POINT LONSDALE SURF LIFE SAVING CLUB INC.

PROJECT BRIEF
FOR THE LOCATION, DESIGN, FUNDING AND CONSTRUCTION OF NEW CLUBHOUSE FACILITIES

Prepared for the Point Lonsdale Surf Life Saving Club

13 February 2012

Revision 1.1

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DATE	REVISION NO	PURPOSE OF ISSUE / DESCRIPTION OF CHANGES	INITIAL
13/1/2012	Draft – V4	Issued to members of the Building Committee for review	TB
31/1/2012	Draft – V5	Issued to members of the Building & Executive Committees, Borough of Queenscliffe & Department of Environment & Sustainability for information and comment	TB
13/2/2012	Final V1.1	Issued as Final to members of Building Committee and the Full Executive Committee	TB

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1. Introduction

1.1 Project Description

The project involves the location, design, funding and construction of a new clubhouse facility for the Point Lonsdale Surf Life Saving Club.

The Point Lonsdale Surf Life Saving Club is located within the township of Point Lonsdale which is within the Borough of Queenscliffe on the west coast of Victoria and on the Bellarine Peninsular near Geelong and is about 110 Km from Melbourne's CBD via road. (Refer to figure 1.1 showing the general location of Point Lonsdale)

Point Lonsdale forms one of the landmark points at the entry to Melbourne's Port Phillip Bay, the other being Point Nepean. As such, Point Lonsdale enjoys views and beaches to both the bay and the ocean (Bass Strait). The Surf Life Saving Club provides the community of Point Lonsdale and Queenscliff with life saving services to two of the area's beaches. The ocean beach at Point Lonsdale is rated as the State's third most dangerous beaches and is the location of the Club's primary surf life saving activities.

The Club has actually had a number of clubhouses over the years. In the early days the members built a shack on top of the dunes above the "steps beach" which was the Club's home for many years until Council decided it was no longer a suitable location for the clubhouse and evicted the Club from that rather special location. The existing clubhouse is now situated on freehold land owned by the Club on the corner of Buckleys and Ocean Roads in Point Lonsdale very close to the ocean or "back" beach patrol area.

Original clubhouse location on top of the dune overlooking the "steps beach"

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PLSLC Clubhouse Redevelopment Project
POINT LONSDALE

EC001
11097

LOCATION PLAN
15.11.11 | NTS

The construction of the existing clubhouse commenced in 1961 and consisted of a hall and toilets. Between then and 1964 a second storey was added which included bunkrooms and a balcony. A number of minor renovations occurred between 1964 and 1993 when the second storey was converted into a member's lounge and Bar, with the bunkrooms being reduced in size and moved downstairs. Since 1993 a number of minor modifications have occurred including reinforcing the balcony structure and the construction of a new separate storage facility on the northern boundary.

The Club currently has a membership of over 1100, including approximately 400 Nippers (aged as young as 7 years), approximately 250 active volunteer lifesavers (aged from 13 years and up) and approximately 400 associate / social members, many of whom are the parents of Nippers and Active members.

This is the only Surf Life Saving Club in the Borough of Queenscliffe. The Club also has two beach base facilities which house lifesaving equipment at the patrolled beaches of the Back Beach at Point Lonsdale and the Santa Casa (Nuns) Beach at Queenscliff. These bases are compact in size with only sufficient space to locate the most essential of equipment required, first aid rooms for the treatment of injured / ill beach goers and in the case of the Back Beach Base, a Patrol Observation and Radio Room.

Unfortunately the current clubhouse does not have a view of the water and is therefore, somewhat isolated from the beach and beach activities. As a result, the Club developed the two beach base facilities in order to have a beach presence and storage for rescue equipment located as close as possible to the two beaches it is responsible for patrolling.

Existing clubhouse – circa 2004

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Notwithstanding, its position off the beach, the clubhouse serves a number of important functions including; providing areas for the training and development of members, administrative purposes, conducting meetings, the housing of a Lifesaving Emergency Response Team (LERT), areas for additional equipment and gear storage, an inflatable rescue boat workshop and a variety of internal and external area for members to attend social functions.

Although the current clubhouse has served the Club well for the past 50 years, it now does not meet the needs of a modern Surf Life Saving Club which has over 1000 members. Lack of space, design and building services limitations, poor amenities, asbestos construction and close proximity to neighbours all impact on the Club's ability to operate efficiently and effectively.

In 2007 the Club's executive committee completed a Strategic Plan for the period 2007 – 2017 which included a clearly documented Club Vision:

"We will provide lifesaving services for the community of Point Lonsdale and Queenscliff, enable our members to develop their skills, knowledge and experience in lifesaving and sports and to improve the profile and influence of the Club through community and member involvement and leadership in development programs and initiatives".

It also highlighted the need for a new clubhouse and under the Property and Facilities section of the Strategic Plan it states the Club's aim to:

"design, build and establish a state-of-the-art clubhouse with a modern office and the ability to extend and house associated groups including regional facilities. The new clubhouse will be developed using the latest environmental and sustainable considerations and be a showcase for building development in coastal environments".

The purpose of this document is to describe, detail and record the project brief in a written form to help clarify the Clubs' vision and to guide the project managers, architects, interior designers and other specialist design consultants, the builders and other sub contractors in relation to the functional, aesthetic, quality, cost and program requirements for the project.

A copy of the Club's Strategic Plan for 2007 to 2017 can be found on the Club's web site or by following this link: http://www.pointlonsdaleslsc.asn.au/Point%20Lonsdale%20SLSC%20Strategic%20Plan.pdf

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1.2. Project Objective

As noted above, the main objective of the project is to build a new clubhouse facility for the Club.

In doing so, the new clubhouse needs to be able to respond to aims noted in the Strategic Plan document as noted above and should be able to embody and deliver on the following elements and characteristics:

- Capacity to cater for the needs of a growing membership and the future of life saving services
  - A membership committed to providing the optimum life saving services.
  - A membership wanting to participate in the active aspects of the lifesaving movement from the competitive aquatic sports to the more recreational beach appreciation pursuits.
  - Be able to serve the Club for the next 40 – 50 years.
  - Modern offices to accommodate the Club's administrative services.
  - Ability to provide for the growth of our Club's capacity to provide a wider range of 24/7 emergency aquatic services to the region.

- Have a sense of an open, welcoming environment.
  - The inclusion of a members bar/lounge and kiosk that may encourage and allow for public interaction not specific to lifesaving matters.
  - The capacity to allow its training, club rooms and other selected facilities to be used by a wide variety of other locally based community groups at times when they not being used by the Club.
  - Promote the facility as a friendly place for members of all ages including their families to use and enjoy.
  - The facility must be accessible for all in accordance with the Disability Discrimination Act.

- Aesthetically the clubhouse design could be quite iconic but at the same time should assimilate with its local coastal environment.
  - "State of the art, a showcase for building development in coastal environments".
  - A promotion of the added benefits, values and virtues of good design.
  - The design should ensure the clubhouse is a local feature capable of standing up to the rigours associated with its location.
  - Materials used should be of the best quality and be leading edge in terms of their capabilities in the areas of sustainability and durability.

- Reduction in environmental impacts is a priority.
  - The design should include as many practical and affordable environmentally sustainable initiatives as possible, including passive, active and other energy and waste minimisation measures in the design, construction and operation of the facility.
  - The Club can represent itself as a responsible ambassador and promoter of sustainable design to the wider community through its clubhouse.
  - From the use of water tanks and solar systems, to recycling as appropriate, all established and new sustainability measures need to be considered during the design process.

- Commercial Viability.
  - Provide the opportunity for the Club to generate an income stream from the use of the building's facilities by other groups when not being used by the Club.
  - Kiosk rental / operations
  - Maximise the potential for other groups to use Club's facility 365 days of the year

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1.3 Club History

The in-coming post war popularity of people visiting ocean beaches was foreseen by Mr. Jack Meehan, who was the Secretary and Senior Instructor of the Williamstown Swimming and Life Saving Club.

He and another member of the Williamstown club, Mr. Bill Tyrell, who was the Chief Instructor, saw the need to establish a Surf Life Saving Club at Point Lonsdale. The experience and training gained in a surf environment partly motivated this idea, as it would benefit the Williamstown Club with the experience that the members gained in the surf.

In 1946, the Williamstown Swimming and Life Saving Club wrote to the Borough of Queenscliffe, suggesting that there was a need to establish a Surf Life Saving Club in Point Lonsdale. A meeting was held, with the assistance of Mr. Alex Lowe, who was the proprietor of the General Store in Point Lonsdale, however there was not a great deal of community interest in the idea. A subsequent meeting proved to be more successful, with a group from the local Youth Club showing interest. Sometime later, another meeting was held and a committee was formed to establish the Club. That summer, patrols were conducted to assist the members in 'gaining experience in the surf'. The main aim of their training during the first season was for the members to gain their Surf Bronze, which was examined at the Torquay beach. Records of who were the first members for that season are unclear, but eleven Point Lonsdale members gained their Surf Bronze in February of 1948.

For the first season, the only equipment consisted of a Reel, Line and Belt, which was loaned by the Williamstown Club.

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In March of 1947, the Progress Association wrote to the Borough of Queenscliffe, requesting that the club be permitted to occupy the Seabrook Memorial, adjacent to the 'Step's Beach' at Point Lonsdale. Council had agreed and by the following season, the Point Lonsdale Surf Life Saving Club had a Clubhouse, at the top of the sand dune, overlooking the Step's Beach. In 1964, the current Clubrooms (located at the corner of Buckley's and Ocean Road was officially opened. In 1982, the Surf Rescue Base was officially opened at the Back Beach. Major alterations were made in the period between 1993 and 1996 and in December of 1996, the Glaneuse Bar was officially opened.

The Point Lonsdale Surf Life Saving Club was now established, had a Clubhouse, provided Surf Rescue Patrols at Point Lonsdale and was competing at Surf Life Saving Carnivals. Surf Rescue Patrols have been provided continuously during the 'Summer Period' at the Step's Surf Beach and now at the Back (Glaneuse) Beach.

Over the years the Club has enjoyed a great deal of success in surf life saving competition particularly in relation to surf boats and swimming having won numerous State and National titles. The Club's achievements in completion and in general life saving services is proudly displayed throughout the clubhouse and member's lounge in an extensive collection of photographs, plaques and other items of memorabilia.

The other major development in the formation of the Club, was the establishment of the Junior Activities (Nippers) Program in 1967. This training program was a major initiative to the Club as it trained children in surf awareness, surf life saving competition, basic first aid and resuscitation, as well as being an avenue to membership recruitment.

In October of 1997, the Club celebrated its 50th Anniversary during a weekend of special events. Many members (past and present), friends and supporters gathered to remember the past. The major event was a Gala Dinner, held on the Saturday with over 400 people attending.

During 2001 a major works program commenced at the Back Beach Base to the Surf Rescue Base to add additional storage, training and meeting facilities, to upgrade the current facilities and to add public toilet amenities. The Club's Building Committee, led by Bruce Smith and Graeme Frankpitt completed this major project and it was officially opened in January 2002. In the same year the Building Committee oversaw another major project, which was to build a brand new facility at the Santa Casa Beach Queenscliff, to support the Nipper program and for the Professional Lifeguard Outpost, located there. The Santa Casa Surf Rescue Base was completed in 2002 and officially opened in March 2003.

In 2005 the Club was awarded the Life Saving Victoria Awards of Excellence Club of the Year 2005 Award. This was due its broad range of activities that assisted to ensure a safer beach and aquatic environment for the community and the areas highlighted included Lifesaving, Aquatic Sport, Youth and Leadership Development, Administration and Community Service. In 2006 the Club was Victoria's nomination for the Surf Life Saving Australia Awards of Excellence Club of the Year 2005 Award and was presented with an award for being a finalist.

The Club celebrated its 60 year anniversary in 2007 with a reunion function at the existing clubhouse and the release of a commemorative video.

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2. Club's Project Management Team

2.1 Team Members

The Point Lonsdale Surf Life Saving Club's Full Committee has appointed a Building Committee, which currently consists of the following Club members:

- Rick Aitchison (Past President)
- Tony Baenziger (Chair) (Life Member, Vice President – Property)
- Chris Dalton (Rip View Swim Classic Director)
- John Fergusson (Editor – Club Newsletter "The Bumblebee")
- Tom Lee (Club Vice Captain)
- Peter Maishman (Past President and Life Member)
- Matthew Ponsford (Senior Vice President, Life Member, Captain – LERT)
- Liam Petrie-Allbutt (Senior Club Member)

The Building Committee reports back to the Club's Executive Committee on a regular basis and as needed.

In June 2009, Terms of Reference (TOR) were drafted to help guide the Building Committee and their activities in relation to this project and included the following objectives and tasks.

2.2 Objective

The building committee's assignment is to review the options for a new clubhouse and recommend a project brief for consideration by the Club's Executive Committee.

2.3 Tasks

- Arrange a meeting to gather members and community ideas / concerns
- Conduct a survey to assess functional / operational requirements
- Develop concepts for financing the project
- Set guidelines for evaluating project options
- Select a preferred option and test stakeholders response
- Recommend a project brief to the Club's Executive Committee
- Develop a project action and delivery plan for the Membership's endorsement

Excluded from the scope of these TOR's are any activities relating to the implementation of the project, for example; detailed costing, specific financing actions, regulatory, planning and permit actions.

2.4 Building committee composition and reporting

The building committee reports to the Club's Executive Committee and members are selected on the basis of having skills and experience appropriate for the assignment.

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POINT LONSDALE SURF LIFE SAVING CLUB – CLUBHOUSE REDEVELOPMENT PROJECT

Since 2009 the Building Committee has been working toward the establishment of a project design brief and to identifying and short listing potential sites for the new clubhouse. During this period the committee has held a number of membership information sessions, has consulted with the Borough of Queenscliffe, Department of Sustainability & Environment (DSE) and a range of other community groups.

In summary, the Building Committee has undertaken the following:

- Held a members 'think tank' / 'brainstorming' session in 2009
- Provided reports at the last 3 Annual General Meetings
- Obtained an independent written valuation for the current Clubhouse site
- Established a list of criteria for evaluating potential sites for a new Clubhouse
- Examined 11 possible sites in the Borough of Queenscliffe for a new Clubhouse
- Narrowed down the possible site options from 11 to a short list of 4
- Met with the Premier of Victoria to discuss the Club's plans
- Secured $200,000 in "seed" funding from the State Government
- Undertaken a member and wider community survey about the new facility
- Commenced the beginnings of a design and functional brief
- Have established the new facility will be around 1,100 to 1,200 m^2 + external areas
- Have estimated the project will cost around $3.2 to $3.5 million including fees, contingencies, escalation, etc,
- Have communicated and engaged with the members at specific points in time
- Have sought and obtained approval from the members to sell our privately owned land under certain conditions
- Undertaken (informal) discussions with Life Saving Victoria (LSV), DSE and the Borough of Queenscliffe and they all know of our plans, our preferred sites and our promised seed funding
- Have commenced discussions with other community groups (Cricket and Football clubs, the Boardriders, etc,)
- Have commenced a process to identify professional consultants to assist with the development of a Communications Strategy
- Have commenced a process to identify professional consultants to assist with the development of a Project Planning and Feasibility Study

Life Member of the Club and Chair of the Building Committee, Mr Tony Baenziger, from Baenziger Coles Architects, Interior Designers and Project Managers, has been engaged by the Club to complete the project design brief and to develop consultancy briefing documents to assist in the engagement of specialist consultants to develop:

a. a Communications and Consultation Strategy

b. a Project Planning and Feasibility Study Report inclusive of feasibility plans, business plans, delivery plans, funding strategies, site selection, etc,

The appointment of suitably qualified and experienced consultants to undertake these activities is now required in order to move the project to the next stage.

It is expected the Building Committee will continue to function for the duration of the project in a guiding, advisory and reporting capacity and as such it is expected that a review and expansion of the Committee's Terms of Reference may be required.

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3. Stakeholders

The following stakeholders have so far been identified for the project:

3.1 Primary Users

Point Lonsdale Surf Life Saving Club Inc. (PLSLSC) (All registered members)
The Club's membership consists of a number of membership categories including, Nippers, Active, Associates, Active Reserve, Life Members, etc.

3.2 Life Saving Peak Bodies

Life Saving Victoria (LSV)
Surf Life Saving Australia (SLSA)

3.3 Government and Statutory Authorities

Borough of Queenscliffe
Department of Justice - Victoria
Office of the Emergency Services Commissioner
Department of Sustainability and Environment (DSE) – Victoria (Depending on site)
Parks Victoria (Depending on site)
Vic Roads (Depending on site)
Port of Melbourne Authority (PMA) - (Depending on site)
Powercor (Electricity)
Barwon Water (Water and Sewerage)
Telstra (Telecommunications)

3.4 Other Community and User Groups

Point Lonsdale Tennis Club
Point Lonsdale Cricket Club
Point Lonsdale Football Club
Point Lonsdale Boardriders Club
Country Fire Authority (CFA)
Australian Volunteer Coast Guard
Marine Discovery Centre (Department of Primary Industries)
Queenscliffe Foreshore Advisory Committee
Point Lonsdale Primary School (Department of Education)
Local Traders of Point Lonsdale & Queenscliff

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4. Project Consultation

The Building Committee has adopted a comprehensive approach to membership and stakeholder consultation to ensure the views of all parties are considered and that a shared understanding of the facility's needs is accurately determined.

4.1 Point Lonsdale Surf Life Saving Club

In June 2009, Club members were invited to attend a 'Clubhouse Redevelopment Think Tank' at the clubhouse.

The purpose of the session was to start the "ball rolling" and to obtain the views of a wide cross section of members and related stakeholders. The Building Committee arranged a meeting to explore and place on the table ideas, options, questions, possible solutions, plans, etc, for the redevelopment of the Club's Clubhouse facility.

It was intended that the ideas arising out of the session would be further explored at a later time with a full membership survey that will be structured to identify at a more detailed level, the form our new clubhouse facility should take.

17 members attended the session and there was one written submission from a member who was unable to attend the session.

A brief summary of the discussions included:

1. Funding

   That a wide variety of sources would be needed, which could include; Government grants, fundraising efforts by members, corporate donations / sponsorship, philanthropic donations, donations in kind, formation of a Club foundation and the realisation of the Club freehold land asset.

2. Location

   Possible sites for a new Clubhouse would include (in range of preference); Current Site / Ganes Reserve, Toc H / Lighthouse Reserve, Springs Beach and Santa Casa Beach and a range of others.

3. Building Features

   High Priority:
   - Sanitary Amenities – Male & Female
   - BBQ Area
   - Junior Lounge
   - Kitchen – Commercial
   - Kitchen – Domestic (Office and Small Functions)
   - Lounge / Club Room / Function Room
   - Office
   - Parking
   - Club Shop

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	Office Storage Training Area / Meeting Room First Aid room Rescue Equipment Storage Competition Equipment Storage Workshop Equipment Washdown Area Rubbish / Refuse Area
Medium Priority:	Cleaner's Store Radio Room Bar Bunkrooms Male and Female (Modest size) Commercial Kiosk
Low Priority:	Caretaker's Accommodation Functions Area
Least Priority:	Gym

The outcome of this focus group was to help establish and guide the beginnings of a project design and functional brief.

In June 2011, the Building Committee undertook a member and wider community survey about the new facility. The survey covered a range of topics focusing on the importance of the Clubhouse to the membership, its location, the vital functional spaces, funding options, etc.

The survey was sent to over 600 members and about 25 community groups via email and mail to complete and the Club received approximately 90 responses.

The conclusions from the survey were summarised as follows:

- There is overwhelming agreement that the PLSLSC requires the construction of a new clubhouse.
- Members recognise the PLSLSC provides a raft of valuable services to the community.
- There is strong support for the relocation of the clubhouse if a more suitable site can be located.
- Over three-quarters of member respondents in this survey are open to the idea of co-locating the new club house with other local sporting clubs.
- A significant portion of members are amenable to the sale of the current site to realise necessary funding requirements.

The full results of the survey and the survey are available on request.

4.2 Life Saving Victoria

Life Saving Victoria is a community based organisation established in 2002 as a result of the amalgamation of the Royal Life Saving Society Victoria and Surf Life Saving Victoria. It has the mission to prevent aquatic related death and injury in all Victorian communities.

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Life Saving Victoria's top 6 strategic priorities include integration, funding, volunteer retention, administration and paperwork, recruiting new members and maintaining patrol responsibilities.

Recruitment and development of patrol volunteers has always been recognised as the mainstay of the organisation, however, youth and leadership development is now equally as important. Life Saving Victoria aims to create opportunities for young Victorians to learn, value and apply vital lifesaving skills and acquire "skills for life".

In relation to facility developments, Life Saving Victoria recognised that there are approximately 20 Clubs within Port Phillip Bay in need of funds for upgrade and redevelopment.

Life Saving Victoria's priorities for facility developments are:

- The facility needs to look good and assimilate with the coastal environment.
- The facility needs to be liveable (volunteers spend long periods of time at the Club when patrolling or running programs)
- Facilities can be combined with complimentary commercial activities such as a kiosk or café.
- The facility needs to be a community asset and have space for community use such as meeting, training and function space.
- The building needs to deploy environmentally sustainable principles such as water harvesting, solar power and recycling to name a few.

As a direct result of Life Saving Victoria securing funding from the State Government to rebuild Life Saving Clubs, the Facility Development Committee was formed to administer the overseeing of the funding.

To assist clubs with their internal processes in applying to the committee for funding, the following criterion provides a guide to the funding decision process:

- This program is for a total rebuild of an existing club facility or a new site
- The project is to be fully supported by the club and the community prior to submission
- All statutory approvals are in progress with local and state government authorities and the relevant foreshore committee
- The value of project has been assessed by an independent quantity surveyor
- The funding strategy for the project is documented including the portion being requested from Life Saving Victoria
- The timeframe for completion of the development will enable the project to be completed and occupied within the 2 year Life Saving Victoria grant period
- The project meets the criteria contained within the Clubhouse of the Future development guidelines

The Clubhouse of the future document can be found at the following link:

www.lifesavingvictoria.com.au/resources/documents/Clubhouse_of_the_Future_Jun2011.pdf

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5. Existing Site & Facilities

The Club has three building facilities, a main clubhouse and two beach base facilities:

1. The KD Allen Clubhouse at 54 Ocean Road, Point Lonsdale
2. The Harry Windmill Back Beach Base Facility, Point Lonsdale Ocean Beach
3. The Santa Casa Beach Base Facility, Henry Street, Queenscliff

The existing clubhouse is the Club's "home" and base but it has no views of the water. The two beach base facilities house lifesaving equipment at the patrolled beaches of the Back Beach at Point Lonsdale and the Santa Casa (Nuns) Beach at Queenscliff. These bases are compact in size with only sufficient space to locate the most essential of equipment required, first aid rooms for the treatment of injured / ill beach goers and in the case of the Back Beach Base a Patrol Observation and Radio Room.

Aerial view of existing clubhouse location and existing back beach base – Dec 2011

(Refer to the following map which shows the location of the Club's existing building facilities.)

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PLSLC Clubhouse Redevelopment Project
POINT LONSDALE

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11097

LOCATION PLAN - EXISTING CLUB FACILITIES
15.11.11 | 1:10000 @ A1, 1:5000 @ A3

5.1 Existing K D Allen Clubhouse

The current clubhouse is located at 54 Ocean Road, Point Lonsdale (on the corner of Ocean and Buckleys Roads). The building occupies land which is owned by the Point Lonsdale Surf Life Saving Club and at present with a Mortgage held by the Bendigo and Adelaide Bank Limited.

The Club has occupied this site since around 1961 when a simple single storey, timber framed fibro clad structure with accommodation and a bathroom facility was constructed on the site. Over the years the clubhouse building has undergone many changes and alterations as it has tried to accommodate the Club's evolving needs.

In 1964 after further additions including a second storey, the clubhouse was official opened. Since that time the clubhouse has undergone numerous alterations, additions and major rectification works over the years.

The following photographs show the initial structure in 1961 and a scene from the formal opening of the clubhouse in 1964.

Photo of the initial clubhouse from the western side in 1961

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Construction of the toilet facilities on the northern side in 1961

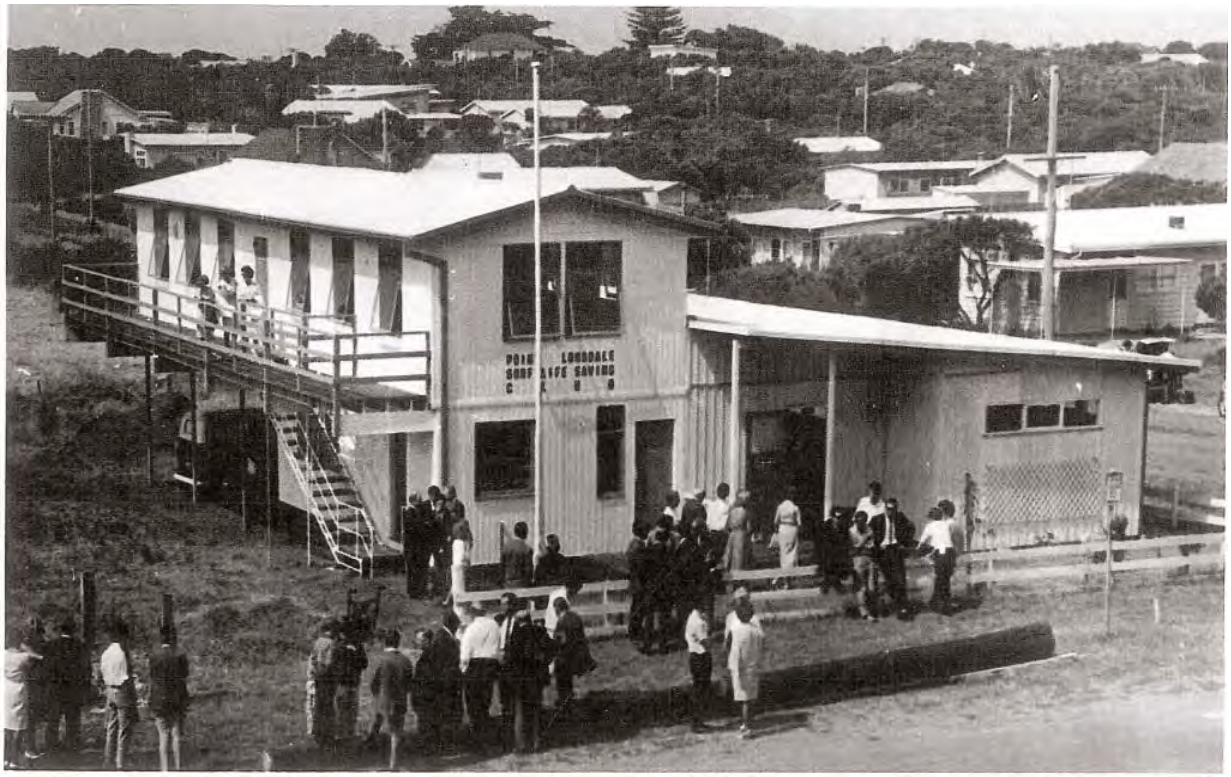

Photo of the official clubhouse opening in 1964

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It is understood that the site of the original building was purchased by the Club following a successful fundraising raffle. The Club has retained ownership and has title to the land on which the current clubhouse is situated. Not only has the clubhouse building changed over time but the original title boundaries of the property were changed to accommodate Barwon Water's needs when it established its sewer pumping station on the vacant lot directly behind the Club. An agreement was struck with the authority and the Club was compensated with an additional piece of land along its western boundary in exchange for a slither of land commandeered by Barwon Water at the rear.

The Club is the sole owner and occupier of its own land which is approximately 888 m^2. This is a rare situation as most other Clubs either occupy Crown Land or Council Land and are under some form of lease arrangement.

The site that the Point Lonsdale Club occupies is also made up of a parcel of land that is owned by the Council. This land was once occupied by a "bounce ball" business (trampolines, with nets). When the bounce ball business closed, the Club re-aligned its fence boundary to encompass the bounce ball area. After a number of attempts by the Club to purchase the land from Council, a lease agreement was struck and the Club has occupied this area as part of its clubhouse compound. The land under lease is approximately 607 m^2. The lease with Council formalised in the year 2000 and it was based on a 25 year period with at a cost of $500 per annum, increasing by CPI.

In total, the area of land currently occupied by the Club is approximately 1495 m^2.

The Club's compound currently includes the main clubhouse building, a storage shed of around 150 m^2 and a 20' shipping container for the storage of the Rip View Swim Classic equipment, buoys, etc,. The clubhouse building has a foot print of around 332 m^2.

The following table provides a summary of the areas contained in the existing clubhouse facility.

Schedule of existing areas:

• Decking (total ground and first floor)	113 m^2
• Office	11.6 m^2
• Office Store	9.4 m^2
• Sales Counter	9.6 m^2
• Training Room	70.4 m^2
• Kitchen	24.0 m^2
• Stairway	17.6 m^2
• Junior Lounge	30.0 m^2
• Male Bunk Room	18.0 m^2
• Female Bunk Room	15.1 m^2
• Male Amenities	28.3 m^2
• Female Amenities	12.9 m^2
• Clubroom and Bar	92.0 m^2
• Storage Shed	149.0 m^2
• Container Storage	14.4 m^2
TOTAL OF ALL AREAS	**615.3 m^2**

A copy of the Club's existing Clubhouse layout is shown on the following existing conditions drawings.

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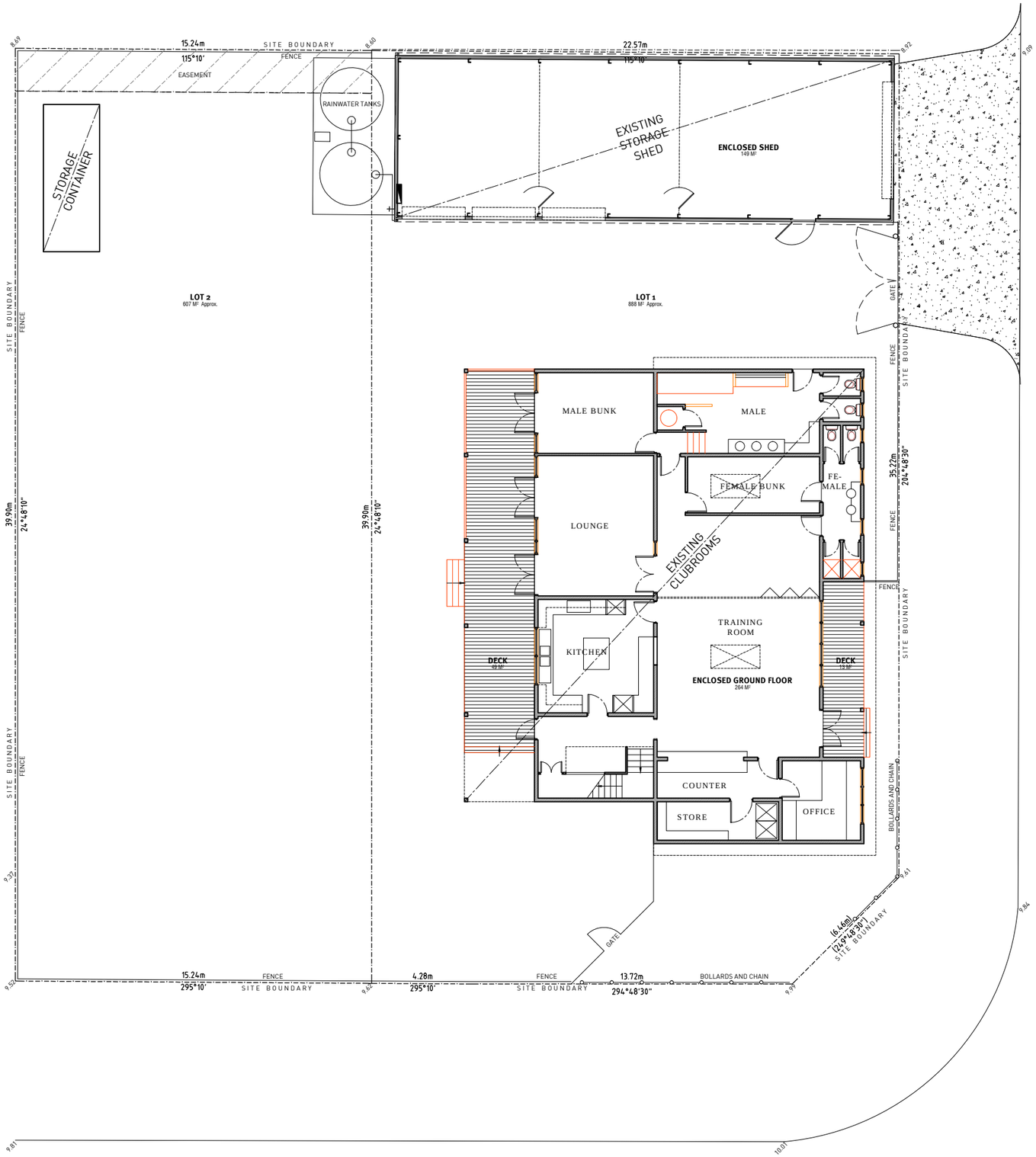
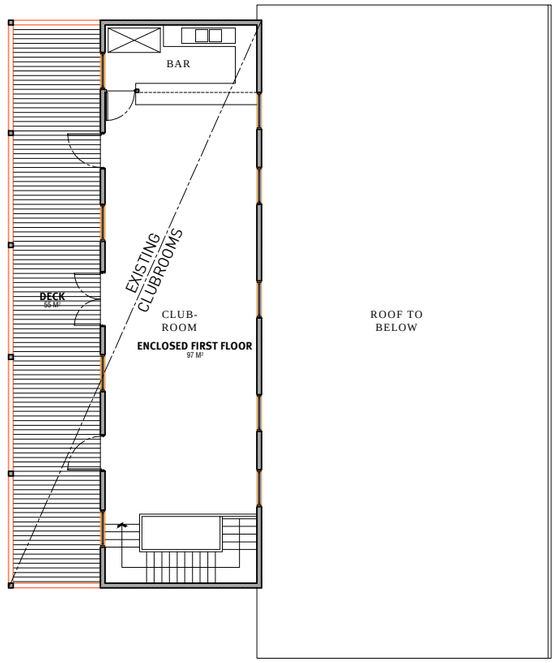


1 GROUND FLOOR PLAN
SCALE 1:100



2 FIRST FLOOR PLAN
SCALE 1:100

FOR DISCUSSION ONLY

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REV	DESCRIPTION	DATE	INITIAL
---	PRELIMINARY ISSUE	01.09.2009	TB
B	AREAS ADDED	20.09.2011	BW

BUILDERS /CONTRACTORS SHALL VERIFY JOB DIMENSIONS BEFORE ANY JOB COMMENCES. FIGURED DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALED WORK. WORK SHALL ALSO CONFORM TO THE SPECIFICATION, OTHER DRAWINGS AND JOB DIMENSIONS. ALL SHOP DRAWINGS SHALL BE SUBMITTED TO THE DESIGNER / CONSULTANT AND MANUFACTURE SHALL NOT COMMENCE PRIOR TO THE RETURN OF SHOP DRAWINGS SIGNED BY THE DESIGNER / CONSULTANT. COPYRIGHT REMAINS THE PROPERTY OF BAENZIGER COLES PTY. LTD. ALL WORK SHALL BE CARRIED OUT IN STRICT ACCORDANCE TO THE LOCAL BUILDING CODES AND AUTHORITY REGULATIONS.

PROJECT NAME
POINT LONSDALE S.L.S.C

PROJECT ADDRESS
Cnr. Ocean Rd & Buckleys Rd, Point Londsdale

DRAWING TITLE
EXISTING CONDITIONS - CLUBHOUSE

SCALE	DATE	DRAWN	CHECK
1:100 @ A1	18.05.09	PP	TB

DRAWING NO. **EC-01**
REV **B**
JOB NO. **06045**

PLOT DATE : Friday 13 January 2012 11:05:48 AM

The existing Clubhouse facilities do not service the Club's current needs and fail to meet them for the following main reasons:

1. The female and male bunk rooms no longer conform to current building code requirements
2. The building has asbestos fibre cement sheet roof and wall linings
3. The electrical capacity of the building is inadequate and under strain
4. Apart from not meeting the needs of the Club for functions, the kitchen is tired, old, has been damaged by water leaks which have not been repaired adequately and has kitchen equipment in poor condition.
5. The office environment is too small and is not up to current work place standards
6. The function / Clubroom is too small for most Club functions
7. The bar facility is inadequate to service the Club's modest needs and is more domestic based
8. The female amenities are poor and inadequate
9. The male amenities are poor and inadequate
10. There are no facilities or access provisions for people with disabilities
11. There is no first aid room
12. There is no cleaner's facilities or store
13. There is inadequate storage for all the Club's equipment
14. There is inadequate storage for the Club's records and memorabilia
15. The structural integrity of the Building is in question in several areas
16. Training and meeting facilities are substandard
17. The roof leaks in several areas
18. The building is nearly impossible to heat in winter and cool in summer (It would probably have an energy star rating of close to zero.)
19. There is no secure storage for surf boats and surf skis

On the positive side, the Clubhouse is located on a corner site and thus has good access on two sides. All vehicle access is currently restricted to Buckleys Road. It is situated close to the main beach it patrols during the summer period and given its position tucked behind the primary dune is reasonably protected from the harsh beach environment that the Club's beach facility has to endure. Building materials and equipment still suffer from the salty sea environment but not nearly as greatly as they do on the beach side of the dune.

Both the Council site and the Club's land are located within a Residential 1 Zone (R1Z). The Club would have "as of right" permission to re-develop the site with a new Clubhouse. However, if the site were to be sold, re-development of the site would be restricted to uses permitted under the Residential 1 Zone uses.

The following overlays apply to the site:

- Design Development Overlay - DDO
- Queenscliffe Planning Scheme - DDO4
- Vegetation Protection Overlay – VPO
- Queenscliffe Planning Scheme – VPO1
- Wildfire Management Overlay - WMO

 © BAENZIGER COLES PTY. LTD

View of the existing PLSLSC Clubhouse from the western side – Circa 2008

Existing PLSLSC Clubhouse from Ocean Road

Front face of the existing PLSLSC Clubhouse

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5.2 Existing Back Beach Base

The Club's principle life saving activities and patrolling responsibilities are located at the Point Lonsdale "back" or ocean beach. The Club has a modest rescue facility at that location called the Harry Windmill Back Beach Base. The facility includes a storage area for an IRB (Inflatable Rescue Boat) and ATV (All Terrain Vehicle), a radio and patrol observation room, a first aid room and a small clubroom. Integrated into this facility are some public toilet facilities. Vehicle access is available to the facility via a secured gate and an all weather bitumen track. This facility was much smaller when first built in 1972 and is starting to suffer from the effects of the extremely harsh environmental conditions and which will be the subject of future building maintenance and remedial projects the Club will have to undertake in the near future. It is not planned to expand these facilities in the short to medium term.

View of the existing Back Beach Base

Front of existing Back Beach Base

Rear of existing Back Beach Base

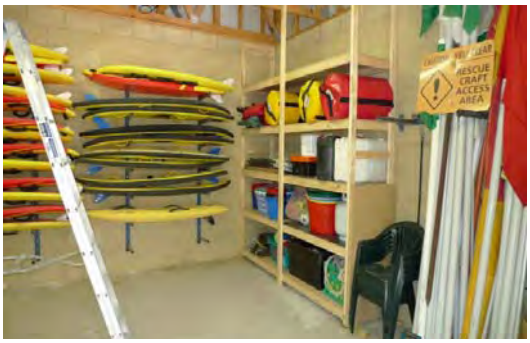
 © BAENZIGER COLES PTY. LTD

5.3 Existing Santa Casa Beach Base

In 1999 the Club established a presence at the Santa Casa or Nuns Beach in Queenscliff. This beach could be considered a bay style beach and as such, provided the Club with a perfect beach to host the Club's very successful Nipper program. Sandy, wide, safe yet still offering surf challenges on a much smaller Nipper size scale, this beach has become extremely popular with young families and is now patrolled by professional life guards during the peak summer period.

The Club's facility built during 2002 at this location includes a storage area for the equipment required for the Nipper program including an IRB and ATV, the life guard's equipment and a first aid room. Also integrated into this facility is a single unisex public toilet facility. Vehicle access is available to the facility via a secured gate and an all weather bitumen track. Set back from direct view from the beach, this facility is not as exposed as the ocean beach facility and has not suffered as greatly from the salt spray.

Photo of the existing Santa Casa Beach Base



Inside of the existing Santa Casa Beach Base

Entry and public face of the facility

 © BAENZIGER COLES PTY. LTD

6. Proposed Site Options

Although it is quite possible to build a new clubhouse on the existing site, there are a number of very compelling reasons why alternative sites should be considered including the ability to sell the Club's freehold land to raise a large portion of the required capital to fund the project as well as being able to build a new facility without losing the use of the existing clubhouse during the construction phase of the new clubhouse.

Accordingly, the Building Committee were charged with the task of identifying whether there were any other suitable sites in the Point Lonsdale area that should be considered for the Club's new home.

During the site identification and selection process, the Building Committee initially identified a total of 11 potential sites within the Borough. After establishing some general criteria for evaluating potential sites, each site was examined against these criteria and the pros and cons for each site were listed. This enabled the committee to eventually reduce the list to four sites that most closely matched the Club's ideal criteria and would offer the Club the best opportunities to fulfil the aims set out in the Strategic Plan.

The general description of the four shortlisted sites is as follows:

Site B - Current site, including Council land (Building on both Council and the Club's land)

Site C - Ganes Reserve (Taking up part of the Public Open Space next to the existing clubhouse site)

Site D - Lighthouse Reserve (Taking up a parcel of crown land within the old Toc-H site.)

Site E - Springs Beach Area (On Crown land located between Royal Oval and the Beach)

The Club's General and Executive Committees have been presented with the case for these four sites and have endorsed the Building Committee's recommendation that they be approved for further detailed evaluation.

The final review, evaluation and recommendation of the most suitable site is yet to be completed and will be one of the most, if not the most important decision to be made in relation to the project because a final design brief cannot be established without knowing the final site. Each of the four short listed sites would deliver a facility with slightly differing functional solutions.

To identify the most suitable site, the Building Committee has developed the beginnings of a final selection matrix that includes a range of issues and criteria that needs to be considered when undertaking this analysis. It is expected that this matrix will used as a basis for even further evaluation by an independent consultant that will prepare the project feasibility plan and will make recommendations as to which site the clubhouse should be located.

Several meetings have been held with the Borough of Queenscliffe and have included the Mayor, the Chief Executive Officer and their General Manager of Planning Places to discuss the Club's overall objectives and to gain general understanding and support of Council. These meetings have been very encouraging and the Committee have found Council to be very interested in being involved in the project and in the Club's objective to see how it may make the new facility available for wider community uses. With this objective in mind, the Building Committee has also begun arranging meetings with several local sporting and recreation organisations such as the Boardriders, the Football and Cricket Clubs, etc, to establish if there may be some mutual benefit to be gained from the development of a facility that has the capacity to be shared.

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Point Lonsdale SLSC
Clubhouse Redevelopment Project
Siting Options

30 November 2010

	Option A	**Option B**	**Option C**	**Option D**	**Option E**	**Option F**	**Option G**	**Option H**	**Option I**	**Option J**	**Option K**
Location	**Existing Site (build on our land only)**	**Existing Site (build on our land and on Council land)**	**Ganes Reserve**	**Toc H / Lonsdale Lighthouse Reserve**	**Springs Beach (near Royal Oval)**	**Back Beach**	**Santa Casa Beach**	**Ripview (West)**	**Stockland (Within their Community facility)**	**Bowls Club Site (amalgamate with Bowls Club)**	**Site next to CFA Satellite Station (Point Lonsdale)**
Zoned	Residential	Residential	Public Use Zone	Coastal Reserve ?	Coastal Reserve ?	Coastal Reserve ?	Coastal Reserve ?	Coastal Reserve ?	Unknown	Coastal Reserve ?	Coastal Reserve ?
Positives (Pros)	Least issues with obtaining permission Members with opposition to moving / realisation of asset not an issue Storage shed can be kept and integrated into development. Club retains full identity / control and does not necessarily have to involve other Community groups	Similar to current location but better building aspect – faces east west rather than north south Storage shed can be kept and integrated into development Design may be able to better shield neighbours from noise	Can realise club asset Similar location to existing – those opposed to relocation may be less concerned Further distance from neighbours and possible less noise issues Can build whist retaining existing clubhouse (no down time) Opportunities for other groups to co-locate	Can realise club asset Possible water views Could combine with a larger Council / Community development Possible accommodation options if site developed for tourism Opportunities for other groups to co-locate	Can realise club asset Water views Ability to have close access to water for training Mid way between 2 patrolled locations / Beach Bases Opportunities for other groups to co-locate	Can realise club asset Condense Club buildings from 3 to 2 Solve issues with concrete cancer in Back Beach Base Water views Ability to have close access to water for training Opportunities for other groups to co-locate	Can realise club asset Water views Condense Club buildings from 3 to 2 Ability to have close access to water for training	Can realise club asset Possible water views Ample Car Parking Further distance from neighbours and possible less noise issues Opportunities for other groups to co-locate	Can realise club asset Existing relationship with Stockland	Can realise club asset Close to RVSC site Close to heart of Point Lonsdale Co-location	Can realise club asset Opportunities for other groups to co-locate eg. CFA
Negatives (Cons)	Cannot realise club asset – less funds available and would limit type of building / delay to raise additional funds Design may limit noise suppression capabilities Restricted site area may limit design potential and footprint of new build Without a Clubhouse for a long period (Feb – December)	Cannot realise club asset – less funds available and would limit type of building / delay to raise additional funds Obtaining Council commitment to allow the Club to occupy their land for the long term Without a Clubhouse for a long period (Feb – December)	Member opposition to realisation of club asset Leased Land – less control over building and unable to secure mortgage Storage shed cannot be kept and possible negative feedback re recent costs Loss of public space	Member opposition to realisation of club asset Likely delays due to Council involvement / plans for major development Leased Land – less control over building and unable to secure mortgage Storage shed cannot be kept and possible negative feedback re recent costs Distance from traditional home	Member opposition to realisation of club asset Leased Land – less control over building and unable to secure mortgage Storage shed cannot be kept and possible negative feedback re recent costs Distance from traditional home	Member opposition to realisation of club asset Lack of easy vehicle / pedestrian access Increased building costs Harsh environment – building maintenance Leased Land – less control over building and unable to secure mortgage Possible public reaction / opposition Obtaining Council / DSE approvals Storage shed cannot be kept and possible negative feedback re recent costs	Member opposition to realisation of club asset Obtaining Council / DSE approvals Distance from Point Lonsdale / traditional home Leased Land – less control over building and unable to secure mortgage Possible public reaction / opposition Storage shed cannot be kept and possible negative feedback re recent costs	Member opposition to realisation of club asset Obtaining Council / DSE approvals Leased Land – less control over building and unable to secure mortgage Storage shed cannot be kept and possible negative feedback re recent costs Distance from traditional home No easy access for water training (craft)	Member opposition to realisation of club asset Distance from traditional home Timeframe – when is land available ? No easy access for ocean water training Storage shed cannot be kept and possible negative feedback re recent costs	Member opposition to realisation of club asset Lack of willingness from Bowls Club for co-location Different vision / objectives that of Bowls Club Recent upgrades to Bowls Club Storage shed cannot be kept and possible negative feedback re recent costs Distance from traditional home	Member opposition to realisation of club asset Leased Land – less control over building and unable to secure mortgage Possible public reaction / opposition No easy access for water training (craft) Storage shed cannot be kept and possible negative feedback re recent costs

	Option B	Option C	Option D	Option E
Location	Existing Site (build on Club land and on Council land)	Ganes Reserve	Toc H / Lonsdale Lighthouse Reserve	Springs Beach (near Royal Oval)
Area (See plans attached)	888 m^2 (owned by Club) + 607 m^2 (Owned by Council) = 1,495 m^2 total area	Total potential area 2,945 m^2	Lighthouse precinct 28,455 m^2. Area to be commandeered by the Club +/- 2,500 m^2 (excluding car park) Exact site not defined at this time.	Site boundary arbitrary and not defined. Approximate area of land identified for development approximately 2.300 m^2 (excluding car parking).
Zoned	RZ1 (Both sites zoned Residential)	PPRZ (Public Park & Recreation)	PPRZ (Public Park & Recreation)	PPRZ (Public Park & Recreation)
Ownership / Lease Arrangement	Would require an extension to the current lease over Council Land or new lease. 50 year term preferred. Would require permission to build on Council Owned Land	Would require the Club to enter into a lease arrangement with Council. 50 year term preferred.	Would require the Club to enter into a lease arrangement with DSE with Council approval. 50 year term preferred.	Would require the Club to enter into a lease arrangement with DSE with Council approval. 50 year term preferred.
Accommodation	If provided, would need to be included in clubhouse building	If provided, would need to be included in clubhouse building	Possible access to accommodation in adjacent development	Possible access to accommodation in adjacent caravan parks
Café / Food Outlet	Limited offer possible subject to Council and LSV approval	Limited offer possible subject to Council and LSV approval	Good to excellent potential depending on offer and association with adjoining development	Good to excellent potential depending on offer and association with nearby Springs development or stand alone
Access	Corner site providing good access off both Ocean Road and Bucklys Road Close to back beach – main patrolling beach.	Access only from Ocean Road. Could limit vehicular access. Close to back beach – main patrolling beach.	Good vehicular access although at present road is a codlersack and does not offer a "back door" entry.	Good vehicular access although at present road is a culdesac
Car Parking	On site very limited. Very good public parking available on streets	Very good but may possibly mean some public parking could be lost	Requires additional - but plenty of potential to convert various areas for car parking	Requires additional – very limited existing car parking available. Very limited expansion of car park to south may be possible.
Community Impact	Same site – existing neighbours already know what they have to deal with. Too close to residential neighbours. May limit opportunities for other community or late night uses??	Loss of some open space in Ganes Reserve. Potential to locate Clubhouse a little further away from residential neighbours. Possible to create a "green" buffer between Club and residential uses.	Minimal impact on residential community	Significant vegetation removal required
Sale of Council Land	Council cannot realise their asset. Leased land may limit security of tenure (although it would be difficult for Council to justify removing the Club from the land.)	Council have the opportunity to realise their asset	Council have the opportunity to realise their asset	Council have the opportunity to realise their asset
Sale of Club Land	Not possible unless Council is willing to purchase – highly unlikely	Possible for the Club to sell or re-develop existing site which could provide some portion of funding for new Clubhouse.	Possible for the Club to sell or re-develop existing site which could provide some portion of funding for new Clubhouse.	Possible for the Club to sell or re-develop existing site which could provide some portion of funding for new Clubhouse.
Noise and nuisance impact on Neighbours	Poor. Would need to be considered in design of new clubhouse if preferred site.	Average. Would need to be considered in design of new clubhouse if preferred site.	Excellent (Site is quite isolated from residential)	Good (Visual impact on residences across the other side of the oval)
Access to Open Areas	Limited by the boundaries created by the boundary fencing and what is left un-built within site Possible access to Ganes Reserve subject to Council approvals	Access to open areas to the north and into Ganes Reserve is very possible on this site and within bounded area of Club depending on the treatment of the building edges and Clubhouse compound.	Possibility of creating a shared open space in adjacent redevelopment? Or even within the Clubhouse compound depending on how much area is commandeered by the Club	Shared use of the Cricket / Football Oval possible for outdoor training, Nipper nights, etc,

Public Toilets	Nil – would not be proposing to provide	Redevelop existing and integrate into the Clubhouse would be possible	Demolish old, poor existing public toilet amenities and relocate to Clubhouse	No public conveniences at present – could incorporate new public toilet amenities as well as change facilities for the cricket and football clubs
Location to Rip View Swim Classic	Located away from RVSC.	Nil	Nil	Excellent location for sponsors / less gear movement, etc. Possible to start or even finish the race at the Clubhouse.
Salt effects on building	Minimal / Low	Minimal / Low	Moderate	High / Extensive
Shared Community / Other Club Use	Will depend on facilities built into Clubhouse but location would suit Boardriders and a range of other community groups willing to travel. Apart from Tennis Club, there are no other community facilities nearby. Provides an opportunity to offer the community a facility in this area	Will depend on facilities built into Clubhouse but location would suit Boardriders and Tennis Club and a range of other community groups willing to travel	Will depend on facilities built into Clubhouse but location may suit Boardriders and a range of other community groups willing to travel. The Clubhouse could contain facilities that may be utilised by the adjoining development site such as conference, education, training, function facilities.	Will depend on facilities built into Clubhouse but location could suit the local cricket and football clubs, the Primary school for certain activities and overflows and a range of other community groups willing to travel.
Site Location	At existing home. Known well by the community and members. Close to "back beach"	Close to existing home and even closer to access track to Back Beach Base	Still in Point Lonsdale and near to original Steps Beach clubhouse site. Somewhat isolated with a dead end access could have dual access depending on development adjacent	Mid way between both Beach Bases. Opportunity to have a presence at a possible popular future beach
New Storage Facility	Possibility it can be kept and utilised if necessary	Cannot be used	Cannot be used	Cannot be used
Vehicle (Club Ute)	May not be required	May not be required	Required	Required
Vegetation Removal / Disturbance	No removal or disturbance to existing vegetation.	Existing vegetation a mixture of high value Moonah and other indigenous coastal vegetation. All introduced to the area since 1964 – not remnant. Costly vegetation offsets would be required	Minimal works required	Extensive vegetation removal and works to primary dune required
Water – Distance to carry equipment for training	Poor access to training beaches.	Poor access to training beaches.	Reasonable access	Excellent access Existing boat ramp that could be upgraded for IRB / RWC access
Water – Views	None – via cameras from beach bases a possibility?	None – via cameras from beach bases?	Reasonable views of The Rip and the bay – better and more extensive the higher you go.	Excellent views of the bay, the lighthouse, Queenscliff and The Rip and the Mornington Peninsular
Orientation	Good orientation to the north possible	Good orientation to the north possible	Good orientation to the north possible	Quite an exposed site with reasonable orientation and exposure to the north.
Utilities (Sewerage, Water, Gas, Electricity, Telephone, etc)	Water, gas, electricity, sewer, telephone all currently connected. Minimal upgrade to services anticipated	Water, gas, electricity, sewer, telephone services available to site. May require an upgrade of some infrastructure.	Not sure???? Requires a full site survey to determine the extent of existing infrastructure available to site	Not sure???? Requires a full site survey to determine the extent of existing infrastructure available to site
Other????	Timing and logistic issue with new build. Will be without a Clubhouse for 12 months+ while new clubhouse is being built.	Although a suitable site if no others were available as it is zoned public use, it would require community support which may take some time to secure.	Timing may be a problem if Council are unable to complete the development masterplan study for the precinct in a timely manner	Costly infrastructure and vegetation offset cost associated with this site. Concerns over rising water levels and coastal inundation.
General Comments	Site most favoured by Council and DSE	Given the opportunity to redevelop on other sites, this site is not supported by DSE or Council.	Location of the Club to this site appears to have some support of Council and DSE (subject to the outcome of the development masterplan study of the precinct)	Given the opportunity to redevelop on other sites, this site is not supported by DSE or Council.

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PLSLC Clubhouse Redevelopment Project
POINT LONSDALE

EC003
11097

LOCATION PLAN - PROPOSED SITE OPTIONS
15.11.11 | 1:10000 @ A1, 1:5000 @ A3

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NORTH

POINT LONSDALE SLSC
54 OCEAN ROAD , POINT LONSDALE, VICTORIA

SK-001 (A3)
11097

CLUBHOUSE SITE LOCATION PLAN - OPTION B
23.01.2012 | 1:500 @A3

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NORTH

POINT LONSDALE SLSC
56 OCEAN ROAD , POINT LONSDALE, VICTORIA

SK-002 (A3)
11097

CLUBHOUSE SITE LOCATION PLAN - OPTION C
23.01.2012 | 1:500 @A3

BAENZIGER COLES

ARCHITECTURE
INTERIOR DESIGN
PROJECT MANAGEMENT

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NORTH

POINT LONSDALE SLSC
LIGHT HOUSE PRECINCT, OCEAN ROAD , POINT LONSDALE, VICTORIA

SK-003 (A3)
11097

CLUBHOUSE SITE LOCATION PLAN - OPTION D
23.01.2012 | 1:2000 @A3

BAENZIGER COLES

ARCHITECTURE
INTERIOR DESIGN
PROJECT MANAGEMENT

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mail@baenzigercoles.com.au
baenzigercoles.com.au

NORTH

POINT LONSDALE SLSC
SPRINGS BEACH SITE , POINT LONSDALE, VICTORIA

SK-004 (A3)
11097

CLUB HOUSE SITE LOCATION PLAN - OPTION E
07.02.2011 | 1:500 @A3

7. Proposed Concept & Design Brief

7.1 Visual Statement

As previously noted and as included in the Club's strategic plan, the Club's Vision statement is to; *"provide lifesaving services for the community of Point Lonsdale and Queenscliff, enable our members to develop their skills, knowledge and experience in lifesaving and sports and to improve the profile and influence of the Club through community and member involvement and leadership in development programs and initiatives".*

It also stated that the Club aim's to;*"design, build and establish a state-of-the-art clubhouse with a modern office and the ability to extend and house associated groups including regional facilities. The new clubhouse will be developed using the latest environmental and sustainable considerations and be a showcase for building development in coastal environments".*

It is intended that the new clubhouse will provide a fully functional facility to service the Point Lonsdale Surf Life Saving Club's needs for the next forty to fifty years. Although this facility will be built for the Club and will be used primarily by the Club, it is also intended that this new facility will be made available and used by the local communities of Point Lonsdale and Queenscliff so that it becomes a hub of activity throughout the year - not just during the peak summer time period.

Ensuring the Club's identity remains strong and is embodied in the design of the new facility will be of primary importance, however, it is also important that the facility provides a welcoming appearance for other potential users.

As such, it is expected that the clubhouse will be used by a variety of other local sporting, recreational, educational, interest groups (such as the Point Lonsdale Boardriders, the Point Lonsdale Primary School, Heath and Fitness Groups, etc) and will provide the community with additional valuable meeting and function spaces.

The building should present an image consistent with the beach side environment and current ecological sustainable development (ESD) principles without dominating the landscape. It should be:

- Low key but distinctive
- Be readily identifiable and welcoming
- Be constructed of high quality, durable materials
- Include principles of ESD design
- Maximise the use of the available open site
- Seamlessly integrate with the local environment
- Minimise the impact of the built environment on its surroundings
- Express image and functions of a Surf Life Saving Club
- Repeat, borrow or redefine landscape and building elements from the local surrounding area
- Use materials and themes that are a continuation of those expressed in the Queenscliffe Coastal Management Plan and the Point Lonsdale Structure Plan

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7.2 Siting and Orientation Considerations

The building's siting and orientation should:

- Take advantage of the views (where possible)
- Take advantage of prevailing winds
- Encourage passive solar design
- Have a clear and identifiable main entry
- Provide good pedestrian and vehicular access

7.3 Community and Educational Opportunities

There is the real opportunity to ensure the clubhouse may be used for a number of other community and public activities. It is possible that the facility could be used to hold public meetings, special community group meetings, community exhibitions, fund raising activities, community activities such as senior citizen, local sporting health and fitness groups, etc.

The Interpretation function is an educational activity, which aims to reveal meanings and relationships through the use of original objects, by first-hand experience and by illustrative media, rather than simply to communicate factual information.

There is an opportunity to include one or more interpretive themes in the new building fabric, or landscaping elements as an arts initiative, e.g.:

- Water safety, (the coastal and marine environment, shifting sands, rips and currents),
- Weather watching, (cloud types; wind directions)
- The night sky, (constellations and seasonal change; navigation)
- Coastal fauna (bird watching, marine and other dune life)
- Coastal plants and sand dunes, (biodiversity and ecological connections)
- Stories of the local indigenous groups (Bengalat balug (Clan) of the Wathaurong People, traditional custodians of the land)
- Maritime history
- Historical information based on Western settlement

Closely linked with the educational opportunities provided by interpretation are opportunities for other educational programs and events. These may also be site specific. For example:

- water safety programs, including swimming, rescue, and resuscitation;
- first aid training, responsible serving of alcohol training,
- other emergency services training (CFA, SES, Volunteer Coast Guard, etc,)
- navigation; maritime history
- educational resource for schools outside the region involved in environmental programs
- health and wellbeing

The meeting and function rooms in the new building may also provide a venue for school groups to visit and learn about the Victorian coastal environment (as well as other community uses that a shared resource can provide). The Club's office facilities may also help to provide support to these functions and group activities.

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7.4 Clubhouse Requirements

The Point Lonsdale Surf Life Saving Club operates under the umbrella of Life Saving Victoria. The Club has a membership of over 1100, including approximately 400 Nippers (aged as young as 7 years), approximately 250 active volunteer lifesavers (aged from 13 years and up) and approximately 400 associate / social members, many of whom are parents of Nippers and Active members. This number is expected to increase in the near future with the future growth of the residential areas associated with the Stocklands – "The Point" development that plans to build around 700 dwellings in total.

The clubhouse provides a "home" for its members. A place they can associate their membership with and an important place they know they can go to, to obtain information, to socialise, to meet, to train, to feel an integral part of the Club. It is important for the clubhouse to reflect the strength and professionalism of the organisation.

It needs to carter for the Club's current needs and be flexible or adaptable enough to cater for its needs for the next forty to fifty years.

The clubhouse facilities must be designed to provide:

- A place for younger members to meet and socialise
- A place for Club functions (Nipper presentation night, awards presentation nights, other social and commemorative functions)
- A place for Club meetings (General Committee, Executive Committee, Sub-committees)
- A place for the general membership to meet and socialise
- Space to showcase and store the club's achievements and memorabilia
- Facilities for the preparation of food - commercial and smaller functions
- Space to display the Club's honour boards
- Areas for active fitness and competition training
- Barbeque areas
- Outdoor decks / terraces
- First aid facilities
- Kiosk (to service the general beach going community)
- Facilities that can be used by a variety of other community groups
- Classroom training spaces (theory and CPR demonstrations and practice)
- Areas for smaller group training in OHS, personal communications and technical communications (comms, radio, etc);
- Support facilities for surf Carnival activities
- An area for members on duty during the course of the day over the summer patrolling months
- Administrative / office functions and sales of Club clothing
- General storage of Clubhouse consumables, office, and archived records
- Storage and maintenance of beach patrolling and training equipment and vehicles.
- Sanitary and change requirements
- Open areas for training, preparation and maintenance of equipment and for social and sporting activities

(Note: The provision of accommodation for the membership and for a caretaker has not been included in the functional brief. In addition, no spatial allocation for surf boat storage has been provided at this time.)

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Unlike many other clubhouses in Victoria that are located directly on the beach front with a view of the beach they are patrolling, the Point Lonsdale Life Surf Saving Club may not need a beach observation room included as part of the functional requirement of the new clubhouse. The two beaches that are currently serviced by patrols have separate facilities providing these functions. (Please note: This may be somewhat dependent upon the final site selected for the development of the new clubhouse. For example, if the Springs site was to be adopted as the new location for the clubhouse, an observation room would need to be included.)

7.5 Spatial Requirements

It is expected that irrespective of site and in order to provide the most efficient footprint, the new clubhouse will be developed over at least two levels. The eventual size of the new building will be driven by a number of factors including:

1. Minimum functional requirements
2. Anticipated growth
3. Site size / location
4. Cost / budget

Functionally, the principle spatial issues for consideration are as listed immediately below. A notional split between ground and first floor has been provided to give some indication and guide of those functions that the Club has considered would be most suitably located on each level.

<u>Ground Floor Level:</u>

1. Entry
    a. Entry porch (external)
    b. Entry lobby (internal)

2. Storage Areas
    a. IRB's and storage
    b. Club 4WD and ATV and storage
    c. Jet skis and storage
    d. Skis (surf) storage
    e. Malibu boards (surf rescue and competition)
    f. Patrol equipment (spare)
    g. IRB Motor storage
    h. Workshop (General)
    i. Rip View Swim Classic Store
    j. General Competition Store
    k. Club Consumables/Storage
    l. Fuel storage
    m. Gear drying room/area
    n. Club Archives/Admin Records

3. Training / Multi Function
    a. Junior Lounge
    b. Small Training Area
    c. Gym

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4. Administration / Life Saving Operations
    a. Club Office and Clothes Sales
    b. First Aid Room
    c. Club Captain's Area, Patrol Operations (Admin) and Radio Room

5. Amenities / Vertical Circulation
    a. Small kitchen / tea area
    b. Female Club Toilets / Showers / Change Facilities
    c. Male Club Toilets / Showers / Change Facilities
    d. Unisex Club Toilets / Showers / Change Facilities
    e. Cleaners Room / Store
    f. IT / Communications Room
    g. Stairs / Circulation
    h. Lift

6. Commercial Space Requirements
    a. Café/Kiosk
    b. Dry Storage
    c. Cool Room

7. External Spaces
    a. Barbeque area
    b. Open grassed area for training, equipment preparation and maintenance, functions
    c. Equipment wash down areas
    d. Refuse / bin storage
    e. Car and bicycle parking areas

First Floor Level:

8. Clubroom / Multi Function Space
    a. Store Room (equipment/furniture etc)
    b. Bar
    c. Cool room
    d. Committee / Administration Room
    e. Open multi-function area / Members lounge
    f. Commercial kitchen (including dry and cool room)
    g. Servery

9. Amenities / Vertical Circulation
    h. Unisex Accessible Toilet
    i. Female Toilets
    j. Male Toilets
    k. Memorabilia / Honor Board Display
    l. Stairs
    m. Lift

10. External Spaces
    n. External deck / barbeque area

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In further detail, the above areas have the following specific requirements that need to be considered. Further explanation and detailed consultation may be necessary to fully detail the requirements of each of these areas.

Ground Floor Level:

1. Entry

   a. **Entry Porch** (external) (indicative area 10 - 15 m^2)

      - Weather protected covered space
      - Welcoming
      - Security light / CCTV camera / intercom
      - Location for external post receptacle
      - Secured? (Electronic)
      - Direct off road / parking
      - Bicycle parking (allow ten spaces)
      - Signage for Club identification
      - Emergency use only phone (TBC by Club)

   b. **Entry Lobby** (internal) (indicative area 10 - 15 m^2)

      - Notice board / display
      - Welcoming
      - Secured (Electronic – TBC)
      - Direct off road / parking
      - Close to vertical circulation (stair / lift)
      - Counter to office / Club clothing shop
      - Casual seating required (TBC)

2. Storage Areas

   Although noted as individual areas, it is anticipated that the storage areas will be interconnected and possibly contained within a single large space that may have a number of separately secured compartments to provide demarcation, control and security between certain functions. It is important for the facility designers to have a detailed knowledge and understanding of the equipment to be stored. The storage area should be designed for flexibility and so that it can be easily rearranged to cater for changes in the type of equipment and items stored.

   a. **IRB Storage** (indicative area 40 m^2)

      - 6 no. Inflatable rescue boat (IRB) motors and 2 no. trailers, with direct access through roller door to outdoor space
      - 6 no. boats roll stored and stacked two / three high
      - Near wash up area
      - Located near fuel storage area
      - Adjacent to workshop area
      - Device for lifting motors (TBC)
      - Restricted access to public
      - IRB Dimensions (overall – IRB only) 3750/3850 L x 1600/1850 W, Dimensions of trailer (TBC by Club)
      - Air compressor required
      - Near equipment wash down area

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b. **4WD & ATV Storage** (indicative area 50 m^2)

- 1 no king cab type 4WD utility - specifications tba
- 2 no all terrain vehicle (ATV) - specifications (TBC by Club)
- Near wash up area
- Direct access to parking / road
- Restricted access to public
- ATV dimensions (overall vehicle) 3480 l x 1520 w 1930 h (TBC by Club)
- 4WD dimensions (overall vehicle) 4900 l x 1820 w 2000 h (TBC by Club)
- Located near fuel storage area
- Adjacent to workshop area

c. **Jet Ski Storage** (indicative area 35 m^2)

Currently exclusive to the Life Saving Response Team (LERT) but will be used as rescue craft of the future. Ideally LERT would prefer to have a "drive in / drive out" storage solution, where trailer(s) can be attached to a 4WD whilst in storage to minimise delays in the event of a call out and be keep secure.

- 2 no. rescue jet skis and trailer, with direct access through roller door to outdoor space
- Near wash up area
- Located near fuel storage area
- Adjacent to workshop area
- Restricted access to public
- Dimensions (overall with trailer) 4900 l x 1600 w, 1800 h (TBC by Club)
- Jet Ski equipment store

d. **Skis (Surf) Storage** (indicative area 22 m^2)

- Wall space for notices
- Direct access to parking / road
- Restricted access to public
- Allow for 10 skis (single only – TBC May require space for double skis)
- Custom steel framed racks
- Horizontal storage only
- Dimensions (TBC by Club)

e. **Malibu Boards Storage** (indicative area 30 m^2)

Vertical or horizontal storage?? All general Nipper training boards to be stored permanently at Santa Casa.

- Wall space for notices
- Direct access to beach (where appropriate to site)
- Includes Nipper competition boards
- Direct access to parking / road
- Restricted access to public
- Allow for 60 boards (20 Nipper comp board and 40 Senior Comp and Rescue Boards)
- Custom steel framed racks
- Surf rescue board 3400 l x ?? w x ?? thickness?? (TBC by Club)
- Competition boards 3400 l x ?? w x ?? thickness?? (TBC by Club)
- Nipper Boards 2000 l x ?? w x ?? thickness?? (TBC by Club)

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f. **Patrol Equipment Storage** (indicative area 4 m^2)
Most patrol equipment will be stored permanently at the beach bases – this might be for spares only
- Flag stands
- Patrol shelters (storage size TBC)
- Patrol buoys and anchors
- Rescue tubes, flippers, etc
- Access to washing down area with racks
- Whistles
- Restricted access to public
- Anchor storage

g. **IRB Motor Storage** (indicative area 6 m^2)
Could be a part of the IRB storage area
- Lifting device?
- Near petrol storage area (TBC)
- In workshop area
- Restricted access to public
- Allow for storage of 8 motors
- Access to water / wash down area to flush our motors

h. **Workshop** (indicative area 15 m^2)
- Providing workshop facilities to all Club requirements
- Workbench with integrated task lighting
- Restricted access to public
- Integrated bench vice (TBC)
- Three phase power (TBC)
- Tool, materials storage
- Access to compressed air

i. **Rip View Swim Classic Store** (indicative area 25 m^2)
The Rip View Swim Classic is a Club run open blue water swim event that raises significant funds for the Club. It is considered to be one of the State's largest and longest running open blue water public swim events. Items are used for only one day of the year, and as such the storage area could be in the "back blocks".
- Separately secured
- Trestles
- Winners Podium
- Shelters
- Buoys
- Traffic, people management equipment
- Signage
- Shelving for boxes of smaller items
- Restricted access to public

j. **General Competition Store** (indicative area 15 m^2)
- R & R Reels
- Competition shelters
- Boxes for beach flags, balls, finishing flags, etc

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k. **Club Consumables / Storage** (indicative area 25m^2)
   - Stationery storage
   - Patrol uniform storage
   - Seasonal bulk storage
   - Bulk clothing storage (nippers)
   - Amenities storage (toilet paper and soaps)
   - Lockable room with free floor area and shelving for 150 cases/slabs of soft drink, beer, wine, etc

l. **Fuel Storage** (indicative area 2 m^2)
   - Restricted access to public
   - 100 litres of fuel (max to stay under OH&S/WH&S requirements)

m. **Gear Drying Room** (indicative area 6 m^2)
   - Restricted access to public
   - Floor waste
   - Commercial washing machine adjacent (TBC)
   - Primarily single hanging space with "open" shelf over to enhance drying
   - Wetsuits, PFD (personal flotation devices), helmets gloves, goggles, booties etc

n. **Club Archives / Admin Records Area** (indicative area 15m^2)
   - Restricted access to public
   - How many archives currently available for storage (TBC)
   - How many admin records need storing (TBC)
   - Dry, dark, cool space but not air conditioned space
   - Shelving / compactus

Note: No specific spaces have been identified for member or caretaker accommodation and for the storage of surf boats.

3. Training / Multi Function

a. **Junior Lounge** (indicative area 30 m^2)
   - Informal seating for up to 12
   - Audio visual setup (TBC)
   - Restricted access to public
   - Could be used as an additional multi-function space
   - Access to external areas

b. **Small Training Area** (indicative area 30 m^2)
   Could be combined with the Junior lounge but separable. A smaller training area for small group theory training
   - Storage Cupboard
   - AV facilities
   - Meeting table / and formal seating for 8 - 12

c. **Gym** (indicative area 45 m^2)
   - Details of equipment to be defined
   - Type of training format to be advised

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4. Administration / Life Saving Operations

a. Club Office / Clothing Sales (indicative area 35 m^2)
   - Dual function as a reception space / counter for clothing sales
   - Allow for a minimum of 3 workpoints plus a "hot desk" point
   - Details of equipment to be confirmed – MFD, printers etc
   - Requirement for a safe (TBC)
   - Stationery store
   - Storage for immediate clothing stock
   - Pigeon holes for all Committee Members
   - Restricted access to public
   - General storage, filing cabinets, mobile pedestal
   - Whiteboard / pin board requirements to be confirmed
   - All workpoints need data cabling (TBC)
   - Air conditioned
   - Visual and physical proximity to entry lobby

b. First Aid Room (indicative area 15 m^2)
   - Dedicated first aid room with one medical examination couches and appropriate access for each
   - The room should be well illuminated and ventilated.
   - First aid room temperature should be suitable in assisting with maintaining normal body temperature.
   - The room should have a washbasin with hot and cold water.
   - The room should have a telephone with a list of emergency numbers posted close by.
   - The room should have a minimum of two electrical general-purpose outlets (GPO).
   - The room should have lockable storage for special medication and items used for external wound treatment.
   - The room should have a workbench for the preparation, or the 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.
   - The room must be at ground level with wide / double door access on the outside wall of the building, to an ambulance / car bay.
   - The room should be located close to a toilet, which allows use by a casualty suffering a temporary disability or with a major disability.
   - This should be a disabled or family change area, which allows unisex access.
   - Restricted access to public

c. Club Captain's Area & Patrol Operations (Admin) & Radio Room (indicative area 10 - 15 m^2)
   Could be part of the general admin office but might be slightly separate as it would have a radio control panel for contact to remote beach patrol stations
   - Workstation area for general patrol administration / central radio equipment
   - Preferably located on ground floor
   - Contains dedicated Patrol Captain workstation
   - Filing cabinets
   - Restricted access to public

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5. Amenities / Circulation

a. **Small Kitchen / Tea area (to support external BBQ area)** (indicative area 20 m^2)
Domestic style kitchen facility mainly for all internal Club functions
   - Provide for a sink, dishwasher, microwave, fridge (glass doors/wire shelves), instant hot and cold filtered water
   - Extra bench space for support of BBQ events
   - Notice board
   - Direct access to BBQ area
   - Fridge capacity (TBC)
   - Small table and seats (allow for four)
   - Domestic oven and cooktop (TBC)

b. **Female Club Toilets / Showers / Change Area** (indicative area 30 m^2)
   - To BCA regs and to accommodate 4 individual showers
   - Allow for 20 lockers
   - Sanitary Unit
   - Hand dryers or towels (TBC)
   - Bench seating
   - Restricted access to public

c. **Male Club Toilets / Showers / Change Area** (indicative area 30 m^2)
   - To BCA regs and to accommodate 4 individual showers
   - Allow for 20 lockers
   - Hand dryers or towels (TBC)
   - Bench seating
   - Restricted access to public

d. **Unisex Club Accessible Toilet / Shower / Change Area** (indicative area 10 m^2)
   - To BCA regs and to also accommodate a baby change table
   - Sanitary Unit
   - Hand dryer or towel (TBC)
   - Restricted access to public

e. **Cleaner's Room / Store** (indicative area 3 m^2)
   - Cleaners sink off the floor
   - Storage of chemicals and cleaning equipment
   - Easy access – does not have to be in a room
   - Lockable

f. **IT Comms Room** (indicative area 6 m^2)
   - Security control panel
   - Data rack
   - Telephone MDF
   - Patch Panel
   - Air Conditioned?
   - UPS
   - 15 Amp Power x 4 on dedicated circuits

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g. **Stairs / Circulation** (indicative area 50 m^2)
   - To BCA regs and as required

h. **Lift** (indicative area 7 m^2)
   - Accessible compliant

i. **Plant Room / Area**
   - Switchboard?
   - PV panel inverter unit (TBC)
   - Display of energy usage.
   - HWS
   - Mechancial Plant
   - Some plant may be located on the roof (must have OH&S compliant access)

6. Commercial Space Requirements

Commercially run kiosk / cafe space run by a local commercial operator to provide a simple food offer and non alcohol beverages to beach goers. To be operated primarily during the summer months and maybe some selected holiday periods and nominated public holidays. It is envisaged that the space will be leased from Club on a commercial basis. May require separate electrical metering

a. **Café / Kiosk** (indicative area 20 m^2)
   - Simple kiosk / cafe style presentation / counter / servery to external public area
   - All seating external
   - Requires potential storage for furniture if some is not fixed?
   - Food offer to be discussed....
   - Cooking, heating equipment by lessee (TBC)
   - Club to provide electricity, double bowl sink, hot and cold water, hand wash sink, general bench and storage space
   - Fixed or movable seats or a combination (TBC)
   - Sufficient bin space
   - Required to comply with all relevant health regs
   - Preferably no direct access into clubhouse; consideration for separate and afterhours access (TBC)

b. **Dry Storage.** (indicative area 2 m^2)
   - Dry storage area for kiosk / cafe needs.
   - Adjustable shelving

c. **Cool Room** (indicative area 4 m^2)
   - Coolroom for refrigeration not freezing

7. External Spaces

a. **Barbeque Area** (indicative area 6 m^2)
   - 2 no. large format BBQ for Nipper events and other Club functions
   - Mains gas Single or double (TBC)
   - Good ventilation
   - Adjacent to the kitchen / tea area for Barbeque support

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b. **Outdoor Open Area** (indicative area 300 - 500 m^2)
   - Grassed area for training
   - Equipment preparation / maintenance
   - External Club functions
   - Possible fixed outdoor furniture (TBC)
   - Irrigated grassed area from harvested rain water
   - Directly access from storage areas and junior lounge / gym

c. **Equipment Wash Down Area** (indicative area 20m^2)
   - Hardstand area - Drained
   - Access to water
   - Interceptor trap (for fuel)

d. **Refuse / Waste Bin Storage** (indicative area 12 m^2)
   Facilities to encourage recycling and waste minimisation.
   - Hardstand area - Drained
   - Access to water
   - Allow area for at least eight wheelie bins

e. **Car and Bicycle Parking**
   Will depend on site and Council views on parking requirements
   a. Limited member office staff parking (say 8 to 10)
   b. Visitor parking (say 2 to 3)
   c. May require at least one dedicated accessible parking space near entry?
   d. Bicycle parking / racks for 10 bicycles, min

<u>First Floor Level</u>

8. **Clubroom / Multi Function Space / Large Training Area**

a. **Storeroom** (equipment / furniture etc) (indicative area 16 m^2)
   - Equipment / Furniture etc.
   - Training equipment and aids
   - Audio visual equipment

b. **Bar** (indicative area 16 m^2)
   - Hot & cold filtered water
   - Refrigeration
   - Microwave
   - Storage
   - Restricted access to public
   - Glass fronted fridges
   - Glass washer
   - Servery / counter
   - POS / Till

c. **Cool Room** For Drinks (indicative area 6 m^2)
   - Cool room for refrigeration not freezing

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d. **Committee / Administration Room** (indicative area 30 m^2)
   - Formal seating for 14
   - Modular table arrangement
   - Informal seating for 6 (as part of Member's Lounge)
   - Audio visual to be discussed
   - Access to tea room or kitchen for food and beverages (TBC)
   - Any particular storage requirements??
   - Any presentation walls (requirements TBC)
   - Memorabilia / honour boards / trophy cases (TBC)
   - Link up with members lounge

e. **Clubroom / Open Multi-function Space / Members Lounge** (indicative area 200 - 250 m^2)
   - Seating space for 100 +/- people for Club functions
   - Casual seating areas
   - Dance floor (TBC)
   - Accessible to tea area / kitchenette and toilets
   - Flexible use as a training room / large committee or member meetings (AGM's)
   - Restricted access to public
   - Acoustic treatments
   - Large TV / Monitor
   - Display opportunities for display / storage of memorabilia
   - Audio visual (to be addressed in greater detail)
   - Able to be divided into two smaller areas with separate access?
   - Link up with Committee/Administration Room

f. **Commercial Kitchen** (indicative area 40 - 55 m^2)
   - Full stainless steel commercial quality benches, sinks, etc
   - Commercial Ovens, cook tops, microwaves, dishwashers, etc,
   - Grease traps, fully coved floor with slip resistance, etc all to food heath req'ts
   - Details of equipment and extent of fitout to be discussed further
   - Dry store
   - Cool room
   - Servery to Club / function room?

9. **Outdoor Decking / Barbeque Area**

a. **Outdoor Decking** indicative area 100 - 120 m^2)
   - Possible fixed outdoor furniture (TBC)
   - Partially covered (TBC)
   - External lighting
   - Sun shading (TBC)
   - Directly off Clubroom

b. **Barbeque Area** (indicative area 10 - 15 m^2)
   - Partially covered (TBC)
   - External lighting
   - Sun shading (TBC)
   - Double (x 2) mains gas barbeque facility
   - Directly off Clubroom
   - Large layout bench

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10. Amenities / Circulation

a. **Unisex Accessible Toilet** (indicative area 10 m^2)
   - To BCA regs
   - Hand dryer or towels (TBC)
   - Sanitary unit
   - Consumables to be stored in general dry storage area

b. **Female Toilets** (indicative area 16 m^2)
   - To BCA regs
   - Hand dryer or towels (TBC)
   - Sanitary unit
   - Consumables to be stored in general dry storage area

c. **Male Toilets** (indicative area 16 m^2)
   - To BCA regs
   - Hand dryer or towels (TBC)
   - Consumables to be stored in general dry storage area
   - One shower

d. **Archive Display** (indicative area 10 m^2)
   - Notice board
   - Signage
   - Archive information
   - Trophy display

e. **Stairs / Circulation** (indicative area 30 m^2)
   - To BCA regs
   - Additional stairs for egress purposes may be required. (Depends on design)

f. **Lift** (indicative area 7 m^2)
   - Accessible compliant

g. **Plant Room / Area**
   - Switchboard?
   - Mechanical Plant
   - Some plant may be located on the roof (must have OH&S compliant access)

The following table provides a summary of the required areas as noted above and compares it to what the existing clubhouse facility currently provides. (A further comparison between the Club's anticipated / required needs and LSV's area provisions noted in their Clubhouse of the Future document is included in the appendix section of this document.)

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FUNCTIONAL AREA REQUIRMENTS

DESCRIPTION	Ground Floor Level	First Floor Level	Current Area (m^2)	Required Area (m^2)
Entry				
Entry Porch (External)	✓		13	10
Entry Lobby (Internal)	✓		0	15
Storage Areas				
IRB's and storage	✓		45	40
Club 4WD and ATV and storage	✓		0	50
Jet skis and storage	✓		60	35
Skis (surf) storage	✓		0	22
Malibu boards (surf rescue and competition)	✓		0	30
Patrol equipment (spare)	✓		0	4
IRB Motor storage	✓		0	6
Workshop (General)	✓		0	15
Rip View Swim Classic Store	✓		15	25
General Competition Store	✓		45	15
Club Consumables/Storage	✓		0	25
Fuel storage	✓		0	2
Gear drying room/area	✓		0	6
Club Archives/Admin Records	✓		0	15
Refuse / Rubbish / Recycle Bins	✓		0	12
Training / Multi function				
Junior Lounge	✓		30	30
Small Training Area	✓		71	30
Gym	✓		0	45
Administration / Life Savings Opperations				
Club Office (Administration) and Clothes Sales	✓		32	35
First Aid Room	✓		0	15
Club Captain's Area, Patrol Operations & Radio Room	✓		0	10
Amenities / Vertical Circulation				
Small kitchen / tea area	✓		24	20
Female Club Toilets / Showers / Change Facilities	✓		13	30
Male Club Toilets / Showers / Change Facilities	✓		28	30
Unisex Club Toilets / Showers / Change Facilities	✓		0	10
Accommodation	-		23	0
Cleaners Room / Store	✓		0	3
IT / Communications Room	✓		0	6
Stairs / Circulation	✓	✓	15	50
Lift	✓	✓	0	7
Plant Room	✓	✓	0	0
Commercial Space Requirements				
Kiosk	✓		0	20
Dry Storage	✓		0	2
Cool Room	✓		0	4
External Spaces				
Raised Deck	✓	-	49	0
TOTAL GROUND LEVEL AREAS			463	674
Clubroom / Multi Function Space Requirements				
Store Room (equipment/furniture etc)		✓	78	16
Bar		✓	11	16
Cool room		✓	0	6
Committee / Administration Room		✓	0	30
Open Multi-Function Area / Members Lounge		✓	0	250
Commercial kitchen (including dry and cool room)		✓	0	55
Servery		✓	0	10
Amenities / Vertical Circulation				
Unisex Accessible Toilet		✓	0	10
Female Toilets		✓	0	16
Male Toilets		✓	0	16
Memorabilia / Honor Board Display		✓	0	10
Stairs / Circulation	✓	✓	8	30
Lift	✓	✓	0	7
External Spaces				
External deck		✓	55	120
Barbeque area		✓	0	15
TOTAL FIRST FLOOR LEVEL AREAS			152	607
TOTAL GROUND & FIRST FLOOR AREAS			615	1281

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7.6 Services

The Building services component of the building will require a further detailed analysis, briefing and consultation with the Club's facilities management team once a building services engineer has been appointed to the design team. As a beginning, it is anticipated the clubhouse building's services will comprise the following:

1. Mechanical
    - Heating and Cooling
    - Mechanical assisted ventilation
    - Air conditioning to Clubroom and office
    - Allow zoning of areas
    - Exhaust to all kitchens and toilet facilities

2. Electrical
    - Three phase power required for equipment?
    - Lighting (general, feature, security, emergency, exit, etc,)
    - Power – electrical (provision for expansion)
    - Emergency equipment and systems
    - Explore use of Photovoltaic Panels
    - Security access control, CCTV, intercom
    - Smoke detectors / thermal detectors
    - UPS
    - Audio visual
    - Explore data links to beach bases for communications and video links

3. Communications
    - Radios (VHF, UHF, Marine Radio, CB, Scanning, etc)
    - Direct data links to beach facilities (Streaming video display link)
    - Telephone
    - Data
    - All data cabling to be Cat 6
    - Wireless LAN
    - Provision for "future proofing" (Additional conduits from street)
    - Cable TV / Free to Air TV

4. Hydraulics
    - Hot and cold water supply
    - Sewerage
    - Rainwater harvesting
    - Fire protection services
    - External showers, drinking water etc
    - Gas reticulation (HWS, Barbeques, Cooking, etc,)

5. Vertical Circulation
    - Passenger lift (Fully compliant for persons with disabilities)
    - Dumb waiter between kitchens (TBC)

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7.7 Building Materials, Finishes and the External Coastal Environment

All building materials should be carefully selected in respect to:

- performance in an exposed coastal environment;
- minimising the need for and duration between maintenance;
- minimising the embodied energy required during manufacture and transport to site;
- maximise the use of appropriate recycled materials;
- response to site context, landscape and locality;
- quality finishes that offer value for money.

7.8 Accessibility

Access for those with Disabilities

In developing the new Clubhouse, the Point Lonsdale Surf Life Saving Club is committed to compliance with the intent of the Disability Discrimination Act (DDA) and the Building Code of Australia (BCA) to provide access for all.

Proposed Pedestrian

Public pedestrian access is to conform with AS1428.

Proposed Vehicular

Vehicular access will be required for trailers carrying rescue and competition equipment directly to the equipment storage areas. Openings should be generous in width and high enough to cater for 4WD vehicles with equipment mounted to roof racks.

Emergency vehicular access is critical to the clubhouse and to the first aid area.

Vehicular deliveries of supplies to the club and kiosk, as well as furniture, equipment, display and exhibition material will be required. The access does not need to be dedicated for this purpose.

A drop off point for taxis and non commercial vehicles delivering facility users – ambulant and otherwise – should be considered.

The chosen site may have an influence on the solutions provided for vehicular access.

Proposed Bicycle Storage

Access by cyclists should be encouraged with the provision of lockable, sheltered bicycle storage within reasonable access of the clubhouse front door.

Additional bicycle spaces should be considered for the members within the storage areas.

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7.9 Building & Facility Security

Security and access control will be an important component of the design. A combination of physical, mechanical and electronic access and security monitoring will be required. The solutions need to be considerate of the challenges created by a wide membership with specific and different access requirements.

The building will be under the primary control of the Point Lonsdale SLSC. The building will need to be zoned to provide other users with restricted or separate afterhours access.

It is envisaged an electronic access system will be employed for the new clubhouse. The decision to fence or enclose the Club's compound may be dependent on the site and the final design.

7.10 Operational Hours

The peak operational period for the Point Lonsdale Surf Life Saving Club and associated public amenities, will occur over the summer months. However, it is intended that the facility will be operational throughout the year for general community, educational uses and continual Surf Life Saving Club members' training.

Access to the building will be required on a 24 / 7 basis in the event of an emergency call out. These occurrences are very rare but needs to be considered.

7.11 Car Parking

Car parking requirements to satisfy the statutory planning requirements will need to be discussed with Council. In addition, the provision of car parking will also be very dependent on the site selected. However, where possible it would be desirable to provide 8 to 10 dedicated member car parking spaces within the allocated area provided to the Club. An additional 2 to 3 visitor spaces would also be desirable.

Having additional public car parking spaces nearby would be very desirable to service the Club's needs during functions and training camps, etc,

7.12 Rescue Vehicle Parking / Storage

Generally Life Saving rescue vehicles (Jet skis and IRB's are small and manoeuvrable on trailers that are manhandlable on even surfaces. A short-term hard standing / washdown area outside or incorporated within the store entry is desirable.

Maintenance will be primarily undertaken in the storage area.

7.13 Public Amenities

If the Point Lonsdale Surf Life Saving Club is located on Crown Land, the provision of Public Amenities may be a requirement of Council - TBA. (Site dependent)

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7.14 Environmentally Sustainable Design (ESD)

This project shall address environmental initiatives including, but not limited to:

- Low carbon footprint
- Rainwater harvesting and re-use opportunities
- Efficient and innovative HVAC
- Efficient water fittings
- Energy efficient light fittings
- Innovative use of solar energy
- Recycling
- Plantation / sustainable timber
- Low VOC paint and joinery
- Passive and active solar design
- Explore viability of wind generated power
- High insulation values
- Double glazing

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8. Budget

A range of around $3,400,000 to $3,600,000 (including GST) is considered to be an appropriate total budget for this project depending on scope and quality of work, fittings and fixtures.

(The extent to which this is a fair and realistic assessment of the likely construction costs really needs further detailed examination by a Quantity Surveyor or a Building Contractor that might be able to provide a rough estimate based on some early concept / sketch plans.)

It is highly recommended that a Quantity Surveyor be engaged to assist with the formulation of a realistic project budget and cost plan, at the earliest possible stage and that their involvement continues throughout the design phase at a minimum to monitor costs.

8.1 Preliminary Budget Structure

Item	Timing for Funding	Cost (Excluding GST)
Land Costs	N / A	Nil
Feasibility Study & Project Planning (Professional services required – allowance only)	February 2012 – June 2012	$30,000
Consultation / Communications (Professional services required – allowance only)	February 2012 – June 2012	$25,000
Fees for Design and Documentation (Approx 6% of estimated construction costs	June 2012 – January 2013	$160,000
Fees for Construction Phase Services (Approx 5% of estimated construction costs)	March 2013 – May 2014	$130,000
Construction Costs (1,100 m^2 @ $2,200 per m^2)	March 2013 – May 2014	$2,400,000
External / Site Works (Allowance only)	March 2013 – May 2014	$100,000
Commissioning and Fitout (Furniture, signage, storage fittings, etc)	May 2014 – July 2014	$200,000
Contingencies (Design and Construction Contingencies @ 10% of construction cost)	June 2012 – July 2014	$240,000
Escalation to December 2013 (calculated @ 4% per annum)	February 2012 – July 2014	$240,000
TOTAL		**$3,525,000**

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8.2 Exclusions

- Development contribution fees and permits.
- Environmental off-set costs.
- Demolition of the existing Clubhouse.
- Cost associated with the sale of the current site.
- Infrastructure upgrade costs (Sewer, gas, telecommunications, electricity substations, etc).
- Underground reticulation of electrical services.
- Design of roadworks and streetscape outside the immediate project boundary.
- Boardwalks, internal precinct access routes and way finding.

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9. Funding

It is anticipated that funding will come from a variety of sources with the majority being provided from the State Government's pool via LSV.

The following funding model has been produced by the Club's Building Committee to give some guidance

• State Government Pre-election commitment for project "seed" funding	$200,000
• Clubhouse Facilities Redevelopment Fund (State Government / LSV)	$1,800,000
• Local Government (Borough of Queenscliffe)	$200,000
• Point Lonsdale Surf Life Saving Club (Sale of land)	$1,200,000
(In the event that the Club secures an alternate site and sells 54 Ocean Road)	
• Corporate Sponsorship	$250,000
• Gifts, donations, bequests, etc, from members (Fund raising activities)	$100,000
TOTAL TARGET FUNDING	$3,750,000

The Club has taken out a mortgage loan facility with the local Bendigo Bank in order to fund recent construction of the Club's separate storage shed. That facility currently has a maximum loan capacity of $60,000 and is drawn to $4,000 approx. This facility would have to be cleared if the sale of the Club's land were to proceed. Ideally, the Club would not have to take out a separate loan to help fund the project.

Although the Club also has a Building Fund and an Endowment Fund, the limited monies in these funds has been earmarked for separate Club projects that are also linked to the Club's strategic plans:

1. Urgent repairs and maintenance required at the H Windmill Back Beach Base
2. Life Saving Development and Training Scholarships

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10. Program

Project must be complete before 2017 – see Strategic Plan

The following table sets out the Club's preliminary program objectives:

Activity	Timing for Funding
Feasibility Study & Project Planning	August 2011 – February 2012
Member and Community Consultation	February 2012 – June 2012
Finalise Site Selection	June 2012
Review Project Budget and Program	February 2012 – June 2012
Appoint Design & Documentation Team	June – July 2012
Detailed Briefing, Concept Design	July - August 2012
Schematic Design	September - October 2012
Design Development / Planning Approval	November - December 2012
Construction Documentation	December – February 2013
Tender, Negotiate, Appoint Building Contractor	March – May 2013
Construction Phase	May 2013 – May 2014
Commissioning and Fitout (Furniture, signage, fittings, etc)	June - July 2014
Contingencies / Defect Rectification	August 2014
Practical Completion	September 2014
Occupation	September 2014

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11. Quality

The Point Lonsdale Surf Life Saving Club is seeking good quality finishes that offer good value for money, will be suitable for coastal environment and reduce the need for regular ongoing maintenance.

Quality Assurance

Strict QA procedures will be required including:

- project quality objectives
- project reporting systems
- sub consultant's QA requirements
- contractor's QA requirements
- project quality records including Work As Executed drawings (WAE), and operational manuals

It is expected that a full project QA process will be developed as part of the detailed project feasibility study and that all professional design and project management consultants will be required to adhere to the approved QA system adopted for the project.

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12. Appendices

1. Spatial Accommodation Comparison spreadsheet with LSV's Clubhouse of the Future Document Life Saving Victoria

2. Selected aerial photographs of short listed sites

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DETAILED FUNCTIONAL AREA ASSESSMENTS

PROJECT: Clubhouse Re-development Project
PROJECT ADDRESS: Somewhere in Point Lonsdale (Final Site to be Determined)
CLIENT: Point Lonsdale Surf Life Saving Club Inc. (PLSLSC)
ABN: 90 650 713 800

DATE: 31/1/2012
PROJECT NO: 11097
STAGE / REVISION: Preliminary
FILE NO: 3.1

DESCRIPTION	Ground Floor Level	First Floor Level	Current Area	Required Area	LSV Suggested Area	Comments
Entry						
Entry Porch (External)	✓		13	10		
Entry Lobby (Internal)	✓		0	15		
Subtotal Entry			**13**	**25**	**0**	
Storage Areas						
IRB's and storage	✓		45	40	64	
Club 4WD and ATV and storage	✓		0	50		
Jet skis and storage	✓		60	35		
Skis (surf) storage	✓		0	22		
Malibu boards (surf rescue and competition)	✓		0	30		
Patrol equipment (spare)	✓		0	4		
IRB Motor storage	✓		0	6	126	
Workshop (General)	✓		0	15		
Rip View Swim Classic Store	✓		15	25		
General Competition Store	✓		45	15		
Club Consumables/Storage	✓		0	25		
Fuel storage	✓		0	2		
Gear drying room/area	✓		0	6		
Club Archives/Admin Records	✓		0	15		
Refuse / Rubbish / Recycle Bins	✓		0	12		
Subtotal Storage			**165**	**302**	**190**	
Training / Multi function						
Junior Lounge	✓		30	30	90	
Small Training Area	✓		71	30		
Gym	✓		0	45		
Subtotal Training			**101**	**105**	**90**	
Administration / Life Savings Opperations						
Club Office (Administration) and Clothes Sales	✓		32	35	9	
First Aid Room	✓		0	15	15	
Club Captain's Area, Patrol Operations & Radio Room	✓		0	10	15	
Subtotal Administration			**32**	**60**	**39**	
Amenities / Vertical Circulation						
Small kitchen / tea area	✓		24	20	18	
Female Club Toilets / Showers / Change Facilities	✓		13	30	51	
Male Club Toilets / Showers / Change Facilities	✓		28	30	51	
Unisex Club Toilets / Showers / Change Facilities	✓		0	10	0	
Accommodation	-		23	0	85	Not provided in new clubhouse
Cleaners Room / Store	✓		0	3	2	
IT / Communications Room	✓		0	6		
Stairs / Circulation	✓	✓	15	50		
Lift	✓	✓	0	7		
Plant Room	✓	✓	0	0		May be required for new clubhouse?
Subtotal Amenities / Vertical Circulation			**103**	**156**	**207**	
Commercial Space Requirements						
Kiosk	✓		0	20		
Dry Storage	✓		0	2		
Cool Room	✓		0	4		
Subtotal Commercial Space			**0**	**26**	**0**	
External Spaces						
Raised Deck	✓	-	49	0		
Subtotal External Spaces			**49**	**0**		
GROUND LEVEL AREAS			**463**	**674**	**526**	

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DETAILED FUNCTIONAL AREA ASSESSMENTS

PROJECT: Clubhouse Re-development Project
PROJECT ADDRESS: Somewhere in Point Lonsdale (Final Site to be Determined)
CLIENT: Point Lonsdale Surf Life Saving Club Inc. (PLSLSC)
ABN: 90 650 713 800

DATE: 31/1/2012
PROJECT NO: 11097
STAGE / REVISION: Preliminary
FILE NO: 3.1

DESCRIPTION	Ground Floor Level	First Floor Level	Current Area	Required Area	LSV Suggested Area	Comments
Clubroom / Multi Function Space Requirements						
Store Room (equipment/furniture etc)		✓	78	16		
Bar		✓	11	16		
Cool room		✓	0	6		
Committee / Administration Room		✓	0	30		
Open Multi-Function Area / Members Lounge		✓	0	250		
Commercial kitchen (including dry and cool room)		✓	0	55		
Servery		✓	0	10		
Subtotal Clubrooms			**89**	**383**	**0**	
Amenities / Vertical Circulation						
Unisex Accessible Toilet		✓	0	10		
Female Toilets		✓	0	16		
Male Toilets		✓	0	16		
Memorabilia / Honor Board Display		✓	0	10		
Stairs / Circulation	✓	✓	8	30	9	
Lift	✓	✓	0	7		
Subtotal Amenities, etc			**8**	**89**	**9**	
External Spaces						
External deck		✓	55	120		
Barbeque area		✓	0	15		
Subtotal External Spaces			**55**	**135**	**0**	
FIRST FLOOR LEVEL AREAS			**152**	**607**	**9**	
TOTAL GROUND AND FIRST FLOOR AREAS			**615**	**1281**	**535**	

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Appendix 2 – Selected Aerial Site Photos

Existing Clubhouse – Corner Buckleys and Ocean Roads

Existing Clubhouse (upper Left) and Ganes Reserve

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Lighthouse Precinct Site

Lighthouse Precinct Site

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Springs Beach Site

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13. Reference Documents / Sources

1. Clubhouse of the Future, Development Guidelines, June 2011
   Life Saving Victoria
   www.lifesavingvictoria.com.au/resources/documents/Clubhouse_of_the_Future_Jun2011.pdf

2. History of the Point Lonsdale Surf Life Saving Club
   Point Lonsdale Surf Life Saving Club Website
   http://www.pointlonsdaleslsc.asn.au/history.htm

3. Point Lonsdale Structure Plan – 2009
   For the City of Greater Geelong and the Borough of Queenscliffe
   http://www.geelongaustralia.com.au/ct/documents/item/8cbc14b95d5c12f.aspx

4. Point Lonsdale Surf Life Saving Club Strategic Plan 2007 - 2017
   Point Lonsdale Surf Life Saving Club Website
   http://www.pointlonsdaleslsc.asn.au/Point%20Lonsdale%20SLSC%20Strategic%20Plan.pdf

5. History of the Point Lonsdale Surf Life Saving Club
   Black & Gold – A History of the Point Lonsdale Surf Life Saving Club and
   Judy Johnston – Club Historian and Archivist

6. The Victorian Coastal Strategy - 2008
   Victorian Coastal Council
   http://www.vcc.vic.gov.au/vcs.htm

7. Siting and Design Guidelines
   The Victorian Coastal Strategy - 2008
   Victorian Coastal Council
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8. Queenscliffe Coastal Management Plan – September 2006
   Borough of Queenscliffe
   http://www.queenscliffe.vic.gov.au/Downloads/coastal_man_plan2006.pdf

9. Planning Property Reports
   Department of Planning and Community Development
   http://www.dpcd.vic.gov.au/planning

10. Aerial Photos and Photo Maps
    NearMap and Google Maps
    https://www.nearmap.com/welcome-new
    http://maps.google.com.au/maps?ie=UTF-8&hl=en&tab=wl

11. Plans of the Existing Clubhouse
    Provided by Baenziger Coles Pty Ltd

12. Lease document – between the Borough of Queenscliffe and the Point Lonsdale SLSC
    Lease dated 1/2/2000, executed on 7/3/2000

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