

Community Facilities Planning Framework 2019



“

Community facilities are vital for service delivery, place-making and social interaction. They offer a space for people to meet and participate in community life, enliven neighbourhoods and support positive health and wellbeing outcomes.”

Image: Livingston Family
and Community Centre,
Cranbourne East



Contents

04



INTRODUCTION

07



CONTEXT

09



STRATEGIC ALIGNMENT

– FLOWCHART

08



COUNCILS OPPORTUNITIES AND CHALLENGES

13



POLICY STATEMENT

– COMMUNITY FACILITY
PLANNING FLOW CHART

15



COMMUNITY FACILITY PRINCIPLES

18



THE FRAMEWORK

– VISION
– OBJECTIVES

24



THE PROCESS

– STAGES 1, 2, 3 AND 4

29



VERSION CONTROL

30



APPENDIX 1

32



APPENDIX 1

24



APPENDIX 2

35



CONTACT

Introduction

Council is committed to engaging 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 across Casey that are safe, inclusive and welcoming and create a space for the community to connect.

As one of the fastest growing municipalities in Victoria forecasting a population of 549,200 by 2041, the Council and other service providers have a critical role in responding to the increasing service and facility needs of the Casey community.

The pace and scope of change is unprecedented, Casey's population is becoming increasingly diverse, and a range of social, health and wellbeing issues are affecting the community. Growth in new areas is occurring faster and on multiple fronts where there is no pre-existing community infrastructure. Many established areas of Casey are experiencing urban renewal and existing facilities are ageing and no longer meeting community need.

The City of Casey is committed to creating a liveable City that keeps pace with the standard of health, wellbeing and liveability that the community requires, and expects to receive.

As the community continues to grow, it is important that Council has a robust understanding of community needs through research and ongoing dialogue.²

Council must balance its social and financial responsibilities in an environment where multiple pressures exist. This includes the State Government legislated rate capping and its impact on Council's service and infrastructure program. Council is also experiencing increased costs to deliver and operate community facilities. We need to ensure that our facilities are socially and financially sustainable now and into the future.

Significant growth presents its challenges, it also provides new and exciting opportunities. Recognising and managing growth can lead to positive health and wellbeing outcomes. Fast-paced growth, when supported by the necessary infrastructure, can significantly improve people's access to the essential services, programs and activities they need.

The Community Facilities Framework (the Framework) integrates planning, delivery and activation of community facilities and establishes an evidence-based process supporting Council to identify current and future needs.

¹ Source: Population and Household Forecasts, 2016 to 2041

² The Council Plan 2017-2021 is a statement of how the City of Casey will work towards creating "Australia's Most Liveable City."



“

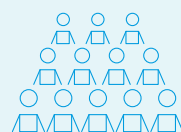
The Community Facilities Framework provides a structure for integrated planning, delivery and activation of community facilities. It establishes an evidence-based process that enables Council to clearly identify the current and future community facility needs for the municipality.”

Image: Arbourlea Family and Community Centre, Cranbourne North

Who we are

There are an estimated **356,600** residents in Casey in 2019 and our population is expected to grow to 549,200 residents by 2041.

Source: Casey City Council, Population and Housing Forecasts, 2017.



37% of people are under 25 years old*

15% of people are aged 60 years and over*

Over 100 different faiths are represented in Casey.



8% practice Anglicanism*

25% of people have no religious affiliation*

7% practice Islam*

24% of people practice Roman Catholicism*

5% practice Buddhism*

There are **1,941** Aboriginal and Torres Strait Islanders living in Casey, an increase of **776** people between 2011 and 2016**.



38% of people were born overseas from more than 150 different countries*

36% of people speak a language other than English at home*

25% of people are of English ancestry*

24% are of Australian ancestry*

8% are of Indian ancestry*

6% are of Irish ancestry*

5% of people have a disability*

11% of people provide unpaid care to a person with a disability, long term illness or old age*

57% of households include children*

12% are single parent families*

21% of households are couples without children*

15% are lone person households*

50% of households are paying a mortgage*

21% are renting*

89% of dwellings are separate houses*

10% are medium density housing*

84% of homes have an internet connection*

27% of people aged over 15 years hold a tertiary qualification*

67% of workers travel outside of Casey for work^

10% of people aged 15-24 years are neither studying nor working*



77% drive to work*

14% of people are volunteers*



7% take the train*



1% take a bus*

25% of people are obese and 29% are overweight^

19% of adult Casey residents have experienced high or very high levels of psychological distress.

Source: DHHS, Victorian Population Health Survey, 2014.

27% of people have been diagnosed with hypertension^

14% of youth in the City of Casey have very high levels of psychological distress.

Source: Royal Children's Hospital, Adolescent Health and Wellbeing Survey, 2009.

Throughout their lifetime, 9% of people will develop heart disease, 2% will have a stroke, 19% will develop arthritis, 7% will have Type 2 diabetes^

Context

Recognition of the importance by Council and the community of the value of an integrated community facility planning approach has provided the opportunity to develop a Framework that outlines Council's approach to planning, delivery and the activation of community facilities.

Planning for community facilities in Casey involves consideration of urban areas, where existing community services and facilities are located, and growth areas where new services and facilities are required to support emerging community needs and aspiration.

The introduction of the Community Facilities Planning Framework provides Council with the necessary policy and strategic direction to meet local and regional needs and address the key challenges facing the municipality in the planning, delivery and activation of community facilities.

The Framework focuses on four core areas and seeks to integrate them in terms planning for and use of community facilities:

- 01 **Community and service needs assessment, demographics and other evidence.**
- 02 **Planning for community facilities to address service needs.**
- 03 **Asset management, design and delivery.**
- 04 **Access to and activation of facilities.**



Facility Types and Functions

The Framework applies to community facilities over which Council delivers community services, programs and activities or seeks to facilitate, broker or advocate for on behalf of the community.

Arts and Culture

Tourism and visitor destinations and facilities that support the delivery of specialised community services. Community facilities based on one or more themes, e.g. Myuna Farm, Old Cheese Factory, Wilson Botanic Park, The Factory.

Aboriginal Gathering Place

Facility that provides outreach services and drop in centre, incentre programming suitable for a range of programs and services developed with and for the Aboriginal community.

Educational Facilities

Non-State Government educational facilities such as U3A, Historical Societies and Environmental Education.

Integrated Community Centres, Community Centres, Community Hubs, Community Halls / Public Halls

Multipurpose facilities that provide spaces for Council, community service organisations and community groups to offer a range of services, activities and programs including spaces for hire. Includes Scout and Guide Halls, Men's Sheds.

Family and Community Centres

Intergenerational facilities that bring Kindergarten, Maternal and Child Health as well as community spaces for hire suitable for the delivery of programs and together a range of services to deliver education, healthcare and support services to children and their families. Services include activities. Also known as Family and Children's Centres, Family Resource Centres, Children's Centres, Kindergarten and Maternal and Child Health Centres.

Neighbourhood Houses and Community Learning Centres³

Facilities bringing people together to connect, learn and contribute to their local community through social, educational, recreational and support activities.

Youth Information Centres

Facilities that deliver Youth Services responsible for providing information, referrals and support to young people aged 10-25 years and planning and delivering recreation and personal development programs.

Casey Youth Hub

Facility that provides spaces for hire including offices, counselling and activity space, for service providers with a demonstrated youth focus. Stakeholders offer a suite of projects and activities that will support young people aged 10-25 years across Casey.

Libraries

Facilities that contribute to lifelong learning, provide safe public spaces and enable access to digital technology, across the Casey Cardinia Region.

Senior Citizens Centres and Social Support Centres

Facilities managed by Council and voluntary committees of management, providing older adults and people with a disability with opportunities to try new activities, meet others, establish links in the community, and improve your overall sense of health and wellbeing.

The Community Facilities Plan also recognises facilities and spaces that support **Community Service Organisations** to deliver services to residents of the City of Casey.

Leisure and Recreation Facilities fall outside of the scope of the Community Facilities Plan which are covered in the Leisure Facilities Development Plan Policy and Aquatics Strategy.

³ Neighbourhood Houses and Community Learning Centres are operated by Committees of Management and funded by both Council and the State Government.

⁴ Libraries in Casey are operated by Casey-Cardinia Libraries with funding from the City of Casey and Shire of Cardinia. Councils are responsible for the provision of buildings (including furniture and fittings), building maintenance, cleaning and payment of utilities in their respective municipalities.

Strategic Alignment

Casey C21

Casey C21 is Council's long-term blueprint for shaping the City of Casey's future. It seeks to meet the following objectives:

- » Connecting and supporting people through providing and facilitating choice of facilities and services that reflect the diversity of Casey.
- » Improving transport by ensuring that people can access jobs, services and facilities by public transport, cycling, walking and by private vehicle.
- » Protecting the environment by acting at a local level to reduce greenhouse gas emissions and to make Casey a sustainable city.
- » Creating a sense of place by ensuring all suburbs are proactively planned with physical infrastructure, supporting services and community activities; creating a distinct image and identity for Casey; and building and programming a diverse range of spaces for arts, culture, tourism, sports and leisure.

3 Key Strategic Plans

Council Plan 2017-21

The *Council Plan 2017-21* calls for a Council whose services and facilities are driven by community needs, using evidence to plan and prioritise facilities and to involve community members in planning and decision making.

The *Council Plan* also seeks to provide an inclusive, safe and connected community through the creation of partnerships and support for other agencies in the delivery of high-quality local services and ensure that all Council services are accessible.

The *Council Plan* includes promoting and supporting participation in artistic, cultural, sporting and leisure opportunities; and planning, delivering and managing its assets and resources to meet the needs of current and future communities.

Municipal Public Health and Wellbeing Plan 2017-21

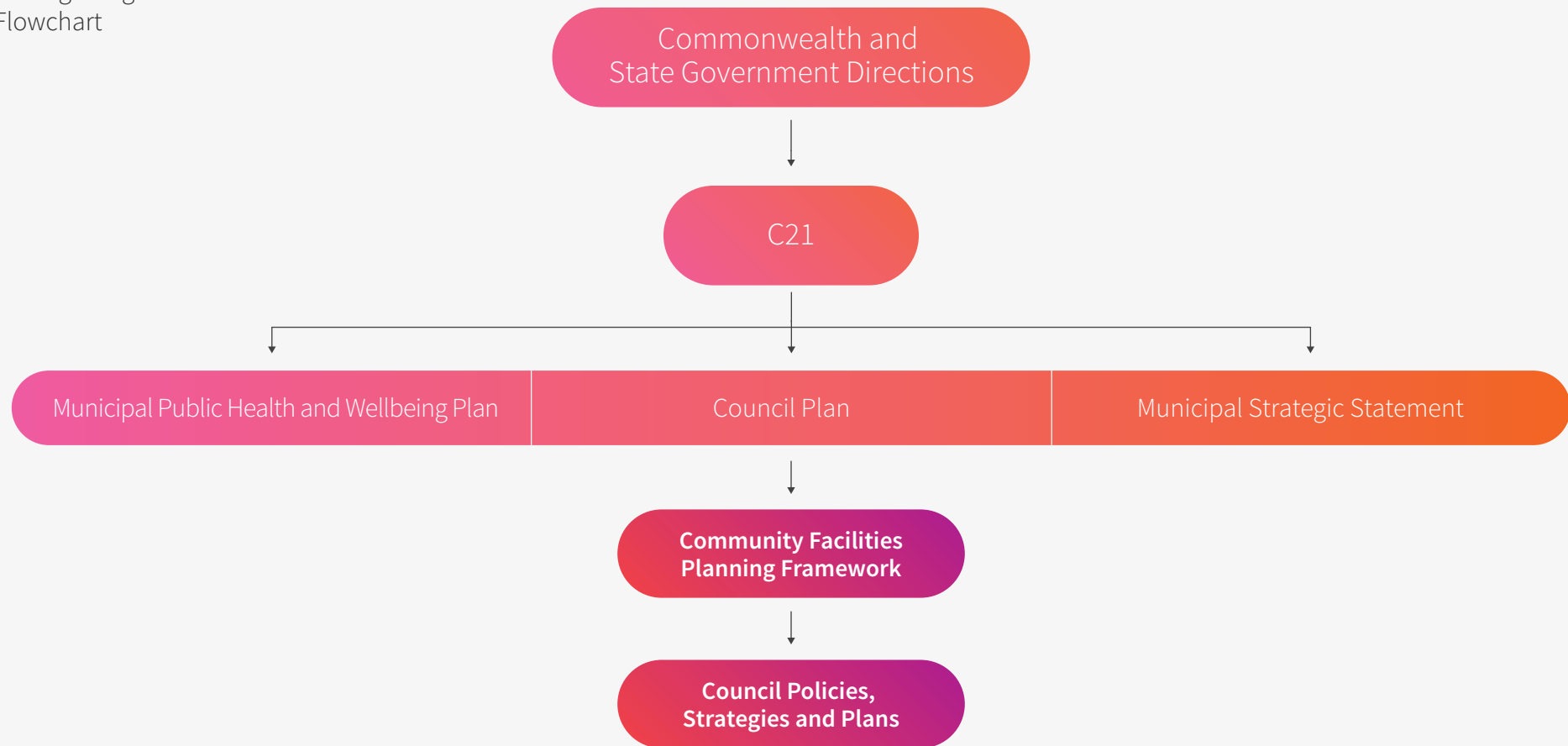
The *Municipal Public Health and Wellbeing Plan 2017-21* seeks to design and activate neighbourhoods to increase physical activity in daily life; to improve mental wellbeing through increased social inclusion, community resilience and community participation; and to design safe and inclusive public spaces.

Municipal Strategic Statement 2019

The *Municipal Strategic Statement* aims to focus activity into identified town centres and community places to create a sense of place, create physical community landmarks and focal points and reinforce community identity. It seeks to recognise, value, provide and facilitate a choice of facilities and services that reflect the diverse needs of the Casey community and provide visible clusters of local facilities to encourage active participation in community life.

The *Municipal Strategic Statement* also identifies the need to manage Casey's physical and community development to improve safety through the appropriate design and provision of road and community infrastructure to ensure safe and liveable neighbourhoods and maximise opportunities for natural surveillance of public spaces.

Figure 1
Strategic Alignment
Flowchart



Councils Opportunities and Challenges

Challenges

The City of Casey has the significant challenge ahead of supporting this growing population with services and infrastructure, while also creating a dynamic and thriving City⁵.

Casey is one of the fastest growing regions in Australia with a complex geography and diverse community. This means that the supply and demand, design and functionality of community facilities should respond to a variety of needs across the lifespan, including those experiencing significant socio-economic and cultural barriers.

Increasing value of land, rising construction costs within the rate capping environment and growth challenges impacts the revenue Council can raise on its own.

Casey will need to strengthen its advocacy for funding from other levels of government. There is also an opportunity to facilitate new and enhance existing partnerships to create opportunities for new funding and delivery models, and more effective use of Developer Contributions.

⁵ Casey Planning Scheme Review 2018 Report

Opportunities

As one of Victoria's fastest growing municipalities, the City of Casey prides itself on the added value that growth, rich culture and diversity brings to the community.

Growth has attracted diverse businesses to the region and fostered a strong community service organisation presence supporting Casey's community including our most vulnerable community members.

Development of 16 Growth Areas in Casey is attracting developer funding for a range of new community facilities. This provides opportunities for partnerships and delivery innovation. Council is working with the Department of Education and Training in developing co-located primary schools and early years services, and with developers for the earlier delivery of services and facilities.

Existing infrastructure in The Fountain Gate – Narre Warren Central Business District (the CBD) and Cranbourne Town Centre play a pivotal role in providing facilities and services to both the local catchment and wider regions. There are opportunities to improve community services, facilities and spaces through development of community hubs based upon service clusters such as education and learning, youth, family and children's services. Council is eager to create and strengthen partnerships with other government agencies, community service organisations and groups, businesses, landholders and developers to facilitate high quality development and further investment.

A photograph of a modern community hub interior. The room features a light blue armchair with a pink and green patterned cushion, and a light blue sofa with a green and white patterned cushion. They are positioned on a yellow circular rug. In the background, there is a wooden slat wall and a white tiled wall with a sink and a 'WELCOME' sign. A large window on the right side of the room provides natural light. A long, thin light fixture is mounted on the ceiling. A potted plant is visible on the left side of the room. In the foreground, there are two small wooden tables and two large, colorful ottomans (one black, one blue).

“

Council is committed to engaging 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 across Casey that are safe, inclusive and welcoming and create a space for the community to connect and participate.”

Policy

Policy Statement

Council is committed to engaging 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 across Casey that are safe, inclusive and welcoming and create a space for the community to connect and participate.

Council's Role

Council has a variety of roles in contributing to service and facility provision in Casey, including:

Provide – Council directly funds and delivers services and facilities. Council currently provides 66 services as well as Capital funding annually to build, renew or upgrade community facilities.

Advocate – Council advocates on behalf of the Casey community for funding and delivery of services or facilities. Council commonly advocates to State and Federal Governments to fund infrastructure in the City of Casey.

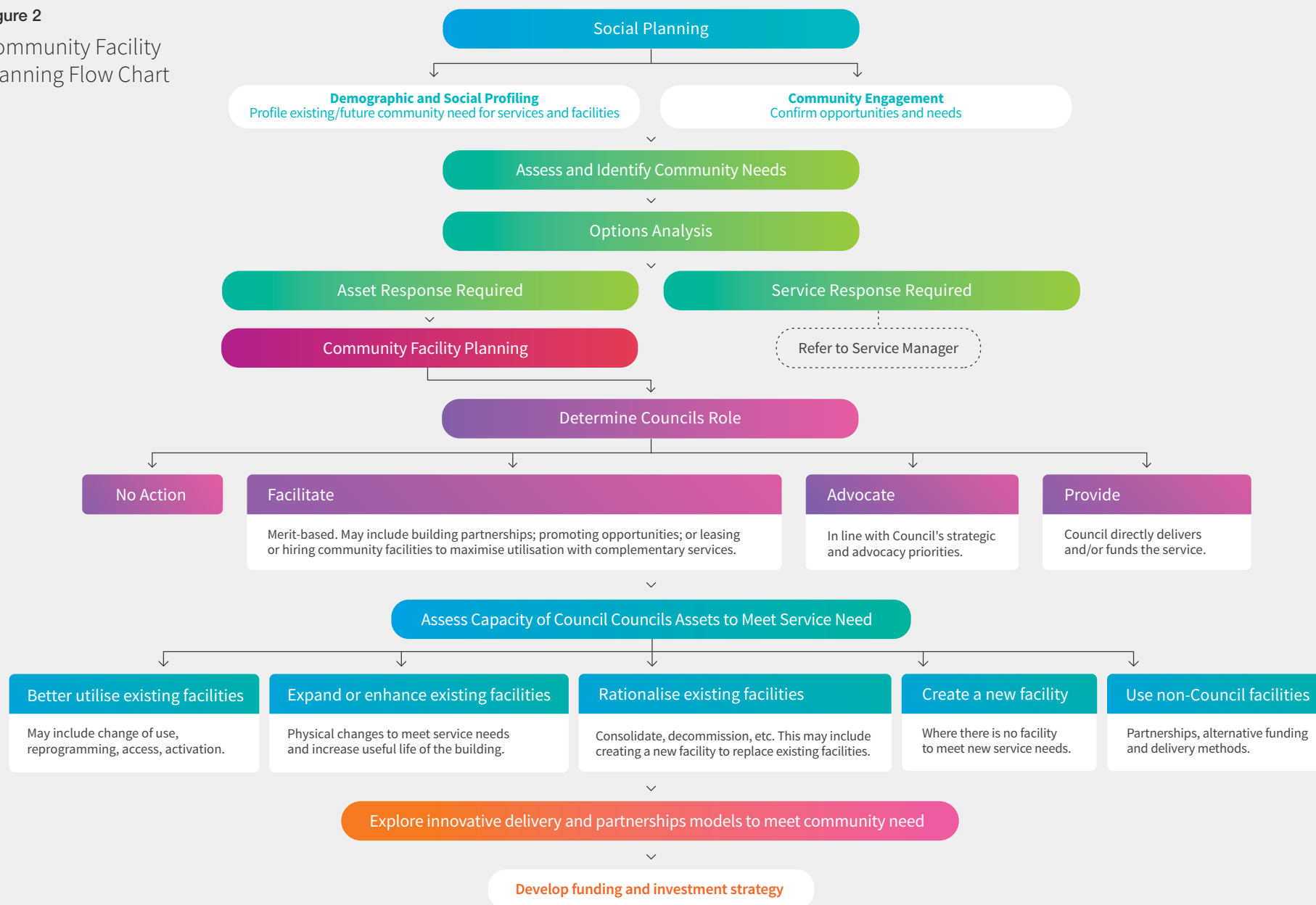
Facilitate – Council can facilitate outcomes for its community through co-investment, building or brokering partnerships, promoting opportunities and building the capacity of community members and organisations.

No Action – Council has no direct role for the planning or delivery of the service and / or facility.



Figure 2

Community Facility Planning Flow Chart



Community Facility Principles

The following principles fall under three headings: Planning; Design; and Access. They have been developed through consideration of previous principles, review of key Council policy priorities, current practise, consultation and benchmarking of other local government social and community infrastructure plans and strategies.

Planning Principles

▼ **Connected and integrated**

Opportunities for co-location and service synergies are identified and actively planned for. Place making approach contributes to the activity and supports economic development of town centres. Connection into the broader network of community infrastructure including arts infrastructure, connected to transport options, recreation facilities and other community facilities.

▼ **Innovative and future-proofed**

Consideration of alternative funding, delivery and operating models to meet community needs in the confines of Council's resource limitations. Facilities that are fit-for-purpose for current requirements and can be used for a variety of purposes, while being planned

and designed to be easily modified to meet changing community needs into the future as demand requires.

▼ **Partnership centred**

Where shared vision, values, transparency and mutual accountability are prioritised, internal with Council and external with the community. Autonomy and independence are encouraged. Clarity of roles and responsibilities are agreed and there is a commitment to joint vision, learning and agreed outcomes.

▼ **Safe, welcoming and accessible**

Equitable provision of facilities that are intergenerational, promote the diversity of our community and meet community needs, including consideration of child



safety, and for the broader community. Planning for facilities that contribute to a sense of place for all, are reflective of the range of community needs and provide the supporting amenities. Fostering the use of public transport, walking and cycling, and encouraging transport choice to enable the community to access community facilities within a 20-minute journey.

▼ **Smart, sustainable and measured**

Planning for facilities that are financially viable, considerate of long-term capital and operational costs and provide the best value for the community. Planning to seek and consider regular feedback and evaluation that contributes to ongoing program/service changes and physical improvements to community facilities.

Community Facility Principles

Design Principles

▼ **Best practice** – Reflective of industry leading practice through:

- » Architecture and Urban Design
- » Public art and arts infrastructure
- » Crime Prevention Through Environmental Design (CPTED)
- » A Smart and innovative City
- » Ecologically Sustainable Development (ESD), Water Sensitive and Urban Design (WSUD)
- » Universal design and access

▼ **Vibrant, inclusive, appropriate and functional**

Facilities that are inspiring and visually appealing without compromising the functionality required to delivery high quality community services and programs. Responsive to the needs and aspirations of individual communities in Casey.

▼ **Flexible, multipurpose and compatible**

Capable of expansion and adaptation for different uses day to day, and changing community needs over time. Design of spaces that cater for different user groups; consideration of the special needs for people requiring a higher level of support, such as safety, comfort, discretion and accessibility.

▼ **An involved and resilient community**

Responsive to community needs and aspirations through consultation and engagement. Facilities that provide an inclusive environment to support the wellbeing of the community.

▼ **A sense of place**

A site responsive and appropriately scaled facility that contributes to a sense of place, a shared and integrated public space with a logical and defined main entrance. Enables clear navigation to and within the facility including the consideration of literacy and level of proficiency in English for wayfinding signage.



PLANNING



DESIGN



ACCESS

Community Facility Principles

Access Principles

Community facilities are recognised as an important means of creating capacity within the community. Council is committed to ensuring a transparent, equitable and consistent approach to the development of new and existing multipurpose community facilities.

The Framework articulates Council's position to provide a consistent approach to the fair, transparent and appropriate management of the diverse range of community facilities that are owned or managed by Council in the City of Casey and are available for hire.

▼ Appropriate

Council facilities will enable the delivery of an appropriate mix of Council and community programs, activities and services in response to local need that will provide positive social, health and wellbeing outcomes to the Casey community.

▼ Equitable and Fair

Council is committed to delivering, developing and providing spaces for hire where all community members can access services and information, have something to do, and feel connected to their community free of discrimination and according to need.

▼ Local Priority

Groups and organisations that live, work or have a connection with Casey residents and those that service the local community surrounding the facility (including regional groups and organisations providing services for Casey residents) will have priority over groups and organisations providing services for people outside of the municipality. To support prioritisation of access to community facilities priority access levels have been defined.

▼ Priority of Access

- » Priority One – Direct Council services are categorised as and given the highest priority for access and use.
- » Priority Two – not-for-profit community-based groups and funded organisations and agencies.
- » Priority Three – commercial and private hirers conducting activities including for the purposes of deriving a profit and access provided only when not required by Priority One and Two users.



The Framework

Vision

Council's Vision, to create *Australia's Most Liveable City* is supported by providing community facilities where every resident in the City of Casey has access to vibrant, safe and welcoming spaces that create a sense of belonging. Residents have opportunities to connect with others in their community and access services and programs that meet their health, wellbeing and developmental needs. These places will be a focal point for the community creating a sense of ownership and pride.

The Framework does not replace the need for service-specific plans and relies on service planning activities for an in depth understanding of community need and service demand. The Framework provides mechanisms to bring the evidence together in a structured, consistent and equitable manner to inform community facility planning processes.

These objectives will guide the planning, delivery and activation of community facilities across the municipality:

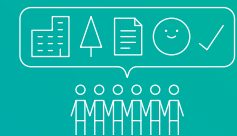
OBJECTIVE 01

Identify and understand community needs and aspirations.



OBJECTIVE 03

Design and build flexible facilities that are functional, sustainable, vibrant, safe, accessible and welcoming.



OBJECTIVE 02

Plan for community facilities that meet identified community needs and aspirations.



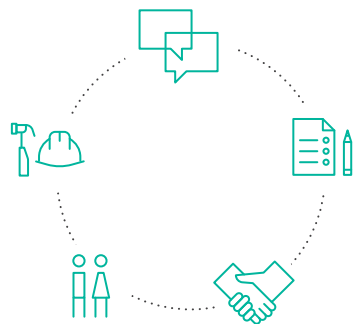
OBJECTIVE 04

Enable a range of inclusive programs, services, and spaces for the community



OBJECTIVE 01

Identify and understand community need and aspirations



The provision, design, delivery and activation of community facilities are driven by the needs and aspirations of the community.

This objective is supported by:

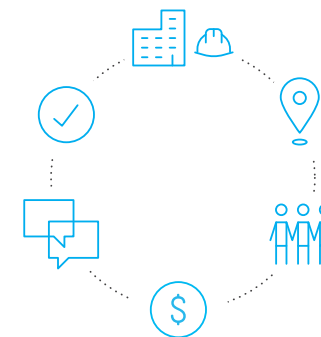
✓ Building a detailed understanding of the community including a higher level of engagement, population analysis and assessment of the use, condition and capacity of our services and facilities.

✓ Engaging with non-Council service providers to partner and holistically meet community need.

✓ Using evidence, including shared data, to assist in the prioritisation of community facility delivery.

OBJECTIVE 02

Plan for community facilities that meet identified community needs and aspirations



Project requirements are properly understood and planned so they meet identified need.

This objective is supported by:

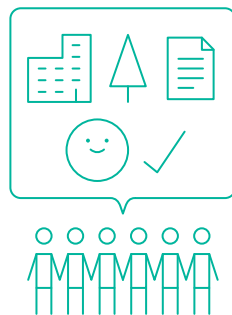
✓ Using the recommendations and outcomes of social planning and engagement work to determine how to best meet these needs and ensuring this is clearly documented and monitored throughout the project life cycle.

✓ Engagement and consultation throughout the lifecycle of the projects.

✓ Developing clear governance models early in the project in line with Project Management Framework.

OBJECTIVE 03

Design and build flexible facilities that are functional, sustainable, vibrant, safe, accessible, and welcoming



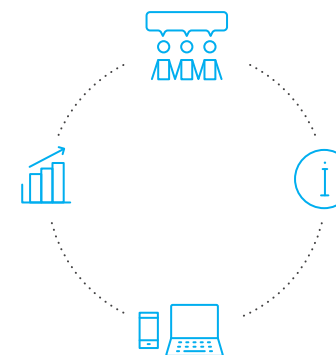
It is important to Council that residents feel a sense of ownership and belonging when they access a community facility.

This objective is supported by:

- | | |
|---|--|
| <p>✓ Influencing the design and activation of community facilities through consultation and engagement.</p> <p>✓ Delivering quality sustainable design, fit-out and furnishings to maximise use and function of community facilities.</p> | <p>✓ Designing community facilities that reflect local history and cultural identity.</p> <p>✓ Delivering facilities that provide social and financial benefits, multiple services and programs for the community.</p> |
|---|--|

OBJECTIVE 04

Enable a range of inclusive programs, services, and spaces for the community



A community facility is a place that strengthens the life of the community, where people come together to connect, belong and thrive.

This objective is supported by:

- | | |
|--|---|
| <p>✓ Delivering integrated facilities that bring people together and encourage intergenerational activities. Examples include Casey-Cardinia Libraries at Bunjil Place and Hampton Park Youth Information Centre.</p> <p>✓ Providing opportunities for people to meet, develop resilience and build connections through access and community led activation.</p> | <p>✓ Providing access to a variety of services and programs that respond to community needs.</p> <p>✓ Ensuring that information on services, programs and activities is accessible.</p> |
|--|---|



“

A place that allows people to be active and healthy despite their socioeconomic status.”



What you told us

“

Provide more programs and facilities to ensure all young people are involved in meaningful activities.”



“

There are quality educational facilities for all ages, from kindergartens to tertiary centres.”

“

A balanced approach to growth means “A City where a fair distribution of facilities has occurred, not top heavy in the more affluent areas.”



STAGE 01

Social Planning and Engagement

Research, data analysis and engagement with service providers, including Council's service managers, and the community to determine opportunities and needs.

Includes future services and facilities in growth and established areas across Casey and requires community engagement to inform planning.

Community needs analysis and engagement supports involvement of community members informing function and design of individual facilities.

Social planning and engagement seeks to work collaboratively across the organisation to explore options that meet identified need through a service response, prior to an asset response that would require capital investment.

Council's current approach

- » Use of population forecasts and demographic resources to identify current and future demographic trends and analyse social indicators.
- » A Casey Growth Indicators Dashboard has been developed to enable live tracking of population growth.
- » The *Community Engagement Strategy 2017* outlines commitment to provide the community with genuine opportunities to inform projects, strategies, services and decisions that affect them.
- » Engagement with Council's service owners and managers informs requirements for service provision based on social planning analysis and engagement.
- » The *Accessibility Framework for Action 2018-2021* supports planning for services and facilities that are accessible for people with a disability.
- » Implementation of the *Service and Asset Management Policy 2017* which sets out Council's commitment to integrated service planning.
- » Use of the Growth Areas Social Planning Tool supports social planning and community engagement processes to inform community facility needs in growth areas.

Future Opportunities

- » Enhance the ability to prioritise community facility delivery based on evidence of need and agreed Council service levels, moving away from standardised benchmarks towards localised evidence-based service and facility provision.
- » Development of spatial data analysis tools to support identification and prioritisation of community facility projects.
- » Developing integrated systems and processes that supports evidence-based prioritisation of community facility projects.

STAGE 02

Community Facility Planning

Collaborative and evidence-based facility planning processes.

Applied when a structural change is required, or a new facility is proposed. Community facility planning focuses first on maximising the utilisation of facilities to ensure they are operating to their full potential before an asset response that would require capital investment.

Council's current approach

- » Securing outcomes for new community facilities in growth areas through the preparation of Precinct Structure Plans⁶ and during the approval of subdivision in new estates that include land designated for community facilities.
- » Community Facility Planning Principles guide the planning delivery of integrated and flexible universal spaces.
- » Service Planning activities inform the understanding of rapidly changing local communities and the need for community facilities.
- » Masterplans provide strategic considerations guiding planning for community facilities in a specific area or activity centre.
- » The *Casey Property Strategy 2017* determines acquisition and disposal of property.
- » A process is applied to assess the condition, performance and utilisation of Council's existing assets.
- » Partnership and funding opportunities are identified early in the planning for community facilities and include private, commercial, developer or social enterprise, Local (other Councils), State and Federal Government, philanthropy, community service organisations (CSO's) and groups.
- » To provide guidance on competing demands for the advocacy and funding of community facilities, the City of Casey Hierarchy of Community Facilities and Provision Ratios has been developed to assist (Appendix 1)⁷.

Future Opportunities

- » Increase understanding of ageing facilities in existing areas and capacity to meet existing and future community needs.
- » Use flexible outreach spaces, or interim community facilities that can deliver services where gaps exist or are anticipated.
- » Align service planning and asset management activities through an integrated service and community facilities development plan.

⁶ Prepared by the Victorian Planning Authority

⁷ Noting that provision ratios are a guide and form part of the overall consideration for the establishment of community facilities.

STAGE 03

Design
and Delivery

Community facility projects respond to community need, service objectives and agreed levels of service.

The community facility is designed to ensure that the functionality of the facility supports its activation and high quality community service provision and is fit for purpose.

Well designed and managed facilities can host a diversity of activities, provide a range of services and cater to a diverse community in a way that is flexible and adaptable to changing needs.

Council's current approach

- » Design principles guide the design and delivery of community facility projects to be multifunctional, flexible and adaptable to change.
- » Collaborative design process ensures architectural outcomes and innovation is balanced with function and use.
- » The *Sustainability Plan 2010* identifies actions to minimise energy use through Environmentally Sustainable Design (ESD) principles.
- » Promotion of universal access and social inclusion for our diverse community through design supports activation and social connection.
- » Council is delivering innovative solutions to address community need such as interim / short term services and facilities, and new delivery partnerships.
- » The Project Management Framework and tools ensure the delivery of high-quality, sustainable, cost – effective projects.

- » The *Arts Acquisition Policy 2018* triggers a public art contribution to community facility projects valued at over \$3 million.

Future
Opportunities

- » Establish agreed functional requirements and specifications that inform design.
- » Enhance level of evaluation of projects so learnings inform future projects.
- » Enhance community consultation and input during the design stages of projects, including children and young people.

STAGE 04

Access and Activation

Council is committed to ensuring a transparent, equitable and consistent approach that provides access to community facilities.

A focus on evaluation and review of the performance and utilisation of community facilities with community and user groups ensures changing community needs continue to be met.

Council is committed to the provision of community facilities that meet residents' needs for community services and community engagement.

Council's current approach

- » Partnering with other organisations to meet mutual interests and bring the best and most capable service providers to Casey to meet community needs, regarding service provision, programming and activation.
- » Engagement with other Councils and service providers such as CSO's, NGO's, commercial and social enterprises and community groups to proactively activate and program community spaces based on community need.



Future Opportunities

- » Consistence in evaluation methodology to assess performance and utilisation of community facilities.
- » Develop systems and processes to capture utilisation which provides opportunities to maximise future utilisation.
- » Develop alternate operating models that enhance facility management and activation.

Version Control

Version No.	Description	Date
1.1	Development of the Community Facilities Plan	19 June 2018
1.2	Update of Strategic Alignment of the Community Facilities Plan	19 July 2018
2	Review Community Facilities Plan 2019 (the Framework)	14 May 2019
2.1	Minor Administration Amendments	10 July 2019

APPENDIX 1

Definitions

Community

A group of two or more people who are connected in a self-defined way by a common interest and/or geographic location and/or identity. This acknowledges that the wider Casey community comprises many and varied communities.

Community Engagement

Means a planned process that aims to work with customers, stakeholders and/or communities to shape decisions and actions in relation to a problem, opportunity or outcomes (*International Association for Public Participation, 2015*).

Community Facility

A community facility is a focal point for community interaction; a place where people can build relationships and a community identity; where residents can meet and carry out activities; a place that strengthens the life of a community; and where residents can access community services⁸.

Community Facility Planning

Coordinated and sustainable approach to planning and development of community facilities.

Community Service

Means activities that support individual and family functioning, including personal and social support; support for children, families and carers; training and employment; and community engagement and development.

Community Group

Means a group of people who come together because they are motivated to pursue a common interest. They play an important role in communities because they represent commitment, passion and a desire to strengthen the neighbourhood they live in.

Community Participation

Means involvement in programs, events and services that enhance social connection, for example arts and cultural activities.

Community Resilience

Means a measure of the sustained ability of a community to respond to, withstand, and recover from adverse situations.

Community Service Organisation (CSO)

Means an organisation that is established with the purpose of providing social services that benefit the community. These services strengthen capacity and connections to build healthy and strong communities. The organisation functions to benefit the community rather than its own members and is accountable to a governing body. All profit made is invested back into the community through the provision of services. This can include Non-Government Organisations (NGO's).

Community Service Organisation (CSO) Hub

Integrated facilities that support Community Service Organisations to deliver services that support residents of the City of Casey.

Council

Means Casey City Council, being a body corporate constituted as a municipal Council under the Local Government Act 1989.

Council Service

A collection of tangible and intangible activities, functions and benefits that can be undertaken, produced, provided or consumed, either directly or indirectly for the Community to enable Council to achieve its objectives

Developer Contributions

Development contributions are payments or in-kind works provided by developers towards the supply of infrastructure to support new land developments. They are a critical component of Victoria's broader planning system and are collected mainly by councils using Development Contributions Plans (DCPs), voluntary agreements and planning and building permit processes.

⁸ Community Facilities Access Policy
Versions 1.1. 2018

APPENDIX 1

Definitions

Growth Areas

Areas on the fringe of metropolitan Melbourne that have been designated for urban use. They are on and around major regional transport corridors. There are 16 Growth Areas in the City of Casey

- » Berwick Waterways
- » Botanic Ridge
- » Brompton Lodge
- » Cardinia Creek South
- » Casey Fields South
- » Clyde Creek
- » Clyde North
- » Clyde South Collison Estate
- » Cranbourne East
- » Cranbourne North
- » Cranbourne West
- » Croskell
- » Devon Meadows
- » Minta Farm Business Precinct
- » Thompsons Road

Hierarchy of Provision

A hierarchy of provision provides guidance regarding appropriate open space and buildings for distinct catchments, with larger infrastructure serving a larger population and smaller catering for local needs. Ratios are used to evaluate the number or size of buildings and open spaces required across different locations. Benchmarks can either be on a population or distance catchment basis.

Master Plan

Outline aims and actions that provide direction on the facilities and amenities required to support and build on community infrastructure in a specific area or activity centre. Master Plans are supported by integrated community infrastructure planning approaches and establish a vision and a foundation for future decision making.

Precinct Structure Plans

Guidelines on the integrated planning of new urban areas in greenfield locations.

Service Planning

Optimising service delivery for the community by bringing together community expectations, strategic planning, operational practice, asset management and long-term financial planning.

Social Inclusion

Act of making all groups of people within a society feel valued and important. Means involvement in programs, events and services that enhance social connection, for example arts and cultural activities.

Social Planning

A form of social policy making in a spatial context that seeks to meet the needs and aspirations of people and communities through strategic policy and planned actions that integrate with land use, environmental, social and community planning⁹.

⁹ RMIT University

APPENDIX 2

Community Facilities Hierarchy and Provision Ratio Guidelines

Ratios for community facilities are useful for establishing the level of provision that should be expected and delivered across the municipality.

The following table is informed by Victorian Planning Authority Infrastructure Planning guidelines, Planning for Community Infrastructure in Growth Areas, City of Casey Precinct Structure Plans in conjunction with population growth and participation rates, current facility distribution and demand for services.

These guidelines should be interpreted in an appropriate context and based on localised evidence and the needs of that community. The location of community facilities considers supply and demand / need, with a preference to locate community facilities in activity / shopping centres and / or adjoining other community infrastructure (such as recreation, open space and schools). There will be times where Council identifies where they play a different role in community facilities outside of the guidelines below.



“There are quality educational facilities available for people of all ages, from kindergartens to learning centres.”

APPENDIX 2

Community Facilities Hierarchy
and Provision Ratio Guidelines

City of Casey Community Facility Provision Level ¹⁰	Catchment	Activity Centre Type ¹¹	Activity Centre Definition	Community Facility Model (See context section for more details on description's)	Land Area Range Requirements ¹²	Function (Note: facilities may include a combination of different levels, types and functions dependent on local need)
Level 1	Up to 10,000 population		Neighbourhood Activity Centres have a local focus and serve catchments where a majority of residents can access the Centre on foot.	Family and Community Centres <i>Preferred model located adjacent / co-located / integrated with State Government Primary Schools</i>	Minimum .6ha to .8ha	Minimum of three kindergarten rooms, two consultation rooms for maternal and child health / service provision and flexible lifelong community meeting spaces as required.
Level 2	Up to 25,000 population	Neighbourhood Activity Centres – Med/Large	Neighbourhood Activity Centres have a local focus and serve catchments where a majority of residents can access the Centre on foot. Identified Neighbourhood Activity Centres have at least one full-line supermarket.	Community Hub <i>Preferred model is located adjacent to Activity Centres and other complementary infrastructure and services</i>	Minimum 1.2ha to 1.5ha	Community Hubs are flexible and multi-purpose facilities that provide a range of rooms and spaces for Council and non-council services. They are programmed and activated based on community need at the time, to provide health and wellbeing opportunities for local communities. They could include spaces for services such as neighbourhood house and community learning centres, community service organisations, youth, libraries, arts, social support, aged and disability, Aboriginal services and training and co- working spaces for business
Level 3	Up to 75,000 population	Major Activity Centres	Major Activity Centres provide a wide range of retail, commercial and community goods and services for weekly and comparison shopping	Integrated Community Hubs <i>Preferred model is located adjacent to Activity Centres and other complementary infrastructure and services</i>	Minimum of 1.5ha to 1.8ha	Integrated Community Hubs incorporate a Community Hub with a Family and Community Centre, and a Library.
Level 4 ¹³	Up to 100,000 residents (Casey-wide and Regional)	Metropolitan and aspiring to Metropolitan Activity Centres. (Includes Fountain Gate- Narre Warren CBD and Cranbourne Town Centre)	Metropolitan Activity Centres provide a regional level of retail, commercial, entertainment and community services to residents, workers and visitors	Arts and Culture Facilities, educational and Tourism <i>This level of infrastructure provision will vary, based on community need.</i>	Based on community need and evidence	Major Community Facility projects Bunjil Place, The Factory, Old Cheese Factory, Wilson Botanic, Myuna Farm, Casey Safety Village, Council Offices

¹⁰ Level 1, Level 2 and Level 3 are aligned with provision levels identified in the City of Casey Precinct Structure Plans (PSPs)

¹¹ www.casey.vic.gov.au/sites/default/files-public/2019-04/Housing%20Strategy%202019%20Adopted%20docx.pdf

¹² Based upon Casey Councils current planning and delivery models.

“

The Framework embeds a coordinated and sustainable approach to planning and development of community facilities.”

Image:
Livingston Family and
Community Centre,
Cranbourne East

Contact

Contact City of Casey

03 9705 5200

NRS: 133 677 (for the deaf, hearing or speech impaired)

TIS: 131 450 (Translating and Interpreting Service)

caseycc@casey.vic.gov.au

PO Box 1000

Narre Warren VIC 3805

Customer Service Centres

Narre Warren

Bunjil Place, Patrick Northeast Drive

Cranbourne

Cranbourne Park Shopping Centre

CASEY.VIC.GOV.AU

 facebook.com/CityOfCasey

 [@CityOfCasey](https://twitter.com/CityOfCasey)

Document Control Council policy documents change from time to time and it is recommended that you consult the electronic reference copy at www.casey.vic.gov.au/policiesstrategies to ensure that you have the current version. Alternatively you may contact Customer Service on 9705 5200.

