

Park Management

Policy Number: POL17/7 • **Adopted:** 21/02/2017 • **Minute Number:** MIN17.101 • **File:** 6320E • **Produced By:** Finance Corporate & Community Services Group • **Review Date:** 1/12/2020

1. PURPOSE

To provide policy guidance for the management of Council's parks network.

2. STATEMENT

In the context of this policy a park is public open space which council maintains for passive recreation use. A park is not a sportsground, natural area, beach, streetscape, etc.

3. PROVISIONS

3.1 Assisting funding of park infrastructure

Council values and supports the initiative of the community to assist funding of park infrastructure which is in accordance with the following:

- a) Park infrastructure is considered a seat, picnic table, bbq, shelter, playground, path or the alike that Council has identified a need to provide and is in the process of delivering. Park infrastructure is not trees or vegetation.
- b) Community funding is at least \$1,000 of the park infrastructure provision.
- c) Delivery and provision of the park infrastructure is dependent on it being fully funded.
- d) A request for a plaque or similar item to recognise the financial contribution to the park infrastructure, and which is separately fully funded by the community, will be considered if it meets the following:
 - i) Council staff will determine the appropriate location of the plaque which does not deter use or public ownership of the park infrastructure.
 - ii) The maximum size of a plaque will be 110mm x 75mm with the following standard wording: *"Provision of this park equipment has been assisted by (insert name). Additional wording at this end of this sentence can state "in memory of (insert name)"*.
 - iii) Full costs associated with installation of the plaque will be need to be paid to Council prior to installation.
 - iv) Only one plaque per community group or family can be erected on the park infrastructure.

- v) Council reserves the right to decline an offer for the community to assist funding of park infrastructure.
- vi) If necessary, Council reserves the right to reposition a plaque.
- vii) Council will not replace a stolen or damaged plaque and a plaque will not be re-installed if the park infrastructure is replaced or damaged.
- viii) Significant financial contributions or alternative arrangements to the above provisions may be authorised by the relevant Council Director and may involve an event or ceremony that is conducted by the Mayor or Mayor’s Representative.

3.2 Naming of Parks

This provision will apply to parks but may also be applied to sportsgrounds and other reserves which Council manages.

- a) Council will consider park name requests from the relevant Community Consultative Body (CCB) and/or Management Committee (MC) responsible for the location of the relevant park. If no CCB or MC exists for the park location, a petition from surrounding residents will be considered.
- b) Park naming requests will be reported for Council endorsement and dependent on the circumstances it may involve wider community consultation before final endorsement is accepted by Council.
- c) Where appropriate, significant park names will be forwarded to the NSW Geographical Names Board (GNB) for consideration and determination. Where the name process is considered to be less and more of a local significance the name will not be forwarded to the GNB to minimise resourcing requirements for Council.
- d) Where a park is named in honour of a local identity, a suitable interpretative sign should be erected outlining a brief history of the contribution made by that identity and the reason for naming the park.

3.3 Park Appointment

This provision is to identify the level of appointment within district and local parks which do not have a dedicated master plan to guide provision of infrastructure within the open space. Supply of any park infrastructure or alterations to these appointment standards are subject to meeting Council design/accessibility requirements and approval by the relevant Council custodian of the park.

Infrastructure	District Park	Local Park
Playground	Playground provided to meet a range of opportunities for children aged 2-14 years.	A playground will not be provided unless it is the only available space for a specific urban residential area or village.
Landscaping	Limited and where appropriate provide “vegetation islands” to reduce grass mowing.	In most circumstances landscaping will not be provided. Where appropriate provide “vegetation islands” to reduce grass mowing.
BBQs	Provision of at least one covered electric BBQ with disable access adjacent to picnic facilities.	A BBQ will not be provided unless it is the only available space for a specific residential area or village.

Picnic Tables	Provision of at least one picnic table which meets the following colour requirements, Coastal Reserves (in view of water): <ul style="list-style-type: none"> • Sea Sky on wood • Matt Black on metal All other Reserves: <ul style="list-style-type: none"> • Velvet Green on wood • Matt Black 	A picnic table will not be provided unless it is the only available space for a specific residential area or village.
Seating	Seating will be limited to key locations to take advantage of views and minimise impact on other users. Seating is required meet the following colours: Coastal Reserves (in view of water): <ul style="list-style-type: none"> • Sea Sky on wood • Matt Black on metal All other Reserves: <ul style="list-style-type: none"> • Velvet Green wood • Matt Black on metal 	Seating will be limited to key locations to take advantage of views and minimise impact on other users. Seating is required to meet the following colours: Coastal Reserves (in view of water): <ul style="list-style-type: none"> • Sea Sky on wood • Matt Black on metal All other Reserves: <ul style="list-style-type: none"> • Velvet Green wood • Matt Black on metal
Shade	Generally provide at least one formal shade structure in association with picnic facilities. Where possible, locate new infrastructure under existing shade trees to avoid the addition of unnecessary shelters.	Where possible, provision of shade trees in close proximity.
Water	Provision of at least one bubbler or tap.	Generally no water supply provision
Lighting	Provision of lighting, subject to existing infrastructure i.e. along walkways, amenities blocks, etc.	Generally no provision of lighting unless required for specific infrastructure.
Garbage Bins	Provision of at least one garbage bin.	Where picnic infrastructure is located, a garbage bin will be provided.
Fencing	If required, fencing to be provided to minimise a user risk.	If required, fencing to be provided to minimise a user risk.
Signage	Reserve regulatory signage	Reserve regulatory signage

4. COUNCIL IMPLEMENTATION

The Finance Corporate & Community Services Group will administer this policy

5. REVIEW

To be reviewed within one year of the election of a new Council.

6. APPLICATION OF ESD PRINCIPLES

Natural Capital – Encourage the use of recycled and sustainable materials when constructing park infrastructure.