



neighbourhood parks

Community Land Management Plan

Prepared by
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City of Burnside
401 Greenhill Road
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September 2016



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EXECUTIVE SUMMARY

Due to their size, Neighbourhood Parks are sometimes considered a mere afterthought in the urban landscape. However, this undervalues their significant contribution to Burnside's "greenness" and the community's quality of life.

Neighbourhood Parks offer unique recreational opportunities. Their relatively small size encourages intimate activities such as reading, contemplating and socialising with friends. They cater almost exclusively for local users, who feel a sense of familiarity and belonging, and in areas of dense development they often function as the neighbourhood backyard.

This Community Land Management Plan ("CLMP") sets out the objectives, policies and proposals of the City of Burnside ("the Council") for the Neighbourhood Parks in the Council's local government area. This CLMP also establishes a framework of performance targets and measures for management of the Neighbourhood Parks into the future.



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PART 1 BACKGROUND

1.1 WHAT IS COMMUNITY LAND?

Under section 193 of the *Local Government Act 1999* ("the Act"), 'community land' includes all local government land (except roads) that is owned by a council or is under a council's care, control or management (unless the council resolves to exclude or revoke the classification as community land in accordance with the Act).

Section 207 of the Act requires a council to keep a register of all community land in its local government area. The Council's Community Land Register is contained in Appendix 1 in Part 5 of each of the Council's Community Land Management Plans.

1.2 WHAT IS A COMMUNITY LAND MANAGEMENT PLAN?

Under section 196 of the Act, a council must prepare and adopt a management plan for its community land if:

- (a) the land is required to be held for the benefit of the community under Schedule 8 of the Act (or under another special act of parliament relating to the land) or under an instrument of trust;
- (b) the land is, or is to be, occupied under a lease or licence; or
- (c) the land has been or is to be, specifically modified or adapted for the benefit or enjoyment of the community.

A CLMP must identify the community land to which it relates, and the purpose for which that land is held by the council. A CLMP must also state the council's objectives, policies (if any) and proposals for the management of the relevant community land.

1.3 PURPOSE OF A COMMUNITY LAND MANAGEMENT PLAN

Community land is recognised as an important component of the urban environment, which provides opportunities for recreation and leisure, and other activities which benefit the community either directly or indirectly. A CLMP provides a framework within which the Council can develop a balanced response to current opportunities and address future pressures with respect to the community land within its local government area.

A CLMP identifies clear objectives and establishes directions for planning, resource management and maintenance of the relevant community land. It assists both the Council and the general public by clarifying the intended direction for the use and management of the community land to which it relates. A CLMP also assists the Council in assigning appropriate priorities in its works programming and budgeting.



1.4 STRUCTURE OF THIS COMMUNITY LAND MANGEMENT PLAN

This CLMP is divided into 5 parts:

Part 1: Provides a definition of community land and describes the content, purpose and function of a CLMP.

Part 2: Indicates the location of the relevant community land to which this CLMP applies, and examines the characteristics of that land.

Part 3: Identifies and examines the Council's management objectives, policies and proposals relating to the relevant community land.

Part 4: Identifies the Council's performance targets or objectives proposed in this CLMP, and the performance indicators used to measure performance.

Part 5: Appendices

The Schedule of Land identifies the legal description and ownership information relating to the relevant community land.

The Management Table details the specific management objectives, actions and performance indicators relevant to this CLMP.



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PART 2 IDENTIFICATION AND DESCRIPTION OF LAND

This CLMP relates to the community land identified in Appendix 1 (Schedule of Land) in Part 5 of this CLMP ("the Neighbourhood Parks"). Given the similarity in issues and proposed management practices for those identified land parcels, it is appropriate that all of the Neighbourhood Parks be covered by a single CLMP.

The Council is the owner of all of the Neighbourhood Parks, as identified in Appendix 1.

The Neighbourhood Parks are parcels of open space whose primary purpose is passive recreation. Neighbourhood Parks typically consist of landscaping, grassed areas with built structures, pedestrian pathways and park furniture including seats, picnic tables and occasionally playgrounds.

The comprehensive network of Neighbourhood Parks within the Council's local government area is a valuable recreational resource, complementing other components of the open space network and helping to give Burnside its distinctive character. As the amount of medium density housing within the Burnside area grows, greater pressure is exerted on the existing Neighbourhood Parks to service the outdoor recreational needs of the community, and the value of the Neighbourhood Parks in the social make-up of the area increases.



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PART 3 OBJECTIVES, POLICIES AND PROPOSALS

3.1 COUNCIL AND GOVERNMENT POLICES AND LEGISLATION

This CLMP is closely linked with the Council's broader land management objectives and principles in the Council's Open Space Policy.

In addition, the following policies of the Council are also relevant to the Neighbourhood Parks:

- Community Gardens Policy
- Environment and Biodiversity Policy
- Tree Management Policy
- Hire of Community Open Space and Facilities Policy
- Leasing and Licensing of Community Facilities Policy
- Public Domain Streetscape Policy
- Asset Management Policy
- Watercourse Management Policy
- Be the Future of Burnside (Strategic Community Plan 2012-2025)
- Eastern Health Authority Regional Public Health Plan

The following controlling legislation will also impact upon the Council's management of the Neighbourhood Parks:

- City of Burnside By-Laws
- Local Government Act 1999
- Development Act 1993
- Heritage Places Act 1993
- Native Vegetation Act 1991
- National Parks and Wildlife Act 1972

3.2 MANAGEMENT OBJECTIVES

The following broad management objectives have been identified with respect to the Neighbourhood Parks:

- To manage the land for public recreation in accordance with the overall objectives of the "Be the Future of Burnside" (Strategic Community Plan 2012-2025).
- To provide and maintain a high quality recreation facility which meets the needs of the local and wider community.
- To upgrade the existing recreational and cultural environment and the aesthetics of the Neighbourhood Parks where required.
- To promote natural systems and environmental management within the Neighbourhood Parks.
- To ensure the Neighbourhood Parks are accessible by the general community.
- To cater for people with disabilities where reasonably practicable and subject to the physical constraints of the Neighbourhood Parks.
- To take a consistent approach to management of the Neighbourhood Parks.
- To minimise conflict between users of the Neighbourhood Parks.
- To provide for public safety.



3.3 LANDSCAPE CHARACTER AND AMENITY

The Neighbourhood Parks have a visual impact on the overall amenity of the Council area due to their size and frequency. The phenomenon of the small but well used and attractively maintained Neighbourhood Park is an important part of the experience of living in, driving or walking through the Council area.

The Neighbourhood Parks contain a variety of vegetation, and a mixture of indigenous flora, introduced grasses and exotic plants. Landscape elements including trees, shrubs and ground covers are functional and attractive components of the Neighbourhood Parks.

Greenery not only contributes to the visual character of the Neighbourhood Parks, but the planting of appropriate vegetation can create habitats for wildlife, helping to attract native birds and animals back to the urban area. Trees also create shady areas that are highly desirable as picnic spots in summer.

Future planting in the Neighbourhood Parks should consider the character of existing planting and its appropriateness, both in terms of historical relevance and site suitability, as well as the need to enhance the aesthetic appearance of the Neighbourhood Parks, especially in high profile locations.

3.4 BUILT STRUCTURES AND PARK FURNITURE

This CLMP considers long-term policy and direction for all built structures and park furniture in the Neighbourhood Parks. Previous surveys carried out by the Council indicated that the most used facilities in Council's parks and reserves were seats, picnic tables, barbeques, litter bins, amenity blocks and playground equipment. This CLMP considers the aesthetic appearance of all structures and park furniture, both existing and proposed, and aims to ensure provision of adequate facilities according to identified levels of community need.

3.5 ACCESS

3.5.1 GETTING THERE

The size, location and level of equipment and facilities generally determine not only the capacity of a Neighbourhood Park to attract users, but whether users arrive by public transport, car, bicycle or on foot. Although some Neighbourhood Parks, by virtue of their special facilities such as barbeques and playground equipment may attract users from a wider catchment area, most Neighbourhood Parks serve the local community, and users therefore arrive primarily on foot. Car parking is limited to small car parks or neighbouring streets, and the only vehicles permitted to access the Neighbourhood Parks are emergency and service vehicles.

The Neighbourhood Parks should be easily accessible to the local community, and opportunities to increase accessibility and improve linkages by constructing



pedestrian crossings and footpaths in appropriate locations are to be pursued as they are identified.

The Neighbourhood Parks should be accessible to people pushing strollers and prams, and to mobility-impaired users, as together these groups comprise a significant percentage of the total users of the Neighbourhood Parks.

3.5.2 CIRCULATION

Pedestrians and cyclists in transit generally move directly across Neighbourhood Parks, whereas people using Neighbourhood Parks for passive recreation move randomly through them. In the future development or upgrading of existing circulation routes, the need to provide convenient access both to and through the Neighbourhood Parks is to be considered.

3.6 RECREATIONAL USAGE

The Neighbourhood Parks cater for the recreational needs of people of all ages. The CLMP aims to provide guidelines to ensure the provision of high quality and attractive recreational facilities, and to maximise community use of the Neighbourhood Parks.

The Neighbourhood Parks provide a variety of opportunities for recreation. While the majority of activities occurring within the Neighbourhood Parks are of a passive nature, informal sports and games such as ball games are also common in the larger parks. Open grassy spaces afford casual park users pleasant spots to sit in both sun and shade, and other popular activities include picnicking, walking, dog walking and contemplation.

The Neighbourhood Parks provide a meeting place for people of all ages. The Neighbourhood Parks also frequently act as a pedestrian thoroughfare, linking residential areas with shops and transport hubs, and providing opportunities for respite, if needed.

Management strategies within this CLMP must take into account the significance of the Neighbourhood Parks to the local community, and be flexible enough to provide for the changing recreational needs of the community as they arise.

3.7 DEVELOPMENT PROGRAM

Council has resolved to grant a non-exclusive licence agreement to the St Peter's Girls' School for the purpose of upgrading the Bell Yett Reserve carpark and associated landscaping.

3.8 MANAGEMENT AND MAINTENANCE

This CLMP aims to provide guidelines for the future use, development, management and maintenance of the Neighbourhood Parks. The Council's objectives and proposed actions for management of Neighbourhood Parks are set out in the Management Table attached as Appendix 2 to this CLMP.

Current management practices concentrate on maintaining the Neighbourhood Parks as a clean and attractive facility. Maintenance regimes are cyclical. The current staffing levels and



budget for maintenance of the Neighbourhood Parks may vary over time as new issues become relevant and community needs change.

The implementation of effective and efficient management practices is important so that items such as playground equipment and their associated facilities are maintained to a good standard for the enjoyment and safety of parks users.

Ways in which the local community can participate in the maintenance and management of the Neighbourhood Parks are to be explored. Opportunities to involve the community in the design process, in the selection of plants and facilities and in the ongoing maintenance of the Neighbourhood Parks should be investigated. A sense of community ownership in the Neighbourhood Parks should be promoted and residents should also be encouraged to report anti-social behaviour or vandalism taking place in the Neighbourhood Parks.

3.8.1 DOG MANAGEMENT

The problem of dogs defecating in parks, nuisance behaviour of dogs, and their owners not complying with relevant legislation are consistently raised as issues in discussions with residents. Having said that, it must be recognised that dogs need access to public open space, and dog owners comprise a substantial group of park users.

Appropriate management practices need to be put in place to accommodate the needs of dog owners who use parks and walkways in the Neighbourhood Parks. At the same time, the concerns of residents need to be addressed. The practice of providing dog waste bag dispensers to all litter bins located within the Council's parks and reserves should be continued. A strategic approach which looks at a range of options such as education, off-leash areas and park design needs to be developed, with regulatory enforcement used as a last resort.

3.8.2 LEASING OF COMMUNITY LAND

The granting of a lease or license formalises the use of community land by groups such as sporting clubs, not-for-profit groups, educational institutions, commercial organisations or other entities or individuals who are providing facilities or services for public use or for the benefit of the public.

A lease may be granted by the Council where exclusive control of all or part of an area is desirable in the interests of the management of that area.

Activities under a lease or licence should be compatible with any zoning, reservation or trust applicable to the premises and should provide appropriate benefits, services or facilities for users of the premises. The terms and conditions of a lease or licence should provide a clear definition of the rights and responsibilities of the Council



and the lessee or licensee concerning the premises, including (where the Council considers it appropriate) requiring the lessee or licensee to properly maintain the premises in a safe and visually appealing condition.



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PART 4 PERFORMANCE TARGETS AND MEASURES

4.1 APPLICATION OF THE COMMUNITY LAND MANAGEMENT PLAN

The Council should seek to maximise the potential of the Neighbourhood Parks, to ensure that they are adequately maintained, that they continue to cater for a range of community activities.

This CLMP should be applied flexibly by the Council, in a manner which is responsive to the changing needs of the community and users of the Neighbourhood Parks, and which takes advantage of future opportunities arising with respect to the Neighbourhood Parks.

4.2 COMMUNITY VALUES

Past consultation undertaken by the Council has defined a strong sense of community ownership in the Neighbourhood Parks, which should be considered in applying this CLMP.

4.3 PERFORMANCE MEASURES

The Management Table attached as Appendix 2 in Part 5 of this CLMP states the performance targets or objectives for the Council's management of the Neighbourhood Parks. The Council will measure its performance against the objectives stated in this CLMP by assessing its performance using the performance indicators in Appendix 2.

The implementation of all aspects of the CLMP are subject to finance being available either from government funding, revenue raising or from the Council's budget allocation.

The codes used to define priorities identified in the Management Table in Annexure 2 are as follows:

CT	(Completed)	Action completed
ST	(Short Term)	Action completed within 2 years
MT	(Medium Term)	Action completed within 2-4 years
LT	(Long Term)	Action commenced after 4 years
O	(Ongoing)	Action is carried out on an ongoing or regular basis for the life of the CLMP
C	(Commenced)	Action has commenced



PART 5 APPENDIX 1 neighbourhood parks

Schedule of Land

The following parcels of land are relevant to this CLMP:

Name of Reserve	Address of Reserve	Certificate of Title	Plan	Parcel	Tenure	Zone	Purpose of Land	Area (m ²)	Owner
Bell Yett Reserve	7-9 Stonyfell Road, Wattle Park	CT 5739/271	FP 142225	Allotment 1	Freehold	R/R20	Public Open Space	39,210	City of Burnside
Bennett Reserve	Jackson Street, Magill	Ct 5698/541	FP 140203	Allotment 42	Freehold	R/R3	Public Open Space	3,866	City of Burnside
W.H. Holmes Reserve	15 Park Avenue, Rosslyn Park	CT 5716/500, CT 5759/35, CT 5726/550, CT 2746/38	DP 2299	Allotments 9, 10 23 & 24 & Reserve	Freehold, Reserve	R/R8	Public Open Space	4,640	City of Burnside
Ifould Reserve North	20 Ifould Drive, Burnside	CT 5377/400	DP 24978	Allotment 41	Reserve	R/R30	Public Open Space	6,643	City of Burnside
Ifould Reserve South	3 Ifould Drive, Burnside	CT 5312/8	DP 24978	Allotment 44	Reserve	HF	Public Open Space	6,094	City of Burnside
Main Street Reserve	Main Street, Eastwood	CT 252/243, CT 5828/395	FP 15158	Allotment 66 & 67	Freehold	HC	Public Open Space	3,636	City of Burnside
Mellor Reserve	Brand Street, Beulah Park	CT 5702/250, CT 5838/172, CT 5801/717, CT 5792/294, CT 5792/293, CT 5894/986, CT 5815/110, CT 5802/999	DP 934	Allotment 9, Allotment 12, Allotment 24, Allotments 15-18, Allotment 21, Allotment 22, Allotment 23, Allotments 10 & 11	Freehold	R/R1	Public Open Space	6,952	City of Burnside
Penfold Park	577 The Parade, Magill	CT 5539/944, CT 5543/541, CT 5546/501, CT 5108/842, CT 5553/548	DP 11297, DP 11341, DP 11372, DP 35930, DP 10550	Allotment 170, Allotment 194, Allotment 191, Allotment 8, Allotment 60	Reserve	R/R4	Public Open Space	32,371	City of Burnside



Name of Reserve	Address of Reserve	Certificate of Title	Plan	Assessment Numbers	Tenure	Zone	Purpose of Land	Area (m ²)	Owner
Penfold Park	Romalo Avenue, Magill	CT 2567/19	DP 5606	Allotment 169	Reserve	R/R4	Public Open Space	1,259	City of Burnside
T.A. Philips Reserve	Corner of Glynburn Road and Rochester Street, Leabrook	CT 5701/211, CT 5838/989	FP 138567, DP 566	Allotment 87, Allotment 93	Freehold	WC	Public Open Space	4,384	City of Burnside
Romalo Reserve	24a Romalo Avenue, Magill	CT 5543/559	DP 14144	Allotment 116	Reserve	R/R4	Public Open Space	3,632	City of Burnside
J.B. Ware Reserve	584-586 Portrush Road, Glen Osmond	CT 5841/901, CT 5841/900, CT 5456/509	FP 15749, DP 45179	Allotment 30, Allotment 31, Allotment 306	Freehold	R/R31	Public Open Space	4,997	City of Burnside
Webb Street Reserve	Webb Street, Rose Park	CT 5666/105, CT 5811/108	FP 8038, DP 750	Allotment 290, Allotment 140	Freehold	HC	Public Open Space	4,120	City of Burnside



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PART 5 APPENDIX 2

Management Table

LANDSCAPE AMENITY AND AESTHETICS	Objective	Action	Comments	Priority	Performance Indicators
	To use planting as a means of complementing and enhancing the special qualities and character of the individual neighbourhood parks.	Select, plant, establish and maintain suitable species of trees, shrubs and ground covers.	Consider character of existing planting, suitability of new plantings, local species, aesthetic appeal etc.	○	New plantings are appropriate.
	To manage existing vegetation using best practice horticultural/ arboricultural techniques.	Carry out regular, ongoing maintenance works as required to conserve existing appropriate vegetation	Undertake pruning in accordance with AS4373-2007 Pruning of amenity trees unless warranted to achieve specific targeted objectives	○	User satisfaction – amount of feedback received from stakeholders. Compliance with AS4373-2007 Pruning of amenity trees
		Remove unsuitable species and replace with more appropriate species where practical.	The suitability of a given species depends on the character of the individual neighbourhood park.	○	Inappropriate species removed and replaced where practical.
		Remove species reaching the end of their useful life expectancy and replace with new plantings where practical.		○	Over-mature species removed and replaced where practical.
		Control any work that may harm existing trees.	Potentially harmful activities which may include tree climbing excavation or damage of root zone, trunk and or crown damage.	○	Trees remains viable. Compliance with AS4970-2009 Protection of Trees on Development Sites.
	To control noxious and environmental weeds in the neighbourhood parks.	Undertake weed removal when and where required.	Weed removal is a standard component of Council's maintenance operations.	○	Reduction in level of weeds.
	To retain and enhance significant views.	Site new plantings and structures to take into consideration existing views out of neighbourhood parks.	A number of areas within Burnside have views of the metropolitan area and Adelaide Hills.	○	All new work considers impacts on views.



LANDSCAPING	Objective	Action	Comments	Priority	Performance Indicators
	To provide landscaped areas to the neighbourhood parks that are appropriate, well maintained, and which enhance the appearance and functioning of neighbourhood parks.	Undertake landscape master plans	Consult with user groups and the community.	ST/MT	Landscape master plans completed.
		Ensure that 'view corridors' are created/ maintained so that city and hills views are protected.		○	View corridors are established to the satisfaction of surrounding residents.
		Undertake a landscaping upgrade program based on landscape master plans	Involve the community in planting programs where appropriate.	MT/LT	Capital Works program completed
		Consider the impact of new landscape works on pedestrian and vehicular movement around the neighbourhood parks.		○	New landscape works appropriate and does not interfere with existing circulation patterns.

ENVIRONMENTAL IMPACTS	Objective	Action	Comments	Priority	Performance Indicators
	To maintain and develop Neighbourhood Parks in an ecologically sensitive manner so biodiversity sites and waterways are not adversely impacted upon and where possible, are enhanced.	Increase community awareness about the environmental values and issues.		○	Increased community awareness.
		Minimise run-off and (where possible) avoid usage of chemical fertilisers, pesticides and herbicides		○	Monitor chemical usage.
		Maintain trees in healthy condition and conduct regular inspections. Plant additional trees (as appropriate) using locally indigenous species where appropriate	Local indigenous trees are currently being grown from local seed by Council's nursery.	○	Tree numbers are maintained or increased.



	Objective	Action	Comments	Priority	Performance Indicators
PARK FURNITURE AND OTHER STRUCTURES	To provide park furniture and other structures which are necessary, visually attractive and which complements the landscape character of each of the neighbourhood parks.	Assess the need for additional park furniture and other structures on a case-by-case basis as they are identified.		○	Need assessed on a case-by-case basis.
		Consult with and elicit comments from users and the general community prior to the commencement of any significant new development.	As per Council's Community Consultation Policy.	○	Consultation undertaken. Community satisfaction with consultation process.
		Install new park furniture and other structures that are consistent with Council's identified corporate image and compatible with the landscape character of the neighbourhood park.	Consider Council's Corporate Standards Manual.	○	Appropriate structures only installed.
		Consider removal and/or replacement of older-style structures that are not consistent with Council's identified corporate image as they reach the end of their lifespan.		○	Removal and/or replacement of old/inappropriate structures where practical.
	To encourage appropriate public art projects in neighbourhood parks.	Pursue opportunities to place public art in neighbourhood parks.		○	Increase in the amount of public art in neighbourhood parks.



USE OF NEIGHBOURHOOD PARKS	Objective	Action	Comments	Priority	Performance Indicators
	To manage neighbourhood parks to provide a range of recreation opportunities for a variety of users, and to facilitate a high level of use.	Ensure all activities occurring with neighbourhood parks are compatible with the function of the individual park or reserve.	Suitable activities include sitting, picnicking and walking through neighbourhood parks.	○	Annual number of complaints received regarding inappropriate use of neighbourhood parks.
		Allow dog walking within the principles set out in Council's Dog Control Policy.		○	Annual number of complaints.
		Patrol the neighbourhood parks to ensure compliance with the above action.	Patrols are carried out by Council Enforcement Officers.	○	Regular patrols carried out.
		Prohibit and prevent organized sporting activities to designated sportsgrounds.	Organised sporting activities are restricted to designated sportsgrounds.	○	Annual number of complaints received regarding inappropriate use of neighbourhood parks.
	To encourage the use of neighbourhood parks for activities compatible with the objectives of this CLMP.	Allow groups to use neighbourhood parks for social gathering and for informal sports and games.	There is no charge for social gatherings for informal sports and games. Space is available on a first-come-first-served basis. No bookings are taken and no structures may be erected.	○	Neighbourhood parks maintained in good condition. Level of user satisfaction.
		Allow groups to use appropriate neighbourhood parks for private functions.	Bookings are taken for occasions such as weddings.	○	Neighbourhood parks maintained in good condition. Level of user satisfaction.



PLAYGROUNDS	Objective	Action	Comments	Priority	Performance Indicators
	To ensure that all playgrounds are safe, functional and attractive.	Manage and maintain play equipment and surrounds in neighbourhood parks.	As per Australian Standards and LGA Mutual Liability Recommendations.	○	Playground areas managed and maintained. Satisfaction of users.
Upgrade playgrounds as required at neighbourhood parks.			○	New playgrounds constructed on time and to budget.	

ACCESS	Objective	Action	Comments	Priority	Performance Indicators
	To control vehicular access to neighbourhood parks.	Prohibit and prevent general vehicle access to neighbourhood parks.	Liaise with Council staff. Consider pedestrian crossing, pram ramps, construction of pathways etc.	○	General vehicular access is restricted.
		Allow service and emergency vehicles to enter neighbourhood parks.	Removable bollards and gates allow service vehicles to access neighbourhood parks.	○	Ease of entry for service and emergency vehicles.
To provide safe and convenient access to the neighbourhood parks.	Assess opportunities to improve access, where practical, as they are identified.	Consult with relevant individuals to ensure access complies with AS 1428. Consider pram ramps, footpaths, ramps and steps.	○	Investigation complete. Opportunities to improve access identified and appropriate work scheduled.	

CIRCULATION	Objective	Action	Comments	Priority	Performance Indicators
	To create rationalised and consistent pathway systems within each neighbourhood park	Remove any unnecessary pathways, upgrade existing pathways and construct new pathways with appropriate gradients where a need is identified.	New pathways to be constructed from materials sympathetic to the landscape character of each park or reserve and to take into account the needs of people with mobility impairments.	○	Appropriate works undertaken.
Identify opportunities to improve circulation routes for people with impaired mobility.			○	Identified opportunities investigated	



SIGNAGE	Objective	Action	Comments	Priority	Performance Indicators
	To provide effective and consistent signage for all neighbourhood parks and associated facilities.	Identify signage that needs to be upgraded or replaced. Identify areas where additional signage is required.		ST	Areas requiring signage identified and listed.
		Replace existing signage that requires upgrading.	New signage to be consistent and reflect Council's corporate image and style. Since 2000, Council has been upgrading its parks and reserves identification signs which detail the park/ reserve name, symbols representing facilities available.	MT	New signage installed
		Install new signage in identified areas.	New signage to be consistent and reflect Council's corporate image and style.	MT	New signage installed.

LEASES & LICENSES	Objective	Action	Comments	Priority	Performance Indicators
	To allow use of the neighbourhood parks for a range of recreational and cultural activities.	Grant leases and licenses to recreational and cultural organisations for use of neighbourhood parks as venues for appropriate events and activities.	Revenue raised by granting leases, licences and other estates assists with ongoing maintenance and upgrading of the neighbourhood parks.	○	Cultural or other recreational activities held on the neighbourhood parks are appropriate.

PERMITS	Objective	Action	Comments	Priority	Performance Indicators
	To allow Council to provide permits so that the land or portion of the land may be used by specific permit holders.	To monitor the issue of permits to members of the community so that fair use of the facilities is achieved.		○	Keep Council records of permits issued and monitor use.



	Objective	Action	Comments	Priority	Performance Indicators
COMMUNITY INVOLVEMENT	To provide opportunities for the public and user groups to become involved in appropriate new projects.	Consult with stakeholders during the development of design plans and capital improvements for neighbourhood parks.	Consultation methods may include public exhibition of draft plans, information packages sent to relevant wards, letterbox drops and information posted on council's web site (in accordance with council's Communication Policy).	○	Community and user satisfaction with the consultation process as gauged from feedback.
	To foster a sense of community ownership of neighbourhood parks.	Pursue opportunities to involve local residents in the development and maintenance of neighbourhood parks.		○	Investigations complete.



ACQUISITION OF NEW OPEN SPACE	Objective	Action	Comments	Priority	Performance Indicators
	To extend the existing network of neighbourhood parks.	Assess opportunities to create new neighbourhood parks as they may arise.		O	Thorough assessment carried out.
		Pursue opportunities to create new neighbourhood parks that have been assessed as being desirable and appropriate.		O	Appropriate new neighbourhood parks created.
		Prioritise areas of land identified as desirable for neighbourhood parks.	Priorities were assigned according to factors including: accessibility, topography, location, likely frequency of use and level of visibility.	C	Priority sites determined.

PRIVATE ENCROACHMENTS	Objective	Action	Comments	Priority	Performance Indicators
	To remove private encroachments which impede use and enjoyment of the neighbourhood parks.	Assess the impact of private encroachments on a case-by-case basis as they are identified to determine an appropriate course of action.		O	Impact of encroachments assessed as they are identified.
Remove or modify private encroachments that impede use and enjoyment of the neighbourhood parks.		Encroachments may include physical structures such as fences, steps, paths, buildings or vegetation planted to imply a boundary.	O	Encroachments that impede use of neighbourhood parks removed or modified.	



MAINTENANCE	Objective	Action	Comments	Priority	Performance Indicators
	To maintain all neighbourhood parks to appropriate standards to respond to the needs and expectations of users and the general community and in line with Council resources.	Carry out regular maintenance to appropriate standards on all neighbourhood parks.	Frequency of maintenance depends on the profile of the neighbourhood park. High profile parks are maintained most frequently.	○	Maintenance programs implemented on time and on budget.
		Undertake emergency repairs, removals or other additional maintenance work as required.	Council staff is pro-active, identifying problem areas and responding to requests from the public.	○	Speed of repair or other emergency work.
		Monitor the cost of maintenance & replacement work in order to source and provide adequate resources to facilitate the actions listed and prevent future problems.		○	Annual cost of maintenance monitored.

SAFETY AND RISK MANAGEMENT	Objective	Action	Comments	Priority	Performance Indicators
	To identify, measure and manage potential hazards in a timely manner to minimize Council's exposure to complaints, compensation claims and litigation.	Continue to carry out an inspection program to identify and eliminate all potential hazards.	Refer Issue 'Maintenance'.	○	Inspection program regularly carried out.
		Carry out maintenance and risk management as required		○	Reduction in annual number of claims.
	To minimize the incidence of vandalism to play equipment and other ancillary features in neighbourhood parks.	Remove all graffiti as soon as practicable.	People are less likely to deface surfaces that are in an undamaged condition.	○	Decrease in annual number of incidents reported.
		Repair vandalised park furniture and play equipment as soon as practicable or remove if damaged beyond repair.		○	Speed of removal or repair work.
Consider visibility when siting any new play equipment of park furniture.			○	Visibility assessed and concealed sites avoided.	





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COMMUNITY LAND MANAGEMENT PLAN –
NEIGHBOURHOOD PARKS