



# Getiela Alexandria Park Community School Sportsfield Expression of interest for allocation of field space

Information for applicants

2024

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# Introduction

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The City of Sydney (“the City”), Alexandria Park Community School (“the School”) and the NSW Department of Education (“DoE”) are jointly sharing the use and management of the Getiela Alexandria Park Community School Sportsfield (“the Field”) in Alexandria, Sydney. Getiela is a local Aboriginal word meaning ‘go play’.

The City’s vision for the Field is to provide an all-inclusive physical activity hub, to enhance the health, fitness, and recreational needs of the large and diverse local community of residents and workers.

The Field contributes to a range of services, programs, activities, and events that are flexible, culturally inclusive and aim to build skills, provide knowledge, promote personal and social development, promote physical well-being, and create and sustain local networks.

The Field opened in February 2023. The City is seeking submissions for regular and school holiday hire of field spaces. Regular hire means using the Field on an ongoing basis. To be considered a ‘regular hirer’ one of the following criteria must be met:

- Seasonal hire – over the duration of either summer or winter sports season (minimum 10 consecutive weeks or fortnights).
- Weekly hire – minimum of 10 consecutive weeks.
- Fortnightly hire – minimum of 10 consecutive fortnights.

An Expression of Interest process (“the Process”) is being run to ensure a fair and transparent process for all potential user groups to register their interest. The Process will prioritise locally based sporting clubs, organisations, associations, and community groups to deliver a range of programs and activities that contribute to the guiding principles and vision of the City.

Available time will be shared amongst successful applicants. There will be no guarantee of a minimum allocation of time and space or of a particular time or day. A guide to the current available spread of hours and space is outlined in this document.

The Process is for usage during the 2024 calendar year. The City may exercise the right to extend this period for successful applicants in accordance with the hire agreement or may elect to run another Process. Any allocation is not to be interpreted as exclusive or perpetual occupation.

Successful applicants must be able to meet the criteria outlined in this document and must submit applications in the manner required by this document.

**The appointment of user groups will be made based on groups that will achieve the best overall variety and value to the City and the community.**

# Field Overview

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## Location

The Field is a multipurpose synthetic sportsfield located at 7-11 Park Road, Alexandria and is adjacent to the Alexandria Park Community School precinct.

The City recommends the use of active transport to get to the Field. It is approximately an 11-minute walk from Green Square Station and a 15-minute walk from Redfern Station and is accessible via a range of transport options. There are cycle racks on-site.

There is no dedicated on-site parking available. Limited on street metered parking is available in the surrounding streets. There is a drop-off area located at Park Road (off Power Avenue).

All hirers are requested to use the entrance located at Park Road and Power Avenue.

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## Shared management

Management and use is shared between the City, the School, and the DoE.

The City manages outside-of-school-hours bookings, which include weeknights (6pm to 10pm), weekends (8am to 8pm) and school holidays. As a shared precinct, applicants need to be aware of potential other hirers and sports being played at other adjacent venues and spaces e.g. Alexandria Oval.

During school hours (Monday to Friday 7am to 6pm), the Field is managed by the School for school related activities only, and bookings will not be available from the City.

All enquiries for outside-of-school hours bookings can be directed to [getielasyntheticfield@cityofsydney.nsw.gov.au](mailto:getielasyntheticfield@cityofsydney.nsw.gov.au).

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## Available hours for hire

Current availability is detailed below. Hire time includes set-up and pack-down time. Lighting will be turned off promptly at 10pm Monday to Friday. No lighting is provided on weekends.

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
School Term	6pm-10pm	6pm-10pm	City programs	6pm-10pm	6pm-10pm	8am-8pm*	8am-8pm*
School Holidays	8am-10pm	8am-10pm	8am-6pm	8am-10pm	8am-10pm	8am-8pm*	8am-8pm*

**\* Lighting is not provided on weekends. Seasonal changes may affect field usability.**

Public Holidays – the City will consider applications for hire subject to a separate application. Organised events are not permitted on public holidays.

School Holidays – the City will consider applications for hire subject to a separate application.

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## Permitted Use

### Organised sports competitions

Organised sports competitions are not permitted on weeknight evenings. Competitions may involve the facilitation and management of games, matches, or contests where teams or individuals engage in competitive sporting activities.

Organised sports competitions are permitted on weekends.

### Training and social recreation activities

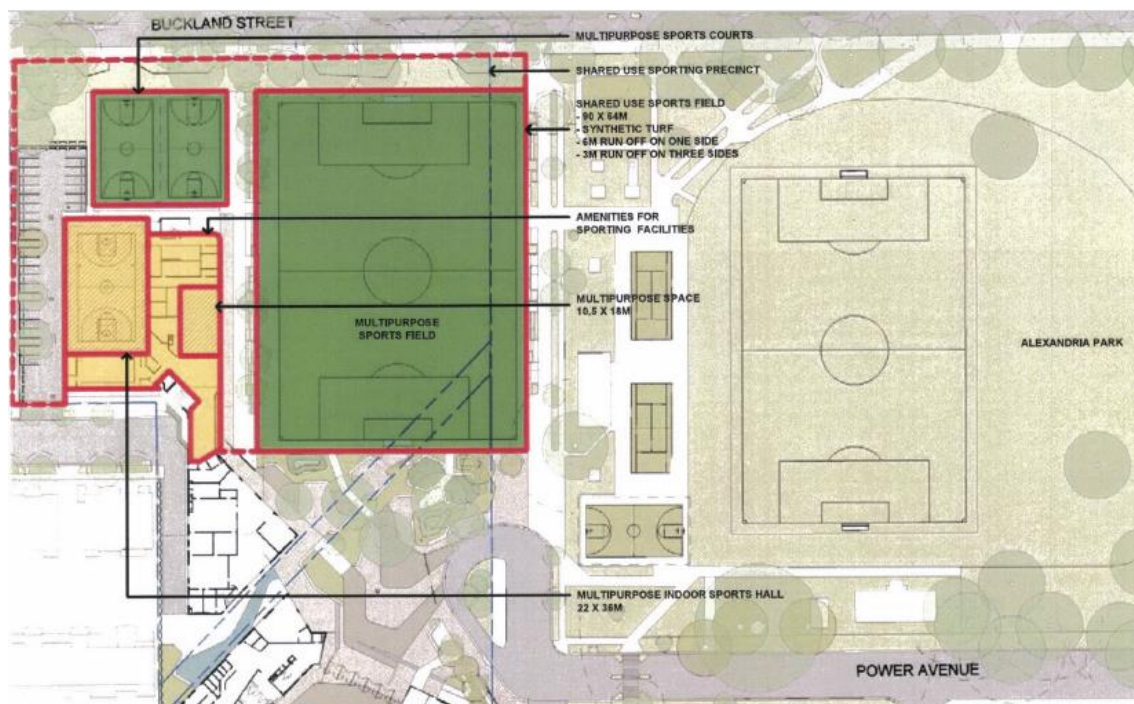
Training and social recreation activity is permitted during all available times managed by the City. This would include casual and drop-in type games or activities, sports skills and training sessions, and friendly social games.

The use of whistles is not permitted on weeknight evenings.

For more information on whether your activity is permitted, please contact [getielasyntheticfield@cityofsydney.nsw.gov.au](mailto:getielasyntheticfield@cityofsydney.nsw.gov.au)

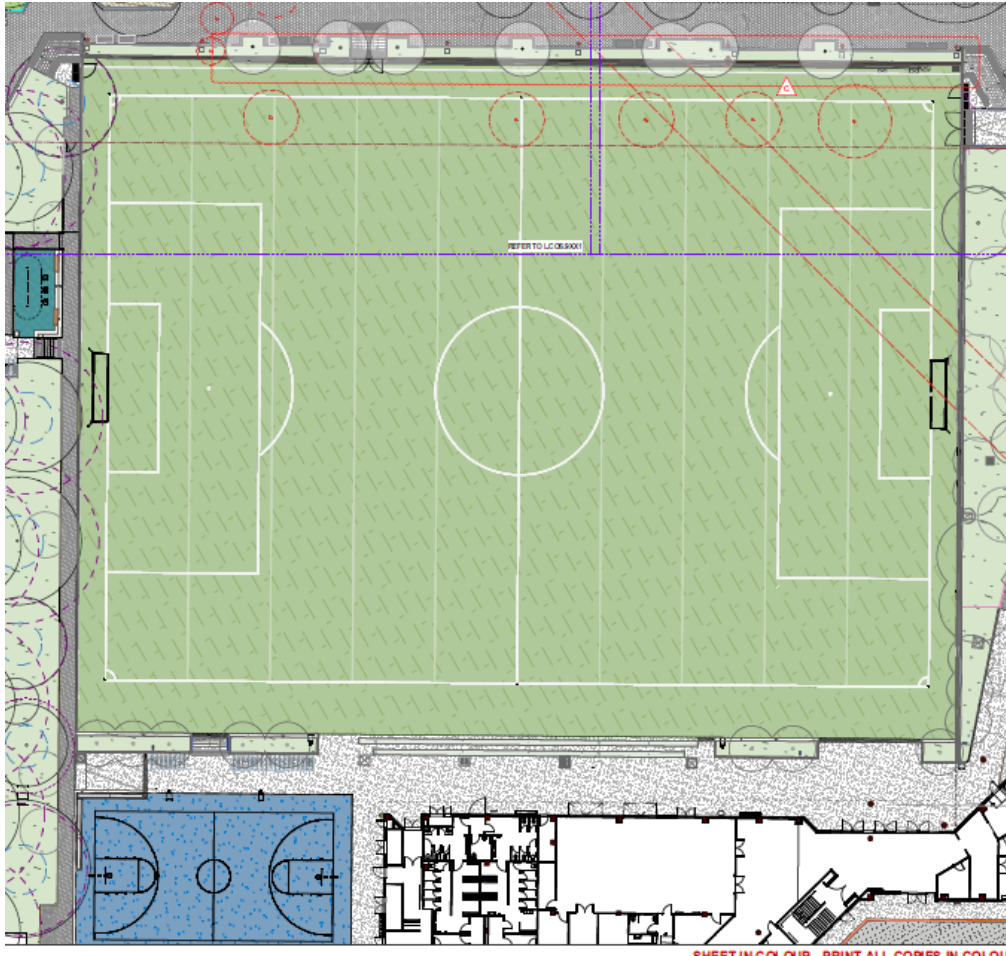
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## Facilities and amenities available





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### Field size and configurations

- FIFA standard field (90 metres by 64 metres).
- Meets world rugby standards synthetic turf (suitable for contact sports).
- Perimeter fencing to control access and use.
- Baseline run-off 3m.
- School sideline run-off and warm up area - 6m wide.
- Ball nets measuring 25m wide and 7m high are located at the ends of the field. No ball nets along the sidelines.
- Multiple configurations available:
  - Soccer/football (Mod and Junior).
  - Touch Rugby/League Tag/Mod League.
  - AFL (Aus-kick/mini-kick and Junior).
  - Field Hockey (mini and junior).
  - Oz/League Tag.
  - Modified field games.

### Equipment

Equipment available onsite includes the following

- Combination goal posts suitable for both rugby and soccer FIFA standard field games.

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Successful applicants will need to supply their own goal nets. Applicants wanting to facilitate other sports will need to bring the required equipment. There will be no equipment hiring service. There is no netting system to divide the Field into multiple playing areas.

No equipment can be staked or inserted in the playing surface.

### Lighting

Illuminated to 75 lux at sunset to cater for formal booked use. Lighting is not provided on weekends (seasonal changes may affect the usability of the Field).

### Line marking

The Field is marked out for soccer/ football with goals in position for game play.

Boundary placement of cones and goals required for small-sided games and junior play.

### Storage

Seasonal hire applicants can express interest in using one of the three storage units available. Final allocation will be at the discretion of the City, subject to demand and availability, and based on meeting the criteria outlined in this document. There is no guarantee of availability of storage space.

Only sports equipment will be permitted in any designated or assigned storage area. No hazardous items including BBQ gas bottles are permitted. Details of all external equipment must be included in the application form and must be approved by the City prior to storage.

All property/equipment belonging to the hirer must be removed at the end of their hire period.

### Public toilets

- A public accessible toilet is available in the adjacent Alexandria Park. The accessible toilet at the school which faces on to the field is available for use by hirers.

### Kiosk and BBQ

No dedicated facilities for Kiosk or BBQ. No gas bottles or BBQs are permitted within the confines of the Field or stored in any designated or assigned storage area.

Available options for BBQ are:

- Use of the BBQ facilities in the Alexandria Park playground adjacent to the Field (20 metres distance).

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## Fees and charges 2023/24

A summary of the applicable fees and charges for hire of the Field is below. More detailed fees and charges can be found via the City of Sydney [website](#).

Field	Hourly rate
Full field – commercial	\$342.00
Half field – commercial	\$171.00
Full field – non-commercial (e.g. not-for-profit sporting organisations/clubs)	\$175.50
Half field – non-commercial (e.g. not-for-profit sporting organisations/clubs)	\$82.50
Seasonal booking (full field) – 25% discount (non-commercial bookings only)	\$131.60



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Seasonal booking (half field) – 25% discount (non-commercial bookings only)	\$65.80
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Seasonal hire must be a non-commercial organisation that hires field spaces over the duration of either summer or winter sporting season (minimum 10 consecutive weeks or fortnights).

Additional fees for equipment hire, bump in/bump out and court set up and pack down may apply.

Fees and charges will increase by the Australian consumer price index (CPI) (subject to endorsement by Council) and come into effect from 1 July of each financial year.

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## Prohibited activities and items

- Drive or park unauthorised vehicles on the Field
- Camp or light fires.
- Bring dogs onto the Field.
- Wear footwear with metal spikes, studs or cleats, or high heels.
- Bring food, chewing gum, glass, or sharp objects onto the Field.
- Smoke on and around the Field.
- Use the Field when closed.
- Use weights, and other resistance training equipment including sleds, and training benches on the Field.
- Alcohol consumption is prohibited on and around the Field.
- Any equipment requiring to be staked or inserted into the Field surface.
- Power generators.

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## Noise Restrictions

The Field is in a residential area. To respect our neighbours noise must be kept to a minimum when accessing the park and Field, during use or leaving.

The hirer is required at all times to minimise the level of noise emitted from the Field. This includes excessive shouting / yelling.

No public address (PA) system or electronically operated sound equipment shall be used unless approved by the City as part of the application. The hirer is required to ensure that PA noise does not cause a nuisance.

Noise from any amplified music or notification system used must not exceed whichever is greater of LAeq 15 minute  $\leq$  65 dB(A) or 5dB(A) above background noise when measured (at the nearest affected receiver).

The sound generated by the activity on the Field shall be controlled and activity must not result in the transmission of 'offensive noise' as defined in the Protection of the Environment Operations Act 1997 (at the nearest affected receiver).

If, during the activity, substantiated complaints or breaches of noise conditions occur the noise must immediately be reduced to ensure it complies with the noise levels specified in the noise conditions above.

No whistles are allowed on weeknight evenings.

Repeated offences may result in the termination of the hire agreement and access to the facility.

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## Men's Premier and Reserve Grade Competitions

To assist in the management of noise levels at the Field, the City will not permit the facilitation of competitions from the top tiers of Men's grade sports, which may include grades labelled as "Premier" and "Reserve" or equivalent. The City retains the right to evaluate noise produced by a specific Men's sport grade and decide its appropriateness for the Field.

If you have questions or wish to discuss your group's activities in relation to this criteria, please contact us at [getielasyntheticfield@cityofsydney.nsw.gov.au](mailto:getielasyntheticfield@cityofsydney.nsw.gov.au) for further details.

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## Advertising and signage

No permanent or temporary signage that advertises any product or service is to be erected or displayed within the confines of the park or the Field. For the purposes of clarity, this includes removable banners and A Frame signage.

# The Process

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## Guiding Principles

The City of Sydney's Sustainable Sydney 2030-2050 Community Strategic Plan outlines the council's role in ensuring the provision of high-quality recreational programs, events, and services to support a city for all. It has committed to the planning for, maintaining and managing of a range of community and sports facilities.

The City's guiding principles in the context of this Process and ongoing use are:

**Gender Equity** – focus on gender equity through sport seeking increased participation for women.

**Social Inclusion** – diverse programs and activities that are responsive to changing participation trends and increasing participation of people with disability or socioeconomic disadvantage or Aboriginal and Torres Strait Islander peoples; or gay, lesbian, bisexual, transgendered, Intersex, Queer (GLBTIQ) people, children or older adults and/or new and emerging communities.

**Collaboration** – that the City works with a range of stakeholder groups to deliver mutually beneficial outcomes.

**Transparency** – that given the level of demand, space is allocated in an open, competitive, and transparent manner with a clearly defined process and is guided by fairness and equity.

**Consistency** – that pricing and where relevant other usage arrangements be consistent with existing City of Sydney sports facilities.

**Sustainable Financial Performance** – that the delivery model balances community outcomes while internally delivered programs are delivered.

**Green Travel** – encouragement of active and sustainable transport modes.

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## Gender equity and junior participation

Supporting the City's commitment to reducing the Gender Play Gap and increasing equity in sports, priority will be given to groups that support women and junior participation.

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## Allocation of available time

The Process is structured to be fair to all applicants, with the aim of maximum benefit to local sporting clubs, organisations, and groups to facilitate a range of regular or school holiday programs and activities to the local community and encourage shared community use. Successful applicants will be selected based on their ability to contribute to the guiding principles along with other criteria outlined in this document. Applications that address gender equity through sport to increase participation for women will be highly regarded and prioritised.

The City will make every effort to accommodate the requested allocation by applicants however applicants may not be allocated their exact requested number of hours or their specific day or time. The actual allocation of hours will be based on applications received and how the City can best allocate space equitably and fairly across all successful applicants.

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Successful applicants will be required to enter into a hire agreement and will need to provide relevant Public Liability Insurance or have a willingness to obtain prior to the execution of the hire agreement. Evidence of checks required under the Child Protection (Working With Children) Act 2012 may be required if under 18-year-old participants are involved.

We anticipate demand to be high and to be highly competitive. While an application may meet the criteria, it may not be competitive against other applications. If your application is unsuccessful, you can seek feedback from the evaluation panel. There may also be opportunities for one-off casual field hire.

Existing hirers will have to apply and will not receive any priority in the allocation process.

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## Programs and activities

Programs and activities that contribute to the guiding principles will be assessed more favourably.

Organised sports competitions are not permitted on weeknight evenings.

Organised sports competitions are permitted on weekends.

Examples of programs that would be suitable for the Field include:

- Junior competitions (weekend only) and training.
- Senior training and skills-based activities.
- Other sports competitions (weekend only), training and/or activities.

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## Submission requirements

To apply you must submit the application via the [online form](#). The application and supporting material must be lodged by the closing date and time. Responses submitted via any other method will not be accepted.

To complete the [online form](#), you will need the following:

- Contact details.
- Responses to selection criteria.
- References if applicable (no more than two).
- Public Liability Insurance Certificate of Currency, or willingness to obtain prior to execution of the hire agreement.
- Working With Children Check number or willingness to obtain (as required under the Child Protection (Working With Children) Act 2012) prior to execution of the hire agreement.

The City will not pay, or refund costs incurred by any organisation in connection with any application.

The City strongly recommends that you undertake any necessary site inspections (where applicable).

The City may:

- Refuse to consider any non-conforming or incomplete application.
- Accept an application that does not conform with the strict terms and conditions.
- Consider an application which was not submitted in accordance with these specified conditions.

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- Terminate the Process at any time without making an award.
- Do anything else that the City determines in its absolute discretion.

Additional information may be required to verify the contents of your application.

Multiple submissions for the same applicant will not be accepted.

## Child safety

All successful applicants must adhere to the City's Child Safety Policy, which is available via our [website](#).

Successful applicants may be required to provide evidence of any checks required under the Child Protection (Working With Children) Act 2012.

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## Key dates

30 October 2023	Applications open
26 November 2023	Applications close
11 December 2023	Outcome of assessment, applicants notified.
18 December 2023	Hire agreements executed
From January 2024	Hire agreement commences (exact date as per hire agreement). Mandatory induction and training as required.

Late applications may be considered in exceptional circumstances only.

Key dates are subject to change.

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## More information

Please contact [getielasyntheticfield@cityofsydney.nsw.gov.au](mailto:getielasyntheticfield@cityofsydney.nsw.gov.au) for more information. Please note to maintain the integrity of the Process, some enquiries may not be able to be answered.

More information is available in the hire agreement including conditions specific to the hire and use of the Field.

# Assessment Process

Applications will be reviewed and assessed by a panel of City of Sydney staff against the guiding principles and will include additional criteria outlined below.

Applicants are encouraged to provide as much information as possible in their application. Applicants may be requested to provide more information as part of this process. Applications must fall into one of the criteria of Regular Use as outlined in the introduction to be considered:

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## Probity

The City aims for the highest standards of probity. Probity is defined by procurement processes being able to stand up to scrutiny and community expectations in its consideration of applications. The principles used to promote probity throughout all stages of the process are:

- Fairness and impartiality.
- Use of a competitive process.
- Consistency and transparency of process.
- Security and confidentiality.
- Identification and resolution of conflicts of interest.
- Scoring.

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## Assessment Criteria and Scoring

Category	Assessment Criteria	Details	Possible Score	Weight
1	Locally based	Priority will be given to local associations clubs, organisations, or community groups.	3	10%
2	Registered club or association	Incorporated association and/or registered with sport peak body.	3	10%
3	Participation Outcomes	Maximises overall usage of the Field with a broad range of users including but not limited to participants who are girls and women, Aboriginal and Torres Strait Islander peoples; or gay, lesbian, bisexual, transgendered, Intersex, Queer (GLBTIQ) people or older people; and/or new and emerging communities as a well as people of all ages.		



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Category	Assessment Criteria	Details	Possible Score	Weight
	Score: Very effective = 3 Moderately effective = 2 Limited effectiveness = 1 No capacity to achieve = 0	<ol style="list-style-type: none"> <li>1. The booking will maximise usage of the Field and increase participation rates in sport and/or recreation.</li> <li>2. The booking will focus on gender equity and increase participation of females.</li> <li>3. The booking will increase social inclusion.</li> <li>4. The booking will cater for diverse age groups with a focus on junior participation.</li> <li>5. The booking enhances access and inclusion for people with disability.</li> </ol>	3  3  3  3	40%
4	Need and Community Benefit	Improves the prosperity of the club/ user group and delivers greater opportunities for the community to participate in health and wellbeing activities.		
	Score: Very effective = 3 Moderately effective = 2 Limited effectiveness = 1 No capacity to achieve = 0	<ol style="list-style-type: none"> <li>1. Improves the self-sufficiency and viability of club/user group.</li> <li>2. Provides access to healthy sport and recreation environments promoting community wellbeing.</li> <li>3. Enables access to new activities and creates greater diversity and choice of activities for the community.</li> <li>4. Complements the guiding principles and other priorities outlined in this document.</li> </ol>	3  3  3	40%
<b>Mandatory</b>				
		<u>Work Health &amp; Safety</u>	Y/N	N/A
		Demonstrated understanding of relevant health and safety risks associated with the facilitation of their program or service. Documentation including safe work procedure statements or risk assessments may be requested.		
		<u>Insurance</u>	Y/N	N/A
		Has provided relevant Public Liability Insurance (\$10 Million minimum) or has a willingness to obtain one prior to their program or service starting.		
		<u>Working with Children Check</u>	Y/N	N/A
		If the program delivers programs or services to children, all facilitators and relevant staff have completed and forwarded a valid copy of their Working With Children Check (WWCC).		

## Scoring

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### **Very Effective**

Responds to all requirements of the criteria and provides innovative approaches and added value for the City and community. A comprehensive, complete, and well-written response that demonstrates a deep understanding of the City's priority of use guidelines. Proposal and claims are comprehensively detailed and substantiated with evidence that the applicant will excel in their stated objectives. 3

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### **Moderately Effective**

Well-structured response with relevant supporting evidence to all aspects of the criteria. Sound appreciation of the objectives of the City with a generally logical response to meeting the needs of the criteria. Reasonable evidence provided that the proposed program will meet the criteria, although no added value or innovation provided. 2

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### **Limited Effectiveness**

Adequate effort but response poorly engages with the criteria. Response lacks understanding of the City's priority of use guidelines. Provides minimal evidence that the proposed program will meet the criteria. 1

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### **No Capacity to Achieve**

Response does not engage with the criteria, with little information that is relevant. Virtually no evidence understanding the requirements. Largely unacceptable response. 0

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## Review

The City will review (at least annually) the usage of successful applicants to ensure they continue to meet the outcomes stated in their application and the outcomes of the City's guiding principles and other criteria. Reviews will involve regular hirers only, not school holiday, casual or ad-hoc hirers.

The City will finalise the measures, types of evidence and data to be collected as part of finalising the hire agreement. These requirements will not be onerous and can be varied by mutual agreement as part of the annual review.

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## Additional information

The following links provide further information on the City's vision, policies and strategies:

[Sustainable Sydney 2030-2050](#)

[Social Sustainability Policy](#)

[City's WHS Policy](#)

[Code of conduct](#)

[Child Safety Policy](#)

