

Sport Facility Standards Policy

15 July 2019

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1. Introduction and Background

There are currently thirty-five recreation reserves and four indoor sporting facilities in Cardinia Shire, with approximately ten new reserves and four indoor facilities planned for construction within the growth corridor over the coming years. Each of these sporting facilities has a range of playing areas and supportive sport infrastructure to meet the needs of user groups and provide opportunities to participate in sport and recreation activities.

The Recreation Reserve Facility Standards 2012 was designed to guide the development of facilities at new active recreation reserves and to ensure a consistent and equitable approach is applied across the municipality. The 2012 Policy also guides the upgrade / re-development of existing facilities, through existing asset renewal budgets and / or available grant funding. The Policy provides Council with a useful planning tool for use with property developers in planning for new recreation reserves and prioritising community capital works grant submissions.

The current Policy was developed utilising state sporting association standards and assumptions relevant to 2012. As can be expected, many standards, guidelines, rules and regulations have changed or been developed since that time and new initiatives and trends have emerged in sport facility infrastructure.

A review has been undertaken and the Sport Facility Standards Policy (2019) developed to provide a clear position for the provision by Council of indoor and outdoor sporting facilities into the future, ensuring that resources are allocated appropriately and that the facilities provide for the needs of the Cardinia community and individual sports competitions.

2. Purpose

The purpose of the Sport Facility Standards Policy (2019) is to ensure a consistent, fair and equitable approach to the provision of new indoor and outdoor sport facilities and for the upgrade / re-development of existing sport facilities in the Shire.

3. Definitions

Active Recreation Reserve	means open space established primarily for structured, organised team or individual sports and active recreation in an outdoor setting, including training and competition.
Amenities	means showers and toilet facilities within the pavilion for use by facility users.
Capital Works	means any works that replace, refurbish, extend or upgrade an existing asset or creates new infrastructure assets. ¹

¹ Source: The Local Government and Municipal Knowledge Base. <http://www.lgam.info>

Committee of Management	means the committee appointed to manage, operate, promote and maintain the reserve. This includes but is not limited to: <ul style="list-style-type: none"> a. Section 86 Committee appointed by Cardinia Shire Council. b. Committee of Management of a Crown Land Reserve appointed by State Government. c. Committee of Management of a community club or association.
Community Room	means the space within the pavilion provided to facilitate tenant sporting groups social activities and to enable regular use by other community groups.
Council	means the Cardinia Shire Council.
Sport facility	means sport venues in Cardinia Shire that: <ul style="list-style-type: none"> a. Are owned by Council; or b. Council has management responsibility; or c. Are on Crown land with non-Council management responsibility; or d. Private land where an agreement exists with Council for use for community activities, and where a user group or individuals access the site to undertake a sport activity.
Sport playing area	include all fields, pitches, courts, diamonds and arenas.
Supporting Infrastructure	means the range of facilities required to support the provision of a sport activity such as pavilions, goals, all lighting, landscaping, spectator seating, car parking, coaches / team / officials boxes, practice facilities, scoreboards, etc.
Tenant	means the group that is allocated the use and / or management control of a sport facility. This may be within a formalised Tenancy or Lease Agreement.
Universal Design	is a design philosophy that ensures that products, buildings, environments and experiences are innately accessible to as many people as possible, regardless of their age, level of ability, cultural background, or any other differentiating factors that contribute to the diversity of our communities.
User Group	means a club or organisation who have an agreement with Council and/or a Committee of Management for regular use of a sport facility.

4. Scope

4.1. The policy applies to the development of new indoor and outdoor sport facilities and for the upgrade / re-development of existing indoor and outdoor sport facilities in the Shire that:

- a. Are owned by Council; or

- b. Council has management responsibility; or
- c. Are on Crown land with non-Council management responsibility who receive Council funding, and

where a user group or individuals will access the site to undertake a sport activity.

4.2. The policy does not apply to projects which are minor, internal retrofits of showers and toilets to unisex facilities (for example universal upgrade program).

4.3. Only one primary social space will be provided per reserve.

4.4. Council Grants / Funding

A Committee of Management, sporting club / association, or community group seeking or in receipt of any funding from or in partnership with Council for the development of facilities for the sports listed in Table 1 will be required to comply with the policy to be eligible to apply for and receive a grant / funding.

4.5. Applicable Sports

4.5.1. The specific sport activities covered by the policy are listed in Table 1.

Table 1 Sport Facility Standards Policy (2019) – Applicable Sports

Athletics	Australian rules football	Baseball
Basketball (indoor)	Bowls	Cricket
Floorball	Gridiron	Gymnastics
Hockey	Netball (indoor & outdoor)	Rugby league, rugby union & touch football
Soccer (Football)	Softball	Tennis

4.5.2. The sports included in Table 1 have been selected based on current level of sport participation, as well as consideration of current and future sport participation trends and localised sport demand within the Shire.

5. Objectives

1. To provide quality sports infrastructure that encourages sport, physical activity and health and wellbeing opportunities.
2. To provide well designed and suitable sports facilities in line with sport specific standards, guidelines, rules and regulations.
3. To ensure fairness and equity in the provision of sport facilities within Cardinia Shire.
4. To provide a standard approach to Council’s provision of sport facilities.
5. To ensure facilities are inclusive and accessible, and that they meet the current and future needs of the Cardinia community and the sports themselves.
6. To provide the community, developers and stakeholders with Cardinia Shire Council’s sport facility provision requirements.

6. Policy

6.1. Sport Facility Hierarchy

Council will provide a range of sport facilities to meet the needs of the Cardinia community and to service a specified population or catchment area. The sport facility hierarchy will guide the future planning and provision of new sport facilities and the upgrade / re-development of existing sport facilities in the Shire.

The five (5) levels of the sport facility provision are:

6.1.1. Local

Local level facilities will generally be parkland areas with very limited supporting infrastructure. Playing fields may be limited in size and an irregular shape. Any infrastructure provided to support the playing area is likely to be temporary provision, essentially to meet the need for overflow / secondary facilities for training activities, junior and some low level senior competition.

6.1.2. Neighbourhood

Neighbourhood level sport facilities will generally cater for training activities, junior and low level senior competition. Catchment for these facilities will primarily be from the immediate local area. The facilities may be overflow / secondary facilities for user groups with temporary infrastructure provision, as well as facilities co-located with, or adjacent to a school.

6.1.3. District

District level sport facilities will have a catchment from the surrounding suburbs, or in rural areas from within a township and the surrounding community. They will cater for senior and junior competition and training activities for clubs, sporting associations and schools. It is envisaged this level of facility will form the majority of sporting facilities within the Shire and are typically the home facility for user groups.

6.1.4. Municipal

Municipal level sport facilities will cater for and have a catchment Shire wide. These facilities will generally accommodate sports and activities with lower participation rates where only one facility is required Shire wide. The facilities will be of a standard to cater for training activities, junior and senior level competition.

6.1.5. Regional

Regional level sport facilities will cater for and have a catchment greater than Cardinia Shire boundaries. The capacity and standard of infrastructure will be capable of hosting regional and state level competition and attracting major league sports to the Shire.

6.1.6. Hierarchy Application and Classifications

It is important to note that not all levels of the sport facility hierarchy are applicable to all sports. Usually the lower participation sports will only have one level. The service levels of ground and building maintenance will be provided in line with the hierarchical levels,

for example a higher standard Regional facility usually requires a greater level of maintenance.

The hierarchy will be applied to each sport facility within a sporting reserve / multi-use facility. As an example, a sporting reserve may have an Australian rules football oval classified as District and the hockey pitch as Municipal or a soccer pitch classified as Regional and a second soccer pitch as District.

6.2. Design Guidelines

Council will ensure that the Design Guidelines below are considered in the planning and provision of new sport facilities and in the upgrade / re-development of sport facilities in the Shire.

6.2.1. Multi-use and Shared Use Provision

In order to achieve the most efficient use of space and resources, where practically possible, Council will ensure the development of multi-use, shared and co-located sport facilities. Priority will be given to maximising and multi-functional use of sport facilities including year round use of playing areas and pavilions that are shared between user groups and other interest / community groups. To promote and facilitate flexibility in use and maximise capacity synthetic playing areas, operable walls, portable and modular buildings will be considered.

6.2.2. Access & Inclusion

To ensure sport facilities are accessible and inclusive of all people including people with a disability, older adults, females, children, youth, LGBTQI+ community and people from culturally and linguistically diverse backgrounds.

Player and umpires / officials change rooms and associated amenities will be designed according to universal design principles, focussing on user-centred design to ensure integration of inclusive features. This includes ensuring change, shower and toilet facilities are separated (lockable cubicles) to cater for everybody.

Implementation to include but not be limited to:

- a. Cardinia Shire Council Access Design Guidelines (2016).
- b. Building Code of Australia.
- c. Disability Discrimination Act 1992 and Disability (Access to Premises - Buildings) Standards 2010.
- d. Healthy by Design.
- e. Universal Design.

6.2.3. Quality

To provide attractively designed and functional sport facilities that are appropriate for the hierarchy level, competition standard, type of use and that comply with the Sport Facility Standards Policy (2019).

6.2.4. Sustainability

The implementation of a forward-looking, long-term sustainable view to the provision of sport facilities through implementation of the Environmentally Sustainable Design (ESD)

principles. Some examples of ESD principles include optimise size / existing structure potential, optimise energy use, protect and conserve water, use environmentally preferable products, enhance indoor environmental quality and optimise operational and maintenance practices.

The Cardinia Shire Council ESD Matrix that includes both compulsory and optional ESD initiatives will be implemented into the design, development or upgrade / redevelopment of sport facility infrastructure.

6.2.5. Safety

To consider public safety in the design, location, management and use of all sport facilities. The Crime Prevention Through Environmental Design (CPTED) strategies of natural access control, natural surveillance and territorial reinforcement will be implemented into the design, development or upgrade / redevelopment of sport facility infrastructure.

6.2.6. Available

That the design enables public access to sport facilities, encouraging community participation in sport and physical activity.

Where access may be limited (eg through use of fencing), design for public access will be incorporated. Promotion of public and casual access through signage and open access playing areas at outdoor sport facilities will be provided.

6.2.7. Legislative and Policy Compliance

The design, development and upgrade / re-development of sport facilities will comply with:

- a. All applicable legal obligations and requirements such as any Acts, regulations, local laws, codes of practice and Australian Standards including but not limited to:
 - Australian Standards relating to specific infrastructure items (for example the Australian Standards for Sports lighting - AS 2560 Part 1 and Part 2).
 - Building Code of Australia.
 - Disability Discrimination Act 1992 (Cth) including Disability (Access to Premises – Buildings) Standards 2010.
 - Health and Food Safety Regulations including Food Act 1984 (Vic).
 - Occupational Health and Safety Act 2004 and the Occupational Health and Safety Regulations 2017 (Vic).
 - Any amended, replacement or new Acts, regulations, local laws, codes of practice and Australian Standards.

- b. All relevant ongoing Cardinia Shire Council policies, plans and strategies over the life of this policy including but not limited to:
- Creating the future – Council Plan 2018 - 2022
 - Cardinia Shire Liveability Plan 2017 - 29
 - Access Design Policy and Guidelines (Updated 2012).
 - Accessible design requirements (2016).
 - Closed Circuit Television (CCTV) Policy in Public Places (Draft 2018).
 - Disability Access and Inclusion Plan (2017 - 2021).
 - Environmentally Sustainable Design Brief and Matrices.
 - Gender Equity Action Plan (2018).
 - Open Space Management Framework (2018).
 - Any relevant amended, replacement or new Cardinia Shire Council policies, plans and strategies.
- c. All relevant guidelines, policies, plans and strategies over the life of this policy including but not limited to:
- Crime Prevention Through Environmental Design (CPTED).
 - Environmentally Sustainable Design.
 - Female Friendly Sport Infrastructure Guidelines (Sport and Recreation Victoria).
 - Healthy by Design – A guide to planning active living environments in Victoria (2012).
 - Sport Dimensions Guide for Playing Areas, Sport and Recreation Facilities, (Department of Sport and Recreation WA, 2016).
 - State Sporting Association and / or National Sporting Organisation facility guidelines and sport rules and regulations.
 - Universal Design – Design for Everyone Guide: A Guide to Sport and Recreation Settings (Sport and Recreation Victoria).
 - Any relevant amended, replacement or new guidelines, policies, plans and strategies.

6.3. Planning and Development

6.3.1. Design & Development

A detailed design and development process will be required for sport facility improvements or developments to address all relevant building regulations, facility standards, site conditions and design guidelines.

6.3.2. Proposals for Future Developments from External Stakeholders

Council will assess future development proposals to ensure that they are consistent with the standards outlined in this policy, including those lodged by developers, clubs and committees of management. This approach will ensure that sport facilities are not overdeveloped, and that residential amenity is preserved.

6.3.3. Policy Application

- a. The Sport Facility Standards Policy (2019) will not be applied retrospectively to existing sport facilities, but may be used as a framework to guide the upgrade / redevelopment of existing sport facilities or in response to a demonstrated need for sport facility improvement/s.
- b. Applications from community organisations for Cardinia Shire Council grants or for State or Federal Government grants where Council is required to submit and / or support the funding application for new sport facilities or the upgrade / re-development of an existing sport facility must meet and be consistent with the Sport Facility Standards Policy (2019).
- c. Council approval is required for all capital works projects at Council owned and Council managed active recreation reserves and indoor sport facilities, regardless of whether a financial contribution is being made towards the project. Approval must also be sought for any application being made to state or federal governments or other external funding agencies.

6.4. Partnership Approach

6.4.1. 'Whole-of-Council' and Community Approach

Council will adopt a 'whole-of-Council' and community approach to the implementation of the Sport Facility Standards Policy (2019), working across a number of different Council teams and facilitating partnerships with a range of stakeholders including sporting clubs and associations, committees of management and property developers.

6.4.2. External Funding

Council will seek external funding from other sources such as state and federal government, state sporting bodies and other external funding agencies.

6.4.3. Sport Facilities and Infrastructure Provision

- a. Council supports the provision of sport facilities and infrastructure that are used for the purpose of participating in or supporting a sporting activity. Appendix 1 Facility Standards by Sport identifies the sport facility components that are included within sport facility provision by Council.
- b. Facility components other than those included in this policy and components of a higher quality, size and / or standard will be the responsibility of the Committee of Management and / or user groups to meet the funding costs, should they request that these items be provided.
- c. Where facility components other than those included in this policy and components of a higher quality, size and / or standard are provided in accordance with Item 6.4.3.b, then these components will be available for use by other facility users.

6.4.4. Funding Requests

Funding requests for sport facility upgrades / re-developments will be considered as part of Council's Capital Works Program and Community Capital Works and Major Equipment Grants Program.

6.5 Sport Facility Standards

6.5.1. Included Sports

The tables in Appendix 1 Facility Standards by Sport specify the standards of provision for playing areas, pavilions and associated supporting infrastructure for the sports listed in Table 2.

Table 2 Sport Facility Standards Policy (2019) – Included Sports

Athletics	Australian rules football	Baseball
Basketball (indoor)	Bowls	Cricket
Floorball	Gridiron	Gymnastics
Hockey	Netball (indoor & outdoor)	Rugby league, rugby union & touch football
Soccer (Football)	Softball	Tennis

6.5.2. Components

Standards for some facility components have not been specified for all sports due to the need to determine these components on a case by case basis depending on outcomes of planning processes, the feasibility study, as part of the design process and / or assessment of future facility usage. These facility components must be assessed on a case by case basis as they may vary due to a range of factors such as legislative requirements (eg Building Code of Australia, Disability [Access to Premises– Buildings] Standards 2010), Australian Standards, site conditions, type and levels of usage (training and / or competitions).

6.5.3. Facility Standards for Other Sports

Facility standards for a sport not included in this policy will be determined in the planning process based on this policy and an assessment including but not limited to the following:

- Sport Facility Hierarchy (Section 6.1).
- Design Guidelines (Section 6.2).
- Planning and Development (Section 6.3) including any site specific Master Plan/s.
- Relevant Cardinia Shire Council policies (Section 6.2.7 and Section 7 Related Documents).
- Sport specific State Sporting Association and / or National Sporting Organisation facility guidelines, rules and provision requirements according to training and competition level/s.
- Feasibility study / strategic planning process outcomes and recommendations.
- Assessment of current and future facility usage.
- Legislative requirements (eg Building Code of Australia, Disability [Access to Premises– Buildings] Standards 2010), Australian Standards, site conditions, type and levels of usage (training and / or competitions).
- Other items as determined by Council.

Facility standards for Equestrian are in accordance with the Cardinia Shire Council Equestrian Strategy (March 2014).

Further, the standards do not reference the specific number of amenities (showers, toilets, etc). This is determined in accordance with, but not limited to, the above standards and legislative requirements (e.g. Building Code of Australia).

6.5.4. Application and Implementation

The following points are to be noted in regards to the application and implementation of the facility standards for each sport:

a. Implementation

- i. The Facility Standards by Sport in Appendix 1 have been developed considering each of the sports facility preferred guidelines and / or standards as well as applicable rules or regulations. Any changes to standards will be undertaken in consultation with the relevant State Sporting Association.
- ii. A current sport facility classified at a level in the hierarchy may not currently meet all the Facility Standards by Sport in Appendix 1 for that level and sport. This does not mean that the current facility is not suitable for that current sport activity or that an upgrade / redevelopment is required. Other factors such as the role of the facility, its current and future use and occupancy, level of competition and training are some of the other important considerations that need to be taken into account.

b. Facility Hierarchy:

- i. The hierarchy is applied to each ground, oval, field, pitch and per sport at a facility. As such a shared ground could be District Level in one sport and Municipal Level for the other (for example Regional Level cricket and District Level Australian rules football on the same ground).
- ii. In regards to court based facilities the hierarchy will generally require a specific number of courts and surface type to meet a particular hierarchy level. There may also be courts at a different hierarchy level.
- iii. Within a precinct it is also possible to have playing areas for different sports at a different level in a hierarchy. For example, an Active Recreation Reserve may include a Municipal Level softball facility, a Regional Level rugby league / rugby union / touch football facility and a District Level tennis centre.

c. Multi-sport / Shared Use Facilities

- i. Where there are multiple sports and / or community organisations sharing a sports facility within or across seasons, facility components will not be duplicated and / or the component areas applicable to each sport will not be totalled together. The area provided for each component will generally be provided at the higher level in the hierarchy based on an assessment of the localised need and demand for each sport. Council will consider sport specific storage needs in multi-use and shared use facilities.
- ii. Where the two or more sports sharing have different area requirements for the same components in the Facility Standards by Sport in Appendix 1 (eg change

- rooms, coaches / player benches) the greater area will generally be provided (eg Australian rules football sharing change rooms with cricket).
- iii. For a pavilion where the hierarchy for each of the sports sharing are at different levels, components will generally be provided at the higher level in the hierarchy based on an assessment of the localised need and demand for each sport.

6.5.5. Playing Area Floodlighting

- a. Floodlighting levels will usually comply with the applicable Australian Standards unless a sport governing body has set a higher level. The current Australian Standards include:
- i. AS 2560.1-2018 Sports lighting – General principles.
 - ii. AS 2560.2.1-2003 (R2017) Sports lighting – Specific applications - Lighting for outdoor tennis.
 - iii. AS 2560.2.2-1986 (R2017) Guide to sports lighting - Specific recommendations – Lighting of multipurpose indoor sports centres.
 - iv. AS 2560.2.3-2007 (R2017) Sports lighting – Specific applications – Lighting for football (all codes).
 - v. AS 2560.2.4 – 1986 (R2017) Guide to sports lighting - Specific recommendations – Lighting for outdoor netball and basketball.
 - vi. AS 2560.2.6 – 1994 (R2017) Guide to sports lighting - Specific recommendations – Baseball and softball.
 - vii. AS 2560.2.7-1994 (R2017) Guide to sports lighting – Specific recommendations – Outdoor hockey.
 - viii. AS 2560.2.8 (R2017) Sports lighting - Specific applications – Outdoor bowling greens
 - ix. AS 4282:1997 Control of the obtrusive effects of outdoor lighting.

7. Related Documents

Table 3 Related Documents

Type of document	Title and/or HPRM reference
Commonwealth / Victorian legislation	Local Government Act 1989 (Vic) Building Code of Australia 2016 Disability Discrimination Act 1992 and Disability (Access to Premises – Buildings) Standards 2010 (Cth) Food Act 1984 (Vic) Occupational Health and Safety Act 2004 and the Occupational Health and Safety Regulations 2017 (Vic)

Type of document	Title and/or HPRM reference
Plans, Policies and Strategies	Creating the future – Council Plan 2018 Cardinia Shire’s Liveability Plan 2017 - 29 Building and Facilities Maintenance Policy (2010, updated 2018) Closed Circuit Television (CCTV) Policy in Public Places (Draft 2018) Disability Access and Inclusion Plan (2017 - 2021) Draft Recreation Strategy (2014) Equestrian Strategy (March 2014) Facility Master Plans Gender Equity Action Plan (2018) Recreation Reserve Management and Usage Policy 2011
Guidelines	<i>Cardinia Shire Council</i> Access Design Policy and Guidelines (Updated 2012) Accessible design requirements (2016) Environmentally Sustainable Design Brief and Matrices (Various). Open Space Management Framework 2018 <i>Other Organisations</i> Australian Standards for Sports lighting (AS 2560 Part 1 and Part 2) Crime Prevention Through Environmental Design (CPTED) Environmentally Sustainable Design Female Friendly Sport Infrastructure Guidelines (Sport and Recreation Victoria) Healthy by Design – A guide to planning active living environments in Victoria (2012) Sport Dimensions Guide for Playing Areas, Sport and Recreation Facilities, (Department of Sport and Recreation WA, 2016). State Sporting Association and / or National Sporting Organisation facility guidelines, standards and sport rules and regulations. Universal Design - Design for Everyone Guide (Sport and Recreation Victoria)

8. Review

Amended, replacement or new Acts, regulations, local laws, and codes of practice may require changes to the Sport Facility Standards Policy (2019). These legislative changes may be made administratively without a resolution of Council.

The nature of sport is such that sport governing bodies develop new and / or update existing facility guidelines, standards, rules and regulations in the intervening period between the policy’s scheduled review timeframes. Where these increase the financial resources required by Council for sports facility infrastructure provision the update or change must be by Council resolution.

Appendix 1: Facility Standards by Sport

The Sport Facility Standards Tables for each sport are provided as a separate document.

1. Athletics
2. Australian rules football
3. Baseball
4. Basketball (indoor)
5. Bowls
6. Cricket
7. Floorball
8. Gridiron
9. Gymnastics
10. Hockey
11. Netball (indoor & outdoor)
12. Rugby league, rugby union & touch football
13. Soccer (Football)
14. Softball
15. Tennis