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wyndhamcity

WYNDHAM'S SPORTS FACILITY

Capital Development Guide

2020 - 2025





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Wyndham City acknowledges the peoples of the Kulin Nation as the Traditional Owners of the land on which Wyndham is being built. We pay respect to their Elders past and present.

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GLOSSARY OF TERMS

Facility – Refers to the entire facility which includes pavilion buildings, sports playing surfaces and supporting infrastructure such as lights and seating.

Pavilion – Refers to the building that is provided to service the functions of the reserve.

Acknowledgements: Council would like to acknowledge the contribution made by the Wyndham Community, Sports Club Volunteers and Sports Leagues and Associations in the development of the Sports Facility Capital Development Guide.

1 Introduction

The *Sports Facility Capital Development Guide* outlines how Wyndham City will provide facilities that allow more people to participate more often in leisure and their local communities.

The policy sets out the different levels of facility provision for active open space, facility standards to be built by Council and contribution options available for co-investment by community organisations.

The primary aim of this policy is to provide flexible and sustainable active open spaces for the Wyndham community.

This policy will not directly address the needs of sports that exist in passive open space including cross country running, skate, park run and cycling groups.

In line with Active Wyndham and the Sport Strategy 2045, this policy addresses the importance of the provision of supporting infrastructure that allows for and encourages non-organised or informal active participation such as walking, cycling, outdoor exercise and play.

1.1 Policy Statement

Council provides integrated, flexible and sustainable sports facilities that support active participation, community sport, facilitate shared use and provide a place for community connectedness.

1.2 Who will be affected by this Guide

Incorporated Non Profit Community Sports Clubs
Incorporated Non Profit Community Groups
Registered Fitness, Recreation or Leisure Industry Business'
Education institutions including schools
Regional and State Sporting Associations
The Wyndham Community

1.3 Relevant Documents

Wyndham City Plan 2017-2021
Wyndham 2040: A Place for People
Active Wyndham
Wyndham Sport Strategy 2045
Wyndham Open Space Strategy 2045
Wyndham Play Space Strategy 2030
Wyndham Environmentally Sustainable Design Framework

1.4 Principles of Capital Development

The principles of capital development outline the considerations for design and construction of Council's sports facilities. The documents used to guide the review of the policies include the *Wyndham 2040: A Place for People, the* Active Wyndham Strategy (draft) and the Wyndham Sport Strategy 2045 (guiding principles below).Figure A – Wyndham Sport Strategy 2045 – Guiding Principles

Further to the guiding principles above the Capital Development Guide is underpinned by:

- Providing the community with local access to places and spaces where they can achieve health and wellbeing aspirations through, physical activity and social connectedness.
- Provide places and spaces where people feel safe, supported and respected, where they can participate free from discrimination and fear of violence.
- Plan, design and deliver places and spaces where people of all ages can participate in physical activity together.
- Maximise the flexibility of facilities through inclusive **design** which promotes active leisure by the whole community including people of varying ages, interests, gender, identities, abilities and cultures.
- Provide facilities that are flexible, multi-use and shared by a range of users in order to maximise use of limited spaces.
- Ensure facilities are fit for purpose, compliant, economically sustainable and maximise principles of Environmentally Sustainable Design (ESD) to achieve a balance between functionality and sustainability.
- To undertake careful planning and design to address the community **access** to a range of activities and diversity of opportunities to be healthy and active.

- Form strong **partnerships** between Council and users regarding the capital development of facilities for the benefit of the broader community.
- Provide transparency in the **responsibilities** for provision of outdoor sports facilities.
- Ensure **equitable** community participation in recreation and leisure pursuits.
- Support user groups to be financially viable while promoting social **responsibility**.

1.5 Policy Logic

1.5.1 Trends in Sport

The Australian Sports Commission document *Play. Sport. Australia. the Australian Sports Commissions participation game plan* (2015) identifies two significant issues facing sport in Australia:

- Keeping sport relevant and viable
- Keeping Australians active and healthy

These issues are underpinned by a shift in Australian lifestyles, technology saturation and reduced family budgets. The Commission identifies a significant opportunity for sporting organisations to align their services with six sporting trends in the Australian community.

- A Perfect Fit: Personalised sport for health and fitness
- From Extreme to Mainstream: The rise of lifestyle sports
- More than Sport: The attainment of health, community and overseas aid objectives via sport
- Everybody's Game: Demographic, generational and cultural change
- New wealth, new talent: Economic growth and sports development in Asia
- Tracksuits to business suits: Market pressures and new business models

(Source: Australian Sports Commission, *The Future of Australian Sport* 2013*)*

1.5.2 Trends in Wyndham

The evidence base developed as part of Active Wyndham revealed that regular, sufficient and long-term physical activity participation is associated with broader community benefits including enhanced individual health and wellbeing, social connectedness and community liveability.

The latest state and local research tell us that:

- 55% of adults residing in Wyndham fail to meet physical activity guidelines.
- One in five Wyndham residents do not participate in physical activity at all.
- Only less than 10% of physically active residents participate in organised, competitive sports activities.
- The proportion of Wyndham residents suffering from chronic conditions is substantially greater compared to most Greater Melbourne municipalities.

Further to this relevant physical activity trends in Wyndham include:

- With increasing age physically active people tend to choose non-sports and non-organised physical activities over sports club-associated and organised physical activities.
- Physical activity through organized sports clubs is mostly popular among young children
- Women's membership in sport clubs is substantially lower compared to men.
- Only one in four physically active Wyndham residents participate in organised physical activities.
- Almost 70% of physically active Wyndham residents choose to participate in non-organised physical activities such as walking, running, cycling, etc.

The Open Space Strategy 2045 has identified that there are shortfalls and under provision of open space in certain areas of the municipality. Using Sport & Recreation Victoria's demand ratio of 2 hectares to 1000 residents for active open space results in an under provision of 217 hectares across

the city of Wyndham once it reaches build out. This reinforces the importance of planning and designing for flexibility and multi-use facilities and spaces.

Facilities will be planned and designed to maximize environmental sustainability opportunities. The *Wyndham Council Buildings ESD Framework 2015* will be considered in the delivery of sports facilities related to this *Guide.* The aim of the Environmentally Sustainable Design (ESD) Framework is to incorporate ESD principles into all Council buildings.

1.5.3 Development Guide Response

The development guide is directly informed by evidence-based trends in sport, active participation and importantly how these are reflected in the Wyndham community. The Development Guide provides a framework to achieve the stated policy statement and principles.

2 Outdoor Sports Facility Classification

To assist with the planning and development of sporting infrastructure a three level matrix of sports facilities has been established:

		Level of Sport		
		High	Medium	Low
Infrastructure Needs of the Sport	High	A	B	C
	Medium	B	B	C
	Low	B	C	C

The terminology to describe the levels and the criteria used to classify facilities will remain consistent across all sports. Sports may have facilities across all three categories or only be represented in one category in Wyndham. National and State facilities do not form part of this guide and will be informed by state sporting association strategies.

The 'Hierarchy of Outdoor Sports Facilities' is based on the following criteria:

Level of Sport

- The **level of sport competition** that the facility is capable of hosting, including competition and training. Where, high level sport is recognised as the tier below state level competition; medium level sport captures municipal and district competition; and low level sport is social in nature, informal and or skills based;
- The level of **participation or catchment breadth** in the sport. Low participation sports may attract participants from a larger catchment and be provided less than sports with high participation rates which will be provided more frequently; and
- The **demographic and cultural uniqueness** of Wyndham. Due to unique factors Wyndham has significantly higher populations of young and maturing families, persons with disabilities and migrant and refugee communities than greater Melbourne. The hierarchy of facilities will respond to changing and emerging needs of the local community through flexible design where one, two or three different sports may operate from the same facility.

Infrastructure Needs of the Sport

- The **scale of infrastructure** required for the sport, including; player, volunteer and spectator numbers, the size and standard of the playing area, pavilion/clubroom & other supporting infrastructure. It is likely that *Category A* facilities will have a higher standard of provision (e.g. extent of spectator facilities, car parking etc.) than other levels of provision;
- The **state classification of the facility** according to Sport and Recreation Victoria and relevant State Sporting Association standards and/or hierarchies;
- **Maintenance requirements** including frequency and response times for turf care and emergency repairs required for the level of sport where high level facilities may require greater frequency and more responsive repairs than *Category C* facilities.

A description of each level in the hierarchy is provided below.

In providing the following descriptions of each level, the following general principles should serve as context:

- Facilities provided for sports with a broad municipal catchment (e.g. hockey, rugby league) and those with a district catchment (e.g. Australian Rules football, tennis) will be provided with similar standard and quality of facilities;
- Provision (components, areas [size] etc.) of change rooms and facilities for some sports may vary depending on the behaviour and cultural norms of the codes participants (e.g. do they come dressed for play?; do they shower and change after a game?; etc.)

2.1 Category A

Category A facilities are the highest level facilities in the hierarchy and will serve sports which play at the highest tier under state representative competition. These facilities are infrastructure heavy catering to elite sport, mass spectator interest, administrative and social aspects of this level.

Category A facilities will be constructed to a standard capable of hosting an elite level of competitive sport, such as AFL/VFL football, NPL level soccer or Premier League cricket and finals for regional sporting associations.

An example of an existing facility classified as *Category A* in Wyndham is the oval precinct at Chirnside Park.

Category A facilities will provide local talent pathways for the Wyndham community.

Due to the specific needs of *Category A* facilities these facilities may exclude local level competition. *Category A* facilities should provide some local public access, non-sporting uses such as events and where possible off season local sports competition.

2.2 Category B

Category B facilities will primarily attract Wyndham residents and offer accessible sport to the whole community.

Category B facilities will be capable of hosting junior and senior levels of competition and training for local sporting associations, clubs and schools.

There will be multiple facilities of a similar standard located across the municipality that will be flexible in design to allow multiple uses of the same facility. These facilities are able to exist within built environments with little disturbance to neighbouring properties.

Sports facilities considered to have high participation rates are included in this category, as determined by the Participation in Exercise Recreation and Sport Survey (ERASS), including Australian Rules football, Cricket, Soccer, Tennis and Netball.

Other sports within this category have lower participation but the same level of competition and requirement for infrastructure as high participation sports. Examples include lacrosse, rugby, hockey, softball, baseball amongst others.

Examples of existing facilities classified *Category B* in Wyndham include; Wootten Road Reserve (Football & Cricket), Saltwater (Soccer), Cambridge Reserve (Tennis), Mossfiel Reserve (Rugby) and Presidents Park (Hockey, Softball and Baseball).

2.3 Category C

Category C facilities will provide for sports that require a lower level of infrastructure, level of competition or are restricted due to site constraints.

Category C facilities will primarily cater for sporting activity such as Auskick, Milo Cricket and niche sports including archery, model aircraft, autocross, bocce, petanque etc. It will not provide venues for large scale competition. Where possible, any activities at this level will be incorporated into district or municipal facilities and or larger passive open space. At existing standalone sites basic provision of toilets and storage will be considered and of a smaller scale than all other higher level facilities. However demand analysis and planning is to be undertaken to determine the most appropriate facilities to be developed that will meet the needs of the local community.

Category C facilities may include school facilities being used as joint-use facilities with the community, or community facilities constructed by property developers such as community use tennis courts.

Examples of existing facilities classified *Category C* in Wyndham include; Warringa Reserve (Football & Cricket), Lawrie Emmins Reserve (Archery), Central Park Reserve (Bocce), Black Swamp Reserve (Model Aircraft and Autocross) and Seasons Estate (Tennis).

2.4 Relegation and Promotion of Specific Clubs

Facilities which support Users that operate within a promotion and relegation environment will not be enhanced to facilitate that Users need of promotion at Council's cost.

Where a *Category A* facility is required to support competition at a Club, the specific teams will relocate to the nominated regional facility for the period at which they operate at a higher division of competition. If a team is relegated they will no longer be able to operate at this facility.

Should more than one user across Wyndham operate at a level which requires a *Category A* facility, facilities will need to be shared to accommodate competition and training needs.

3 Facility Development Standards

The *facility development standards* ('the standards') have been prepared to assist with the future development of Council's sporting facilities. The *standards* provide Council with an important planning tool to guide the future development and redevelopment of Council's sports facilities.

The *standards* demand sustainable outcomes for the community through flexible multifunctional design, low maintenance materials and attractive spaces.

New Facilities

Council's key strategic documents have identified a probable need to continue to develop multiple *Category B* facilities for medium level sport and as such sections 3.3 – 3.6 identify *standards* for the top five sports participated in by Wyndham residents and sports which have similar facility requirements. Other sports will be considered on a case by case basis.

Tables 3.3 – 3.6 consider *Category B* provision for playing areas, pavilions/clubrooms and associated supporting infrastructure for:

- Oval Sports: Australian Rules & Cricket;
- Rectangular Pitch Sports: Soccer, Hockey, Lacrosse, Rugby League and Rugby Union;
- Tennis; and
- Outdoor Netball and Volleyball.

Table 3.7 contains guidelines to help determine the provision for playing areas, pavilions/clubrooms and associated supporting infrastructure within each level of the matrix for all other sports (e.g. softball, baseball, athletics, golf, cycle sports, skate and archery). Due to the significant population levels which are predicted for Wyndham in the 30 to 40 year build out period, it is likely that there may be several facilities developed for these sports.

The development of new *Category A* facilities will only occur after strategic planning and needs analysis is undertaken to determine the best sites for these types of facilities.

Existing Facilities

The *Standards* will be applied as a planning tool for the future development of all sports facilities across Wyndham and will be applied retrospectively where practical. Facility redevelopment as a result of changes to the policy will need to consider:

- The current sport & recreational community demand in the local area that the facility services.
- The spatial constraints at some sites in relation to the capacity to expand playing areas, pavilions and/or other infrastructure.
- Recognition of the long period of time that some facilities have existed in their present form, and the connection with local residents.
- Recognition that previous decisions by Council and user groups in relation to the provision of sports facilities were made following the considered assessment of all information (or Council policies) available at that time.
- The potential cost to Council and/or user groups to fund all specific facility development requirements that might be required as a result of any *absolute* comparison of the hierarchical standards to the existing situation e.g. site constraints

- The current level of demand of the facility against all others that require retrospective upgrades or new Greenfield development.
- The remaining asset life of the facility and remaining asset value to be written off.

Facilities that require retrospective funding will be assessed against the above criteria when considering the timing of facility development.

Where an occupant is relocated from an existing facility to a new alternate venue, Council **may** consider 'like for like' provision.

'Like for like' will only be considered where:

- Where occupants have made a significant financial contribution to capital works improvements of the existing facility beyond the most current policy provision.
- A significant financial contribution being defined as a capital works contribution that enhances the asset above the current policy level.
- The 'like for like' proposal delivers broader community benefit.

'Like for like' will **not** be considered where:

- The new/revised policy provision has surpassed the occupants level of investment then this will not be considered in the further provision of 'like for like'.
- The financial contribution does not enhance the ($) value of the asset.
- The 'like for like' proposal is in contradiction to broader Council objectives and policies.
- The contributed asset has at least 0% useable asset life. 'Like for like' will not include asset renewal of items outside the current policy provision.

This would mean that, where appropriate, Council would incorporate features of the existing facility that are not provided in the current *standards*, within the design of the alternate venue that will be occupied. 'Like for like' provision would be assessed on a case by case basis and would need to be applied for through Council's 10 year capital works program.

Council will not consider the redevelopment, renovation or provision of extra space in new or existing pavilions where the purpose of the proposed infrastructure is to support the housing of gaming machines.

3.1 Category A Facilities

Facility development standards for facilities classified as *Category A* have not been included in this document. The proposed construction of a new facility or redevelopment of an existing facility to a *Category A* standard will only be considered by Council where it meets the following criteria:

- The development will have a positive impact on the provision of community based sport and activity and not take away from the required provision for the community;
- The proposed developments are consistent with Council's Strategic Planning, including sports specific Strategies;
- The development is consistent with the Master Plan for the site or, where no Master Plan exists, a Master Planning process must be undertaken;

- Careful planning and feasibility studies, including consultation with relevant peak sporting bodies or State Sporting Associations for the particular level of competition, have been undertaken to assess the scale and scope of specific facility requirements that might be required to be provided in the development of such facilities;
- There is an identified need that has developed over a long period of time, that is, the interest and participation in the sport has increased to a level whereby State/Regional sporting organisations and potentially other Council's or other levels of government have a significant stake in the provision of higher standard facilities;
- There is a commitment for significant funding contributions by other levels of Government and/or the sporting sector via its Associations, Leagues and peak bodies to cover the cost of anything other than Council's basic commitment outlined in this document;
- Is supported via State or Regional Sporting Strategies;
- Is likely to be of economic benefit to the Wyndham community;
- The *Category A* Facility will be planned, scoped and developed to operate on a cost neutral basis, meeting all operating costs so that Wyndham residents are not required to subsidise ongoing/recurrent expenditure. This will be done through a partnership approach where the lead tenant/operator will sign an agreement accepting operational and maintenance costs.

3.2 Category B Facility General Notes on Development

3.2.1 Pavilion/Change room Component Provision

- In setting out components and spaces in the following tables provision has not been made for circulation space or foyer/entry areas. It is anticipated that these spaces will require approximately 20% of the total building space. Wherever practically possible the building design should look to reduce internal circulation space.
- For the provision of community spaces, Council is prepared to work with an occupant, via *Section 5 Capital Works Contributions Framework* to provide additional community space, storage, etc. in new pavilions, subject to the occupant providing funds to build the additional areas.
- Fixtures and fittings within pavilions will be in line with Council standards and be of the same quality across all facilities. Fixtures and fittings will be to a medium quality specification.

3.2.2 Pavilion Colocation & Sharing

- Pavilion colocation and sharing is in line with the principles of best value, economic & environmental sustainability, and in the context of limited space
- Colocation of pavilion buildings will be undertaken where two or more sports are proposed at a reserve. This means that rather than have individual pavilions for each sport, these will be consolidated into one building footprint wherever possible. This allows for facility amenities to be shared reducing the overall lifecycle cost of the asset.
- Colocation of pavilion buildings may not be achieved at large reserves where two winter or two summer sports are played.. For example where Australian Rules Football and Soccer both winter sports are proposed.

3.2.2.1 Special Condition – Multi Use Sharing of Pavilions

Where a Category B facility houses multiple sports user groups and these sports have an overlapping season of usage (ie. Winter sport and 'year-round' sport utilising the facility at the same time), it will trigger the special condition 3.2.2.1 which will provide for a total of **150m2** 'Community Area'.

3.2.2 Reserve Metering

In general, allocation of metering at a standard *Category B* reserve with one pavilion and sports field area is outlined in the table below. Where more than one pavilion and sports ground is developed meters will have to be installed to meet the requirements of all users.

Utility	**Number of Meters**
Electricity (Total 2)	1 x Pavilion and sports lighting 1 x Reserve water pump and car park lighting
Gas (Total 1)	1 x Pavilion
Water (Total 2)	1 x Reserve irrigation 1 x Pavilion
Sewer (Total 1)	1 x Pavilion & reserve (Class A recycled water outlet) 1 x Trade waste pit connected to pavilion kitchen waste

3.3 Category B Oval Sports Provision Table: Australian Rules Football & Cricket Facility

FACILITY COMPONENT	DISTRICT
Playing Surface	
No. of Ovals	Minimum 2 ovals.
Size (Playing Area)	Football: Oval 1 playing surface 165m x 135m. Oval 2 preferred playing surface 165m x 135m Boundary line 4m minimum to the nearest obstacle.
Buffers	Provision of the following safety buffers from edge of playing surface: • 20m from side boundary to neighbouring properties • 30m from side boundary to roads and from end boundary to neighbouring properties; and • 40m from end boundary to roads. Where the provision of buffers is not possible, netting will be considered in compliance with risk based approach.
Oval Profile	The design of the oval profile and turf specification will be undertaken to respond to the local conditions and to meet the required weekly hours of use Oval profile in line with Wyndham Standard Sport Turf Guide. Warm season turf variety which provides a robust surface for all use.
Irrigation	Automated irrigation system.
Drainage	Graded surface with perimeter sub-surface drainage.
Other Infrastructure	
Car Parking	Sealed car parking for 100 cars, including designated accessible car parking spaces. Council to provide some security lighting within the sealed area of the car park which complies with Australian Standards. Emergency service access is to be provided to the facility and suitable circulation space for waste collection and 21 seater buses' is required. On street car parking directly running along the reserve frontage can be considered to improve car parking amenity in addition to formal reserve car parking. Planning of reserves will take into consideration provision of overflow carparking areas adjacent to the main carpark to be used during peak times. The space will be grassed open area at all other times. Installation of conduits to support future power to two designated bays will be made for the installation of electrical car charge points.
Floodlights(Football) *Lighting to comply with Australian Standards 2560 Series and AS4282-1997.*	The provision of sports floodlighting is to allow for **training** use of the oval in Winter. Council to provide lighting to a standard of 100 lux on the second oval at reserves where the second oval has been constructed to a senior size. Where the main oval is the only full size oval at the site lighting will be installed on the main oval. Additional sports floodlighting to unlit ovals will be considered on a case by case basis subject to an assessment undertaken by Council. The assessment will include; alignment to Council Objectives, Participation & Usage, Value for Money and Community Benefit.

FACILITY COMPONENT	DISTRICT
	The provision of in-ground conduit to support training standard lighting will be installed for the unlit oval/s. Where Australian Standards compliance can be achieved Council will consider the installation of LED technology.
Oval Fencing	Main Oval: 1.1m high perimeter fence, 4 x pedestrian access points are required on pockets of oval and must consider access between the pavilion and the oval including increased gate widths. 1 suitably located maintenance/ emergency access gate. Additional Oval/s: Fence to be provided where conflicting use may occur i.e. to define a car park and oval boundary or spectator oval boundary. In general the second oval will not be fully fenced to provide flexibility for use of the space for alternate activities.
Reserve Fencing	Council to assess on a case-by-case basis Reserve Fencing will be in line with Councils open space standards. Preference will be the use of soft landscaping treatments such as trees and garden beds at the perimeter of the reserve to act as a natural barrier. Further to this standard bollards will be used.
Spectator Area	Eight fixed park style seats around the ground which specifically relate to the oval. Council to provide an undercover spectator standing area at the main oval by incorporating appropriately sized verandas in front of pavilions.
Scoreboard	User to fund and provide to Council requirements. Scoreboards may be manual or where possible electronic.
Players Shelter	Council to provide 2 x Council standard designed shelters on all ovals. The main oval shelters will include synthetic grass pads to reduce wear and tear. Location will be in line with sport specific guidelines. Placement of shelters on the second oval must considered the flexible use of the space.
Scores & Interchange Shelter	User to provide to Council standards.
Goal and Point Posts	One piece aluminium posts of 100mm diameter. 8 sleeved posts per oval (4 goal, 4 point). 5 sleeves required at each end of oval. Goal Post Height: 8 metres Point Post Height: 5 metres
Cricket	
Turf Wicket	Turf wickets are restricted to Council approved sites in line with the *Cricket and Australian Rules Strategy 2013.* The installation of all turf wickets at approved sites is the full responsibility of the relevant occupant. Where approved the occupant must provide the wicket to Council standards.
Synthetic Wicket	1 x 28m x 2.4m concrete slab and synthetic surface which allows for sealed bowler's run-up and wicket keeping. Council is responsible for converting synthetic wickets for winter season allocation.
Practice Wickets/Nets	4 Practice wickets (3 locked/1 open). Practice wickets to be located off the oval/s. Power conduit to be installed to a bollard adjacent to the front opening of one side of the practice net to support future user improvements.

FACILITY COMPONENT	DISTRICT
Pavilion	
Size	Colocation is preferred where there is the opportunity to co-locate with other sports. It is assumed that some facility components (such as public toilets, kitchens and canteens, etc.) will be provided within these pavilions and these should not be duplicated.
Change Rooms *Based on 25 people getting changed.*	70m^2 Unisex (Home: 35m^2; Away 35m^2) provided for the main oval. An additional set of change rooms to be provided to service the secondary oval. Where there are more than 2 ovals the reserve will be Master Planned to allow for an additional set of change rooms. Change facilities must ensure accessibility and DDA compliance. Includes appropriate bench seating and hooks. Storage to be considered as part of bench seating. Change rooms should be designed to service its associated oval where possible.
First Aid	First Aid Area (5m^2 – 10m2) with external door suitable for access by emergency services. It should be attached to the primary set of change rooms facing the main playing surface.
Showers & Toilets *3 pans, 3 basins, 3 showers.*	Approximately 44m^2 Unisex (Home: 22m^2; Away 22m^2) directly linked to the change rooms with single cubicle toilet pans and showers to provide for up to 25 players which complies with the current Building Code of Australia (BCA). Where there are multiple playing fields, it will be necessary to provide one additional set of showers & toilets. Where there are more than 2 playing fields the design should be Master Planned to allow for further sets of showers & toilets. Accessible toilet facilities are to be provided to comply with the BCA.
Umpires Room *Includes showers and toilets.*	20m^2 Unisex (2 x 10m^2 to allow for female and male). Size allows for changing space, toilet and a cubicle shower / change area with direct external access. A lockable sliding door between the two change rooms is to be provided.
Pavilion Toilets	Internal: Male 12m^2; Female 12m^2; and accessible with baby change facilities.
Public Toilet	External accessible unisex toilet within the pavilion roofline.
External Power	A locked charge point for mobility aids i.e. scooters
Kitchen/Kiosk *Designs will require approval from Council's Environmental Health Department.*	20m^2. Council will only provide basic facilities to ensure that the kitchen/kiosk complies with Australian Standard 4674 Series, the Food Standards Code and Food Act 1984. Cupboards will have locking capability for multiple occupants. Space for the installation of under bench/servery fridges must be provided.
Storage	Total storage area of 40m^2. Broken down into 1x Internal 20m^2 designed to allow for use by multiple occupants and 2x 10m2 externally accessed storage areas.
Meeting Room	No Provision.
Community Area	100m^2. The design for all pavilions should show community spaces having an outlook onto the playing area and should be Master Planned to allow for future extension of community spaces. Where possible internal storage should have a direct relationship with the community area.

FACILITY COMPONENT	DISTRICT
Internal Fit Outs	Where the pavilion will have guaranteed broader community use and programming outside of sports club use, suitable internal finishes will be considered. This includes flooring options and provision of AV in the form of projectors and drop down screens.
Heating and Cooling	A heating and cooling(split) system will be installed to the Community Area only.
Security	Security system will be fitted to the pavilion with monitoring to be undertaken by the users.
Bin enclosure	A bin enclosure suitable of housing up to 3x 120 L bins and 3 x 240L bins will be provided by Council Council provides 2 x 120L and 2 x 240L bins free of charge at each facility additional bins require payment by the user.
Gas Bottle Storage	Council will provide suitable storage for 1 x 9kg gas bottle in line with regulations.
Surrounds	
Rubbish/Recycling Bins	Provide fixed bins in selected areas around the reserve for general public use.
Bike Racks	Provide bike racks for a minimum of 5 bikes. Reserve shared paths should connect to the pavilion.
Circulation Paths	Circulation paths are to be designed to provide key connections throughout the reserve. A perimeter path is to be provided at the reserve to allow for non-organized use such as walking, jogging/running. Where required as part of the cycling & pedestrian network, a compliant 3m shared paths will be provided.
Drink Fountains	Main Oval: Provide at least 1 outdoor drink fountain in a high pedestrian location. Additional Ovals: Optional drink fountain depending access to potable water supply.
BBQ/Picnic Area	Provision will be made in line with Council's Open Space Strategy.
Play equipment	Provision will be made in line with Council's Play Space Strategy.
Outdoor exercise equipment	Council will undertake planning and analysis on a case by case basis to determine if outdoor exercise equipment is suitable for the reserve.

3.4 Category B Rectangular Fields Provision Table: Soccer, Hockey, Lacrosse, Rugby League and Rugby Union

FACILITY COMPONENT	DISTRICT
Playing Surface	
No. of Fields	Minimum 2 fields. Consider 3 fields for soccer facilities. Synthetic surface/s may be considered at sites where it is the dominate playing surface (hockey), sites without access to recycled water or where the surface is likely to experience a very high level of usage (e.g. a large tenant club, proximity to school or regional access). Soccer synthetic fields are to be provided in line with the distribution and catchment nominated in the Sport Strategy 2045.
Size (Playing Area)	Main Field: Preferred playing surface to suit largest rectangular sport 120m x 70m (Rugby League) where possible. Additional Fields: Preferred playing surface between 100m x 50m and 105m x 68m depending on sport. Distance between sidelines and nearest obstacle minimum 3m in line with sport requirements. Preferred 5m between pitches to allow referee circulation. Sport specific dimensions to be referred to for compliance.
Buffers	Provision of the following safety buffers from edge of playing surface: • 20m from side boundary to neighbouring properties • 30m from side boundary to roads and from end boundary to neighbouring properties; and • 40m from end boundary to roads. Where the provision of buffers is not possible, netting will be provided in compliance with insurance requirements.
Field Profile	The design of the oval profile and turf specification will be undertaken to respond to the local conditions and to meet the required weekly hours of use. Turf: Profile in line with Wyndham Standard Sport Turf Guide. Warm season turf variety. Synthetic: In line with industry standards.
Irrigation	Automated irrigation system.
Drainage	Turf: Graded surface with perimeter sub-surface drainage. Synthetic: In line with industry standards.
Other Infrastructure	
Car Parking	Sealed car parking for 100 cars at a 3 pitch facility, including designated accessible car parking spaces. Council to provide some security lighting within the sealed area of the car park which complies with Australian Standards. Emergency service access is to be provided to the facility and suitable circulation space for waste collection and 21 seater buses' is required. On street car parking directly running along the reserve frontage can be considered to improve car parking amenity in addition to formal reserve car parking.

FACILITY COMPONENT	DISTRICT
	Planning of reserves will take into consideration provision of overflow carparking areas adjacent to the main carpark to be used during peak times. The space will be grassed open area at all other times. Installation of conduits to support future power to two designated bays will be made for the installation of electrical car charge points.
Floodlights *Lighting to comply with Australian Standards 2560 Series and AS4282-1997.*	Council to provide lighting to a standard of 100 lux or training standard in line with specific sports requirements where greater than 100 lux. Lighting will be installed on two of the three fields. Consideration will be made for lighting fields two and three to maximise training requirements. Pitch one will only be considered for lighting where there is only 2 fields or field 2 or 3 is not to senior size. Additional sports floodlighting to unlit fields will be considered on a case by case basis subject to an assessment undertaken by Council. The assessment will include; alignment to Council Objectives, Participation & Usage, Value for Money and Community Benefit. Synthetic fields will have lighting to meet training standard (100 lux) or in line with specific sports requirements where greater than 100lux. The provision of in-ground conduit to support training standard lighting will be considered for the unlit field/s. Where Australian Standards compliance can be achieved Council will consider the installation of LED technology.
Field Fencing	Main field: 1.1m high perimeter fence, 4 x pedestrian access points are required and must consider access between the pavilion and the field including increased gate widths. 1 suitably located maintenance/ emergency access gate. Additional Oval/s: Fence to be provided where conflicting use may occur i.e. to define a car park/ field boundary or spectator/ field boundary. In general the second field will not be fully fenced to provide flexibility for use of the space for alternate activities.
Reserve Fencing	Council to assess on a case-by-case basis Reserve Fencing will be in line with Councils open space standards. Preference will be the use of soft landscaping treatments such as trees and garden beds at the perimeter of the reserve to act as a natural barrier. Further to this standard bollards will be used.
Spectator Area	Eight fixed park style seats around the ground which specifically relate to the oval. Council to provide an undercover spectator standing area at the main field by incorporating appropriate sized verandas in front of pavilions.
Scoreboard	User to fund and provide to Council requirements. Scoreboards may be manual or where possible electronic.
Players Shelters	Council to provide 2 x Council standard designed shelters on all fields. The main field shelters will include synthetic grass pads to reduce wear and tear. Location will be in line with sport specific guidelines. Placement of shelters on the second and third field must consider the flexible use of the space.
Scores & Interchange Shelter	User to provide to Council standards.
Goals	Conventional senior goals as per the guidelines for the relevant sport (including nets where required).

FACILITY COMPONENT	DISTRICT
	Goals are to be stored on site in the off season. Portable goals must be used and stored in accordance with relevant league policies and Australian Standards. An area adjacent to the pavilion will be provided for storing goals.
Pavilion	
Size	Colocation is preferred where there is the opportunity to co-locate with other sports. It is assumed that some facility components (such as public toilets, kitchens and canteens, etc.) will be provided within these pavilions and these should not be duplicated.
Change Rooms *Based on 15 people getting changed.*	50m^2 (Home: 25m^2; Away 25m^2). provided for the main oval. An additional set of change rooms to be provided to service the secondary oval. Where there are more than 2 playing fields the design should be Master Planned to allow for an additional set of change rooms. Change facilities must ensure accessibility and DDA compliance. Includes appropriate bench seating and hooks. Storage to be considered as part of bench seating. Change rooms should be designed to service its associated oval where possible.
First Aid	First Aid Area (5m^2 – 10m2)) with external door suitable for access by emergency services. Not to be linked by an internal door to any change facilities. It should be attached to the primary set of change rooms facing the main playing surface.
Showers & Toilets *2 pans, 2 basins, 2 showers.*	Approximately 30m^2 (Home: 15m^2; Away 15m^2) directly linked to the change rooms with single cubicle toilet pans and showers to provide for up to 15 players which complies with the current Building Code of Australia (BCA). Where there are multiple playing fields, it will be necessary to provide one additional set of showers & toilets. Where there are more than 2 playing fields the design should be Master Planned to allow for an additional set of showers & toilets. Accessible toilet facilities are to be provided to comply with the BCA.
Referees Room *Includes showers and toilets.*	20m^2 (2 x 10m^2 to allow for female and male). Size allows for changing space, toilet and a cubicle shower / change area with direct external access. A lockable sliding door between the two change rooms is to be considered.
Pavilion Toilets	Internal: Male 12m^2; Female 12m^2; and disabled with baby change facilities.
Public Toilet	External accessible unisex toilet within the pavilion roofline.
External Power	A locked charge point for mobility aids i.e. scooters
Kitchen/Kiosk *Designs will require approval from Council's Environmental Health Department.*	20m^2. Council will only provide basic facilities to ensure that the kitchen/kiosk complies with Australian Standard 4674 Series, the Food Standards Code and Food Act 1984. Cupboards will have locking capability for multiple occupants. Space for the installation of under bench/servery fridges must be provided.
Storage	Total 40m^2. Internal 20m^2 designed to allow use by multiple occupants and two externally accessed storage areas totalling 20m^2 should also be provided.

FACILITY COMPONENT	DISTRICT
Meeting Room	No Provision.
Community Area	100m^2. The design for all pavilions should show community spaces having an outlook onto the playing area, and should be Master Planned to allow for future extension of community spaces. Where possible internal storage should have a direct relationship with the community area.
Internal Fit Outs	Where the pavilion will have guaranteed broader community use and programming outside of sports club use, suitable internal finishes will be considered. This includes flooring options and provision of AV in the form of projectors and drop down screens.
Heating and Cooling	A heating and cooling(split) system will be installed to the Community Area only.
Security	Security system will be fitted to the pavilion. Monitoring to be undertaken by the users.
Bin enclosure	A bin enclosure suitable of housing up to 3x 120 L bins and 3 x 240L bins will be provided by Council Council only provides 2 x 120L and 2 x 240L bin free of charge at each facility additional bins require payment by the user.
Gas Bottle Storage	Council will provide suitable storage for 1 x 9kg gas bottle in line with regulations.
Surrounds	
Rubbish/Recycling Bins	Provide fixed bins in selected areas around the reserve for general public use.
Bike Racks	Provide bike racks for a minimum of 5 bikes. Reserve shared paths should connect to the pavilion.
Circulation Paths	Circulation paths are to be designed to provide key connections throughout the reserve. A perimeter path is to be provided at the reserve to allow for non-organized use such as walking, jogging/running. Where required as part of the cycling & pedestrian network, a compliant 3m shared paths will be provided.
Drink Fountains	Main Field: Provide at least 1 outdoor drink fountain in a high pedestrian location. Additional Fields: Optional drink fountain depending on access to potable water supply.
BBQ/Picnic Area	Provision will be made in line with Council's Open Space Strategy.
Play equipment	Provision will be made in line with Council's Play Space Strategy.
Outdoor exercise equipment	Council will undertake planning and analysis on a case by case basis to determine if outdoor exercise equipment is suitable for the reserve.

3.5 Category B Tennis Courts

FACILITY COMPONENT	DISTRICT
Playing Surface	
No. of Courts	A minimum of 4 courts will be constructed in the first stage of all new facility developments with provision for 6 courts and no more than 16 courts to allow for a combined use of training, competition and increased public use. A Master Plan prepared for the site shall show the location of all planned courts for the facility, not just the courts being constructed in the first stage of the establishment of the facility.
Playing Surface	Hard courts are preferred and Council's standard for provision will be acrylic or a similar standard/costed product. Courts are to be design and constructed in response to site specific soil conditions and must include a concrete base. At sites where 6 courts are to be delivered, there is to be provision of one set(two courts) to be delivered as a cushioned acrylic hard court surface. Council will determine the level of cushioning in line with relevant standards. Council may determine not to deliver cushioning on a case by case basis subject to provision planning. Alternative surfaces such as synthetic grass (sand infill) may be considered at sites with access to recycled water and where the cost to install and maintain the surface is shared between Council and the Club. A formal agreement will be required around the ongoing maintenance to be the sole responsibility of the tenant Club.
Size (Courts)	Refer to Tennis Victoria guidelines: • Singles - 23.77m long x 8.23m wide. • Doubles – 23.77m long x 10.97m wide. • Show Court - 6.4m back run and 3.66m from side fence. • Standard Courts - 5.5m back run and 3.05m from side fence. • Courts side by side to be separated by minimum 3.66m distance.
Other Infrastructure	
Car Parking	Sealed car parking for 30 cars, including designated accessible car parking spaces. On street car parking directly running along the reserve frontage can be considered in the overall total. Provision of 40 Amp single phase power to two designated bays will be made for the installation of electrical car charge points.
Floodlights *Lighting to comply with Australian Standards 2560 Series and AS4282-1997.*	Competition standard lighting for 4 courts. The provision of in-ground conduit to support competition standard lighting will be considered for all other courts. Additional sports floodlighting to unlit courts will be considered on a case by case basis subject to an assessment undertaken by Council. The assessment will include; alignment to Council Objectives, Participation & Usage, Value for Money and Community Benefit. Where Australian Standards compliance can be achieved Council will included the installation of LED technology.
Court Fencing	All courts. 3.6m black PVC coated 45mm diamond chain wire fencing. Suitable pedestrian and maintenance access points to be included.
Tennis Nets	Standard tennis nets provided on locked courts by the Primary User. Nets should be 0.914m high in the centre and supported at 1.07m high by two posts, 0.914m wide of each side of the doubles court. Where public courts are available Council will provide nets.
Spectator Area	Some fixed seating around the courts (includes park furniture).

FACILITY COMPONENT	DISTRICT
Pavilion	
Size	Colocation is preferred where there is the opportunity to co-locate with other sports. It is assumed that some facility components (such as public toilets, kitchens and canteens, etc.) will be provided within these pavilions and these should not be duplicated.
Change Rooms *Based on 6 people getting changed.*	$20m^2$ (Male: $10m^2$; Female: $10m^2$). Includes appropriate bench seating and hooks. Storage to be considered as part of bench seating.
Showers & Toilets *1 pan, 1 basin, 1 shower.*	Approximately $16m^2$ (Male: $8m^2$; Female: $8m^2$) directly linked to the change rooms with single cubicle toilet pans and showers which complies with the current Building Code of Australia. Accessible toilet facilities to comply with the BCA
First Aid	First Aid Area ($5m^2$– 10m2)) with external door suitable for access by emergency services. Not to be linked by an internal door to any change facilities.
Public Toilets	Accessible toilet facilities to comply with the BCA: Includes a shower and doubles as a family change room with change table.
External Power	A locked charge point for mobility aids i.e. scooters
Kitchen/Kiosk *Designs will require approval from Council's Environmental Health Department.*	$20m^2$. Council will only provide basic facilities to ensure that the kitchen/kiosk complies with Australian Standard 4674 Series, the Food Standards Code and Food Act 1984. Cupboards will have locking capability for multiple occupants. Space for the installation of under bench/servery fridges must be considered.
Storage	Total $40m^2$. Internal $20m^2$ designed to allow use by multiple occupants and one externally accessed storage area $20m^2$ should also be provided.
Community Area	Up to $100m^2$. The design for all pavilions should orientate community spaces to have an outlook onto the playing area, and should be Master Planned to allow for the future extension of the space.
Internal Fit Outs	Consider requirements for flexible use of the pavilion such as the inclusion of a data projector, Wi-Fi internet, flooring options; chairs and tables, etc.
External Covered Viewing Area	20-$30m^2$ veranda depending on building design.
Heating and Cooling	Heating systems will be fitted to the Community Area only. Where split systems are installed cooling systems will be fitted by Council. Air conditioning will not be installed by Council as a standalone fixture.
Security	Security system will be fitted to the pavilion.
Bin enclosure	Where possible a bin enclosure will be collocated with another facility. A bin enclosure suitable of housing up to 2x 120 L bins and 2 x 240L bins will be provided by Council. Council only provides 2 x 120L and 2 x 240L bin free of charge at each facility additional bins require payment by the user.
Gas Bottle Storage	Council will provide suitable storage for 1 x 9kg gas bottle in line with regulations.
Surrounds	

FACILITY COMPONENT	DISTRICT
Rubbish/Recycling Bins	Provide fixed bins in selected areas around the reserve for general public use.
Bike Racks & Shared Paths	Provide bike racks for a minimum of 5 bikes. Shared paths should connect to the pavilion.
Drink Fountains	Provide at least 1 outdoor drink fountain to the main court access point
Play equipment	Where possible, provide a playground or equipment in line with the Play Space Strategy.

3.6 Category B Outdoor Netball and Volleyball Courts

FACILITY COMPONENT	DISTRICT
Playing Surface	
No. of Courts	Minimum 4 courts, ideally with the ability to extend to 8. A Master Plan prepared for the site shall show the location of all planned courts for the facility, not just the courts being constructed in the first stage of the establishment of the facility. The provision of 2 courts only will be provided for football and netball league facilities.
Playing Surface	Hard Court acrylic surface on concrete base. Design to consider the specific site requirements including soil conditions.
Size (Courts)	Netball: 30.5m long x 15.25m wide. Clearance at ends and sides min. 3.05m. Courts side by side to be separated by min. 3.7m distance. Volleyball line marking: 18m long x 9m wide with. Clearance zone minimum 3m preferred 5m side and 8m at the end. Refer to State Sporting Association Standards.
Other Infrastructure	
Car Parking	Sealed car parking for 60 cars, including designated accessible car parking spaces. Overflow car parking to be considered in master planning process to supply parking for 8 courts. On street car parking directly running along the reserve frontage can be considered to improve car parking amenity in addition to formal reserve car parking. Installation of conduits to support future power to two designated bays will be made for the installation of electrical car charge points.
Floodlights *Lighting to comply with Australian Standard 2560 Series.*	Competition standard lighting for 4 courts. The provision of in-ground conduit to support competition standard lighting will be provided for all other courts. Additional sports floodlighting to unlit courts will be considered on a case by case basis subject to an assessment undertaken by Council. The assessment will include; alignment to Council Objectives, Participation & Usage, Value for Money and Community Benefit.
Spectator Area	Fixed bench seating located around perimeter courts.
Player Shelter	Council to provide 2 x standard shelters to the first 4 courts Dimensions will respond to the needs of the sport. Shelter for additional courts will be considered on a case by case basis.
Goals	3.05m high netball goal post provided at each end of each court, placed at the midpoint of each goal line. Standard diameter is 65mm. Optional: Volleyball net footings to be provided in line with association standards. Footings must be safe for shared use.
Pavilion	

FACILITY COMPONENT	DISTRICT
Size	Colocation is preferred where there is the opportunity to co-locate with other sports. It is assumed that some facility components (such as public toilets, kitchens and canteens, etc.) will be provided within these pavilions and these should not be duplicated.
Change Rooms *Based on 9 people getting changed.*	30m^2 (Unisex; 2 x 15m^2 change rooms).
Showers & Toilets *1 pan, 1 basin, 1 shower.*	Approximately 16m^2 (Unisex; 2 x 8m^2). Single cubicle showers and toilets for each change room serving 8 players which complies with the current Building Code of Australia. Accessible toilet facilities are to be provided to comply with the BCA.
Referees Room *Includes showers and toilets.*	20m^2 (2 x 10m^2 to allow for female and male). Size allows for changing space, toilet and a cubicle shower / change area with direct external access. A lockable sliding door between the two change rooms is to be considered.
Public Toilets	Accessible: 8m^2. Includes a shower and doubles as a family change room.
External Power	A locked charge point for mobility aids i.e. scooters
Kitchen/Kiosk *Designs will require approval from Council's Environmental Health Department.*	20m^2. Council will only provide basic facilities to ensure that the kitchen/kiosk complies with Australian Standard 4674 Series, the Food Standards Code and Food Act 1984.
Storage	Total 40m^2. Internal 20m^2 designed to allow use by multiple occupants and two externally accessed storage areas 20m^2 should also be provided.
Community Area	100m^2. The design for all pavilions should show community spaces having an outlook onto the playing area, and should be Master Planned to allow for future extension of community spaces.
Internal Fit Outs	Consider requirements for flexible use of the pavilion such as the inclusion of a data projector, Wi-Fi internet, flooring options, under bench/servery fridges, chairs and tables, etc.
External Covered Viewing Area	20-30m^2 veranda depending on building design.
Heating and Cooling	Heating systems will be fitted to the Community Area only. Where split systems are installed cooling systems will be fitted by Council. Air conditioning will not be installed by Council as a standalone fixture.
Security	Security system will be fitted to the pavilion.
Bin enclosure	Where possible a bin enclosure will be collocated with another facility. A bin enclosure suitable of housing up to 2x 120 L bins and 2 x 240L bins will be provided by Council. Council only provides 2 x 120L and 2 x 240L bin free of charge at each facility additional bins require payment by the user.
Gas Bottle Storage	Council will provide suitable storage for 1 x 9kg gas bottle in line with regulations.
Surrounds	
Rubbish/Recycling Bins	Provide fixed bins in selected areas around the reserve for general public use.
Bike Racks & Shared Paths	Provide bike racks for a minimum of 5 bikes. Shared paths should connect to the pavilion.

FACILITY COMPONENT	DISTRICT
Drink Fountains	Provide at least 1 outdoor drink fountain in close proximity to pavilion.
Play equipment	Where possible, provide a playground or equipment in line with the Play Space Strategy.

3.7 Category C and Other Sports Facilities

The standards outlined in Tables 3.3 – 3.6 where appropriate, be used as a planning framework to guide the development of all other outdoor sports facilities.

FACILITY COMPONENT	DEVELOPMENT GUIDELINES
Playing Surface	• A Master Plan prepared for the site shall show the location of all planned playing areas for the facility, not just the area being constructed in the first stage of the establishment of the facility. • The dimensions for playing areas will be in accordance with the relevant sporting associations' guidelines. • The provision of turf, which is irrigated and drained for the primary training and competition areas.
Other Infrastructure	• The provision of additional infrastructure such as floodlights, fencing, spectator areas, scoreboards, coach/interchange shelters, bike facilities, drink fountains and waste bins to be assessed on an as needs basis. • Site should comprise a designated car park area (number of spaces to be assessed on an as needs basis).
Pavilion	• A shelter should be available (as a minimum), with the need for a permanent clubhouse/pavilion to be assessed on an as needs basis. • No pavilion will be provided where there are opportunities to co-locate with other clubs, as it is assumed that some facility components (such as public toilets, kitchens and canteens, etc.) will be provided within these pavilions and these should not be duplicated. • The development of shared pavilions for sports with lower participation rates is preferred over exclusive-use sites. • Where a pavilion is provided the following development guidelines will apply: o The size of *change rooms, showers & toilets* will depend on the average number of people getting changed at a time. o The provision of an *umpires/referees room* will be assessed on an as needs basis. The size of the room will allow for a changing space, toilet and a cubicle shower / change area to allow mixed gender use. o The provision of *public toilets* to be assessed on an as needs basis - will depend on an assessment of the average and peak crowds. An accessible unisex toilet will be provided where public toilets have not been provided. o *Kitchen/Kiosk:* 20m^2. Council will only provide basic facilities to ensure that the kitchen/kiosk complies with Australian Standard 4674 Series, the Food Standards Code and Food Act 1984. Designs will require approval from Council's Environmental Health Department. o *Storage:* Total 40m^2. One internal and one externally accessed storage area should be provided. o *Community Space:* 50m^2 – 100m^2. The design for all pavilions should show community spaces having an outlook onto the playing area, and should be Master Planned to allow for future extension of community spaces. o The provision and size of an *external covered viewing area* will depend on an assessment of the average and peak crowds.

4 Classification of Existing Facilities against the Matrix

The Facility Development Standards will be used as a framework to classify all outdoor sports facilities against the 'Hierarchy of Outdoor Sports Facilities'. The classification of facilities against the hierarchy will be undertaken for the Pavilion and the Playing Surfaces.

Table 9 illustrates where all existing outdoor sports facilities in Wyndham, which are Council-owned and/or managed, are currently positioned within the hierarchy. In classifying existing facilities against the hierarchy it is important to recognise that as these facilities were constructed prior to the current Facility Development Standards; anomalies exist with some facilities not fully complying with the standards. In these cases the classification reflects the capacity of the reserve and its associated facilities to cater for the needs of sporting groups, not just the standard of existing infrastructure.

Table 9 will be updated as new capital works projects are implemented.

Table 9: Classification of Existing Facilities against Hierarchy

Facility	Hierarchical Classification	
	Pavilion Category	Playing Surface Category
Cambridge Reserve – Ovals/Fields	C	C
Cambridge Reserve – Tennis	B	B
Chirnside Park – Football/Cricket	A	A
Chirnside Park - Tennis	C	B
Chirnside Park – Lawn Bowls	B	B
Clearwood Drive Reserve	B	B
Dunnings Road Reserve	B	B
Federation Boulevard Reserve (Arndell Park)	B	B
Galvin Park Reserve – Football/Cricket	B	B
Galvin Park Reserve - Tennis	B	B
Galvin Park Reserve - Soccer	B	B
Goddard Street Reserve	B	B
Grange Reserve	B	B
Haines Drive Reserve	B	B
Heathdale Glen Orden Reserve – Ovals/Fields	B	B
Heathdale Glen Orden - BMX	C	B
Hogans Road Reserve	B	B
Howqua Way Reserve	B	B
Hummingbird Boulevard Reserve	B	B
Jamieson Way Reserve	C	B
Lawrie Emmins Reserve - Archery	C	C
Lawrie Emmins Reserve – Ovals/Fields	C	C
Little River Reserve	B	B
Mainview Boulevard Reserve	B	B
Mossfiel Reserve – Netball	B	B
Mossfiel Reserve – Rugby/Cricket	B	B
Presidents Park – Baseball	B	B
Presidents Park – Dog Obedience	C	B
Presidents Park – Hockey	B	B
Presidents Park – Softball	B	B
Price Reserve	C	B
Prudence Parade Reserve (Alamanda)	C	B
Saltwater Reserve – Football/Cricket	B	B
Saltwater Reserve - Soccer	B	B
Saltwater Reserve - Tennis	B	B
Soldiers Reserve	B	B
Tom Roberts Parade Reserve	B	B
Warringa Crescent Reserve	C	C
Williams Landing Reserve	B	B
Windorah Drive Reserve (Featherbrook)	B	B
Wootten Road Reserve	B	B
Wyndham Vale North Reserve	B	B
Wyndham Vale South Reserve	B	B
Wyndham Vale South - Autocross	C	C
Wyndham Vale South – Model Aircraft	C	C
VU Sporting Complex - Field	C	C
VU Sporting Complex - Athletics	C	B

5 Capital Works Contributions

Sports Facilities Capital Works Contributions framework provides a basis to negotiate improved terms to an occupancy agreement where an occupant has contributed to funding a project. Contributions will be implemented in conjunction with the requirements outlined in this *Sports Facility Capital Development Guide* policy which provides a framework to guide the development and redevelopment of outdoor sports facilities.

Capital works contributions considered within this section of the policy is normally considered for works that are above Councils standard provision as outlined in the Categories above.

5.1 Contributions Policy

Council will allow and accept capital works contributions to Council owned or managed facilities as a result of opportunities arising from partnerships with user groups and other investors to fund the development and redevelopment of outdoor sporting facilities. The assets that result from the capital works contribution upon completion will be considered Council's asset unless determined otherwise.

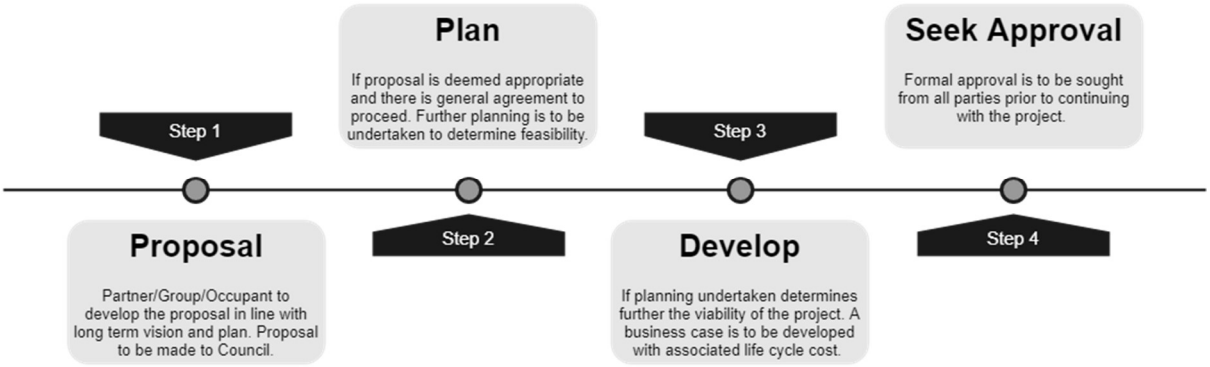
5.2 Principles of Capital Contribution Partnerships

The principles that determine whether capital contribution partnerships will be undertaken include:

- The proposed project from the Partner is to provide a net benefit to the Wyndham community;
- The project supports section *1.4 Principles of Capital Development*; and
- Project partners are good citizens and free from any offence against any law.

5.3 Process

The process for initiating a capital contribution partnership is shown indicatively in the diagram below. The process may vary subject to the conditions of the project.



5.4 Approval of Capital Works Projects

Council has a rolling 10 year capital works program. Occupants are advised to take a long term, i.e. 5-10 year approach to capital works planning, and are encouraged to commence discussing potential projects with Council officers as early as possible.

All capital works projects on Council owned outdoor sports facilities are subject to Council approval. Not all applications to approve / fund capital works projects will be successful. Priorities will be determined by the degree to which the project meets the following criteria:

- The project demonstrates a relationship to Council's corporate goals, business plans and planning schemes;
- The project is supported by Council strategies, policies, planning, feasibility studies, master plans, concept plans etc.;
- The project is likely to attract a grant or any other external funding;
- Any capital contribution to be made by an occupant; and
- The extent to which the occupant and this or related projects has already received funding.

Once a project has been approved by Council, all agreements negotiated must be prepared and signed by both parties prior to the project commencing. This may include revision of agreements as per the *Sports Facility User Guide*.

5.5 OHS Risk Management

All capital works projects at Council's outdoor sports facilities contain an element of risk. As the owner of these facilities Council has obligations under the Occupational Health and Safety Act (2004) to ensure the health and safety of people 'so far as reasonably practicable'. In order to control all hazards and risks, Council must manage or at a minimum oversee all capital works projects. Where the works are not to be managed directly by Council, the partner/group/occupant undertaking the works must provide all documentation required by Council.

These documents may include but will not be limited to:

- Appropriate Town Planning and/or Building Permits
- Site Management Plan
- Risk Management Plan

5.6 Funding Commitments

Council's financial contribution towards a project is subject to the principles described above and available funding and will be determined as part of Council's budget development process. Council receives many requests to fund capital works projects and consequently not all applications will be successful.

If a partner/group/occupant wishes to proceed with a project that does not receive funding in Council's capital works program, then it will be required to contribute 100% of the costs. In this instance, the occupant is still required to obtain Council approval to seek external funding and to undertake the project.

5.6.1 Financial Risk Management

Entering into partnerships to fund capital works projects contains an element of financial risk for both parties. The financial implications for Council entering into a partnership with an occupant to fund a

capital works project will be considered on a project by project basis. Projects with an unacceptably high level of financial risk for either party will not be considered for approval.

In order to minimise the financial risks;

- The occupant's financial viability will be assessed through the presentation of annual financial statements as submitted to Consumer Affairs Victoria for the previous three years;
- The occupant's contribution is to be sourced entirely by the occupant, and Council will not act as guarantor for any financial contributions or commitments made by an occupant; and
- All financial contributions made by an occupant must be transferred to Council's accounts prior to the construction contract being awarded.

5.6.2 GST Implications

When an occupant provides a contribution towards a capital works project Council is making a taxable supply to provide the works. Therefore all contributions paid by occupants towards a capital works project must include GST.

Those occupants that have an Australian Business Number (ABN) and are registered for GST will be able to claim back the GST amount from the tax office as an input tax credit. Those occupants not registered for GST cannot claim anything back and will have to wear the full amount of the contribution.

5.7 Occupancy Agreement Framework

The *Sports Facility User Guide* sections *Occupancy* and *Fees and Charges* outline frameworks to establish occupancy agreements for regular users of Council's outdoor sports facilities and fair and reasonable lease and licence fees for the users of Council's sporting facilities.

The aforementioned frameworks will be used in conjunction with the following framework to negotiate improved terms to an occupancy agreement where user or investor contributes to funding a project. If an issue arises that cannot be resolved through negotiation, then Council will make a determination and notify the occupant of its decision in writing.

5.7.1 Minor Contribution (up to $10,000)

Council will not generally negotiate improved terms on an occupancy agreement for minor contributions.

5.7.2 Mid-Range Contribution (from $10,001 to $50,000)

For every $10,000 an occupant contributes to a capital works project, Council will offer the occupant an extended term on an occupancy agreement of up to one year. A maximum extension of 5 years will be offered for mid-range contributions to capital works projects.

5.7.3 Major Contribution (above $50,000)

For every $50,000 an occupant contributes to a capital works project, Council will offer the occupant an extended term on an occupancy agreement of up to five years. A maximum term of 25 years (5 years with the option of further terms of 4 x 5 years for licences) will be negotiated on occupancy agreements for major contributions made towards a capital works project.

5.8 Breaking an Extended Term Agreement

Where Council has entered an extended term occupancy agreement, due to an occupant's capital works contribution, and is required to end that agreement prematurely (where it cannot provide a like replacement agreement) Council will reimburse the occupant a percentage of such contribution that has not been realised via the use of the facility by the occupant up until that date.

For example, where a 4 year licence has been agreed upon and Council cancels the licence after 2 years, then 50% of the capital works contribution will be reimbursed.

Where an occupant breaks an occupancy agreement (or the terms of an agreement), the agreement will be null-and-void and no reimbursements will be considered.

5.9 Maintenance

At the completion of a capital works project, Wyndham's *Sports Facility User Guide Section 5 Maintenance of Councils Sporting Facilities* will be used to identify those items that are Council's responsibility to manage and maintain, and those items that are an occupant's responsibility to manage and maintain.

Maintenance responsibilities that depart from the *Sports Facility User Guide* will be documented in the form of an agreement.

5.10 Asset Ownership

All fixed assets installed at the reserve are the responsibility of Council. Therefore, when new capital projects are undertaken all assets including those funded through partnerships or 100% by the user become the assets of Council. At the end of asset life and prior to redevelopment, an assessment is to be undertaken to determine if asset renewal is to be undertaken, an assessment will take into consideration any relevant strategy, policy or plans.

5.11 Grievances and Resolution

Wyndham's *Sports Facility User Guide Section 7.1* outlines the process for handling grievances that may occur between a User and Council.