

14 Clubhouses and Facilities

- 14.1 The design of a clubhouse and its facilities is probably the most complex component of the overall development. It is essential that careful planning and professional advice be employed for this task. Considerable cost savings in initial capital expenditure and subsequent maintenance can be realised if the clubhouse requirements are decided upon and clearly set out at the start.
- 14.2 In some respects, there are so many variables involved with the possible uses of a clubhouse that specific advice and recommendations are difficult to define. Instead, this Guide aims to highlight the important considerations for which the facility owner must have very clear ideas and requirements.

Orientation

- 14.3 The section of this Guide about *Site Selection and Conditions* highlighted the preferred orientation of a hockey pitch: roughly north-south. If it is anticipated that a clubhouse will be used for watching matches, its preferred location will be on the west side of the pitch in order not to face the setting sun.
- 14.4 In any case, where appropriate, glazing should be of a non-glare type, possibly supplemented by shading or a roof overhang.
- 14.5 If the clubhouse is serving a multi-sports complex, there will need to be a degree of compromise to achieve its optimum location.

Clubhouse Inventory: what rooms and facilities are required

- 14.6 As a minimum, a clubhouse should provide an adequate number of comfortable changing rooms for the facility's users. To achieve this, the following should be accommodated:
- adequately sized changing rooms with easy access to:
 - showers and drying-off areas;
 - toilets;
 - security facilities for user's valuables;
 - preferably smaller separate changing rooms with similar (but scaled down) facilities for officials;
 - a social area with views;
 - an entrance lobby;

- first-aid facilities;
 - a maintenance / cleaning store;
 - an electrical meter / intake cupboard;
 - disabled toilets and changing;
 - heating system for the clubhouse and showers (this may require a separate boiler or plant room);
 - fire-fighting extinguishers / equipment.
- 14.7 Depending on the intended use of the clubhouse and its anticipated patronage, a larger, grander scheme could include some or all of the following:
- club / committee room;
 - bar and comfortable lounge area;
 - kitchen;
 - dining area;
 - fitness and exercise rooms;
 - enhanced first-aid facilities with physiotherapy treatment;
 - office;
 - indoor sports hall (in which case consideration should be given to providing separate changing accommodation as above);
 - manager or caretaker's flat;
 - media room with telephone, fax and IT connections;
 - grounds maintenance store / shed, although it may be preferred to house this separately.
- 14.8 If it is proposed to host an international event, there are requirements for additional administrative and meeting rooms. The media room will need to be significantly larger with an appropriate number of connections. Such matters are not included in this document; however details of the latest requirements can be acquired from the FIH Office.

Layout Planning

- 14.9 A little careful planning of the clubhouse layout will pay dividends in the end by leading to a simple, practical solution. It is also important to consider what expansions are likely to be required in the future. It is irrelevant whether the expansions are for outdoor or indoor sports or other activities; additional changing rooms, showers and toilets will be needed. Not only that,

but the maintenance, electrical, heating and, if necessary, cooling demands will also increase. So too will the requirements of any lounge, bar and kitchen facilities.

14.10 How often do we see an attractive sports pavilion of yesteryear spoilt by later additions which have been attached haphazardly to exterior facades or shoehorned into inappropriate corners?

14.11 Instead of simply drawing up plans for today's requirements, and then trying to extend them at some later date, it is worth starting with concept plans of the future, or final, development and scaling those back to achieve a smooth cohesive development, satisfying today's and tomorrow's needs.

14.12 Many of the elements of the building are easily repeatable as identical compartments or modules. For example, changing rooms with showers and toilets are frequently placed off an access corridor. If that corridor could be orientated so that it could be extended without encroaching onto other facilities, additional changing rooms etc of an identical modular design can be constructed later with a minimum of disruption to ongoing activities.

14.13 Often the owners of old single-storey clubhouses wish that the foundations and ground-floor structure were strong enough to support another level. Provision for additional floors built into the structure from day one is certainly more expensive at the outset, but will prove very cost effective eventually when the extensions do proceed at a later date.

14.14 Finer details to be considered for the layout include:

- an entrance lobby is recommended;
- separate toilet facilities for the social area are recommended;
- plan simple, flexible but efficient circulation routes so that:
 - changing rooms, especially any likely to become wet and muddy, are separated from any social or indoor sports areas;
 - changing rooms at ground level are preferred;
 - different levels of male and female use are accommodated;
 - access and passage for disabled users (in the form of ramps, a lift and adequate corridor and door widths) are provided;
 - convenient access to pitches, any other play or training areas and viewing areas is provided.

Changing Rooms

14.15 Whilst individual male and female facilities comprising changing rooms, with the appropriate numbers of toilets, for each team, is the preferred option, it is appreciated that budgets may not stretch to those extents.

14.16 In this case, some compromise needs to be decided. Individual team changing rooms are preferred to large communal changing areas, although the latter clearly provides the maximum flexibility if male and female toilets are located at both ends of the communal area and accessed from main internal circulation areas. Flexible allocation of the area is achieved by having lockable interconnecting doors between each internally partitioned changing zone.

14.17 When designing changing room layouts, consider the following points:

- provide as much flexibility as possible;
- allow sufficient space for all members of a squad, which includes players, substitutes, managers, coaches and, frequently, a doctor or physiotherapist (including their equipment);
- bear in mind that full-size, all-weather or artificial pitches can be divided up into 3 or more smaller areas for training and development, each possibly with a high number of players, so changing rooms need to be able to cope with such eventualities;
- provide adequate privacy screening near entrances and take care with the positioning of mirrors;
- as a rough guide, and absolute minima, aim at individual bench widths of 500mm per person, with a depth of 450mm and a free area of 1.2 square metres or more for those with large kit boxes;
- consider making home team rooms larger to accommodate individual members' storage lockers; alternatively, these can be situated along the walls of the main access corridor, which must be increased in overall width to compensate;
- showers and drying-off areas should be located as far as possible from the changing room entrance; allow for wheel-chair access if such sports are accommodated;
- allow a minimum of 1 square metre each for a shower head and its associated drying-off area;
- allow one shower head for every 3 or 4 changing places;
- toilets should also be located remote from entrances and preferably separate from shower and drying-off areas; a separate room accessed from the main corridor and the changing room is often used in smaller clubhouses, but this can raise security risks.

Officials' Accommodation

14.18 Changing room(s) with shower and toilet facilities of an appropriate size to cater for the maximum number of officials expected at one time should be provided. Provide storage lockers for valuables.

14.19 If officials of both sexes use the clubhouse at the same time, separate accommodation must be provided.

Maintenance Store

14.20 This must be sized according to the overall size of the clubhouse and any adjacent buildings, and will contain all cleaning equipment and materials. If appropriate, it will also contain maintenance tools necessary to adjust any of the clubhouse heating and other systems.

Social Accommodation

14.21 Consider placing this at first-floor level. Provide large windows to view the principal outdoor venues, and locate the bar, kitchen and toilet facilities along walls with less favourable aspects.

14.22 Think flexibly; allow for multi-use areas. For instance, indoor bowls carpets and table tennis tables can be rolled or folded away to make room for additional tables and chairs for the occasional formal event. A snooker or pool table would need a permanent location, so find a quiet untrafficked corner for them.

14.23 Consider having an area of floor for dancing. Protect it with a lightweight covering or carpet for general use at other times.

14.24 Provide storage space to allow interchangeability of use.

14.25 Consider whether the patronage on match days is likely to justify the provision of a kitchen for proper dining purposes. If not, provide a minimum kitchenette for snacks perhaps for heating up pre-cooked food etc by microwave oven.

14.26 Similarly, bar facilities can provide welcome social activity and revenue. Again, usage on match and other days should influence the extent and nature of any such facilities.

Building Construction

14.27 The type of construction that is most suitable will vary from country to country and even from place to place within a country, as local climate conditions and availability of materials can vary.

14.28 First and foremost, the building must be weatherproof. Ensure that it can operate in all types of weather.

14.29 Security can also be a major concern in some areas. If this is the case, consider the following:

- minimise the number of entrances / exits to the building (subject to maintaining compliance with the local building and fire regulations);
- provide roller shutters to particularly vulnerable windows;
- the doors themselves should be robust with up-to-date locks;
- install an alarm system;

- set windows at high-level or use skylights (preferably with grilles) in changing rooms and other non-viewing areas; they provide better security and can produce a lighter, more airy environment;
- install external security lighting on a time switch;
- ensure that any external fittings (such as down-pipes) do not facilitate illegal access;
- try to avoid open porches or other places of potential concealment.

14.30 Another major consideration is maintenance of the building fabric. Try to select a design with materials and finishes that will be as maintenance-free as possible. For example, choose an external finish that repels graffiti.

Immediate Surrounds

14.31 Although partly covered in the section of this Guide about *Site Selection and Conditions*, the following should be viewed as essential to the clubhouse design:

- provision of non-slip, well-drained surfaces around the building;
- provision of disabled parking bays, with ramped kerbs, as close as possible to the entrance;
- adequate access and parking for cars and coaches and service vehicles;
- provision of paved access routes to synthetic turf pitches;
- adequate lighting to give safe passage around the building and vehicle parks;
- boot scrapers and water taps (preferably under cover) to encourage cleaning and removal of dirty footwear.

Internal Construction

14.32 As with the external construction, it is important to choose materials and finishes that are available locally, fit for the intended purpose and as maintenance-free as possible.

14.33 To this end, concrete floors with a hardened floated finish are recommended for ground level. "Wet" areas should have slip-resistant ceramic tiles and the whole area should be laid to falls with adequate, accessible drainage channels and outlets.

14.34 Floors outside the changing areas and at upper levels can be of lighter construction. Carpeting tends to add to the overall feeling of comfort. However, bear in mind that some areas, such as a training or weights room, may have heavier use and require a higher specification.

14.35 Walls in "wet" areas should be tiled. Elsewhere, they should be sufficiently robust to support whatever fixtures and fittings are proposed.

14.36 Doors will receive rough treatment, so they need to be strong, solid and fitted with kick- and push-plates. The associated metalwork (handles and hinges etc) needs to be of high quality.

14.37 Pitched roofs incorporating sky-lights provide a light airy solution for changing rooms. However, in a two-storey building, this is not possible (if changing rooms are at ground level as recommended). In this case a strip of small windows near the ceiling is a good alternative, doubling up as a potential area for ventilation. The ceiling finish should be of high quality.

Fittings and Fixtures in Changing Rooms

14.38 Most of the following items are essential; others are merely suggestions:

- strong slatted benches with non-corrosive metal work fixings; hot-water pipes for heating may be placed safely and efficiently beneath them;
- coat hooks over benches and in the shower drying-off areas;
- shelves and mirrors over hand basins and in changing rooms;
- hair-dryers;
- drinking-water fountains;
- white-boards, pens and eraser cloth (certainly in the “home team” changing rooms);
- fixed waste bin;
- clothes and equipment storage lockers;
- clock;
- heaters, ceiling fans and / or air conditioning;
- exhaust fans, especially in showers and toilet areas.

Heating, Ventilation and Air Conditioning

14.39 With the prices of fuels rising dramatically in the last few years, careful thought is required in the choice of heating, ventilation and air conditioning systems. The desire is clearly to create a comfortable environment that avoids the problems of condensation and mould growth in the “wet” areas. This needs to be achieved with thoughts of capital cost versus operating costs and energy efficiency at the forefront.

14.40 Local climate and conditions, together with available fuel options, will vary from place to place. However, whether it is a warm or cool climate, consider increasing the provision of basic insulation above the minimum required by local building regulations. The initial increased capital cost will be repaid through savings in energy bills within a few years.

Heating

- 14.41 Most larger clubhouses will adopt a gas- or oil-fired water-based central heating system having suitably located pipes and radiators. (In changing areas, the hot pipes can run under the benches.) It is very versatile in that the same power plant can heat the washing and shower water as well. Turned down, the system can also provide background heating during non-use hours to give protection during very cold weather. Some additional local heating may be provided in the form of electric heaters but these need to be sturdy, and protected for safety reasons.
- 14.42 Electric convector heaters are the easiest and cheapest to install. They are also one of the easiest to operate, but they are expensive to run and, being of lightweight construction, are easily damaged. They are not ideal in a busy clubhouse.
- 14.43 The use of under-floor heating, whilst more expensive to install initially can prove economical when required for extensive use, especially in areas where cheaper tariffs apply to off-peak electricity consumption. A water-based under-floor system is virtually maintenance-free.
- 14.44 In sunny climates, consider the use of solar panels. Once installed, they are essentially maintenance free and, if in sufficient numbers, provide a good supply of hot water for showers.

Ventilation

- 14.45 Ensure there is adequate ventilation (forced or natural) throughout the building, especially in changing and shower areas, toilets and kitchens to provide a healthy and comfortable environment
- 14.46 Ceiling- or wall-mounted fans provide a pleasant cooling effect by continually circulating the air.

Air Conditioning

- 14.47 In extremely warm climates, a central air conditioning plant using air-cooled fans or a water tower can be installed to serve the whole building. To save power, control in individual rooms and zones should be provided.
- 14.48 Local areas or rooms can be cooled by installing split-level type air conditioners involving individual external power plant units or internal distribution units. These are fairly quiet and efficient, and can be retrofitted, although they require driving 50-75mm diameter holes through walls and ceilings for the passage of the cool-air supply pipes.
- 14.49 Window or (external) wall-type individual machines can also be retrofitted in selected areas. However, these machines are relatively expensive for their performance and can be quite noisy. They are ideal, though, if only a few small rooms require cooling.

14.50 All types of air conditioner dehumidify the air, making the environment more comfortable. For particularly humid conditions, separate dehumidifiers should be considered as these are efficient and relatively economical to run.

Electrical Services

14.51 Ensure that the power supply to the clubhouse is adequate to cater for the total load expected. Heating and / or cooling can require a great deal of power.

14.52 Lighting needs to be adequate and robust. It is preferable that fittings be fixed directly to walls or ceilings.

14.53 Consider the use of movement detection sensors, both internal and external, to enable consumption to be reduced in areas not in use.

14.54 At least one telephone should be installed; consider fax and computing connections.

14.55 Consider an electronic security system.

Water Services

14.56 Preferably, pipe work should be concealed to avoid damage and vandalism, but accessible for maintenance. It should be insulated where possible.

14.57 Consider storage of water. For clubhouses with an extended daily period of use, hot water storage is a sensible option. Cold water storage, if required, should be insulated and located above a well-drained area. Consider a frost protection heater.

14.58 As mentioned previously, a drinking fountain is considered essential. A drinks-vending machine is an option. Both require a supply of potable water.

General

14.59 It cannot be over-emphasised that it is prudent to remember that clubhouses receive much rough treatment, and equipment, fittings and finishes do not command the respect they deserve. Plan for this. Conceal as much ductwork and pipe work as is practicable without compromising performance and maintenance access. Use strong and robust fittings to reduce damage and vandalism and to maintain appearances.

Summary of Key Points

- The provision of a clubhouse can greatly enhance the value and use of the facility.
- The layout of the clubhouse should be carefully designed especially in relation to: changing rooms for players and officials; storage including field maintenance equipment; and social accommodation.
- Construction should be sufficient to meet needs but also possibly allow for future possible expansion.
- Heating and/or cooling together with air handling must be planned carefully to be effective but also to use power efficiently.