



City of
Whittlesea

Gender Equity in Design Guidelines

June 2017



ACKNOWLEDGEMENTS

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Content review and supplementary photos supplied by JMA Architects



The City of Whittlesea recognises the rich Aboriginal heritage of this country and acknowledges the Wurundjeri Willum Clan as the Traditional Owners of this place.



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OVERVIEW OF GENDER EQUITY IN DESIGN



This document brings together an understanding of Community Facility settings, key design elements and gender equity principles to provide guidance on how to apply a gender equity lens during the feasibility, master planning and design phases for new community facilities, or in the redevelopment and refurbishment of existing facilities.

Key definitionsⁱ

Gender

The socially-constructed differences between men and women, as distinct from 'sex', which refers to their biological differences.

Gender equality

The equal rights, responsibilities and opportunities of women, men and trans and gender-diverse people. Equality does not mean that women, men and trans and gender diverse people will become the same but that their rights, responsibilities and opportunities will not depend on their gender.

Gender equity

Entails the provision of fairness and justice in the distribution of benefits and responsibilities on the basis of gender. The concept recognises that people may have different needs and power related to their gender and that these differences should be identified and addressed in a manner that rectifies gender related imbalances.

Gender norms and structures

Ideas about how people should be and act according to the gender they are assigned or identify with. We internalise and learn these 'rules' early in life. This sets up a life-cycle of gender socialisation and stereotyping.

Gender stereotypes

Simplistic generalisations about the gender attributes, differences and roles.

What is Gender Equity in design?

The City of Whittlesea recognises that women and men have different access to resources, power, responsibilities and life experiences. Therefore, different strategies are often necessary to address this disadvantage and achieve equal outcomes for women and men, girls and boys. We acknowledge the diversity of women, men, transgender and non-binary gender identities and that all people have a right to be safe, welcome, respected and included in City of Whittlesea facilities.

Considering gender equity in community facilities requires an understanding of the design impact on the capacity of a community building to be inclusive, safe, welcoming and respectful to all genders. Poorly considered designs can disproportionately impact women and girls by either directly or indirectly encouraging their exclusion from community spaces and activities. Poor design can contribute to the reinforcement of gender stereotypes and can therefore directly limit the facility use and functions. A successful design enables engagement and participation for all genders and age groups

Being responsible for the provision of a wide range of community facilities, Local Government has a pivotal role to play in ensuring that community spaces are designed to facilitate equitable access to community resources and subsequently, are conducive to equitable participation in community and civic life.

OVERVIEW OF GENDER EQUITY IN DESIGN

What is the case for Gender Equity in design?

In the City of Whittlesea, we know that women are:

- more likely to be the primary carers of children
- more likely to be the carers for people with a disability
- less likely to be participating in active recreation
- more likely to feel and be unsafe in the public realmⁱⁱⁱ

Through consultation with staff and their feedback from community members about our own facilities, the City of Whittlesea identified that there are both obvious and subtle ways in which the design of a building can either facilitate or impede equitable access, which can either breakdown or reinforce gender stereotypes. For example, a sporting pavilion without women's change rooms and amenities presents a clear barrier for women to participate in sport – especially problematic in the context of low rates of participation in sport for young women^{iv}. Inclusion of access to outdoor space from community program rooms can encourage men's participation in playgroups and other parental support programs^v. Adequate space for pram storage within community centres provides greater opportunities for social and program engagement for parents with young children. These few examples illustrate the potential of design elements to facilitate gender equitable practice. This was shown to enhance the wellbeing of parents, particularly women, and particularly in growth areas where social connections can already be at a low level.

The public realm must enable the community to feel safe and welcome. We know that 'when individuals feel safe within their community, they are more likely to experience greater levels of social connection and trust, and are more likely to become engaged with other members of the community'^{vi}. The built form and its connection with the urban environment and surrounding areas has a significant impact on how welcome users' feel in a facility, whether it meets their needs and how inclined they are to use it^{vii}. This has a direct impact on the success of a building in terms of how well it facilitates community use, its functionality and how safe people feel in the space, especially women.

As a provider of community facilities, local government has a responsibility to provide for all of its community – this means understanding that diverse people have diverse needs, and that women and men experience the public realm differently^{viii}.

We acknowledge that design is one component of creating

equitable community facilities. Beyond the specifics of individual facilities, Council must also consider how its resources are spent, which facility types it provides and whose needs are being met (or not). Inclusive, safe, welcoming and respectful community spaces depend on responsive programming, equitable allocation, sound governance practices and a positive staff/user culture within community buildings. It is much more difficult to get these elements right however, without a foundation in gender equitable design.

How we developed this guide

The development of this Guide was an action in the City of Whittlesea's Gender Equity Strategy –

Objective 3:

The City of Whittlesea's places and spaces facilitate community connection and are safe, welcoming, respectful and inclusive of all genders.

Strategy 3a:

Incorporate gender equity principles in design and function of public spaces, community facilities, park and recreation.

Like other growth area Councils, the City of Whittlesea has completed many major projects in recent years and many more are yet to be built. In this time, we have been able to learn from the experience of the staff and community facility users. Reflecting on existing buildings enabled us to better understand the impacts that small flaws in design can have on different users' experiences, which are often felt in a gendered way. This knowledge has helped refine our design of buildings over time and we have captured those refinements in these guidelines.

Council began work for this guide by reviewing relevant literature and existing gender equity checklists and safety audit tools^{ix}. We found this material to be a useful starting point, but we wanted to frame these Guidelines in a positive way – to have design elements that achieve the desired community outcome and that encompassed broader influences on inclusion and equitable access beyond concerns for safety.

Council then consulted internally with key staff members that interact with users of facilities. We asked them for feedback on the positive and negative experiences of using the spaces and for the elements that were necessary to make the space welcoming, safe and inclusive for women and girls, men and boys.

OVERVIEW OF GENDER EQUITY IN DESIGN

Combining staff feedback, knowledge gained through delivery of multiple major projects and adapted elements from existing gender equity tools and industry Guidelines, we have aimed to create clear and practical design Guidelines that outline required attributes for the City of Whittlesea buildings to better achieve gender equity.

In the process of completing this work, two other crucial design Guides have been released by the Victorian State government – ‘Design for Everyone’ and the ‘Female Friendly Sports Infrastructure Guide’.

Design for Everyone guides users through applying the principles of Universal Design – ensuring ‘equitable use of a facility and social inclusion and not the measurement of accessible design features and meeting minimum legislative requirements’.

The *Female Friendly Sports Infrastructure Guide*^{xi} provides the tools required to enable sporting clubs, Councils, architects and designers to make community sporting facilities more accessible to women and girls. The guide covers planning and design, as well utilisation and policy.

These two Victorian Guidelines have influenced the structure and content of the City of Whittlesea Gender Equity in Design guidelines and should be considered as complementary documents.

Who should use this guide?

This Guide should be used by professionals – internal or external – involved in the development and design of new or existing facilities in the City of Whittlesea:

- Project Managers
- ‘Client’ departments
- Architects and designers

It should be used to inform Functional Briefs, design consultation and provided as part of the reference documents for tenderers and referred to throughout the design and building process.

How to use this guide

Community facilities in the City of Whittlesea vary considerably in their function and scale, and their target user groups. The list below outlines the different facility types covered in this Guide. For each facility type, there is a brief description of its role and function in the City of Whittlesea, and the design elements to be considered for each phase of the project to support gender equitable use.

Please refer to the facility section relevant to the type of project you are working on:

- Community Centres
- Maternal and Child Health
- Youth Facilities
- Community Pavilions
- Aquatic and Major Leisure Facilities

The development of a new building or refurbishment goes through several project stages, involving different stakeholders, professionals and regulatory bodies. The scope of these Guidelines is limited to these three project stages:

- Master Planning
- Concept Design
- Detailed Design and Documentation

We have grouped design elements to be considered according to project stage, however Guide users should familiarise themselves with the content under each stage for any relevant secondary impact to be considered.

We acknowledge that the subsequent stages of construction and activation are crucial to the delivery of quality community facilities and equitable practice within them. The intention of these Guidelines is to help provide the best possible blueprint to enable gender-equitable practice.

These guidelines are not intended as a total design Guide and only cover elements that have a *gendered* impact on the user experience and that therefore need to be considered to support gender equity. Other considerations such as regulatory standard requirements, Building Code compliance, environmental sustainability and accessibility are outside the scope of this document.

It must be noted that functional areas for the City of Whittlesea service delivery – e.g. Maternal and Child Health, Youth Services – have identified requirements for facility design. Those requirements must be considered in conjunction with these Guidelines and will be provided by the appropriate department.



City of
Whittlesea

COMMUNITY FACILITY SETTINGS



COMMUNITY CENTRES



Community Centres in Whittlesea play a vital role in bringing local communities together and delivering important local services. They act as a central hub for the community, a place to make connections, to access support or simply to enjoy oneself. Community Centres in Whittlesea vary in size and function. Some are relatively small-scale facilities which operate solely as a venue for functions, meetings and a base for community programs. Others are larger-scale to accommodate combinations of: Kindergarten¹; Maternal and Child Health; Planned Activity Group services; playgroups; youth space; arts space; program delivery space; and community meeting space.

With these various functions in mind, gender equitable design of Community Centres is required to:

- Accommodate and engage with a wide range of user groups;
- Foster social connections for people with caring responsibilities (who are more likely to be women);
- Encourage and normalise shared parenting responsibilities;
- Encourage social interaction and engagement amongst youth users;
- Enable all to participate in and shape their local community.

The following design considerations should be made to ensure gender equitable principles are applied in the design of new Community Centres or upgrades to existing Community Centres in the City of Whittlesea.

¹The City of Whittlesea is responsible for the provision of space for Kindergarten operation. It should be noted that the design and construction of licensed Kindergarten space is subject to Commonwealth and State legislation, including current Building Code Australia, Education and Care Services National Law and Regulations and National Quality Framework requirements as well as funding and policy guidelines. For this reason, Kindergartens have been excluded from the scope of these guidelines. Informal areas of community centres and early years space, e.g. for playgroups, programs remain within scope.

COMMUNITY CENTRES

Site Planning

The following site planning principles should be considered:

1. The layout of the site should facilitate active street frontage, with clear sightlines to destinations and transition points.
2. The site layout should allow for paths and approaches to the building to be inclusive of different modes of transport, e.g. bikes, scooters, mobility aids, walking.
3. Provide a direct and easily accessible link between site parking and the facility entry.

Concept Design

Concept Design should consider:

1. The building should have an open and inviting street frontage including a visually prominent and activated entrance. Ensure extensive weather protection is provided leading to and at the entry, particularly for Maternal and Child Health Centres.



Open and engaging street frontage, Epping Views Family and Community Centre (City of Whittlesea)

2. Consider the configuration of functions within the building (e.g. early years, community meeting space) and key transition points. The spaces should maximise accessibility and flexibility for different and concurrent community uses.
3. Acoustics and adequate soundproofing between rooms that connect/abut each other must be considered to enhance the successful concurrent use of spaces.
4. Fences, gates and other physical controls over user's movement (both inside and outside) can be a barrier for people using prams or mobility aids and should only be included in the design where required by

regulatory standards, e.g. entrance to licensed Kindergarten spaces.

5. Sufficient space to park prams and mobility aids must be provided both internally and externally.



Wide hall enabling pram parking, Epping Views Family and Community Centre (City of Whittlesea)

6. Baby changing facilities must be accessible by all genders and age groups.
7. Consider the inclusion of a unisex 'Changing Place'^{xii} toilet in addition to standard accessible toilet inclusions. This will maximise opportunities for community participation for people with disabilities, and people with caring responsibilities. Incorporate baby changing facilities into all public accessible toilets.
8. The inclusion of a child-friendly/breakaway space adjacent to and visible from multipurpose halls and meeting spaces will enhance usability and inclusiveness for people caring for children.
9. Where possible, program/meeting rooms should open to accessible, engaging outdoor spaces. This improves the capacity of program providers to cater to different community needs, e.g. father-inclusive parenting groups.
10. Internal building design and wall surfaces should allow for art displays to help activate and give character and a welcoming feeling to the facility.
11. Larger scale facilities to be used for functions/events should consider providing toilet facilities for women above the ratios dictated by the Building Code of Australia.
12. Clear sightlines must be maintained throughout the site and building, allowing users to easily see each other, making the place or space feel safer and more active.

13. There must be a clear line of sight between the building entrance and the site entrance or car park (and bicycle/scooter parking).
14. The building and surrounds must allow for passive surveillance to increase safety (i.e. both perceived and actual). Consider the placement of windows internally and externally to increase passive surveillance of surrounding areas.
15. The passive orientation and external building design should maximise the use of natural light within the spaces to enhance the link with the site surroundings and landscaping. Consider the use of highlight and clear storey windows where possible.
16. Appropriate secure storage space should be available to community users, e.g. playgroups, to encourage regular use and engagement with the facility.
17. Breastfeeding is welcome in all City of Whittlesea buildings. A community centre should include a breastfeeding friendly space that provides some level of privacy without being segregated or set far away from communal areas. Include appropriate furniture and access to a sink/basin.



Breastfeeding nook, Hazel Glen Child and Family Centre (City of Whittlesea)

18. Inclusion of a non-denominational, multi-faith prayer room should be considered to reduce barriers to community participation for women and men from culturally and linguistically diverse communities. Consideration of the prayer room location and orientation (relevant to faith) should also be considered.

Detailed Design and Documentation

Detailed Design should consider:

1. Paths and doorways should be of sufficient width and appropriate surfacing to accommodate prams (including double-width prams) and mobility aids. Include automated sliding doors externally and internally (where required at major transition points/thoroughfares) to minimise reliance on operating swing doors for pram users.
2. Sufficient racks must be provided for parking/locking bikes and scooters adjacent to the main entrance and within sight of building users. Consider provision of weather protection for bike-parking facilities.
3. Noise levels in open foyer areas in larger facilities should be minimised through design, i.e. in the choice of wall and floor furnishings, acoustic treatments and the shape of larger spaces. Avoid excessive use of hard reflective surfaces and finishes.



Curved acoustic treatment and soft furnishings, Hazel Glen Child and Family Centre (City of Whittlesea)

4. The entry and/or reception area should create a welcoming environment that easily orients the user to different functions within the building. Signage and passive wayfinding aspects should be clear and use simple language. In areas with known high levels of cultural diversity, consider translating key signage into community languages.

COMMUNITY CENTRES



Warm and welcoming entrance, Epping Views Family and Community Centre (City of Whittlesea)

5. Where stand-alone toilet cubicles are provided, they should be designated as unisex. Ensure acoustic privacy is provided to all stand-alone toilets – avoid door grilles and door undercuts.
6. Configuration of a community space available for private functions, e.g. 'halls for hire' should not emphasise the presence of an alcohol service area, bar serveries. Provision should be made for ways to conceal alcohol storage, such as space for fridges under benches.
7. The lighting design must ensure that the facility and surrounds are easily navigable at night with signage clearly visible and connections between places clearly defined. Ensure adequate external lighting is provided from the main entry to both the street and car park.
8. An effective system for responding to staff or community members in duress should be implemented in all staffed facilities in line with a coordinated organisational response. Where relevant, accessible toilets should be fitted with duress buttons with a link to staffed areas to provide immediate user assistance.
9. The materials specified (fittings, wall surfaces etc.) should be of commercial grade and durable quality to reduce maintenance costs and avoid signs of wear and tear. Avoid materials with an 'institutional' aesthetic that would detract from the welcoming feel of the building. Where possible use organic and neutral palettes to promote wellbeing and user engagement with the space.
10. Consider strategies to support safe entry and exit from the building for families or carers with young children, e.g. push button exit doors.
11. The landscaping of the site should allow for clear sightlines for all. It should consider relative heights and viewing angles – avoid mid-height shrubbery that allows concealment. Avoid the use of harmful and any potential toxic planting.
12. The selection of furniture in waiting areas should consider both adult, teenage and child users.



External lighting, Jindi Family and Community Centre (City of Whittlesea)

MATERNAL AND CHILD HEALTH



Maternal and Child Health (MCH) Services are one of a range of services offered by City of Whittlesea's Family, Children and Young People Department. MCH has two streams of service:

- A universal program available to all families with children from birth to school age and
- The Intensive Program (Enhanced Home Visiting).

The Universal Program provides a schedule of contact and activities for all families with an emphasis on prevention, health promotion, early detection and intervention for families and children from birth to 5 years living in the municipality. MCH services are often co-located with Early Years facilities and/or community centres but can also be in sole-purpose buildings. MCH services play a crucial role in the development and wellbeing of children. The facilities also provide opportunities for social connection, inclusion and assistance in building a sense of wellbeing and belonging within the community for parents, carers and children. While women are statistically more likely to be the primary carer for young children, it is crucial that the design of our facility enables and fosters the sharing of caring responsibilities across all genders.

In addition, and in relation to the following elements (to gender equity), Project Managers and Consultants should also refer to the *Established Areas Infrastructure Plan and Early Years Policy*.

Site Planning

The following site planning principles should be considered:

1. The layout of the site should facilitate active street frontage(s).
2. Site layout should allow for paths and approaches to the building to be inclusive of different modes of transport, e.g. bikes, scooters, prams, mobility aids, wheelchairs, walking etc.
3. Provision of a direct and easily accessible link between site car parking and the facility entry.

Concept Design

Concept Design should consider:

1. The building should have an open and inviting street frontage, including a visually prominent entrance. Ensure extensive weather protection is provided leading to and at the entry, particularly for Maternal and Child Health Centres.
2. Fences, gates and other physical controls over users' movement (both inside and outside) can be a barrier for people using prams or mobility aids and should only be included in the design where required by regulatory standards, e.g. entrance to licensed Kindergarten space.
3. Sufficient space to park prams and mobility aids must be provided.
4. Baby changing facilities must be accessible by all genders.
5. The inclusion of a child-friendly/breakaway space that is adjacent to and visible from program rooms and meeting spaces will enhance usability and inclusiveness for people caring for children.
6. Where possible, program/meeting rooms should open to accessible, engaging outdoor spaces. This improves the capacity of program providers to cater to different community needs, e.g. father-inclusive parenting groups.
7. Clear sightlines must be maintained throughout the site and building, allowing users to easily see each other, making the place or space feel safer and more active.



Open and visible program rooms, Hazel Glen Child and Family Centre (City of Whittlesea)

8. There must be a clear line of sight between the building entrance and the site entrance or car park (and bicycle/scooter parking).

9. The building and surrounds must allow for passive surveillance to increase safety (i.e. both perceived and actual). Consider the placement of windows internally and externally to increase passive surveillance of surrounding areas.
10. Breastfeeding is welcome in all City of Whittlesea buildings. An Early Years or MCH facility should include a breastfeeding friendly space that provides some level of privacy without being segregated or set away from communal areas. Include appropriate furniture and access to a sink/basin.
11. Internal building design and wall surfaces should allow for art displays to help activate and give character and a welcoming feeling to the facility.

Detailed Design and Documentation

Detailed Design should consider:

1. Paths and doorways should be of sufficient width and appropriate surfacing to accommodate prams (including double-width prams) and mobility aids.
2. Noise levels in open foyer areas in larger facilities should be minimised through design, i.e. in the choice of wall and floor furnishings, acoustic treatments and the shape of larger spaces. Avoid excessive use of hard reflective surfaces and finishes.
3. The landscaping of the site should allow for clear sightlines for all. It should consider relative heights and viewing angles – avoid mid-height shrubbery that allows concealment. Avoid the use of harmful and any potential toxic planting.
4. An effective system for responding to staff or community members in duress should be implemented in all staffed facilities in line with a coordinated organisational response.
5. The materials specified (fittings, wall surfaces etc.) should be of commercial grade and durable quality to reduce maintenance costs and avoid signs of wear and tear. Avoid materials with an 'institutional' aesthetics that would detract from the welcoming feel of the building. Where possible use organic and neutral palettes to promote wellbeing and user engagement with the space.
6. Consider strategies to support safe entry and exit from the building for families or carers with young children, e.g. push button exit doors.

YOUTH FACILITIES

Youth Facilities in the City of Whittlesea range along a spectrum of integration - from youth specific space designed solely for the use of Youth Services and young people to spaces co-located with other functions for the broader community, including young people.



Youth Facilities serve an important role as a base for the provision of Youth Services from:

- Council and other providers,
- The delivery of programs within a locality,
- A place for young people to access services during points of vulnerability and
- To promote a sense of community connection amongst young people.

The design of 'spaces' should support and connect diverse and often vulnerable young people. Youth facilities should be inclusive and welcoming to all young people, and should foster a sense of inclusion, safety and respect.

In addition to the following elements particular to gender equity, Project Managers and relevant consultants must utilise the detailed functional guidelines produced specifically for Facilities for Young People by our Family, Children and Young People Department.

Site Planning

The following site planning principles should be considered:

1. A youth facility must be accessible by public transport and be central, prominent and visible within any precinct.
2. The building should have an open, highly visible and inviting street frontage wherever possible and one that helps identify the facility as a space for young people.
3. Site layout should allow for paths and approaches to the building to be inclusive of different modes of transport, e.g. bikes, scooters, mobility aids, walking.

Concept Design

Concept Design should consider:

1. The configuration of functions within the building (e.g. consulting rooms and social space) to maintain privacy and maximise accessibility for different and concurrent uses.
2. Baby changing facilities should be provided and must be accessible by all genders.
3. The inclusion of a child-friendly/breakaway space that is adjacent to and visible from meeting spaces/program rooms will enhance usability and inclusiveness for young people caring for children.
4. Consider the installation of a series of single unisex toilets instead of larger male/female blocks.
5. Breastfeeding is welcome in all City of Whittlesea buildings. A youth facility should include a breastfeeding friendly space that provides some level of privacy without being segregated or set far away from communal areas.
6. The configuration of different spaces within the community centre should allow for flexible, multiple uses and changing community needs over time. Soundproofing between rooms that connect/abut each other will enhance this capability.
7. Clear sightlines should be maintained throughout the site and building, allowing users to easily see each other, making the place or space feel safer and more active.

8. There should be a clear line of sight between the building entrance and the site entrance or car park (and bicycle/scooter parking).
9. The building and surrounds should allow for passive surveillance to increase safety (i.e. both perceived and actual). This could be achieved by ensuring windows are included in well-used rooms to increase passive surveillance of surrounding areas.
10. Internal building design and wall surfaces should allow for art displays to help activate and give character to the building

Detailed Design and Documentation

Detailed Design should consider:

1. Paths and doorways should be of sufficient width and appropriate surfacing to accommodate prams (including double-width prams) and mobility aids.
2. Sufficient racks must be provided for parking/locking bikes and scooters adjacent to the main entrance and within sight of building users. Consider provision of weather protection for bike-parking facilities.
3. Lighting design must ensure that the facility and surrounds are easily navigable at night with signage clearly visible and connections between places clearly defined.
4. The materials specified (fittings, wall surfaces etc.) should be of good quality to reduce maintenance costs and avoid signs of wear and tear. Avoid materials with an 'institutional' aesthetic that would detract from the welcoming feel of the building.

COMMUNITY PAVILIONS

Community Pavilions support sport and recreation activities in the City of Whittlesea. The facilities vary in size, sporting uses, and capacity. They provide amenities for sporting teams to enable games and training (on our active reserves) as well as a space for community members to gather. Community Pavilions typically sit within active recreation reserves and, whilst usually subject to seasonal lease arrangements with sports clubs, they should also be accessible to other community groups outside club times. The intent is to maximise the multipurpose use of the facilities. The City of Whittlesea Pavilions currently cater for Australian Rules Football, Cricket, Tennis, Netball, Soccer, Basketball, Hockey, Rugby, BMX, Softball, Baseball, Equestrian and Bocce.



The following design Guidelines are to be considered in addition to the Sports and Recreation Victoria *Female Friendly Sport Infrastructure Guidelines*. The City of Whittlesea acknowledges and fully supports facilities that enable female access to traditionally male-dominated sporting facilities. Council is committed to redressing the gaps in sporting participation between men and women. Council acknowledges the need for an improved variety in the provision of sports and recreation facilities and infrastructure to better meet the needs of female participants and spectators more broadly.



Accessible pavilion entrance, Ladies Cricket Pavilion
(JMA Architects)

Site Planning

1. Consider the configuration of different functions within the site:
 - a. Playground facilities should be within a reasonable distance and visible from all playing fields. Consider including clear lines of sight to social / multipurpose spaces in the pavilion to assist with passive surveillance and supervision.
 - b. Where there are multiple playing fields, all users and spectators should have ease of access to change facilities, social / multipurpose space and other amenities.

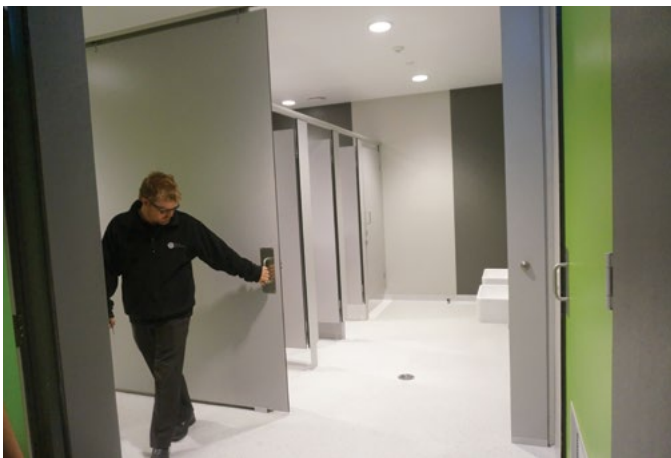
COMMUNITY PAVILIONS

- c. There must be a clear lines of sight between all playing fields, the pavilion and car-parking facilities.
- d. The location of the pavilion must be accessible by different modes of transport.
- e. Paths and approaches to the building should be inclusive of different modes of transport, e.g. bikes, scooters, mobility aids.

Concept Design

Concept design should consider:

- 1. Baby changing facilities must be accessible by all genders. Consider the incorporation of a family change room and provision of baby change tables in all unisex accessible toilets.
- 2. Provision and configuration of change rooms and unisex amenities for players and officials must enable simultaneous access by all genders and provide privacy and security for all users.



Cubicle showers with flexible room configuration, Waterview Recreation Reserve (City of Whittlesea)

- 3. Consider the inclusion of a 'Changing Place' toilet in addition to the inclusion of standard accessible toilet. This will maximise opportunities for community participation for people with disabilities, and people with caring responsibilities.
- 4. Clear sightlines should be maintained throughout the building where possible, allowing users to easily see each other, making the space feel safer and more active. Provide clear site lines from the social / multipurpose space to the playing fields.
- 5. Avoid the creation of potential hiding places within the building (for example- through sequential internal

lockable spaces). Avoid hiding places externally – enclose all voids / openings.

- 6. Ensure there is a clear line of sight between the building entrance and the site entrance or car park (and bicycle/scooter parking).
- 7. The building and surrounds should allow for passive surveillance to increase safety (i.e. both perceived and actual). This could be achieved by ensuring windows are included in well-used rooms to increase passive surveillance of surrounding areas, particularly to car parks and playgrounds.
- 8. Toilets and kitchenette facilities must be accessible from the Pavilion social space to enable community use outside of club-allocated times. The social space should connect to outdoor spaces and provide adequate shade and weather protection.



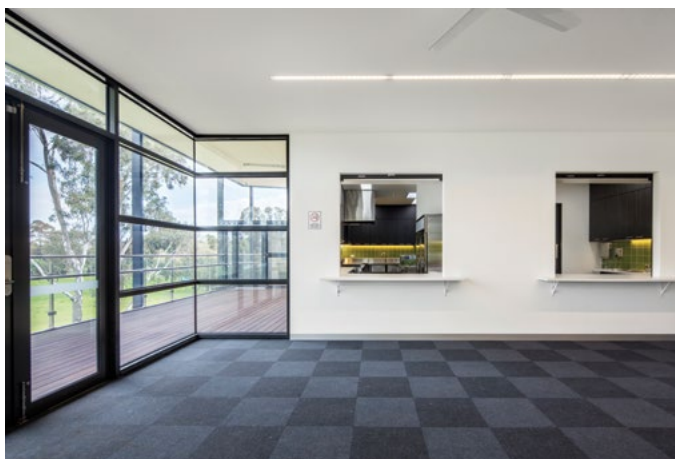
Connection to outdoor space, Monash University Stadium (JMA Architects)

- 9. Any social space within a Pavilion must be accessible to all community members and age groups, providing sufficient separation from change areas and player amenities.
- 10. Internal building design and in particular wall surfaces should allow for adequate wall space for display of achievements (memorabilia) and social marketing resources to help activate and give character to the building. Ensure the inclusion of any Club memorabilia is sensitively placed and is not excessive in multipurpose spaces.
- 11. The inclusion of female player dedicated change rooms and amenities should be considered on a site by site basis.

Detailed Design and Documentation

Detailed design should consider:

1. Configuration of a social space should not emphasise the presence of an alcohol service area. Provision must be made for ways to conceal alcohol storage, such as space for fridges under benches.



Distinct kitchen and bar service counters, Ladies Cricket Pavilion (JMA Architects)

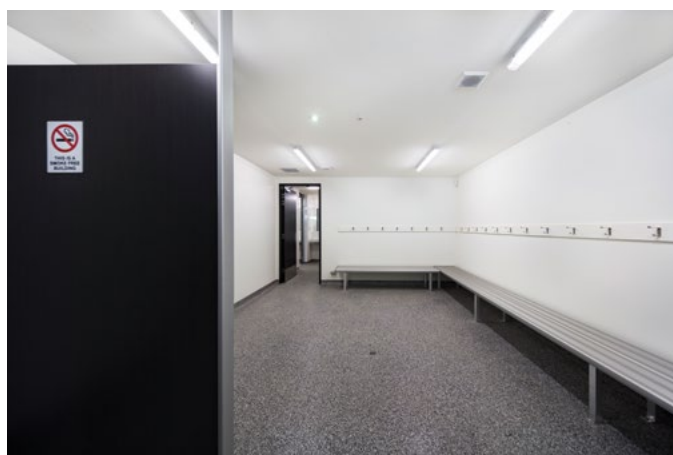
2. Bar entries must be physically separated from public spaces and lockable. Bar serving points should be concealable via a lockable serving window or roller shutter.
3. Entrances should be designed to easily orient newcomers to the building, for ease of navigation to amenities, playing fields and play grounds. Provide external and internal signage and wayfinding that is prominent and easily readable.
4. Paths and doorways should be of sufficient width and appropriate surfacing to accommodate prams (including double-width prams) and mobility aids.
5. Where stand-alone toilet cubicles are provided, they should be designated as unisex.
6. The lighting design must ensure that the area is easily navigable at night with signage clearly visible and safe connections between places clearly defined. Provide a well-lit connection between playing fields, the facility and the car park.
7. The landscaping of the site should allow for clear sightlines for all users. Landscape design should consider relative heights and viewing angles – avoid mid-height shrubbery that allows concealment.

8. The materials specified (fittings, wall surfaces etc.) should be of commercial grade and durable quality to reduce maintenance costs and avoid signs of wear and tear. Avoid materials with an 'institutional' aesthetic that would detract from the welcoming feel of the building. Where possible, avoid excessive use of sports club affiliated colours in social/multipurpose space.



Warm and neutral colour palette, Ladies Cricket Pavilion (JMA Architects)

9. Where player change room entry doors are external, ensure privacy screens are provided to restrict direct sightlines into changing areas.



Privacy screen into change room, Ladies Cricket Pavilion (JMA Architects)

COMMUNITY PAVILIONS

10. Ensure all player amenities are designed to a unisex and universal standard, incorporating shower and toilet cubicles for privacy. All showers should ideally be designed to include a change bench/shelf and coat hooks.



Shower cubicles with hooks and benches, Monash University Stadium (JMA Architects)

AQUATIC AND MAJOR LEISURE FACILITIES



Aquatic and Leisure Facilities in the City of Whittlesea are multi-purpose facilities that vary in scale and use. They are particularly important for providing recreation opportunities for children, families, people with caring responsibilities, people with disabilities and people seeking casual or informal exercise. They can include pools, gym/aerobics space and program rooms, community space, kiosks and child-minding facilities, indoor courts and stadiums. Aquatic and Major Leisure facilities provide crucial infrastructure for active recreation for residents from diverse backgrounds, of diverse abilities, of all genders and through all life stages. It is important that their design fosters a safe and welcoming environment to enable active participation for all.

Aquatics and Recreation Victoria (ARV) have development Guidelines that consider the planning and space considerations of aquatic facilities in more detail. The following design elements should be utilised in addition to the ARV Guidelines.

Site Planning

The following site planning principles should be considered:

1. The layout of the site should facilitate active street frontage and have a prominent accessible entry.
2. The site layout should allow for paths and approaches to the building to be inclusive of different modes of transport, e.g. bikes, scooters, prams, mobility aids, walking.
3. Where the site includes a mixture of indoor and outdoor facilities (e.g. pools, splashpads, playgrounds etc.), consider the linkages in terms of accessibility and supervision. Avoid level changes where possible to maximise clear sightlines.

Concept Design

Concept Design should consider:

1. Consider the configuration of functions within the building for ease of use and accessibility for users with caring responsibilities – e.g. linkage between exercise program rooms and child-minding facilities, learn-to-swim pools and family change rooms.



Ease of transition between water-play and other pools, Thomastown Recreation and Aquatic Centre (City of Whittlesea)

AQUATIC AND MAJOR LEISURE FACILITIES

2. Baby changing facilities must be accessible by all genders. Incorporate baby change tables into all unisex public accessible toilets.
3. Maximise the provision of family change spaces within immediate proximity of pool areas. Provide baby change tables in all family change rooms and well considered circulation for multiple occupants / family users.
4. Maximise the provision of stand-alone, unisex toilets and change cubicles adjacent to pool areas to increase safe access for children, regardless of their carer's gender and to enable safe access for people of diverse genders. Provide sightlines to pool toilet entries from pool area where possible.
5. Design and positioning of spa/sauna/steam room areas must enable passive surveillance by staff and other users of the Centre. Positioning of spa/sauna/steam room areas should allow free, uncongested movement in and out of the space, and if possible, multiple exit points. Where safety barriers are provided around spa/sauna/steam rooms incorporate clear finishes (e.g. glass balustrades) so sightlines are not restricted.



Open and visible hydrotherapy and steam rooms, Thomastown Recreation and Aquatic Centre (City of Whittlesea)

6. Consider the inclusion of Universal Access features above standard accessible toilet inclusions, e.g. 'Changing Places' toilet, pool 'pods'^{xiii}. This will maximise opportunities for active recreation for people with disabilities, and people with caring responsibilities. Provide a duress button to all accessible toilets linked to a staffed area for immediate user assistance.



Ramp connectivity between multiple pools, Thomastown Recreation and Aquatic Centre (City of Whittlesea)

7. Design should enable flexible partitioning of gym or aquatic areas for single gender use, e.g. capacity for screening for female-only swim sessions.
8. Consider the inclusion of an informal gathering/social space that attracts young people of all genders to meet and relax in the facility to foster continued participation in active recreation. Siting of social spaces should be closely linked with café and kiosk areas.
9. Clear sightlines should be maintained throughout the building where possible, allowing users to easily see each other, making the space feel safer and more active.
10. Avoid the creation of potential hiding places both within the building and to external spaces in order to avoid opportunities for entrapment.
11. Ensure there is a clear line of sight between the building entrance and the site entrance or car park (and bicycle/scooter parking).
12. Design and layout of the carpark should enable safe movement for people with prams, families and mobility aids. Consider inclusion of a quick drop-off zone or short term parking near the entrance to the building.



Entrance accessible to all modes of transport, Thomastown Recreation and Aquatic Centre (City of Whittlesea)

AQUATIC AND MAJOR LEISURE FACILITIES

13. The building and surrounds should allow for passive surveillance to increase safety (i.e. both perceived and actual). Consider the placement of windows internally and externally to increase passive surveillance of surrounding areas, particularly to external facilities, e.g. splashpads, pools and playgrounds.

Detailed Design and Documentation

Detailed design should consider:

1. Paths and doorways should be of sufficient width and appropriate surfacing to accommodate prams (including double-width prams) and mobility aids. Avoid level changes where possible both internally and externally.
2. Indoor pool area should incorporate extensive glazing to adjacent spaces to achieve maximum passive surveillance.
3. Sufficient racks must be provided for parking/locking bikes and scooters adjacent to the main entrance and within sight of building users. Consider provision of weather protection for bike-parking facilities.



Bike parking with weather protection, Ladies Cricket Pavilion (JMA Architects)

4. The lighting design must ensure that the facility and surrounds are easily navigable at night with signage clearly visible and connections between places clearly defined.
5. The materials specified (fittings, wall surfaces etc.) should be of commercial grade and durable to reduce maintenance costs and avoid signs of wear and tear, particularly in any aquatic environments. Avoid materials with an 'institutional' aesthetic that would detract from the welcoming feel of the building. Finishes in aquatic and program spaces should be active and promote a sense of wellbeing.

6. The landscaping of the site should allow for clear sightlines for all. The landscape design should consider relative heights and viewing angles – avoid mid-height shrubbery that allows concealment or restricts sightlines to external facilities e.g. pools.
7. Entrances should include automated doors and be designed to easily orient newcomers to the building, for ease of navigation to amenities and the different facilities within the Centre. Reception and membership points should be clearly visible and signed appropriately.
8. The selection of furniture for café and breakout spaces (both indoor and outdoor) should consider both adult and child users.
9. The design of entrance control gates should consider widths for wheelchair and pram access.

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