

Attachment A

Use Group:	Community spaces and libraries
Use(s):	A. Multipurpose community rooms & Community venues (includes community halls)

Community meeting spaces can be measured and assessed just in terms of the multipurpose rooms they provide but they can also be assessed as whole facilities. For this reason, this assessment considers the following uses together:

- Multipurpose community room
- Community venue – local
- Community venue – district
- Community venue – municipal

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Summaries of the key findings from this assessment are provided in the main Community Infrastructure Needs Analysis Key Findings & Recommendations report.

Detailed assessment results are provided in Part B to this report. Where available, Building Condition audits and Fitness for Purpose assessments that have informed the Suitability Assessment may be requested directly from Moorabool Shire Council.

Definition(s):

Multipurpose community room:

A room suitable for general purpose use by the community such as meetings, events or indoor recreation. Generally a minimum size large enough to accommodate at least 10 people around a central table, Equipped with suitable furniture (tables and chairs) in the room or easily available. Access to suitable kitchen facilities and toilets.

Community venue – local:

Either:

a facility providing one or more multipurpose community rooms, where the largest room can seat at least 20 people around one or more tables,

or, a facility providing one or more multipurpose community rooms, that is intended and is able to serve a 'local' community of up to 5,000 people.

with access to suitable kitchen or food preparation facilities, accessible toilets (male, female or unisex), and suitable storage for chairs, tables and other equipment.

Fit out of the facility must be suitable for meetings, small community events, playgroups, youth and seniors groups and community arts.

Community venue – district:

Either:

a facility providing two or more multipurpose community rooms that can be used concurrently by separate users, where the largest room can seat at least 50 people around one or more tables,

or, a facility providing two or more multipurpose community rooms, that is intended and is able to serve a 'district' community of more than 5,000 people and up to 10,000 people.

with access to suitable kitchen or food preparation facilities, accessible toilets (male, female or unisex), and suitable storage for chairs, tables and other equipment.

Fit out of the facility must be suitable for meetings, small community events, playgroups, youth and seniors groups and community arts.

Community venue – municipal:

Either:

a facility providing two or more multipurpose community rooms that can be used concurrently by separate users, where the largest room can seat at least 200 people around one or more tables, plus a secondary room that can seat at least 50 people around one or more tables

or, a facility providing two or more multipurpose community rooms, that is intended and is able to serve a 'municipal' community of more than 10,000 and up to 30,000 people or more.

with access to a registered (commercial) kitchen suitable to cater for 250 people, accessible toilets (male, female or unisex), and suitable storage for chairs, tables and other equipment.

Fit out of the facility must be suitable for a broad range of uses including playgroups, youth and seniors groups, community arts and performances.

Notes

Revision and update of the Quantity Standards

The Quantity Standards are directly informed by the current levels of public use that existing facilities receive. This is because Council cannot reasonably determine Quantity Standards without first understanding how well, or how poorly, existing facilities are used.

The current Quantity Standards for multipurpose community rooms and community venues have been informed by the findings of the Utilisation Assessment which identified low levels of utilisation of many existing facilities. It may be that the low utilisation of facilities shown in 2018 is due to the current supply being dominated by older, traditional standalone facilities that are not as attractive for use. If more contemporary fit outs and/or integrated facilities are shown to be more popular, then future utilisation rates may increase. As a result, the Quantity Standards should be revised to reflect these higher rates of utilisation.

Existing infrastructure

The following facilities were recorded through the Community Infrastructure Audit and assessed for this report:

COMMUNITY VENUE	Local	District	Municipal	MULTIPURPOSE COMMUNITY ROOM	# rooms
Suitable and available for general public use (included in analysis)					
Andy Arnold Centre & Quamby Room, Bacchus Marsh	✓			Main hall	1
Bacchus Marsh Community College (The Laurels), Bacchus Marsh	✓			Meeting rooms	2
Bacchus Marsh Leisure Centre meeting room and hall		✓		Meeting room, hall	2
Bacchus Marsh Public Hall and Supper Room, Bacchus Marsh			✓	Public Hall, Supper Room	2
Bacchus Marsh West Golf Club Pavilion and Clubrooms, Maddingley	✓			Social room	1
Ballan & District Community House, Ballan		✓		Meeting Room and Craft Room ¹	2
Ballan Bowling Club Pavilion and Clubrooms, Ballan	✓			Social room	1
Ballan Mechanics Institute Hall, Ballan	✓			Main hall, Green Room, Supper Room ¹	3
Ballan Recreation Reserve Pavilion and Clubrooms, Ballan	✓			Social room	1
Ballan Senior Citizens Centre, Ballan	✓			Main room ¹	1
Balliang East Soldiers Memorial Hall, Balliang East	✓			Main hall ¹	1
Balliang Public Hall (Memorial Hall), Balliang	✓			Main hall ¹	1
Blackwood Hall (Mechanics Institute), Blackwood		✓		Main hall, Senior Citizens Club room ¹	2
Blackwood Recreation Reserve Pavilion and Clubrooms, Blackwood	✓			Social room	1
Bungaree Public Hall, Bungaree	✓			Main hall ¹	1
Bungaree Recreation Reserve Community Centre, Bungaree			✓	Function room, 2 meeting rooms	3
Clarendon Recreation Reserve Community Facility (due to open late 2018)	✓			Main room	1
Darley Civic & Community Hub Pavilion / Community Room, Darley	✓			Social room	1
Darley Early Years Hub, Darley	✓			Community room	1

¹ Smaller rooms within these facilities are not counted as separate spaces for hire.

COMMUNITY VENUE	Local	District	Municipal	MULTIPURPOSE COMMUNITY ROOM	# rooms
Darley Neighbourhood House & Learning Centre, Darley		✓		Multipurpose rooms	2
Darley Park Football / Cricket Pavilion and Clubrooms, Darley	✓			Social room	1
Dunnstown Recreation Reserve Pavilion and Community Centre		✓		Community centre (main hall)	1
Elaine Mechanics Institute Hall, Elaine	✓			Main hall	1
Elaine Recreation Reserve Cricket Clubrooms, Elaine	✓			Social room	1
Gordon Public Hall, Gordon	✓			Main hall ¹	1
Gordon Public Park Hall, Gordon	✓			Social room	1
Gordon Recreation Reserve Pavilion and Clubrooms, Gordon	✓			Social room	1
Korweinguboora Recreation Reserve Pavilion and Community Hall		✓		Main room, community 'lounge'	2
Lal Lal Soldier's Memorial Hall, Lal Lal	✓			Main hall	1
Lerderderg Library, Bacchus Marsh		✓		James Young Room 1 & 2, Geoffrey Hine Room, Jean Oomes Room	3
Maddingley Park Football / Cricket Pavilion and Clubrooms	✓			Social room	1
Millbrook Community Centre, Millbrook	✓			Main room	1
Mount Egerton Mechanics Institute Hall, Mount Egerton	✓			Main hall ¹	1
Mt Egerton Recreation Reserve Pavilion and Clubrooms, Mt Egerton	✓			Social room	1
Mt Wallace Hall, Mt Wallace	✓			Main hall ¹	1
Myrniong Hall, Myrniong		✓		Main hall, Supper room	2
Navigators Community Centre, Navigators	✓			Main hall ¹	1
Pentland Primary School hall / gym (for hire), Darley	✓			School hall	1
Rowsley Community Hall, Rowsley	✓			Main hall ¹	1
Wallace Public Hall, Wallace		✓		Main hall, Supper room	2
Wallace Recreation Reserve Football/Cricket Pavilion & Clubrooms	✓			Social room	1
Yendon Recreation Reserve Community Space, Yendon	✓			Main room ¹	1
TOTAL (suitable and available for public use)	31	8	2		57

Table A1: Existing infrastructure (suitable and available for general public use)

Suitable but not available for general public use (excluded from analysis)			
Andy Arnold Centre & Quamby Room, Bacchus Marsh	n/a	Quamby Room	1
Bacchus Marsh Lawn Tennis Club Pavilion and Clubrooms, Maddingley		Social room	1
Darley Civic & Community Hub north wing meeting rooms		Meeting rooms 1 to 3	3
Dunnstown Recreation Reserve Tennis / Netball Clubroom, Dunnstown		Social room	1
Elaine Recreation Reserve Tennis Clubroom, Elaine		Social room	1
Wallace & District Preschool and MCH, Wallace		Community room	1
Yaloak Polo Club, Ballan ²		Function room	1
TOTAL (not available for public use)			9

Table A2: Existing infrastructure (suitable but not available for general public use)

² The function room is available for public hire but is not intended for casual use by community groups.

Quantity Assessment findings

Purpose

A strategic assessment to determine whether there are enough facilities in relation to population size.

The Quantity Assessment determines whether there is currently a suitable and sufficient quantity of services or facilities to meet the needs of the population of an area. It seeks to identify any under or over-provision that exists now and, using Council's population forecasts, may exist in the future.

This assessment considers supply and demand for multipurpose community rooms as well as the community venues those rooms are provided within.

Notes regarding rounding and notation:

- *The following analysis generally uses whole integers when referring to undersupply or oversupply. This is because fractions of rooms and venues cannot in reality be provided. The actual modelling used by Council uses 1 decimal place. Demand for 0.5 of a room or greater has been rounded up to a figure of '1' room.*
- *Figures that refer to an undersupply are prefixed with '-' and oversupply prefixed with '+'.*
- *The name 'Bacchus Marsh and Surrounds' refers to the urban areas of Darley, Bacchus Marsh and Maddingley.*

The Quantity Standard: Multipurpose Community Rooms

Standard

used: *1 room per 1,400 persons (total population).
Population trigger³: 500 persons within 20 minutes driving distance.*

Rationale: *Current ratio for urban areas is approx 1:1,100 and for small towns and rural areas 1:400. Utilisation assessments for rooms within urban areas (BM & Surrounds and Ballan) suggest they have substantial capacity for more use. Ratio of 1:1,400 is used on the basis there is currently surplus capacity in urban areas that will accommodate growth in demand for several years before additional rooms are required after 2031 and beyond. It is more appropriate to model demand for rooms in small towns and rural areas based on travel distance and creating community focal points. As such, the Quantity Standard is not applied to small towns and rural areas and small towns and rural areas.*

Findings of the Quantity Assessment: Multipurpose Community Rooms

Detailed results of the gap analysis comparing the audit of existing supply with the Quantity Standard are provided in Part B to this report.

The audit recorded a total of 57 rooms within the Shire that are suitable and available for use by the general public; 31 in small towns and rural areas (through 25 venues), 8 in Ballan (through 5 venues) and 18 across Bacchus Marsh and Surrounds (through 12 venues).

³ Minimum population required to support a viable service / facility.

A further 22 church halls were recorded within the Shire that may or may not be suitable and available for use by the general public (15 in small towns and rural areas, 5 in Bacchus Marsh and Surrounds, 2 in Ballan). Plus an additional 9 rooms were recorded that are generally suitable for community use but are not currently available for casual hire.

Small towns and rural areas:

Given the large travel distances across rural areas, it is generally more appropriate to model demand for facilities based on travel distance rather than the population multipliers used by the Quantity Assessment. It is also highly desirable for rural communities to have local access to facilities able to support community activities. As such, it is suggested that the following Quantity Assessment results for small towns and rural areas should be disregarded in favour of the results of the Travel Accessibility Assessment.

- Comparison with the Quantity Standard suggests a large oversupply of rooms in small towns and rural areas of +22 rooms at present, reducing to +17 by 2041.

Ballan:

- Comparison with the Quantity Standard suggests Ballan's supply of 8 rooms exceeds the Standard by +5 rooms.
- By the year 2041, the Standard is still exceeded by +3 rooms suggesting that no additional multipurpose community rooms are required in Ballan.

Bacchus Marsh and Surrounds:

- Bacchus Marsh and Surrounds shows a surplus of +3 rooms against the Quantity Standard.
- Individually, Darley currently has a shortfall of -1 room, Maddingley has a small surplus of +1 room and central Bacchus Marsh a surplus of +3 rooms.
- The current supply in Bacchus Marsh will meet demand up to the year 2031. By the year 2041 there will be an undersupply of -1 room.
- Darley is underprovided by -1 room now, which will not change based on Council's population forecasts which estimate Darley's population will remain static or decline after 2021.
- Maddingley will require 1 additional room around 2025 and a 2nd new room after 2031.

The Quantity Standard: Community venues

Standards

used: Local: 1 facility per 3000 persons (total population).

Population trigger⁴: 500 persons within a 20 minute drive.

District: 1 facility per 8000 persons (total population).

Population trigger: 2,500 persons within 20 minutes driving distance.

Municipal: 1 facility per 25,000 persons (total population).

Population trigger: 10,000 persons within a 30 minute drive.

Rationale: Local: Current ratio for urban areas is approx 1:1900 and 1:600 for small towns and rural areas. Ballan has a much higher rate (1:775) compared with BM & Surrounds (1:2500) and Bacchus Marsh has the lowest (1:3500). The ratio of 1:3000 is set because facilities in Ballan are shown to have more capacity than those in Bacchus Marsh, suggesting Ballan has an oversupply of local venues while Bacchus Marsh is just about adequate.

District: Current ratio for urban areas is approx 1:7700 and for small towns and rural areas 1:2200. The utilisation assessments for the Lerderderg Library rooms suggest there is capacity for more use of all rooms in daytime hours but less capacity after 5pm weekdays and weekends. Anecdotal evidence suggests rooms in the Darley and Ballan neighbourhood houses are well used but have some capacity. The ratio of 1:8000 is set on the basis that district facilities within urban areas have some capacity to accommodate more demand but that rural facilities have substantially more capacity.

Municipal: Current ratio for urban areas is approx 1:23,000 and for small towns and rural areas 1:11,000. Utilisation assessments for the existing facilities show some capacity for more use. Ratio of 1:25,000 is supported on the basis that existing facilities have surplus capacity to accommodate growth in demand for several years before additional rooms are required after 2021 and beyond. Trigger set to 10,000. It is more appropriate to model demand for facilities in small towns and rural areas based on travel distance and creating community focal points. As such, the Quantity Standard is not applied to small towns and rural areas and small towns and rural areas.

Findings of the Quantity Assessment: Community Venues

Detailed results of the gap analysis comparing the audit of existing supply with the Quantity Standard are provided in Part B to this report.

The audit recorded a total of 40 community venues comprising:

- 30 local venues, providing 31 multipurpose community rooms (60% of total supply of rooms)
- 8 district venues, providing 16 multipurpose rooms (30% of total supply of rooms)
- 2 municipal venues, providing 5 multipurpose rooms (10% of total supply of rooms)

⁴ minimum cohort population required to trigger need for a facility

At least five facilities have multiple rooms but, as only one room is currently suitable or available for community use or only one room can be used at any one time, they are treated as 'Local' rather than 'District' community venues:

- Andy Arnold Centre & Quamby Room, Bacchus Marsh (Quamby Room not for public use)
- Ballan Senior Citizens Centre (smaller room used for storage only)
- Bungaree Public Hall (Supper Room is not separate from kitchen so cannot be used by another hirer at the same time as the main hall)
- Mount Wallace Hall (Supper Room cannot be used separately from main hall due to access to the kitchen).
- Rowsley Community Hall (Supper Room cannot be used separately from main hall due to access to the kitchen).

Small towns and rural areas:

Comparison with the Quantity Standards shows:

- There is an appropriate mix of local, district and municipal venues across small towns and rural areas. Most multipurpose community rooms are provided through local venues, which are generally adequate to support community activities in small towns and rural areas.
- A number of large halls exist throughout the rural east and west. For activities requiring multiple rooms, communities in the Rural West currently rely on the community centre at the Bungaree Recreation Reserve or facilities in Ballarat and Buninyong. Communities in the Rural East can access the Bacchus Marsh Public Hall and Supper Room, and the Myrning Hall.
- From a purely quantity perspective, no additional community venues are required in small towns and rural areas. However, the Travel Accessibility Assessment suggests that new facilities serving Hopetoun Park, Greendale and Dales Creek may be needed.

Ballan:

Comparison with the Quantity Standards shows:

- Local: an oversupply of +3 local venues, reducing to an oversupply of +2 by the year 2041.
- District: a small oversupply of +1 district venue now, reducing to no oversupply or undersupply by the year 2041.
- Municipal: up to the year 2041 and beyond, the population of Ballan will be below the 10,000 trigger and therefore too small to support a municipal venue.

Bacchus Marsh and Surrounds

Comparison with the Quantity Standards shows:

- Local: a current oversupply of +1 venue in Darley now and up to the year 2014. A current oversupply of +1 in Maddingley. This small oversupply will reduce to an undersupply in Bacchus Marsh of -2 venues and -1 in Maddingley. Provision in Darley will be adequate to the year 2041 and beyond.
- District: a small undersupply in Darley and Maddingley at present. By 2041, 1 additional venue will be required in Bacchus Marsh and 1 in Maddingley but no additional venues will be required in Darley until after 2041.

- Municipal: the BM Public Hall should provide adequate municipal provision up to and beyond the year 2041. However, as the Hall also serves the Rural East, 1 additional facility will be required after 2031.

Utilisation Assessment findings

Purpose

Facility-specific assessments that determine whether services and facilities have adequate capacity to meet community demand.

The Utilisation Assessment examines the current level of use of facilities and determines whether or not they have capacity to accommodate existing and/or increased use.

Frequency and duration vs occupancy

At this stage, only the frequency and duration of use of rooms is measured, i.e. how often and for how long. Due to a lack of data relating to the group size of users, occupancy of rooms (group size in relation to venue size) is not assessed.

The Utilisation Standard

Utilisation of community rooms and venues is measured as the percentage (%) of a facility's maximum availability that is actually in use.

Where the days and hours of availability for a facility are known, they have been used as the facility's maximum availability. Where actual availability is not known, it has simply been estimated as 12 hours per day (9am to 9pm), 7 days per week, 352 days per year.

Standard

used: *For duration of use: optimum utilisation for multipurpose community rooms is 70% of maximum hours of availability.*

Rationale: *70% utilisation allows for change-over between bookings and facility cleaning, and an allowance for some spare availability.*

Standard

used: *For frequency of use: standard not used; however there is an expectation that facilities should be available for use 7 days per week.*

Rationale: *Generally, facility operators should be able to make facilities available on any day of the week; most in the Shire are available 7 days per week.*

Findings of the Utilisation Assessment: Multipurpose Community Rooms

Detailed results of the gap analysis comparing current utilisation with the Utilisation Standard are provided in Part B to this report.

Utilisation data was not available for all facilities. Data for a representative selection of 12 facilities⁵ providing 19 community rooms was assessed.

The figures presented here should be considered indicative of overall utilisation. As such, Table A3 shows rooms grouped by their approximate utilisation for the 12 months prior to assessment, based either on booking records or an approximation of utilisation made by the facility operator.

⁵ Bacchus Marsh Public Hall & Supper Room, Ballan Mechanics Institute Hall, Ballan & District Community House, Lal Lal Soldiers Memorial Hall, Darley Civic & Community Hub Pavilion / Community Room, Lerderderg Library meeting rooms, Darley Early Years Hub community room, Millbrook Community Centre, Elaine Mechanics Institute Hall, Gordon Public Hall, Blackwood Hall, and Wallace Public Hall.

Less than 20% utilisation:
<ul style="list-style-type: none"> • Lal Lal Soldiers Memorial Hall (<i>approx. 9%</i>) • Elaine Mechanics Institute Hall (<i>approx. 7%</i>) • Wallace Hall (<i>unused through 2017/18</i>) • Blackwood Hall (senior citizens rooms) (<i>approx. 11%</i>) • Bacchus Marsh Public Hall (Supper Room) (<i>approx. 15%</i>) • Darley Civic & Community Hub Pavilion / Community Room (<i>approx. 14%</i>) • Geoffrey Hine Room (Lerderderg Library) (<i>approx. 19%</i>) • Ballan Mechanics Institute Hall (main hall) (<i>approx. 6%</i>) • Ballan Mechanics Institute Hall (Supper Room) (<i>approx. 15%</i>) • Ballan Mechanics Institute Hall (Green Room) (<i>approx. 14%</i>) • Ballan & District Community House (Meeting Room) (<i>approx. 10%</i>) • Ballan & District Community House (Craft Room) (<i>approx. 11%</i>)
20 - 50% utilisation:
<ul style="list-style-type: none"> • Gordon Public Hall (<i>approx. 36%</i>) • Blackwood Hall (main hall) (<i>approx. 28%</i>) • Millbrook Community Centre (<i>approx. 20%</i>) • Bacchus Marsh Public Hall (main hall) (<i>approx. 25%</i>) • James Young Room 1 & 2 (Lerderderg Library) (<i>approx. 28%</i>) • Darley Early Years Hub (community room) (<i>approx. 24%</i>)
More than 50% utilisation:
<ul style="list-style-type: none"> • None recorded

Table A3: utilisation of multipurpose community rooms 2017-2018Small towns and rural areas:

- Of the 7 rooms in small towns that were assessed, only Gordon and Blackwood halls and the Millbrook Community Centre exceeded 20% utilisation. From conversations with facility operators it is anticipated that Myrniong Hall, Bungaree Recreation Reserve Community Centre and Dunnstown Pavilion and Community Centre *may* also exceed 20% utilisation.
- The utilisation data, combined with indications made by operators of other facilities, strongly suggests that community rooms in rural areas and small towns generally have substantial unused availability.

Ballan:

- Of the 8 multipurpose community rooms recorded in Ballan, utilisation data was only collected and assessed for the Mechanics Institute Hall and the Ballan & District Community House. All of the 5 rooms they provide are used less than 20% of their maximum availability.
- Anecdotal evidence suggest that use of the Ballan Senior Citizens Centre and Ballan Bowls Club *may* exceed 20% utilisation but is unlikely to exceed 50%.
- The utilisation data combined with indications made by operators of other facilities strongly suggests that community rooms in Ballan generally have substantial unused availability.

Bacchus Marsh and Surrounds

- Utilisation data was only acquired for the 7 rooms in Bacchus Marsh that are operated by Council. Use of these spanned between 15% for the Supper Room at BM Public Hall up to 25% for the BM Public Hall itself and 28% for the James Young room(s) at Lerderderg Library.
- Anecdotal evidence suggests the rooms at Darley Neighbourhood House and Bacchus Marsh Community College are likely used more than 20% of the time but no more than 50%.
- The utilisation data combined with indications made by operators of other facilities strongly suggests that community rooms in Bacchus Marsh generally have substantial unused availability.

Travel Accessibility Assessment findings

Purpose

A strategic assessment to determine whether people can travel to services and facilities within a reasonable journey time.

The Travel Accessibility Assessment examines the geographic distribution of existing facilities and their relationship to public transport (train station and bus stops) and car parking. It assesses whether facilities are accessible within a reasonable journey distance or time from where people live and identifies any significant spatial gaps in provision.

This assessment addresses multipurpose community rooms as well as the community venues those rooms are provided within.

The Travel Standards

Standards

used:

Multipurpose community rooms:

Population trigger: 500 persons within a 20 minute drive

Settlements of population less than 200: 10 minute drive

Settlements of population between 200 and 6,000: 5 minute drive

Settlements of population more than 6,000: 1.6km walk (20 mins) / 2 min drive

Community venue – local:

Population trigger: 500 persons within a 20 minute drive

Settlements of population less than 200: 10 minute drive

Settlements of population between 200 and 6,000: 5 minute drive

Settlements of population more than 6,000: 1.6km walk (20 mins) / 2 min drive

Community venue – district:

Population trigger: 2,500 persons within a 20 minute drive

Settlements of population less than 200: 15 minute drive

Settlements of population between 200 and 6,000: 10 minute drive

Settlements of population more than 6,000: 5 minute drive

Community venue – municipal:

Population trigger: 10,000 persons within a 30 minute drive

Settlements of population less than 6,000: 20 minute drive

Settlements of population more than 6,000: 10 minute drive

Rationale:

The Travel Standards have been informed by various factors:

- The geographic distribution of existing facilities and their distance from people.*
- Minimum populations required to support viable services and facilities.*
- Council and other service providers' financial ability to deliver and maintain a network of services and facilities.*

Findings of the Travel Accessibility Assessment: Multipurpose Community Rooms and Community Venues

Detailed results of the Travel Accessibility Assessment are provided in Part B to this report. Summary results are shown in **Table A4** and **Maps A1 to A4** below.

Small towns and rural areas:

Table A4 below provides tabular results of the assessment for each of the 22 small towns and rural areas; the same results are shown on Maps A1 to A4.

The results suggest the most significant gaps in travel accessibility to community rooms and venues are:

- The lack of local provision at Greendale and Dales Creek. The population of Greendale alone (approx. 550 people) meets the trigger for a local venue. The combined population of Greendale and Dales Creek totals almost 1,000 people and is the largest population in the Shire without access to a local facility.
- The lack of local provision at Hopetoun Park. The population of Hopetoun Park is approximately 650 people which meets the trigger for a local venue. It is noted that a local facility may be developed as part of future residential expansion between the existing settlement and the freeway.

Several towns in the far west of the Shire meet all or most of their travel standards due to the proximity of facilities in Ballarat.

Ballan:

As shown on Maps A1 to A4, Ballan meets all Travel Standards for community rooms and venues.

Note: at present, Bacchus Marsh is the only settlement assessed as an urban area. As the population of Ballan grows, it may be appropriate to also apply the urban assessment to Ballan.

Bacchus Marsh and Surrounds:

Maps A1 and A2 show that for *Multipurpose Community Rooms and Community venue – local*:

- existing facilities are well spread across Darley, Bacchus Marsh and Maddingley
- key areas beyond the travel standards are:
 - far north Darley (Swans Rd, Robertsons Rd) – *due in part to a lack of footpath along Links Road.*
 - western Bacchus Marsh (Underbank Blvd, Belle Vue Tops and Clifton Drive (west).
 - southwest Maddingley (Griffith St, Stonehill, Darcy Street)
- orange areas where missing links in the footpath network mean that areas only meet the standards for driving and not for walking. Generally, these areas are small in comparison to areas that *are* accessible by walking.

Map A3 shows that for *Community venue - district*:

- existing district venues are in Darley and central Bacchus Marsh but not Maddingley
- key areas beyond the travel standards are:
 - a small area in far northwest Darley (Swans Rd, Manning Blvd) – *due to a lack of footpath along Swans Rd and Manning Blvd.*
 - Southwest Maddingley (Griffith St, Stonehill, Darcy Street)

Map A4 shows that for *Community venue - municipal*

- the Bacchus Marsh Public Hall and Supper Room is the only municipal venue.
- key areas beyond the travel standards are:
 - a small area in far northwest Darley (Swans Rd, Manning Blvd) – *due to a lack of footpath along Swans Rd and Manning Blvd.*

Gap analysis results (Travel Accessibility Assessment) - maps

The following maps are provided in Part B to this report ('Detailed assessment data'):

Map A1: Travel Accessibility Assessment results for 'Multipurpose community rooms'

Map A2: Travel Accessibility Assessment results for 'Community venue - local'

Map A3: Travel Accessibility Assessment results for 'Community venue - district'

Map A4: Travel Accessibility Assessment results for 'Community venue - municipal'

	Population within range ⁶	Multipurpose community room	Community venue			Comments
			Local	District	Municipal	
Balliang	<100	✓	✓	✗	✓	All standards met apart from district
Balliang East	100-200	✓	✓	✓	✓	All standards met
Barkstead	<100	✓	✓	✓	✓	All standards met
Blackwood	200-500	✓	✓	✓	✗	All standards met apart from municipal
Bungaree	100-200	✓	✓	✓	✓	All standards met
Clarendon	100-200	✓	✓	✓	✓	All standards met
Dales Creek	200-500	✗	✗	✓	✗	Inadequate access. When combined with Greendale the population meets the trigger for a local venue (500 persons).
Dunnstown	200-500	✓	✓	✓	✓	All standards met
Elaine	<100	✓	✓	✓	✓	All standards met
Gordon	500-2000	✓	✓	✓	✓	All standards met
Greendale	500-2000	✗	✗	✓	✓	Inadequate access. Population meets trigger for local venue.
Hopetoun Park	500-2000	✗	✗	✓	✓	Inadequate access. Population meets trigger for local venue.
Korweinguboora	200-500	✓	✗	✓	✓	All standards met apart from local. As there is a district venue within the settlement, the standard is deemed to be met.
Lal Lal	200-500	✓	✓	✓	✓	All standards met
Morrisons	<100	✓	✓	✓	✗	All standards met apart from municipal
Mt Egerton	200-500	✓	✓	✓	✓	All standards met
Mt Wallace	<100	✓	✓	✓	✗	All standards met apart from municipal
Myrning	200-500	✓	✗	✓	✓	All standards met apart from local. As there is a district venue within the settlement, the standard is deemed to be met.
Navigators	200-500	✓	✓	✓	✓	All standards met
Wallace	200-500	✓	✓	✓	✓	All standards met
Yendon	200-500	✓	✓	✓	✓	All standards met

Table A4: results of the Travel Accessibility Assessment for small towns

- ✓ Travel Standard met
- ✗ Travel Standard failed

⁶ Travel Standards have been assigned to small towns according to population ranges. As larger populations can support a wider range of services and facilities, travel distance / time standards are generally less (i.e. better) for larger settlements. For more information regarding this methodology refer to the Moorabool Community Infrastructure Planning Process on Council's website.

Suitability Assessment findings

Purpose

Facility-specific assessments that determine whether facilities are fit for their purpose and in adequate physical condition.

The Suitability Assessment seeks to determine how suitable facilities are in terms of supporting the services or community activities delivered through them.

Suitability assessments were conducted for community venues as whole facilities, not separately for the individual multipurpose community rooms within them. The Suitability Assessment has two components: building condition and fitness for purpose.

Building condition vs fitness for purpose

For Council-owned venues (i.e. Council assets), the Suitability Assessment includes data from audits of building condition conducted in June 2018. The condition audits are a technical assessment of the physical condition and integrity of the structure and fit out of the building.

Fitness for purpose assessments were conducted for all venues. These seek to understand how well existing facilities meet the needs of users and staff and how they compare with contemporary facility standards.

The Suitability Standards

Table A5 below provides the 1-to-5 scoring system used by the building condition audits and fitness for purpose assessments. It is important to note that low values represent better condition or fitness for purpose.

Building condition

Standard

used: *Minimum standards for building condition are not used. Instead, condition scores are qualitatively assessed and compared with the fitness for purpose assessment findings.*

Rationale: *During audits, separate condition scores are assigned for different components of buildings such as roof, sub-structure, floor coverings and electrical services. These component scores are entered into Council's asset management systems and subsequently inform the annual maintenance, renewal and upgrade programmes.*

Score		Building condition	Fitness for purpose
1	Very good	Near new condition with no obvious signs of wear.	Fully meets service needs with no impact on delivery of services/activities, AND No identified risks to users or building integrity
2	Good	Good condition with limited signs of wear. Does not require any special attention.	Minor impact on ability to deliver the required services/activities, OR Minor identified risks to users or building integrity
3	Fair	Generally good condition with some evidence of minor defects in local spots. Requires some planned maintenance to prevent further deterioration and to return it to a very good condition.	Moderate impact on ability to deliver the required services/activities, OR Moderate identified risks to users or building integrity
4	Poor	Evidence of significant defects in multiple locations. Requires major maintenance to prevent further deterioration and to return it to a very good condition. Will need to be renewed, upgraded or disposed in near future. Is reflected via inclusion in the 10 year Capital Works Plan.	Significant impact on ability to deliver the required services/activities, OR Significant identified risks to users or building integrity
5	Very poor	In need of major repair and referred to the capital works program for renewal / replacement / disposal. Will need to be renewed, upgraded or disposed in near future. Is reflected via inclusion in the 2-5 year Capital Works Plan.	Severe impact - required services cannot be delivered/activities, OR Severe identified risks to users or building integrity
6	End of service life	No remaining service potential.	<i>Not used</i>

Table A5: scoring system used for the Suitability Assessment

Fitness for purpose

Two overall scores are determined for each facility: one for current fitness for purpose and another for future fitness for purpose (notionally 5 years' time). Both overall scores are then classified as per the standards below.

Standards

used:	1 to 2: 'Fit for purpose'	equivalent to the top 25%
	2 to 3: 'Attention required (minor)'	equivalent to upper 25% to 50%
	3 to 4: 'Attention required (major)'	equivalent to lower 25% to 50%
	4 to 5: 'Unfit for purpose'	equivalent to bottom 25%

Rationale: The above scores represent 25% bands where the top 25% indicate facilities that are fit for purpose and the bottom 25% unfit. Scores in between are graded into facilities that exhibit major and minor issues.

Findings of the Suitability Assessment: Multipurpose Community Rooms and Community Venues

Detailed Building condition audit and Fitness for Purpose assessment data may be requested directly from Moorabool Shire Council. Summary results are provided through **Tables A6 and A7 below**, with results grouped by owner (Council or non-Council) and type (local, district and municipal venues).

Council-owned facilities:

Findings from the condition audit indicate that most Council-owned community venues are generally in good to fair physical condition. This is largely mirrored by the fitness for purpose assessments that found most venues to be in need of only minor works to make them fit for purpose. However, 3 facilities were found to be in good/fair physical condition but unfit for purpose or in need of major works to make them fit for purpose:

- Wallace Public Hall
- Bacchus Marsh Lawn Tennis Club Pavilion and Clubrooms
- Bacchus Marsh Public Hall and Supper Room

Non-Council facilities

If Council is requested to contribute financially to improvements at any community facilities that it does not own, it is strongly recommended that Fitness for Purpose Assessments be conducted prior to deciding on Council investment.

Small towns and rural areas:

While only 6 of the 23 venues in small towns were assessed as 'fit for purpose', a further 12 require only minor works to make them fit for purpose.

3 facilities require major works to make them fit for purpose: Elaine Recreation Reserve Cricket Clubrooms, the Yendon Recreation Reserve Community Space and Elaine Mechanics Institute Hall all.

Only 2 facilities were assessed as 'unfit for purpose':

- Balliang East Soldiers Memorial Hall (non-Council) was found to be unfit, primarily because of the appearance and condition of the kitchen and toilets, and the poor disability access.

The hall is also in an undesirable location in terms of its proximity to the busy Bacchus Marsh-Geelong Road.

- Wallace Public Hall is unfit due to its appearance and fit out, despite being in good to fair physical condition apart from the kitchen. As a result, the hall is not currently being hired.

Ballan:

Of the 5 facilities in Ballan that were assessed, the Ballan and District Community House was the only to be found 'fit for purpose' as a community venue.

3 facilities require only minor works to make them fit for purpose: the Mechanics Institute Hall, Recreation Reserve Pavilion and Clubrooms, and Bowling Club Pavilion and Clubrooms.

The Ballan Senior Citizens Centre requires major works to upgrade its appearance, fit out and accessibility.

Bacchus Marsh and Surrounds:

Of the 7 facilities assessed, 5 are in good to fair physical condition and fit for purpose.

- Bacchus Marsh Lawn Tennis Club Pavilion and Clubrooms was assessed as unfit for purpose due to the very poor physical accessibility caused by the steep steps and slopes leading to the building. In most other respects, the facility is fit for purpose.
- The Andy Arnold Centre requires works to modernise it to meet contemporary standards and create a more attractive venue.
- The Bacchus Marsh Public Hall and Supper Room is in good condition but was assessed as 'Attention required (major)'. While the facility is generally adequate, it is the largest venue in the Shire and could be considered the town's premier space for large events. The Suitability Assessment identified various issues including:
 - The gravel car park between the Hall and RSL needs to be resurfaced as it presents a trip/fall hazard, especially to the many elderly users. Resurfacing should also consider means to create disabled parking bays against hall/RSL and loading bay for Public Hall stage.
 - Street frontage would benefit from reconfiguration to improve appearance, increase entrance width, remove seating in alcove, replace rotting woodwork and create DDA-compliant access. New steps to stage and hearing loop required in main hall.
 - Foyer often reported by users as being too small. Opportunity may exist to remodel the foyer to create a bookable 3rd room, while also addressing appearance and DDA issues. Lack of storage for chairs and tables is an important issue to be remedied to improve hall usability.
 - Limited wheelchair access to front entrance: partially non DDA-compliant slope; manual entrance door opens outwards making entry very difficult. Stage accessible by steps only. Only 1 disabled car parking space on Main Street to service Hall, library and RSL.
- The meeting rooms at the Lerderderg Library and the pavilion / community room at the Darley Civic and Community Centre are the only purpose-built community rooms less than 10 years old. Most community rooms and venues across Bacchus Marsh and Surrounds (and indeed across the Shire) very likely do not meet community expectations for contemporary facilities.

Council-owned facilities							
Type	Name	Building condition	Fitness for purpose				
			Score - Now	Classification - Now	Score - Future	Classification - Future	
Small towns and rural areas							
Community venue - LOCAL	Elaine Recreation Reserve Cricket Clubrooms	<ul style="list-style-type: none"> Poor: Accessibility, superstructure, substructure, floor coverings. All other components good to fair 	3.1	Attention required (major)	3.1	Attention required (major)	
	Navigators Community Centre	<ul style="list-style-type: none"> All components good to fair 	2.8	Attention required (minor)	3.1	Attention required (major)	
	Lal Lal Soldier's Memorial Hall	<ul style="list-style-type: none"> Poor: exterior wall finishes All other components good to fair 	2.6	Attention required (minor)	2.9	Attention required (minor)	
	Millbrook Community Centre	<ul style="list-style-type: none"> All components good to fair 	2.4	Attention required (minor)	2.4	Attention required (minor)	
	Gordon Public Hall	<ul style="list-style-type: none"> Most components fair, some good 	2.0	Attention required (minor)	2.3	Attention required (minor)	
	Wallace Recreation Reserve Football/Cricket Pavilion and Clubrooms	<ul style="list-style-type: none"> All components good 	1.5	Fit for purpose	1.5	Fit for purpose	
	Ballan						
	<i>(no Council-owned local venues were recorded)</i>		-	-	-	-	-
	Bacchus Marsh and Surrounds						
		Bacchus Marsh Lawn Tennis Club Pavilion and Clubrooms	<ul style="list-style-type: none"> Poor: Accessibility All other components good to fair 	4.0	Unfit for purpose	4.0	Unfit for purpose
	Darley Civic & Community Hub Pavilion & Community Room	<ul style="list-style-type: none"> Fair: Accessibility All other components good 	1.2	Fit for purpose	1.2	Fit for purpose	
Small towns and rural areas							
Community venue - DISTRICT	Wallace Public Hall	<ul style="list-style-type: none"> Poor: kitchen fitout and interior walls All other components good to fair 	5.0	Unfit for purpose	5.0	Unfit for purpose	
	Bungaree Public Hall	<ul style="list-style-type: none"> All components good to fair 	2.4	Attention required (minor)	2.4	Attention required (minor)	

	Dunnstown Recreation Reserve Pavilion and Community Centre	<ul style="list-style-type: none"> • Most components good • Fair: External doors 	1.5	Fit for purpose	1.5	Fit for purpose
Community venue - DISTRICT	Ballan					
	Ballan Senior Citizens Centre	<ul style="list-style-type: none"> • Fair: Accessibility, fire services, site services • All other components good 	2.8	Attention required (minor)	3.1	Attention required (major)
	Bacchus Marsh and Surrounds					
	Andy Arnold Centre	<ul style="list-style-type: none"> • All components good 	2.8	Attention required (minor)	3.1	Attention required (major)
	Lerderderg Library (meeting rooms)	<ul style="list-style-type: none"> • Fair: Windows • All other components good 	1.4	Fit for purpose	1.4	Fit for purpose
Community venue - MUNICIPAL	Small towns and rural areas					
	<i>(no Council-owned municipal venues were recorded)</i>	-	-	-	-	-
	Ballan					
	<i>(no Council-owned municipal venues were recorded)</i>	-	-	-	-	-
	Bacchus Marsh and Surrounds					
Bacchus Marsh Public Hall and Supper Room	<ul style="list-style-type: none"> • Poor: Accessibility • Fair: Windows and roof • All other components good 	3.2	Attention required (major)	3.4	Attention required (major)	

Table A6: overall Suitability Assessment findings for Council-owned facilities

Building condition audits were not conducted for non-Council facilities. Condition data is therefore omitted from the table below. Some non-Council facilities were also not assessed for fitness for purpose and do not appear in the table below.

Non-Council facilities						
Type	Name	Owner	Fitness for purpose			
			Score - Now	Classification - Now	Score - Future	Classification - Future
Small towns and rural areas						
	Balliang East Soldiers Memorial Hall	Other (private)	4.0	Unfit for purpose	4.0	Unfit for purpose
	Yendon Recreation Reserve Community Space	Crown (State Government)	3.5	Attention required (major)	3.5	Attention required (major)
	Elaine Mechanics Institute Hall	Crown (State Government)	3.0	Attention required (major)	3.0	Attention required (major)
	Rowsley Community Hall	Crown (State Government)	2.8	Attention required (minor)	2.8	Attention required (minor)
	Mount Egerton Recreation Reserve Pavilion and Clubrooms ⁷	Crown (State Government)	2.6	Attention required (minor)	2.6	Attention required (minor)
	Gordon Public Park Hall	Crown (State Government)	2.5	Attention required (minor)	2.5	Attention required (minor)
	Mount Egerton Mechanics Institute Hall	Crown (State Government)	2.2	Attention required (minor)	2.2	Attention required (minor)
	Mount Wallace Hall	Crown (State Government)	2.2	Attention required (minor)	2.7	Attention required (minor)
	Korweinguboora Recreation Reserve Pavilion & Community Hall	Crown (State Government)	2.1	Attention required (minor)	2.1	Attention required (minor)
	Balliang Public Hall (Memorial Hall)	Crown (State Government)	1.6	Fit for purpose	1.6	Fit for purpose
	Gordon Recreation Reserve Pavilion and Clubrooms ⁵	Crown (State Government)	1.6	Fit for purpose	1.6	Fit for purpose

⁷ Partial assessment only; no access to interior

Community venue - LOCAL	Ballan						
	Ballan Mechanics Institute Hall	Crown (State Government)	2.5	Attention required (minor)	2.7	Attention required (minor)	
	Ballan Recreation Reserve Pavilion and Clubrooms ⁸	Crown (State Government)	2.2	Attention required (minor)	2.2	Attention required (minor)	
	Ballan Bowling Club Pavilion and Clubrooms ⁶	Other (private)	2.2	Attention required (minor)	2.2	Attention required (minor)	
	Bacchus Marsh and Surrounds						
	Darley Park Pavilion and Clubrooms	Crown (State Government)	1.5	Fit for purpose	1.5	Fit for purpose	
	Maddingley Park Pavilion and Clubrooms	Crown (State Government)	1.4	Fit for purpose	1.4	Fit for purpose	
	Bacchus Marsh West Golf Club Pavilion ⁶	Crown (State Government)	1.2	Fit for purpose	1.2	Fit for purpose	
Community venue - DISTRICT	Small towns and rural areas						
	Blackwood Hall (Mechanics Institute)	Crown (State Government)	2.0	Attention required (minor)	2.3	Attention required (minor)	
	Myrning Hall	Crown (State Government)	1.0	Fit for purpose	1.0	Fit for purpose	
Community venue - DISTRICT	Ballan						
	Ballan & District Community House	Crown (State Government)	1.7	Fit for purpose	2.2	Attention required (minor)	
	Bacchus Marsh and Surrounds						
	<i>(no Council-owned district venues were assessed)</i>	-	-	-	-	-	
Community venue - MUNICIPAL	Small towns and rural areas						
	Bungaree Rec Reserve Community Centre ⁶	Crown (State Government)	1.0	Fit for purpose	1.0	Fit for purpose	
	Ballan						
	<i>(no Council-owned municipal venues identified)</i>						
	Bacchus Marsh and Surrounds						
<i>(no Council-owned municipal venues identified)</i>							

Table A7: overall Suitability Assessment findings for non-Council facilities

⁸ Partial assessment only, based on staff knowledge and/or comments by the facility operator