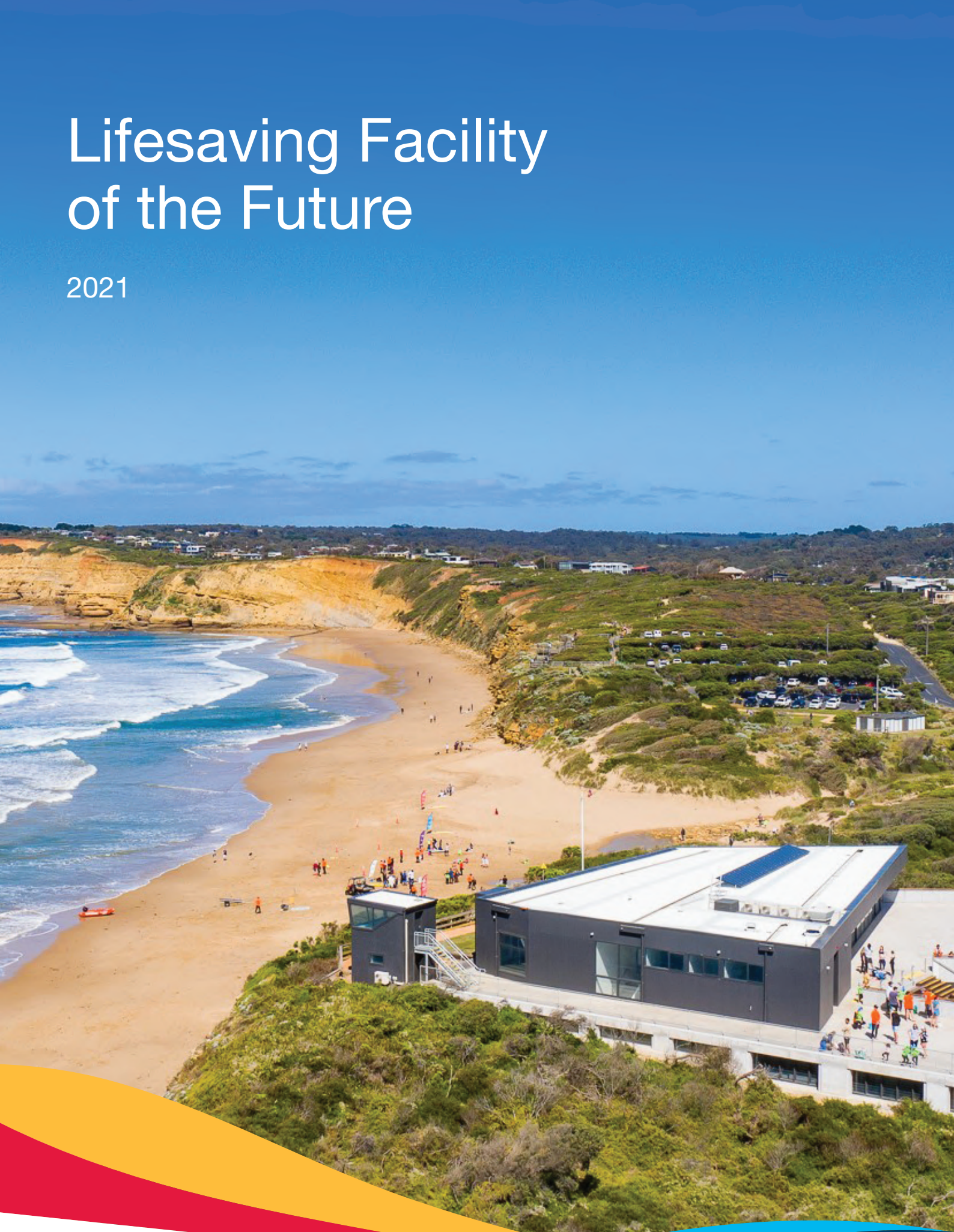
Lifesaving Facility of the Future

2021



Life Saving Victoria

Acknowledgements

Life Saving Victoria would like to acknowledge and thank the following organisations who have contributed to the drafting of the Life Saving Victoria *Lifesaving Facility of the Future*.

The Department of Environment, Land, Water and Planning

The Emergency Services Infrastructure Authority

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Kingston City Council

Contributors from Life Saving Victoria:

The Facility Development Committee

The Council of Lifesaving Clubs

Life Saving Victoria Club members

Life Saving Victoria subject matter experts

We at Life Saving Victoria acknowledge the Traditional Custodians of the land and waterways where our activities take place. We pay our respects to their Elders, past and present, and the emerging leaders.

Front cover image: Jan Juc SLSC
Image left and right: Portsea SLSC

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Foreword

Lifesaving facilities are a critical part of our ability to deliver on our mission of preventing aquatic related death and injury in all Victorian communities.

Our more than 38,000 volunteer members based across our 57 life saving clubs provide vital water safety, swimming, education, and first aid support to the public seeking to enjoy Victoria's coastal and inland waterways. The facilities these services are delivered from are not only important emergency management assets, but they also form part of the fabric of local communities, especially as people look for new ways to connect in the wake of the pandemic. This is why it's important we ensure these facilities are positioned in appealing and accessible locations, to support our clubs to attract and retain volunteer members and sustain our operations into the future.

As the world changes around us, lifesaving facilities must evolve to meet improvements in building standards and safety requirements, as well as changing societal norms and environmental factors such as climate change. We must also ensure that our facilities are respectful of the marine and coastal environments, as well as the Traditional Owners of the lands on which they are built. This document aims to provide clubs, and other key stakeholders, with guidance in relation to facility design in respect of these factors.

We thank those who have contributed to the development of this document as the collaboration and cooperation between our partners is key to ensuring our facilities meet the needs of our communities, both now and into the future.

Catherine Greaves
Chief Executive Officer

Paul James ASM
President

1/ Introduction

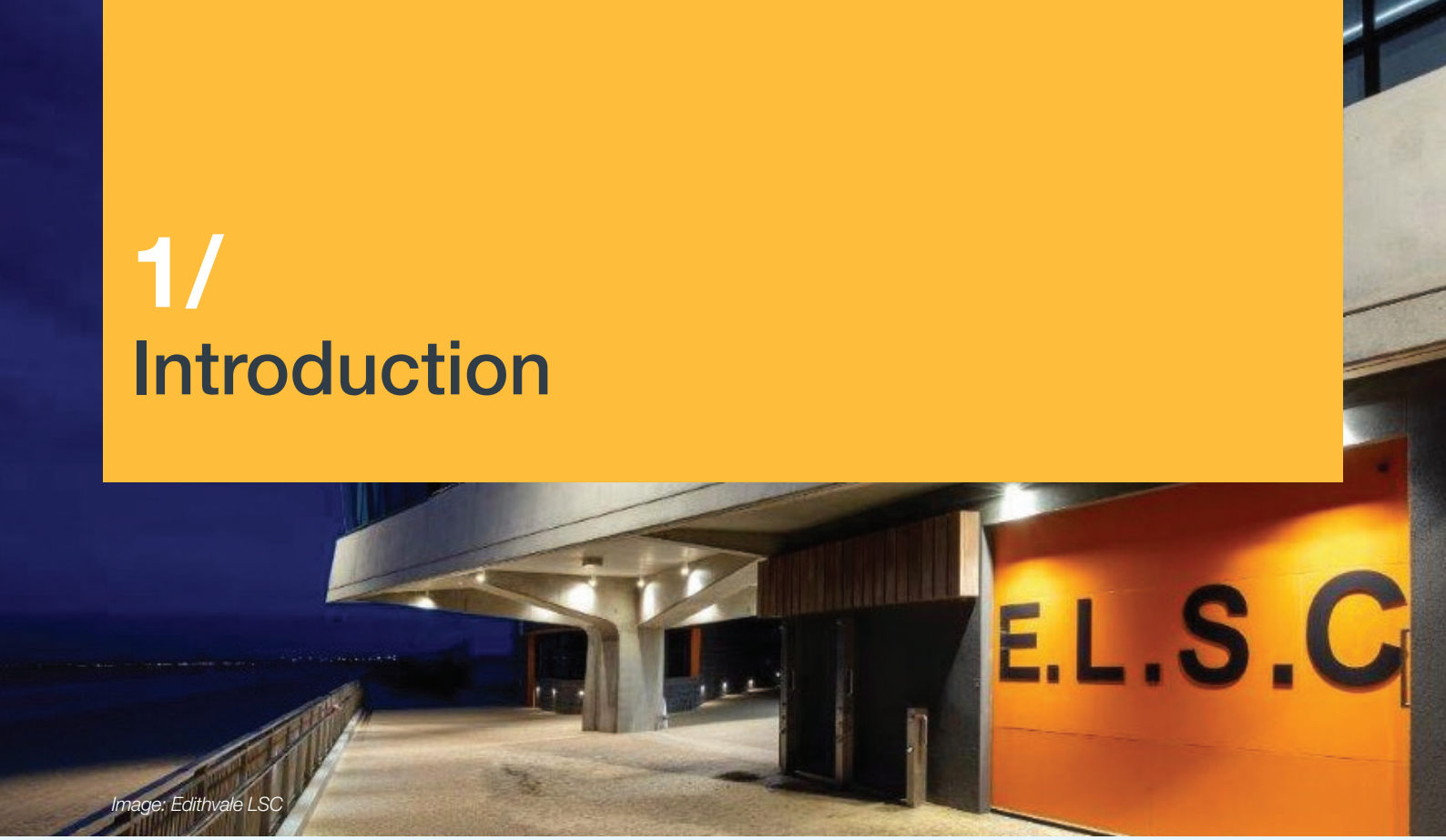


Image: Edithvale LSC

1.1 Overview

Since the early 1990's it has been apparent that lifesaving facilities are more than just an appropriately located structure in which to store the essential lifesaving equipment and related patrol support infrastructure. They have an important role to play in the community. This is a common view shared by the lifesaving movement, local communities, and the emergency management sector.

Through considered planning and engagement with key stakeholders, it has been identified that improved facility design and functionality can lead to many community based benefits. Through working closely with beach users, community groups and Traditional Owners with support from federal, state and local governments including marine and coastal managers, it has become evident that improved facilities can assist with reducing the risk of drowning, increasing community engagement and inclusiveness, improved water safety awareness as well as more effective delivery of water safety programs. To support these critical community objectives, it is imperative that facilities are built to stand the test of time, are functional, aesthetically pleasing, durable, structurally robust, and environmentally sustainable.

It is now commonly accepted that the number of extreme weather events across Australia will continue to rise. In years to come Victoria is likely to experience an increasing number of extreme weather days, long and hotter spring, summer and autumn seasons, rising sea levels, storm surge and coastal inundation in the years to come. In addition to these changes in weather patterns, climate change continues to impact the landscape in and around our current many locations – often within dune areas close to the beach, or adjacent to inland waterways. In some cases, these changes are resulting in rising sea level, coastal inundation and inland water flow and heights. Therefore, the lifesaving facility of the future must be designed and constructed with this changing environment and the consequent increased requirement for lifesaving services in mind.

The location of many lifesaving clubs along with LSV's role in emergency management response and building community resilience, provide scope for lifesaving facilities to play a key community role during other extreme emergency events such as fires, floods, storms and maritime events. Facility designs should therefore also be considered in this context.

/ The lifesaving facility of the future must be designed and constructed with this changing environment and the consequent increased requirement for lifesaving services in mind. /

1.2 Marine and coastal policy context

Provision or improvement of buildings and structures on marine and coastal Crown land is confined to those providing significant net community benefit and whose function depends on being on or near the water.

The Marine and Coastal Policy require construction, extension or alteration of buildings and structures on marine and coastal Crown land to:

a/ Make efficient use of the site.

b/ Facilitate multiple uses and sharing of sites and infrastructure.

c/ Provide increased public functions and adaptability.

d/ Not impede access to marine and coastal Crown land except where access control is the main purpose.

e/ Use materials and finishes that are sympathetic to the coastal environment and durable in the long-term, and

f/ Minimise the structure's environmental footprint.

The Policy does not permit new private buildings or structures on marine and coastal Crown land that provide no public use benefit (for example private jetties, bathing boxes, boat sheds), unless they provide the only access point to a property and no existing facilities have available capacity for co-location/co-use (such as jetty access to an island).

Lifesaving facilities are identified in the Policy as buildings and structure types that are functionally dependent on being located on marine and coastal Crown land.

This is further explained as follows (refer to Table 2, page 55 of the Marine and Coastal Policy 2020):

i/ Usually located on marine and coastal Crown land because they are functionally dependent on being on or near the water: Lifesaving observation tower, and

ii/ Provide support to the functioning of marine and coastal activities and may be appropriate in some marine and coastal Crown land locations: Lifesaving club room.

1.3 Planning lifesaving facility redevelopments

The following section provides additional reference material in relation to the way that lifesaving facilities should be planned. This information was sourced from the Emergency Services Authority (ESIA).

Legislation & approvals

Before construction can commence, the design and siting of new clubhouses, and the redevelopment or extension of clubhouses requires approval under Victorian legislation:

- The Marine and Coast Act 2018 has several policies, strategies, and guidelines which must be met when designing new buildings and works. Approval is provided by the Victorian Department of Environment, Land, Water and Planning (DELWP). The DELWP Marine and Coast website contains further information.
- Similarly, the Planning and Environment Act 1987 and the relevant Council Planning Scheme requires new buildings and works to meet all relevant planning controls before construction can start (via a planning permit). Contact the relevant local Council statutory planning department for further information.
- Clubs should engage early with Registered Aboriginal Parties and Traditional Owners on cultural heritage values relevant to place, to ensure protection of heritage places and tangible/intangible values in accordance with The Aboriginal Heritage Act 2006.
- Coastal vegetation is protected under environmental legislation such as the Flora and Fauna Guarantee Act 1988. The design and siting of new clubhouses and other works must retain and protect native vegetation. Approval is provided by both the DELWP and the relevant local Council.

- During construction, contractors must protect the local environment and human health in accordance with the Environment Protection Act 2017 and is regulated by the Victorian Environment Protection Authority (EPA).
- Clubs should engage appropriately qualified and experienced coastal professionals when siting, designing, planning and delivering clubhouses of the future (i.e. architects, planners, project managers and contractors).

Environmentally Sustainable Design (ESD)

Before construction can commence, the design and siting of new clubhouses and the redevelopment or extension of clubhouses must meet Victorian policy mandates to include current best-practice environmentally sustainable design:

- The Victorian Climate Change Act 2017, strategy and policy requires all new government buildings to embed environmentally sustainable design either through an accredited scheme (BESS, Greenstar or ISCA) or locally developed robust processes.
- The Inquiry into Tackling Climate Change in Victorian Communities (Nov 2020) requires emergency facilities to install renewable off-grid generation and storage systems to ensure continued operation during emergencies (Recommendation 68).
- Victoria's Net Zero by 2050 climate change strategy pledges:
- 100% of the Victorian Government's electricity use must be derived from renewable sources by 2025 (i.e. clubs to install solar, and eliminate natural gas where possible).
- 50% of all new light vehicles must be electric by 2030 (i.e. clubs to install electric vehicle charging stations).
- Council planning schemes and Victorian building regulations also require ESD initiatives such as:
  - Energy optimisation (thermal performance, solar orientation, cross ventilation, insulation).
  - Use of sustainably sourced and recycled materials.
  - Efficient use of potable water.
  - Stormwater re-use, management and responsible disposal.
  - Landscaping to reduce heat-island effects.
  - Sustainable transport options (bicycle loops, electric vehicle charging stations).

Universal design

- The Commonwealth Disability Discrimination Act 1992, National Disability Strategy 2010-2020 and Victorian state disability plan (Absolutely Everyone) reiterates the importance of using universal design principles to ensure facilities, built environments, products and services such as clubhouses can be used by people of all abilities.
- The Disability Discrimination Act 1992 is supplemented by legally binding minimum standards and guidelines for infrastructure. All areas of the building should be accessible.
- The Victorian Whole-of-Government Universal Design Policy 2021 ensures government funded infrastructure projects incorporate advanced universal design principles (i.e. clubs must include universal design principles as a key requirement in design tenders and contracts).
- The Universal Design Policy 2021 sets out seven universal design principles:
  - Equitable use (i.e. counters and benches accessible from sitting or standing, accessible toilets on all floors).
  - Flexibility in use (i.e. handles and appliances accessible from sitting or standing).
  - Simple and intuitive use (i.e. use tactile information).
  - Perceptible information (i.e. emergency communication to be auditory and visual).
  - Tolerance for error (i.e. avoid split level floors).
  - Low physical effort (i.e. automated doors).
  - Size and space for approach and use (i.e. appropriate space in lifts, showers, ramps, walkways).
- Clubs should engage appropriately qualified and experienced universal design professionals when designing clubhouses of the future.
- Facilities should have appropriate signage throughout the facility which must in compliance with all essential safety measures.

1.4 Using the *Lifesaving Facility of the Future* document

This Lifesaving Facility of the Future document should be used to inform and guide the location, design, and development of appropriate facilities for life saving service provision within the State of Victoria.

This document should be used by the Victorian Government, local government, marine and coastal land managers, lifesaving clubs, and associated stakeholders.

Before considering this document, all government regulatory and statutory requirements should be considered in relation to land use and building requirements. Key documents include the Marine and Coastal Act 2018, Marine and Coastal Policy 2020, Siting and Design Guidelines for Structures on the Victorian Coast, Occupation and use of Crown land by lifesaving clubs in Victoria, as well as relevant national and state construction and design requirements, such as the National Construction Code, Environmentally Sustainable Design (ESD) and universal design. (for a listing of relevant documents, refer to Appendix 2). In addition to the national and state-based documents, place-based context should also be considered including directions from local Country Plans, Masterplans, CMMPs, adaptation plans, and other local needs.

This document outlines the recommended minimum facility requirements for lifesaving facilities of differing scales. Specific local requirements and site constrains must be considered by individual clubs and/or land managers on a case-by-case basis responsive to the individual requirements of each location. In the first instance, the recommended minimum requirements must take into consideration the critical elements required for emergency service delivery, including characteristics such as beach visitation, as well as club membership and prospective growth.

Other key elements which may require specific consideration can include active patrolling membership, nipper participation rates, overall membership, operational needs of the beach (length and type of beach, rescues performed etc), community and government partnerships and shared use.

The final consideration is the geographic, hazard and environmental elements. These factors may impact on the facility location, whilst maintaining the critical nature of the emergency service provision.

The recommended spatial needs for each aspect of the facility are included in the body of this document while recommended minimum dimensions are provided as a summary in Appendix 1.

It is acknowledged that many existing facilities may not meet the recommended minimum standards provision; however, this document is not intended to be used as a basis for assessing the suitability of existing facilities. Rather, where existing facilities are being considered for upgrade or redevelopment, then where possible, this document should be used to inform facility provision and as a road map for future development.

In 2014, the Life Saving Clubhouse of the Future documentation was initially established to provide direction to the development of new facilities and/or those being considered for major refurbishment or redevelopment.

This 2021 edition aims to recognise emerging trends in the lifesaving facility space, as well as the changes to the Marine and Coastal Act and Policy. These trends changes include:

- Significant increase in people recreating in and around water.
- More people crowding at popular waterway locations.
- The revision of the siting and design guidelines contained in the Marine and Coastal policy.
- Updated climate change projections.
- The changing needs in regard to amenity provision in order to support diversity and inclusion within the club environment.
- Changes in privacy requirements associated with accommodation provision.
- Innovation in facility design and learnings lessons from previous facility redevelopments.
- Changing needs for beach safety management.
- Changing needs in access for people of all abilities, and
- Changes in environmental sustainability design.

It is recommended this document be reviewed in two years.

1.5 Life Saving Victoria

Life Saving Victoria (LSV) was formed in 2002 through the merger of Surf Life Saving Victoria and the Royal Life Saving Society Australia Victoria Branch.

This formation of LSV created a single peak agency in the State for water safety that is recognised by the Victorian Government. LSV continues to forge new lifesaving and water safety initiatives and collaborates with a broad range of industry partners, while respecting the proud traditions and programs of the Royal Life Saving and Surf Life Saving national organisations.

Operating as a social enterprise, LSV is an independent entity that is limited by guarantee. LSV is a registered charity with the Australian Charities and Not-for-profits Commission (ACNC) and has Deductible Gift Recipient (DGR) status with the Australian Taxation Office.

LSV has more than 38,000 volunteers, located across the 57 Clubs dotted across the Victorian coastline, and inland waterways. The organisation employs more than 500 staff (permanent and seasonal casual).

Together, LSV works with communities, educational institutions, government agencies, businesses and the broader aquatic industry, to achieve its vision and mission.

Some key statistics from 2019/20:

465 rescues performed

2,339 first aid cases treated

106,935 preventative actions

7% increase in membership on previous year

166,630 volunteer patrol hours

527 training courses delivered

2.34 million visitors to patrolled beaches and waterways

267 lifeguards employed

5,500 water safety qualifications completed or renewed.

2/ LSV's role in emergency management

Image: Anglesea SLSC

LSV works under the umbrella of Emergency Management Victoria (EMV) as part of the State's emergency management services and is recognised by the Victorian Government as a core agency that plays a role in delivering EMV's Emergency Management Strategic Action Plan. LSV's other key links with government are in the areas of education, health, environment, and sport, and recreation.

2.1 State Emergency Management Plan (SEMP)

The current Victorian State Emergency Management Plan (SEMP) is prepared within the context of the Emergency Management Act 2013 which has the objectives to:

a/ Foster a sustainable and efficient emergency management system that minimises the likelihood, effect and consequences of emergencies, and

b/ Establish efficient governance arrangements that
- clarify the roles and responsibilities of agencies.
- facilitate cooperation between agencies, and
- ensure the coordination of emergency management reform within the emergency management sector.

c/ Implement an 'all communities, all emergencies' approach to emergency management, and

d/ Establish integrated arrangements for emergency management planning in Victoria at the state level.

In accordance with the legislation, the SEMP is prepared by the Victorian Emergency Management Commissioner and endorsed by the State Crisis and Resilience Council.

The SEMP outlines the emergency management arrangements for Victoria to inform all levels of planning – state, regional and municipal.

The SEMP provides a coordinated and comprehensive approach to emergency management at the state level, containing provisions for the mitigation of, response to and recovery from emergencies, and specifies the roles and responsibilities of agencies in relation to emergency management.

2.2 LSV roles & responsibilities in the SEMP

LSV's mission is to prevent aquatic related death and injury in all Victorian communities. LSV provides a range of services from prevention, first response and recovery activities.

LSV as a support agency, works closely with communities, educational institutions, government agencies, businesses and the broader aquatic industry, to achieve its water safety mission.

2.3 Purpose of lifesaving facilities

Lifesaving facilities are essential for the provision of coastal water safety for the community. This includes the protection of local, intra/interstate and international visitors to our beaches and waterways.

There are a multitude of activities conducted at lifesaving facilities that contribute towards saving lives and preventing injuries in the community, including:

- Surveillance of the beach.
- Gathering and coordination of volunteers for rescue and response services.
- Provision of first aid care for the community.
- Shelter for members.
- Conducting training of volunteers and other personnel for delivery of water safety activities and programs.
- Maintenance and storage of response-ready rescue equipment.
- Community education programs.
- Providing a venue for health promotion activities.
- Sporting and other community events which contribute to the response readiness of our members.

Lifesaving facilities are typically leased from the local marine and coastal land manager, based on primary and ancillary purposes that can take place as part of the lease. Please refer to the DEWLP's Lease Policy for more details.

That means that Clubs are a tenant and have obligations just like any other tenancy agreement. The clubs and their committees act as custodians of the facility for the members of the club, and for future members.

2.4 Lifesaving facilities are emergency services facilities

In Victoria, in accordance with the State Planning Schemes, lifesaving facilities are defined as an emergency services facility.

They meet the definition (section 73.03 of the Victoria Planning Provisions, Land Use Terms) as stated: "Land used to provide facilities for emergency services, such as fire prevention and ambulance services.

It may include administrative, operational or storage facilities associated with the provision of emergency services."

/ Lifesaving facilities are essential for the provision of coastal water safety for the community. This includes the protection of local, intra/interstate and international visitors to our beaches and waterways. **/**

The following two sections provide the detailed roles and responsibilities as defined in the State Emergency Management Plan.

Mitigation

- Provision of **safety inspection** services for swimming pools, urban, coastal and inland waterways using approved risk management tools.
- Provision of **water safety expert advice** in support of state and regional emergency management planning.
- Provision of **aquatic risk management services** including safety design services to designers and developers of swimming pools and waterways.
- Development of **safety standards** for the development, operation and use of a range of waterways including beaches, public swimming pools, home pools and spas, and urban waterways.
- Provision of **information and education displays** at tradeshows and community events.
- Provision of **technical and reference manuals**, texts, resources, and newsletters on water safety, lifesaving, life guarding, CPR and first aid.
- Provision of subject matter **expertise on water safety campaigns** and public awareness communication.
- Provision of expert **advice on aquatic risk management** systems and water safety signage.
- Provision of **vocational education** and training programs such as Pool Lifeguard, first aid, oxygen equipment, and specialist areas such as Automatic External Defibrillation and aquatic and dry spinal injury management.
- Development and provision of **education in water safety** and associated messaging, first aid, CPR, swimming and lifesaving programs at swimming pools, open water locations, schools and lifesaving clubs including accredited training for Personal Water Craft and Inflatable Rescue Boats.

Response

- Provision of **air, water and land-based search and rescue services** to locate lost persons and vessels at sea and inland waterways supporting VicPol through Rescue powercraft (rescue boats and rescue water craft): inshore search and rescue (up to 2 nautical miles) as well as offshore search and rescue (greater than 2 nautical miles); remote piloted aircraft systems (drones); helicopter services capable of winching persons over land and water; and all-terrain vehicles capable of driving on beaches.
- Provision of both **paid and volunteer water-based patrolling** including inshore, rescue and response services provided from LSV supported locations across Port Phillip Bay, the Victorian coastline and inland waterways.
- Provision of **air and sea marine animal detection** services in support of the Victorian Fisheries Authority (VFA).
- Provision of **water safety** first responder services for aquatic based events.
- Provision of **radio equipment and resources** support to other agencies.
- Maintenance and operations of the **State Lifesaving Operations Centre** including dispatching appropriate aquatic rescue response resources, tracking, recording of the progress and status of events and aquatic rescue services resources.
- Provision of timely, **co-ordinated information** and warnings around beach and water safety as well as bay water quality to communities.
- Provision of **emergency evacuation/relief centres** at the lifesaving clubs.
- Provision of **first aid** and other medical response support services to Ambulance Victoria (AV) (as co-responder/emergency medical responder).
- Provision of support to **lead agencies for health and medical relief** (first aid) assistance measures.
- Provision of support to **lead agencies for pre-hospital care** for people affected by emergencies.
- Provision of support to **lead agencies for the establishment and resourcing of field** primary care clinics.

Image: Ocean Grove SLSC

3/ Lifesaving facility design principles

The Lifesaving Facility of the Future aims to facilitate concepts to ensure a sustainable and vibrant lifesaving club with an active and engaged membership in the years to come.

The following five key principles should be considered:

1/ Prevent aquatic related death and injury across Victoria

2/ Meet service delivery obligations whilst minimising environmental impact

3/ Support emergency management outcomes for the Victorian community

4/ Sustain volunteer lifesaving

5/ A safe environment for all members

3.1 Prevent aquatic related death and injury

LSV's mission is to prevent aquatic related death and injury across Victoria. The primacy of life, in an aquatic and emergency response context, is achieved through proactive and preventative services, emergency response services, education activities as well as the promotion of water safety.

A major element of LSV's mission is delivered from lifesaving facilities. LSV has 59 lifesaving facilities dotted across the Victorian coastline, and inland waterways. 57 clubs operate from these facilities throughout the year, not only proactive patrols during the main 'patrol season' (more than 166,000 patrol hours), but also providing ongoing year-round call-out response services. In addition to these emergency management services, the Clubs undertake training, educational and promotional activities throughout the year – both in terms of their members, but also to school children, international tourists as well as the general public.

Facility design should support and actively enable the continuation and expansion of these lifesaving services, whilst acknowledging the growing need for innovation and a continual increase in demand for our services. These increases are driven by more people choosing to live and recreate in and around waterways in the bay and throughout coastal areas of Victoria (in part supported by the post COVID-19 society placing popular foreshore destinations under greater pressure) as well as increased waterway tourism.

3.2 Meet service delivery obligations whilst minimising environmental impact

Crown land reserves and foreshores in the marine and coastal environment are important publicly owned spaces. Each of these have unique values and characteristics that benefit all Victorians, as well as our interstate and international visitors. Any development or works associated with a lifesaving facility on Crown Land requires consent pursuant to section 65 of the Marine and Coastal Act 2018 and relevant planning and building permits, issued by the relevant municipal council.

The layout, height and scale of any structure should be designed to be appropriate to its context as outlined in the Siting and Design Guidelines for Structures on the Victorian Coast (aligning with the Marine and Coastal Policy 2020). Innovative application of universal design principles to ensure access for all capabilities, along with innovative and sustainable design, needs to be considered such as the type and source of building materials, use of water tanks and solar panels, and systems to encourage and promote recycling and renewable energy. Our major target is for new facilities to be carbon neutral. New and redeveloped facilities should exhibit excellence in siting and design, minimise their impacts on the environment, whilst maximising the provision of critical services to prevent aquatic related death and injury across Victoria.[1]

1/ The definition of a carbon neutral building is when greenhouse gas emissions are minimised at all stages, including during construction and during use. The emissions that occur are balanced by climate-positive initiatives so that the net carbon footprint over time is zero.

3.3 Support the emergency management outcomes for the Victorian community

LSV Clubs provide a range of critical emergency management services in looking after our Victorian community. These service delivery activities are defined in LSV's roles and responsibilities listed in the SEMP. In addition to these activities, the coastal location and proximity to open space and water allow lifesaving facilities to support emergency activities during extreme events such as fires and floods – as has been experienced in recent events.

This relief activity is a defined role within the SEMP. Design should consider the opportunity for lifesaving facilities to deliver the defined roles and responsibilities listed in the SEMP as well as supporting the local emergency management planning role of local government, including the ability to support the community during incidents and extreme weather events, which are increasing in frequency due to the impacts of climate change.

3.4 Sustain volunteer lifesaving

Life Saving Clubs are membership-based organisations committed to providing the optimum lifesaving service to the community. LSV members participate in all aspects of the lifesaving movement from patrolling and responding to incidents and active training through aquatic sports to recreational activities and education that drive social cohesion, resilience, and volunteer engagement.

Lifesaving facilities should be able to meet the expectations of their local community – as well as their members. Infrastructure should be efficiently designed to promote equitable and flexible usage by a range of users (including LGBTIQ+, cultural and linguistically diverse and members of all abilities) capable of sharing facilities. With longer seasons, thanks in part to climate change, there is an increasing need for lifesaving services, leading to greater club membership requirements as well as increased engagement, inclusiveness, and access.

Facility design should allow clubs to cater for their members in a responsive, safe, and appropriate way, and support the attraction of new members. They should provide opportunities for them to sustain their operations – and engage fully with the local community. This may include welfare and social enterprise opportunities and social spaces to cater for shared community use at times when these spaces are not being used by lifesavers. Ensuring that clubs are sustainable and inclusive will reduce the need for significant State Government intervention and increase community engagement, while assuring the safety of the Victorian community, and other visitors to our waterways.

3.5 A safe, inclusive and positive environment for all members

Security, safety and wellbeing of facility users and visitors should be paramount. Lifesaving facilities and their surrounds should be well designed, well built, and maintained to support the wellbeing of all users and in accordance with relevant occupational health and safety standards. They should be founded in high quality design that is fit-for-purpose, sustainable, amenable, and inclusive incorporating excellent accessibility, workplace health and safety, child safe and safer design principles into within the facility design, as well as offering an attractive place to work, train and play.

LSV is committed to the Safeguarding of Children and Young People and acknowledges that a safeguarding organisation doesn't just happen; it requires conscious action to protect children from harm.

Conscious processes and actions are essential, and these include ensuring facility design, particularly regarding site integration, layout, good passive surveillance, and separation of activity between the public and/or unsupervised visitors, children, and young people. Safety in design means the integration of control measures early in the design process to identify and eliminate or, if this is not reasonably practicable, minimise risks to health and safety throughout the life of the facility being designed.

Informed project leadership and management, good project governance, careful brief writing and the engagement of highly capable architects, landscape architects and other designers are keys to achieving safety and well-being objectives.

4/
Lifesaving community benefit

4.1 Victorian benefits

Through our coastal safety, lifesaving, education, sport and recreation programs and services, LSV generates significant social and economic benefits for the Victorian community each year.

In 2020, Deloitte Access Economics was engaged by Surf Life Saving Australia (SLSA) to estimate the social and economic value of Lifesaving to the Victorian and National community[2]. A cost-benefit analysis approach was used to facilitate a better understanding of the return generated for the community through external funding and the support of club volunteers.

The analysis found that for every $1 invested into lifesaving clubs, a return of $20.20 is achieved for the community.

Other key findings include:

- In 2018-19, 43,092 active volunteer surf lifesavers spent over 1.3 million hours patrolling beaches around the country. In addition to this, SLSA members spend over 14 million hours each year in other forms of volunteering.
- In 2018-19, SLSA volunteer surf lifesavers and paid lifeguards performed 10,176 rescues and issued over 1.5 million preventative actions.
- As a result of the actions of volunteer surf lifesavers and paid lifeguards, it is expected that 1,363 lives will be saved, and 818 critical injuries will be prevented each year. These lives saved and avoided injuries avoided are valued at $6.1 billion in present value terms.

2/ www2.deloitte.com/au/en/pages/economics/articles/social-economic-value-surf-life-saving-australia.html

- SLSA provides CPR training to over 96,000 people each year who have not previously been trained in CPR. This training equips members and non-members to assist in medical emergencies in the community, saving an average of 294,855 hours of life each year.
- Both members and non-members can complete a variety of education and training programs through SLSA affiliated clubs. Each year, 924 members are expected to secure paid employment, at least in part due to the new skills they have acquired from their SLSA training.
- Being involved with SLSA encourages members to live a more active and healthier lifestyle, with 67% of members meeting the Australian physical activity guidelines compared to 45% of the Australian population. This reduces the risk of developing a health condition linked to physical inactivity, resulting in positive health benefits for these members.

Visit the SLSA website for more information and a video that summarises the analysis findings.

Upgrades to lifesaving club facilities are known to bring several the following measurable benefits to the local and Victorian communities as follows:

- Improved health and safety for volunteers and the public.
- Increased physical activity by the local community and visitors to the area.
- Improved amenities at Victoria's beaches, assisting local state and international tourism.
- Decreased risk of drowning (fatal and non-fatal) by ensuring the retention and attraction of volunteers that are able to provide responsive and adequate service to the public on our beaches.
- Increased opportunity to use lifesaving facilities for other community purposes, thus increasing community presence and possible involvement in club activities.
- Enhanced visual presentation of buildings and their surroundings potentially attracting more members.

4.2 Facility sharing benefits

The benefits of sharing secondary use of the facilities provides for (including facilities such as community hubs, multi-use, co-located or integrated facilities) include improved service delivery and efficiency, increased social connectedness and participation, and greater utilisation of government asset investment.

Lifesaving facilities that have been redeveloped have seen significant usage by local government and community groups, including:

- Meetings for community groups including Scouts, Rotary, fitness groups, cultural groups and other special interest groups.
- Events run by local council and business groups.
- Birthdays, weddings, and other celebrations.
- Training other emergency services personnel.
- Excursion program locations for primary and secondary schools.

/ Upgrades to lifesaving club facilities are known to bring several of measurable benefits to the local and Victorian Communities **/**

Image: St Kilda LSC

5/ Lifesaving facility design specifications

Good design is key to ensuring LSV Facilities function effectively while also integrating within their often unique settings and supporting health, wellbeing, enjoyment, and positive community engagement.

Facilities should be designed with this in mind, by ensuring good project governance and management, careful brief writing and the use of well-qualified architects, landscape architects who have strong track records in delivering good design outcomes.

The office of the Victorian Government Architect's 'Good Design' publication states that:

"Good design is critical in creating high-quality buildings and public places that are:

- Fit for purpose and adaptable to changing needs.
- Engaging and create a strong sense of place.
- Able to engender civic pride and wellbeing in the community.
- Inclusive, culturally rich and diverse.
- Sustainable environmentally, economically and socially.
- An enduring legacy in the built environment."

These are overarching principles that should guide design solutions.

The following sections provide specific details for each of the facility components of the lifesaving facility.

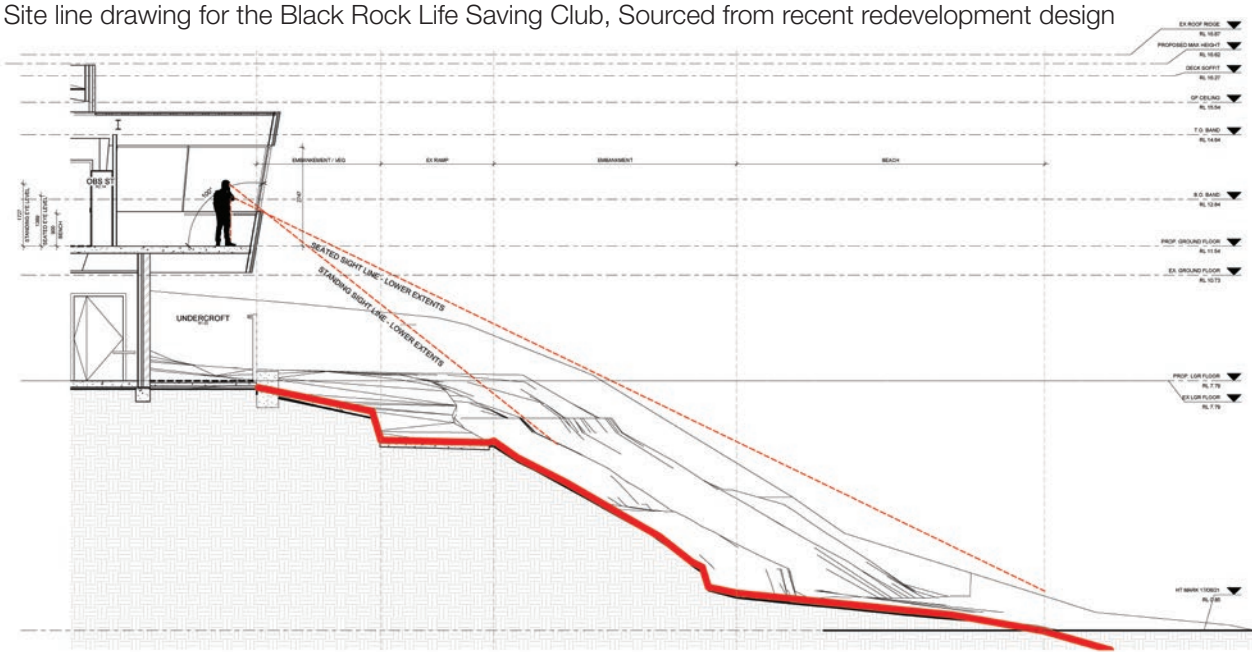
5.1 Patrol tower / observation room

The patrol tower or observation room is an elevated room from which the lifesavers have an unobstructed view of the area under their observation, which is much more expansive than the area between the red and yellow flags.

The observation room should have clear visibility of the beach and waterway areas immediately in front of, as far to the left and to the right of the patrol areas as possible (considering natural terrain, flora, and other buildings). This may require the observation room to have a raised or elevated position to maximise the observation area.

Depending on the location, the observation room may be designed as an integral part of the facility or may be sited separately from the main lifesaving facility, as a stand-alone patrol tower that can ensure maximum area visibility.

Diagram 1/
Site line drawing for the Black Rock Life Saving Club, Sourced from recent redevelopment design



Primary use:

- Oversight and supervision of patrol and surrounding areas (beach and water).
- Radio communication with LSV Comms (Dispatch).
- Public announcements.
- Coordination of patrol resources and incident resources.
- Communication with other emergency services (such as Victoria Police, Ambulance Victoria, Marine Search and Rescue assets etc).
- Operation in all weather conditions (tower will be used for shelter in inclement weather situations such as lightning).

Secondary use (occasional use):

- Major operational incident coordination (i.e., prolonged search and rescue operation, and to coordinate emergency response assets).
- Coordination of large-scale active training activities.
- Coordination of training and major events.

Size of Area: The size and configuration of the room provided should be appropriate for the expected usage of the beach.

Small	Medium	Large
A small beach with regular visitation rates for hot days should provide sufficient room for a minimum of two lifesavers / lifeguards to observe the beach.	A medium sized beach with medium visitation rates on warm to hot days of 1,000 pax or more should provide sufficient room for a minimum of two lifesavers / lifeguards to observe the beach.	A large beach with large visitation rates on warm to hot days of 5,000 pax or more should provide sufficient room for a minimum of four lifesavers / lifeguards to observe the beach.
Two seats with clear view of observation area.	Two seats with clear view of observation area.	Four seats with clear view of observation area.
20m2	**20m2**	**30m2**

Note: In some locations, Clubs patrol more than one location, and may have the need for multiple patrol tower / observation rooms. If this is the case, then this section along with the Emergency Response Motor Room, First Aid Room and Emergency Response Storage areas for the location may need to be considered in addition to the main facility area.

Area attributes:

The Lifesaving facility recommended minimum standards for the Patrol Tower are as follows:

- Be part of and immediately adjacent to the patrol related areas within the main facility (or as close as possible to that facility).
- Have very high visibility across the entire observation area taking into consideration beach characteristics such as flora, dunes, groyne, jetties and piers.
- Observation area to include as a minimum, the high tide mark on the beach, as far left and right as possible of the beach as possible and include the water area of any dangerous or higher risk areas of the beach or waterway.
- Be able to house a minimum of two persons in both seated and standing position, all day, comfortably. These facilities should be able to be used by members of all abilities.
- Have suitable glazing that meets the following standards:
  - Have protective safety glass or similar to the front and to the sides.
  - Glazing that protects the members from UV radiation.
  - Designed for the prevailing sun and other site-specific weather conditions to ensure glare is minimised.
  - Designed with joints kept to a minimum to ensure optimum visibility of the supervising areas and to avoid any significant zones where an observer cannot see a swimmer/s.
  - To help avoid reflections, the windows shall be inclined from the vertical plane top out, at an angle of not less than 10° and not more than 25°.
  - The glass must be able to be cleaned on a regular basis. It is recommended that a walkway is provided to ensure that the glass can be cleaned without the need for any specialist equipment.
- Have lights that do not interfere with the vision during day and night operations from the patrol tower – in most cases, it is recommended to avoid lights on the ceiling.
- Sufficient electrical supply for charging of communications devices, powering of equipment, lighting and air conditioning.
- Have a mobile radio, land-line telephone access and public address system.
- Have a bench that can hold area plans, relevant logbooks, radio, phone and computer equipment.
- Have shade to protect the lifesavers from the sun and UV radiation.
- Be air conditioned to allow operation during hot summer periods.
- Have the entry point/s to the room / tower that is controlled so that only active members have access.
- Have wall space on which area plans can be mounted.
- Have secure, lockable storage that can house portable two-way radio communication equipment, public address equipment and other relevant administrative equipment.

3/ Source: Marine regulations, bridge window designs and supported by marine design / aircraft control tower design

5.2 Patrol support room

The patrol support room is a room from which the lifesavers can meet as well as complete administrative tasks for the patrol.

Primary use:

- Patrol members can meet (and can meet in private).
- Completion of patrol rosters, boat logs, incident recording/reporting, pre and post patrol briefing and incident debriefing.
- Patrol uniform/personal item storage.
- Patrol members can take breaks, shelter or rest.

Secondary use (occasional use):

- Major operational incident coordination (i.e., prolonged search and rescue operation, and to coordinate response assets) for housing other emergency services.
- Support space for the coordination of large active training activities.
- Relief facility management room (for when the lifesaving facility may be tasked with operating in support of major emergency such as fire, flood etc).

Size of Area: The size and configuration of the room provided should be appropriate for the expected usage of the beach.

Small	Medium	Large
A small beach with regular visitation rates for hot days should provide sufficient room for a minimum of four lifesavers / lifeguards.	A medium sized beach with medium visitation rates on warm to hot days of 1,000 pax or more should provide sufficient room for a minimum of eight lifesavers / lifeguards.	A large beach with large visitation rates on warm to hot days of 5,000 pax or more should provide sufficient room for a minimum of twelve lifesavers / lifeguards.
12m²	**25m²**	**50m²**

Area attributes:

The Lifesaving facility recommended minimum standards for the Patrol support room are as follows:

- Be located adjacent to or near the patrol tower / observation room. Noise from this room into the Patrol Tower / Observation Room should be minimised.
- If Patrol Tower / Observation Room is not located within the main building, then the Patrol Administration Room may be located separately to the tower.
- Be able to house a minimum of four persons (core patrol team) in a seated position comfortably.
- Enable meetings to be conducted privately.
- Be air conditioned.
- Have access control for the entry point/s to so that only active members have access to the room.
- Have land-line telephone access or sufficient signal for mobile phones.
- Have a bench that can hold area radios plans, relevant logbooks, computer, or display equipment.
- Have wall space on which area plans can be mounted.
- May have access to welfare equipment / kitchenette or the like to support the patrolling members.

5.3 First aid room (public access)

The first aid room is an area from which the lifesavers and lifeguards can perform first aid services to members and the community ranging from minor cuts, through to resuscitation.

Primary use:

- Provision of first aid for members of the public as well as club members.
- Completion of first aid incident recording/ reporting.
- Storage of first aid equipment and materials.

Secondary use (occasional use):

- Housing of fatal drowning victims until Coroner takes possession.
- Provision of first aid during relief centre operation.

Size of Area: The size of the room provided should be of appropriate size and configuration for the expected usage of the beach.

Small	Medium	Large
A small beach with regular visitation rates for hot days should provide a room with a medical examination couch/bed and sufficient room for a lifesaver to apply treatment to a casualty sitting or lying on the medical examination couch/bed.	A medium sized beach with medium visitation rates on warm to hot days of 1,000 pax or more should provide a room with a medical examination couch/bed and sufficient room for a lifesaver to apply treatment to a casualty sitting or lying on the medical examination couch/bed.	A large beach with large visitation rates on warm to hot days of 5,000 pax or more should provide a dedicated first aid room with two medical examination couches and appropriate access for each.
20m²	**20m²**	**30m²**

Area attributes:

The Lifesaving facility recommended minimum standards for the First Aid Room are as follows:

- Have an examination couch (or multiple depending on beach visitation rates) with waterproof surface and disposable sheets.
- Be well lit and ventilated.
- First aid room temperature should be suitable in assisting with maintaining normal body temperature (18 – 22°C).
- Have a washbasin with hot and cold water, .
- Have a hygienic hand cleanser and disposable paper towels.
- Have a container with disposable lining for soiled waste.
- Have a container for the safe disposal of sharps.
- Have a landline telephone with a list of emergency numbers posted.
- Have a minimum of two electrical general-purpose outlets (GPO).
- Have secure, lockable storage for special medication, items used for external wound treatment.
- Have a workbench for the preparation, cleaning and sterilisation of items used in first aid treatment.
- The room should have flooring that is washable and slip resistant. A drain may be provided to ease the cleaning of spills of materials or body fluids.
- The room should allow access by casualties requiring assistance including carers to enter and leave the room. This includes cases where casualties are carried into the room on a stretcher or in a wheelchair.
- Have direct and easy access to the beach.
- The room must be at ground level with double door access on the outside wall of the building with direct access to an ambulance/car bay.

- The room should be located close to an accessible toilet.
- Have appropriate storage for first aid equipment and supplies include defibrillators, etc.
- Have privacy via screening or a door.
- Be easily accessible to emergency services (minimum door width of 1 metre for stretcher access).
- Have an entrance that is clearly marked with first aid signage.
- Be readily accessible by an ambulance crew.
- Where more than one medical examination couch is provided:
  - Sufficient space should be provided so that treatment of a casualty on one medical examination couch does not interfere with the treatment of a casualty on any other medical examination couch.
  - Couches should be separated by a curtain to afford appropriate privacy.

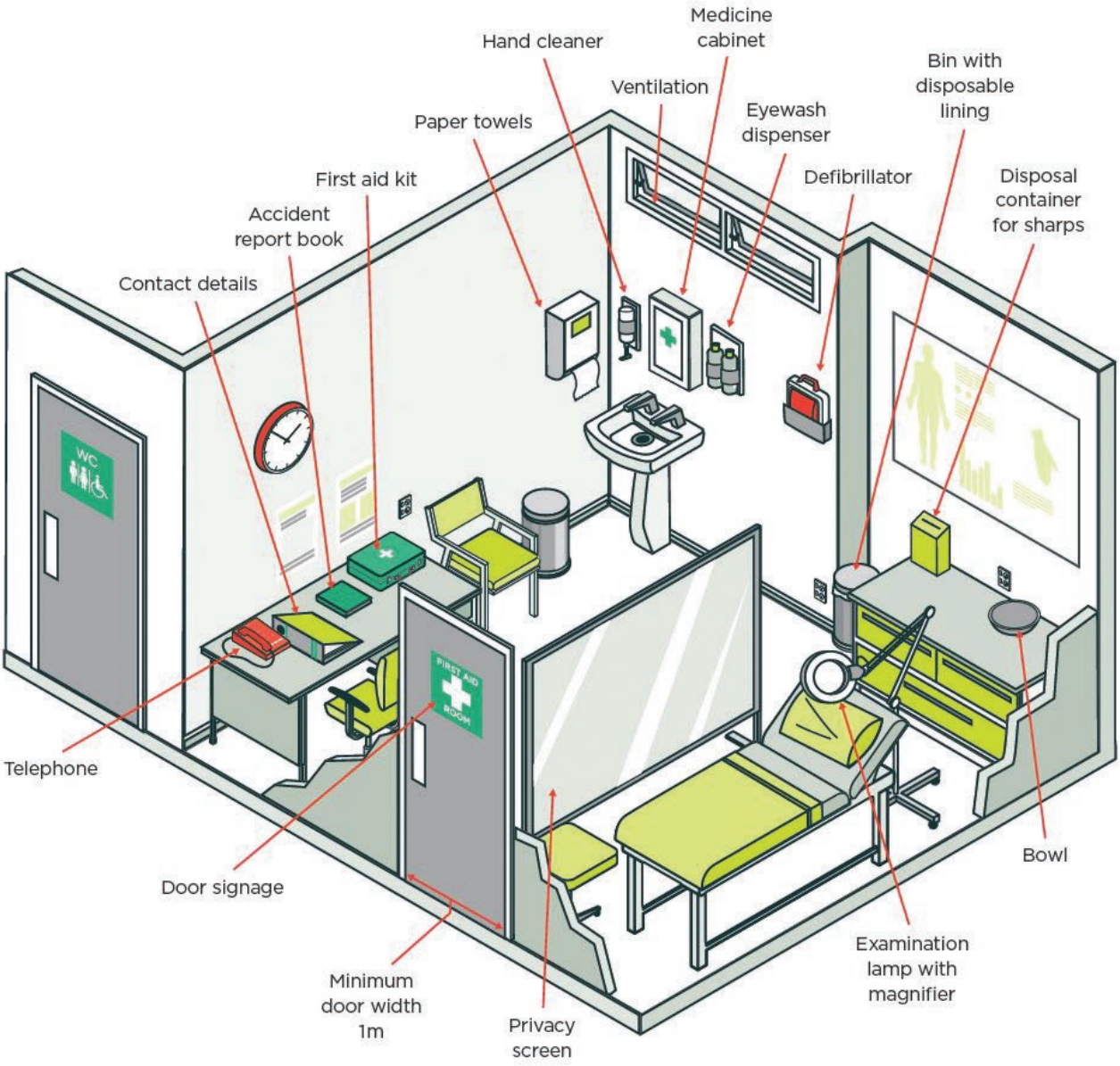


Image: WorkSafe New Zealand

5.4 Change rooms

The Change Room is an area from which the lifesavers / lifeguards, members and water safety course students can change into appropriate gear, store clothing and perform personal ablutions (including showering).

Primary use:

- Lifesavers / lifeguards and members can change into patrol and water safety gear (or training gear).
- Lifesavers / lifeguards and members to store their clothing.
- Lifesavers / lifeguards and members to perform personal ablutions.

Secondary use (occasional use):

- Members undertaking fitness and other active training activities can change into appropriate water safety gear (or training gear), store their street clothing and perform personal ablutions.
- Students of water safety courses can change into appropriate water safety gear (or training gear), to store their street clothing and to perform personal ablutions.

Size of Area: The size of the room provided should be of appropriate size and configuration for the expected usage of the members. The Change Room is made up of a locker area, and amenity area.

Small	Medium	Large
A small Life Saving Club of less than 200 members.	A medium sized Life Saving Club of more than 200 members and less than 1,000 members.	A large beach with large Life Saving Club of more than 1,000 members.
Locker area: 45m²	Locker area: 55m²	Locker area: 75m²
Amenities area: 35m² 4 x ambulant toilets, 2 all access toilet with shower, 4 x ambulant showers.	Amenities area: 50m² 6 x ambulant toilets, 2 all access toilet with shower, 6 x ambulant showers.	Amenities area: 100m² 10 x ambulant toilets, 2 all access toilet with shower, 10 x ambulant showers.
Total Area: 80m²	**Total Area: 105m²**	**Total Area: 175m²**

Area attributes:

The Lifesaving facility recommended minimum standards for the Change Room area are as follows:

- Change room/s should be designed to be unisex (Clubs may choose to have one or multiple change rooms).
- This means that the amenities are to cater for unisex use, removing urinals and open showers and replacing with toilet cubicles and private shower cubicles that allow showering and changing in privacy to cater equally well for all gender identities.
- Designed to have two distinct zones:
  - Locker or change room, and
  - Amenities (including change cubicles, toilets, handbasins, showers).
- Provide direct access from amenities to change rooms.
- Provide direct access from change rooms to beach / patrol areas with minimal floor level changes.
- Direct access from storeroom to change rooms is desirable.
- Provide privacy screens to entry of change rooms.
- Provide individual toilet cubicles and avoid urinals to facilitate unisex use.
- Provide individual lockable cubicle showers with change seats inside each cubicle to enhance privacy for users.

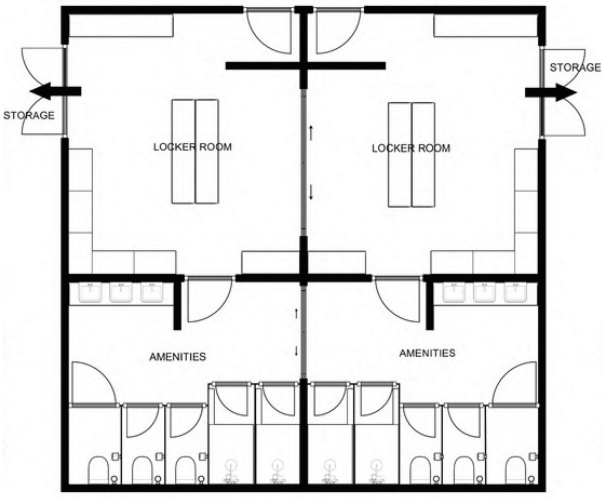
- Provide vanity/shelves for personal items and power points for hair dryers and other accessories near the washbasins.
- Designed to ensure that it provides a clear and physical separation of activity from all other member and public access areas.
- Able to accommodate members with a physical disability.
- Provide space for lockers or other mechanism for safe storage of personal gear as well as bench seating.
- Baby change facility.
- Sanitary napkin disposal.
- Have sufficient electrical outlets for cleaning.
- Floor material selection and drainage to support ease of cleaning as well as withstanding a sandy and saltwater environment.
- Located close to an external washdown area to remove excess sand.
- Configuration, access and design that ensures compliance with Child Safe standards.

Sample layouts

The following example design layouts are based on similar layouts from Sport & Recreation Victoria as well as designs for a regional venue for AFL Clubs (sourced from the AFL Preferred Guidelines for State, Regional, Local, School and Remote Facilities (2019)). These layouts show the separation of the locker area and the amenities. The layouts have been revised to fit a “small” Lifesaving Club (as defined in the above tables). The same principles may be used for the medium and large-scale facilities, just larger areas and additional cubicles.

Diagram 2

Suggested layout for changerooms, separated model

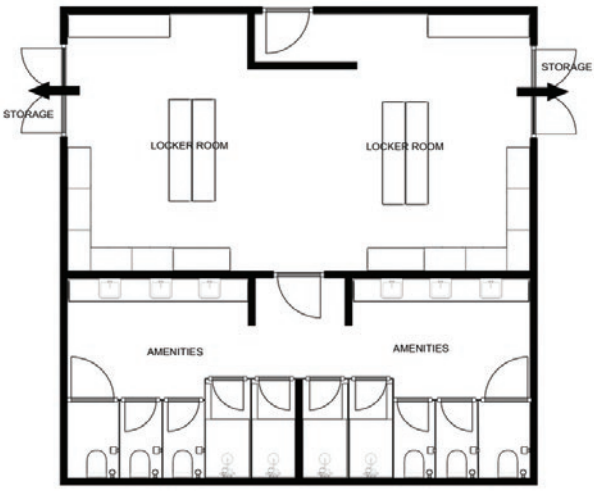


Notes

- Provide roller shutters or similar fixtures to be able to open up locker rooms and amenities to allow flexibility in use by all genders and ease of cleaning.
- Direct access from storage / storeroom to change rooms is desirable.
- Provide individual toilet cubicles and avoid urinals for unisex use (one of which in each area should be DDA compliant).
- Provide individual lockable shower cubicles with change seats inside each cubicle to enhance privacy for users (one of which in each area should be DDA compliant).
- Provide vanity / shelves for personal items and power points for hair dryers near the washbasins to encourage male / female use.
- The final size and layout orientation will depend on the individual site.

Diagram 3

Suggested layout for changerooms, integrated model (unisex)



Notes

- Direct access from storage / storeroom to change rooms is desirable.
- Provide individual toilet cubicles and avoid urinals for unisex use (one of which in each area should be DDA compliant).
- Provide individual lockable shower cubicles with change seats inside each cubicle to enhance privacy for users (one of which in each area should be DDA compliant).
- Provide vanity / shelves for personal items and power points for hair dryers near the washbasins to encourage male / female use.
- The final size and layout orientation will depend on the individual site.

5.5 Emergency response motor room

The Emergency Response Motor Room is an area from which an all-terrain vehicle (ATV) or 4x4 vehicle and Inflatable Rescue Boat (IRB) can immediately respond to a life-threatening incident on the beach, in the water or in the immediate vicinity of the facility.

Primary use:

- Area from which suitably trained members can immediately respond with the 4x4 or ATV and IRB to a life-threatening incident on the beach, in the water or in the immediate vicinity of the facility.
- This may involve an emergency call out to a "rescue in water", or to assist other Agencies (such as Victoria Police, or Ambulance Victoria).
- The response can occur at any time throughout the year – this is not a seasonal response / patrol activity.

Secondary use (occasional use):

- Nil

Size of Area: The size and configuration of the area provided should be appropriate to accommodate the assets that will respond.

Small	Medium	Large
A small beach with regular visitation rates for hot days should provide a single response bay within the Emergency Response Motor Room.	A medium sized beach with medium visitation rates on warm to hot days of 1,000 pax or more should provide a single response bay within the Emergency Response Motor Room.	A large beach with large visitation rates on warm to hot days of 5,000 pax or more should provide a minimum of a single response bay and may provide 2 response bays within the Emergency Response Motor Room (depending on requirement to have concurrent responses).
ATV or 4x4 Vehicle plus Inflatable Rescue Boat, motor and trailer.	ATV or 4x4 Vehicle plus Inflatable Rescue Boat, motor and trailer.	ATV or 4x4 Vehicle plus Inflatable Rescue Boat, motor and trailer.
66m²	**66m²**	**66m²**

Note 1
If the location also provides Marine Search and Rescue (MSAR) activity, then an additional response bay will be required. In most cases, the area required will be larger than that specified above and will be dependent on the vessel and towing vehicle specification utilised for the response activity (as supported by the Emergency Management Victoria MSAR Office).

Note 2
If the location is designated as a Rescue Water Craft (RWC) i.e., rescue water craft (RWC) storage location, then another response bay will be required. This will facilitate the storage of two RWCs on their trailers ready for deployment.

Note 3
Clubs that are only operational during the main patrol season may not require an Emergency Response Motor Room. Confirmation may be needed for this exception by the Life Saving Operations Council (LSOC).

Area attributes:

The Lifesaving facility recommended minimum standards for the Emergency Response Motor Room are as follows:

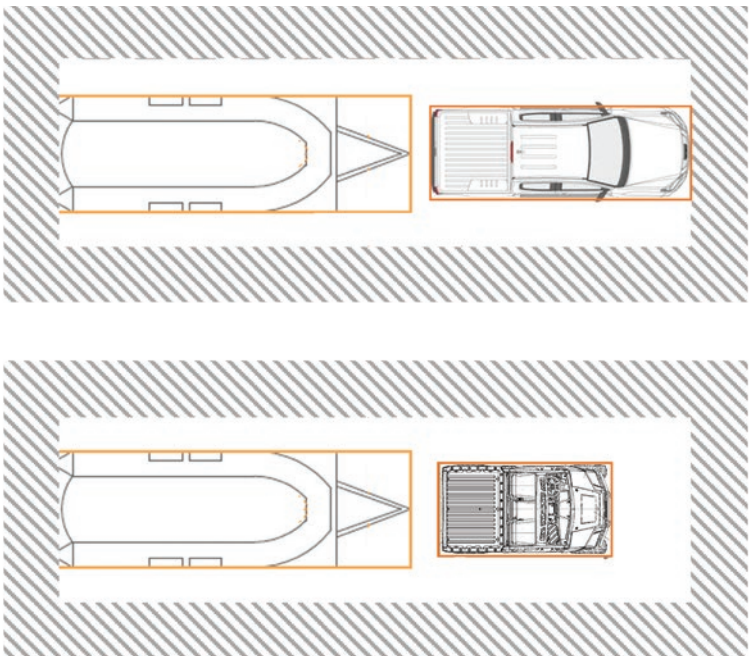
- Designed to enable immediate and prioritised egress to either the beach, or ramp access to ensure minimum response time to the incident.
- Close proximity to the changerooms to facilitate efficient member changing into emergency response gear. If the response bay is not part of the main building (i.e. there may be a remote beach base separate from the main facility), then some amenity / storage of safety gear and equipment will need to be adjacent to the response bay.
- Access to a wide exit point within the facility such as roller door or similar that has 24/7 access to the immediate external area of the facility. A roller door[4] is an appropriate solution.
- Sufficient safe circulation and access area around both the vehicle and the IRB (a work, health and safety requirement) allowing opening of doors and circulation of members as well as appropriate space to maintain the vehicle and vessel without impacting on safe circulation (refer to images).
- Ability to safely provide charging power for the ATV / 4x4 vehicle to ensure that the vehicles remain ready to respond.
- Designed to ensure that it provides a clear and physical separation of activity from all other member and public access areas.
- Sufficient room to store all operational equipment for ATV and IRB including spare IRB motor and parts required.
- Allowance for the future potential for charging of electrical vehicles (this is aligned with government related policies around vehicles being electric by 2030).

Sample layouts

The following layouts are based on similar layouts from the Victoria State Emergency Service (VICSES) and other emergency service response agencies. They provide the recommended space and sizing for a single response bay, to house the required emergency response vehicle and vessel.

Diagram 4

Emergency Motor Room and response bay layout



Notes

- Area provided should allow pedestrian traffic clear and unobstructed access around the vehicle and vessel (area shown as hatched).
- Area hatched should be clear of any opening doors or any other opening element of either the vehicle, ATV or vessel.
- Area should provide immediate access external to the facility, with the most efficient pathway to the launching point on the beach.
- No other equipment or storage of equipment should be placed within this area.

3/ ROLLER SHUTTER DOORS - External roller shutter doors that meet the following requirements:

- *Chain-driven planetary geared drum roller.*
- *Metalwork to be powder-coated over a galvanised substrate or a protective coating system conforming to AS 2312.1 — Guide to the protection of structural steel against atmospheric by the use of protective coatings — Paint coatings, in a marine or high-atmospheric corrosivity category.*
- *Be capable of withstanding both positive and negative wind pressure at school sites without impairing the shutter's ability to function under ambient temperatures.*
- *Continuous pressed steel curtain fitted with nylon slide clips and steel tension strips.*
- *A chain drive should be used for doors up to 3.0m, with an electric motor drive used for doors in excess of 3.0m high.*

5.6 Emergency response equipment storage area

The Emergency Response Equipment Storage area is an area that stores the patrol and emergency response equipment needed to provide water safety service delivery obligations.

Primary use:

- Area that stores the patrol and emergency response equipment needed to provide LSV's water safety service delivery obligations.
- Area from which suitably trained members can maintain the plant and equipment required to meet our water safety service delivery obligations.

Secondary use (occasional use):

- Nil

Size of Area: The area provided should be of appropriate size and configuration for the assets that will respond.

Small	Medium	Large
A small beach with regular visitation rates for hot days.	A medium sized beach with medium visitation rates on warm to hot days of 1,000 pax or more.	A large beach with large visitation rates on warm to hot days of 5,000 pax or more.
100m²	**200m²**	**400m²**

Area attributes:

The Lifesaving facility recommended minimum standards for the Emergency Response Equipment Storage area are as follows:

- Provide a storage area to store as a minimum, for the following Patrol Equipment. (Clubs are likely to store spares over and above the listed minimum equipment and may also store multiple sets of this equipment if patrolling multiple beach locations):
  - One set of red over yellow patrol feather flags or feathers with suitable stands to elevate to a height of approximately 3.6 metres. If ground screws are used the flags must still reach a height of 3.6 metres.
  - One set of board rider signs and black and white quartered flags on poles. (All Port Phillip Bay Clubs, Wonthaggi LSC, Mildura LSC & Port Campbell SLSC exempt).
  - 2 rescue boards (minimum).
  - 2 rescue tubes (minimum).
  - 4 approved patrol bum bags (PPE) with minimum content (refer Gear and Inspection Audit Guide).
  - 1 patrol shelter enclosure and roof, or 2 umbrellas, but must supply adequate shade based on the size of the patrol.
  - 1 complete first aid patrol kit (refer SOP 7.4 – First Aid Equipment requirements).
  - 1 evacuation (shark) flag.
  - 1 pair approved signal flags.
  - 2 Approved LSV radios and waterproof bags.
  - 2 pair matched swim fins.
  - 1 approved oxygen kit.
  - 1 approved defibrillator.
  - 1 patrol logbook (in radio room or where patrol members sign on and off). Only current type issued by LSV is acceptable.

- Spare IRB motor and fuel.
- 1 Spinal Board.
- Radio logbook.
- IRB logbook / check list board.
- “Warning Swimming Not Advised” sign.
- “Caution Keep Clear Rescue Craft Access Area” sign.
- Loud hailer or PA system.
- 1 Evacuation (shark) alarm (bell or siren).
- IRB helmets and life vests.
- Report forms (Incident and First Aid Logs).
- Sunscreen for members use.
- Patrol buoys and anchors.

- The area should be adjacent to the Emergency Response Motor Room (and may be part of the same area, not physically separated from the motor bay/s).
- Provide a maintenance workbench of a minimum size of 3m x 1m.
- Sufficient storage cupboards for spares.
- Wall space for notices.
- Provide safe and secure fuel storage as well as other required chemicals (to meet the appropriate Australian standard).
- Roller/tilt door access/egress to storage at least one of which has safe and direct access to and from the beach.
- Adequate storage for spare IRBs – this could be stacked or racking to store partially inflated IRBs, or shelves and areas to store deflated IRBs.
- Adequate storage for spare IRB motors. Consideration for hydraulic lifting devices (overhead crane style devices) to facilitate the safe movement and maintenance of IRB motors.

Image: Anglesea SLSC

5.7 Education, training, junior activities and sport storage area

The Education, Training, Junior Activities, and Sport Storage Area enables the safe storage of various pieces of equipment required for member training, community education activities as well as for active training (sport) activities.

Primary use:

- Storage of education, junior activities, training and sport equipment.

Secondary use (occasional use):

- Nil

Size of Area: The size and configuration of the area provided should be appropriate for the assets that will be required to be stored. To provide some guidance, the following guidance is suggested:

Small	Medium	Large
A small Life Saving Club of less than 200 members.	A medium sized Life Saving Club of more than 200 members and less than 1,000 members.	A large beach with large Life Saving Club of more than 1,000 members.
Aquatic Sport / Recreational equipment: 100m²	Aquatic Sport / Recreational equipment: 150m²	Aquatic Sport / Recreational equipment: 200m²
Nipper Training equipment: 20m²	Nipper Training equipment: 30m²	Nipper Training equipment: 40m²
Education equipment: 20m²	Education equipment: 20m²	Education equipment: 20m²
Total Area: 140m²	**Total Area: 200m²**	**Total Area: 260m²**

Note: Some clubs also need to store all abilities access equipment for the beach, including mobility chairs, beach matting, hoists, ramps and similar equipment. This will need to be assessed on a case-by-case basis, and will may add to the above area.

Area attributes:

The Lifesaving facility recommended minimum standards for the Education, Training, Junior Activities and Sport Storage Area are as follows:

- Provide a separate area suitable for boat, board and ski storage (such that it can be accessed by members separately to the emergency response equipment and motor bay area).
- Provide a suitable area for any trailers required (which store gear other than patrol)
- Suitably designed racks to hold boards and similar large equipment (designed for ease of access and facilitate safe handling / manual handling of the equipment). Equipment includes:
  - Foam nipper boards
  - Racing Malibu boards
  - Racing skis with paddles
- Storage housing for:
  - First aid kit – separate to the patrolling kit.
  - Water safety vests – for coaches and water safety.
  - Storage for all abilities equipment including beach wheel chairs, matting and other equipment to support beach access.
  - Rescue tubes – separate to patrolling equipment.
  - Traffic cones – for area demarcation.
  - Beach flags (for nippers / education activities).
  - Lightweight buoy/s with sand anchors.
  - Tents and tables.
  - Uniforms and other clothing (e.g. patrol uniforms, nippers caps and safety vests).
  - Other safety equipment.
- Notice board/blackboard.
- Adjacent access to washing down area.
- Area to be easily cleaned – i.e. ability to wash down remove sand.
- Storage area for BBQ that includes the safe storage of BBQ gas bottles.
- Roller/tilt door access/egress to storage at least one of which has safe and direct access to and from the beach

5.8 Training rooms

Training Rooms are areas that are used to provide operational and administrative training of members, and water safety and first aid training of school students and members of the public. This may include theoretical coursework, presentations, practical training, and training that can be provided in inclement weather or outside of normal business hours.

There is a requirement to have the ability to provide large courses, as well as smaller courses, with the option to facilitate breakout training as well as concurrent course activity (depending on the number of members as well as training demand).

Primary use:

- Lifesaving training and lectures.
- Theory and practical CPR and First Aid training.
- Committee meetings.
- Lifesaving / patrol member meetings and large incident de-briefs.
- Relief centre (under the State Emergency Management Plan).

Secondary use (occasional use):

- School water safety education courses.
- Functions (club members and external community functions).
- Community use (i.e. other community organisations use of the room/s).

Size of Area: The room provided should be of appropriate size and configuration for the expected usage of the members.

Small	Medium	Large
A small Life Saving Club of less than 200 members should provide a single main training room (room may be divisible by moveable wall).	A medium sized Life Saving Club of more than 200 members and less than 1,000 Members should provide a single main training room (room may be divisible by moveable wall).	A large beach with large Life Saving Club of more than 1,000 members should provide a main training room with additional rooms as required based on the members and training demand requirements.
Ability to train up to 20 members at one time.	Ability to train up to 35 members at one time.	Ability to train up to 50 members at one time.
Training Room/s: 80m²	**Training Room/s: 140m²**	**Training Room/s: 200m²**
Storage: 20m²	**Storage: 30m²**	**Storage: 40m²**
Total Area: 100m²	**Total Area: 170m²**	**Total Area: 240m²**

Area attributes:

The Lifesaving facility recommended minimum standards for the Training Room/s are as follows:

- The room should be well lit and ventilated and utilise as much natural light as possible.
- Room to be temperature controlled.
- The room should not be subject to through traffic by other members, or members of the public.
- Room to be located immediately adjacent to the kitchen.
- The room should have sufficient electrical general-purpose outlets (GPOs) to facilitate training activity, as well as cleaning and maintenance needs.
- The room should have suitable, hardwearing flooring.

- The room should be accessible for members of all abilities.
- Room should have acoustic treatments that align with it being a training room.
- The room should have a hearing augmentation system, which must comply with and be installed in accordance with the relevant Australian standard.
- The room may be at ground level or at a higher level. If it is not at ground level, then a lift or disabled access should be provided.
- The room should have audio visual facilities to assist in the delivery of courses.
- There should be an area to provide storage of tables and chairs adjacent to the main training room.
- The room must be separated from club functional areas for child protection purposes.
- In addition to the main training area/s, an additional adjacent storage area be included to accommodate bulky training devices such as mannequins, training defibrillators and the like.
- The room should be in easy proximity of general amenities (toilets) for all abilities for the use of the training space only (not for public use).
- The room should also be adjacent to a suitable kitchen / servery.

Lifesaving facilities may have additional training rooms with the following characteristics:

- Additional rooms provided should be of appropriate number, size and configuration for the number of members and should be designed with multipurpose use in mind (for example, used for other Club meeting room, etc).
- An option in lieu of additional training rooms is the use of movable partition walls to provide separate the larger space into smaller rooms as required.
- The room should be well lit and ventilated.
- Room to be temperature controlled.
- The room should have a minimum of two electrical general-purpose outlets (GPO).
- The room should have suitable, hardwearing flooring.
- The room should be accessible for members of all abilities.
- The room may be at ground level or at a higher level – if not on ground level, then a lift or disabled access should be provided.
- The room should have audio visual facilities to assist in the delivery of courses.
- There should be area to provide storage of tables and chairs adjacent to the training room/s.
- The room should be in easy proximity of general amenities (toilets) for all abilities for the use of the training space only (not for public use).

/ Training rooms are a critical part of the lifesaving facility, as these areas are where operational members are trained and re-qualify each year.

Image: Cape Patterson SLSC

5.9 Active training / fitness room (optional)

The Active Training / Fitness Room is an area that facilitates the active training of members, including fitness and exercise activities for members to maintain a state of readiness for emergency response activities.

Primary use:

- Lifesaving member fitness and exercising activities.

Secondary use (occasional use):

- Nil

Size of Area: The room provided should be of appropriate size and configuration for the expected usage of the members.

Small	Medium	Large
A small Life Saving Club of less than 200 members should provide a single active training room.	A medium sized Life Saving Club of more than 200 members and less than 1,000 members should provide a single active training room.	A large beach with large Life Saving Club of more than 1,000 members should provide a single active training room.
20m²	**30m²**	**50m²**

Area attributes:

The Lifesaving facility recommended minimum standards for the Active Training / Fitness Room are as follows:

- The room provided should be of appropriate size and configuration for the number of members.
- The room should be well lit and ventilated.
- Room to be temperature controlled.
- The room should have a minimum of two electrical general-purpose outlets (GPO) or sufficient for the required fitness equipment.
- The room should have flooring that is suitable and hardwearing and facilitate the use of fitness equipment.
- The room should be able to store fitness equipment appropriately and safely.
- Room to be access controlled for members that have been trained / inducted to use the facility. maintenance needs.

5.10 Kitchen

The kitchen is an area that enables food storage and preparation for the members and community that attend the lifesaving facility.

Primary use:

- Provision of food / catering for members that attend the facility undertaking patrolling activities.
- Provision of food / catering for members and community members that attend the facility undertaking training activities.

Secondary use (occasional use):

- Provision of food / catering for members and community members that attend the facility for the purposes of undertaking meetings or community activities.

Size of Area: The room provided should be of appropriate size and configuration for the expected usage of the members.

Small	Medium	Large
A small Life Saving Club of less than 200 members.	A medium sized Life Saving Club of more than 200 members and less than 1,000 members.	A large beach with large Life Saving Club of more than 1,000 members.
20m²	**30m²**	**40m²**

Note 1: In some circumstances, additional servery, cool and dry storage areas would need to be added to the above areas if agreed with the marine and coastal land manager and included in the facility leasing arrangements. If this is included, the area will need to be DDA compliant, and is expected to add a minimum of 20m2 to each of the above areas. The kitchen area may need to be designed as a commercial kitchen.

Note 2: In some circumstances, additional smaller kitchenettes may be provided for Patrol welfare areas, or near the accommodation area (if provided). These will be in addition to the above areas.

Area attributes:

The Lifesaving facility recommended minimum standards for the Kitchen are as follows:

- Facilities must meet the relevant food handling standards and may need to meet function / event standards (depending on agreed use).
- Kitchens should contain:
  - Sink, plus a separate hand washing sink
  - Microwave and/or stove
  - Cupboards
  - Refrigerator(s)
  - Food preparation bench space easily cleaned and maintained
  - Other appliances as required
- Kitchen area may also contain a licenced area (area may be located adjacent to the main kitchen area).
- The room should be well lit and ventilated.
- The room should be DDA complaint.
- Room to be temperature controlled.
- The room should have a minimum of two electrical general-purpose outlets (GPO) or sufficient for the required kitchen equipment.
- The room should have flooring that is suitable and hardwearing.
- The kitchen area may also include servery space connected to both the kitchen and function space/s (the area for these facilities is not included in the above areas). See note below the size table above.

5.11 Club administration room

The Club Administration room is a secure area that provides an office style area for the administration activities to be performed for the activities of the club.

Primary use:

- Provision of administration activities for the club. In some cases, this is a paid employee of the club, or may be volunteer members only.

Secondary use (occasional use):

- Planning for significant operational activity, as well as in support of any relief and recovery activities as needed under the State Emergency Management Plan.

Size of Area: The room provided should be of appropriate size and configuration for the expected usage of the members.

Small	Medium	Large
A small Life Saving Club of less than 200 members.	A medium sized Life Saving Club of more than 200 members and less than 1,000 members.	A large beach with large Life Saving Club of more than 1,000 members.
20m²	**25m²**	**30m²**

Area attributes:

The Lifesaving facility recommended minimum standards for the Administrative Area are as follows:

- Provision of office desk(s) and chairs, sufficient for the activities (at least one of the desks to be made Disability Discrimination Act (DDA) compliant).
- Sufficient power outlets for the room for IT needs such as required computers, laptops and printers.
- Floor coverings to be carpet or similar to provide an appropriate area to undertake administrative activities.
- Landline telephone access to this room would be preferable.
- Provision of secure storage for ICT equipment and supplies.
- Storage may be provided in this are for filing, including any archive requirements (although, archive may be combined with other storage solutions in the main storage area).

5.12 Foyer or entry room

The foyer is an area that allows for the main entry to the facility.

Primary use:

- Entry to and egress from the facility.
- Track and log entry (may be electronic or manual).
- Display information about the club, how to join and what's happening at the Club.

Secondary use (occasional use):

- Nil

Size of Area: The room provided should be of appropriate size and configuration for the expected usage of the members.

Small	Medium	Large
A small Life Saving Club of less than 200 members.	A medium sized Life Saving Club of more than 200 members and less than 1,000 members.	A large beach with large Life Saving Club of more than 1,000 members.
20m²	**25m²**	**30m²**

Area attributes:

The Lifesaving facility recommended minimum standards for the Foyer / Entry Room are as follows:

- Entrance area and access to be DDA compliant.
- Ability to record entry and exit of members and visitors (electronic or manual).
- Floor coverings to be suitable for this high traffic area.
- Telephone access to this room would be preferrable – to facilitate entry / visitors.

5.13 Accommodation (optional)

Not all lifesaving facilities require accommodation to be included in the main facility. There are several contributing factors leading to the need for accommodation such as lifesaving facility remoteness, availability of accommodation, operational response, educational and training activities.

Accommodation areas within the facility have a higher safety and security requirement that any other area. The Club committee must undertake an assessment of this risk in context with their operation as well as understand the legislative requirements, including but not limited to child safety, fire safety, security, privacy, all abilities provision and all gender access.

If accommodation areas within lifesaving facilities are to be provided on Crown Land, they must be for individual members required to stay at the facility overnight. Members that are required to stay overnight, do so to maintain a state of readiness for emergency response and training activity during the patrolling season due to a lack of nearby suitable accommodation, a very remote location, or arising through significant emergency events. Where individual members are required to stay overnight, family members would not normally be catered for unless they were also patrolling. Accommodation areas within a lifesaving facility on Crown Land are not a commercial accommodation and are not available for the public to rent (such as via AirBNB for example).

If accommodation areas are to be provided not on Crown Land, then they may be for other purposes such as training, education (including courses that run over multiple days) and may include members and non-members. The areas may also be available for the public to rent during periods where lifesavers may not be needed to be accommodated.

Primary use:

- Lifesaving / lifeguard accommodation to meet overnight patrol, training, and emergency response requirements.

Secondary use (occasional use):

- Accommodation for members undertaking or leading training activities where there is a lack of nearby suitable accommodation.

Size of Area: The room/s provided should be of appropriate size and configuration for the expected usage of the members.

Small	Medium	Large
A small beach with regular visitation rates for hot days should provide sufficient room for a minimum of 4 (four) lifesavers / lifeguards.	A medium sized beach with medium visitation rates on warm to hot days of 1,000 pax or more should provide sufficient room for a minimum of 8 (eight) lifesavers / lifeguards.	A large beach with large visitation rates on warm to hot days of 5,000 pax or more should provide sufficient room for a minimum of 12 (twelve) lifesavers / lifeguards.
Bedroom and Amenities: 60m²	Bedroom and Amenities: 120m²	Bedroom and Amenities: 180m²
Kitchenette / Welfare: 20m²	Kitchenette / Welfare: 40m²	Kitchenette / Welfare: 60m²
80m²	**160m²**	**240m²**

Note: Due to training and education programs designed to support water safety in the community, some Lifesaving Clubs require accommodation for 40+ Members. It therefore may not be practical for these Lifesaving Clubs to have 20+ bedrooms and bathrooms. In these circumstances, the Lifesaving facilities should be designed in such a way as to meet the requirement to accommodate 40+ Members whilst also making best endeavors to meet the recommended minimum standard for accommodation as defined in this document. These sized facilities are not included in the areas defined above.

Area attributes:

Previous designs of accommodation areas within lifesaving facilities across Australia have been dormitory style, with large rooms filled with bunk beds, some of these with limited access to bathrooms and showers. As part of the work to develop this guide, LSV has undertaken its own investigations relating to the previous style of accommodation, referred to other Surf Life Saving entities around accommodation issues, as well as the various risk assessments and designs from similar services.

Contributing to the solution included in this document are:

a/ Contemporary design for accommodating service personnel (such as fire stations etc). These designs changing from old dormitory designs (open rooms with beds) to more private accommodation options for both male and female firefighters. According to several fire station related articles, individual sleeping quarters provide privacy, whether the station is male-dominated, female-dominated, or if individuals are transgendered – everyone has equal space and privacy. This aligns with one of LSV's guiding Principles – Sustain Volunteer Lifesaving.

b/ The Australian Health Protection Principal Committee[5] recently released guidance in relation to dormitories (school based residential colleges) that suggests there is a high risk of transmission around the current Pandemic. The use of large scale open dormitory designs would not be preferrable.

c/ Student Housing projects, incorporating latest trends and ways architects are improving standards. The key take away from these projects is that the social interaction areas of these facilities are as important as the layouts of the bedroom / bathroom design.

The lifesaving facility recommended minimum standards for Accommodation are as follows:

- Rooms to be unisex and allow flexibility of use (in some cases, use of beds that can be folded (such as "murphy beds", may be used to facilitate more than one use of the room).
- Use multiple individual rooms (as opposed to larger rooms) and avoid more than 2 single beds in a single room.
- Rooms to have adjacent private access to amenity facilities (toilet, shower). 2 rooms may have access to a single amenity area – often called a Jack and Jill style design (see sample layouts).
- The room for sleeping should have access to external windows for natural light and is to be well ventilated (preferably separate to the main building area to reduce any cross contamination of air).
- Room to be temperature controlled.
- The room should have a minimum of two electrical general-purpose outlets (GPO).
- The room should have suitable, hardwearing flooring.
- Room to be access controlled to members that have been authorised – either only for the night of stay, or for cleaning, maintenance, or safety.
- At least one of the accommodation rooms and adjacent amenities to be made DDA compliant.
- Accommodation designed to ensure maximum safety of occupants in event of fire or other danger e.g. smoke detectors, sprinklers, alarms, access route etc.
- In addition to the bedrooms and amenities, an appropriate kitchen, dining, and welfare area should be included adjacent to the accommodation area.

5/ www.health.gov.au/news/australian-health-protection-principal-committee-statement-on-risk-management-for-boarding-schools-and-school-based-residential-colleges

Sample layouts

The following layouts are based on similar layouts from taken from the investigations listed in the previous sections. They provide some guidance as to private accommodation, including bedroom and bathroom layouts.

Diagram 5

Suggested layout for accommodation (Jack and Jill option)

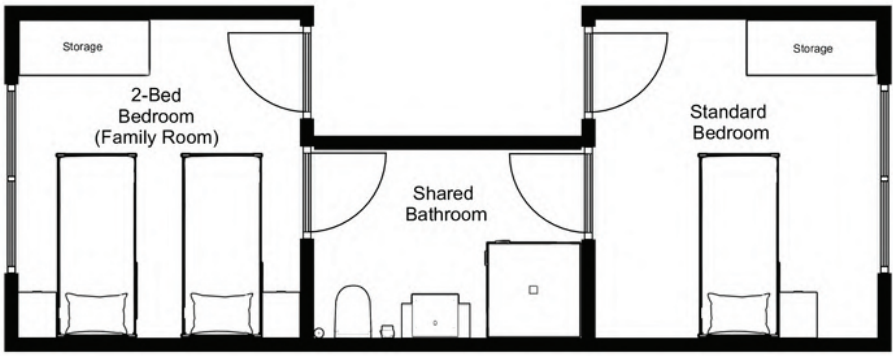


Diagram 6

Suggested layout for accommodation (murphy bed option)

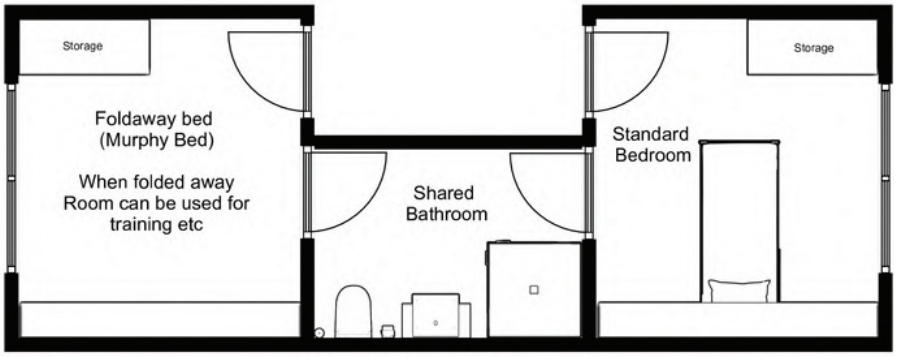


Image: Brookville Fire Station, USA

5.14 Security, CCTV and access control

5.14.1 Security alarm systems

Lifesaving Clubs must provide a safe and secure environment for members and visitors, including service personnel (cleaners, caterers, delivery people and other technicians). Security technology encompasses both proactive and reactive mechanisms to deter, detect, and delay would-be trespassers, and support the response to unlawful activity whilst appropriately protecting lifesaving assets.

Lifesaving facilities must also be designed to restrict public access to non-public access areas. This may be done in differing ways such as lockable doors, or access control. A monitored security alarm system is recommended but not a mandatory requirement.

Security technology equipment and infrastructure must comply with and be installed in accordance with the relevant laws and Australian standards.

5.14.2 Closed Circuit TV (CCTV) systems

CCTV monitoring is not mandated for facilities. Where installed they are an effective way to deter, detect and support the response to unlawful activity such as vandalism.

If CCTV is to be installed, the design of the system must comply with and be installed in accordance with AS 4806 and SLSA and LSV CCTV Policies.

If installed, CCTV must use video motion detection, pre-event and post-event recording, and must locally record CCTV images at each site. Recorded images must be able to be retrieved for post-incident review by authorised personnel only. There may also be requirements to retain the imagery for a length of time, and Clubs are advised to discuss this with your security supplier (based on any legislative requirements). If you are not clear, then please get in touch with LSV for more information.

Cameras must not be installed in areas such as toilets, showers, changing rooms, accommodation rooms. This is compliant with the restrictions on the use of CCTV systems set out in the Surveillance Devices Act 1999 (Vic) and the SLSA and LSV CCTV Policy.

To minimise occupational health and safety risks associated with working at height and other relevant high-risk activities, the selection of cameras and connections must aim, as far as reasonably practicable, to be low maintenance without the need for continuous access for maintenance, adjustment or cleaning.

5.14.3 Access control

Electronic access control systems can be used to provide entry and exit for all authorised lifesaving personnel, as well as authorised maintenance personnel. Where the Club decides such systems are required, design solutions should satisfy an electronic access control system that meets the following requirements:

- Details agreed user-profile groups.
- Provides internal and external access pass readers at all external access/egress doors and internal lockable doors that form boundaries to zones that can/are required to be isolated.
- Provides each user with programmed proximity access passes (cards or fobs) as required, for issue to approved personnel.
- Ensures that the key-card system is secure and cannot be copied by unauthorised people, and
- Maintains single action egress at all times.

Image: Point Lonsdale SLSC

5.15 Utilities and Other Requirements

Provision must be made in external / internal areas to house utilities and ICT equipment necessary for the operation of the club, as well as some general storage capacity.

This includes but is not limited to:

- Utilities:
  - Hot water facilities
  - Air handling / air conditioning
  - Water storage (both potable and rainwater)
  - Laundry / drying areas
- Access / egress stairs
- ICT storage / racks etc
- General small storage for chairs, small tables and similar
- Cleaners room
- Lifts (as applicable)
- Meters / switchboards and fire indicator panels
- Storage of refuse, including the ability (appropriate access) for that to be collected

Size of Area: The room/s provided should be of appropriate size and configuration for the expected usage of the members.

Small	Medium	Large
A small Life Saving Club of less than 200 members.	A medium sized Life Saving Club of more than 200 members and less than 1,000 members.	A large beach with large Life Saving Club of more than 1,000 members.
40m2	**60m2**	**80m2**

5.16 External Requirements

5.16.1 Beach / Waterway Access

External requirements for a lifesaving facility must include provision for immediate and appropriate access to the beach or waterway.

The access should facilitate movement of the following assets:

- All terrain vehicle (ATV)
- Patrol trailer (towed by either the ATV or 4WD)
- Inflatable Rescue Boat (IRB)
- Rescue Water Craft (RWC)
- Four-wheel drive (in some instances)

The access to the beach and waterway should facilitate the lifesavers and lifeguards to deploy these assets as quickly as safe to do so. Deployment of these assets will be very time dependent and slow access may impact on the outcome of a drowning person in the water or make extraction of a patient extremely difficult.

5.16.2 Washdown area

Lifesaving facilities must include provision for washdown of emergency response equipment, vehicles, and vessels. As these all operate in corrosive environments, the washing down of the plant and equipment is critical to ensure they are well maintained and ready to respond – and helps to extend their useful life.

Access to fresh running water is required for this area, and good drainage is paramount. This area is also likely to attract a lot of sand, therefore an area that is easy to maintain, or easy to clear of sand is preferrable.

5.16.3 Pedestrian Access

Pedestrian paths and networks must:

- Minimise loss of public space.
- Protect natural and culture values.
- Follow the intuitive and logical way through the site, enabling members and the public to travel efficiently.
- Provide all users with a safe, functional and direct means of access to and around buildings on the site, and to external functional and beach / waterway areas. (All points of access and egress must be clearly defined, identifiable and easily located).
- Be able to move users from entrances to the site and from places such as car parking areas, while avoiding the use of footpaths that cross vehicle pavements where possible.
- Include crossings where pedestrian paths cross paths of vehicle movement.
- Include a concrete (or similar appropriate surface) footpath to the entrances of all buildings.
- Be accessible by people of all abilities.

5.16.4 Vehicle Access

Consideration should be given to appropriate vehicle entry/exit requirements into any car-parking area that facilitates the use of the facility.

Consideration should also be given when planning site facilities, to the access and circulation of emergency vehicles, as per the relevant Australian standards and authority guidelines (for example, Ambulance access close to the First Aid Room).

Access for delivery vehicles may be incorporated into the car park. Delivery vehicles require access as close as possible to relevant areas, such as the equipment store, kitchen and administration areas. However, direct access to these areas is not mandatory and the trolleying of equipment and goods over short distances is acceptable.

Turning areas, hard standing areas and car parking must be designed to provide a safe, robust and long-lasting construction suitable for their purpose.

Where possible, vehicles should avoid unnecessary conflict with pedestrian movement or activity. Any conflict points should be clearly defined with appropriate treatment and signage in place.

5.16.5 Alternative Transport Access

Design should focus on encouraging access to the site by non-motorized forms of transport. This can be achieved by considered use of footpaths and bicycle paths, bicycle parking, and links to public transport as appropriate.

Facility and external works designs should also reference closely the surrounding street network and its traffic management infrastructure. Safe vehicular access is required, but disruption to surrounding traffic movement should be minimised.

5.16.6 Provision of Car Parking

Where car parking is to be provided, it must:

- Minimise loss of public space.
- Protect natural and cultural values.
- Be designed with minimal intrusion.
- Minimise the extent of access roads.
- Ensure points of access are kept clear of intersections, pedestrian crossings, curves and other locations where turning traffic impacts on safe traffic movement.
- Have appropriate paving, kerbs and marking.
- Be readily accessible to the main facility and separate from operational and circulation areas.
- Have provision for disabled parking with easy, unhindered access to the front entrance of the site (a minimum of one disabled parking bay should be provided).
- Carefully consider the layout of pedestrian and vehicular access and movement routes and minimise unnecessary vehicle movement onsite.
- Avoid crossing vehicle pavements where possible.
- Ensure any pedestrian routes are clearly marked and provided with sufficient separation from vehicles.

Car parking should be provided close to the clubhouse for at least patrolling members (4-5 spaces) and may also incorporate a reserved space for emergency services.

5.16.7 Landscaping

Landscape architecture should form part of the overall site design. Careful design of outdoor spaces can give members an appreciation of the natural environment and assist in softening the built form within its specific environment. Landscape architecture is also a means of maximising the site's features. Landscaping should be used to

improve the landscape presentation, integration and appearance of both the site and surrounding area. Any soft landscaping solution used should improve the overall functionality and aesthetics of the site and require minimal ongoing maintenance.

Working with the local marine and coastal manager, the design must select and satisfy soft landscaping that meets the following requirements:

- Suitable drainage provided with falls across the external surface, and adequate subsurface drainage.
- Soil and mulch prevented from spreading to adjacent pavements or turfed areas.
- Appropriate selection of native planting to foster longevity and contextual integration.

Bushfires are an accepted reality of the Victorian landscape. To better support safety for Lifesaving facilities in bushfire prone areas, designs should use site vegetation that reduces likelihood and risk of grassfire, bushfire and structure fire. Landscaping should avoid plants or other hard or soft landscaping features, such as combustible retaining walls or ground cover that easily ignites and/or have high oil content. Plants and trees or hard features higher than four metres should be located well clear of structures, and not create the potential for a 'fuel ladder' with the existing landscaping.

5.17 Public Toilets and Shower Facilities (Non-Preferred)

Public toilets and change rooms may be an integrated part of the building, though this is not the preferred approach or solution by LSV.

Incorporating existing facilities like an old toilet block into a new lifesaving facility can help demonstrate broader community value of the facility. The Marine and Coastal Policy (Section 11.5) as well as the Siting and Design guidelines do reference "Broadening the thinking to foreshore master planning would address if public amenities are or are not appropriate in the building".

If public toilets and change rooms are to be integrated in the lifesaving facility, then they must:

- Have a separate entry and access from the lifesaving facility main building.
- Be completely secure from the lifesaving facilities.
- Be funded and maintained by the local authority.

The floor area of any public toilets and change rooms are not included in any floor area calculated by land managers assessing land manager consent for a lifesaving facility.

5.18 Social Enterprise Areas (Optional)

There may be several impediments to the inclusion of Social Enterprise areas due to planning restrictions, health and food handling requirements, marine and coastal policy restrictions as well as competitive advantage issues that may make this inclusion problematic. Commercial use of marine and coastal Crown land should be competitively neutral to discourage use of the land as a cheap alternative to private land.

Some clubs may wish to assess the use of commercial support areas to generate revenue to sustain the business model of the lifesaving club. Clubs are advised to have conversations with the relevant authorities very early in the redevelopment phases of any proposed works in this area.

Commercial use of the facilities is generally not supported by marine and coastal land managers, under the Marine and Coastal Act Policy. These areas have not been included in the recommended minimum standards listed in this document.

Appendix 1/
Summary of Recommended Minimum Facility Sizing

The following table shows the recommended minimum requirement for the provision of services for small, medium, and large lifesaving facilities.

Size of core facilities – driven by operational requirements:

Lifesaving facilities	**Small** A small beach with regular visitation rates for hot days.	**Medium** A medium sized beach with medium visitation rates on warm to hot days of 1,000 pax or more.	**Large** A large beach with large visitation rates on warm to hot days of 5,000 pax or more.
Patrol tower / observation room	20m2	20m2	30m2
Patrol support room	12m2	25m2	50m2
First aid / medical room (public access)	20m2	20m2	30m2
Emergency response motor room	66m2	66m2	66m2
Emergency response equipment storage area	100m2	200m2	400m2
Accommodation	80m2 (total of bedroom, amenities, and welfare)	160m2 (total of bedroom, amenities, and welfare)	240m2 (total of bedroom, amenities, and welfare)

Core facilities – driven by membership requirements:

Lifesaving facilities	**Small** A small Life Saving Club of less than 200 members.	**Medium** A medium sized Life Saving Club of more than 200 members and less than 1,000 members.	**Large** A large Life Saving Club with more than 1,000 members.
Education, training and sport storage	140m2	200m2	260m2
Training room/s	100m2	170m2	240m2
Active training / fitness room	20m2	30m2	50m2
Club administration room	20m2	25m2	30m2
Change rooms (including change, shower and toilet)	80m2 (total of amenity & change areas)	105m2 (total of amenity & change areas)	175m2 (total of amenity & change areas)
Kitchen	20m2	30m2	40m2
Foyer / entry room	20m2	25m2	30m2
Other areas	40m2	60m2	80m2

Note: The above areas do not include general circulation requirements (such as stairs, hallways etc) which will be dependent on the specific design and location of the facility

Appendix 2/

Relevant standards and Guidance Documentation / Glossary

All designs must comply with relevant Australian standards and legislation. This includes compliance with the latest version of the National Construction Code (NCC), Victoria's *Building Act 1993*, and associated regulations including Building Interim Regulations 2017 (Vic) (applicable before 2 June 2018) and Building Regulations 2018 (Vic) (applicable from 2 June 2018).

Other Acts that will influence the design (including but not limited to):

- Planning and Environment Act 1987 (Vic)
- Marine and Coastal Act 2018 (Vic)
- Safe Drinking Water Act 2003 (Vic)
- Disability Discrimination Act 1992 (Cth)
- Climate Change Act 2017 (Vic)
- Occupational Health and Safety Act 2004 (Vic)
- Child Wellbeing and Safety Act 2005 (Vic)

Regulations that will influence design (including but not limited to):

- Planning and Environment Regulations 2015 (Vic)
- Dangerous Goods (Storage and Handling) Regulations 2012 (Vic)
- Occupational Health and Safety Regulations 2017 (Vic)
- Local Council Planning Scheme, structure plan and policies

Policies that will influence design (including but not limited to):

- Victorian Marine and Coastal Policy 2020
- Victorian Climate Change Framework
- Victoria's Climate Change Adaptation Plan 2017–2020
- Victoria's Renewable Energy Action Plan
- Department of Environment, Land, Water and Planning (DELWP) Lease Policy
- Department of Environment, Land, Water and Planning (DELWP) Lease Template

Standards that will influence the design (including but not limited to):

- AS 3959 Construction of buildings in bushfire-prone areas
- AS 1926.1 Swimming Pool Safety — Safety Barriers for Swimming Pools
- AS 1288 Glass in buildings — Selection and installation
- Child Safe Standards (July 2022)

Guidelines that will influence design (including but not limited to):

- Siting and design guidelines for structures on the Victorian Coast (DELWP), May 2020
- Victorian Coastal Hazard Guide, 2012
- Good Universal Design and the Coast (OVGA) Guidelines
- National Disability Strategy 2010-2020
- Victorian State Disability Plan
- Bushfire Management Overlays (in Bushfire Prone Areas)

Image: Cape Patterson SLSC

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