

# Appendix 1: Sporting Grounds and Pavilion Allocations – Eligibility Criteria

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Related Policies/ Strategies:	Sporting Grounds and Pavilion Allocations Policy

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## 1. SPORTS CLUB ALLOCATIONS

Allocation of Council's grounds and pavilions to sports clubs is via an application process prior to each season. Allocations are conditional on the club meeting allocation requirements detailed below and acceptance and adherence to the Sports Hire Agreement terms and conditions.

Council is committed to the implementation of the Victorian Government's Fair Access Policy, which was introduced in August 2022. The Fair Access Policy aims to improve access to, and use of, community sports infrastructure for women and girls. A phased approach to rolling out the Fair Access Policy is included within Council's sports ground and pavilion allocation requirements.

### 1.1 APPLICATION DOCUMENTATION

Clubs are required to submit the following documentation with their allocation. These include:

- a) Certificate of Incorporation (COI).
- b) Public Liability Insurance (\$20 million).
- c) Annual General Meeting (AGM) Report and Minutes.
- d) Club Financial Statement.
- e) Club Strategic Plan and/or Business Plan.
- f) Liquor Licence Certificate (if applicable).
- g) Food Registration Certificate (if applicable).
- h) Good Sports Level (if applicable).
- i) A list of members with a Working with Children Check (only applicable for clubs with participants under 18 years old).
- j) A list of members with a First Aid qualification.
- k) A list of club participants/players postcodes.

## 2. ELIGIBILITY CRITERIA

It is a baseline requirement for all sports clubs to:

- a. Be an incorporated organisation.
- b. Hold current Public Liability Insurance.
- c. Agree to and sign a Sports Hire Agreement.

### 2.1 STAGE 1: FROM APRIL 2024

#### New and Existing Users:

- a. Provide documentation of completed Gender Impact Assessment and list of actions to be implemented addressing opportunities to improve gender equity in the club.
- b. Provide copies of any documented policies or procedures addressing equitable participation and use of Council facilities.
- c. Have at least 25 per cent female representation on the club's committee of management.\*
- d. Have at least one junior team or conduct one junior development or social program.\*

- e. Have at least one female team or conduct a development or social program with female participants. Note that the junior program (d) can double as the female program provided it is mixed gender with at least one female participant.\*

Existing Users Only:

- f. Have complied with all previous occupancy requirements.
- g. Demonstrate solvency and is without any outstanding debt owing to Council at the time of applying for an allocation, unless on a current and approved payment plan.
- h. Implemented the Monash Health 'Healthy Sports Clubs Initiative' including the following components:
  - i. Smoke Free Clubs (Mandatory)
  - ii. Responsible Alcohol Consumption (Mandatory)
  - iii. At least one of the following other components:
    - Healthy food and beverages
    - Inclusion
    - Injury Prevention
    - Mental Wellness
    - Physical Activity and Active Recreation
    - Preventing Drug Harm
    - Sun Protection

## 2.2 STAGE 2: FROM APRIL 2026

New Users:

- a. Provide documentation of completed Gender Impact Assessment and list of actions to be implemented addressing opportunities to improve gender equity in the club (if not previously completed).
- b. Provide copies of any documented policies or procedures addressing equitable use and access of Council facilities (if not previously completed).
- c. Have at least 25 per cent female representation on the club's committee of management.\*
- d. Have at least one junior team or conduct a junior development or social program with at least five (5) participants.\*
- e. Have at least one female team or conduct a development or social program with female participants with at least five (5) participants. Note that the junior program (d) can double as the female program provided it is mixed gender with at least five (5) female participants.\*

Existing Users:

- a. Provide documentation of completed Gender Impact Assessment and list of actions to be implemented addressing opportunities to improve gender equity in the club (if not previously completed).
- b. Provide copies of any documented policies or procedures addressing equitable use and access of Council facilities (if not previously completed).
- c. Have at least 25 per cent female representation on the club's committee of management.\*
- d. Demonstrate that scheduling of club training was 'fair' for both genders in the previous season and that this is aligned with the club's gender impact assessment.\*
- e. Had at least one junior team or conduct a junior development or social program with at least five (5) participants in the previous season.\*
- f. Had at least one female team or conduct a development or social program with female participants with at least five (5) participants in the previous season. Note that the junior program (e) can double as the female program provided it is mixed gender with at least five (5) female participants.\*

- g. Have complied with all previous occupancy requirements.
- h. Demonstrate solvency and is without any outstanding debt owing to Council at the time of applying for an allocation, unless on a current and approved payment plan.
- i. Implemented the Monash Health 'Healthy Sports Clubs Initiative' including the following components:
  - i. Smoke Free Clubs (Mandatory)
  - ii. Responsible Alcohol Consumption (Mandatory)
  - iii. At least one of the following other components:
    - o Healthy food and beverages
    - o Inclusion
    - o Injury Prevention
    - o Mental Wellness
    - o Physical Activity and Active Recreation
    - o Preventing Drug Harm
    - o Sun Protection

## 2.3 STAGE 3: FROM APRIL 2027

### New Users:

- a. Provide documentation of completed Gender Impact Assessment and implemented actions (if not previously completed).
- b. Provide copies of any documented policies or procedures addressing equitable use and access of Council facilities (if not previously completed).
- c. Have at least 40 per cent female representation on the club's committee of management.\*
- d. Have at least one junior team or conduct a junior development or social program with at least ten (10) participants.\*
- e. Have at least one female team or conduct a development or social program with female participants with at least ten (10) participants. Note that the junior program (d) can double as the female program provided it is mixed gender with at least ten (10) female participants.\*

### Existing Users:

- a. Provide documentation of completed Gender Impact Assessment and implemented actions (if not previously completed).
- b. Provide copies of any documented policies or procedures addressing equitable use and access of Council facilities (if not previously completed).
- c. Have at least 40 per cent female representation on the club's committee of management.\*
- d. Demonstrate that scheduling of club training was 'fair' for both genders in the previous season and that this is aligned with the club's gender impact assessment.\*
- e. Had at least one junior team or conduct a junior development or social program with at least ten (10) participants in the previous season.\*
- f. Had at least one female team or conduct a development or social program with female participants with at least ten (10) participants in the previous season. Note that the junior program (e) can double as the female program provided it is mixed gender with at least ten (10) female participants.\*
- g. Have complied with all previous occupancy requirements.
- h. Demonstrate solvency and is without any outstanding debt owing to Council at the time of applying for an allocation, unless on a current and approved payment plan.
- i. Implemented the Monash Health 'Healthy Sports Clubs Initiative' including the following components:
  - i. Smoke Free Clubs (Mandatory)

- ii. Responsible Alcohol Consumption (Mandatory)
- iii. At least one new component from the below list, not previously implemented, in addition to continuing the implementation of the previous seasons' component.
  - Healthy food and beverages
  - Inclusion
  - Injury Prevention
  - Mental Wellness
  - Physical Activity and Active Recreation
  - Preventing Drug Harm
  - Sun Protection

**\* Criteria relating to Female and Junior Participation**

Criteria marked with \* relate to the provision of participation opportunities for females and juniors. Should a club not meet one or more of these requirements, the club must demonstrate to Council Officers as part of the allocation application process that they have made all reasonable attempts to meet the requirement. Council Officers will provide support to those clubs who are not yet meeting the requirements. If no reasonable attempt is demonstrated by the club, then Council is within its rights to decline an allocation request.

### 3. NATURAL TURF GROUND CAPACITY

Overuse of natural turf sports grounds has a negative impact on the quality of the grounds. As such, the process of allocating sports grounds to clubs must take into consideration the maximum weekly usage capacity of each ground. The capacity for each sports ground has been determined based off an independent assessment and factors such as drainage, irrigation, soil profile, turf species and lighting.

The maximum hours of permitted usage for each ground applies to training and competition combined. Council reserves the right to alter capacity limits subject to local conditions at the time and/or as ground improvements are completed, following consultation with clubs. Grounds allocated to winter cricket are excluded from the below table due to the low usage hours.

Should a sports club require usage hours that exceed a ground's maximum capacity, an application will need to be submitted for these additional hours at a different ground as part of the seasonal allocation process and/or as a casual booking request. Council Officers will work with sports clubs experiencing growth in membership/ participation.

The following table outlines the maximum weekly usage hours for each sports ground during the winter season, as winter sports cause the most stress to natural turf surfaces.

**Winter Sports Ground Capacity**

<b>Sporting Ground</b>	<b>Maximum weekly usage hours</b>
Alex Nelson Reserve	25
Barry Powell Reserve – Oval 1	25
Barry Powell Reserve – Oval 2	25
Coomoora Reserve – East Field	20
Coomoora Reserve – Centre Field	20
Coomoora Reserve – West Field	20

Dandenong Park – Shepley Oval	25
Edinburgh Reserve	25
Fotheringham Reserve	25
George Andrews Reserve – Field 1	25
George Andrews Reserve – Field 2	15
Greaves Reserve – Oval 1	25
Greaves Reserve – Oval 2	25
Greaves Reserve – Oval 3 – Field 1	25
Greaves Reserve – Oval 3 – Field 2	25
Greaves Reserve – Oval 4 – Field 1	25
Greaves Reserve – Oval 4 – Field 2	25
Keysborough College - Banksia Campus	20
Lois Twohig Reserve – Oval 1	25
Lois Twohig Reserve – Oval 2	25
Lois Twohig Reserve – Field	20
Lyndale Secondary College – Field 1	15
Lyndale Secondary College – Field 2	15
Noble Park Reserve	25
Norman Luth Reserve – Field 1	20
Norman Luth Reserve – Field 2	20
Parkfield Reserve – Field 1	25
Parkfield Reserve – Field 2	25
Police Paddocks Soccer Precinct – Field 1	15
Police Paddocks Soccer Precinct – Field 2	25
Police Paddocks Soccer Precinct – Field 3	25
Police Paddocks Baseball/Softball Precinct – Diamond 1	25
Police Paddocks Baseball/Softball Precinct – Diamond 2	25
Police Paddocks Baseball/Softball Precinct – Diamond 3	25
Police Paddocks Baseball/Softball Precinct – Diamond 4	25
Police Paddocks Baseball/Softball Precinct – Diamond 5	25
Police Paddocks Cricket Precinct – Field	20
Robert Booth Reserve – Diamond 1	25
Robert Booth Reserve – Diamond 2	25
Ross Reserve – North Oval	20
Ross Reserve – South Oval	25
Rowley Allan Reserve	25
Springvale Reserve	25
Ian Tatterson Leisure Park – Oval 1 – Field 1	20
Ian Tatterson Leisure Park – Oval 1 – Field 2	20
Ian Tatterson Leisure Park – Oval 2 – Field 1	25
Ian Tatterson Leisure Park – Oval 2 – Field 2	25
Ian Tatterson Leisure Park – Oval 3 – Field 1	25
Ian Tatterson Leisure Park – Oval 3 – Field 2	25
Thomas Carroll Reserve – East Oval	25
Thomas Carroll Reserve – West Oval	20
Wal Turner Reserve	25
Warner Reserve – Field 1	25
Warner Reserve – Field 2	25
Warner Reserve – Virginia Street	25