - Gender & Access inclusion [ <b>10.3.3</b> - 36 pages]
<b>CSP LINK</b>	1. Our Living Environment 1.4 Well utilised open space and recreational facilities  2. Our Built Infrastructure 2.1 Infrastructure and assets meet diverse community needs  4. Our Social Vitality 4.1 North Sydney is connected, inclusive, healthy and safe

#### PURPOSE:

This report responds to a Council resolution of 11 November 2024 in relation to a review of sporting facilities, field allocation and hiring Policies and Conditions of Use to facilitate and promote gender equity, access, and inclusion.

#### EXECUTIVE SUMMARY:

- There has been an exponential increase in the participation rates of women and girls in sport and active recreation over recent years. Equity of access to sporting facilities is a key component to ensure that this trend continues across all age groups and abilities.
- Council staff conducted an audit of the change room facilities at its sporting fields using the Sport Victoria and Sport Act guidelines for female friendly change facilities.
- The review found that some sporting facilities do have some features and amenities that promote gender equity and access and inclusion, improvements can be made.
- Field allocation for male and female participants is allocated by clubs and associations who book Council's facilities and whilst some anecdotal information was gained from the clubs further work needs to be undertaken to understand if field allocation is a barrier to equity of involvement in sport.

**RECOMMENDATION:**

- 1. THAT** Council note the contents of this report.
- 2. THAT** a further review of the sporting field allocation focusing on improving opportunities for women, girls and accessibility be undertaken.
- 3. THAT** a further report be brought back to Council following the review of the sporting field allocation, including recommended changes to Council's sports fields booking policy to improve opportunities for women, girls and accessibility.
- 4. THAT** subject to available funding, Council engage an Access and Inclusion consultant as part of the review of sporting facilities, policies, and bookings processes.

## Background

At its meeting on the 11th of November 2024, Council resolved:

- 1. THAT Council conduct an urgent review of allocation of sporting fields, facilities and amenities including changing rooms and toilets, to be undertaken before the commencement of the winter season to measure access to facilities for training and competition for girls and women and that the review include a breakdown of training and playing hours, times of day allocated between genders and that the review initially focus on Cammeray Park, Anderson Park and North Sydney Oval (including Ovals 1 and 2).*
- 2. THAT Council undertake an audit in relation to opportunity for access to sporting fields and facilities for people with a disability including policies and actions of any sporting clubs hiring Council fields and facilities.*
- 3. THAT Council also review any Hiring Policies and Conditions of Use to ensure that they align with gender equity and access and inclusion principles.*
- 4. THAT a further report be provided to Council and the Access and Inclusion Committee for consideration prior to commencement of the winter sporting season.*

This report responds to the above resolution.

This report was presented to Council's Access and Inclusion Committee meeting on the 25 February 2024.

## Report

### Strategic Context

At its meeting on the 10 February 2025, Council adopted the Social Inclusion strategy. The Strategy aims to create a connected and socially inclusive community where everyone is valued.

One of the services supporting this Strategy is "Manage the hire and use of Council spaces and places, including buildings, facilities, civic spaces, parks, reserves and sportsfields".

The following Actions within this Strategy respond directly to the Resolution of 11 November 2024 and the response provided within this report:

3.2 Identify opportunities and implement projects to improve accessibility of Council programs, services, facilities and events; and

3.3 Identify opportunities and implement projects to improve accessibility of parks and playgrounds across the LGA.

## Sporting Facilities for Girls and Women

There has been an exponential increase in the participation rates of women and girls in sport and active recreation over recent years. Equity of access to sporting facilities is a key component to ensure that this trend continues across all age groups and abilities.

Within available resources and other funding opportunities that become available, Council is aiming to achieve equitable access to sporting infrastructure to support and enhance opportunities to sporting and recreational opportunities for women, girls and people with disability

Council provides the community with 13 sports fields at the following eight locations:

- Anderson Park (single field)
- Waverton Park (single field)
- Cammeray Park (single field)
- Forsyth Park (2 fields)
- Tunks Park (3 fields)
- Primrose Park (3 fields)
- Bon Andrews Oval (single field) and
- North Sydney Oval (single field)

Each location is equipped with both public toilets and changing rooms.

Council staff conducted an audit of the change room amenities using the following guiding principles for female friendly facilities at each location:

- a privacy screen at the entry to the change room
- individual toilet cubicles
- individual lockable shower cubicles with change seats inside each cubicle
- appropriately located hygiene disposal points
- mirror/vanity/shelving for personal items
- fold away baby change tables
- provision of sanitary receptacles

The guiding principles were developed from the Female Friendly Sport Infrastructure Guidelines <http://sport.vic.gov.au> and Female Friendly Change Rooms @ Sporting Facilities <http://www.sport.act.gov.au>.

A summary of the audit is provided in the table on the next page.

Facility Name	Privacy Screens	Individual toilet cubicles	Lockable showers with change seat	Vanity shelves	Sanitary Bins	Baby change tables	Power Points	Secure Private Lockers
Cammeray Park	x	ü	x	x	ü	x	x	x
Anderson Park	x	ü	x	x	x	x	x	x
Bon Andrews Oval	x	ü	x	x	x	x	x	x
North Sydney Oval*	x	ü	x	ü	ü	x	ü	ü
Primrose Park	ü	ü	x	x	x	x	x	x
Tunks Park 1	x	ü	x	ü	x	x	ü	x
Tunks Park 2**	x	ü	x	x	x	x	x	x
Waverton Park	x	ü	ü	x	x	x	x	x
Forsyth Park*	x	ü	ü	ü	x	x	x	x

\*equipped with lockable showers but no change seat

\*\*no showers at this facility

Lighting in the surrounding area, proximity to parking, and pedestrian activity are also factors which contribute to safety for sports participants, however, were not assessed in this audit. Further investigation will need to be conducted to identify the efficacy of current lighting infrastructure at each sporting facility.

The recently adopted Open Space and Recreation strategy notes the renewal and upgrade of the public amenities at Forsyth and Waverton Parks, which would include female-friendly facilities.

The Strategy also specifically notes the provision of gender-neutral player facilities, at the following key sports sites, to encourage and cater for the growth in *inclusive participation, including for girls and women*:

- North Sydney Oval
- Primrose Park
- Tunks Park

### Sports Field Use

During the high-impact winter season, Council's turfgrass fields have a limited use of 32 hours per week. The exception to this is the Cammeray synthetic field which can be utilised for over 60 hours a week. During the summer period, the hours of use for the low impact sports such as cricket are unlimited.

North Sydney Council hires sports fields to clubs, associations, schools, individuals, and commercial customers for specific periods of time. Specific training fields for male and female participants are then allocated by clubs and associations.

Training hours are primarily allocated during the week from 3pm to 9.30pm Monday to Friday. Saturdays and Sundays are scheduled competition/game days, however, more recently clubs have scheduled matches on Friday nights to accommodate demand.

Council does not currently collect data on how hirers allocate training times, and current policies do not place any requirements on hirers in relation to this. However, for the purposes of this report Council staff contacted two main hirers of Council facilities, who provided the following information:

#### Football (Soccer) – North Sydney United (NSU)

NSU's women's development teams (Division 1) are scheduled to train on Tuesday and Friday afternoons/early evenings at Cammeray Park.

Lower-grade and social teams train on Tuesday, Wednesday, and Thursday evenings at various locations, including Primrose Park, Waverton, and Anderson Park. Each team selects a training day and time based on what works best for the team. There are no designated training days for male or female participants.

As there are so many participants there is more than one team training on a field. Dependent on the age of the users there could be up to six teams training at any one time. As an example, for teams under eight years of age, it's possible to fit six teams on a field; for adult teams, two teams take half a field each.

From ages 12 and up, most women's games are played on a Sunday from 8.30am and can be played right through to 7pm in the evening

#### Cricket – UTS North Sydney District Cricket Club (NSDCC)

NSDCC women's teams train on each Wednesday on the turf practice wickets at Bon Andrews Oval, as well as at the Primrose Park synthetic nets from 5.30 until 8pm.

The higher-grade teams that play on turf wickets always play their matches on a Sunday. Lower grades play on synthetic wickets on a Saturday.

#### Accessibility of Council Sporting Facilities

To conduct an effective audit on the accessible features of each facility, an assessment criterion was developed based on best practice principles and guidelines (Paralympics Australia Universal Design Guide for Creating Inclusive Sport in Australia, Sport and Recreation Victoria Design for Everyone Guide).

It should be noted that this audit was conducted by Council staff and not by a qualified access consultant. As such, the findings of this audit identify broadly the access strengths and challenges associated with each facility, but it does not provide the detail and expertise of a qualified access consultant.

The following criteria have been used to establish a baseline level of features, utilities and amenities relating to accessibility:

- parking and access to facility
- pathways
- entrances
- ramps/elevators
- seating/spectator areas
- wayfinding and signage
- bathrooms
- changing rooms

## **General Challenges**

### Wayfinding

Wayfinding resources, to key accessible points of interest (POIs) across all four facilities, is poor. Council's website contains no directions to accessible entrances, seating, or bathrooms, nor any mention of the capacity of those facilities. Once at the facility, signage to each POI is poor, and largely only indicated by signage on the door.

The cumulative impact of poor wayfinding resources is that it is challenging for anyone interested in attending Council facilities to effectively plan their trip, and more difficult still for them to utilise these resources once they have accessed the facility.

### Accessible Parking

All of the audited facilities, except Tunks Park and Primrose Park, lack designated accessible parking within five minutes' walking distance. There are potentially accessible drop-off options at most sites, however, these are largely not designated drop-off points and are instead service entrances or private car parks. As such, access to these drop-off points is not always guaranteed.

A lack of accessible parking spaces and drop-off points adds additional barriers to accessing these facilities, further compounded by the lack of wayfinding resources. Cumulatively, these two barriers make it incredibly challenging for an individual to effectively plan their trip and access Council sporting facilities.

## **Accessibility Summary**

In most sporting facilities in North Sydney, accessibility is of a fair standard, with some exceptions. In addition to the general challenges highlighted in this report, each facility has individual areas in which accessibility could be improved (for a detailed analysis of each facility, refer to the accessibility audit at Attachment 2 to this report). While no facility could be considered an exemplar of accessibility, most meet basic accessibility requirements and can be fairly easily accessed by players, spectators, and casual users of the facilities.

North Sydney Oval, Waverton Park, and Primrose Park are the exceptions to this conclusion and will require significant upgrades if they are to be considered truly acceptable. These facilities are lacking in some basic accessibility features that present significant barriers to entry for players, spectators, and casual users.

In the case of Waverton and Primrose Parks, there are no accessible entrances and footpaths that allow easy access to these facilities. What pathways exist, either require the user to navigate down large flights of stairs or down steeply graded grassy hills. This is of particular concern at Primrose Park where there are high quality fields and cricket nets that would be desirable to use if they were easily accessible. They also lack accessible bathrooms and changing facilities which further disincentivise usage by the wider community.

The facilities at North Sydney Oval are considerably better than Waverton and Primrose Park, however, are not sufficient for its status as a flagship sporting facility in North Sydney, particularly for spectators. The ground hosts high profile and highly attended sporting events (including recently a Women's Ashes cricket match), however the accessible entrance, footpaths, bathrooms, and seating all contain significant barriers that would disincentivise usage for a significant number of attendees.

### **3.Sporting Facilities Booking Policy**

Council's *Sporting Facilities Booking Policy* (adopted by Council on 8 May 2023) provides a booking system for sporting facilities which prohibits exclusive use.

The Policy is attached at Attachment 1. The Policy is supported by the 'How To Make A Booking' document (Attachment 3).

In summary the provisions of the policy are as follows:

- booking of sporting facilities is made on a seasonal basis in the first instance;
- seasonal hirers of Council's sporting facilities are given preference over occasional hirers;
- bookings are not based on precedent;
- preference is given to local hirers; and
- schools, sporting clubs, and sporting associations have priority over commercial hirers.

In determining the allocation of requested bookings, Bookings staff take into consideration:

- a) the number of players/participants represented by the hirer;
- b) if the booking is for training/competition/social (priority will be given to training/competition over social);
- c) a fair distribution of hours between the respective hirers;
- d) whether the hirer has previously complied with Council's bookings conditions of hire;
- e) the impact of a particular sport on the grounds during the maintenance and growing periods. Council Officers will advise the applicant of the current terms and conditions; and
- f) special events such as holiday camps will be considered on a case-by-case basis.



There are currently no guidelines within this policy that indicates any alignment with gender equity and access and inclusion principles

### **Accessibility of Booking Policy and Process**

While the booking process is designed to be fair and inclusive, the format and process may exclude some groups, due to the lack of digital accessibility of each form. The current process requires that hirers download or print a copy of the booking form, to fill out - either physically or digitally - and return to Council for processing. This presents numerous accessibility barriers.

Firstly, the booking form contains small, cramped text with multiple check boxes and tables, that would make it challenging for a blind or low vision person to read and complete the form. Secondly, the process is time consuming and arduous, requiring either a high degree of digital literacy to edit a PDF effectively and/or access to a printer and the ability to physically fill out the form by hand. This can be challenging for several reasons, including, but not limited to, fatigue management, executive functioning, and cognition. Simplifying the booking process with an online form that contains accessibility features and tools to support use, would greatly improve its accessibility.

### **Permit for Use of a Sporting Resource**

Hirers are required to adhere to the terms and conditions of the Permit for Use of a Sporting Resource, with separate forms for summer, winter and casual hire. These documents are attached as Attachment 3.

Some of the main conditions within the permit are as follows:

- use of amenities/infrastructure;
- booking conditions;
- grounds allocation/seasons;
- insurances;
- storage; and
- wet weather/ground closure protocols.

There are currently no guidelines within this permit that indicates any alignment with gender equity and access and inclusion principles

### **Options**

Council has the following options in relation to this matter:

1. Do nothing/take no action.
2. A full review of the sporting facilities be undertaken focusing on improvement opportunities for girls, women, and accessibility. Inc (including a review of the booking policy and framework).
3. Conduct and implement a review of the Sports Fields Booking Policy, focusing on access and inclusion principles

These options are assessed in the table below.

<b>Option</b>	<b>Finance/Resourcing</b>	<b>Risk/Opportunity</b>	<b>Consultation</b>
1. Do nothing/take no action	No additional funds or resourcing necessary	Existing policy settings remain in-place.  No alignment with gender equity and access or inclusion principles included	Not Applicable
2. Investigate the feasibility of a full review of the sporting facilities to be undertaken, focusing on improvement opportunities for girls, women and promoting accessibility and inclusion in sporting facilities.	Staff time across multiple teams / divisions required to review and amend the Policy.  Engagement of consultant(s) to provide a detailed report on improvements and recommendations for sports field facilities, ensuring they are gender-neutral and aligned with access and inclusion principles.	Staff resources would need to be redirected to conduct the Policy review, consult stakeholders, and report proposed amendments to Council.  Amendments to the policy and bookings framework would see the inclusion of gender equity, and access and inclusion principles.  Project Management staff to ensure that gender equity, and access & inclusion principles are considered in project-planning.  Capital works upgrades or renewal will ensure the facility complies with gender equity, access and inclusion principles	Internal consultation with staff & teams involved in sports fields, bookings, and access & inclusion would be required.  Community consultation (including Council's Access and Inclusion Committee, sports ground hirers, and the sport and recreation reference group) on proposed amendments to the policy.
3. Conduct and implement a review of the Sports Fields Booking Policy focusing on access and inclusion principles	Staff time across multiple teams / divisions required to review and amend the Policy.	Staff resources required to conduct the policy review, consult stakeholders, and report proposed amendments to Council.	Internal consultation with staff & teams involved in sports fields, bookings, and access & inclusion would be required.

Option	Finance/Resourcing	Risk/Opportunity	Consultation
		Amendments to the policy would see the inclusion of gender equity, and access and inclusion principles.	Community consultation (including Council's Access and Inclusion Committee and its Sport and Recreation Reference Group, & sports ground hirers) on proposed policy amendments.

Option 2, is recommended for the following reasons:

- a review of the current Sporting Facilities Booking Policy and bookings framework could include reference to gender equity, access and inclusion principles.
- raising awareness of the importance of gender equity, access and inclusion within North Sydney Council sporting facilities, hirers and the wider community.
- alignment with Council's recently adopted Informing Strategies, notably Open Space and Recreation and Social Inclusion Strategies.

### **Consultation requirements**

Initial engagement has been undertaken with Council's Access and Inclusion Committee (report to 25 February 2025 Committee meeting noted at Attachment 3). It is proposed that further community engagement be undertaken in accordance with Council's Community Engagement Protocol.

### **Financial/Resource Implications**

A review will involve multiple staff across divisions contributing to the process and will require the appointment of a project lead.

Should Council determine to proceed with recommended option, an appropriate funding source and designated project lead will need to be identified prior to the engagement of an Access and Inclusion Consultant. Existing budgets and resourcing are insufficient to undertake this type of project

## **Legislation**

The following legislation is relevant to this report:

- Disability Discrimination Act, 1992
- Sex Discrimination Act, 1984
- Work Health and Safety Act, 2011
- NSW Anti-Discrimination Act, 1977
- NSW Local Government Act, 1993
- Australian Standards (AS 1428)- Design for Access and Mobility
- National Construction Code (NCC), 2022
- Sport Australia's Women in Sport Strategy ("Game Plan")



## SPORTING FACILITIES BOOKING POLICY

D5-47

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**Policy Owner:** Director Corporate Support

**Category:** Operational

**Direction:** 5. Our Civic Leadership

### 1. STATEMENT OF INTENT

- 1.1 To provide a bookings system for North Sydney Council's sporting facilities that is fair and transparent for all users and which prohibits exclusive use.
- 1.2 Council adheres to the principles of a child safe organisation and is committed to the care and protection of all children and young people. These principles also apply to any event organisers who are holding events in parks, open spaces or streets under the ownership and/or control of the Council.

### 2. ELIGIBILITY

- 2.1 This Policy applies to all hirers of Council sporting facilities as defined below.

### 3. DEFINITIONS

- 3.1 Hirer - is a school, club, association or individual.
- 3.2 Commercial Hirer - is a company or a business.
- 3.3 Sporting facilities - includes ovals, netball courts and practice nets; it excludes North Sydney Olympic Pool, North Sydney Oval, North Sydney Indoor Sports Centre and passive parks.
- 3.4 Local - refers to a resident or hirer who resides or is located, or whose members generally reside, in the North Sydney local government area.
- 3.5 High impact sports - are defined as hockey, oztag, all football codes or any other sport that is deemed to have a heavy impact on the sports field surface.
- 3.6 Low impact sports - are defined as traditional summer sports such as cricket or any other sport that is deemed to have a low impact on the sports field surface.

### 4. PROVISIONS

- 4.1 Booking of sporting facilities is to be made on a seasonal basis in the first instance.

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Re-adopted by Council 8 May 2023

**SPORTING FACILITIES BOOKING POLICY**

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- 4.2 Seasonal hirers of Council's sporting facilities will be given preference over occasional hirers.
- 4.3 Bookings are not based on precedent.
- 4.4 Preference will be given to local hirers.
- 4.5 Schools, sporting clubs and sporting associations will have priority over commercial hirers.
- 4.6 Hire/use of Council facilities including Filming and Media launches - the hire/use of community, recreational or sporting facilities managed by Council cannot be used for the promotion, advertising or displaying of any services or products related to gambling, tobacco, vaping or alcohol.
- 4.7 Schools and junior clubs will have priority for bookings between 7.00am and 5.30pm, Monday to Friday.
- 4.8 Applications for seasonal bookings will close each year as follows:

Summer Season: First Friday in August  
Winter Season: First Friday in February

Late applications will only be dealt with after bookings have been allocated to on-time applicants.

Traditional summer sports have priority during the summer season e.g. cricket, as do traditional winter sports e.g. all football codes and hockey have priority during the winter season.

- 4.9 In determining the allocation of requested bookings, Bookings staff will take into consideration:
  - a) the number of players/participants represented by the hirer;
  - b) if the booking is for training/competition/social (priority to will be given to training/competition over social);
  - c) a fair distribution of hours between the respective hirers;
  - d) whether the hirer has previously complied with Council's bookings conditions of hire;
  - e) the impact of a particular sport on the grounds during the maintenance and growing periods. Council Officers will advise the applicant of the current terms and conditions; and
  - f) special events such as holiday camps will be considered on a case by case basis.

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Re-adopted by Council 8 May 2023

**SPORTING FACILITIES BOOKING POLICY**

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4.10 In accordance with Council's *Fees and Charges Schedule*, permanent hirers that pay the entire season bookings seven days in advance of the season commencing will receive a 10% reduction on the scheduled fee.

4.11 Dispute Resolution - where there is a conflict in relation to dates and/or time slots of the requested bookings, Council Officers will contact the hirers and attempt to work out a compromise arrangement with them on an individual basis.

Where attempts to find a compromise have failed, the parties will be invited to attend a pre-season hirer meeting in order for Council Officers to mediate a solution with the parties. Council's Manager Parks and Reserves will chair the meeting assisted by Customer Services and Records Department staff.

If the impasse cannot be resolved, Council will hold a ballot to allocate the disputed times or Council staff will determine allocation having taken into consideration the needs of the parties.

4.12 Communication with Stakeholders - Council's Manager Parks and Reserves will maintain contact with the various stakeholders on a formal basis, through the Sport and Recreation Reference Group.

**5. RESPONSIBILITY/ACCOUNTABILITY**

5.1 Customer Service and Records Department (Bookings Section) are responsible for processing applications for seasonal hire of sporting facilities.

5.2 Council's Manager Parks and Reserves is the point of contact with stakeholders to address sport and recreation matters.

5.3 Council's Manager Parks and Reserves is responsible for chairing meetings to resolve conflicts between hirers.

**6. RELATED POLICIES/DOCUMENTS/LEGISLATION**

The Policy should be read in conjunction with the following documents/legislation:

- Child Safe Policy
- Fees and Charges Schedule
- Recreation Needs Study
- Smoke Free Environment Declared Public Areas Policy
- Terms and Conditions/Permit for Use of Sporting Resource

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Re-adopted by Council 8 May 2023

**SPORTING FACILITIES BOOKING POLICY**

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<b>Version</b>	<b>Date Approved</b>	<b>Approved by</b>	<b>Resolution No.</b>	<b>Review Date</b>
1	5 June 2006	Council	412	2008/09
2	16 February 2009	Council	61	2012/13
3	18 February 2013	Council	61	2016/17
4	25 June 2018	Council	214	2020/21
5	8 May 2023	Council	144	2024/25

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 Re-adopted by Council 8 May 2023



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<b>AUTHOR</b>	George Carrick, Access and Inclusion Coordinator
<b>ENDORSED BY</b>	Marcelo Occhiuzzi
<b>ATTACHMENTS</b>	Appendix 1- Detailed Accessibility Analysis of Individual Sporting Grounds
<b>CSP LINK</b>	1. Our Living Environment 1.4 Well utilised open space and recreational facilities  2. Our Built Infrastructure 2.1 Infrastructure and assets meet diverse community needs  3. Our Innovative City 3.2 North Sydney is smart and innovative 3.3 Distinctive sense of place and design excellence  4. Our Social Vitality 4.1 North Sydney is connected, inclusive, healthy and safe

### Background

At its meeting on the 11 November 2024 the Council resolved the following:

- 1. THAT** Council conduct an urgent review of allocation of sporting fields, facilities and amenities including changing rooms and toilets, to be undertaken before the commencement of the winter season to measure access to facilities for training and competition for girls and women and that the review include a breakdown of training and playing hours, times of day allocated between genders and that the review initially focus on Cammeray Park, Anderson Park and North Sydney Oval (including Ovals 1 and 2).
- 2. THAT** Council undertake an audit in relation to opportunity for access to sporting fields and facilities for people with a disability including policies and actions of any sporting clubs hiring Council fields and facilities.
- 3. THAT** Council also review any Hiring Policies and Conditions of Use to ensure that they align with gender equity and access and inclusion principles.
- 4. THAT** a further report be provided to Council and the Access and Inclusion Committee for consideration prior to commencement of the winter sporting season.

This report responds to the above resolution.

### RECOMMENDATION:

- 1. THAT** the Access and Inclusion Committee note the report and provide feedback on how Council may most effectively work towards sporting facilities, policy and processes being inclusive and accessible.

## Report

### 1. SPORTING FACILITIES FOR GIRLS AND WOMEN

The increasing participation of women and girls in sport and active recreation requires attention to ensure equity of access. Council aims to align contemporary practice, to achieve equitable provision of, and access to, inclusive infrastructure, practice and processes to support and enhance opportunities of engagement for women, girls and people with disability to sporting and recreational opportunities.

North Sydney Council provides the community with 13 sports fields across the following eight locations within the Local Government Area.

- Anderson Park (single field)
- Waverton Park (single field)
- Cammeray Park (single field)
- Forsyth Park (2 fields)
- Tunks Park (3 fields)
- Primrose Park (3 fields)
- Bon Andrews Oval (single field) and
- North Sydney Oval (single field)

Each location is equipped with both public toilets and changing rooms. A safe and welcoming environment is a critical component of any change room. Noting this, Council staff have undertaken an audit of the change room amenities, associated to each location, based on the following guiding principles for female friendly facilities:

- a privacy screen at the entry to the change room
- individual toilet cubicles
- individual lockable shower cubicles with change seats inside each cubicle
- appropriately located hygiene disposal points
- mirror/vanity/shelving for personal items
- fold away baby change tables
- provision of Sanitary receptacles

The above principles were taken from the following references

- Female Friendly Sport Infrastructure Guidelines <http://sport.vic.gov.au>
- Female Friendly Change Rooms @ Sporting Facilities <http://www.sport.act.gov.au>

Facility Name	Privacy Screen	Individual toilet cubicles	Lockable showers with change seat	Vanity shelves	Sanitary Bins	Baby change tables	Power Points	Secure Private Lockers
Cammeray Park	x	ü	x	x	ü	x	x	x
Anderson Park	x	ü	x	x	x	x	x	x
Bon Andrews Oval	x	ü	x	x	x	x	x	x
North Sydney Oval*	x	ü	x	ü	ü	x	ü	ü
Primrose Park	ü	ü	x	x	x	x	x	x
Tunks Park 1	x	ü	x	ü	x	x	ü	x
Tunks Park 2**	x	ü	x	x	x	x	x	x
Waverton Park	x	ü	x	x	x	x	x	x
Forsyth Park*	x	ü	ü	ü	x	x	x	x

\*Is equipped with lockable showers but no change seat

\*\*No showers at this facility

**Note:** The above table contains a summary of the facilities present at each location, with ticks (presence) and crosses (absence) indicating provision of facilities. The information has been transcribed for screen reader use below:

#### **Forsyth Park**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- Lockable showers but no change seat
- Vanity Shelves- Yes
- Sanitary Bins- No
- Baby change tables- No
- Power points- No
- Secure private lockers- No

#### **Waverton Park**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- No
- Vanity Shelves- No

- Sanitary Bins- No
- Baby change tables- No
- Power points- No
- Secure private lockers- No

**Tunks Park 1**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- No
- Vanity Shelves- Yes
- Sanitary Bins- No
- Baby change tables- No
- Power points- Yes
- Secure private lockers- No

**Tunks Park 2**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- No showers available
- Vanity Shelves- No
- Sanitary Bins- No
- Baby change tables- No
- Power points- No
- Secure private lockers- No

**Primrose Park**

- Privacy Screens- Yes
- Individual toilet cubicles- Yes
- Lockable showers with change seat- No
- Vanity Shelves- No
- Sanitary Bins- No
- Baby change tables- No
- Power points- No
- Secure private lockers- No

**North Sydney Oval**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- Lockable showers but no change seat
- Vanity Shelves- Yes
- Sanitary Bins- Yes
- Baby change tables- No
- Power points- Yes

- Secure private lockers- Yes

**Bon Andrews Oval**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- No
- Vanity Shelves- No
- Sanitary Bins- No
- Baby change tables- No
- Power points- No
- Secure private lockers- No

**Anderson Park**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- No
- Vanity Shelves- No
- Sanitary Bins- No
- Baby change tables- No
- Power points- No
- Secure private lockers- No

**Cammeray Park**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- No
- Vanity Shelves- No
- Sanitary Bins- Yes
- Baby change tables- No
- Power points- No
- Secure private lockers- No

Lighting in the surrounding area, proximity to parking, and pedestrian activity, are also factors which contribute to safety for sports participants.

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School sport competition is mainly played during the week, between 9am and 3pm but can also be scheduled on weekends for selected sports

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To conduct an effective audit on accessible features of each facility, an assessment criterion was developed based on best practice principles and guidelines (see references section for full resource list). It should be noted that this audit was conducted by Council staff and not by a qualified access consultant. As such, the findings of this audit identify broadly the access strengths and challenges associated with each facility but will not provide the detail and expertise of a qualified access consultant.

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Wayfinding resources, to key accessible points of interest (POIs) across all nine facilities is poor. Council's website contains no directions to accessible entrances, seating or bathrooms, nor any mention of the capacity of those facilities. Once at the facility, signage to each POI is poor and largely only indicated by signage on the door.

The cumulative impact of poor wayfinding resources is that it is challenging for anyone interested in attending North Sydney Council facilities to effectively plan their trip and more difficult still for them to utilise these resources once they have accessed the facility.

#### Accessible Parking

All of the audited facilities, except Tunks Park and Primrose Park, lack designated accessible parking within 5 minutes walking distance. There are potentially accessible drop-off options at most sites, however, these are largely not designated drop-off points and are instead service entrances or private car parks. As such, access to these drop-off points is not always guaranteed.

A lack of accessible parking spaces and drop-off points adds additional barriers to accessing these facilities, further compounded by the lack of wayfinding resources. Cumulatively, these two barriers make it incredibly challenging for an individual to effectively plan their trip and access Council sporting facilities.

### **Accessibility Summary**

In most sporting facilities in North Sydney, accessibility is at a fair standard, with some exceptions. In addition to the general challenges highlighted in this report, each facility has individual areas in which accessibility could be improved (for a detailed analysis of each facility, refer to the accessibility audit – Attachment 1). While no facility could be considered an exemplar of accessibility, most meet basic accessibility requirements and can be fairly easily accessed by players, spectators and casual users of the facilities.

North Sydney Oval, Waverton Park and Primrose Park are the exceptions to this conclusion and will require significant upgrades, if they are to be considered truly acceptable. These facilities are lacking in some basic accessibility features that present significant barriers to entry for players, spectators and casual users.

In the case of Waverton and Primrose Parks, there are no accessible entrances and footpaths that allow easy access to these facilities. What pathways exist, either require the user to navigate down large flights of stairs or down steeply graded grassy hills. This is of particular concern at Primrose Park where there are high quality fields and cricket nets, that would be desirable to use if they were easily accessible. They also lack accessible bathrooms and changing facilities which further disincentivise usage by the wider community.

The facilities at North Sydney Oval are considerably better than Waverton and Primrose Park, however, are not sufficient for its status as a flagship sporting facility in North Sydney, particularly for spectators. The ground hosts high profile and highly attended sporting events (including recently a Women's Ashes cricket match), however the accessible entrance, footpaths, bathrooms and seating all contain significant barriers that would disincentivise usage for a significant number of attendees.

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North Sydney Council's Sporting Facilities Booking Policy provides a booking process for sporting facilities that is fair and transparent for all users and which prohibits exclusive use.

The Sporting Facilities Booking Policy, adopted by Council on the 8 May 2023, is attached as Appendix 2. The Policy is supported by the How To Make A Booking document (Appendix 3).

In summary the provisions of the policy are as follows:

- Booking of sporting facilities is to be made on a seasonal basis in the first instance
- Seasonal hirers of Council's sporting facilities will be given preference over occasional hirers
- Bookings are not based on precedent
- Preference will be given to local hirers



- Schools, sporting clubs and sporting associations will have priority over commercial hirers.

In determining the allocation of requested bookings, staff will take into consideration:

- a. The number of players/participants represented by the hirer
- b. If the booking is for training/competition/social (priority will be given to training/competition over social)
- c. A fair distribution of hours between the respective hirers
- d. Whether the hirer has previously complied with Council's bookings conditions of hire
- e. The impact of a particular sport on the grounds during the maintenance and growing periods. Council Officers will advise the applicant of the current terms and conditions
- f. Special events such as holiday camps will be considered on a case-by-case basis.

There are currently no guidelines within this policy that indicates any alignment with gender equity and access and inclusion principles.

#### **Accessibility of Booking Policy and Process**

While the booking process is designed to be fair and inclusive, the format and process may exclude some groups, due to the lack of digital accessibility of each form. The current process requires that hirers download or print a copy of the booking form, to fill out- either physically or digitally and return to Council for processing. This presents numerous accessibility barriers.

Firstly, the booking form contains small, cramped text with multiple check boxes and tables, that would make it challenging for a blind or low vision person to read and complete the form. Secondly, the process is time consuming and arduous, requiring either a high degree of digital literacy to edit a PDF effectively and/or access to a printer and the ability to physically fill out the form by hand. This can be challenging for several reasons, including, but not limited to, fatigue management, executive functioning and cognition. Simplifying the booking process with an online form that contains accessibility features and tools to support use, would greatly improve its accessibility.

#### **Permit for Use of a Sporting Resource**

Hirers are required to adhere to the terms and conditions of the Permit for Use of a Sporting Resource, with separate forms for summer, winter and casual hire. These documents are attached as appendix 4.

Some of the main conditions within the permit are as follows

- Use of amenities/infrastructure
- Booking conditions
- Grounds allocation/seasons
- Insurances
- Storage
- Wet weather/ground closure protocols

There are currently no guidelines within this permit, that indicates any alignment with gender equity and access and inclusion principles

**Outcomes of Audit**

This report has broadly identified some of the key barriers to gender equity and accessibility to access Councils sporting facilities. Following input on this report from the Access and Inclusion Committee, the key findings will be presented in a separate report to Council.

## 8. Reports for consideration by the Committee

### 8.1. Gender Equity and Accessibility Audit of Council Sporting Facilities

<b>AUTHOR</b>	George Carrick, Access and Inclusion Coordinator
<b>ENDORSED BY</b>	Marcelo Occhiuzzi
<b>ATTACHMENTS</b>	Appendix 1- Detailed Accessibility Analysis of Individual Sporting Grounds
<b>CSP LINK</b>	<p>1. Our Living Environment 1.4 Well utilised open space and recreational facilities</p> <p>2. Our Built Infrastructure 2.1 Infrastructure and assets meet diverse community needs</p> <p>3. Our Innovative City 3.2 North Sydney is smart and innovative 3.3 Distinctive sense of place and design excellence</p> <p>4. Our Social Vitality 4.1 North Sydney is connected, inclusive, healthy and safe</p>

#### Background

At its meeting on the 11 November 2024 the Council resolved the following:

- 1. THAT** Council conduct an urgent review of allocation of sporting fields, facilities and amenities including changing rooms and toilets, to be undertaken before the commencement of the winter season to measure access to facilities for training and competition for girls and women and that the review include a breakdown of training and playing hours, times of day allocated between genders and that the review initially focus on Cammeray Park, Anderson Park and North Sydney Oval (including Ovals 1 and 2).
- 2. THAT** Council undertake an audit in relation to opportunity for access to sporting fields and facilities for people with a disability including policies and actions of any sporting clubs hiring Council fields and facilities.
- 3. THAT** Council also review any Hiring Policies and Conditions of Use to ensure that they align with gender equity and access and inclusion principles.
- 4. THAT** a further report be provided to Council and the Access and Inclusion Committee for consideration prior to commencement of the winter sporting season.

This report responds to the above resolution.

#### RECOMMENDATION:

- 1. THAT** the Access and Inclusion Committee note the report and provide feedback on how Council may most effectively work towards sporting facilities, policy and processes being inclusive and accessible.

## Report

### 1. SPORTING FACILITIES FOR GIRLS AND WOMEN

The increasing participation of women and girls in sport and active recreation requires attention to ensure equity of access. Council aims to align contemporary practice, to achieve equitable provision of, and access to, inclusive infrastructure, practice and processes to support and enhance opportunities of engagement for women, girls and people with disability to sporting and recreational opportunities.

North Sydney Council provides the community with 13 sports fields across the following eight locations within the Local Government Area.

- Anderson Park (single field)
- Waverton Park (single field)
- Cammeray Park (single field)
- Forsyth Park (2 fields)
- Tunks Park (3 fields)
- Primrose Park (3 fields)
- Bon Andrews Oval (single field) and
- North Sydney Oval (single field)

Each location is equipped with both public toilets and changing rooms. A safe and welcoming environment is a critical component of any change room. Noting this, Council staff have undertaken an audit of the change room amenities, associated to each location, based on the following guiding principles for female friendly facilities:

- a privacy screen at the entry to the change room
- individual toilet cubicles
- individual lockable shower cubicles with change seats inside each cubicle
- appropriately located hygiene disposal points
- mirror/vanity/shelving for personal items
- fold away baby change tables
- provision of Sanitary receptacles

The above principles were taken from the following references

- Female Friendly Sport Infrastructure Guidelines <http://sport.vic.gov.au>
- Female Friendly Change Rooms @ Sporting Facilities <http://www.sport.act.gov.au>

Facility Name	Privacy Screen	Individual toilet cubicles	Lockable showers with change seat	Vanity shelves	Sanitary Bins	Baby change tables	Power Points	Secure Private Lockers
Cammeray Park	x	ü	x	x	ü	x	x	x
Anderson Park	x	ü	x	x	x	x	x	x
Bon Andrews Oval	x	ü	x	x	x	x	x	x
North Sydney Oval*	x	ü	x	ü	ü	x	ü	ü
Primrose Park	ü	ü	x	x	x	x	x	x
Tunks Park 1	x	ü	x	ü	x	x	ü	x
Tunks Park 2**	x	ü	x	x	x	x	x	x
Waverton Park	x	ü	ü	x	x	x	x	x
Forsyth Park*	x	ü	ü	ü	x	x	x	x

\*Is equipped with lockable showers but no change seat

\*\*No showers at this facility

**Note:** The above table contains a summary of the facilities present at each location, with ticks (presence) and crosses (absence) indicating provision of facilities. The information has been transcribed for screen reader use below:

#### **Forsyth Park**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- Lockable showers but no change seat
- Vanity Shelves- Yes
- Sanitary Bins- No
- Baby change tables- No
- Power points- No
- Secure private lockers- No

#### **Waverton Park**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- Yes
- Vanity Shelves- No

- Sanitary Bins- No
- Baby change tables- No
- Power points- No
- Secure private lockers- No

**Tunks Park 1**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- No
- Vanity Shelves- Yes
- Sanitary Bins- No
- Baby change tables- No
- Power points- Yes
- Secure private lockers- No

**Tunks Park 2**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- No showers available
- Vanity Shelves- No
- Sanitary Bins- No
- Baby change tables- No
- Power points- No
- Secure private lockers- No

**Primrose Park**

- Privacy Screens- Yes
- Individual toilet cubicles- Yes
- Lockable showers with change seat- No
- Vanity Shelves- No
- Sanitary Bins- No
- Baby change tables- No
- Power points- No
- Secure private lockers- No

**North Sydney Oval**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- Lockable showers but no change seat
- Vanity Shelves- Yes
- Sanitary Bins- Yes

- Baby change tables- No
- Power points- Yes
- Secure private lockers- Yes

**Bon Andrews Oval**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- No
- Vanity Shelves- No
- Sanitary Bins- No
- Baby change tables- No
- Power points- No
- Secure private lockers- No

**Andersen Park**

- Privacy Screens- No
- Individual toilet cubicles- Yes
- Lockable showers with change seat- No
- Vanity Shelves- No
- Sanitary Bins- No
- Baby change tables- No
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**Cammeray Park**

- Privacy Screens- No
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Lighting in the surrounding area, proximity to parking, and pedestrian activity, are also factors which contribute to safety for sports participants.

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## **North Sydney Oval (NSO)**

### Parking and Access

NSO contains no designated accessible parking with the closest accessible parking spaces being in Ridge St carpark.

Public transport links to the space are strong, with Victoria Cross Metro Station and bus stops on Miller St located within two to three minutes of the oval.

The entrance at Fig Tree Lane contains a lay-by area which is often used as a drop off point by visitors, however, is not a designated space for this purpose.

The lack of designated accessible parking spaces and/or drop off zones greatly increases the access challenges for those seeking to enter the facility.

### Entrance

The main entrance gate to NSO on Miller Street, requires spectators to ascend a flight of stairs, so is therefore not an accessible entry point.

The alternate entrance on Ridge street is accessible through a larger gate. It is worth noting, that this entrance is also used as a service entrance, so further obstacles may be present at times.

### Pathways and Lifts

The footpaths in NSO do not meet current access standards. Unsuitable gradients and poor surfaces provided in some areas are challenging to navigate for many people. All accessible bathrooms (excluding the one located under the Ken Irvine Scoreboard), kiosks and bars require spectators to navigate the footpaths and/or utilise stairs to access these facilities.

There is a purpose-built accessible footpath from the entrance in Ridge Street to an accessible bathroom and designated accessible seating in the McCartney Stand via a lift. However, were a person to move off this designated line of travel (for example to purchase food or drink), accessibility is negatively impacted

### Seating/Spectator Areas

NSO has limited accessible seating which can be accessed via the aforementioned pathway and lift. At the lift level, there is bench seating for approximately 10 people, along with 4–5 designated wheelchair spaces. While this may be adequate for most events, it may not always meet the needs of spectators, as some views may be obstructed.

### Accessible Bathrooms

Access to accessible bathrooms at NSO is poor, with only two available for spectators. Of these, only one is located near the designated accessible seating and entrance, while the other requires navigating steeply graded footpaths. Additionally, the designated accessible bathroom presents further challenges due to limited circulation space both inside and at the entrance.

#### Accessible Changing Rooms

The facilities for players, umpires, and staff are well-equipped, having undergone more recent renovations and as such, contain the following features

- Accessible changing spaces for players, umpires and staff
- Accessible shower facilities for players, umpires and staff
- Accessible and secure lockers for players, umpires and staff

#### Wayfinding

Upon arrival at the facility, signage for each Point of Entry (POI) is inadequate. There is no clear indication of which entrances, if any, are accessible. Additionally, accessible bathrooms are only marked with signs on the door, with minimal directional signage nearby. This lack of guidance makes it difficult for visitors who rely on these features to locate and access them efficiently.

### **Bon Andrews Oval (BAO)**

#### Parking and Access

BAO is located within St Leonards Park (as is NSO) and as such has similar challenges with parking and access. However, access to BAO is more difficult, as it sits several hundred meters further east from Miller street, increasing the distance required to travel from both public transport and accessible parking.

BAO, contains no designated accessible parking, with the closest accessible parking spaces being located in Ridge St carpark, a 5–10-minute walk to BAO with the distance from public transport links likewise increasing.

#### Entrance, Ramps and Footpaths

The footpaths and entry ramp to the facility are in good condition and easily accessible. The ramp features tactile ground indicators and there is good circulations space and a shallow gradient to facilitate entrance to the facility. It is noted that depending on who is using the space, there is potential for footpaths to be blocked by sporting equipment.

#### Seating and Spectator Areas

The BAO facility features one large viewing platform which also leads into the change rooms. Given the size of the ground, there is adequate seating available with a good vantage point from which to view events. It should be noted that there is no permanent seating in the grandstand, so temporary seating is needed to ensure there is a safe and easily accessible place to sit and rest.

#### Accessible Bathrooms

The accessible bathroom at BAO is conveniently located at the foot of the accessible ramp at the entrance of the facility. The bathroom is of a high standard for accessibility, containing good circulation space and an accessible shower and change table.

Accessible Changing Rooms

There are no designated accessible changing rooms at BAO. Any user of BAO who requires access to an accessible changing space, would be encouraged to use the accessible bathroom which features a shower and a changing table.

Wayfinding

Wayfinding resources to key accessible POI across BAO are poor. Council's website contains no directions to accessible entrances, seating or bathrooms, nor any mention of the capacity of those facilities. Once at the facility, it is easier to navigate largely due to the size of the facility and the location of the accessible bathroom and changing space by the entrance.

Accessible bathrooms are marked only with signs on the door and limited signage nearby.

**Anderson Park**

Parking and Access

With no accessible parking nearby and limited parking spaces, access is challenging. To cross Clark Rd, pedestrians must use the crossing located approx. 20 meters NW of Margaret St.

There is the potential for a safe and accessible drop off point using the facilities driveway off Kurraba Rd. This joins the accessible footpath leading through the park and to the amenities building. This option greatly reduces access barriers to entering the facility for service vehicles.

Entrances, Ramps and Footpaths

The footpaths and entry ramps to the facility are in good condition and easily accessible. The ramp features tactile ground indicators and there is good circulations space and a shallow gradient to facilitate entrance to the facility.

Seating and Spectator Areas

The Anderson Park facility features one large viewing platform which also leads into the change rooms. There is adequate seating available with a good vantage point from which to view events. It should be noted that there is no permanent seating around the amenities block, so temporary seating is needed to ensure there is a safe and easily accessible place to sit and rest.

Accessible Bathroom

The accessible bathroom at Anderson Park is located at the top of the accessible ramp at the entrance of the facility. The bathroom is of a high standard for accessibility, containing good circulation space and a seated accessible shower and change table.

Accessible Changing Rooms

There are no designated accessible changing rooms at Anderson Park. Any user of the facility who requires access to an accessible changing space would be encouraged to use the accessible bathroom which features a seated shower and a changing table.

Wayfinding

There is signage on the door of the accessible bathroom, however it is not obviously displayed.

**Cammeray Park**

Parking and Access

With no accessible parking nearby and limited street parking spaces, access can be challenging. There is a private car park leased by Cammeray Golf Club, where it is possible to drop off safely, however traffic conditions and private use can make this difficult, particularly at peak usage times.

Entrances, Ramps and Footpaths

The footpaths and entry ramp to the facility are in good condition and easily accessible. The ramp features tactile ground indicators and there is good circulation space and a shallow gradient to facilitate entrance to the facility.

Seating and Spectator Areas

The Cammeray Park facility, features one large viewing platform which also leads into the change rooms. There is adequate seating available with a good vantage point from which to view events. There is no permanent seating in the grandstand, so temporary seating is needed to ensure there is a safe and easily accessible place to sit and rest.

Accessible Bathroom

The accessible bathroom at Cammeray Park is located at the top of the accessible ramp at the entrance of the facility. The bathroom is of a high standard for accessibility, containing good circulation space and a seated accessible shower and change table.

Accessible Changing Rooms

There are no designated accessible changing rooms at Cammeray Park. Any user of the facility who requires access to an accessible changing space would be encouraged to use the accessible bathroom which features a seated shower and a changing table.

Wayfinding

There is signage on the door of the accessible bathroom, however it is not obviously displayed.

**Tunks Park**

Parking and Access

Tunks Park has two designated accessible parking spaces located in the main car park in the corner nearest to the sporting facilities. There is a curb ramp located parallel to the corner parking space which could theoretically be used to easily ascend onto the footpath, however the presence of a car in the adjacent space would block its use. If this ramp is not accessible, pedestrians would be required to either step up onto the curb or navigate up the road itself to the nearest curb ramp ~10m away.



Entrance, Footpath and Ramps

The footpaths and entry ramp to the facility are in good condition and easily accessible. There is good circulations space and a shallow gradient to facilitate entrance to the facility, as well as to fields 2 and 3.

Seating and Spectator Areas

The main pavilion at field 1 contains ample bench space and seating easily accessible on the main footpath. There are other bench spaces scattered along the footpath which provide adequate seating space for each field.

Accessible Bathroom

There is one accessible bathroom located next to field 1. It is easily accessible, however the circulation space is limited and it does not contain a changing table.

Accessible Changing Rooms

There are no designated accessible changing rooms at Tunks Park. Any user of the facility who requires access to an accessible changing space would be encouraged to use the accessible bathroom.

Wayfinding

There is signage on the door of the accessible bathroom, however it is not obviously displayed.

**Primrose Park**

Accessible Parking

While there is one designated accessible parking space located next to Primrose Arts Centre, it is not possible to easily access any sporting facilities except for the tennis courts from this space. Additionally, the carpark surface is uneven due to uplifted tree roots. This poses additional barriers to access and are potential trip hazards.

Best parking for the sporting fields and cricket nets is located in Primrose Park carpark, however there are no designated accessible spaces.

Entrance, Footpath and Ramps

There are no accessible entrances or accessible ramps and footpaths through which to access Primrose Park sporting facilities (except the tennis courts). Accessing the fields and cricket net either requires a visitor to walk down a steeply graded grassy hill, or to walk down a series of steps. A lack of these features poses significant barriers to entry and it would not be possible for many people who struggle with mobility to access these facilities.

Seating and Spectator Areas

There are no accessible spectator seating areas at Primrose Park

Accessible Bathroom and Changing Spaces

There are no accessible bathrooms or changing spaces at Primrose Park. The best option would be to utilize the bathroom within the Primrose Arts Centre, however from the sporting fields and cricket nets, this would require navigating up either a sizeable flight of stairs or a steeply graded hill.

Wayfinding

There are little to no wayfinding resources available at Primrose Park

**Forsyth Park**

Parking and Access

There are no accessible parking spaces at Forsyth Park. Best parking to access this facility is via Montpelier St, where street parking is available outside of the entrance to the Top Field facility. However, Montpelier St is situated on a steep hill which would pose significant challenges to access the footpath from the car. There is a service vehicle entrance located at the bottom of the hill near the Bottom Field where it may be possible to drop off easily, however there are no accessible entrances or footpaths to either field located near this space.

Entrance, Footpath and Ramps

If you are able to navigate to the entrance of the Top Field facility, there are gates both at the street level and at the entrance to the facility which have latches located ~1m from the ground. These gates pose a slight barrier to entry as it could be challenging to simultaneously open the latch and maneuver through the gate- especially given the gradient of the footpath at street level. Once through the gates, the footpaths and ramps are accessible and in good condition.

There are no accessible entrances, footpaths or ramps to the Bottom Field

Seating and Spectator Areas

The Top Field has adequate seating space if temporary seating is provided, however there are no benches or other permanent seating available. The Bottom Field has no accessible seating.

Accessible Bathrooms

There is one accessible bathroom located in the Top Field facility. It is easily accessible, however the circulation space is limited and it does not contain a changing table. There are no accessible bathrooms in the Bottom Field.

Accessible Changing Rooms

There are no designated accessible changing rooms at Forsyth Park. Any user of the facility who requires access to an accessible changing space would be encouraged to use the accessible bathroom.

Wayfinding

There is signage on the door of the accessible bathroom, however it is not obviously displayed.

**Waverton Park**

**Parking and Access**

There are no accessible parking spaces at Waverton Park. Best parking to access this facility is via John Street, where street parking is available a short walk from the facility. John St may also be used as a drop off point, however there are no accessible entrances or footpaths to either field located near this space.

**Entrance, Footpath and Ramps**

There are not accessible entrances or footpaths through which to access Waverton Park. A lack of these features poses significant barriers to entry and it would not be possible for many people who struggle with mobility to access these facilities.

**Seating and Spectator Areas**

There are no accessible seating areas at Waverton Park

**Accessible Bathrooms and Changing Rooms**

There are no accessible bathroom or changing room at Waverton Park

**Wayfinding**

There are no wayfinding resources at Waverton Park.



## SPORTING FACILITIES BOOKING POLICY

D5-47

Page 1 of 4

**Policy Owner:** Director Corporate Support

**Category:** Operational

**Direction:** 5. Our Civic Leadership

### 1. STATEMENT OF INTENT

- 1.1 To provide a bookings system for North Sydney Council's sporting facilities that is fair and transparent for all users and which prohibits exclusive use.
- 1.2 Council adheres to the principles of a child safe organisation and is committed to the care and protection of all children and young people. These principles also apply to any event organisers who are holding events in parks, open spaces or streets under the ownership and/or control of the Council.

### 2. ELIGIBILITY

- 2.1 This Policy applies to all hirers of Council sporting facilities as defined below.

### 3. DEFINITIONS

- 3.1 Hirer - is a school, club, association or individual.
- 3.2 Commercial Hirer - is a company or a business.
- 3.3 Sporting facilities - includes ovals, netball courts and practice nets; it excludes North Sydney Olympic Pool, North Sydney Oval, North Sydney Indoor Sports Centre and passive parks.
- 3.4 Local - refers to a resident or hirer who resides or is located, or whose members generally reside, in the North Sydney local government area.
- 3.5 High impact sports - are defined as hockey, oztag, all football codes or any other sport that is deemed to have a heavy impact on the sports field surface.
- 3.6 Low impact sports - are defined as traditional summer sports such as cricket or any other sport that is deemed to have a low impact on the sports field surface.

### 4. PROVISIONS

- 4.1 Booking of sporting facilities is to be made on a seasonal basis in the first instance.

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Re-adopted by Council 8 May 2023

**SPORTING FACILITIES BOOKING POLICY**

Page 2 of 4

- 4.2 Seasonal hirers of Council's sporting facilities will be given preference over occasional hirers.
- 4.3 Bookings are not based on precedent.
- 4.4 Preference will be given to local hirers.
- 4.5 Schools, sporting clubs and sporting associations will have priority over commercial hirers.
- 4.6 Hire/use of Council facilities including Filming and Media launches - the hire/use of community, recreational or sporting facilities managed by Council cannot be used for the promotion, advertising or displaying of any services or products related to gambling, tobacco, vaping or alcohol.
- 4.7 Schools and junior clubs will have priority for bookings between 7.00am and 5.30pm, Monday to Friday.
- 4.8 Applications for seasonal bookings will close each year as follows:

Summer Season: First Friday in August  
 Winter Season: First Friday in February

Late applications will only be dealt with after bookings have been allocated to on-time applicants.

Traditional summer sports have priority during the summer season e.g. cricket, as do traditional winter sports e.g. all football codes and hockey have priority during the winter season.

- 4.9 In determining the allocation of requested bookings, Bookings staff will take into consideration:
  - a) the number of players/participants represented by the hirer;
  - b) if the booking is for training/competition/social (priority to will be given to training/competition over social);
  - c) a fair distribution of hours between the respective hirers;
  - d) whether the hirer has previously complied with Council's bookings conditions of hire;
  - e) the impact of a particular sport on the grounds during the maintenance and growing periods. Council Officers will advise the applicant of the current terms and conditions; and
  - f) special events such as holiday camps will be considered on a case by case basis.

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 Re-adopted by Council 8 May 2023

**SPORTING FACILITIES BOOKING POLICY**

Page 3 of 4

4.10 In accordance with Council's *Fees and Charges Schedule*, permanent hirers that pay the entire season bookings seven days in advance of the season commencing will receive a 10% reduction on the scheduled fee.

4.11 Dispute Resolution - where there is a conflict in relation to dates and/or time slots of the requested bookings, Council Officers will contact the hirers and attempt to work out a compromise arrangement with them on an individual basis.

Where attempts to find a compromise have failed, the parties will be invited to attend a pre-season hirer meeting in order for Council Officers to mediate a solution with the parties. Council's Manager Parks and Reserves will chair the meeting assisted by Customer Services and Records Department staff.

If the impasse cannot be resolved, Council will hold a ballot to allocate the disputed times or Council staff will determine allocation having taken into consideration the needs of the parties.

4.12 Communication with Stakeholders - Council's Manager Parks and Reserves will maintain contact with the various stakeholders on a formal basis, through the Sport and Recreation Reference Group.

**5. RESPONSIBILITY/ACCOUNTABILITY**

5.1 Customer Service and Records Department (Bookings Section) are responsible for processing applications for seasonal hire of sporting facilities.

5.2 Council's Manager Parks and Reserves is the point of contact with stakeholders to address sport and recreation matters.

5.3 Council's Manager Parks and Reserves is responsible for chairing meetings to resolve conflicts between hirers.

**6. RELATED POLICIES/DOCUMENTS/LEGISLATION**

The Policy should be read in conjunction with the following documents/legislation:

- Child Safe Policy
- Fees and Charges Schedule
- Recreation Needs Study
- Smoke Free Environment Declared Public Areas Policy
- Terms and Conditions/Permit for Use of Sporting Resource

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Re-adopted by Council 8 May 2023

**SPORTING FACILITIES BOOKING POLICY**

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Version	Date Approved	Approved by	Resolution No.	Review Date
1	5 June 2006	Council	412	2008/09
2	16 February 2009	Council	61	2012/13
3	18 February 2013	Council	61	2016/17
4	25 June 2018	Council	214	2020/21
5	8 May 2023	Council	144	2024/25

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Re-adopted by Council 8 May 2023

## BOOKING OF SPORTING FACILITIES



### How to Make a Booking

Note: This is not for bookings of North Sydney Oval (oval 1) or for Bon Andrews Oval (oval 2), instead please contact Kristen Wren on (02) 9936 8585.

#### CASUAL HIRERS

A 'casual' hirer is a hirer that reserves an oval fewer than 12 times per season.

To check the availability of an oval please call Customer Service-Bookings on 9936 8200 / 9936 8427. Casual bookings cannot be accepted during March and September due to maintenance schedules.

There are two 'booking' seasons each year:

1. Summer Season - October to February
2. Winter Season - April to August

**N.B.** Casual Winter code sports e.g. rugby league, touch, soccer, hockey etc. are not permitted September to March (inclusive).

All bookings must be applied for in writing by completing the **Casual Hire of a Sporting Resource Application Form**. Ensure you read the **Terms & Conditions** prior to lodging your application.

#### Payment:

Payment can be made by cash, cheque or credit card. Casual bookings require full payment up front.

The following **may** also need to be submitted:

- Certificate of Currency. If you don't have your own insurance, in some instances it may be taken out through North Sydney Council.
- Litter Bin form. Litter bins are essential if you are serving food or drink. As a guide one bin is required for every 30 people attending the event. Cost: \$81.00 each.

Bookings will only be confirmed when the application form and full payment is received. Once processed, you will be sent a booking confirmation within 7 working days.

The application must be finalised one month prior to the event date (this includes forwarding the certificate of currency and completed indemnity form from your service provider(s)).

The booking is subject to cancellation if not finalised by the agreed date.

\*Bookings can be accepted within one month but this will incur a \$25 late fee. No bookings can be accepted within 7 days of the event date.



**NORTH SYDNEY COUNCIL****How to Make a Booking**

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**PERMANENT HIRERS**

A 'permanent' hirer is a hirer that reserves an oval 12 or more times in a season.

Please ensure you read the **Terms and Conditions** and the **Booking of Sporting Facilities Policy** prior to lodging your application. A copy of your Certificate of Currency must also be included with your application.

The seasons are slightly different for permanent hirers:

The Summer Season is held between the third week of September through to the end of March. Applications for this season close on the first Friday in August.

The Winter Season is held between April and around the first week of September. Applications for this season close on the first Friday in February.

**Winter Code Sport during Summer:**

Winter code sports are permitted during October – March although the hours are strictly limited:

October - January	Restricted to 5 hours per week and only permitted Tunks Park No. 2, 3, 4 and 5 (Junior/school sport only)
February - March	Restricted to 10 hours per week but can be played on ALL ovals (excluding Tunks Park Turf Wicket)

Complete a Summer Season Application Form if you wish to reserve an oval during October - March.

All bookings must be applied for in writing by completing the application form:

- Summer Season Application Form (September to March)
- Winter Season Application Form (April to September)

Bookings will **not** be accepted if your account balance is in arrears.

Permanent hirers who pay for their seasonal booking no later than 7 working days prior to the commencement of the season will receive a 10% discount off the scheduled fee.

Late applications will only be dealt with after on time applications have been allocated.

Council will endeavour to meet requests, however there is no guarantee that sufficient sports fields will be available to meet user demand. Seasonal Bookings will be confirmed 4 weeks prior to the commencement of the season. Any ad hoc applications made through the season will be confirmed within 7 working days.

Permanent hirers are required to give at least 2 working days' notice when requesting 'casual' bookings or if they wish to cancel a booking.

## APPLICATION FORM



## Sporting Fields Seasonal Hire - Summer Season

September to March inclusive

A minimum of two (2) working days applies when requesting occasional bookings. Written confirmation will be forwarded to you upon completion. Forward your application to:

<b>In person:</b>	200 Miller Street, North Sydney NSW 2060	<b>Phone:</b>	(02) 9936 8200 or (02) 9936 8427
<b>Postal:</b>	PO Box 12, North Sydney NSW 2059	<b>Email:</b>	Bookings@northsydney.nsw.gov.au

**PART 1 - APPLICANT'S DETAILS**

Complete all details below. Use a **black** pen.

Organisation/Association/Club Name:		ABN (if applicable):
Address:	Suburb:	Post Code:
Contact Name:	Position:	
Telephone Number:	Mobile Number:	
Email Address:		

Bookings will not be accepted if your account is in arrears.

Seasonal bookings paid in full by the prepayment deadline will receive a 10% 'prepay' discount.

An invoice will be issued once at the commencement of the season.

Additional bookings made after the seasonal bookings has been confirmed, will be invoiced on a monthly basis.

There is no refund if cancelling a seasonal booking.

Do you wish to have your association/club contact details as provided above made available on Yes ☐ No ☐  
Council's website, information directory and to local residents?

**Contact Details for Invoicing (if different to those above):**

Contact Name:	Telephone Number:
Email Address:	

**PART 2 – SPORTING FIELD REQUIREMENTS**

High impact sports are permitted during November - March although the hours are strictly limited:

November – January SCHOOL SPORT/ JUNIOR SPORT ONLY Restricted to 5 hours per week and only permitted on Tunks Park No. 2, 3, 4 & 5

February - March Restricted to 10 hours per week but can be played on ALL ovals (excluding Tunks Park Turf Wicket)

No Studs permitted during this period on natural grass fields.

<b>Resource:</b>	<b>Day:</b>	<b>Time:</b> (Incl Set/Pack Up)
Field: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Tunks Turf: <input type="checkbox"/> Tunks Mini: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Net: 1. <input type="checkbox"/> 2. <input type="checkbox"/> Court: 1. <input type="checkbox"/> 2. <input type="checkbox"/>		
Cammeray: (Synthetic Field): <input type="checkbox"/> 100 Lux (Training – Standard) <input type="checkbox"/> 200 Lux (Game) <input type="checkbox"/>		
Hours of use: Mon, Tue, Wed - 7.00am to 9.00pm, Thur, Fri 7.00am to 9.30pm, Sat 8.00am to 8.00pm, Sun 8.00am to 5.00pm		
Activity: Cricket <input type="checkbox"/> Rugby League <input type="checkbox"/> Union <input type="checkbox"/> Touch <input type="checkbox"/> Oztag <input type="checkbox"/> Soccer <input type="checkbox"/> Hockey <input type="checkbox"/> Softball <input type="checkbox"/> Netball <input type="checkbox"/> Other <input type="checkbox"/>		
Session: Training <input type="checkbox"/> Game <input type="checkbox"/>	Age: Juniors (under 12 yrs) <input type="checkbox"/> (12-18 yrs) <input type="checkbox"/> Seniors (over 18s) <input type="checkbox"/>	No of Users: <input type="checkbox"/>
Individual Dates: List individual dates (excluding school and public holidays if applicable)		Office Use Only - Booking No.
Aug		
Sep		
Oct		
Nov		
Dec		
Jan		
Feb		
Mar		
Total Cost:		Late Booking Staff Notified Yes <input type="checkbox"/>

Ph: 9936 8200 Email: Bookings@northsydney.nsw.gov.au

01/07/2024

Access and Inclusion Committee - 25 February 2025 Agenda

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**NORTH SYDNEY COUNCIL****Sporting Fields Seasonal Hire - Summer Season****Organisation/Association/Club Name:** \_\_\_\_\_**COPY THIS PAGE IF ADDITIONAL BOOKINGS ARE REQUIRED**

<b>Resource:</b>	<b>Day:</b>	<b>Time:</b> (Incl Set/Pack Up)
Field: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Tunks Turf: <input type="checkbox"/> Tunks Mini: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Net: 1. <input type="checkbox"/> 2. <input type="checkbox"/> Court: 1. <input type="checkbox"/> 2. <input type="checkbox"/>		
<b>Cammeray: (Synthetic Field):</b> <input type="checkbox"/> <b>100 Lux</b> (Training – Standard) <input type="checkbox"/> <b>200 Lux</b> (Game) <input type="checkbox"/> Hours of use: Mon, Tue, Wed - 7.00am to 9.00pm, Thur, Fri 7.00am to 9.30pm, Sat 8.00am to 8.00pm, Sun 8.00am to 5.00pm		
<b>Activity:</b> Cricket <input type="checkbox"/> Rugby League <input type="checkbox"/> Union <input type="checkbox"/> Touch <input type="checkbox"/> Oztag <input type="checkbox"/> Soccer <input type="checkbox"/> Hockey <input type="checkbox"/> Softball <input type="checkbox"/> Netball <input type="checkbox"/> Other <input type="checkbox"/>		
<b>Session:</b> Training <input type="checkbox"/> Game <input type="checkbox"/>	<b>Age:</b> Juniors (under 12 yrs) <input type="checkbox"/> (12-18 yrs) <input type="checkbox"/> Seniors (over 18s) <input type="checkbox"/>	<b>No of Users:</b> <input type="checkbox"/>
<b>Individual Dates:</b> List individual dates (excluding school and public holidays if applicable)		<b>Office Use Only - Booking No.</b>
Aug		
Sep		
Oct		
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Mar		
<b>Total Cost:</b>		Late Booking Staff Notified Yes <input type="checkbox"/>

<b>Resource:</b>	<b>Day:</b>	<b>Time:</b> (Incl Set/Pack Up)
Field: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Tunks Turf: <input type="checkbox"/> Tunks Mini: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Net: 1. <input type="checkbox"/> 2. <input type="checkbox"/> Court: 1. <input type="checkbox"/> 2. <input type="checkbox"/>		
<b>Cammeray: (Synthetic Field):</b> <input type="checkbox"/> <b>100 Lux</b> (Training – Standard) <input type="checkbox"/> <b>200 Lux</b> (Game) <input type="checkbox"/> Hours of use: Mon, Tue, Wed - 7.00am to 9.00pm, Thur, Fri 7.00am to 9.30pm, Sat 8.00am to 8.00pm, Sun 8.00am to 5.00pm		
<b>Activity:</b> Cricket <input type="checkbox"/> Rugby League <input type="checkbox"/> Union <input type="checkbox"/> Touch <input type="checkbox"/> Oztag <input type="checkbox"/> Soccer <input type="checkbox"/> Hockey <input type="checkbox"/> Softball <input type="checkbox"/> Netball <input type="checkbox"/> Other <input type="checkbox"/>		
<b>Session:</b> Training <input type="checkbox"/> Game <input type="checkbox"/>	<b>Age:</b> Juniors (under 12 yrs) <input type="checkbox"/> (12-18 yrs) <input type="checkbox"/> Seniors (over 18s) <input type="checkbox"/>	<b>No of Users:</b> <input type="checkbox"/>
<b>Individual Dates:</b> List individual dates (excluding school and public holidays if applicable)		<b>Office Use Only - Booking No.</b>
Aug		
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Mar		
<b>Total Cost:</b>		Late Booking Staff Notified Yes <input type="checkbox"/>

<b>Resource:</b>	<b>Day:</b>	<b>Time:</b> (Incl Set/Pack Up)
Field: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Tunks Turf: <input type="checkbox"/> Tunks Mini: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Net: 1. <input type="checkbox"/> 2. <input type="checkbox"/> Court: 1. <input type="checkbox"/> 2. <input type="checkbox"/>		
<b>Cammeray: (Synthetic Field):</b> <input type="checkbox"/> <b>100 Lux</b> (Training – Standard) <input type="checkbox"/> <b>200 Lux</b> (Game) <input type="checkbox"/> Hours of use: Mon, Tue, Wed - 7.00am to 9.00pm, Thur, Fri 7.00am to 9.30pm, Sat 8.00am to 8.00pm, Sun 8.00am to 5.00pm		
<b>Activity:</b> Cricket <input type="checkbox"/> Rugby League <input type="checkbox"/> Union <input type="checkbox"/> Touch <input type="checkbox"/> Oztag <input type="checkbox"/> Soccer <input type="checkbox"/> Hockey <input type="checkbox"/> Softball <input type="checkbox"/> Netball <input type="checkbox"/> Other <input type="checkbox"/>		
<b>Session:</b> Training <input type="checkbox"/> Game <input type="checkbox"/>	<b>Age:</b> Juniors (under 12 yrs) <input type="checkbox"/> (12-18 yrs) <input type="checkbox"/> Seniors (over 18s) <input type="checkbox"/>	<b>No of Users:</b> <input type="checkbox"/>
<b>Individual Dates:</b> List individual dates (excluding school and public holidays if applicable)		<b>Office Use Only - Booking No.</b>
Aug		
Sep		
Oct		
Nov		
Dec		
Jan		
Feb		
Mar		
<b>Total Cost:</b>		Late Booking Staff Notified Yes <input type="checkbox"/>

**NORTH SYDNEY COUNCIL****Sporting Fields Seasonal Hire - Summer Season****PART 3 – FEES**

Current fees and charges are available on our website [www.northsydney.nsw.gov.au](http://www.northsydney.nsw.gov.au). Once your application is lodged and assessed Council will contact you regarding the applicable fees. Do not pay until an invoice is received.

Lighting fees will be invoiced after usage.

**PART 4 – INSURANCE DETAILS**

Provide a current copy of Certificate of Currency.

The Certificate of Currency must insure you for legal liability to the public in respect of personal injury and property damage for a limit of indemnity of not less than \$20 million (\$AUD).

**PART 5 – DECLARATION AND INDEMNITY**

I declare to the best of my knowledge that the information provided in this application is accurate and correct. I also undertake to advise North Sydney Council should there be any alterations or additions to the information supplied immediately.

I have read, understand and agree to the conditions of use as outlined in the Sporting Fields Terms and Condition of Hire. (See Council's website at [www.northsydney.nsw.gov.au](http://www.northsydney.nsw.gov.au) for Terms and Conditions). I understand that if any of the conditions are breached the permit may be cancelled. I have supplied a copy of the Certificate of Currency.

I (referred to hereafter as the Permit Holder) hold North Sydney Council (referred to hereafter as the Council) harmless, and releases and indemnifies and keeps released and indemnified, from and against all actions, suits, claims, demands, costs, charges, and expenses for which Council, its servants, agents or employees may be held liable in respect of any loss, damage, accident or injury of whatsoever nature or kind and however sustained or occasioned and whether to property or persons in connection with the use of this public area and any work connected therewith pursuant to this permit but excluding such liability arising from any negligent act, default or omission, on the part of Council, its servants, agents or employees either solely or in contribution thereto.

Applicant Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PART 6 – PRIVACY AND PERSONAL INFORMATION**

North Sydney Council is collecting your personal information for the purposes of processing an application or submission. The supply of personal information is entirely voluntary. If you elect not to provide or do not wish to provide your personal information, Council may not be able to process your application or act on or acknowledge your submission. North Sydney Council shall be regarded as the agency that holds your personal information and access to your personal information by interested parties, may be released in line with Council policies. North Sydney Council may publish any personal information included in a submission on a proposal or proposed development. You have a right to access your personal information held by Council. You also have a right to have your personal information corrected or amended by Council. Applications by members of the public to view Council's records which are not in the public arena are subject to the provisions of Privacy and Personal Information Protection Act 1998, Government Information (Public Access) Act 2009 and North Sydney Council's Privacy Management Plan.

I have read and understand the Privacy Statement.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## APPLICATION FORM

## Sporting Fields Seasonal Hire - Winter Season

April to September inclusive



A minimum of two (2) working days applies when requesting occasional bookings. Written confirmation will be forwarded to you upon completion. Forward your application to:

<b>In person:</b>	200 Miller Street, North Sydney NSW 2060	<b>Phone:</b>	(02) 9936 8200 or (02) 9936 8427
<b>Postal:</b>	PO Box 12, North Sydney NSW 2059		
<b>Email:</b>	Bookings@northsydney.nsw.gov.au		

**PART 1 - APPLICANT'S DETAILS**

Complete all details below. Use a **black** pen.

Organisation/Association/Club Name:		ABN (if applicable):
Address:	Suburb:	Post Code:
Contact Name:	Position:	
Telephone Number:	Mobile Number:	
Email Address:		

Bookings will not be accepted if your account is in arrears.

Seasonal bookings paid in full by the prepayment deadline will receive a 10% 'prepay' discount.

An invoice will be issued once at the commencement of the season.

Additional bookings made after the seasonal bookings has been confirmed, will be invoiced on a monthly basis.

There is no refund if cancelling a seasonal booking.

Do you wish to have your association/club contact details as provided above made available on Council's website, information directory and to local residents? Yes ☐ No ☐

**Contact Details for Invoicing** (if different to those above):

Contact Name:	Telephone Number:
Email Address:	

**PART 2 – SPORTING FIELD REQUIREMENTS**

Winter code sports are permitted on all fields (excluding Tunks Turf) for no more than 32 hours per week.

Cammeray oval can be hired up to 62 hours per week.

<b>Resource:</b>	<b>Day:</b>	<b>Time:</b> (Incl Set/Pack Up)
Field: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Tunks Turf: <input type="checkbox"/> Tunks Mini: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Net: 1. <input type="checkbox"/> 2. <input type="checkbox"/> Court: 1. <input type="checkbox"/> 2. <input type="checkbox"/>		
Cammeray: (Synthetic Field): <input type="checkbox"/> 100 Lux (Training – Standard) <input type="checkbox"/> 200 Lux (Game) <input type="checkbox"/>		
Hours of use: Mon, Tue, Wed - 7.00am to 9.00pm, Thur, Fri - 7.00am to 9.30pm, Sat - 8.00am to 8.00pm, Sun - 8.00am to 5.00pm		
Activity: Cricket <input type="checkbox"/> Rugby League <input type="checkbox"/> Union <input type="checkbox"/> Touch <input type="checkbox"/> Oztag <input type="checkbox"/> Soccer <input type="checkbox"/> Hockey <input type="checkbox"/> Softball <input type="checkbox"/> Netball <input type="checkbox"/> Other <input type="checkbox"/>		
Session: Training <input type="checkbox"/> Game <input type="checkbox"/>	Age: Juniors (under 12 yrs) <input type="checkbox"/> (12-18 yrs) <input type="checkbox"/> Seniors (over 18s) <input type="checkbox"/>	No of Users: <input type="checkbox"/>
Individual Dates: List individual dates (excluding school and public holidays if applicable)		Office Use Only - Booking No.
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Total Cost:		Late Booking Staff Notified Yes <input type="checkbox"/>

Organisation/Association/Club Name: \_\_\_\_\_

**NORTH SYDNEY COUNCIL****SPORTING RESOURCE HIRE – WINTER SEASON****COPY THIS PAGE IF ADDITIONAL BOOKINGS ARE REQUIRED**

<b>Resource:</b>	<b>Day:</b>	<b>Time:</b> (Incl Set/Pack Up)
Field: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Tunks Turf: <input type="checkbox"/> Tunks Mini: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Net: 1. <input type="checkbox"/> 2. <input type="checkbox"/> Court: 1. <input type="checkbox"/> 2. <input type="checkbox"/>		
<b>Cammeray: (Synthetic Field):</b> <input type="checkbox"/> <b>100 Lux</b> (Training – Standard) <input type="checkbox"/> <b>200 Lux</b> (Game) <input type="checkbox"/> Hours of use: Mon, Tue, Wed - 7.00am to 9.00pm, Thur, Fri - 7.00am to 9.30pm, Sat - 8.00am to 8.00pm, Sun - 8.00am to 5.00pm		
<b>Activity:</b> Cricket <input type="checkbox"/> Rugby League <input type="checkbox"/> Union <input type="checkbox"/> Touch <input type="checkbox"/> Oztag <input type="checkbox"/> Soccer <input type="checkbox"/> Hockey <input type="checkbox"/> Softball <input type="checkbox"/> Netball <input type="checkbox"/> Other <input type="checkbox"/>		
<b>Session:</b> Training <input type="checkbox"/> Game <input type="checkbox"/>	<b>Age:</b> Juniors (under 12 yrs) <input type="checkbox"/> (12-18 yrs) <input type="checkbox"/> Seniors (over 18s) <input type="checkbox"/>	<b>No of Users:</b> <input type="checkbox"/>
<b>Individual Dates</b> List individual dates (excluding school and public holidays if applicable)		<b>Office Use Only - Booking No.</b>
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
<b>Total Cost:</b>		Late Booking Staff Notified Yes <input type="checkbox"/>

<b>Resource:</b>	<b>Day:</b>	<b>Time:</b> (Incl Set/Pack Up)
Field: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Tunks Turf: <input type="checkbox"/> Tunks Mini: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Net: 1. <input type="checkbox"/> 2. <input type="checkbox"/> Court: 1. <input type="checkbox"/> 2. <input type="checkbox"/>		
<b>Cammeray: (Synthetic Field):</b> <input type="checkbox"/> <b>100 Lux</b> (Training – Standard) <input type="checkbox"/> <b>200 Lux</b> (Game) <input type="checkbox"/> Hours of use: Mon, Tue, Wed - 7.00am to 9.00pm, Thur, Fri - 7.00am to 9.30pm, Sat - 8.00am to 8.00pm, Sun - 8.00am to 5.00pm		
<b>Activity:</b> Cricket <input type="checkbox"/> Rugby League <input type="checkbox"/> Union <input type="checkbox"/> Touch <input type="checkbox"/> Oztag <input type="checkbox"/> Soccer <input type="checkbox"/> Hockey <input type="checkbox"/> Softball <input type="checkbox"/> Netball <input type="checkbox"/> Other <input type="checkbox"/>		
<b>Session:</b> Training <input type="checkbox"/> Game <input type="checkbox"/>	<b>Age:</b> Juniors (under 12 yrs) <input type="checkbox"/> (12-18 yrs) <input type="checkbox"/> Seniors (over 18s) <input type="checkbox"/>	<b>No of Users:</b> <input type="checkbox"/>
<b>Individual Dates</b> List individual dates (excluding school and public holidays if applicable)		<b>Office Use Only - Booking No.</b>
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
<b>Total Cost:</b>		Late Booking Staff Notified Yes <input type="checkbox"/>

<b>Resource:</b>	<b>Day:</b>	<b>Time:</b> (Incl Set/Pack Up)
Field: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Tunks Turf: <input type="checkbox"/> Tunks Mini: 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/> Net: 1. <input type="checkbox"/> 2. <input type="checkbox"/> Court: 1. <input type="checkbox"/> 2. <input type="checkbox"/>		
<b>Cammeray: (Synthetic Field):</b> <input type="checkbox"/> <b>100 Lux</b> (Training – Standard) <input type="checkbox"/> <b>200 Lux</b> (Game) <input type="checkbox"/> Hours of use: Mon, Tue, Wed - 7.00am to 9.00pm, Thur, Fri - 7.00am to 9.30pm, Sat - 8.00am to 8.00pm, Sun - 8.00am to 5.00pm		
<b>Activity:</b> Cricket <input type="checkbox"/> Rugby League <input type="checkbox"/> Union <input type="checkbox"/> Touch <input type="checkbox"/> Oztag <input type="checkbox"/> Soccer <input type="checkbox"/> Hockey <input type="checkbox"/> Softball <input type="checkbox"/> Netball <input type="checkbox"/> Other <input type="checkbox"/>		
<b>Session:</b> Training <input type="checkbox"/> Game <input type="checkbox"/>	<b>Age:</b> Juniors (under 12 yrs) <input type="checkbox"/> (12-18 yrs) <input type="checkbox"/> Seniors (over 18s) <input type="checkbox"/>	<b>No of Users:</b> <input type="checkbox"/>
<b>Individual Dates</b> List individual dates (excluding school and public holidays if applicable)		<b>Office Use Only - Booking No.</b>
Mar		
Apr		
May		
Jun		
Jul		
Aug		
Sep		
<b>Total Cost:</b>		Late Booking Staff Notified Yes <input type="checkbox"/>

**NORTH SYDNEY COUNCIL****SPORTING RESOURCE HIRE – WINTER SEASON****PART 3 - FEES**

Current fees and charges are available on our website [www.northsydney.nsw.gov.au](http://www.northsydney.nsw.gov.au). Once your application is lodged and assessed, Council will contact you regarding the applicable fees. Do not pay until an invoice is received.

Lighting fees will be invoiced after usage.

**PART 4 - INSURANCE DETAILS**

Provide a current copy of Certificate of Currency.

The Certificate of Currency must insure you for legal liability to the public in respect of personal injury and property damage for a limit of indemnity of not less than \$20 million (\$AUD).

**PART 5 - DECLARATION AND INDEMNITY**

I declare to the best of my knowledge that the information provided in this application is accurate and correct. I also undertake to advise North Sydney Council should there be any alterations or additions to the information supplied immediately.

I have read, understand and agree to the conditions of use as outlined in the Sporting Fields Terms and Condition of Hire. (See Council's website at [www.northsydney.nsw.gov.au](http://www.northsydney.nsw.gov.au) for Terms and Conditions). I understand that if any of the conditions are breached the permit may be cancelled. I have supplied a copy of the Certificate of Currency.

I (referred to hereafter as the Permit Holder) hold North Sydney Council (referred to hereafter as the Council) harmless, and releases and indemnifies and keeps released and indemnified, from and against all actions, suits, claims, demands, costs, charges, and expenses for which Council, its servants, agents or employees may be held liable in respect of any loss, damage, accident or injury of whatsoever nature or kind and however sustained or occasioned and whether to property or persons in connection with the use of this public area and any work connected therewith pursuant to this permit but excluding such liability arising from any negligent act, default or omission, on the part of Council, its servants, agents or employees either solely or in contribution thereto.

Applicant Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PART 6 - PRIVACY AND PERSONAL INFORMATION**

North Sydney Council is collecting your personal information for the purposes of processing an application or submission. The supply of personal information is entirely voluntary. If you elect not to provide or do not wish to provide your personal information, Council may not be able to process your application or act on or acknowledge your submission. North Sydney Council shall be regarded as the agency that holds your personal information and access to your personal information by interested parties, may be released in line with Council policies. North Sydney Council may publish any personal information included in a submission on a proposal or proposed development. You have a right to access your personal information held by Council. You also have a right to have your personal information corrected or amended by Council. Applications by members of the public to view Council's records which are not in the public arena are subject to the provisions of Privacy and Personal Information Protection Act 1998, Government Information (Public Access) Act 2009 and North Sydney Council's Privacy Management Plan.

I have read and understand the Privacy Statement.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## APPLICATION FORM

## Casual Hire of a Sporting Resource

## Incl. Turf/Synthetic Wickets, Netball Courts and Practice Nets



Complete this form Field and Wickets, Netball Courts and Practice Nets if you wish to reserve a sporting resource on a casual or one-off basis. Applications can be forwarded:

<b>In person:</b>	200 Miller Street, North Sydney NSW 2060	<b>Email:</b>	Bookings@northsydney.nsw.gov.au
<b>Postal:</b>	PO Box 12, North Sydney NSW 2059	<b>Phone:</b>	(02) 9936 8200 or (02) 9936 8427

**N.B.** You will need to contact Council prior to lodging your application to determine availability.

Payment in full is required with lodgement of your application. Bookings must be finalised within one month of the event date. Written confirmation / tax receipts will be mailed to you upon completion.

**FEES AND CHARGES**

The following fees are applicable until 30 June 2025 and include GST.

**Juniors (up to 18yrs)**

Daylight Hours	\$108.00 per hour
Lights Required	\$143.00 per hour (Training - 100 Lux)
Lights Required	\$168.80 per hour (Game - 200 Lux)
Touch Football Daytime	\$132.00 per hour
Touch Football Lights Required	\$167.00 per hour (Training – 100 Lux)
Touch Football Lights Required	\$192.00 per hour (Game – 200 Lux)
Turf Wicket	\$168.00 per hour
Practice Net	\$ 81.00 per hour
Netball Court	\$ 63.00 per hour

**Seniors**

Daylight Hours	\$123.00 per hour
Lights Required	\$158.00 per hour (Training - 100 Lux)
Lights Required	\$183.00 per hour (Game - 200 Lux)
Touch Football Daytime	\$144.00 per hour
Touch Football Lights Required	\$179.00 per hour (Training – 100 Lux)
Touch Football Lights Required	\$204.00 per hour (Game – 200 Lux)
Turf Wicket	\$186.00 per hour
Practice Net	\$ 87.00 per hour
Netball Court	\$ 87.00 per hour

**Cammeray Oval (All Ages)**

Daylight Hours	\$193.00 per hour
Lights Required	\$228.00 per hour (Training - 100 Lux)
Lights Required	\$255.00 per hour (Game - 200 Lux)

**Additional Items**

Litterbin	\$ 81.00
Cancellation Fee	\$ 50.00
Amendment Fee	\$ 25.00 (per occasion)
Casual Insurance Fee	\$183.00

\*As a guide one bin is required for 30 people.

Bubble Soccer is only permitted on Cammeray Oval. Please ensure you include any setting up / packing up within the timeframe reserved.

**INSURANCE DETAILS**

All hirers must have public liability insurance. Private individuals (who don't have their own insurance) can purchase Council's 'casual' insurance (\$183.00 per occasion). Bookings on behalf of a company must provide their own insurance. In this instance, the booking will be entered in the name of the insured and public liability insurance must be for no less than \$20 million (\$AUD).

For a full list of the Terms and Conditions, please refer to Council's website [www.northsydney.nsw.gov.au](http://www.northsydney.nsw.gov.au)



**NORTH SYDNEY COUNCIL****Casual Hire of a Sporting Resource****APPLICANT'S DETAILS**

Complete all details below. Use a **black** pen.

Organisation/Individual:	ABN (if applicable):	
Contact Name:	Position:	
Address:	Suburb:	Post Code:
Postal Address:		
Telephone:	Mobile:	
Email:		

Number of Paid Service Providers: \_\_\_\_\_

Paid Service to be provided		Name	Council Use Only		
			Indemnity	Insurance	Expiry Date
<input type="checkbox"/>	Musician				
<input type="checkbox"/>	Caterer				
<input type="checkbox"/>	Amusement Device				
<input type="checkbox"/>	Animal Farm				
<input type="checkbox"/>	Other				

**SPORTING FIELD REQUIREMENTS**

Sporting fields are not available for hire during March and September (grounds are closed to allow for new season field preparation and maintenance).

<b>Location/Resource:</b>		<b>Number of Players:</b>
<b>Oval:</b> Turf Wicket <input type="checkbox"/>	<b>Mini Oval:</b> 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/>	<b>Oval:</b> 1. <input type="checkbox"/> 2. <input type="checkbox"/> 3. <input type="checkbox"/> 4. <input type="checkbox"/> 5. <input type="checkbox"/>
Practice Net: 1. <input type="checkbox"/> 2. <input type="checkbox"/>	Netball Court: 1. <input type="checkbox"/> 2. <input type="checkbox"/>	Tennis Court: 1. <input type="checkbox"/> 2. <input type="checkbox"/>
<b>Date:</b>	<b>Time:</b> to	<b>Number of Litter Bins:</b>
<b>Activity:</b> Cricket <input type="checkbox"/> Rugby <input type="checkbox"/> Union <input type="checkbox"/> Touch <input type="checkbox"/> Oztag <input type="checkbox"/> Soccer <input type="checkbox"/> Hockey <input type="checkbox"/> Softball <input type="checkbox"/> Netball <input type="checkbox"/> Other <input type="checkbox"/>		

FOR COUNCIL USE	
Code: Hourly Fee	Amount Paid:
Code: 253 Public Liability Insurance	Date:
Code: 249 Litter Bin \$ x	Receipt No:
Code: 103 Bond:	Booking Reference No:
Code:	Correspondence No:
	Litter Bin Ordered:
Total:	Turf Wicket Approved On:
Comments: _____	
_____	
_____	
_____	
_____	

**NORTH SYDNEY COUNCIL****Casual Hire of a Sporting Resource****HIRER'S INDEMNITY AND CERTIFICATE OF CURRENCY**

The top section of this form must be completed and signed before a booking confirmation can be issued. The lower section of this form must be completed if you have your own insurance.

Name of Applicant: \_\_\_\_\_

(Applicant's name must be the same as insurance policy holder)

(referred to hereafter as the Permit Holder) holds North Sydney Council (referred to hereafter as the Council) harmless, and releases and indemnifies and keeps released and indemnified, from and against all actions, suits, claims, demands, costs, charges and expenses for which Council, its servants, agents or employees may be held liable in respect of any loss, damage, accident or injury of whatsoever nature or kind and however sustained or occasioned and whether to property or persons in connection with the use of this public area and any work connected therewith pursuant to this permit but excluding such liability arising from any negligent act, default or omission, on the part of Council, its servants, agents or employees either solely or in contribution thereto.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**CERTIFICATE OF CURRENCY DETAILS****Insurance Details**

This section must be completed if you are providing your own insurance.

**Insurance Information**

I hereby declare that I (name of applicant) \_\_\_\_\_

as permit holder and North Sydney Council are insured for legal liability to the public in respect of personal injury and property damage for a limit of indemnity of not less than \$20 million (\$AUD).

Name of Insurance Company: \_\_\_\_\_

Public Liability Policy No: \_\_\_\_\_

Period of Insurance from: \_\_\_\_\_

to: \_\_\_\_\_

Limit of Indemnity: \$ \_\_\_\_\_

Location: Anywhere in the North Sydney Council area

Cover: The Insured's legal liability to the public in respect of personal injury and property damage

I understand that this insurance shall not be cancelled or lapse without the agreement of North Sydney Council and the policy document shall be endorsed to this effect.

This insurance includes the cross liability clause.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**N.B.** If providing your own insurance a copy of your Certificate of Currency **must** be included with your application at the time of lodgement.

**PRIVACY STATEMENT**

North Sydney Council is collecting your personal information for the purposes of processing an application or submission. The supply of personal information is entirely voluntary. If you elect not to provide or do not wish to provide your personal information, Council may not be able to process your application or act on or acknowledge your submission. North Sydney Council shall be regarded as the agency that holds your personal information and access to your personal information by interested parties, may be released in line with Council policies. North Sydney Council may publish any personal information included in a submission on a proposal or proposed development. You have a right to access your personal information held by Council. You also have a right to have your personal information corrected or amended by Council. Applications by members of the public to view Council's records which are not in the public arena are subject to the provisions of Privacy and Personal Information Protection Act 1998, Government Information (Public Access) Act 2009 and North Sydney Council's Privacy Management Plan.

I have read and understand the Privacy Statement

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## **NORTH SYDNEY COUNCIL**

### **Casual Hire of a Sporting Resource**

#### **SERVICE PROVIDER'S INDEMNITY & CERTIFICATE OF CURRENCY DETAILS**

This form needs to be completed by each **paid** service provider you have engaged in conjunction with your booking. This may include but is not limited to musicians, caterers, photographers etc.

**N.B.** A separate form is required for each service provider. If there are several providers in the one group and they are not covered by a group policy, then each member will need to complete a separate form.

Contact:	Email:
Business Name:	Mobile:
Service to be provided (e.g. caterer):	
Location of Event:	Date of Event:

The service provider hold North Sydney Council (referred to hereafter as the Council) harmless, and releases and indemnifies and keeps released and indemnified, from and against all actions, suits, claims, demands, costs, charges and expenses for which Council, its servants, agents or employees may be held liable in respect of any loss, damage, accident or injury of whatsoever nature or kind and however sustained or occasioned and whether to property or persons in connection with the service provided and any work connected therewith pursuant to this permit but excluding such liability arising from any negligent act, default or omission, on the part of Council, its servants, agents or employees either solely or in contribution thereto.

#### **CERTIFICATE OF CURRENCY DETAILS**

##### **Insurance Details**

Complete this form, giving details of your public liability insurance.

##### **Insurance Information**

As a service provider I am insured for legal liability to the public in respect of personal injury and property damage for a limit of indemnity of not less than \$20 million (AUD).

Name of Insurance Company:	
Public Liability Policy No:	
Period of Insurance from:	to:
Limit of Indemnity: \$	

Location: Anywhere in the North Sydney Council area.

Cover: The Insured's legal liability to the public in respect of personal injury and property damage.

I understand that this insurance shall not be cancelled or lapse without the agreement of North Sydney Council.

Signed:	Date:
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**N.B.** A copy of the current Certificate of Currency and completed service indemnity form **must** be forwarded to Council no later than one week prior to the event date.

**NORTH SYDNEY COUNCIL**  
**Casual Hire of a Sporting Resource**

**PART 8 - QUESTIONNAIRE**

If you answer 'Yes' to any of the following, provide details.

- |       |   |  |
|-------|---|--|
| 1.    | Will food be served?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <hr/> |   |  |
| 2.    | Will the event be privately catered?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <hr/> |   |  |
| 3.    | Will there be any amplification?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <hr/> |   |  |
| 4.    | Is the event open to the public?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <hr/> |   |  |
| 5.    | Will there be any form of payment, entry fee or a condition of entry?                     | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <hr/> |   |  |
| 6.    | Will the event be advertised?   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <hr/> |   |  |
| 7.    | Will any goods be bought or sold?   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <hr/> |   |  |
| 8.    | Will there be fundraising?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <hr/> |   |  |
| 9.    | Will alcohol be served?   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <hr/> |   |  |
| 10.   | Will prizes be awarded?   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <hr/> |   |  |
| 11.   | Will there be any music/entertainment? <i>(N.B. Amplification is strictly Prohibited)</i> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <hr/> |   |  |
| 12.   | Will there be equipment/structures (incl. animal farm, BBQ etc)?                          | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <hr/> |   |  |

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## APPLICATION FORM



## LITTER BIN HIRE

**Code 249****CONTACT**

Name:	ABN (if applicable):
Company:	
Address:	
Telephone (during b/hours):	Mobile:
Email:	

**LOCATION**


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**FUNCTION DETAILS**

Number of Bins required:
Date of Function:

**FOR COUNCIL USE**

Processed by:	Date Ordered:
Cost per Bin: \$81.00	No. of Bins Required:
Amount Paid: \$	
Receipt No:	
Date:	

## APPLICATION FORM

**BOND LODGEMENT**

**Bond Refunds (if applicable):** Refunds can only be refunded into a bank account (ie not directly back into a credit card)



<b>Applicant</b>			
Company Name / Individual:			
Address:			
ABN:		Contact No:	
Email address for remittance advice:			
<b>Category</b>			
<input type="checkbox"/> DA Bond/s <input type="checkbox"/> Carpark Debtor Account <input type="checkbox"/> Bookings <input type="checkbox"/> Advertising Permit <input type="checkbox"/> Contract <input type="checkbox"/> Access Council Property <input type="checkbox"/> Other (Please provide details) .....			
<b>Banking Details for Refund</b>			
I authorise the bond money to be refunded to bank account listed below			
Name: ..... Signature: ..... Date.....			
Account Holder Name(s):			
BSB Number:		Account number:	
<p align="center"><b>PRIVACY STATEMENT</b></p> <p>North Sydney Council is collecting your personal information for the purposes of processing an application or submission. The supply of personal information is entirely voluntary. If you elect not to provide or do not wish to provide your personal information, Council may not be able to process your application or act on or acknowledge your submission. North Sydney Council shall be regarded as the agency that holds your personal information and access to your personal information by interested parties, may be released in line with Council policies. North Sydney Council may publish any personal information included in a submission on a proposal or proposed development. You have a right to access your personal information held by Council. You also have a right to have your personal information corrected or amended by Council. Applications by members of the public to view Council's records which are not in the public arena are subject to the provisions of Privacy and Personal Information Protection Act 1998, Government Information (Public Access) Act 2009 and North Sydney Council's Privacy Management Plan.</p> <p><i>I have read and understand the Privacy Statement</i></p> <p>Signed: ..... Date.....</p>			
<b>Bond Details (Office Use)</b>			
Name:			
Bond Type:	Trust ID:	Amount:	
Property Address:			
Bond Description:			
DA Number / Reference Number:			
Entered By:		Memo Added to Authority:	
Date Bond Received:		Receipt Number:	
<p><b>Finance / NAR Office Use:</b></p> <p>Check employee/company/individual has a creditor account already? Yes-update No- Create</p>			