



Merri-bek
City Council



Discussion Paper

ALLOCATION + USE OF SPORTING FACILITIES,
GROUNDS AND PAVILIONS POLICY REVIEW

the**Community**
Collaborative.

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on behalf of Merri-Bek City Council

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WHY? WHERE? WHO? WHAT?

THE STATE OF PLAY





WHY?

ABOUT THE PROJECT

CONTEXT

Annual and seasonal (Winter) allocations generally open in January, close in February, and are reported to the March Ordinary Council Meeting (OCM) for endorsement in any given year.

At the 9 March 2022 OCM it was resolved that Council endorses the proposed allocations and requested that a review of the policy is undertaken for Council consideration in 2022.

In August 2022, the Victorian State Government released the 'Fair Access Policy Roadmap' which includes specific requirements for all Councils to adhere to in order to be eligible to receive grant funding.

At the 14 September 2022 OCM Council resolved to review its policies regarding trans and gender diverse inclusion, anti-discrimination, and diversity and inclusion.

Considering the above recent occurrences, this Discussion Paper seeks to begin a review of the Allocation of Sporting Grounds and Pavilions Policy and provide key points of consideration to ensure Council continues to meet obligations across various policy drivers.

PURPOSE

The policy review is intended to:

- Assess alignment with organisational strategy, including but not limited to Council Plan, Health and Wellbeing Plan, Sport and Active Recreation Strategy
- Incorporate new legislation and external policy such as Gender Equality Act 2020 and Fair Access Policy Roadmap 2022
- Develop future options that provide for the changing community now and into the future
- Understand impact of policy changes on existing users
- Provide opportunity for stakeholder feedback
- Report to Council prior to the 2023 Winter allocations

DELIVERY APPROACH



DESKTOP REVIEW

August 2022

Review Council policy
Assess State strategy/policy
Benchmark other Councils



POLICY FORMULATION

September 2022

Document inconsistencies
Identify alignment options
Develop revised criteria



COUNCIL REPORT

October 2022

Ordinary Council Meeting October 2022
Discussion Paper
Draft Policy Criteria



CONSULTATION

October 2022

Public exhibition
Conversations Moreland
Stakeholder feedback



IMPACT EVALUATION

November 2022

Review club data
Document impact of revised policy on users
Undertake Gender Impact Assessment



ENDORSEMENT

December 2022

Ordinary Council Meeting December 2022
Council Report
Revised Policy

BACKGROUND

Strategy and Policy development

In 2009, Council began research and consultation to identify the key challenges in the provision of sport, leisure and active recreation for women and girls within the municipality. The review identified several issues:

- Serious lack of female competition/ teams
- Only 8 per cent of participants accessing council's sports grounds were female
- Lack of development pathways for girls
- Significant 'drop out' rate of female participants between the ages of 14-17
- Lack of social competitions without commitments
- Barriers for females included lack of time and cost of activities.

This resulted in the development of the 'Active Women and Girls Strategy' in 2009, subsequently updated in 2011 and 2015.

To address the inequity, Council also introduced a *Sportsground and Pavilion Allocation Policy* in 2009. The policy requested clubs to be inclusive of women, juniors, people with a disability and people from culturally diverse communities, or risk losing allocation of a ground to a club who is being inclusive. This was the first council in Victoria to prioritise the allocation and use of sporting grounds and pavilions to clubs which demonstrate inclusiveness of women and girls.

In November 2012, Council reviewed the policy and renamed it the Allocation and Use of Sporting Facilities, Ground and Pavilions Policy. The scope was broadened to include not only sports ground users but also sports leasing council facilities (e.g., tennis, lawn bowls and cycling). The requirement also stated clubs must offer:

- junior sides and registered community sport development programs for juniors
- girls and women sides and/or registered community sport development programs for females.

A policy review in March 2016 further strengthened Council's position, stating that leasing and allocation of council facilities will only be provided to clubs whose membership provides opportunities within the club's respective sporting codes for junior sides, female sides, female development programs and initiatives, and female representation on club committee and/or boards.

Clubs had been granted a three-year phase-in period to work toward achieving the policy objectives. Among many successful outcomes, the Strategy and Policy has seen female participation increase from 8% in 2009 to 21% in 2016, 23% in 2018, and 26% in 2022, and the employment of a 'Female Sport Participation Officer'.

Sports such as football, cricket and netball have combined their governance practices, increasing camaraderie between clubs, and pooling of resources to effectively deliver more female and family friendly environments and programs. One sports club now combines five different sports: football, cricket, little athletics, netball, and softball. The club collectively saw a gap in activity provision for the mothers of junior participants and so the formation of netball and softball has grown from this insight.

Industry recognition

Moreland is the first Council in Victoria to prioritise the allocation and use of sporting grounds and pavilions to clubs which demonstrate inclusiveness of women and girls in particular. Moreland has drawn significant praise across industry and is seen as a leader in female participation:

There's no doubt about it: Moreland City Council is serious about getting women and girls active in their community. They've even gone to the extent of employing a full time Female Sport Participation Officer, whose role is specifically focused on getting females involved. (This Girl Can, 2019)

A challenging but successful and ultimately rewarding initiative from Vicsport's local government member Moreland City Council, the quest to implement their Active Women and Girls Strategy began a decade ago. To address the inequity, Moreland City Council introduced a Sportsground and Pavilion Allocation Policy. This requested clubs to be more inclusive of women, juniors, people with a disability and people from culturally diverse communities or risk losing allocation of a ground. Moreland was the first Council in Victoria to attempt to achieve this outcome through the policy and the response proved to be exceptional. (VicSport, 2022)

Moreland City Council has adopted an Affirmative Action Policy to increase participation rates of women and girls at local sports and recreation facilities. Moreland identified that clubs needed to take a proactive approach to redressing the gender imbalance across a range of sports and recreation activities. Each Moreland sports organisation is required to develop programs that increase the participation, health and wellbeing of women and girls through a range of initiatives. These requirements better ensure the diverse needs of women and girls are taken into account and that sports clubs prioritise the recruitment, development and retention of women and girls in leadership roles in their organisation. (MAV, 2012)

Council report: 2022 allocations

The proposed 2022 sporting allocations proceeded to an Ordinary Council Meeting for Council consideration and approval in March, per usual process ahead of the Winter season beginning in April.

At the OCM it was resolved that Council endorses the proposed allocations, with the addition of the following recommendation:

- Requests officers to undertake a review of the Allocations and Use of Sporting Facilities, Grounds and Pavilions Policy (February 2016) for Council consideration in 2022.

Council resolution: Supporting Trans and Gender Diverse People

At the 14 September 2022 OCM, it was resolved that Council:

1. Releases a public statement of support for the inclusion of trans and gender diverse inclusion in all sports in Moreland/Merri-bek, and in opposition to transphobia and transmisogyny.
2. Reviews its policies regarding trans and gender diverse inclusion, anti-discrimination, and diversity and inclusion, in consultation with the LGBTIQA+ Reference Group.
3. Requests the Chief Executive to prepare a report that considers the development of an LGBTIQA+ Action Plan and provides for timeline, budget allocation requirement and other governance details, and requests that the report be presented to Council by no later than November 2022.

State Government policy

The Victorian State Government has recently released 'Fair Access Policy Roadmap' which aims to develop a statewide foundation to improve the access to, and use of, community sports infrastructure for women and girls.

From July 2024, all Victorian councils will need to ensure fair access to sporting facilities for people of all genders to be considered eligible to receive infrastructure funding.

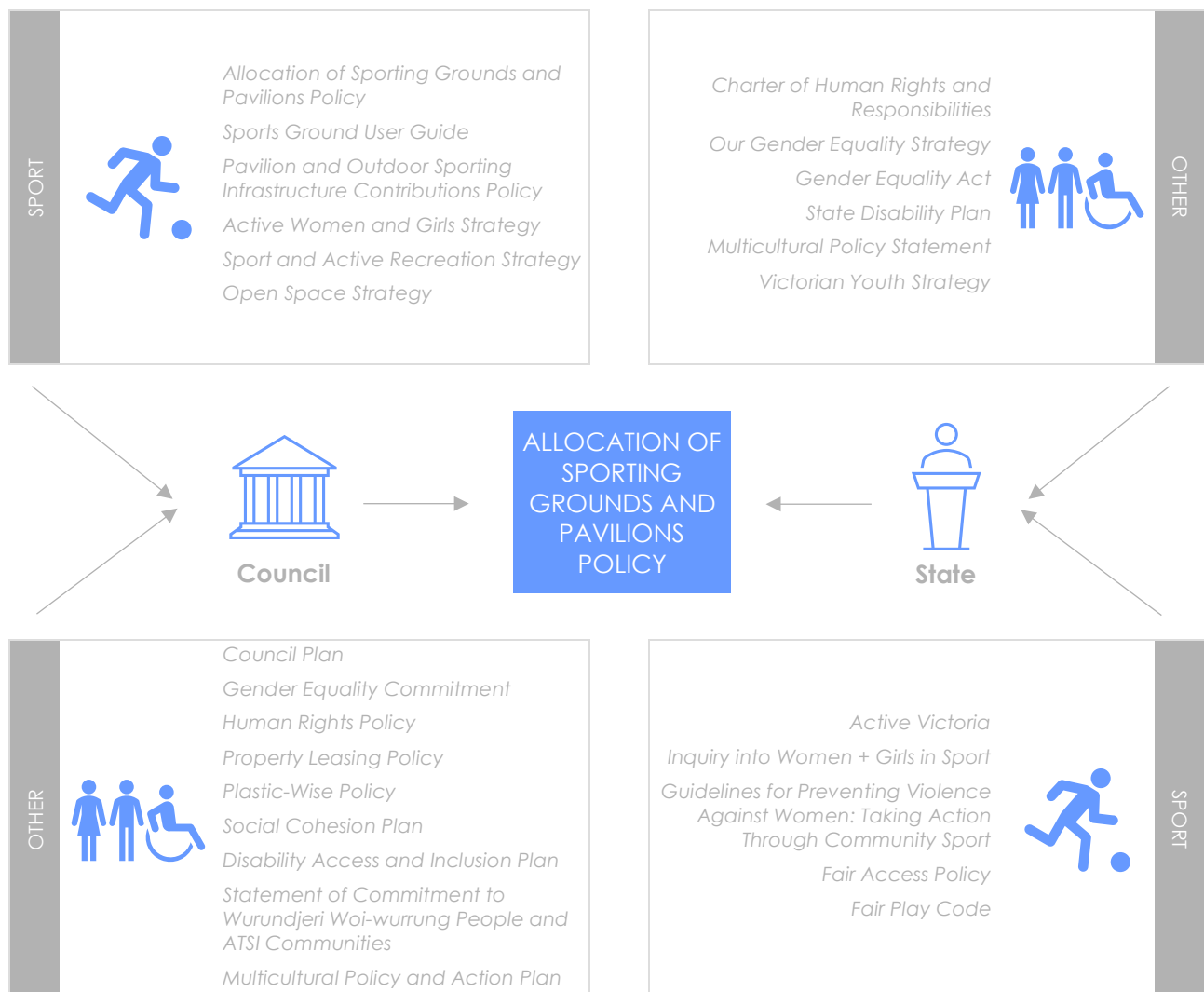
As such, it is timely for Council to undertake this review to ensure it continues to meet all State Government obligations to continue eligibility for future grant funding.



WHERE?

EXISTING CONDITIONS

KEY POLICY DRIVERS



COUNCIL POLICY

Sport and active recreation

There are several existing operational policy and guidelines that govern how sport and active recreation facilities are provided to the community including, but not limited to:

Allocation of Sporting Grounds, Facilities and Pavilions Policy

The following criteria applies to the leasing or allocation of Council sporting facilities, grounds, and pavilions:

- Facilities will only be allocated to clubs that are registered with the appropriate State Sporting Association.
- Facilities will only be allocated to clubs that have sound governance structures in place and have elected committees.
- Facilities will only be allocated to clubs that demonstrate open membership for men, women and juniors, and a demonstrated commitment to social responsibility.
- Facilities will only be allocated to clubs that participate in all Club Development Initiative programs/workshops offered by Council.
- Facilities will only be allocated to clubs whereby the club's name is to be representative of the Moreland geographic area within which the club is located and shall not make any reference to any ethnic name, slogan, sponsor or business. In addition, the 'name' shall not contain initials of any type that can be interpreted as non-representative of the geographic area.
- Facilities will only be allocated to clubs that provide programs that increase the participation, general health and wellbeing of juniors, girls and women by:
 - Increasing participation in sport, recreation and physical activity;
 - Ensuring that the values, needs and aspirations of women and girls from all backgrounds and circumstances are taken into account;
 - Increasing the number of female coaches, instructors, decision makers, officials, and administrators at all levels; and
 - Giving special attention to the recruitment, development and

retention of women and girls in decision making and leadership roles. From March 2016, leasing and allocation of Council facilities will only be provided to clubs whose membership provides the following in their respective sporting codes:

- Junior teams/sides;
- Female teams/sides;
- Registered sport association development programs; and
- Female representation on club committee and/or board.

Priority leasing and allocation of facilities will be given to clubs that:

- Are inclusive of people with disabilities, and actively support juniors, females, and people from culturally and linguistically diverse backgrounds (CALD) to participate in recreation;
- Demonstrated participation by Moreland residents;
- Comply with all previous occupancy requirements; and
- Complete significant capital works to the satisfaction of Council.

Sporting Facilities, Grounds and Pavilions User Guide

This document outlines what is essentially a Hire Agreement and stipulates several clauses regarding operational matters including things such as waste management, maintenance, utilities, keys, access, risk management etc. Items that are particularly relevant to this policy review include:

- Fees are applied according to the classification of the facility which is determined by the level of maintenance required
- Council seeks to recoup 10-20% of total maintenance expenditure via fees
- Fee concessions are available, up to a maximum 25%, including:
 - Active community and/or SSA development program (5%)
 - Participation at all Council club development activities (5%)
 - Registered all ability team (15%)
 - 40% female committee representation (20%)
- Council will not provide Council owned or managed land and facilities to any sport club, community group, organisation or association who directly operate or own

Electronic Gaming Machines (EGMs) in Moreland or elsewhere.

- All clubs are required to join the Good Sports Program. Council will only endorse liquor licence applications from clubs who have registered with Good Sports and have members who have undertaken RSA training.
- Hirers must register with Council if serving food per Food Act, obtain liquor licence if sold/consumed on premises and obtain permits from VCGLR for fundraising raffles and/or other gambling related activities
- Council will only allocate facilities to clubs that can provide documentation to show they are incorporated under the Association Incorporation Reform Act 2012 or clubs who are companies limited by a guarantee.
- All clubs must have Public Liability Insurance cover of minimum \$20m with Council noted as an interested party.
- Clubs are required to adopt inclusive practices in line with the obligations under the Disability Discrimination Act and Equal Opportunity Act. Clubs must comply with any reasonable request from Council in this regard.
- Club are required to follow their State Sporting Association child safe requirements.
- Smoking is prohibited in all Council owned buildings including sports pavilions and no person can smoke within five metres of doorways or open windows. It is the responsibility of clubs/user groups to uphold this policy in the interests of community health.

Pavilion and Outdoor Sporting Infrastructure Contributions Policy

Provides a framework that rewards club capital contributions by way of improved occupancy terms including:

- \$50-100,000 = 2 additional years/seasons
- \$100-200,000 = 4 additional years/seasons
- \$200,000+ = 5-year lease or 10 seasons

There are also several strategic plans that provide a long-term vision for sport and active recreation including, but not limited to:

Active Women and Girls Strategy

This strategy identifies opportunities and recommendations concerning the participation of women and girls in sport, recreation, and physical activity in Merri-bek.

Key recommendations as they relate to this policy review include:

- Utilise Council's resources, knowledge and promotional capabilities, and sports associations to provide programs specifically designed for target groups.
- Develop clear pathways between schools and sport and recreation clubs and organisations, to maximise participation.
- Encourage local sporting associations to be more inclusive of females as participants and in leadership roles.
- Prepare a new sports ground allocation and pricing policy and include conditions for all groups occupying Council's sports facilities to provide women's teams, development programs and officials.
- Consider requiring clubs to have more women's teams as a condition of using/ or leasing a Council sporting facility.
- Dedicate a single position to be responsible for co-ordinating strategy delivery.
- Establish a process that collects participation data (male and female) from all relevant Council and non-Council facilities, clubs and services providers to allow comprehensive participation figures to be collected and compared over time.
- Systematically ensure that facilities are made accessible, family friendly and suitable to cater for female players, officials, coaches and spectators when facilities are upgraded.
- Provide suitable infrastructure to support female sports with a home in Moreland.

This Strategy is due to be reviewed in 2022/23, however the intent behind the strategy and its objectives remains current.

Sport and Active Recreation Strategy

Provides an evidence-based framework to respond to the needs and aspirations of the community and establishes principles to inform Council decision making, guide partnerships and prioritise the allocation of Council resources for the greatest community benefit.

The Strategy sets the foundation and priorities across three key strategic directions (specific actions relevant to this review have also been identified):

- Increasing participation by Moreland residents in sport and active recreation and fostering strong relationships with local recreation clubs, associations, peak bodies and government agencies.
 - Continue to promote/encourage the participation of the LGBTIQ+ community and other disadvantaged, vulnerable and isolated people and groups in sport and active recreation.
 - Continue to explore opportunities to bring clubs together into Community Sporting Clubs.
 - Continue the policy requirement that sporting/sports clubs must field junior and female teams to be allocated seasonal or leased use of Council's sporting reserves. Expand the policy to include a provision that clubs must endeavour to achieve a minimum 40% representation by women on their committees by 2022 (in line with the Victorian Government's Gender Equality Strategy and Moreland's Gender Equality Commitment).
- Ensuring an adequate supply and distribution of good quality sporting infrastructure used in the most effective and efficient manner possible.
 - Regularly review and amend, when necessary, Council's recreation policies (e.g., Allocation and Use of Sporting Facilities, Grounds and Pavilions Policy)
- Ensuring Moreland City Council's approach to sport and active recreation provision is underpinned and well informed by robust policies, strategies and plans.

Open Space Strategy

The Space Strategy sets Council a cohesive direction for the future provision, planning, design and management of publicly owned open space that is set aside for leisure, recreation and nature conservation purposes.

Key actions as they relate to this review include:

- Ensure organised public use of open space is managed and does not compromise environmental quality
- Identify open spaces that could be used for a broader range of different activities and age groups
- Further control the erection of permanent and temporary advertising signs in public open space
- Continue to investigate barriers that different target groups perceive to using open space, and seek to overcome these through education, programming and marketing activities, and the design and management of open space
- Provide regular up to date information about parks and open space to residents, and what they can do there
- Promote opportunities for residents to have their say about open space issues and be involved in open space developments

This Strategy is due to be reviewed in 2022/23, however the intent behind the strategy and its objectives remains current.

Other

There are several plans and policies that provide strategic direction on how Council intends to conduct business and deliver important community outcomes including, but not limited to:

Council Plan

The Council plan is a key strategic document, which sets out Council's and community's vision for the future.

It also outlines how the Council will protect, improve and promote public health and wellbeing within the municipality, having incorporated requirements for the production of a Municipal Public Health and Wellbeing Plan into the Council plan for the first time.

The Council Plan is set out under the following 5 themes and corresponding objectives (strategies relevant to this policy review have also been identified):

- **An environmentally proactive Moreland**
To strive for maximum protection of people's health, plants and animals through leading an urgent response to the climate emergency and a regeneration of our natural environment
 - Strive for zero waste to landfill with best practice municipal waste minimisation through reform of kerbside services, community education and innovation
- **Moving and living safely in Moreland**
To contribute to the health, safety, and security of everyone living in our diverse community and to increase safe, accessible, physically active and enjoyable ways to get around Moreland, especially via walking, cycling and public transport.
- **A healthy and caring Moreland**
To support Moreland to become a more inclusive, connected, healthy and caring community through providing equitable access to community facilities and services, facilitating local partnerships and programs, mitigating the effects of climate change and supporting the community to adapt and build climate resilience.
 - Ensure Moreland residents are more active more often at all stages of life by providing a diverse range of accessible and affordable recreation opportunities that reflect our diverse community and develop and maintain

partnerships to enhance participation options

- Enhance social cohesion by strengthening relationships and developing opportunities for cultural and social connection and addressing the physical, cultural, financial system barriers to access, inclusion and participation by all people, in particular culturally and linguistically diverse communities. This should also include measures to address racism and LGBTIQ+ discrimination
- Harm caused by gambling, and tobacco is reduced across the municipality
- **Vibrant spaces and places in Moreland**
To create welcoming, unique spaces and places across Moreland that attract and connect everyone, improving access to community facilities and affordable housing and encouraging vibrant artistic, social and economic activity.
 - Improve and provide equitable access to council-owned community infrastructure by investing in needs driven, place-based, integrated services and facilities including developing precinct plans
 - Promote the amenity and liveability of the public realm with services, facilities, community participation, strong local laws and compliance activities
- **An empowered and collaborative Moreland**
Build community trust through encouraging participation, evidence-based decision making, stewardship of resources and being accessible and responsive.
 - Ensuring our assets provide the best fit for community needs over the long term

Gender Equality Commitment

The Moreland Gender Equality Commitment aims to promote, progress and model gender equality. It provides a framework to ensure Council's actions and services are inclusive, culturally safe and respectful for all gender, sexual and cultural identities, under seven key commitments; two of which have specific impact on this policy review:

- All genders have equal visibility, access to self-representation and leadership opportunities
 - Moreland City Council commits to supporting self-representation and creating more participatory democracy and community leadership opportunities for diverse gender, sexual and cultural identities
- All genders can access public space, sports and recreation and feel safe
 - Moreland Council commits to creating a culture of respect and inclusivity and a culture of no tolerance towards gendered violence, ableism, homophobia, biphobia, transphobia, racism and prejudice
 - Continuing to provide equitable access for women and girls to play sport, use recreation spaces and be physically active.

Human Rights Policy

This policy gives precedence to specific groups which are recognised as being at greatest risk of exclusion from social, economic and political life because of access barriers and discrimination. Statements of commitment to identified priority groups are set out below:

- Aboriginal and Torres Strait Islander Communities
- People with Disability
- LGBTIQA+ Communities
- Migrant, Refugee and Faith Communities
- Women, Girls and Gender Diverse Communities

Key issues are addressed holistically under four themes which provide direction for shared strategies, to achieve common outcomes for the identified priority groups (those relevant to this policy review have been identified):

- Empowerment and Participation
 - Priority groups have increased success when applying for grants and accessing council facilities

- Equitable and Accessible Services
 - More people from priority groups access Councils services programs and events
- Accessible Place and Spaces
 - Increased use of public places and spaces in Moreland by people from priority groups through improved physical accessibility, safety and cultural appropriateness;
 - People from priority groups experience less barriers when accessing places and spaces in Moreland through improved Council work practices;
 - An increased proportion of residents feel welcome and safe in Council owned and managed places and spaces
- Advocacy and Leadership
 - Advocacy and leadership initiatives promote human rights and address discrimination

Social Cohesion Plan

Developed as a key action under Council's Human Rights Policy, the purpose of this plan is to provide a framework for Council's agenda to promote social cohesion and is focused on five key themes:

- Social and cultural connection
- Learning and economic participation
- Civic and political participation
- Inclusive places and spaces
- Diversity and discrimination

Of specific relevance is Councils focus under the Inclusive Places and Spaces theme:

Council will ensure that our services, programs and events are inclusive and accessible, and that our public places and spaces are safe, welcoming and encourage social connection and interaction.

Within this theme and focus, the following key actions relevant to this review are identified:

- Ensuring public facilities meet the needs of specific groups (i.e., disability access, women's only spaces, child-friendly spaces, LGBTIQA+ inclusive

Disability Access and Inclusion Plan

The Moreland Disability Access and Inclusion Plan has 5 key areas. These areas will guide actions to ensure that Council address the main barriers preventing people with disability from enjoying full participation in community life. The areas (and relevant objectives) are:

- Ensure equal and dignified access for people with disability in all areas of life within Council's responsibility, including the built environment, information, and service delivery.
 - We will improve the accessibility of Council's information, programs and services to increase the participation and social inclusion of people with disability.
- Improve the employment and education opportunities for people with a disability
- Promote inclusion and participation in the community of people with disability
 - Council will promote the inclusion and participation of people with disability.
 - We will provide inclusive programs and services to people with disability.
- Change the attitudes and practises that lead to discrimination of people with disability
 - We will advocate for the removal of systemic barriers that lead to inequality and discrimination.
- Support the health and safety of people with disability in all settings and contexts

Statement of Commitment to Wurundjeri Woi-wurrung People and Aboriginal and Torres Strait Islander Communities

Council has strengthened and formalised its commitment to Wurundjeri Woi-wurrung People and Aboriginal and Torres Strait Islander communities.

Council's vision for reconciliation is respectful and inclusive recognition of Wurundjeri Woi-wurrung people as the Traditional Owners of the lands and waterways in the area now known as Merri-bek. Council commits to addressing dispossession and dislocation of Wurundjeri Woi-wurrung people and Aboriginal and Torres Strait Islander peoples from their traditional lands by establishing and maintaining into the future, respectful partnerships between Aboriginal and Torres Strait Islander peoples and the broader community.

Property Leasing Policy

The aim of this policy is to provide a framework of reference that will enable the establishment and management of Council's leased assets in a way that is consistent with Council Values and Key Commitments.

An underlying principle of the policy is 'Net Community Benefit' in which the following criteria is considered in determining appropriateness of the applicant obtaining a lease:

- A group that improves or provides a new Council asset or infrastructure
- An activity that provides for the needs of a special needs group (e.g., disabled, lower socio-economic group etc)
- An activity that does not preclude any part of the Moreland community (gender, religion, disability etc)
- Servicing the Moreland community
- An activity that relates to the Council plan or Mayor's Speech
- An activity that is consistent with a Council strategy or policy

Plastic Wise Policy

The purpose of this policy is to set out Council's commitment to reducing and eliminating single-use plastic within events run by Council and/or events held on Council land or managed sites that require a permit, and within Council facilities and services.

The single-use plastic items included are:

- Single-use plastic cups, plates, bowls and cutlery
- Plastic straws
- Plastic and polystyrene take-away containers
- Single-use plastic bottled drinks, where an alternative exists (e.g.cans)
- Balloons and plastic bags
- Single use bottled water
- Single-use disposable paper/coffee cups

Initially clubs were being asked to make a voluntary pledge to become 'Proudly Plastic Wise'. This means clubs will reduce and eliminate targeted single-use plastic items where possible.

Sports clubs within Merri-bek were also required to transition to the Policy by June 2022, eliminating targeted single-use plastic items. However, given COVID impacts this requirement was put on hold. Council is now re-engaging with clubs to transition to the Policy.

STATE POLICY

Sport and active recreation

The State Government of Victoria provides various strategic guidance on sport and active recreation across the state including, but not limited to:

Active Victoria

Active Victoria 2022-2026 is an update of the 2017 blueprint that sets out Victoria's priorities for sport and active recreation. The refreshed strategy outlines six priority outcomes that the State are working towards, framed under three key pillars:

- **Connecting communities:** All Victorians have access to high-quality environments and appropriate participation opportunities
 - Increasing equitable participation in sport and active recreation
 - Delivering quality infrastructure that is accessible, respectful and inclusive
- **Building value:** The sport and active recreation workforce create positive experiences for people
 - Building the capability of the sport and active recreation workforce
 - Implementing good governance practices to ensure a safe and sustainable sector
- **Enduring legacy:** A connected system that generates long-term benefits for the sector and Victoria
 - Supporting a pipeline of sporting events within the Victorian events calendar
 - Encouraging Victorians to achieve success at the highest level through high performance.

Of particular relevance to this policy review is key direction #2 under the equitable participation outcome which outlines:

- Target efforts towards individuals and communities who participate less
- Invest in initiatives that address common barriers and provide more equitable participation for all Victorians, including women and girls (e.g., cost, equitable access policies)
- Ensure program design and delivery supports more equitable participation outcomes, including through weighted investment criteria

Fair Access Policy Roadmap

The Fair Access Policy Roadmap aims to develop a state-wide foundation to improve the access to, and use of, community sports infrastructure for women and girls. The Roadmap features three key phases: education, readiness and progress and outlines six principles that guide efforts:

- Community sports infrastructure and environments are genuinely welcoming, safe, and inclusive
- Women and girls can fully participate in all aspects of community sport and active recreation, including as a player, coach, administrator, official, volunteer and spectator
- Women and girls will have equitable access to and use of community sport infrastructure:
- Women and girls should be equitably represented in leadership and governance roles
- Encourage and support all user groups who access and use community sport infrastructure to understand, adopt and implement gender equitable access and use practices
- Prioritise access, use and support to all user groups who demonstrate an ongoing commitment to gender equitable access and use of allocated community sport infrastructure

The key element of the Roadmap as it relates to this policy review is the requirement that from July 2024, all Victorian councils will need to ensure fair access to sporting facilities for people of all genders to be considered eligible to receive infrastructure funding. It suggests this is done by implementation of gender equitable access and use policies and action plans. Importantly, Council's existing Sporting Facilities, Grounds and Pavilions Policy is highlighted as a best practice case study that delivers on Principle 6.

Guidelines for Preventing Violence Against Women

The Guidelines provide an evidence base and range of ideas and suggestions from across the sector about how to practically embed gender equity in community sports and, in doing so, prevent violence against women.

While there are no prescriptive requirements for Council to consider as part of this policy review, it will be an important resource for clubs and other stakeholders moving forward.

Other

There are also several demographic and topic specific strategies and plans that document the State's intent including, but not limited to:

Charter of Human Rights and Responsibilities

The Charter is a Victorian law that sets out the basic rights, freedoms and responsibilities of all people in Victoria. Twenty fundamental human rights are protected in the Charter because the Victorian Parliament recognises that, as human beings, we have basic rights. These include:

- the right to equality
- protection from cruel, inhuman or degrading treatment
- the right to vote
- freedom of expression
- cultural rights.

The Charter requires public authorities, such as Victorian state and local government departments and agencies, and people delivering services on behalf of government, to act consistently with the human rights in the Charter.

Equal Opportunity Act

Under the Act local governments have a positive duty to eliminate discrimination, sexual harassment, and victimisation as far as possible, and provides protection on sexuality, sex characteristics and gender identity.

For local councils, complying with the positive duty may include:

- developing or reviewing policies aimed at preventing discrimination and harassment
- having a good complaint handling or grievance procedure
- conducting ongoing staff training and education to ensure that staff are aware of their obligations
- reviewing services and external operations to prevent discrimination (for example, reviewing community engagement practices, assessing the accessibility of physical structures, and ensuring written products are available in alternate formats and languages)
- having a process for reviewing and improving compliance.

Safe and Strong: Our Gender Equality Strategy

The Strategy sets out the founding reforms that lay the groundwork and set a new standard for action by the Victorian Government. The Strategy also considers six settings for statewide action in which strategic alliances and partnerships will enable shared progress towards gender equality.

The Strategy includes a section on sport and recreation specifically, and identifies the following key directions and actions:

- State sport and recreation organisational boards; 40 per cent women by 2019.
- Private and not-for-profit boards; voluntary target of at least 40 per cent women in new appointments.
- Work with State Sporting Associations and other appropriate partners to pilot gender equality and prevention of family violence education in grassroots sporting clubs, using sporting ambassadors.
- Work with local government and State Sporting Associations to promote equitable treatment of men and women in the provision of and access to infrastructure and facilities.
- Include consideration of expenditure on sport and sporting infrastructure, including in educational facilities, as part of the introduction of gender impact analysis
- Enact a Gender Equality Act to embed strong governance structures and to promote and improve gender equality across government functions.

Gender Equality Act

The Act seeks to improve workplace gender equality in the Victorian public sector, universities and local councils. The Act promotes gender equality by: Requiring the Victorian public sector, local councils and universities to take positive action towards achieving workplace gender equality; and Requiring these organisations to consider and promote gender equality in their policies, programs and services. Under the Act, defined entities (such as Council) are required to:

- develop and implement a Gender Equality Action Plan, which includes:
- publicly report on their progress in relation to workplace gender equality
- promote gender equality in policies, programs and services that impact the public
- complete gender impact assessments

Inclusive Victoria: state disability plan

The plan is a key way for the Victorian Government to be accountable for making all parts of the community inclusive and accessible for everyone. The plan sets out actions that will help the Victorian Government meet its obligations under the United Nations Convention on the Rights of Persons with Disabilities and the Disability Act.

The plan includes sport and recreation as a priority area noting that: *We will ensure all Victorians can participate in sport and active recreation initiatives that are high quality, inclusive and appropriate. We will do this by:*

- Supporting sport and active recreation outcomes for people with disability through program investments, inclusive participation opportunities and sustainable policies and business practices.
- Applying universal design principles throughout sport and recreation infrastructure and program design and delivery.
- Promoting attitudinal change through the Fair Play Code, which outlines the standards of behaviour expected for everyone involved in sport and recreation and provides guidance on the responsibilities for those involved.

Multicultural Policy Statement

Documents the Victorian Values Statement – the foundational values on which success has been built: equality, freedom and shared responsibility. It articulates this under 5 values:

- **One law for all:** Everyone is equal under the law. All Victorians have the same legal rights, responsibilities and protections. As Victorians, we all have rights and responsibilities under the law and towards each other. By respecting our mutual rights and responsibilities, we can ensure a safe and cohesive society.
- **Freedom to be yourself:** Everyone is free to be themselves and to feel safe in being true to themselves. The Government wants every Victorian to be able to celebrate their culture with pride and practice their traditions in peace. The freedom to be yourself includes freedom of speech, expressions of gender, sexuality and religion, and peaceful assembly; it does not allow people to break the law or to impinge on the safety or freedom of others.

- **Discrimination is never acceptable:** We want to live in a society that promotes inclusion and participation and rejects exclusion, all forms of violence, and discrimination. A society free of discrimination is better able to tackle problems like economic and social disengagement and improve health and wellbeing for all.
- **A fair go for all:** Everyone deserves a fair go in life. That means giving every Victorian – no matter where they live, their circumstances, or their background – the support they need to enjoy the Victorian way of life. These include quality education and healthcare, accessible transport, opportunities in employment and a safe place to live
- **It is up to all of us to contribute to a Victoria we can be proud of:** We all want similar things – the opportunity to thrive, for our successes to be recognised, and for our families and loved ones to be safe, secure and happy. That's why it's important for people to be able to belong and contribute to a society they are proud of.

Victorian Youth Strategy

The strategy outlines a vision of: *A Victoria where young people are healthy, well, safe and secure. Young people are respected and central in decision making Young people have inclusive and accessible support to achieve their goals and feel optimistic, motivated and inspired about their future.*

Specific to sport, it nominates the following key commitments:

- Creating healthier food environments in schools, early years services, sport and recreation facilities, clubs and across government agencies.
- Build a community-wide approach to reducing barriers young people face in taking part in sport. This includes improving the inclusivity and accessibility of community sport and recreation.
- Continue to promote sport and recreation for girls and young women. This will include statewide campaigns and setting up a strong evidence base on the connection between sport and future leadership opportunities.

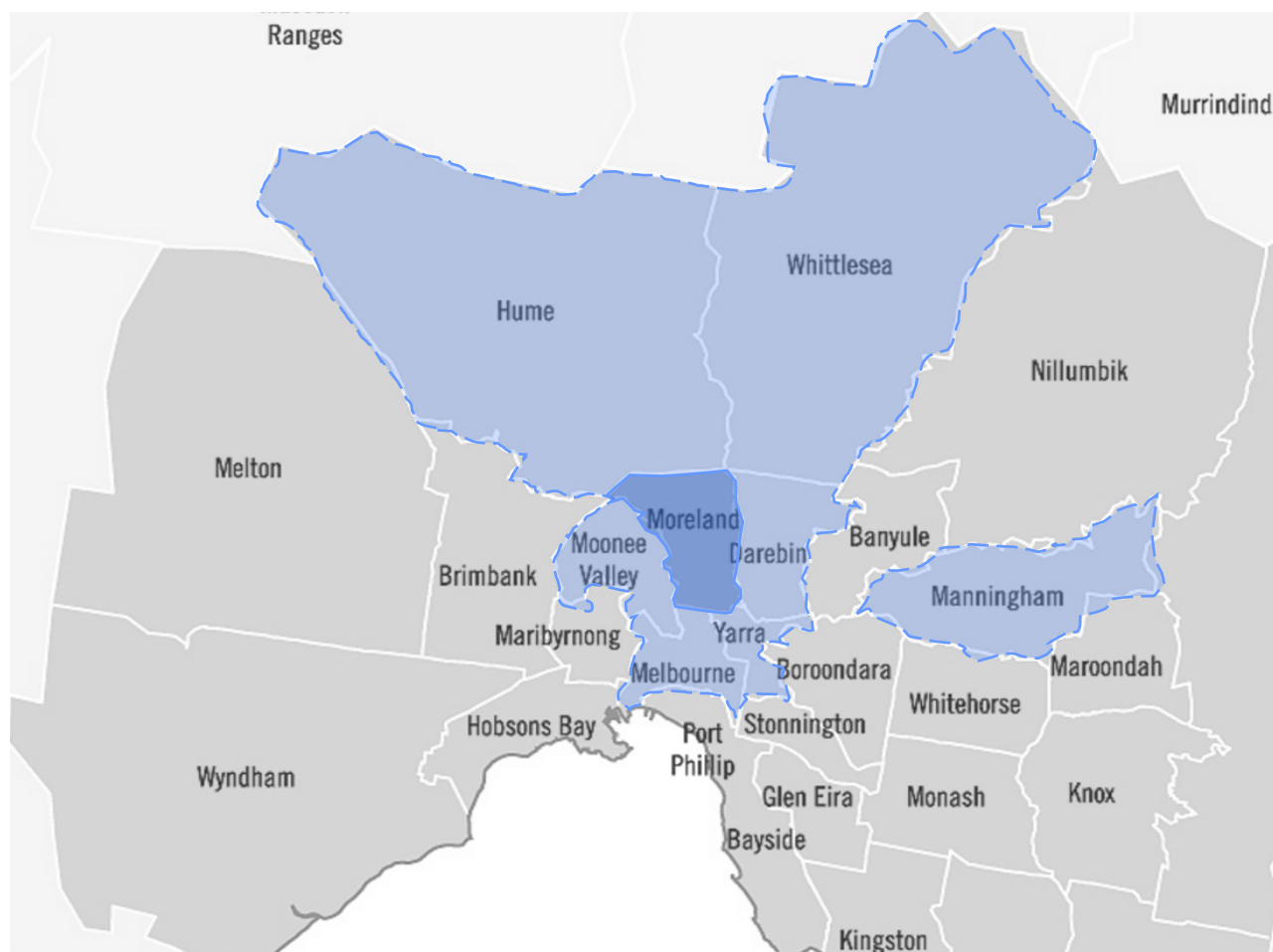


WHO?

LGA BENCHMARKING

COUNCIL POLICY REVIEWS

A review of the respective Allocations Policy of each of the six (6) Council's immediately surrounding Merri-Bek was undertaken to determine the current collective approach regionally. Manningham was also included as it is the most recently updated allocations policy known.



CRITERIA	DESCRIPTION	MERRIBEK	HUME	MOONEE VALLEY	DAREBIN	YARRA	MANNINGHAM
Legal entity	Be a registered legal entity e.g. incorporated association	^	^	^	^	^	^
Insurance	Maintain suitable Public Liability insurance	^	^	^	^	^	^
SSA affiliation	Member of recognised State Sporting Association or participate in endorsed competition	^	^	^	^	^	^
No debt	Have no outstanding debt to Council and/or SSA and if in arrears, have a debt repayment plan in place		^#	^	^	^	^
Local membership	Proportion of membership that are residents	#	^	#	#	#	
Geographic naming	Not include references to the names of towns, suburbs, municipalities, cities or countries other than within the LGA in their club name	^	^				
Other naming	Not include references to ethnicity, religion, brand or sponsorship within club name	^					
Conformance with legislation	Evidence of conformance with relevant government legislation, including but not limited to Liquor Licensing and Food Act	^	^	^			
Previous conformance to Council direction	History of cleanliness and maintenance, payments and general adherence to Council terms and conditions	#	#	^		#	#\$
Child Safe	Acknowledge, sign and adhere to Standards and manage Working With Children requirements	^				^#	
Fair Play Code	Acknowledge, sign and adhere to Code					^	
Financial Reporting	Provision of Financial Plan and Report					#	^
Strategic Plan	Provision of Strategic Plan				\$	#	^
Female committee	Requirement for female representation on committee and/or board	^\$			\$		
Suitability of facility	Suitability of facility requested for activity		#	#			
Historical usage	Priority to existing and longer past tenure		#	#			#
Participation	Current and historical membership figures		#				
Capital investment	Evidence of capital investment (incl. in-kind)	#	#	#	#		#
Inclusive environment	Demonstrate a welcoming, inclusive and respectful environment	^		#	\$	^#	^
Good Sports	Participation in Good Sports program	^		#		#	#
Juniors	Inclusion of junior participants/ programs	^#\$	\$		#	#	#\$
Masters/ older adults	Inclusion of masters/ older adults participants/ programs				#	#	#\$
Women and girls	Inclusion of female participants/ programs	^#	\$		#	#	#
CALD	Inclusion of Culturally and Linguistically Diverse participants/ programs	#			#	#	#
PWD	Inclusion of people living with disability participants/ programs	#\$			#	#	#
LGBTIQA+	Inclusion of LGBTIQA+ participants/ programs				#	#	#
Club development	History of club representation at club development forums and events	^\$		#	\$		
New teams/ sport	Introduction of new teams and/or sport to municipality				\$		\$
Club constitution	Provision of current club constitution				\$		^
Community initiatives	Delivery of community partnerships and other initiatives including but not limited to charity				\$	#	
Sustainability	Implementation of sustainability and waste management initiatives					#	
Equitable scheduling	Requirement for equitable scheduling of training and competition days/times for all users					#	
Equitable fees	Evidence of equitable and financially appropriate membership fees and charges					#	
Healthy eating	Promotion of healthy eating programs and offerings						^
EGMs	Will not provide Council owned or managed land and facilities to any sport club, community group, organisation or association who directly operate or own Electronic Gaming Machines (EGMs)	^					

^ Mandatory requirements / Eligibility criteria

Prioritisation/ selection criteria

\$ Fee subsidies

Hume

Sporting Grounds + Facilities Allocations Policy

For a club to be eligible for an allocation, the applicant must:

- Be legally incorporated and not-for-profit
- Be registered with a recognised SSA
- Have no outstanding debt
- Have an elected committee
- Have the majority of registered club members residing within Hume City
- Have current public liability insurance
- Not include references to the names of towns, suburbs, municipalities, cities or countries other than within Hume City

Council will consider the following selection criteria when determining allocations (no identification of how assessed is provided):

- Availability of a suitable facility
- Historical facility usage
- Current and historical membership; Council reserves right to relocate and/or implement shared usage if in decline
- Applicant's capital investment
- Percentage of local membership
- Commitment to inclusive environment, participation programming and engagement in social responsibility programs (e.g., Good Sports)
- Applicant's history of cleanliness and maintenance, payments and general adherence to Council direction

Conditions of Allocation

Outlines a number of clauses regarding operational matters including:

- Hirers must register with Council if serving food per Food Act and obtain liquor licence if sold/consumed on premises
- Good Sports program is encouraged, and free RSA training is made available (cost to non-Good Sports clubs)

Fees and Charges Policy for Sports Ground Usage Policy

Identifies basis for determining fees including:

- Identification of actual cost of provision (capital replacement and operational)
- Application of subsidy based on facility (related to income generation capacity)
- The offering of discounts to encourage and support sport development targets, up to a maximum of 60% (Juniors =45%, Women = 15%, Dogs = 15%)

Moonee Valley

Seasonal Sport Allocation Policy

Mandatory requirements for allocations:

- Registered legal entity (incorporated)
- SSA affiliation
- Public Liability Insurance
- No outstanding debt
- Conformance with relevant legislation (Liquor Licensing and Food Act)

Prioritisation is informed by the following criteria:

- Demonstrate a welcoming, inclusive and respectful environment
- History of club representation at club development forums and events
- Local resident membership
- History of good governance
- Good conduct (e.g., Good Sports)
- History of use and contribution to facility
- Projected utilisation
- Suitability of facility requested

2021/22 Review: Consultation Findings

Council commenced a review of its Policy in May 2021. Consultation included surveys, phone interviews, meetings with SSAs and a Your Say page on the Council website.

Club engagement was high, with approx. 80% participating. Key findings include:

- Clubs considered the most important allocation criteria was: 'use by clubs/groups based in Moonee Valley' and over 75% of clubs also marked the historical allocation criteria highly
- Preference of allocation to clubs that are well run and those that encourage gender equity and inclusiveness also ranked highly, but to a lesser degree

The broader community was invited to provide feedback on the review through a 'Your Say' on the Council website and received over 185 responses. When asked what should be considered when allocating reserves to sporting clubs' options were ranked in the following order:

1. Encouraging women's, juniors, disability, and diverse participation
2. Demand for sport (more allocations)
3. Sharing of facilities
4. Clubs that are well run (governance, financially sustainable, Good Sports etc.)
5. Providing space for small sports to grow
6. Historical connection
7. Majority of local members

Darebin

Sporting Fees, Charges and Occupancy Agreement Policy

To be eligible for a seasonal occupancy agreement, applicants must:

- Be incorporated with PL insurance
- Previous conformance to conditions
- No unpaid user charges
- SSA affiliation

Where there is competing demand for access to a particular facility, allocation will be guided by the following criteria:

- Local resident membership (35%)
- Inclusive practice and increasing participation of target groups from the Darebin Equity and Inclusion Policy (50%)
- Capital contributions in past 4 years (15%)
- Not-for-profit > commercial applicants
- Fees are determined based on:
 - 0.15% insurable value of pavilions
 - Ground charge relating to facility level/rating as set in 2012
- Subsidies applied based on accrual of points, whereby 85+ points= 50% subsidy, 70-84 = 25%, and 55-69 = 10%.
 - Women (20 points)
 - Juniors (20 points)
 - Inclusion activities (10 points)
 - New teams (10 points)
 - Female committee (10 points)
 - Club constitution (5 points)
 - Strategic plan (5 points)
 - Club development attendance (10 points)
 - Community initiatives (10 points)

The Club Kit

Outlines what is essentially a Hire Agreement and stipulates a number of clauses regarding operational matters including:

- Hirers must register with Council if serving food per Food Act, obtain liquor licence if sold/consumed on premises and obtain permits from VCGLR for fundraising raffles and/or other gambling related activities
- Good Sports program participation and Fair Play Code adherence is encouraged

Yarra

Sportsgrounds and Facilities Allocation Policy

In order to achieve an ongoing allocation, the Hirer must first meet essential criteria.

- Registered as a legal entity (such as an Incorporated Association)
- Affiliated with SSA
- No financial debts owing to Council
- Provide current public liability insurance
- Provide details of active participant numbers and demographics
- Provide a detailed schedule of use for the requested facility
- Sign the Child Safe Clause
- Sign the Victorian Fair Play Code
- Deliver ongoing programs or initiatives that cater for underrepresented groups
- Accept the terms and conditions of seasonal facility hire

Where multiple applicants request the same facility, applications are subjected to Yarra's allocation framework and scored according to the weightings for each item. Hirers will be scored based on how well the allocation framework is met:

- Community First (30%)
 - Community partnerships
 - Child Safe Policy + WWCC
 - Sustainability and waste management practices
 - Local resident membership
- Inclusion and Diversity (30%)
 - Initiatives that target underrepresented groups
 - History of program delivery
 - Evidence of safe, welcoming environment
 - Inclusion and Participation Policy/Plan, including equitable programming schedule
 - Committee diversity
 - Stakeholder engagement
- Financial Management (20%)
 - Financial plan, statement and report
 - Trading solvent
 - Equitable member fees
 - Governance (20%)
 - History of good tenancy
 - Risk Management Plan
 - Strategic Plan
 - Club governance alignment (Good Sports etc.)

Manningham

Sporting Facilities Allocation Policy

To be eligible to enter into a seasonal or annual tenancy agreement:

- PL insurance
- Incorporated entity or registered company
- SSA registration
- No outstanding Council debt
- Financial report
- Strategic Plan
- Inclusion practices (PWD, youth, females)
- Governance (constitution and Consumer Affairs adherence)
- Provision of mental health, healthy eating and social inclusion benefits

Allocation will be determined by applying the following criteria, which is listed in no particular order of priority or weighting:

- Preference to the applicant who has longer past tenure
- Preference will be given to the applicant who provides a demonstrated need for the usage, and demonstrates integration of people from under-represented groups (e.g., females, juniors, people with a disability, CALD and older adults)
- Priority will be given to applicant that has invested significantly towards capital works projects at the facility within the past five years, including in-kind
- Council will take into account the number of breaches issued and upheld complaints over the previous five years
- Preference to the applicant which has been based in Manningham the longest
- Preference will be given to the applicant that is accredited with the most club improvement programs, including the Good Sports Program
- Council will give preference to the applicant that has developed relevant policies and processes, reports annually to Consumer Affairs Victoria and displays other forms of good governance

Seasonal Sports Pricing Policy

Fees are determined based on:

- 25% cost recovery of maintenance
- Subsidies applied for: payment on time (5%), juniors (50%), masters (50%), new sports (50% first year only)

Melbourne

No allocations policy is publicly available; however, Council does note the following on their website:

- A Seasonal Sport permit is approved to organisations and sporting clubs that provide recreational opportunities to its members and the general public, on a regular basis over the course of the season.
- This encompasses more than 100 sporting organisations with an established history of use in the City of Melbourne, that are predominantly volunteer-run and not-for-profit.
- A growing population and high demand of our sports facilities impacts our ability to approve all applications for use. New applications received undergo a rigorous assessment before being approved for on-going seasonal sports use. Returning seasonal permit holders are given priority access and approval over new applicants.

No details on how and what applications will be assessed against is provided.

Whittlesea

No allocations policy is publicly available; however, Council does note the following on their website:

- Sports grounds are allocated by Council on a seasonal basis.
- Existing sporting clubs should complete their applications online on IMS when prompted.
- New sporting clubs that want to request a seasonal allocation should email Council.
- All new allocation will be assessed on a case-by-case basis taking in to account available facilities.

No details on how and what applications will be assessed against is provided.



WHAT?

ISSUES + OPPORTUNITIES

ISSUES

Vague terminology

The existing policy contains several instances of ambiguous wording that leaves policy positions and criteria open for interpretation. Examples include:

CRITERIA	COMMENT
Facilities will only be allocated to clubs that demonstrate open membership for men, women and juniors	It is not clear what 'open membership' means (likely intended to mean that clubs must provide teams for each sub-population)
Facilities will only be allocated to clubs whereby the club's name is to be representative of the Moreland geographic area within which the club is located, and shall not make any reference to any ethnic name, slogan, sponsor or business	Does geographic area mean 'Moreland', or the 'suburb' they reference in their name, or the 'suburb' that their ground is located in? Interpretation of this criteria to require clubs to play within the suburbs they are named after would require many clubs to be relocated from their current 'home' facilities or change their historical names

Poor clarity in criteria assessment

While the intent of the nominated criteria within the existing policy is somewhat clear, the method of assessing an applicant against the criteria lacks detail and does not provide scope to compare applications in the event of competing requests. Examples include:

CRITERIA	COMMENT
Facilities will only be allocated to clubs that have sound governance structures in place	No definition of what 'sound governance structures' include
Facilities will only be allocated to clubs that... a demonstrated commitment to social responsibility	No identification of what is considered to demonstrate 'social responsibility'
Facilities will only be allocated to clubs that develop and demonstrate policies and strategies to increase the participation, general health and wellbeing of juniors, girls and women	No documentation as to what would classify as achieving this criteria
Priority leasing and allocation of facilities will be given to clubs that are inclusive of people with disabilities, and actively support juniors, females and people from culturally and linguistically diverse backgrounds (CALD) to participate in recreation	Lack of clarity as to what constitutes being 'inclusive' or 'actively supporting' certain groups e.g., is the running of a single 'come and try day' considered the equivalent of hosting a team for an entire season?

Repetitive + inconsistent wording

The current policy states that: 'priority leasing and allocation of facilities will be given to clubs that: Are inclusive of people with disabilities, and actively support juniors, females and people from culturally and linguistically diverse backgrounds (CALD) to participate in recreation.'

However, in an earlier statement it states that: 'facilities will only be allocated to clubs that develop and demonstrate policies and strategies to increase the participation, general health and wellbeing of juniors, girls and women' and 'leasing and allocation of Council facilities will only be provided to clubs whose membership provides the following in their respective sporting codes: Junior teams/sides; Female teams/sides'

A liberal interpretation of these statements would suggest that prioritising applications based on juniors and/or females is not relevant as it is already a 'minimum requirement' that clubs provide these opportunities to even be considered for obtaining an allocation.

Conflicting policies

There are occasions where other policies have interrelated, and sometimes competing requirements placed on applicants, such as:

- User Guide

STATEMENT	EXISTING POLICY
Fee concessions are available for: Active community and/or SSA development program (5%); Participation at all Council club development activities (5%); Registered all ability team (15%); and 40% female committee representation (20%) Clubs are required to adopt inclusive practices in line with the obligations under DDA and EOA (Acts).	Facilities will only be allocated to clubs that: <ul style="list-style-type: none"> ▪ Participate in all Club Development Initiative programs/workshops offered by Council ▪ Demonstrate open membership... and a demonstrated commitment to social responsibility ▪ Whose membership provides registered sport association development programs and female representation on club committee and/or board
Council will only allocate facilities to clubs that can provide documentation to show they are incorporated or clubs who are companies limited by guarantee All clubs must have Public Liability Insurance cover of \$20m minimum with Council noted as an interested party	Facilities will only be allocated to clubs that have sound governance structures in place

Lack of policy representation

There are numerous instances where statements and policy from various other strategies and Council documentation is not reflected in the existing policy. Examples include:

- User Guide

STATEMENT	EXISTING POLICY
Council will not provide Council owned or managed land and facilities to any sport club, community group, organisation or association who directly operate or own Electronic Gaming Machines (EGMs) in Moreland or elsewhere	Not referenced
Must register with Council If serving food per Food Act, obtain liquor licence if sold/consumed on premises and obtain permits from VCGLR for fundraising raffles and/or other gambling related activities	Not referenced
All clubs are required to join the Good Sports Program	
Smoking is prohibited in all council owned building including sports pavilions and no persons able to smoke within five metres of doorways or open windows	Not referenced
The allocated club is required to fund at least 50% of the cost of upgrading or the installation of new sports ground lights	Not referenced

- Allocation Application Form

REQUIREMENT	EXISTING POLICY
Copy of latest Annual Report	Not referenced
Copy of most recent AGM minutes	Not referenced
Copy of current Strategic Plan	Not referenced
Copy of Liquor Licence	Not referenced
Copy of Food Registration	Not referenced
Copy of Constitution	Not referenced

- Sport and Active Recreation Strategy

REQUIREMENT	EXISTING POLICY
Expand the policy to include a provision that clubs must endeavour to achieve a minimum 40% representation by women on their committees by 2022	Female representation on club committee and/or board (no quota nominated)

- Plastic Wise Policy

REQUIREMENT	EXISTING POLICY
Sports clubs within Merri-Bek need to transition to the Policy by June 2022, eliminating targeted single-use plastic items	Not referenced

OPPORTUNITIES

Reinforce Council policies

There are a number of existing Council strategies, plans and other documentation that provide the impetus to include new and/or updated provisions within a reviewed policy. Examples include:

SOURCE	STATEMENT
Active Women and Girls Strategy	<ul style="list-style-type: none"> Encourage local sporting associations to be more inclusive of females as participants and in leadership roles Prepare a new sports ground allocation and pricing policy and include conditions for all groups occupying Council's sports facilities to provide women's teams, development programs and officials Consider requiring clubs to have more women's teams as a condition of using/or leasing a Council sporting facility
Sport and Active Recreation Strategy	<ul style="list-style-type: none"> Continue to promote/encourage the participation of the LGBTIQ+ community and other disadvantaged, vulnerable and isolated people and groups in sport and active recreation Continue the policy requirement that sporting/sports clubs must field junior and female teams to be allocated seasonal or leased use of council's sporting reserve. Expand the policy to include a provision that clubs must endeavour to achieve a minimum 40% representation by women on their committee by 2022 Regularly review and amend, when necessary, Council's recreation policies
Open Space Strategy	<ul style="list-style-type: none"> Continue to investigate barriers that different target groups perceive to using open space, and seek to overcome these through education, programming and marketing activities, and the design and management of open space
Council Plan	<ul style="list-style-type: none"> Strive for zero waste to landfill with best practice municipal waste minimisation Ensure Moreland residents are more active more often at all stages of life by providing a diverse range of accessible and affordable recreation opportunities that reflect our diverse community and develop and maintain partnerships to enhance participation options Enhance social cohesion by strengthening relationships and developing opportunities for cultural and social connection and addressing the physical, cultural, financial system barriers to access, inclusion and participation by all people, in particular culturally and linguistically diverse communities. This should also include measures to address racism and LGBTIQ+ discrimination Harm caused by gambling, and tobacco is reduced across the municipality
Gender Equality Commitment	<ul style="list-style-type: none"> Moreland Council commits to creating a culture of respect and inclusivity and a culture of no tolerance towards gendered violence, ableism,

SOURCE	STATEMENT
	<ul style="list-style-type: none"> homophobia, biphobia, transphobia, racism and prejudice Continuing to provide equitable access for women and girls to play sport, use recreation spaces and be physically active.
Human Rights Policy	<ul style="list-style-type: none"> People from priority groups experience less barriers when accessing places and spaces in Moreland through improved Council work practices;
Social Cohesion Plan	<ul style="list-style-type: none"> Ensuring public facilities meet the needs of specific groups (i.e., disability access, women's only spaces, child-friendly spaces, LGBTIQ+ inclusive
Plastic Wise Policy	<ul style="list-style-type: none"> Sports clubs within Merri-bek need to transition to the Policy by June 2022, eliminating targeted single-use plastic items (placed on hold due to COVID impacts, however Council is now re-engaging with clubs to begin transitioning)

Strengthen policy intent

There are also good examples in the current policy that demonstrate Council's intent and objectives in a clear and concise manner.

This is best exhibited in the following statement:

- Leasing and allocation of Council facilities will only be provided to clubs whose membership provides the following in their respective sporting codes:
 - Junior teams/sides
 - Female teams/sides
 - Registered sports association development programs; and
 - Female representation on club committee and/or board

The terminology used is strong, transparent and leaves very little room for interpretation.

It is apparent that the current policy seeks to achieve several key outcomes which should be strengthened by adopting a similar format to the above policy statements. These include:

- Commitment to good governance (incorporation, insurance, registration, club development activities etc.)
- Demonstrated inclusivity of all people (including but not limited to juniors, females, people with disabilities, LGBTIQ+, CALD, and ATSI communities)
- Championing gender equity (promoting participation, volunteering, and leadership for women and girls)
- Promoting healthy and safe local environments (geographic representation, local membership, liquor licencing, food registration etc.)

HOW? WHEN?

THE GAME PLAN



HOW?

FUTURE OPPORTUNITIES

FRAMEWORK

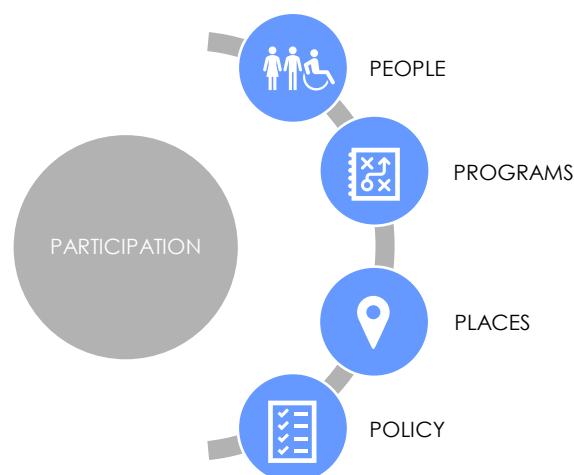
4P's for Participation

Borrowing from the social determinants of health model which asserts that health and wellbeing is underpinned by the interplay of individual characteristics and lifestyle factors, the social and physical environment in which we live, and the socio-economic, cultural and environmental conditions in which we exist.

As such, we can appreciate that to enable positive change in sport and active recreation participation we must understand and address not only the people (individuals), but also programs (social environment), places (physical environment), and policy (socio-economic conditions). This is articulated as the '4P's for Participation' framework¹.

This framework is recommended for use to structure a reviewed policy to ensure that Council can successfully achieve positive outcomes across all areas. In doing so, Council can also strengthen existing policy:

EXISTING POLICY INTENT	AREA
Commitment to good governance	Policy
Demonstrated inclusivity of all people	People
Championing gender equity	Programs
Promoting healthy + safe local environments	Places



Criteria application

In undertaking the previous benchmarking, it became clear that there are three 'domains' that Council's utilise to apply policy criteria which should also be used in a revised policy:

DOMAIN	DESCRIPTION
Eligibility criteria	Mandatory requirements that applicants MUST adhere to in order to be eligible for an allocation
Priority criteria	Council policy that is considered to be of high importance and will be used to compare applications against each other if competing requests occur
Incentive criteria	Actions and/or outcomes that are beyond core principles but still desirable and rewarded via fee subsidies or other incentives

¹ Ferguson, D (2022). *Giving Active recreation a Sporting chance: Draft Thesis*, Swinburne University of Technology

SUGGESTED POLICY CRITERIA

By theme/area

CRITERIA	DOMAIN
Policy	
Be a registered legal entity e.g., incorporated association	Eligibility
Maintain Public Liability insurance (minimum \$20m)	Eligibility
Have no outstanding debt to Council and/or SSA. If in arrears, have a debt repayment plan in place.	Eligibility
Be a member of a recognised State Sporting Association or other relevant governing body	Eligibility
Provide latest Annual Report, Financial Statement, AGM minutes and current Strategic Plan	Eligibility
History of cleanliness, maintenance, payment, and general adherence to Council terms + conditions	Priority
Evidence of completion of Sport Australia Director Education courses in past 24 months (including 'The Start Line' and 'The Defence')	Priority + Incentive
People	
Current and historical membership trends (i.e. increase/decrease in participation and demand)	Priority
Percentage of membership that are Merri-bek residents	Priority
Percentage of membership that are priority groups as defined by Council's Human Rights Policy (Aboriginal and Torres Strait Islander Communities, People with Disability, LGBTIQA+ Communities, Migrant, Refugee and Faith Communities, Women, Girls and Gender Diverse Communities)	Priority
Participation offerings provided for priority groups as defined by Council's Human Rights Policy	Priority + Incentive
Participation offerings provide for Junior teams/sides, Female teams/sides, and Registered sports association development programs (e.g., AusKick)	Eligibility
Participation offerings provided for Masters/ older adults	Priority + Incentive
Evidence of equitable and financially appropriate membership fees and charges	Priority
Acknowledge, sign and adhere to Child Safe Standards, Fair Play Code, and Guidelines for Preventing Violence Against Women: Taking Action Through Community Sport	Eligibility
Programs	
Evidence of women, girls or gender diverse person elected to office-bearer position (President, Vice President, Treasurer, Secretary)	Eligibility
Committee and/or Board has diverse gender representation including up to or above 50% representation of members being women, girls or gender diverse people	Eligibility
Evidence of equitable scheduling for all participants	Eligibility
Attendance at all Council run club development initiatives	Eligibility
History of club participation in external club development initiatives (e.g., Sport Integrity Australia's e-learning hub, VicSport education seminars, SSA forums, Proud 2 Play and Pride in Sport training etc.)	Priority + Incentive
Delivery of community partnerships and other initiatives (e.g., Pride Round, Pink Ribbon, charity etc.)	Priority
Places	
Club name is representative of Merri-bek and does not reference towns, suburbs, municipalities, cities, countries or other landmarks outside of the Council area, and does not reference any ethnicity, religion, brand, sponsor or business	Eligibility
Conformance with relevant government legislation, including provision of Liquor Licence, Food Registration Certificate, and VCGLR certification (as required)	Eligibility
Acknowledge, sign and adhere to Council's Gambling Policy, including no advertising or promoting gambling-related activity at Council's venues, or online	Eligibility
Does not directly operate, own or benefit from the proceeds of Electronic Gaming Machines (EGMs)	Eligibility
Acknowledge, sign and adhere to Tobacco Act 1987 and Council designated Smoke Free Zones	Eligibility
Participation in Good Sports program	Eligibility
Suitability of facility to support requested allocation	Priority
Historical usage and length of tenure	Priority
Evidence of capital investment (including in-kind) and completion of past capital works projects to the satisfaction of Council	Priority
Acknowledge, sign and adhere to Council's Plastic Wise Policy	Eligibility
Implementation of sustainability and waste management initiatives	Priority + Incentive
Implement and promote State government Healthy Choices program and initiatives	Priority + Incentive

By criteria type

CRITERIA	AREA
Eligibility	
Be a registered legal entity e.g., incorporated association	Policy
Maintain Public Liability insurance (minimum \$20m)	Policy
Have no outstanding debt to Council and/or SSA. If in arrears, have a debt repayment plan in place.	Policy
Be a member of a recognised State Sporting Association or other relevant governing body	Policy
Provide latest Annual Report, Financial Statement, AGM minutes and current Strategic Plan	Policy
Participation offerings provide for Junior teams/sides, Female teams/sides, and Registered sports association development programs (e.g., AusKick)	People
Acknowledge, sign and adhere to Child Safe Standards, Fair Play Code, and Guidelines for Preventing Violence Against Women: Taking Action Through Community Sport	People
Evidence of women, girls or gender diverse person elected to office-bearer position (President, Vice President, Treasurer, Secretary)	Programs
Evidence of equitable scheduling for all participants	Programs
Attendance at all Council run club development initiatives	Programs
Committee and/or Board has diverse gender representation including up to or above 50% representation of members being women, girls or gender diverse people	Programs
Club name is representative of Merri-bek and does not reference towns, suburbs, municipalities, cities, countries or other landmarks outside of the Council area, and does not reference any ethnicity, religion, brand, sponsor or business	Places
Conformance with relevant government legislation, including provision of Liquor Licence, Food Registration Certificate, and VCGLR certification (as required)	Places
Acknowledge, sign and adhere to Council's Gambling Policy, including no advertising or promoting gambling-related activity at Council's venues, or online	Places
Does not directly operate, own or benefit from the proceeds of Electronic Gaming Machines (EGMs)	Places
Acknowledge, sign and adhere to Tobacco Act 1987 and Council designated Smoke Free Zones	Places
Participation in Good Sports program	Places
Acknowledge, sign and adhere to Council's Plastic Wise Policy	Places
Priority	
Current and historical membership trends (i.e. increase/decrease in participation and demand)	People
Percentage of membership that are Merri-bek residents	People
Percentage of membership that are priority groups as defined by Council's Human Rights Policy (Aboriginal and Torres Strait Islander Communities, People with Disability, LGBTIQ+ Communities, Migrant, Refugee and Faith Communities, Women, Girls and Gender Diverse Communities)	People
History of cleanliness, maintenance, payment, and general adherence to Council terms + conditions	Policy
Evidence of equitable and financially appropriate membership fees and charges	People
Delivery of community partnerships and other initiatives (e.g., Pride Round, Pink Ribbon, charity etc.)	Programs
Suitability of facility to support requested allocation	Places
Historical usage and length of tenure	Places
Evidence of capital investment (including in-kind) and completion of past capital works projects to the satisfaction of Council	Places
Incentive	
History of club participation in external club development initiatives (e.g., Sport Integrity Australia's e-learning hub, VicSport education seminars, SSA forums, Proud 2 Play and Pride in Sport training etc.)	Programs
Evidence of completion of Sport Australia Director Education courses in past 24 months (including 'The Start Line' and 'The Defence')	Policy
Participation offerings provided for Masters/ older adults	People
Participation offerings provided for priority groups as defined by Council's Human Rights Policy	People
Implementation of sustainability and waste management initiatives	Places
Implement and promote State government Healthy Choices program and initiatives	Places



WHEN?

IMPLEMENTATION

IMPACT EVALUATION

It is recognised that a reviewed and updated policy may have significant impacts on existing users. To ensure a complete understanding of the potential effects of the proposed changes Council will undertake an impact evaluation process inclusive of:

- Reviewing club data regarding participation numbers, affiliation, junior development, governance etc. that Council used to inform 2022 allocations (~31 applicants)
- Source additional club information/data as required
- Review stakeholder feedback received
- Document impact of revised Policy conditions/criteria on existing tenants (i.e., those that do/do not meet requirements) and Council officers (i.e., documentation/assessment)

It is also noted that under the Gender Equality Act 2020 local councils and public sporting bodies are obliged to apply a gender lens and conduct gender impact assessments (GIA) to understand how policies, programs and services can impact people of different genders in different ways, and ensure inequalities aren't being reinforced.

A GIA will be completed prior to a reviewed policy proceeding to Council for adoption.

STEP CHANGE MODEL

It is also acknowledged that policy and operational change can at times be difficult, particularly for predominantly not-for-profit, volunteer run organisations like sporting clubs.

As part of the proposed stakeholder engagement process, understanding the potential for implementation of new policy initiatives will be a priority. Where significant change is proposed, a 'step change' model will be considered whereby incremental changes are introduced over time.

For example, the requirement to provide evidence of equitable scheduling may be achieved by the respective SSA documenting intent to cooperate with scheduling of competition times for year 1. In subsequent years, the onus would be placed on clubs to show similar commitments in training times etc.

OTHER POLICY

It is also clear that a review of the existing User Guide is required to ensure there is no overlap with a revised Allocations Policy, and that it focuses on operational matters only.

The development of a specific Fees and Charges Policy that sits separately from the User Guide and the Allocations Policy is also recommended to enable Council to implement the various 'incentive' based policy positions outlined.

STAKEHOLDER ENGAGEMENT

The following stakeholders have been identified for engagement on the suggested policy criteria:

STAKEHOLDER	FUNCTION	INTEREST	INFLUENCE	LEVEL	METHODS
Councillors	Decision making	High	High	Empower	Council report
Executive	Project guidance	Medium	High	Collaborate	Executive briefing
Council staff	Technical input	Medium	Medium	Involve	Distribute discussion paper Feedback session
Sports clubs	Allocation holders	High	High	Involve	Distribute discussion paper Survey Feedback session
State Sporting Associations	Competition authority / scheduler	High	Medium	Involve	Distribute discussion paper Survey Feedback session
Sport and Recreation Victoria	Government funder	Medium	High	Involve	Distribute discussion paper Survey Feedback session
General public	Reserve users / club members	Medium	Medium	Consult	Distribute discussion paper Survey Conversations Moreland
Human Rights and Inclusion Advisory Committee	Council Committee	Medium	Medium	Consult	Distribute discussion paper Survey Feedback session
LGBTIQA+ Reference Group	Council Committee	Medium	Medium	Consult	Distribute discussion paper Survey Feedback session
First Nations Advisory Group	Council Committee	Medium	Medium	Consult	Distribute discussion paper Survey Feedback session
Disability Reference Group	Council Committee	Medium	Medium	Consult	Distribute discussion paper Survey Feedback session
Gender Equity Reference Group	Council Committee	Medium	Medium	Consult	Distribute discussion paper Survey Feedback session





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