



Generic Plans of Management

Parks



Adopted by Council 10 May 2011

Foreword

The Parks of the Hawkesbury are valuable assets. Not only do these areas provide for a range of mainly passive recreation opportunities and various social pursuits, they also contribute to the open space character of our City.

Parks contain many high use areas such as playgrounds and skate facilities. Council has made a concerted effort to upgrade and provide these facilities to accommodate the ever-changing needs of the community.

This Plan of Management aims to accommodate the needs of the community in a safe, balanced, equitable and efficient manner. It looks at the management issues of these areas with an attempt to identify solutions that are sensible and equitable, within set budgets.

I am confident that, with the actions outlined in this Plan, the Parks of the Hawkesbury will benefit greatly.

Yours sincerely

Bart Bassett
Mayor

Prepared by: The Parks & Recreation Branch, May 2011

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Definition of Terms

<p>Bushland</p>	<p>The category bushland is assigned to land that contains primarily native vegetation and that vegetation is:</p> <ul style="list-style-type: none"> • The natural vegetation or a remainder of the natural vegetation of the land, or • Although not the natural vegetation of the land, is still representative of the structure or floristics, or structure and floristics, of the natural vegetation in the locality. <p>Such land includes:</p> <ul style="list-style-type: none"> • Bushland that is mostly undisturbed with a good mix of tree ages, and natural regeneration, where the understorey is comprised of native grasses and herbs or native shrubs, and which contains a range of habitats for native fauna (such as logs, shrubs, tree hollows and leaf litter), or • Moderately disturbed bushland with some regeneration of trees and shrubs, where there may be a regrowth area with trees of even age, where native shrubs and grasses are present in the understorey even though there may be some weed invitations, or • Highly disturbed bushland where the native understorey has been removed, where there may be significant weed invasion and where dead and dying trees are present, where there is no natural regeneration of trees or shrubs, but where the land is still capable of being rehabilitated.
<p>Community land</p>	<p>Is land intended for public access and use. To prevent alienation of this land, it cannot be sold, leased, licensed or any other estate granted over the land for more than 21 years.</p>
<p>Cultural Significance</p>	<p>Is a category of land that requires resolution by Council. Such land may be declared as an area of cultural significance because it is an area of Aboriginal, aesthetic, archaeological, historical, technical, research, or social significance.</p> <p>As defined by the Local Government (General) Regulation 2005:</p> <p>An area is of Aboriginal Significance because the land:</p> <ul style="list-style-type: none"> • has been declared an Aboriginal place under section 84 of the National Parks and Wildlife Act • whether or not in an undisturbed state, is significant to Aboriginal people in terms of their traditional or contemporary cultures, or • is of significance or interest because of Aboriginal associations, or • displays physical evidence of Aboriginal occupation (for example, items or artefacts such as stone tools, weapons, engraving sites, sacred trees, sharpening grooves or other deposits, and objects or materials that relate to the settlement of the land or place), or • is associated with Aboriginal stories, or • contains heritage items dating after European settlement that help to explain the relationship between Aboriginal people and later settlers, or <p>An area is of aesthetic significance, by virtue of:</p>

	<ul style="list-style-type: none"> • having strong visual or sensory appeal or cohesion, or • including a significant landmark, or • having creative or technical qualities, such as architectural excellence, or <p>An area is of archaeological significance, because the area contains:</p> <ul style="list-style-type: none"> • evidence of past human activity (for example, below-ground features such as building foundations, occupation deposits, features or artefacts or above-ground features such as buildings, works, industrial structures, and relics, whether intact or ruined), or • any other deposit, object or material that relates to the settlement of the land, or <p>An area is of historical significance, because of the importance of an association or position of the land in the evolving pattern of Australian cultural history, or</p> <p>An area is of technical or research significance, because of the area's contribution to an understanding of Australia's cultural history or environment, or</p> <p>An area is of social significance, because of the area's association with Aboriginal life after 1788 or the area's association with a contemporary community for social, spiritual or other reasons.</p>
Escarpment	The category escarpment is assigned to land that includes such features as a long cliff-like ridge or rock, and the land includes significant or unusual geological, geomorphological or scenic qualities.
Foreshore	The category of foreshore is assigned to land that is situated on the water's edge and forms a transition zone between the aquatic and terrestrial environment.
General Community Use	Is a category of land that should be applied where the land may be available for use for any purpose for which community land may be used, whether by the public at large or by specific sections of the public. It includes land that does not fall into the categories of natural area, sportsground, park or area of cultural significance.
Lease	Confers an exclusive right to possession on the tenant/lessee. It is usually a written document and often registered on the title.
Licence	Does not confer an exclusive right to possession and confers on the licensee the right to use the land, or part of it, for a limited purpose, often for a limited time.
Natural Area	As defined by the Local Government (General) Regulation 2005 is land that, whether or not in an undisturbed state, possesses a significant geological feature, geomorphological feature, landform, representative system or other natural feature or attribute that would be sufficient to further categorise the land as bushland, wetland, escarpment, watercourse or foreshore.
Objectives	Are broad statements that identify the end result or a desired outcome.
Operational Land	Is land owned by Council that is not intended for public access and use. Operational land would ordinarily comprise land held as a temporary asset or as an investment, land which facilitates the carrying out by a council of its functions or land which may not be open to the general public, such as a works depot or a council garage.

Other Estate	Is defined as: interest, charge, right, title, claim, demand, lien and encumbrance whether at law or in equity. An example is the grant of easements.
Park	As defined by the Local Government (General) Regulation 2005 is land that is or is proposed to be, improved by landscaping, gardens or the provision of non-sporting equipment and facilities, for use mainly for passive or active recreational, social, educational and cultural pursuits that do not unduly intrude on the peaceful enjoyment of the land by others.
Performance Target	Is an objective or goal to be performed.
Parks Capital Works Program	Is the capital works budget for the Parks and Recreation Branch.
Playground	An outdoor structure/area for children to play on.
Section 94 (s94)	This section of the Environmental Planning and Assessment Act permits councils to collect monetary contributions from persons developing land to meet the increased demand for public services and amenities generated by their development.
Skate Park/Ramp	A constructed facility used for skating.
Sportsground	As defined by the Local Government (General) Regulation 2005 is land used or proposed to be used primarily for active recreation involving organised sports or the playing of outdoor games.
Watercourse	The category of Watercourse has been assigned to land that includes: <ul style="list-style-type: none"> • Any stream of water, whether perennial or intermittent, flowing in a natural channel, or in a natural channel that has been artificially improved, or in an artificial channel that has changed the course of the stream of water, and any other stream of water into or from which the stream of water flows, and • Associated riparian land or vegetation, including land that is protected land for the purposes of the Rivers and Foreshores Improvement Act 1948 or State protected land identified in an order under section 7 of the Native Vegetation Conservation Act 1997.
Wetland	The category of wetland has been assigned to land that includes marshes, mangroves, backwaters, billabongs, swamps, sedgeland, wet meadows or wet healthlands that form a waterbody that is inundated cyclically, intermittently or permanently with fresh, brackish or salt water, whether slow moving or stationary.

1 Introduction

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1.1 Background

This generic Plan of Management is an important document designed to provide clear guidelines for the effective management of **Community Land - Parks** in the care and control of Council and its delegated authorities.

This generic plan of management will support any subsequent individual plans of management. Such plans will be developed where conflicting or complex management issues exist, suggesting a more specific management approach is necessary.

Benefits of this plan of management are:

- Identifying the key issues and values common to Parks and their associated facilities
- Establishing directions for planning, resource management and maintenance of parks

This plan of management will provide a basis for assigning priorities in the programming of works and budgeting for new or upgraded facilities. A review after 5 years will allow policy and planning issues to be updated.

This generic plan of management is consistent with Council's strategic direction and land management objectives. Its preparation is a comprehensive and holistic approach to the management of Council owned public land and land under its Care and Control. The plan will be part of Council's overall open space planning activities reflecting Council's priorities and input from community consultation.

1.2 The Local Government Act

The Local Government Act, 1993 (the Act) provides Councils with a specific approach to the classification and management of community land. It states that there must be a plan of management prepared for all community land and there are restrictions on the use of such land. This plan of management has been prepared in accordance with the requirements of the Local Government Act 1993. . Please note that this plan applies to community land (land available for public use) and not operational land.

The Local Government (General) Regulation 2005 provides guidelines for the categorisation of community land. The categories reflect land use and/or describe the physical characteristics of the land such as sportsgrounds, natural areas and general parkland.

In addressing the requirement for plans of management for all community land, Council has adopted a strategy whereby a number of generic plans, according to category, have been prepared.

Under the Act, specific plans of management are required for the following pieces of community land:

- Land declared to be "critical habitat" under the Threatened Species Conservation (TSC) Act 1995 or the Fisheries Management Act 1994.
- Land directly affected by a recovery plan or threat abatement plan under the Threatened Species Conservation Act or the Fisheries Management Act 1994.
- Land declared by Council to contain 'significant natural features' because it is a known geological, geomorphical, scenic or other feature that warrants protection or special management, or is part of a wildlife corridor.
- Land declared by Council to contain an area of 'cultural significance'.

If the above circumstances occur after a generic plan of management has been adopted for an area of community land, the generic plan of management ceases to apply to that area from the date that the declaration took effect, and a specific plan of management must be prepared and adopted for that area in accordance with the Act.

Whilst the Local Government Act applies specifically to Council owned community land the principles developed in this generic plan of management apply to Crown Land under Council's trusteeship where specific plans have not been developed for the land. Leases and licences on Crown Land will be managed under the terms of the Crown Lands Act. This plan also takes in to account the principles of Crown Land management as set out in the Crown Land Act 1989.

1.3 Community Consultation

Community consultation is integral to the appropriate provision of facilities across the city. It provides Council with an understanding of local issues and the community values attached to parks and associated facilities. Community involvement and consultation also encourages an appreciation of Council's land management aims, counters possible misunderstanding, and fosters Community stewardship of local parks, sportsgrounds and natural areas.

In order to generate widespread community awareness of this draft Plan of Management, advertisements were placed in the Hawkesbury Gazette and Hawkesbury Courier; letters were sent to known user groups and copies of the draft were posted on Council's website, with hard copies available at Council Offices and the public libraries located at Windsor and Richmond.

During the exhibition period of the draft document, comment was invited on the values and issues addressed in the Plan, with suggestions for alternative strategies also requested. Council has considered all submissions relevant to the plan of management prior to finalisation and subsequent adoption of the plan.

Comments regarding this or any other adopted Plan of Management may be submitted at any time for consideration in future plans of management.

1.4 Scope of the Plan

This plan of management applies to all community land that has been categorised as a park as defined in the Local Government (General) Regulation 2005, and to the structures and facilities directly associated with these areas. The principles are also applicable to parks on Crown Lands under Council's care and control.

Other documents may imply management strategies and actions over community land that is not identified in this plan. Specific reference should be made, but not be limited, to the following:

Hawkesbury City Council Documents:

- Access Policy
- Community Strategic Plan 2010-2030
- Conservation Management Plan - McQuade Park
- Conservation Management Plan – Wilberforce park
- General Community Use Generic Plan of Management
- Hawkesbury Local Environmental Plan 1989
- Hawkesbury Mobility Plan 2010
- Landscape Plan - Bellbird Hill Reserve
- Landscape Plan – McLeod Park
- Landscape Plan – Wilberforce Park
- Natural Areas Generic Plan of Management
- Operational Plan
- Pesticide Use Notification Plan 2010
- Price Lane – Proposed Drainage Works
- Sportsground Generic Plan of Management
- Statement of Equity Principles

Hawkesbury Sports Council Documents:

- Management Plan - Hawkesbury Sports Council

Legislation:

- Companion Animals Act 1998
- Crown Lands Act 1989
- Dividing Fences Act 1991
- Environmental Planning and Assessment Act 1979
- Fisheries Management Act 1994
- Native Title Act (Commonwealth) 1993
- National Parks and Wildlife Act 1974
- Noxious Weeds Act 1993
- Pesticides Act 1999
- Pesticides Regulation 2009
- Rivers and Foreshores Improvement Act 1948
- Rural Fires Act 1997
- SREP No. 20 Hawkesbury-Nepean River (No.2 – 1997)
- Threatened Species Conservation Act 1995
- Other legislation where relevant

2 Basis for Management

The plan of management has been written to outline the ways that the land will be used and the objectives for management. It may be used to determine the allocation of priorities for use of resources and funds.

This plan of management applies to all community land that has been categorised as Park within the Hawkesbury Local Government Area. The total area of land to which this plan applies is approximately 148 hectares, contributing to 7.5% of Council's open space.

2.1 Community Values

The 1995 Hawkesbury City Council Residents Recreation Survey highlighted many features of parks that the community felt important. The top ten items included:

- Play Equipment
- Cleanliness/bins
- Shade
- Trees
- Amenities (toilets etc)
- Park furniture (seats/tables)
- Safety
- BBQ/picnic facilities
- Maintenance
- Gardens and flowers

Community feedback since that time confirms the above values are still relevant. Some additional issues raised include the desire to know about the existence/locations of all community land and historic areas/objects, recreational areas need to better cater for disabled, cycleways are important for connecting people and places, more parks are needed, particularly in isolated areas and existing parks need better care.

A recreation strategy will be undertaken in the near future to further inform priorities.

2.2 Corporate Goals

To ensure that this plan of management is consistent with Council's corporate direction it is important to note the following management statements:

Hawkesbury City Council Charter:

"To provide directly or on behalf of other levels of government, after due consultation, adequate, equitable and appropriate services and facilities for the community and to ensure that those services and facilities are managed efficiently and effectively".

"To properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development".

"To bear in mind that it is the custodian and trustee of public assets and to effectively plan for, account for and manage the assets for which it is responsible".

"To exercise its functions in a manner that is consistent with and promotes social justice principles of equity, access, participation and rights".

"To facilitate the involvement of councillors, members of the public, users of facilities and services and council staff in the development, improvement and co-ordination of local government".

"To keep the local community and the State Government (and through it the wider community) informed about its activities".

Hawkesbury City Council's Corporate Vision:

"In 2030 we want Hawkesbury to be a place where we have:"

"A community in which the area's character is reserved and lifestyle choices are provided with sustainable planned, well serviced development, safe and friendly neighbourhoods"

"A community dedicated to minimising its ecological footprint, enjoying a clean river and an environment that is nurtured, healthy, protected and provides opportunities for its sustainable use"

2.3 Core Objectives

The core objectives of the 1993 Local Government Act in relation to land categorised as Park are as follows:

- To encourage, promote and facilitate recreational, cultural, social and educational pastimes and activities, and
- To provide for passive recreational activities or pastimes and for the casual playing of games, and
- To improve the land in such a way as to promote and facilitate its use to achieve the other core objectives for its management.

These corporate goals and core objectives define the strategic framework under which management objectives have been developed. The implementation plan will refer to these management objectives from which performance targets can be set and the means of achieving and assessing these targets.

2.4 Management Objectives

Based on legislative goals, corporate goals, community needs and expectations, and the values and assets of the park areas themselves, the following broad primary, management objectives have been identified:

- To ensure management of parks takes into consideration the principles of Crown Land management
- To provide for public safety
- To efficiently and effectively manage public assets
- To provide the wider community with sufficient appropriate access to parks and associated facilities
- To encourage community involvement in the management of parks and their facilities
- To maintain the scenic, scientific, educational, aesthetic, cultural and heritage values of general parks.
- To provide a broad spectrum of safe, high quality recreational opportunities having regard to the objectives outlined above.

These objectives have been used to guide policy development and formulation of the action plan.

3 Planning and Management Issues

Following is a list of major planning and management issues relevant to the management of general Parks and associated facilities in the Hawkesbury.

3.1 Safety and Risk Management

Safety is an issue Council needs to address on a permanent basis. Council has a statutory responsibility to provide facilities that meet relevant Australian Standards and is obliged under common law to take appropriate steps to protect people from reasonably foreseeable risk or harm in the use of public spaces and public assets. This implies a responsibility to maintain all parks and associated facilities to an acceptable standard.

- Development works and general maintenance within parks must involve consideration of the safety of park users as well as the staff undertaking the works.
- Due to the number of parks distributed over a wide area, staff are unable to inspect each park on a regular basis.
- The effects of anti-social behaviour are ongoing issues.
- The softfall of some playgrounds is not large enough to comply with current Australian standards as standards change more frequently than playgrounds are replaced.
- Lack of fencing is seen as an issue by the community at some playgrounds
- Organic softfall levels are low at some high usage playgrounds due to regular use.
- Dogs, off leash, can threaten the health and safety of park users.
- Parks are potentially affected by natural disasters such as flood, fire or severe windstorms, posing a threat to the safety of users.
- Chemical usage needs to minimise the potential impacts upon the community.

3.2 Access and Parking

Access and parking are very important issues as parks are used by the broad cross section of the community and thus they should, where possible, be accessible by all.

- Majority of parks do not have structured pathways nor have suitable toilets, which can limit use by parts of the community.
- Majority of playgrounds do not cater for people with a disability.
- Provision of emergency access or egress from parks can often not be provided.
- Large events within parks on a regular basis can lead to wear and tear. This is more noticeable following wet weather.
- Access for pedestrians and cyclists to, and circulation within general parks could be improved.
- Many parks are not within walking distance or close to public transport. Often parking arrangements within and adjacent to a lot of parks are unsatisfactory for users or disturbs surrounding residential areas.
- Gates on some entries to parks can limit access for emergency and service vehicles.
- Currently there are not many pedestrian/cycle ways that link and circulate within park areas.
- In some areas there are many small playgrounds that are underused, whilst in other areas there is a noticeable lack of play facilities
- There is a need to include more play facilities for teenagers, skate parks etc, particularly in communities with a high juvenile population or where they can easily be accessed by bike or train.

3.3 Recreation and Landuse

A wide variety of parks is essential to provide the broadest range of recreational opportunities for the community. Depending on the location and the surrounding community's needs, certain activities may be allowed or disallowed within parks. The following issues relate to this:

- Anti-social behaviour such as the drinking of alcohol can intimidate and reduce the enjoyment of other park users.
- There are not enough playgrounds to cater for the 1-5 age group.
- There is a lack of dog off leash areas as well as areas for other domestic animals such as horses.
- A lack of signage identifying what can or cannot occur within each park makes it difficult to curb certain activities. The over usage of signs can however lead to clutter and visual pollution.
- Some neighbouring properties encroach onto parks.
- Community needs are not static.
- All improvements to parks from development to landscaping are limited by the funding provided.
- In some parks, overnight camping is conducted even though camping is prohibited in parks.
- Over use of parks causes wear and tear issues.

3.4 Environmental Management

Development and maintenance of parks needs to be carried out in an ecologically sustainable manner to prevent any long-term impacts on adjoining properties and user groups. In some cases parks are the only public owned open space within suburbs that contain remnant biodiversity values.

- Many parks lack substantial planting of trees and other vegetation. This and the removal of habitat trees can affect the fauna of the park.
- Existing remnants of native vegetation adjacent to/ within parks are often threatened by current management practices such as fire protection, weed invasion and isolation from other natural areas.

3.5 Landscape Character and Design

Landscape design of general parks needs to enhance the play value, be sympathetic to the existing setting, its landscape values or the unique character and features of each site. The inherent landscape features thus need to be retained, and where possible enhanced, when developing parks.

- Due to the number of parks within the Hawkesbury, finance is not available to either undertake landscape designs for all parks or undertake the development and ongoing maintenance. On occasion, this has led to poor planting design and colour scheme.
- Many parks lack areas of shade for the use of the community.
- The entrances and landscaping of parks is often poor
- Flooding is a constraint to the design and use of many parks.
- Playground design and size is restricted due to budget constraints
- Community members have requested shade facilities to be considered in design of playgrounds
- There is often a lack of associated facilities for carers near playgrounds such as bubblers, seating, bins, shade
- In some areas, the materials selected for playgrounds need to be considered to reduce damage caused by vandalism
- Consideration of Safer by Design principles should be incorporated into new designs for Parks to improve safety of park users and staff and reduce the incidence of crime.

3.6 Maintenance of Facilities and Grounds

Efficient maintenance practices are required to provide quality parks within available budgets.

- Maintenance of parks takes up most of the staff's time allocation leaving little time to undertake other works
- Organic softfall requires regular maintenance and aeration
- There is a number of playgrounds which are in poor condition and / or past the industry accepted 15 year lifespan, council's current average lifespan is approximately 12 years

- Buildings, fences and other structures are often outdated and not appropriate to the needs of user, nor acceptable to the general community.
- Vandalism and inappropriate behaviour is a problem at many parks.
- Litter and dumping of household rubbish is a problem in many parks.
- Improvements to parks and playgrounds are limited due to lack of funding

3.7 Community Involvement / Neighbour Relations

Residential areas bound many parks. The impacts of their usage on neighbours as well as the impact of neighbours on the park are important ongoing issues. Community users are also vital for the contribution to the planning and management process as well as informing Council of any ongoing issues.

- Noise, poor behaviour, and vandalism effect community use and neighbouring properties.
- There is often encroachment or dumping of rubbish and garden refuse into parks.
- Lighting from parks impact upon neighbouring properties.
- In some cases, issues such as anti-social behaviour affect the community and neighbours.
- In some cases, playgrounds attract groups of older people who hang out. This can alienate other potential users.
- Some playgrounds lack community ownership

4 Management Strategy

4.1 Leases, Licences and Other Estates

Leases and licences formalise the use of community land by groups such as sporting clubs, community groups and schools, or by commercial organisations and individuals providing facilities or services for public use.

The Local Government Act contains important restrictions on the ability of Council to grant leases, licences and other estates over community land as these alienate the land and limit the ability of the public to use that land. A summary of these restrictions is included in Appendix 3. Generally a lease will be required where exclusive occupation or use of all, or part, of an area is proposed. A licence may be required for activities that may affect other park users.

This Plan of Management authorises the following leases, licences and other estates where appropriate. The purpose of such leases, licences or other estates must be consistent with the core objectives for Parks.

Circus

This plan of management authorises the granting of a lease or licence for circus activities and shows to be held in parks, where appropriate.

Community Gardens

This plan of management authorises the development and management of gardens for community use. These gardens may be leased or licensed to community groups to manage provided that membership of these groups is open to the general community.

Easements

This plan of management authorises the lease, licence or grant of any other estate over Parks for the purpose of providing easements for public utilities, providing pipes, conduits or other connections under the surface of the ground for the connection of premises adjoining the community land to a facility on the community land provided that:

- There is no feasible alternative to connecting to a facility on the community land,
- There is no significant impact on the park, and,
- In all cases, the applicant is to be responsible for all costs incurred by Council in the creation of the easement.

Encroachments

In instances where there is an encroachment upon public land by a permanent structure, and the structure does not significantly interfere with the functioning of the reserve, Council may consider a lease or licence agreement with the adjoining property owner and recoup a fee as part of that agreement. This lease or licence will be required to be advertised and may not be granted for more than twenty-one years.

Festivals / Events / Ceremonies

This plan of management authorises the granting of a lease or licence for the purpose of festivals, events and ceremonies to be held in parks. Such leases or licences will provide for the temporary erection of food stalls, stages, seating and amusement rides.

Filming

This plan of management authorises the granting of a lease or licence for the purpose of Commercial photographic sessions and filming.

Helicopters

This plan of management authorises the granting of a lease or licence for the purpose of helicopter landing and take off provided all other approvals such as use of restricted air space have been granted by the relevant authority. Such a lease or licence may require the temporary erection of exclusion fencing or any other measure required to ensure public safety.

Hot Air Balloons

This plan of management authorises the granting of a lease or licence for the purpose of Hot Air balloon landing and take off, provided all other approvals such as use of restricted air space have been granted by the relevant authority. Such a lease or licence may require the temporary erection of exclusion fencing or any other measure required to ensure public safety.

Markets

This plan of management authorises the granting of a lease or licence for the purpose of markets and other such activities, in parks.

Personal Training

This plan of management authorises the granting of a lease or licence for the purpose of commercial personal training activities.

Picnics

This plan of management authorises the granting of a licence for picnic and private celebrations such as weddings and family gatherings.

Playing of Musical Instruments

This plan of management authorises the granting of a licence for the playing of a musical instrument, or singing, for fee or reward.

Public Address

This plan of management authorises the granting of a licence for delivering a public address.

Roads/Access

This Plan of Management authorises the granting of a lease, or other estate for the purpose of the provision of public roads, where the provision of that road is consistent with the core objectives stated herein and where the road is necessary for the enjoyment of that land.

This plan of management authorises the granting of a licence for the use of an existing road or fire trail to:

- Transport building materials and equipment required in relation to building work that is to be, or is being carried out on land adjoining the community land, or
- To remove waste that is consequential on such work.

Where there is no existing road, access may be permitted (and licensed accordingly) to adjoining land for the above purpose provided no damage to the park is expected. A bond will be required in this instance. Where a park is to be used to transport building materials or waste to or from adjoining private land, the licence will be valid for no more than 1 month.

Skate parks

This plan of management authorises the granting of a licence for the usage of skate parks by community groups and or non-profit organisations.

Storage sheds

This plan of management authorises the granting of a lease or licence for the storage of equipment used by community groups / non-profit organisations where that equipment is regularly used at that park. An example is the storage of canoes at Macquarie Park where the Windsor Canoe Club uses the canoes.

Telecommunications towers

This plan of management authorises the granting of a lease or licence for the erection and use of telecommunications towers provided the proposal is put on public exhibition prior to a council resolution permitting the use. A rental fee will be payable to Council and that fee is to be used for the improvement of the park in which the facility is located.

Tourism

This plan of management authorises the granting of a lease or licence for the purpose of tourism activities. Such activities may include guided walks, camel rides, horse rides, bicycle/boat tours and tourist information signage.

Trade

This plan of management authorises the granting of a lease or licence for the purpose of engaging in a trade or business.

4.2 Other Permitted Activities

In addition to the uses requiring a lease or licence, this Plan of Management authorises the following uses, to be leased or licensed as appropriate.

Dogs Off Leash

This plan of management authorises the erection of enclosures for the purpose of Dog off Leash areas.

Irrigation

This plan of management authorises the installation of irrigation pipes under ground, to irrigate parks. This includes the use of recycled water.

Signage

This plan of management authorises the erection of regulatory, interpretive and directional signage within parks.

Stormwater

This plan of management authorises the construction of relevant structures for the purposes of stormwater treatment and or retention as prescribed in s28 of the Regulations.

This plan authorises the continued use of drains, channels and easements and creation of new drains, channels and easements.

Structures

This plan of management authorises the building or use of the following structures:

- Walkways
- Pathways
- Signs
- Information kiosks
- Refreshment kiosks (but not restaurants)
- Work sheds or storage required in connection with the maintenance of the land
- Toilets or rest rooms
- Community Gardens
- Play equipment
- Skate ramps
- Barbecues
- Fencing and Dog off Leash enclosures.
- Irrigation and water tanks

*Please note that development approvals will be required for the building or installation of some of these structures. This approval process will provide for the appropriate community consultation in relation to such development. See Appendix 3 for more information regarding development that does not require development consent.

4.3 Conditions of Use

Approval conditions must be in keeping with the existing relevant Council policies and may require a resolution from Council.

Any approval for leases or licences must include, but not be limited to, the following provisions:

- No significant damage to the park is anticipated as a result of the proposed activity,
- A bond in respect of potential damage is held by Council,
- The activity is permissible under the objectives identified for Parks,
- The use or occupation does not involve the erection of any building or structure of a permanent nature,
- There is anticipated to be no significant disturbance to adjacent property owners,
- There is no interference with other users,
- Proof is obtained by Council of suitable insurances,
- All litter is removed.
- Development Applications are approved where required – eg for structures such as circus tents etc.

4.4 Restricted Activities

Activities that are prohibited or restricted within Parks include, but are not limited to:

- Camping
- Dogs off leash
- Drinking alcohol
- Firearms
- Horse riding
- Lighting of fires
- Playing golf
- Remote control vehicles including boats, aeroplanes and cars
- Unauthorised vehicles
- Fireworks???

4.5 Action Plan

The action plan is the working component of the plan of management. This section links management strategies to proposed actions for all parks. It outlines the means of achieving the objectives and how that performance is to be measured.

Within this table, actions are prioritised, however implementation is subject to the availability of resources.

Action Plan for Parks

Management / Planning Issue	Objective	Performance Target / What is to be achieved	Action / Means of Achievement	Program Responsibility	Budget Area	Priority	Performance Measure	
Safety and Risk Management	To ensure the safety of public/staff when visiting parks	Recreation equipment, including playing facilities, tables, and the like shall be installed and maintained in accordance with acceptable standards	Conduct quarterly inspections of playgrounds, infrastructure and formed walking trails.	Parks Project Officer / Parks Manager / Parks Foreman	Existing Resources	High	Monthly or Quarterly inspections of key infrastructure	
			Ensure new playgrounds conform with Australian standards	Parks Project Officer	Existing Resources	Ongoing	100% new playgrounds conform to Australian Standards	
			Ensure damaged or dangerous equipment is removed or replaced	Parks Project Officer Parks Foreman	Existing resources	Ongoing	Dangerous or damaged equipment is promptly replaced or removed	
			Ensure that playgrounds are replaced in accordance with industry accepted lifespan	Parks Project Officer	Parks Capital Works Program	High	Number of existing playgrounds aged over 10 years	
			Ensure that all playgrounds have appropriate softfall areas in accordance to Australian Standards	Regular/quarterly inspections of existing playgrounds	Parks Project Officer	Existing Resources	Ongoing	All playgrounds have appropriate softfall
			Ensure that all works carried out within parks complies with Councils OH&S Policy	Ensure on site safety and inspect contractor operations	Parks Project Officer Parks Foreman	Existing Resources	Ongoing	All work carried out conforms with OH&S Policy

Management / Planning Issue	Objective	Performance Target / What is to be achieved	Action / Means of Achievement	Program Responsibility	Budget Area	Priority	Performance Measure
		Encourage community involvement in the recognition and remediation of public risk	Respond promptly to reports of hazards within reserves	Parks Officer/ Parks Manager / Parks Foreman	Existing Resources	High / As needed	Prompt response and remediation of hazards
		Prevent unsafe usage of the reserve	Install warning signage: eg prohibiting dangerous diving into water bodies	Parks Officers/ Parks Manager	Existing Resources	High	Number of signs erected
		Protect users, particularly children, from hazards	Install fencing at playgrounds with high risk	Parks Project Officer	Existing Resources	High	Fencing installed at high risk playgrounds
			Provide shade through locating playgrounds near trees where possible	Parks Project Officer	Existing Resources	Ongoing	New Playground designs incorporate shade
			Use Safer by Design principles when developing Parks	Parks Project Officer	Existing Resources	Ongoing	New designs consider Safer by Design principles
	To ensure that dog usage is appropriate and undertaken in a responsible manner		All dogs must be on a lead except in designated off leash areas.	Parks Manager	Existing Resources	Medium	Number of reports of dogs being off leash in prohibited areas.
			Provide additional dog off leash areas.	Parks Manager/ Parks Project Officer	Existing resources/ Parks Capital Works Program	High	Areas set aside as dog off leash areas
			Provision of signage and faeces collection bags in relevant parks	Parks Manager/ Parks Project Officer	Parks Capital Works Program	Medium	Reduction of dog faeces within parkland.
			Increase awareness where necessary of dogs not being permitted in playgrounds	Parks Project Officer	Existing Resources	Low Ongoing	Number of reports of dog faeces reduced

Management / Planning Issue	Objective	Performance Target / What is to be achieved	Action / Means of Achievement	Program Responsibility	Budget Area	Priority	Performance Measure
		Discourage anti - social behaviour	Provide lighting to improve safety and to act as a deterrent for anti-social behaviour where appropriate	Parks Manager	Parks Capital Works Program	Medium	Lights erected. Reduction in vandalism
		Redesign those areas that suffer anti-social behaviour to foster casual surveillance.	Parks Officer/ Parks Manager / Parks Foreman	Parks Capital Works Program	Medium	Reduction in vandalism	
		Create community ownership of playgrounds to assist in surveillance	Parks Project Officer	Existing resources	High Ongoing	Sense of community ownership of playgrounds	
		Immediate removal of graffiti	Parks Project Officer Parks Foreman	Existing Resources	High Ongoing	Number of playgrounds with graffiti reduced	
	To protect the public from litter hazards	Provide appropriate means of disposal for sharps where appropriate	Parks Manager	Existing resources	High Ongoing	Suitable disposal bins provided	
	To have a safe maintenance program in place	Safe work method statements are in place for all maintenance procedures	Parks Manager / Parks Foreman	Existing resources	High	Up to date procedures/records	
	To limit public contact with chemicals whilst in parks	Record all chemical spraying and use appropriate signs to indicate affected areas as per the Pesticide Use Notification Plan 2010	Parks Foreman	Existing resources	High	Up to date procedures/records	

Management / Planning Issue	Objective	Performance Target / What is to be achieved	Action / Means of Achievement	Program Responsibility	Budget Area	Priority	Performance Measure
		Ensure the public is not at threat from flood	Close parks that are threatened by flood until the park is assessed as being safe.	Parks Foreman Parks Manager SES	Existing resources	High	Parks closed at appropriate times
		Provide safe flood evacuation routes from riverside parks		Parks Manager	Existing Resources	High	All access routes have been assessed in terms of safety evacuation
		Ensure the public is not at threat from Fire	Parkland areas are to be closed from the public whilst there is a high threat of fire entering the reserve.	SES, RFS, Parks manager, Parks Foreman	Existing Resources	High	Parks closed at appropriate times
		Ensure barbecues are in designated formal picnic areas only, with a minimum cleared distance of 20 metres to bushland and provision of reticulated water supply on site		Parks Foreman Park Manager	Existing Resources	High	All Barbecues are located in appropriate sites
		Barbecues shall wherever possible not require timber for fuel.		Parks Project Officer / Parks Foreman / Parks Manager	Existing Resources	Medium	All new barbecues installed in parkland areas are to be electric wherever possible.

Management / Planning Issue	Objective	Performance Target / What is to be achieved	Action / Means of Achievement	Program Responsibility	Budget Area	Priority	Performance Measure
Access and Parking	Provide access to Parks for the whole community	Locate and construct walking tracks/cycle ways where appropriate to improve access to and within parks. The gradients should where possible allow access for wheelchairs, and prams.	Plan the path of new tracks/cycle ways.	Parks Manager/ /Parks Foreman / Parks Project Officer	Parks Capital Works Program /Existing Resources / grants	Medium - Low	Number of tracks/cycle ways developed.
		Increase the number of playgrounds that are accessible by all.	Consider access for people with a disability for all new playgrounds	Parks Project Officer / Parks Manager	Parks Capital Works Program / Existing resources	High Ongoing	Number of accessible playgrounds increased
		Develop new playspaces where need is identified	Use census results to plan playspaces based on demographic changes	Parks Project Officer Parks Manager	Existing Resources Parks Capital Works Program	Medium	Playspaces located in appropriate areas and age appropriate
		Improve parking at relevant Parks taking into account the effect on local residents	Upgrade or develop parking facilities when funding is available	Parks Manager/Parks Foreman	Parks Capital Works Program	Medium-Low	Number of upgrades or additional parking facilities developed
		Provide access for emergency or service vehicles	Provide gate keys to appropriate emergency services	Parks Manager	Existing Resources	High	Number of keys distributed
		Ensure that essential pedestrian and vehicular access through or into parkland areas minimises the impact on the area	Prevent unauthorised access to parkland areas	Close non-essential vehicular access.	Parks Manager / Parks Foreman	Existing Resources	Medium
Stop permanent or temporary use of tracks through parkland for access to private lands.	Parks Manager / Parks Foreman			Existing Resources	Medium	Number of access points closed.	

Management / Planning Issue	Objective	Performance Target / What is to be achieved	Action / Means of Achievement	Program Responsibility	Budget Area	Priority	Performance Measure
		Maintain existing roads, parking areas and walking tracks within parks to ensure safety and prevent erosion	Inspect roads, parking areas and walking tracks annually and maintain when necessary	Parks Project Officer / Parks Foreman	Maintenance budget	Medium	Number of Inspections
		Limit unauthorised parking in parkland	Provide adequate parking facilities	Parks Project Officer / Parks Manager	Existing Resources / Grant	Medium	Areas disturbed / damaged by unauthorised parking
		Restrict access in sensitive or hazardous areas	Fence and sign post sensitive or hazardous areas to appropriate standard	Land Management Officer	Grants / Existing Resources	Low	Areas fenced and / or signposted
Recreation /Landuse	To enhance the recreational opportunities of the community by providing a wide range of parks	Permit passive recreation activities such as walking, photography, bird watching and other unstructured recreation as long as they do not interfere with other Park objectives	Assess suitable areas for passive recreation.	Parks Manager	Existing Resources	High	Parks used for passive recreation
		Allow horse riding and bike riding in areas where tracks are not eroding and other objectives are met.	Assess suitable areas for horse and bike riding	Parks Manager Land Management Officer	Existing Resources	Low	Number of tracks assessed
	To provide for the community use of and access to the land in such a manner as will	Restrict the following activities except in areas designated: Camping, caravans, off road recreation	Sign post problem areas	Parks Manager/ Parks Project Officer Parks Foreman	Existing Resources	Medium	Reduction in number of complaints and the amount of damage caused.

Management / Planning Issue	Objective	Performance Target / What is to be achieved	Action / Means of Achievement	Program Responsibility	Budget Area	Priority	Performance Measure
	minimise damage caused by human intrusion	Prohibit unauthorised vehicles from parks as identified by signs	Restrict inappropriate recreational activities where unacceptable disturbance is being caused.	Parks Project Officer Parks Manager Parks Foreman	Existing Resources	High	Use of unauthorised vehicles within parks, reduced.
		Restrict recreational activity to specific areas, times, or seasons where this is necessary to achieve the objectives of the plan	When necessary, areas are cordoned off from the public. Signage and use of advertising may be appropriate to inform the public	Parks Manager/ Parks Foreman/ Parks Project Officer	Existing resources	As required	Less damaged caused
Landscape character and design	Ensure that the landscape character of Parks is retained	Any structures, signs, paths etc in Parks should be sympathetic to the existing setting, its landscape values or unique character.	Plan appropriately, including materials selection and colour schemes	Parks Project Officer Parks Manager Planners	Existing Resources	Medium	Number of plans for new structures
		Retain and enhance where possible, inherent landscape features	Landscape designs to enhance landscape features	Parks Project Officer Parks Manager	Parks Capital Works Program	High Ongoing	Landscape features retained
	Consider constraints such as flooding when siting facilities.	New structures eg toilet blocks, shelters etc to be located in appropriate areas and designed appropriately	Assess impact of flood on structures when deciding on suitable location and design.	Parks Project Officer Parks Manager Building Services Manager	N/A	High Ongoing	No of structures assessed.
	Consider adjacent land use when designing Parks	Consider habitat, aesthetic and shade values of trees at Parks.	Retain trees for habitat value as well as shade and aesthetic values at Parks where possible	Parks Foreman / Parks Project Officer	Existing Resources	High Ongoing	Habitat trees retained
	Design Playgrounds to benefit the whole community	Incorporate shade into designs where possible	Locate new playgrounds to utilise existing shade where possible	Parks Project Officer	Existing Resources	Medium	Number of playgrounds with shade

Management / Planning Issue	Objective	Performance Target / What is to be achieved	Action / Means of Achievement	Program Responsibility	Budget Area	Priority	Performance Measure
		Ensure that associated facilities eg bubbler, seating is incorporated in to playgrounds	All new playgrounds to include associated facilities	Parks Project Officer	Parks Capital Works Program	High Ongoing	Existing playgrounds include seats, bins and /or bubblers
		Provide landscaping to improve play value where possible	Landscape all new playgrounds where appropriate	Parks Project Officer	Parks Capital Works Program / Grants	Medium	All new playgrounds landscaped
			Landscape existing playgrounds where appropriate	Parks Project Officer	Parks Capital Works Program / Grants	Medium	Number of playgrounds landscaped
	Design parks to improve safety of users and reduce crime	Reduce potential for crime within Parks and Reserves	Use Safer by Design principles when developing Parks	Parks Project Officer	Existing Resources	Ongoing	New designs consider Safer by Design principles / Vandalism reduced
Land use and Planning Framework	Ensure development of Parks does not impact upon neighbouring areas	To ensure that a buffer between the development and neighbouring properties is appropriate	New Parks are to be designed with buffers	Parks Manager / Parks Project Officer	Existing Resources	High Ongoing	All new developments to include a buffer to neighbours
			All efforts should be made to provide linkages for wildlife corridors.	Land Management Officer	Existing Resources	High	Provide wildlife corridors
		Play space areas to be provided in suitable areas	Play space areas will be visible to adjoining properties to facilitate casual surveillance	Parks Project Officer	Parks Capital Works Program / Grants	High	Number of complaints received
	Ensure signage / advertising within Parks does not affect visual quality.	Limit amount of unnecessary signage	Develop a policy for signage at Parks	Parks Manager	Existing Resources	Medium	Sign Policy developed
	Ensure all community land is identifiable	All community land to have signage that identifies the land	Install identifying signage and regulatory signage within community use parks where required(except where leased)	Parks Manager Parks Project Officer	Existing Resources	High	Signs installed

Management / Planning Issue	Objective	Performance Target / What is to be achieved	Action / Means of Achievement	Program Responsibility	Budget Area	Priority	Performance Measure
	Consider maintenance costs in the planning and design of capital works for Parks	All new capital works programs will include a maintenance component	Ensure future maintenance budgets take into account the future requirements of new developments.	Parks Manager Building Services Manager	Existing Resources	High Ongoing	Maintenance costs considered for all new works
Environmental Management	Ensure habitat values are not compromised	Improve habitat values where appropriate	Create habitat corridors through revegetation where possible	Land Management Officer	Parks Capital Works Program / Grant	Medium	Number of corridors established.
			Retain habitat trees	Parks Foreman	Existing Resources	High	Number of trees retained.
		Barbecues shall wherever possible not require timber for fuel, unless provision is made for this to be obtained from off the site.	Install electric barbecues where appropriate	Parks Manager / Parks Project Officer	Parks Capital Works Program / grants	Medium	Number of electric BBQ's installed
	Reduce impact of high chemical or fertiliser use on users or adjacent areas	Limit the use of poisons that may harm user groups or the environment	Assess use of chemicals and fertilisers and their potential effect on the environment and user groups	Parks Foreman	Existing Resources	High Ongoing	Assessment conducted
		Use chemicals and fertilisers appropriately to limit effect on adjacent areas or people	Review current practices	Parks Foreman	Existing Resources	High Ongoing	Current practices reviewed
		Community informed of pesticide usage within Parks	Follow Pesticide Notification Plan	Parks Foreman HRCC	Existing Resources	High	Pesticide Notification Policy followed
		Minimise stormwater impacts within Parks	Conduct a review of stormwater impacts on Parks	Construction and Maintenance Manager	Existing Resources	High	Study Completed
Maintenance of facilities and grounds	Ensure infrastructure / facilities are appropriate to the needs of users	Supply and install, repair or replace facilities to an acceptable standard	Conduct a review of all facilities within Parks and source funding where necessary.	Parks Manager / Parks Foreman / Building Services Manager	Existing Resources	High	Review of infrastructure is undertaken

Management / Planning Issue	Objective	Performance Target / What is to be achieved	Action / Means of Achievement	Program Responsibility	Budget Area	Priority	Performance Measure
		Maintain official boat ramps and upgrade if necessary.	Inspect annually and maintain when necessary	Parks Manager Parks Foreman	Parks Capital Works Program / Grants	Medium	Number of Inspections undertaken
	Reduce the occurrence of vandalism	Repair vandalism promptly to discourage further vandalism	Repair any sites that have been vandalised within 48 hours where possible.	Parks Foreman	Existing Resources	High Ongoing	Number of sites requiring treatment over time.
		Reduce visual barriers that hide vandalism activities	Install lighting where appropriate - carparks or at toilet blocks	Parks Manager	Existing Resources	High Ongoing	Number of sites being vandalised.
		Lock Facilities and reduce access to parks where required	Erect fencing and gates at reserves that are frequently vandalised. Lock these gates either all the time or in the evenings, depending upon individual situations	Parks Manager	Existing Resources	High Ongoing	Number of sites being vandalised
			Lock amenity buildings if necessary	Parks Manager	Existing Resources	High Ongoing	Number of amenity buildings being vandalised.
	Reduce the amount of litter and number of dumping incidents	Track down offenders	Report dumping to Compliance Officers to chase up offenders	Parks Manager	Existing Resource	High Ongoing	Number of dumping incidents occurring
		Clean up dumped rubbish immediately where appropriate	Clean up dumped rubbish within 72 hours of report.	Parks Foreman	Existing Resources	High Ongoing	Number of cleanup operations required over time.
		Install signage and or fencing to discourage dumping	Install signage at known dumping sites and where appropriate fence the reserve to limit access.	Parks Manager Parks Foreman	Parks Capital Works Program	Medium Ongoing	Number of signs installed over time.

Management / Planning Issue	Objective	Performance Target / What is to be achieved	Action / Means of Achievement	Program Responsibility	Budget Area	Priority	Performance Measure
		Improve aesthetics of an area by reducing litter	Provide rubbish bins where necessary. Introduce recycle bins	Parks Foreman	Existing Resources	High	Number of bins installed.
	Reduce maintenance costs of Parks	Reduce the destruction of Parks through overuse	Develop policy for use of Parks for large events	Parks Manager	Existing Resources	Medium	Park User Policy developed
		Ensure all infrastructure materials are vandal resistant where appropriate	Use hard plastics/steel in the structures where appropriate	Parks Project Officer Manager Building Services	Existing Resources	Medium	Vandalism reduced
Community involvement / neighbour relations	To involve the community in the management of Parks	Encourage the participation of the community in the People For Parks Program	Continue the support of PFP groups	Parks Project Officer Parks Manager Bushcare Officer?	Existing Resources	Medium	Number of active PFP groups
	To reduce the impact of use of the reserve onto adjoining residents	Encourage neighbours to notify Council of any concerns regarding vandalism, dumping, noise etc	Respond efficiently to any reports from neighbours	Parks Manager	Existing Resources	Medium	Number of Customer Requests
		Ensure responsibilities of all Events organisers are identified accurately and managed to ensure that adverse effects upon neighbours are minimised	Develop licence agreements. Include a bond that can be kept if agreement breached.	Parks Manager	Existing Resources	Medium	Number of disturbances caused to neighbours
		Limit the effects of lighting upon neighbours	Design lighting and or limit use to reduce impact upon neighbours	Parks Manager	Existing Resources	Medium	Number of complaints received
			Identify and rectify all substandard floodlighting	Building Services Manager	Parks Capital Works Program, Building or Sportsgrounds budgets	Medium	Assessment completed

Management / Planning Issue	Objective	Performance Target / What is to be achieved	Action / Means of Achievement	Program Responsibility	Budget Area	Priority	Performance Measure
	To reduce the impact of neighbouring properties on Parks	To stop encroachment onto Parks	Identify encroachment and dumping of rubbish on Parks and issue cleanup notices	Council Compliance Officers	Existing Resources	High Ongoing	Number of Notices issued
			Limit access from adjoining properties to pedestrian only	Parks Manager	Existing resources	High Ongoing	Access limited
		Reduce the spread of weeds onto Parks	Educate neighbours re weeds that are spreading into parks	Land Management Officer	Existing Resources	Medium Ongoing	Weeds entering parks reduced

5 Appendices

Appendices

The appendices for this document are under separate cover. Please refer to the document titled "Community Land Generic Plans of Management - Appendices".

Appendix 1 – Schedule of Lands

Appendix 2 – Community Land Category Maps

Appendix 3 – Leases, Licences and other Estates

Appendix 4 – Documents relating to the management of specific Parks and Reserves