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Clubhouses & Changing Rooms

Notes on the planning, design and layout of clubhouses and changing rooms



FAI

Facility Development Unit

An Roinn
Turasóireachta, Cultúir agus Spóirt
Department of
Tourism, Culture and Sport

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A word from John Delaney, Chief Executive Officer



One of the most enjoyable aspects of my position as CEO of the Football Association of Ireland is the opportunity it gives me to visit local communities and to witness the remarkable achievements in providing quality football facilities. I know that many years of planning and hard work have gone into these ventures.

The pathway to develop these facilities can be long and arduous but there is assistance available through the Department of Tourism, Culture & Sport and from the Football Association of Ireland's Facility Development Unit. Therefore, I am delighted to support the development and distribution of this, the latest in the FAI's series of guidance notes for clubs, leagues and facility operators.

I would like to take this opportunity to thank you for the work undertaken or about to be undertaken by you and hope that you find that these guidance notes assist you in maximising the quality of your facility as well as delivering value for money.

John Delaney

Whilst every effort has been made to ensure the accuracy of the information contained in this publication any party who makes use of any part of this document in the development of a clubhouse shall indemnify The Football Association of Ireland, its servants, consultants or agents against all claims, proceedings, actions, damages, costs, expenses and any other liabilities for loss or damage to any property, or injury or death to any person that may be made against or incurred by the Football Association of Ireland arising out of or in connection with such use.

There are many ways of constructing clubhouses. These guidelines do not constitute any form of approval from the FAI on a particular form or construction but are intended to provide information to potential consumers to allow them to make informed choice.

1.0 Introduction

This guide is aimed at assisting clubs in the planning, layout and design of clubhouses, dressing rooms and ancillary facilities that are fit for purpose for club and community use. It is the latest in a suite of technical guidance documents being developed by the FAI and it should be read in conjunction with the 'Guidance notes on managing the development of facilities'.

This guidance document is one component of an overall strategy by the FAI to develop football and it's supporting structures and facilities, particularly at a grassroots level.

It is important to note that the document and its recommendations are primarily aimed at grassroots clubs and organisations. Requirements for clubs operating at League of Ireland level will be governed by licensing requirements and criteria that is not covered within this guidance document.

Key considerations

When undertaking a development, there are key points to consider regardless of the size of the project or the budget available.

- Arguably one of the most important items in your project is ensuring that you have a clear business plan and the appropriate budget is in place with the necessary contingencies to match. The budget should be appropriate to each project step and deviation from your final budget should be avoided
- The cornerstone to the success of any project is that every step is planned and managed in accordance with best practice; most important of which is the engagement of experienced professional advisors charged with delivering a quality project on time and within budget.
- The value of good planning and the design quality of club facilities cannot be understated. It is better to design and build a smaller building of good quality, with room for later extension, than a larger building of poor quality.
- The development of a comprehensive design brief is an important undertaking as this will have a strong influence on the overall quality of your development project both operationally and technically.

2.0 Getting Started

Project sub committee

The first step to be taken by a club when considering an infrastructure development project, is to appoint a Project Sub Committee. This sub committee will typically be made up of four or five club members, a core of which ideally should have some experience in building projects. Where there are other groups in the community with a key stake in the development, they could also be represented.

Led by your nominated project coordinator the group should be responsible for tasks which do not require professional input and which will save valuable time in the early planning stages. Tasks will include;

- Preliminary consultations with the local authority where relevant and the local planning office
- Preparing a 'needs analysis' including facility requirements for community groups
- Selecting professionals and agreeing fees
- Assembling a project brief incorporating budgets, timelines, schedule of accommodation etc
- Liaising with the design team
- Sourcing site & location maps to establish boundaries etc
- Exploring what mains, services exist and if there are issues with capacity
- Visiting other well executed facilities in the region or nationally
- Speaking to the FAI to establish relevant league requirements and standards
- Making key decisions on the scope of the project
- Preparing grant submissions
- Reporting to the main committee at key stages

Needs analysis

The main objective of any facility development project is to provide a facility which will meet the long term requirements and expectations of your members and stakeholders. Carrying out a needs analysis is the best method of accurately assessing what these requirements are. This will inform the preparation of a feasibility planning study and the development of a design brief for the project. The depth of the needs analysis to be carried on the clubhouse element of your project will depend on the following factors;

- existing and future programmes of use including male and female numbers and requirements
- whether the facilities will be utilised by other community groups & local schools
- the likely size of the project and funding available
- whether the sustainability of a sports hall, gymnasium or other community focused facilities need to be explored

2.0 Getting Started

Selection & appointment of professionals

The appointment of a qualified project team is critical to the success of any Facility Development project and this can be the key difference between fully achieving the vision of your club and falling short on expectations. While there may be clubs which have successfully executed development projects on their own, there have been many that have run into difficulties of some kind be they financial or technical and ultimately ended up either incomplete or fell short of initial expectation.

Ideally the first professional appointed should be the architect and or the project manager and that person should assume the position of 'design team leader' as well as being responsible for advising the appointment of further professional project team members as necessary. Buildings of this type require considerable skill in their design and specification if they are to be successful. Skillful professional planning can eliminate unnecessary circulation space, increase the flexibility of the primary spaces and ultimately save you money.

All professionals appointed should be appropriately qualified and registered in their respective disciplines and should have adequate professional indemnity insurance cover. Specialists should be carefully selected and should provide references from previous relevant engagements and these should be verified and viewed where possible. Where a club or organisation has the services of various professionals available to them within the club the same criteria should apply. Before appointing design professionals an appropriate fee for the services required should be negotiated. Ideally a separate fee should be agreed for each stage of the project.

Feasibility planning study

A feasibility planning study is a crucial process in the development of your project. It will identify alternative locations for the clubhouse of the scale envisaged based on the need analysis. It will address functional engineering issues such as access, parking and drainage etc. and it will also explore building type options and sizes along with the associated construction costs.

This will enable your sub committee to make an informed decision regarding the scale and nature of the development which can realistically be undertaken and the budget required. The construction budget should include all costs associated with the delivery of the project including fitting out costs, professional fees, planning charges or levies and capital or development contributions.

A proper feasibility planning study, in addition to demonstrating planning options, should also include;

- site planning options that show the extent and scope of your land ownership, legal agreements, covenants, way leaves and rights of way.
- site boundaries and adjoining owners
- topography (levels, trees and special features)
- geo-technical investigation (ground conditions)
- flood history
- services
- site access

With your feasibility planning study complete, the sub group will be better positioned to make informed decisions on the specific requirements of your club and community and begin the preparation of a design brief.

3.0 Planning

Planning permission

With any development project, planning procedures must be followed, and in order to expedite club projects, it is advised that initial consultations in relation to the proposed development take place with the local planning office as early as possible. If there are no obvious perceived planning difficulties, a full planning application can be proceeded with. If there are indications that achieving planning permission could prove difficult for any reason it is advised that an outline planning permission is sought first. This can be done once the basic elements of your building have been decided and a waste management plan has also been developed.

Planning and design

When developing a clubhouse the location and layout will depend on whether prior facilities exist on the site or not i.e. clubhouse, pitches and to a lesser degree a car park. If there are no existing facilities then careful consideration should be given to the layout of the site, the clubhouse and its relationship with the playing pitches, as well as making provision for future expansion.



Fig. 1.0 3D Image of well planned site layout

The successful placing of a new clubhouse both within a club ground and the countryside requires care and consideration. Ideally the building should be located to provide the most convenient and direct access to the playing pitches while at the same time providing convenient access from car and bus parking spaces. Locating the building close to the pitches also presents opportunities for providing spectator viewing in conjunction with a club's social or training spaces.

Consideration must also be given to the impact the building will have on the local landscape and neighbouring buildings as these are issues which will be scrutinised in the planning application by both planners and neighbours. The aim should be to ensure that the development appears visually integrated and sympathetic with its surroundings and that the amenities enjoyed by neighbours are not compromised. In this latter context it is advised to keep adjoining property owners informed of your proposals and progress at all stages.



Fig. 2.0 Image of good layout at Salthill Devon

Appropriate building design

The site and the development of a good layout will dictate the size and shape of the new building which in appearance and character should be appropriate to its surroundings.
That is not to say that the building cannot be modern or innovative particularly in rural or suburban settings provided it is skilfully and sensitively handled. A modern building well designed and executed will reflect positively on a clubs image and will help in attracting new members.

3.0 Planning

Landscape design

In parallel with the building design the landscape design of the site should endeavour to reduce the impact of the building while creating an attractive setting for the facility. Planting should be introduced to provide screening between the building and the public road and areas should be made for planting against the building.



Fig. 3.0 Cabin style clubhouse at Cahir Park FC

Construction options

Most clubhouses are constructed in the normal way using established building materials such as plastered blockwork or brickwork, slate roofing etc. Carefully detailed and well constructed, this type of construction can provide a successful, durable and low maintenance modern facility at a reasonable cost. Internally, the selection of finishes which are hygienic, easily maintained and easily cleaned is important. Floor finishes in wet areas should be non porous and non-slip.



Fig 4.0 Two story clubhouse with a balcony at Tulla FC

Club buildings can also be constructed using pre fabricated systems. There are a number of 'Systems' available on the market which can provide quick, spatially efficient and less expensive building solutions. Where your clubs' budget is limited, this option is worth considering particularly in urban areas. Smaller versions can be ideal as start-up accommodation for small clubs.



Fig.5.0 Modular style building at Oscar Traynor Development Centre

Merits of a two level building

The merits of going with a two level facility are considerable and if the budget permits and no planning restrictions are likely then it should be strongly considered.

The benefits include;

- your options for ancillary rooms and facilities are increased.
- the footprint of building is smaller which leaves more space for pitches
- potential for a social or viewing area overlooking main playing areas
- potential to phase elements such as the fit out of meeting rooms, a gymnasium, kitchen etc. Depending on the design it can be more cost effective than an extension in the future.

Health and safety

All building must be carried out in accordance with the Safety, Health and Welfare at Work Act (2005), Construction Regulations (2007), and Fire Services Act (2003). On completion, compliance with these regulations must be certified by a competent architect or engineer. The release of any capital grant will be contingent on the provision of certificates of compliance.

Site access

When planning your new clubhouse facility site access may become an issue. Clubs should be aware when seeking planning permission, that local authority planning offices have become more stringent on access requirements at sporting developments. This is particularly relevant to those relocating outside towns or where there are high traffic/ commuter levels. In some cases recently stringent conditions have been placed on their planning permissions requests.

Careful consideration should therefore be given to;

- safe walkway access i.e. footpaths along traffic routes
- adequate provision for drop-off points and cycle route access
- coach and car access
- use of appropriate signage and lighting
- the provision of access for service and emergency vehicles

Car parking

The level of parking required will be largely dependent on the size and scale of your club and its facilities and the level of requirement should be established within the needs analysis stage of your project. Potential for future expansion should be considered when deciding on the number of parking spaces to be provided.

As well as having designated private parking areas for club members separate spaces for buses should be also considered.

4.0 Planning

Locating your building

The shape and contours of the available site will obviously influence the location of a pavilion. However, in most instances, the proximity of an existing access road and/or the necessary main services will be of prime importance if unnecessary and expensive site development costs are to be avoided.

It is essential that the site should provide:

- reasonable proximity to core services such as electricity, water etc.
- a reasonable relationship with the sports spaces it will serve
- space for future expansion, if applicable



Fig. 5.1 Sample Site Layout

Orientation

Ideally any entrances to the pavilion should be oriented away from the direction of the prevailing wind. However, to permit comfortable viewing of the principal playing pitch(s) from the clubhouse, the building should not face the setting sun if designed to accommodate a viewing area.

If a viewing area is being designed for viewing games/ events, the glazing provided should be carefully specified and detailed to combat glare; therefore roof overhangs or screening may be required.

The following is the orientation to which playing pitches are best laid out. If your development is a new one including playing pitches then the below should be referred to when drafting the over all master plan.

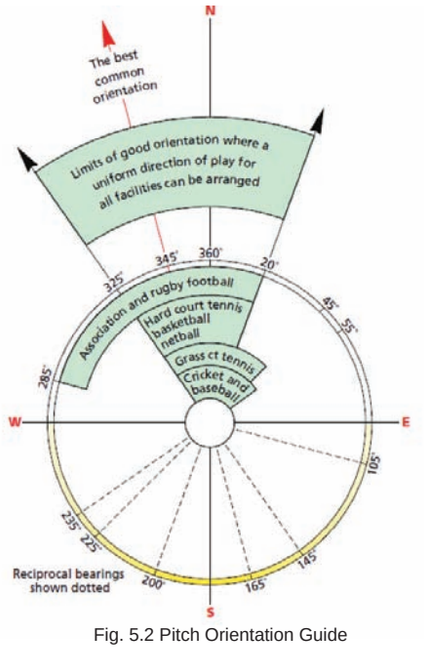


Fig. 5.2 Pitch Orientation Guide

4.0 Your Design Brief

When your club has gone through the consultation stage at committee level the next step is to convert the wish list of requirements into a design brief. This means being more specific about what is being put on paper in such a way that a professional design team or architect can interpret. The design brief defines the aims and parameters to which the design team will continue to work.

By this stage you will have defined, through your feasibility study, your accommodation requirements and now your design team ideally led by a professional should begin to address the detailed layout, design and specification for the building.

Your accommodation schedule

The scale and type of the changing accommodation depends upon the number and type of pitches served, as well as the different sports that will potentially use the facility. For an average sized club running 3 or 4 adult men and women's teams as well as underage teams the accommodation requirements are fairly similar. Most clubs should be looking to provide the following:

- An entrance lobby
- 2-4 appropriately sized changing rooms
- showers and dry-off areas, ideally for each changing room
- toilets & wash hand basins
- separate match officials' accommodation (male & female)
- meeting room/social area
- kitchen
- disabled toilets/changing.
- kit/equipment storage area
- electrical meter/intake cupboard
- boiler or plant room
- grounds maintenance store (can be located separately)

Where space and your budget permit, accommodation may be expanded to include:

- office(s)
- weights or fitness equipment room
- exercise studio/gymnasium
- physio treatment and first aid room
- bar and lounge
- dining/ catering area
- other community accommodation

5.0 Designing Your Clubhouse

Attention to detail in design and specification can increase user satisfaction as well as simplifying cleaning and reducing maintenance. Therefore, careful planning of the accommodation is essential to ensure a successful scheme. In this context, special consideration should be given to the following points:

- Include an entrance lobby for even the smallest clubhouse; never enter directly into a corridor.
- Separation of changing, wet and muddy areas from any social or indoor sports spaces. A direct exit from the changing room zone is worth considering where applicable.
- Provide planning flexibility to cater for different levels of male/female use.
- Plan for simple, straightforward circulation routes.
- Corridors should be at least 1.5m wide except where lockers line the wall, in which case a width of 2.7m is recommended.
- Ensure access for disabled users; include a lift to upper-level social or club accommodation. This is not required where the upper floor does not exceed 280m^2, these should typically cost around €6-10k. For further information on disabled access see appendix A for suitable references.
- Plan for convenient access to pitches and where possible satisfactory viewing of the principal playing areas.
- The interior of the changing rooms should not be visible by anyone from the outside. Therefore modesty screens should be considered at the entrance.
- Child protection is vitally important and the building, especially the changing areas should be designed to address child protection issues.

The following is a sample layout of a 2 changing room clubhouse which shows a number of design elements that help circulation. i.e. close access and egress to each changing room, separate entrance to club room and kitchen area.

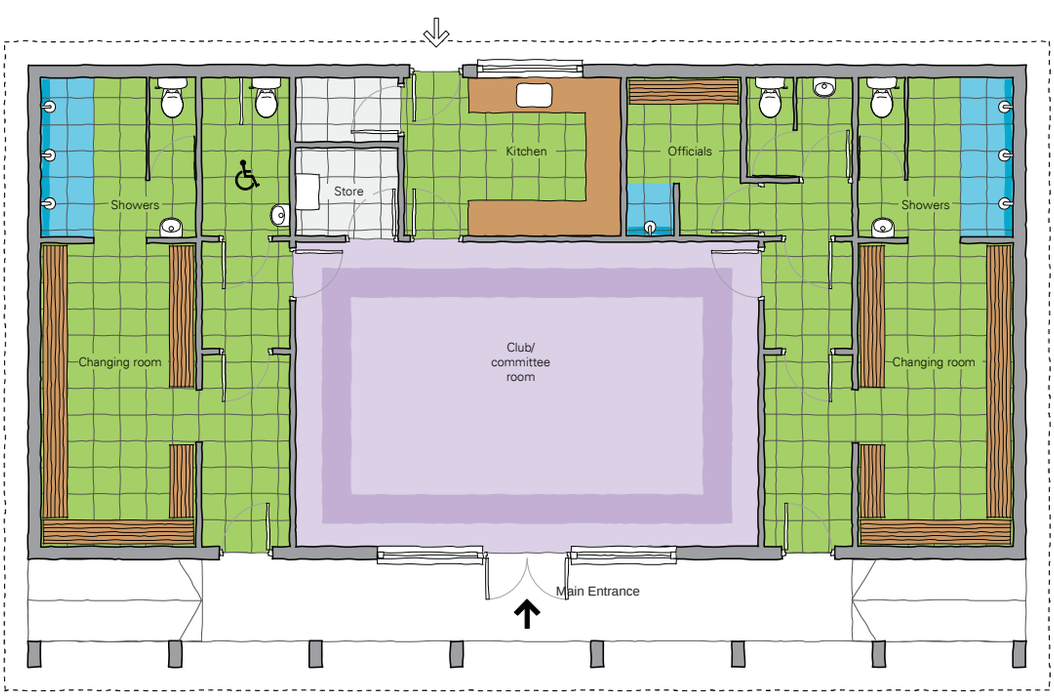


Fig. 6.1 Sample layout

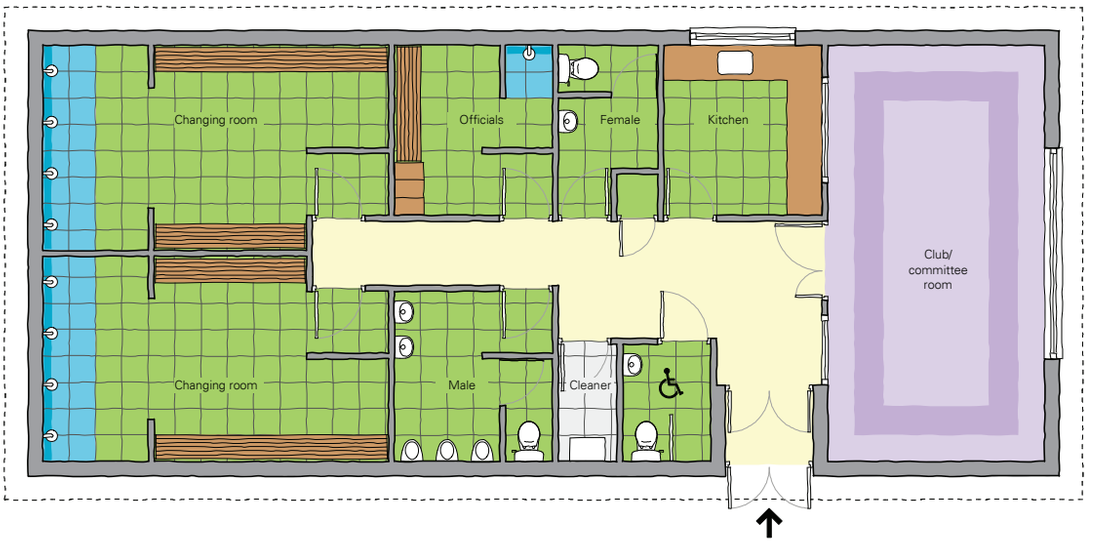


Fig 6.2 Sample layout with shared toilets

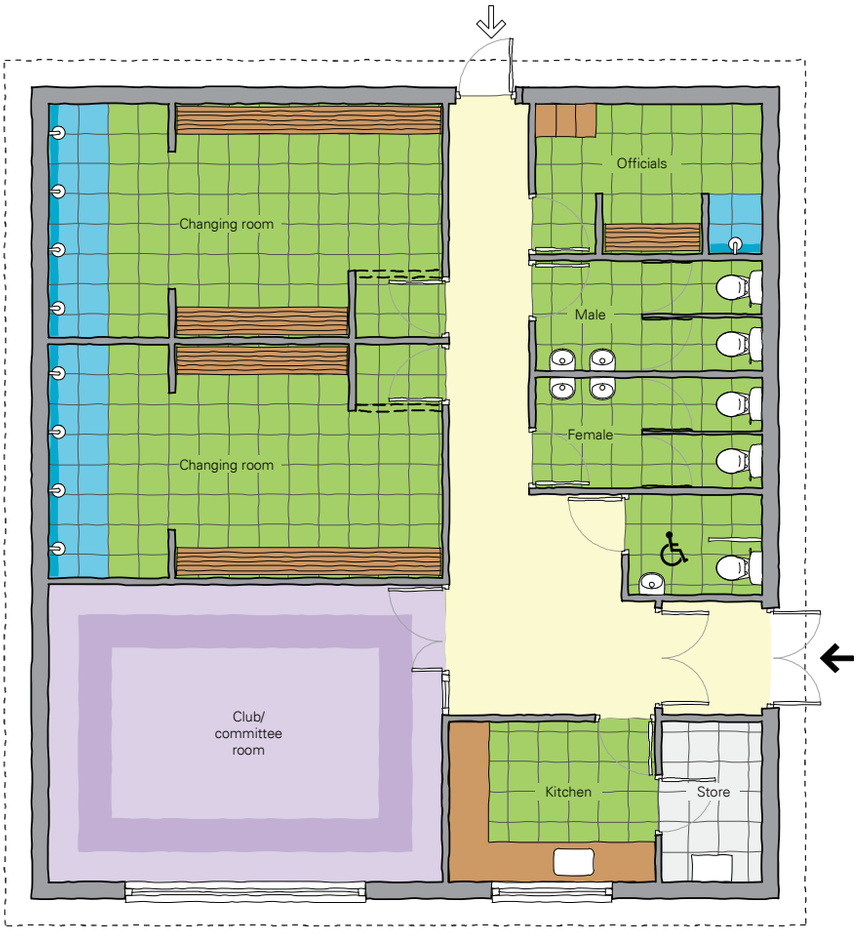
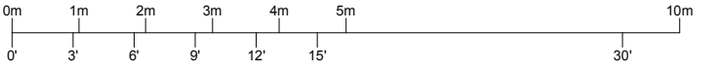


Fig. 6.3 Sample layout with shared toilets and separate exit from changing rooms



5.0 Designing Your Clubhouse

Fig. 6.4 Sample multi changing room clubhouse layout



Fig 6.5 Large Multi use ground floor layout with a number areas for versatile use



Meeting Room

5.0 Designing Your Clubhouse

Disabled access provision

It is important that any pavilion or clubhouse design provides for the needs of disabled people and not only meets the need of relevant legislation but also looks to apply best practice in its provision for disabled people. The issue is not about making special provision for a special class of citizen but making the building accessible and safer for the whole population which includes those with varying levels of disability and impairment. Generally, basic designs need to follow a number of key principles of access and movement and the majority of buildings will go someway towards providing equal access and provision for all.



Fig 7.0 Example of lift to aid disabled access

Firstly, 'easy access for all' means that the facility will need to provide for a wide diversity of groups including children, older people, players with kit bags, carers with small children, people who are fit and not so fit as well as those who are more easily recognisable as having a disability.

Issues to consider therefore include the need for:

- Easy ramps and stairs
- Handrails and grab rails
- Slip resistant floor surfaces
- Wide doors and corridors
- Appropriately sized and equipped lifts where applicable
- Spacious and sufficient toilet and changing areas
- Clear building layouts
- Signage and lighting
- Tactile signs
- Audible aids, such as PA and induction loops

Secondly, in terms of understanding the needs of people with a disability and consequently influencing the design and layout of their facilities, clubs should consider the obstacles that need to be negotiated throughout a visit to the facility, such as;

- Parking the car or arriving by public transport
- Finding and getting to the entrance
- Passing through the clubhouse or locating the playing areas
- Access to the playing areas

- Finding and using the changing rooms
- Finding and using the toilets
- Having to leave in an emergency

Generally, the key points about the building design are adequate widths, shallow slopes, firm nonslip floors and keeping all handles/push buttons and other controls low enough to be reached by a sitting person. For further information, see Appendix A.

Changing rooms, toilets and showers

Changing facilities can be provided either as individual team changing rooms, large communal changing areas or a combination of both, where it is necessary to have flexibility of provision.

Individual team changing rooms are preferred. They provide for pre-match talks and deter disagreements on the field from continuing after a match. At some multi-pitch locations, for example on large schools and third level grounds or for local authority facilities it is easier to justify the more economical communal changing approach.

Individual units

They should be a minimum of 16m^2 excluding showers, drying areas, entrance or toilets. Typically, the inclusion of showers, drying areas, entrance and toilet cubicles should take a changing room to 30m^2.

The layout of the changing room should consider how players and coaches will use the area. The benching should be set out in a 'U' shape meaning that a coach can maintain eye contact with all of the players at all times and at the same time the players can focus on the coach and view the tactics board if one exists.

The ability to provide changing rooms to meet school and community needs is also recommended where applicable. By planning two u-shaped changing rooms back to back, a roller-shutter divide will enable two 16m^2 changing rooms to be converted into a 32m^2 changing room.

Whatever approach is taken the key points to consider are that:

- layouts must provide flexibility for different proportions of male/female use.
- generally the minimum area is calculated at 1m^2 per person.
- the changing accommodation should be big enough to accommodate the largest number of players likely to use the room, including substitutes, coaches and, where necessary, the physiotherapist. However, where space permits a separate space should be allocated for a physiotherapist /medical room.
- where there is potential for accommodating games other than football, be it in a community or school environment, the space requirements for alternative sports such as rugby or hockey should be considered at the design stage.
- changing area sizes for all-weather or full size artificial turf pitches should be calculated and arranged to respond to high-intensity use. Full-size pitches can be subdivided into three or four play areas, each for 10 or 12 players meaning 40 players could go through per hour.

5.0 Designing Your Clubhouse

- each player should have 500mm bench length at a depth of 450mm. It should be noted at design stage that two places are lost when benching is carried around an internal corner.
- sight screens should be considered in all layouts to deny views in from the outside, especially where children are involved
- home changing rooms or first team rooms may exceed these sizes and will then be suitable for two underage teams.
- if clothes storage lockers are included in changing rooms, it is recommended that the areas be increased to accommodate the space taken up by the lockers.

The following are a number of typical changing room layouts that could be adopted into a clubhouse design. Ultimately the layout of the other spaces and other design considerations will affect the changing room configuration.

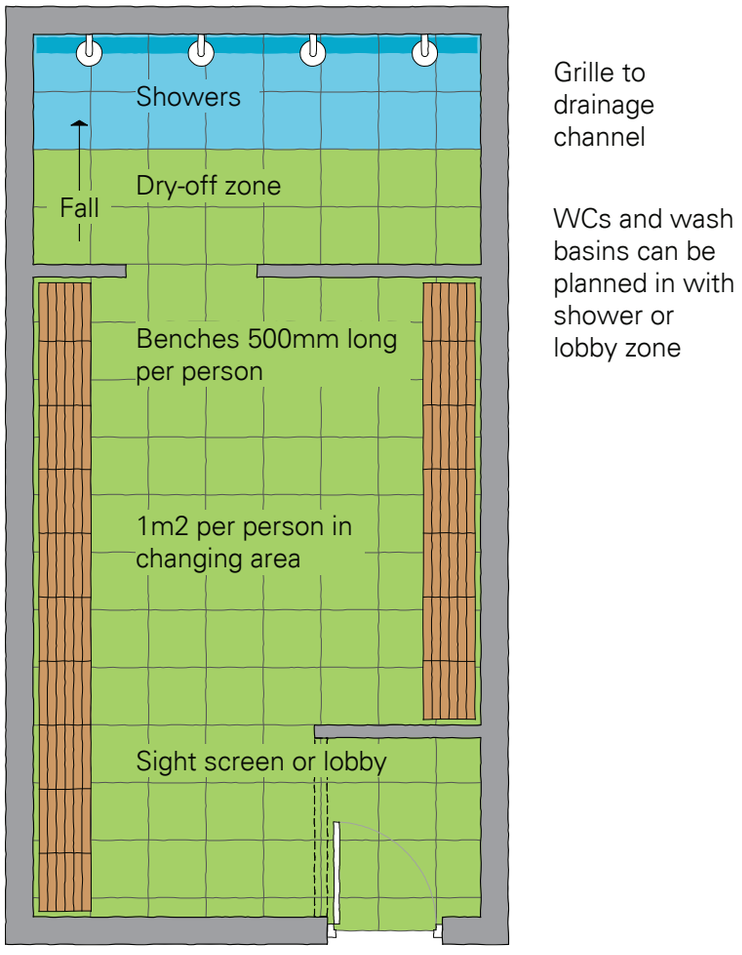


Fig. 8.1 Sample detailed changing room layout

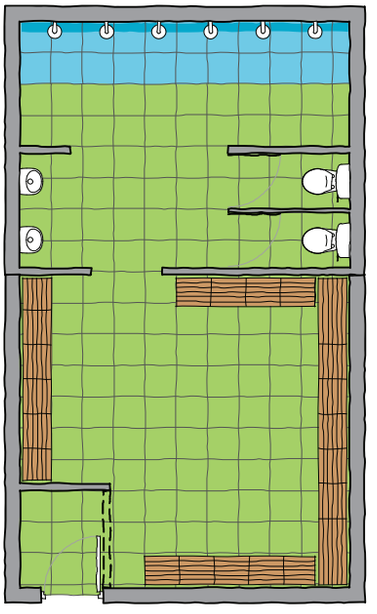


Fig. 8.2 - 20 person female

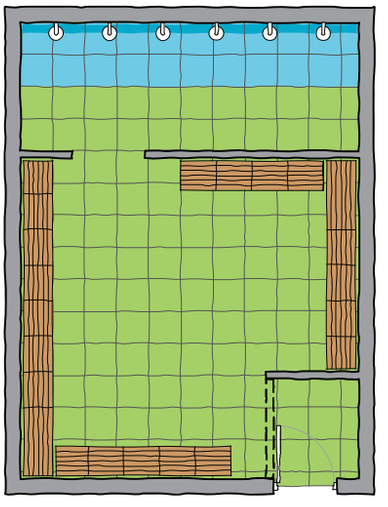


Fig. 8.3 - 20 person

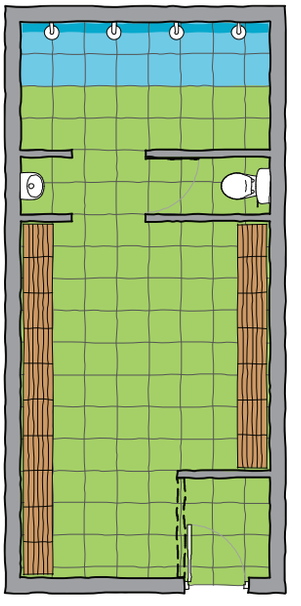
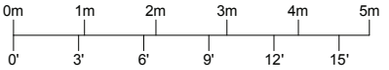


Fig. 8.4 - 15 person male or female



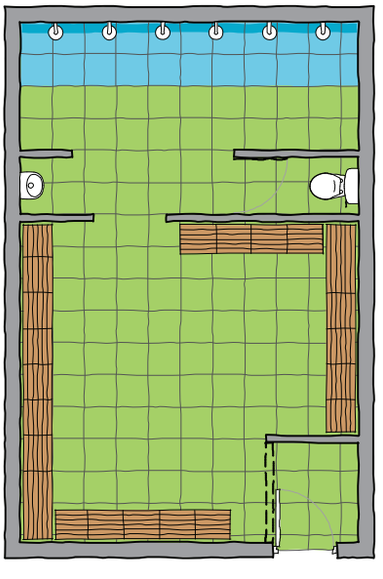


Fig. 8.5 - 20 person male or female

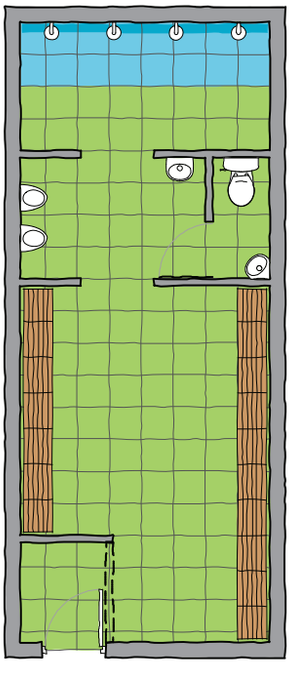


Fig. 8.6 - 15 person male

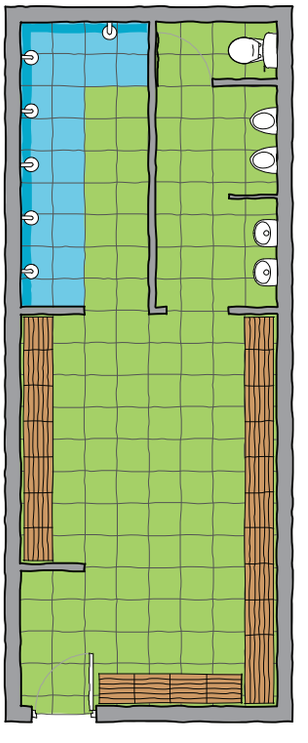


Fig. 8.7 - 20 person male

5.0 Designing Your Clubhouse

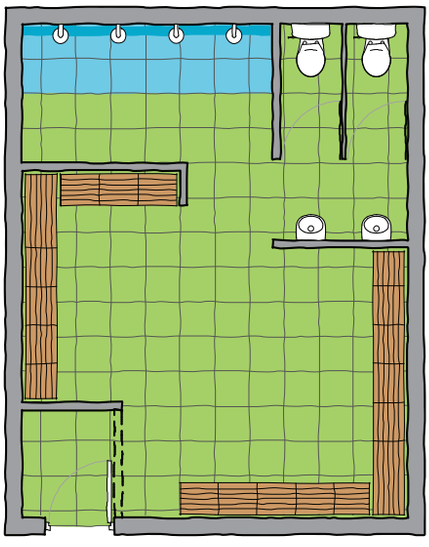


Fig. 8.8 - > 15 person female

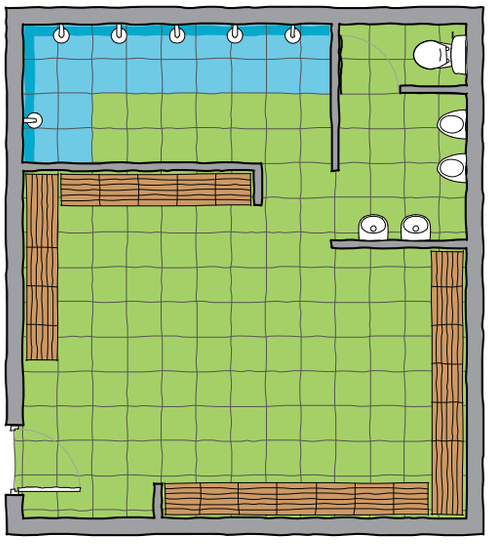


Fig. 8.9 - 20 person male

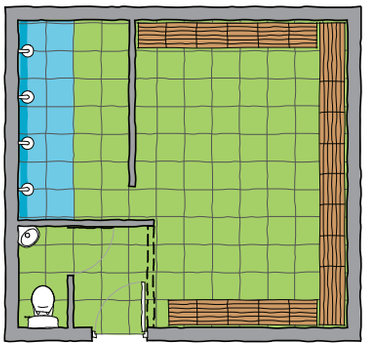


Fig. 8.10 - > 15 person male or female

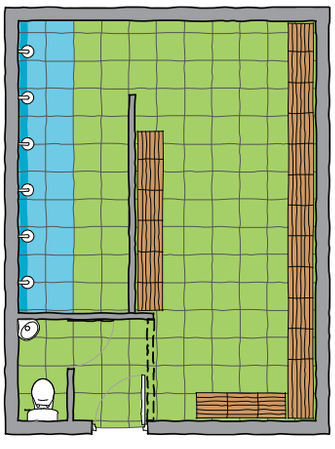


Fig. 8.11 - 20 person male or female

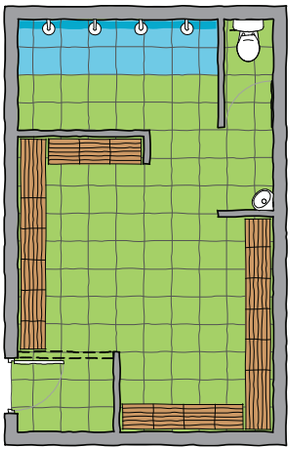


Fig. 8.12 - > 15 person male or female

Showers

Each changing unit requires its own showers and these should be located as far as possible from changing entrances and WCs in order to minimise water migration and to separate mud and moisture.

- It is recommended that one shower point should be planned to every three or four changing spaces. Ideally, plan for one square metre for each shower area and the same for the drying area. To accommodate wheelchair access avoid raised thresholds.
- Shower outlets should ideally be at 750mm intervals with 450-500mm between end fittings and side walls. Fittings carried around an internal corner should maintain these minimum standards.
- Showers on opposing walls should ideally be spaced 2.5m apart to permit a central circulation route and will require a separate dry-off area to one end.
- Providing additional space will allow for storage of ice baths etc also which have become a common feature in post training and game routine.

Below are some examples of different layout options for shower areas

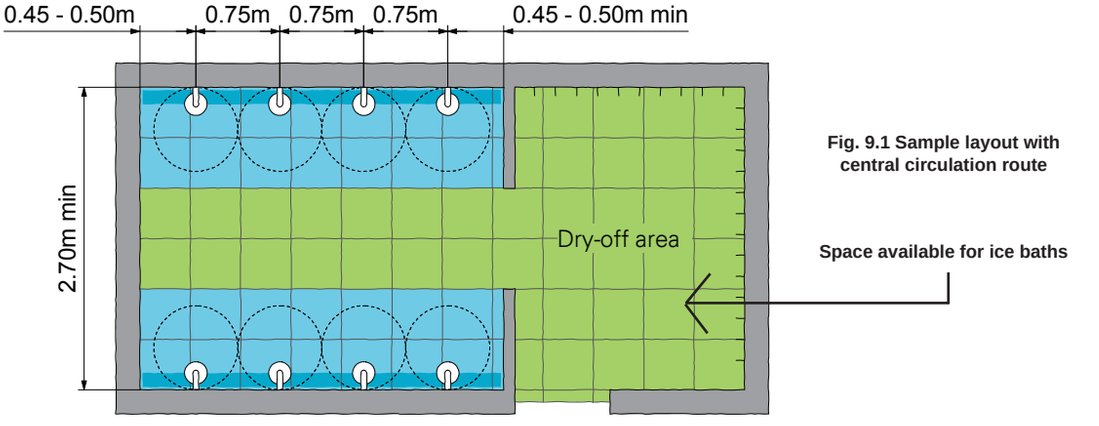


Fig. 9.1 Sample layout with central circulation route

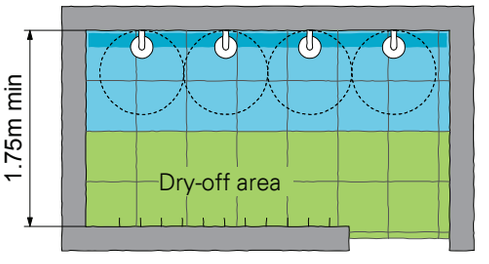


Fig. 9.2 Sample layout

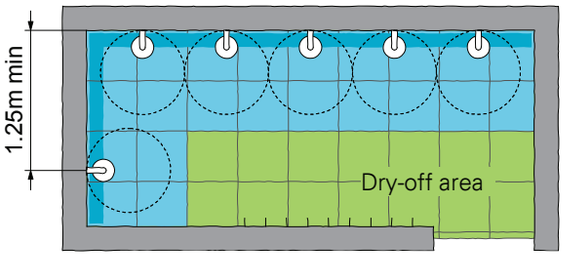
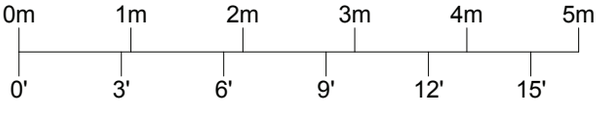


Fig. 9.3 Sample layout



Toilets

Each team changing unit should be provided with access to toilet facilities as follows:

- Men's facilities: one WC, two urinals and two washbasins.
- Women's facilities: two WCs and two washbasins.

In stadia fit out and for facilities at higher levels the requirements will be higher but these guidelines are primarily aimed at grassroots level and not stadia. See Appendix A for a link to the relevant documents.

Toilet requirements for small clubhouses

Small pavilions will benefit from having the toilets accessible from a lobby or corridor so that they can be reached from both changing and club rooms and thus not wasting valuable space on toilets where other support facilities could be accommodated in the design.

Toilet requirements for larger pavilions (with four or more team changing units)

Larger pavilions need a minimum of one WC and one washbasin en suite within each team changing unit, with the balance made up centrally. This arrangement provides convenience with flexibility and economy. Alternatively, and where space permits arrange the full quota of fittings within each changing area. Where units with full en suite provision are to be allocated for either men or women, two WCs and two washbasins should be fitted.

5.0 Designing Your Clubhouse

Match officials changing room

Clubhouses should provide self-contained changing rooms for male and female match officials.

- For one pitch or up to three officials, provide a room of 5m^2 with a shower, washbasin and appropriate bench space.
- Secure locker storage is recommended when the room is used by more than one official.
- Where the room doubles as a first aid room, an area of 7-8m^2 is required. Allow for lockers and a secure medical supplies cabinet.
- Where 4 match officials are to be accommodated, there should be 1 shower; 1 WC and 1 wash hand basin. The size of the room should be **5m^2 excluding** showers, drying areas, toilets and entrance. Typically, the total area should be between 10m^2 to 12m^2.
- In rooms for five or more officials, include a WC. If officials of both sexes use the clubhouse the provision of a separate changing room is recommended.
- Secure lockers should be provided for each official, where space permits

Communal changing areas

Communal changing units are a practical solution for large multiple-pitch sites, particularly when, multi-use games areas, an athletics track, tennis or basketball courts are included and where a more flexible form of accommodation is required. **This section may be particularly useful for Local Authorities, community and municipal facility providers.**

Their design follows the same principles as individual changing units, however, the following additional points should be considered:

- Bench space should remain at 500mm per person but the overall area can often be reduced as a result of more efficient space planning and concentrated toilet provision.
- Communal changing units can be combined with single team units and planned on the buffer principle, with sliding door partitions providing flexible allocation of space when required.

Clothes storage lockers

Given the nature of communal changing areas and the higher volume of people utilising them it is recommended that lockers or alternative secure storage be in situ. Providing either will assist circulation by reducing the number of bags and equipment lying around and also provide the minimum security necessary in the absence of full time supervision. Lockers can be arranged in central banks or along changing room walls. Corridor location gives maximum flexibility and can be overseen from an office or reception counter. Note the following;

- Provide a minimum clearance of 1.5m in front of the lockers so that open locker doors do not obstruct circulation.
- If possible, allow two or three lockers per bench space according to the number of changing cycles, staggered kick-off times or number of athletes at a competition.

- Recommended minimum locker size is 900mm high, 300mm wide and 450mm deep.
- Clothes storage lockers should be arranged in columns 1.8m high.
- Lockers must be of robust construction.
- Clothes storage lockers should be raised on a 150mm plinth to protect them from corrosion.
- Lockers located in changing areas must be of a moisture-resistant construction.

Communal toilets

In communal areas the provision of toilet facilities should be based on the following minimum requirements:

- Men: one WC, two urinals and two washbasins per 20 changing spaces.
- Women: two WCs and two washbasins per 20 changing spaces.

Communal showers

- Showers should be at the far end of any changing area and never accessed directly from the main corridors (see diagram below).
- Avoid any cross-over between people coming in from playing fields and those moving between the changing areas and showers.
- As in diagram below, in a communal layout, one can choose to include or omit partitions.

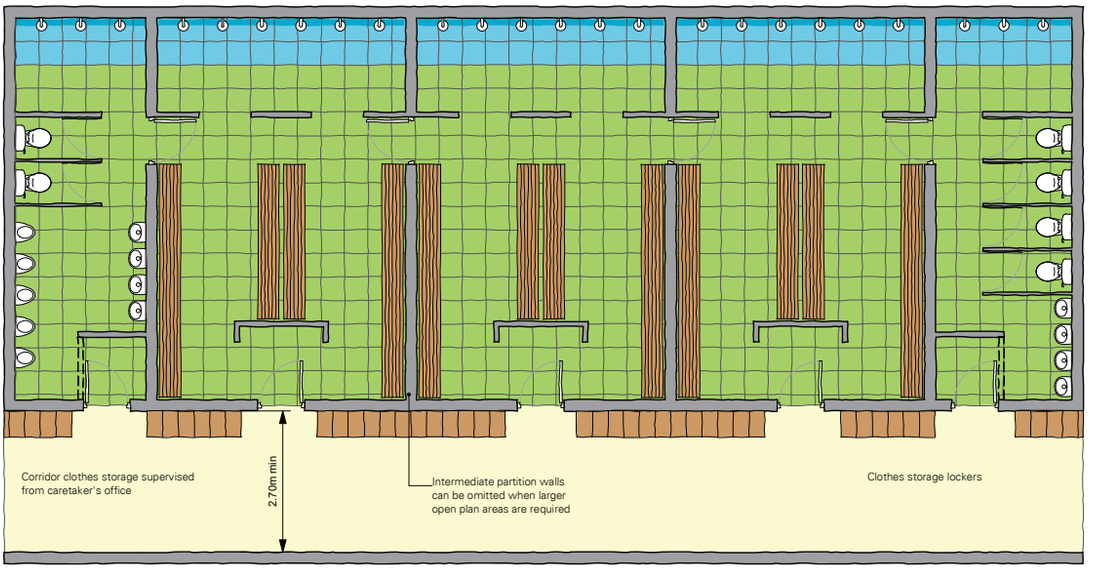


Fig. 10.1 Sample layout for communal changing rooms with storage lockers

6.0 Support Accommodation

Entrances

Suitable reception and office space for a facility manager/caretaker is recommended. This can be useful where the facility is being utilised by others in the local community.

A good welcoming area will allow space for notice boards, signage, club and community information and photographs.

Classroom

Used on its own or together with other facilities in a club, a classroom offers opportunities to hold coaching courses, meetings and should have the flexibility to be adapted for other club and community uses.

A well-equipped classroom should be considered essential in any League Centre or Regional Development Centre to assist in the delivery of the various programmes run by the FAI as well as other groups, such as Local Sports Partnerships.



Fig. 11.1 Example of a fully equipped classroom facility

Any newly built classroom facility catering for groups of people should be properly ventilated and heated and suitably located in the building next to catering and sanitary facilities.

A well equipped classroom should ideally have the following;

- Capacity for 40-50 desks and chairs
- Facilities to support AV equipment i.e. TV's, Video, projector screen
- IT facilities
- Phone and internet connection
- A large white or blackboard
- Good ventilation

Club room/social area

Ideally and where practical, the club room should provide for viewing of the main playing pitches. Consider the range of potential uses that the club room could accommodate.

Provide a store for furniture, so that part of the floor can be cleared for social events, and allow space for any sports equipment such as folded table tennis tables etc.

Having additional social facilities can be an added attraction when increasing and sustaining membership numbers. An area for parents and others to view activities or to utilise as a waiting area can be a very valuable asset for a club.



Figure 11.2 A multi purpose club/social area for members

Cleaners store

A lockable cupboard for cleaning materials is the minimum provision required. For multi-team pavilions, provide a store with shelving and a bucket sink adjacent to changing rooms.

7.0 Additional Facilities

Depending on critical factors such as location, budget, anticipated usage levels, membership numbers and existing facilities in the area, a club may consider the inclusion of additional facilities in the design of the clubhouse. Such facilities can be for the benefit of the club, the community or act as a revenue stream for the club. The following are some options a club may consider.

Sports halls

To ensure the sustainability of an indoor sports hall a needs analysis should be carried out to establish the demand and accordingly justify what will be a large investment. If developing a sports hall the space should be designed with maximum flexibility to cater for a range of sports and even non sporting activities and events.

At the design stage, apart from creating a space suitable for football activities such as futsal and power soccer, the specifications for basketball, badminton and volleyball etc should all be sought as a facility such as this needs to be utilized to its maximum (see Appendix A for further information on these).

As well as catering for these activities, storage facilities for Physical Education equipment i.e. exercise mats, monkey bars should all be considered and therefore facilitate school and community use.

The provision of appropriate teaching spaces within or close to sports facilities will allow for coaching courses to be held on site. If open to the community and local schools usage could be maximized by accommodating many other extra curricular activities during and after school hours etc.



Fig 12.1 Example of large multi purpose indoor sports hall.

Gymnasium

This is usually a luxury item when clubs are planning clubhouse facilities but where it can be facilitated a gymnasium or studio can be a huge asset to any club in the absence of a large sports hall.

If space permits, it is probably wiser to have separate spaces for a weights room/area as it will allow for each to run independently of each other and possibly gain a revenue stream from the Studio/ Fitness room. If not then the space should have the flexibility to be used as a dual use or multi use area designed to meet the requirements of various activities. This will allow a facility be utilised by local schools, as a community facility or used as a revenue stream by renting it out to various groups and clubs.

A weight training area or gym while considered an added luxury for clubs can be a great addition for any football club.

Key considerations in setting up a gym (or any fitness area) include:

- Size of the facility
- Natural light and the need for air conditioning
- Range of resistance training programmes that will operate from the gym in order to make it a sustainable investment.
- Cost associated with the facility and running various programmes
- Qualified staff are legally required to operate a proper gym if open to the public and this has to be considered carefully
- Equipment should be portable if utilized in a multiuse room.
- Appropriate storage needs to be considered if designed as a dual use space



Fig 12.2 Example of fully equipped gymnasium

The following list outlines minimum equipment requirements for a gym:

- Two -four running machines
- Two-four cross training / ski machines
- one leg press machine
- one lat press
- one leg extension
- one leg curl
- one chest press
- one shoulder press
- one abdominal curl
- three seated cycling machines

7.0 Additional Facilities

- Free-weights / bars / two benches / stacked hand weights
- Stretching area
- Floor exercise area / mats



Fig. 12.3 Image of a well lit flexible fitness studio/gymnasium

Fitness room/studio

The existence of a well-equipped fitness room in a clubhouse provides an environment in which clubs can develop and deliver a comprehensive range of modern training methods for all age groups such as;

- Strength and conditioning
- Circuit training
- Yoga
- Pilates
- Core strengthening

Critically, this type of facility can prove to be an attractive revenue generator if the demand is in the area for various activities and classes.

Community access to club facilities

New and refurbished schools will be a focal point for new sporting facility provision in many of our local communities over the next few years. Community use of the sites after curricular hours will also foster a sense of ownership amongst the local population, provide a sustainable income stream and enhance security of the site. Key community partners may include grassroots football clubs, after school clubs, street leagues, commercial leagues, the private sector and other local community groups.

Properly thought through facilities and associated management arrangements can position club sites as community hubs and centres of activity. It is growing increasingly common for local groups and local Sports partnerships to identify club and community facilities as suitable venues for various programmes. This demand is worth exploring at the feasibility stage of your projects.

8.0 Construction, Fittings & Equipment

Building exterior

A vandal-resistant design is invariably required, with limited openings and careful detailing. The degree of protection will be determined by location and the need to design in keeping with the surroundings.

- Pitched roofs are less vulnerable to illicit access. Profiled aluminium/coated steel is preferred to resist breakage and vandalism, but if the roof is slated or tiled a plywood underlay makes a break-in more difficult.
- Roof overhangs make access more difficult in single-storey buildings and give protection to people and wall finishes.
- Wall finishes should be selected with the problem of graffiti in mind. Detailing should not assist vertical access, and rainwater downpipes and their fixings should therefore be specified with care.
- Window frames should be in hardwood, aluminium, galvanised steel or UPVC to reduce maintenance.
- External doors should be limited in number and of robust specification. Where there is central internal circulation, avoid individual field exits from changing rooms, which increase floor area and decrease security.
- Door and veranda thresholds must be ramped for wheelchair access. The number of door openings should be restricted and door leaves and ironmongery should be of high specification.
- Consider roller shutters to windows in all locations prone to vandalism.

External works

It is important to provide non-slip, well-drained surfaces in the vicinity of the building. Avoid the use of light coloured pavings to terraces, they can cause distracting glare. Other considerations are outlined below:

- Disabled parking bays should be as close as possible to the entrance and have ramped curbs.
- Coach as well as car parking will usually be required and service vehicle access and turning must also be considered.
- Synthetic-surfaced playing areas require paved access to the pavilion, routed to deter use by grass pitch players.
- Good lighting levels are an essential safety feature around the building and the car park.
- Boot scrapers outside the changing entrance encourage boot cleaning and removal, especially if under cover.
- Buildings always look better when proper attention has been paid to their immediate surroundings.

Floors

Concrete floor construction is required for all ground floors either power-floated or screeded, or screeded pre-cast planks.

- In changing rooms and showers floors should be finished with slip resistant material to provide a water resistant, easily maintained and durable surface.

- Shower dry-off zones should be laid to fall towards the shower floor which in turn should fall to a drainage channel with a continuous lift out grille.
- Floors outside the changing areas, especially in rooms at an upper level, can have less durable finishes.
- Floor finishes in weights or fitness rooms could have heavier use and need to be specified with care.

Walls

Internal partitions must be strong enough to withstand impact and to support coat peg rails and possibly kit bag racking and cantilevered benching. Brick, dense concrete block and modular concrete panels are suitable materials.

- Timber framing can provide quick and economic construction but must be carefully specified and detailed with particular attention to moisture protection.
- Always raise stud-frame sole plates above slab level on a concrete curb.
- Partition lining should be plywood or glass fibre-reinforced plasterboard. If plasterboard is used as a finish it must be backed with plywood. Marine grade plywood is essential behind shower tiling.
- Walls for changing rooms and showers should be finished with ceramic tiles from floor to ceiling.
- Doors should be of solid core construction with good-quality ironmongery and protected with kick plates.

Ceilings

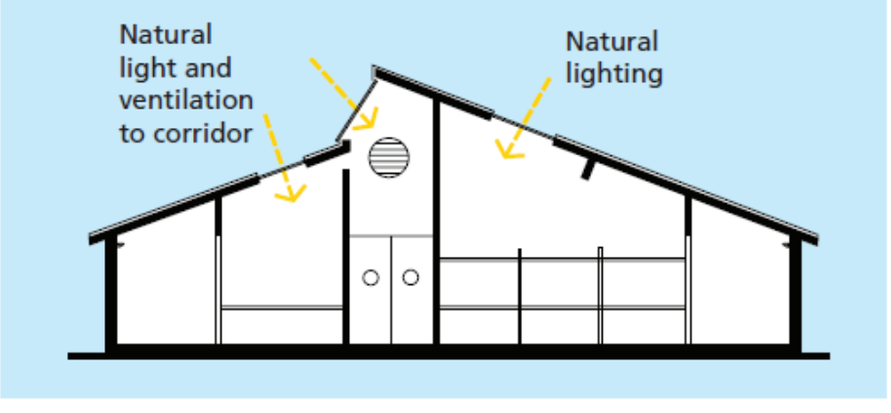


Fig 13.1 A cross section where a cross wall construction is utilised, avoids flat ceilings and permits roof lighting and high level ventilation.

- Pitched roofs incorporating roof-lights invariably provide the most pleasant environment for changing.
- Lightweight suspended ceilings **should not** be used as they are susceptible to vandalism
- Glass fibre-reinforced plasterboard should be specified throughout changing, shower and circulation areas.

Benches

Benches should be of slatted, hardwood or dense, solid plastic planks on cast aluminium or galvanised steel cantilever brackets. Benches should be clearly off the floor for ease of cleaning and brackets raised from the floor to avoid corrosion

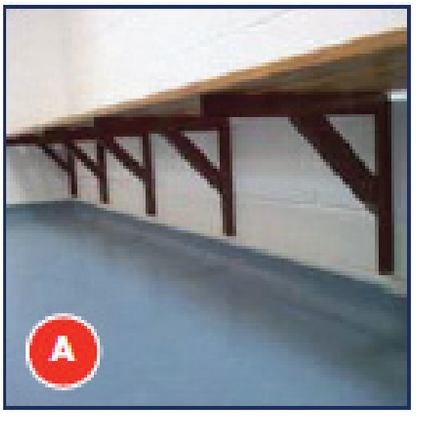


Fig. 13.2 Bench raised from floor.

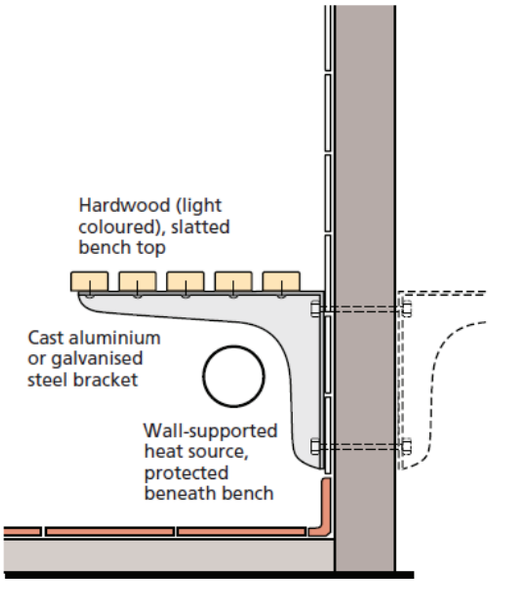


Fig.13.3 cross section of bench specification

Mirrors, coat hooks, notice boards, etc

- Fix mirrors in each changing unit.
- Wipe boards to be fitted in home and first team changing rooms.
- Coat hooks should be mounted over benches and in shower dry-off areas. Provide two snub pattern hooks for each shower or bench space.
- Provide robust wall-mounted wastebins in all changing rooms.
- Provide notice boards in the entrance area and changing rooms.

Grooming areas

Grooming areas need a shelf and mirror – the provision of hair driers can be considered. These facilities could be included in individual changing rooms or in communal toilets or at a re-entry point in the main corridor.



Fig. 13.4 Well finished bathroom area

8.0 Construction, Fittings & Equipment

Public toilets

If your venue is likely to have reasonably large attendances from time to time then the following may be a useful guide for toilet requirements and should be applied to your design where applicable.

	Urinals	**WC's**	**Wash hand basins**
Men	1 per 70 males	1 for every 600	1 per 300 males but minimum of 2 per toilet area
Women	N/A	One for every 35 but min. for 2 per toilet area	1 per 70 but minimum of 2 per toilet area



Fig. 13.5 Female public toilet suite



Fig. 13.6 Male public toilet suite

Because of the pressure of numbers at half time special attention should be paid to the layout in order to assist with circulation through the areas.

9.0 Mechanical, electrical and plumbing

Good design of the heating and ventilation systems is important, not only to provide a comfortable environment but also to ensure that the problems of condensation and mould growth are avoided. Due to the nature and type of use, changing rooms create conditions that are ideal for these problems. Consider the provision of insulation above Building Regulations Standards.

Heating

- The type of heat source is dependent on the fuel available and pattern of use.
- Electric convector heaters are cheap to install and easy to control with thermostats and time clocks, but they do have high running costs and are generally of lightweight construction and can rot and deteriorate rapidly. If they are used they must be carefully selected and specified.
- For pavilions/changing areas with continuous use, either underfloor heating using off-peak electricity and buried cables, or a water-based system with a gas boiler will provide lifelong low maintenance and comfort, but both systems are more expensive to install.
- Gas- or oil-fired water-based central heating systems are likely to be the most appropriate for most pavilions.
- Temperatures need to be: changing and shower areas 20-22° toilets and other areas 18-20°
- Provide background heating to give frost protection in cold weather.
- Electric heaters must be robust and located for protection, for example beneath benches.
- Radiators or heaters should be sited beneath benches or in locations that prevent damage or burns.
- The heating should be controlled centrally with a time clock but with tamper-proof local thermostats to give a degree of limited local control and sensitivity. Frost protection must always be considered.
- Larger pavilions will have boiler or plant rooms which should be located for ease of service vehicle access

Renewable energy options

If your clubs is undertaking a new development or a refurbishment which includes the upgrading of your heating system, consideration should be given to exploring renewable energy options. There can be considerable cost saving benefits to using renewable energy systems such as solar panels, biomass boilers and heat pumps.



Fig. 14.1 Image of solar panel on small clubhouse

There are a range of grants available to clubs and organisations who decide to take this route. While the initial expenditure will more than likely exceed that of traditional systems, this cost will be recouped in a short time especially if your building is large and your anticipated energy consumption levels are high. Grants are available through Sustainable Energy Ireland where up to 30% of the capital cost of renewable energy systems can be awarded. For further information, please see link in Appendix A.

9.0 Mechanical, electrical and plumbing

Ventilation

- Provide for efficient cross-ventilation throughout the building by fitting air bricks, grilles and/or trickle ventilators in external walls. Undercut internal doors or fit robust transfer grilles for ventilation when the building is locked up.
- Fit mechanical extracts to changing area toilets, kitchens and shower areas.
- All fans should be fitted with humidistats and over-run switches and provide eight air changes per hour.

Lighting

Light fittings should be fixed directly to the wall or ceiling and be of robust, moisture-resistant design. Avoid cutting through ceiling vapour barriers.

- Consider the use of presence detectors throughout.
- Provide 100-150 lux minimum throughout the building, with switching controlled from a central, secure location.
- Consider the need for external lighting linked to time clocks or sensors.

Power

- Provide an electrical intake and meter cupboard, even for the smallest pavilion.
- Fit guarded power sockets for cleaning equipment throughout the changing areas.
- A corridor location is preferable and the circuit should be protected with a residual current circuit breaker.
- When planning your switch board /power requirements, do so with long term in mind so further capital costs are avoided.

Other electrical services

- Include a telephone in all but the smallest pavilions.
- Consider an electronic security system and contact the local Crime Prevention Officer for advice or the Garda Síochana.

Water services

- Wherever possible, pipework should be concealed in well-detailed, accessible ducts to reduce vandalism and to improve its appearance.
- Insulate all pipework and run beneath roof/ceiling insulation for extra protection and ease of maintenance
- In ‘all-electric’ buildings/clubhouses, consider a central, multi-point heater in preference to individual shower or basin heaters with limited output.

- Hot water storage is wasteful except where there is continuity of use, for example in educational establishments
- Cold water storage, if required, should be in an insulated tank above a shower or other drained area with a frost-protection heater.
- If a drinks vending machine is fitted it will require a mains water supply.
- Use thermostatic mixing valves to control the flow and temperature of any stored water.
- Fit cylinders with centrally-located 7-day, 24-hour time switches.
- Provide bib-cocks in shower areas to allow hosing down.
- Drinking fountains should be provided.

Water conservation

It is very important that all clubs consider the conservation of water within their premises. In order to achieve savings it is important that any internal or external pipe leaks are eliminated from the outset. Once this is achieved there are a number of ways of conserving water;

- Installing water saving taps, be it push taps or infrared taps, will reduce the volumes of water used substantially and also eliminate any risks of flooding within the building.
- Fitting Aerators to the taps reduces the volumes of water been used by as much as 60% and are usually simple to install onto existing taps.
- Changing existing showerheads for water saving showerheads. Using the principle of aeration, (adding air to reduce the volumes of water) does not affect the performance of the shower but can reduce the volumes used per minute from as high as 20L/min down to 4 to 6L/min.
- Installing Smart Waterless Urinals to eliminate water usage altogether. Urinals are one of the largest users of water. One urinal can use over 100,000 litres of water in the year.
- If your building has old toilet cisterns (> 9 litres) look at installing displacement devices in your toilets.

The above are just some ways of reducing the volumes of water straight away. By adopting some of these, not alone are you saving vast quantities of water, but you are also saving the energy required to heat all this extra water.

There are other systems which will help in reducing the volume of water used in buildings, most notably by use of a Rain Water Harvesting System. By installing an over ground or underground tank by the side of your building you can easily capture the rainfall from the majority of your roof. This can then be recycled and used for tasks such as, flushing your toilets, irrigation for pitches, cleaning, etc.

In the near future all club premises will be subject to metered charges for water consumption and therefore any methods available for reducing water consumption should be considered. For further information please see Appendix A.

9.0 Mechanical, electrical and plumbing

Sustainable drainage systems

This is the term that is now applied to all drainage systems that are sustainable whether urban or rural and including natural and engineered structures. Where this becomes relevant to football clubs is that Local Authorities in recent years have made “SuDS” - Sustainable Drainage Systems a condition of planning applications for new builds or even extensions to existing buildings. Accordingly engineers engaged by clubs to design clubhouses should liaise with local authorities to ensure they comply with local planning and building guidelines regarding SuDS. There are number of methods that can be adopted such as ‘Rain Water Harvesting’, ‘Soakaways’ and ‘Attenuation and Flow Control’. For further information on this subject please see Appendix A.

Sanitary fittings

Sanitary fittings must be specified with care:

- ‘Back to wall’ WCs assist with cleaning.
- Individual wall-hung basins are easier to maintain than a vanity top with inset basins.

  Note that it is essential that the basin mounting bracket is fitted with a substantial fixing.
- Stainless steel fittings are more appropriate for some locations.

Specification of toilets

Where slab or trough urinals are installed in male toilets, designers should allow a width of 600mm per person. All surfaces in a toilet area should be designed for easy maintenance.

- floors should be hardwearing, non-slip, impervious and capable of being washed down easily, e.g.by including floor gullies/grilles.
- Experience shows that poorly lit toilets are more likely to be damaged or mistreated so lighting should be bright (100 lux or higher) but with no lighting controls accessible to the public.
- Care should be taken in positioning the hand drying equipment (roller towels, hot air or paper towels) so as to aid circulation of personnel.
- Sanitary equipment should be robust and vandal-resistant in public areas.
    - Stainless steel is commonly used for trough urinals and wash hand basins owing to its strength and shiny finish. Despite its name however it gradually becomes streaked and can become difficult to clean and unsightly.
    - Enameled fireclay is often used for slab urinals and WC pans. It is heavy, and is more expensive, but it is tough and easy to clean.
    - Vitreous china is used for individual WC pans and wash hand basins but it is more suitable for female toilets or social areas where the risk of damage is lower.
- WC pans are generally of the ‘back to wall’ style, for reasons of both strength and ease of cleaning.
- Male WC cubicles should be 800mm wide (door openings at least 750mm wide), and female cubicles should be 900mm minimum with space for disposal bins.
- Cubicle depth can vary between 1.5m and 1.7m but there should be a clearance of at least 250mm between the inwardly opening door and the rim of the WC pan.

10.0 Appendix A

Sources of Useful Information

Relevant standards
Safety, Health & Welfare Act 2005 safety guidelines
http://www.hsa.ie/eng/Legislation/Acts/Safety_Health_and_Welfare_at_Work/SI_No_10_of_2005.pdf

Access for People with Disabilities
http://www.environ.ie/en/Publications/DevelopmentandHousing/BuildingStandards/FileDownLoad,1655,en.pdf

Building Standards 1997 -2009
http://www.environ.ie/en/DevelopmentandHousing/BuildingStandards/#Building%20Regulations%201997%20-%202009

Fire alarm standard
http://www.nsai.ie/Our-Services/Certification/Product-Certification/Product-Certification-for-Fire-Alarm-Systems.aspx

Specifications and Standards for Indoor Sports Surfaces
http://www.sportssurfacesuk.com/content/view/19/31/

Football ground regulations
FAI Club Licensing manual 2010
http://www.fai.ie/images/stories/2010_Club_Licensing_Manual.pdf

Code of Practice for Safety at Sports Grounds
http://www.arts-sport-tourism.gov.ie/pdfs/safety%20at%20sports%20grounds.pdf

FIFA Stadia Regulations
http://www.fifa.com/mm/document/tournament/competition/51/54/02/football_stadiums_technical_recommendations_and_requirements_en_8211.pdf

UEFA Stadium Infrastructure Regulations 2010
http://www.uefa.com/MultimediaFiles/Download/Regulations/uefaorg/Stadium&Security/01/48/48/85/1484885_DOWNLOAD.pdf

Sports markings information
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