

Wyndham Active Revitalisation Program

Project Planning Template – planning considerations

Please contact a Sport & Recreation Project Officer to discuss planning and budget considerations further.

☐ **Location**

- Define the location
 - Is this proposed project within a location available for access to build and maintain?
 - Location is situated within a Wyndham City Owned or Managed Reserve?

☐ **Planning requirements**

- Is there ground disturbance associated with these works?
 - Some locations may be subject to cultural heritage overlay for any ground disturbance; this won't prohibit the project however it will add additional costs to be considered in the overall project spend.
- Is there a Heritage or Environmental Overlay associated with the reserve?
- Is there any natural flora or fauna that could be harmed through the project delivery?
- Will this project require a planning permit?
- Will this project require a building permit?
- Who is the land manager?
 - Some sporting reserves are owned by the Department of Energy, Environment and Climate Action (DEECA) but are Council Managed on behalf of the landowner. A project on DEECA land will require landowner consent (this can take up to 3 months).

☐ **Services requirements**

- Are any services required to the new asset (Power/water etc.)
- Are there accessible services or do they need to be brought into the new asset
 - Potential for additional costs

☐ **Project costing**

- Have you received a quote for the project and or do you have indicative costs?
- Have you costed any of the above planning considerations as part of the project costs?
- Is the funding being requested under the Wyndham Active Revitalisation Program under \$50,000 or \$200,000
- Is there any in-kind funding associated with the project?

☐ **Project benefits/Assessment criteria**

- Have the project benefits for the wider community been considered in relation to the assessment criteria?
- Will the asset be for the club or council to maintain ongoing?
 - If the club, does the club/s have the financial capacity to maintain ongoing?
- Is there another primary tenant using the sporting reserve?
 - If yes, has this primary tenant been consulted and provided a letter of support?