

Community Facilities and Meeting Spaces Provision Policy



1. Purpose

The purpose of this policy is to outline Council's commitment to an evidence-based planning process for the integrated delivery and management of community facilities.

This policy should be applied whenever planning for new or upgraded community facilities or for proposed changes of use of existing Council facilities.

2. Scope

This policy applies to employees (including full time, part time, casual employees, agency staff and students). The policy is also applied in the management of contractors, volunteer groups, and consultants of Campaspe Shire Council.

The scope of this policy includes, but is not limited to, Council owned facilities including neighbourhood houses, community centres, senior citizens centres, community meeting spaces, public halls, and community owned facilities on Council land.

3. Policy Statement

Community Facilities and Meeting Spaces are important assets to the local community and must recognise and respond to the dynamic and changing nature of communities.

Council is committed to developing an aligned and coordinated approach to delivering an integrated and adaptive framework for community facilities across the municipality. It does not prescribe that all or any facilities available to communities are to be provided by Council.

Council will engage with the community to plan for, deliver and activate community facilities that respond to changing community needs. This includes providing equitable access to multi-purpose facilities throughout the municipality that are safe, inclusive and create a space for the community to connect.

4. Principles

The principles supporting this policy are:

1. Strategic and Integrated Planning
2. Innovation and Adaptability
3. Partnerships and Usage
4. Access, Inclusion and Equity
5. Sustainable and Financially Responsible

4.1. Strategic and Integrated Planning

- Decision making is consistent, transparent and evidence-based (considering community needs and priorities, usage fit for purpose, demographics etc.)
- Community facilities are planned and designed for the broadest possible use by a range of groups, services and activities, and are multi-purpose in nature.
- A range of facilities are available across the municipality to ensure that the community has access to a variety of different indoor spaces, settings and to cater for different needs.

4.2. Adaptable and Innovative

- Where possible community facilities are fit for purpose and delivered according to appropriate infrastructure standards and best practice.
- Facilities will be designed and managed to be flexible use spaces to meet a range of existing community needs, and when required, have the capacity to be responsive to new or emerging trends.
- Buildings enhance public streets, spaces and views and include best practice principles in Crime Prevention Through Environmental Design (CPTED) including appropriate lighting, and location.

4.3. Partnerships and Usage

- A collaborative approach be adopted between Council, community and stakeholders to support the day to day planning and management of community facilities.
- Facilities should be utilised to maximum potential.

4.4. Access, Inclusion and Equity

- Planning for facilities that contribute to a sense of place for all, are reflective of the community needs and provide supporting amenities.
- Facilities will be accessible to and welcome people of all ages, genders, abilities and cultural backgrounds.
- Equitable provision of facilities that are intergenerational, promote the diversity of our community needs into the future as demand requires.

4.5. Sustainable and Financially Responsible

- Planning for facilities that are financially viable, considerate of long-term capital and operational costs, and provide the best value for the community.
- Facilities will be located, designed and managed, having regard to longevity, relevance and financial viability.
- Consideration of funding, delivery and operating models to meet community needs in the confines of Council's resource limitations.
- Environmentally responsible and promotes long-term economic, health and wellbeing benefits.
- Assets which are no longer able to meet community needs and cannot feasibly be modified to do so should be rationalised to facilities reinvestment in more appropriate infrastructure.

5. Hierarchy and Ratio of Facilities

A hierarchy of the capacity for facilities has been established to determine appropriate provision of service is available across the municipality. The following criteria has been established for the level of facilities available for a range of purposes.

Hierarchy	Ratio	Description
Local	One facility per 2,000 people	Facilities are a 0-15 minute drive from household and are generally meeting places with low capacity and amenity. These facilities support activities and events conducted by the immediate surrounding community.
Township	One facility per 3,000 people	Facilities are a 15–20 minute drive and are the most commonly provided facilities, and typically have good flexibility of use due to their size, their location within a catchment, good provision of support infrastructure. These facilities have the capability to support a broad range of activities and events for surrounding communities
District	One facility per 10,000 people	Facilities are a 20+ minute drive and are generally designed and fitted out to higher level of amenity and can accommodate larger gatherings of people (200+). These facilities have the capacity to support a broad range of activities and events for surrounding districts.

6. Definitions

Terms and definitions used in this policy include:

Term	Details
Asset	A physical item that is owned or controlled by Council and provides or contributes to the provision of services to the community.
Community Facilities	Buildings or other assets owned or managed by Council, that support community services or provide community benefit, including health, support services or provide community benefit, including health, support services, education, arts and culture, information, community development, employment and training and active and passive recreation opportunities.
Community Infrastructure	Buildings and spaces that provide services, activities and opportunities.
Crime Prevention Through Environmental Design (CPTED)	A Crime Prevention theory focusing on tactical design and the effective use of the built environment, which when applied, reduces crime and the fear of crime.
Evidence Based Planning	The process of applying available research (evidence) to planning decisions.
Intergenerational	Focus on meeting the needs of all residents, especially children and older adults.
Multi-purpose Community Facility	A community facility which provides a range of flexible, functional spaces that support access to services and participation in a range of active and passive lifestyle activities.

7. Acknowledgements

7.1. Traditional Owners

The Shire of Campaspe is the traditional lands of the Dja Dja Wurrung, Taungurung and Yorta Yorta Peoples. We respect and acknowledge their unique Aboriginal cultural heritage and pay our respect to their ancestors, descendants and emerging leaders as the Traditional Owners of this country. We acknowledge their living culture and their unique role in the life of this region.

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