

**ADOPTED
PLAN OF MANAGEMENT
FOR
NARRANDERA
PARK**

December 2009



Narrandera Shire Council

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Introduction

The Narrandera Park is located within the urban area and bounded by Cadell Street, Douglas Street, Adams Street and Twynam Street. The total area of land is approximately 4.89 hectares and the area was vested to Council for the purpose of Public Recreation on 4 February 1977. The land is therefore classified as Community Land.

The Local Government Act 1993 requires that Council prepare plans of management for community land.

What is a Plan of Management?

A Plan of Management is a document that identifies current uses of community land, how such land will be managed and a means to control future use, in accordance with the requirements of the Local Government Act 1993. The plan represents Council's public commitment to the management of the community land in a particular way.

The plan of management describes the condition of the land, and of any buildings or other improvements on the land, as at the date of adoption of the plan of management. It also describes the use of the land, the purpose for which any buildings will be permitted to be used, and the purposes for which any further development of the land will be permitted, whether under lease or licence.

Planning, management and maintenance must comply with the core objectives of the land categorisation as prescribed in Section 36 of the Local Government Act 1993

Classification and Categorisation

Narrandera Park is classified Community Land in accordance with Chapter 6, Part 2, Division 1 of the Local Government Act (1993). The park has three categorisations: Park, General Community Use and Sportsground.

The part of land that encompasses the Visitor Information Centre and the Tiger Moth memorial is categorised as 'general community use'. The oval, which is main used for competition cricket is categorised as 'sportsground'. The remainder is categorised as 'park'.

Core Objectives

The Local Government Act provides core objectives for the various categories of community land as prescribed in the Act. Council must manage the community land in accordance with the core objectives established within the Act.

Category - General Community Use (36i)

The core objectives for management of community land categorised as 'general community use' are to promote, encourage and provide for the use of

the land, and to provide facilities on the land, to meet the current and future needs of the local community and of the wider public:

(a) in relation to public recreation and the physical, cultural, social and intellectual welfare or development of individual members of the public, and

(b) in relation to purposes for which a lease, licence or other estate may be granted in respect of the land (other than the provision of public utilities and works associated with or ancillary to public utilities).

Category -Park

The core objectives for management of community land categorised as a 'park' are:

(a) to encourage, promote and facilitate recreational, cultural, social and educational pastimes and activities, and

(b) to provide for passive recreational activities or pastimes and for the casual playing of games, and

(c) to improve the land in such a way as to promote and facilitate its use to achieve the other core objectives for its management.

Category -Sportsground

The core objectives for management of community land categorised as a 'sportsground' are:

(a) to encourage, promote and facilitate recreational pursuits in the community involving organised and informal sporting activities and games, and

(b) to ensure that such activities are managed having regard to any adverse impact on nearby residences.

Development of Community Land

Development of the community land is only permitted in accordance with this plan and the requirements of Chapter 6, Part 2, Division 1 of the Local Government Act (1993). Proposed developments or changes to community land categorisation will require the Plan of Management to be amended and re-exhibited for public comment.

Use and Management of Community Land

Community land is required to be used and managed in accordance with the following:

- (a) the plan of management applying to the land, and
- (b) any law permitting the use of the land for a specified purpose or otherwise regulating the use of the land

Relevance to other Council Plans and Policies

Corporate Strategic Plan 2006-2011

The corporate strategic plan vision is 'Achieving Together'. The vision is to leverage support and team work to achieve sustainable outcomes for Narrandera. The Narrandera Park is integral to the key directions of the Corporate Strategic Plan: Lasting Impressions; Community Achievement; Internal Vigour; Town Planning and Environment; and Economic Compass. How the park is used and managed need to support the key corporate directions of the Council. The park is integral in providing opportunities to support and achieve the corporate goals or key directions.

- How the park presents to the community (Lasting Impressions)
- How the community support the use and up keep of the park (Community Achievement)
- How the Council manages its financial obligations and the operating and development expenses of the park (Internal Vigour)
- How the Council plans sustainable development of the park; that is, compliments town character and best practice in environmental management (Town Planning and Environment)
- How the park stimulates economic activity for Narrandera (Economic Compass)

Economic Directions Plan 2007-2011

The Economic Directions Plan "Our Place, Our Future" has four key directions. Once again the Narrandera Park plays an integral role in the achievement of key economic development strategies. The four key themes are: Consider Narrandera; Improving Infrastructure; Building Business Capability; Creating a Great Place to Live.

The park development has strong linkages to achieving strategic actions and outcomes, which include:

- Development of gateway plans, town entrances and town image
- Advocate increased road safety funding
- Implement water conservation and recycling to preserve infrastructure
- Deliver best value/best practice in Council infrastructure maintenance and construction

- Develop the quality of the retail experience with high standards of main street urban design
- Attract spending visitors
- Provide for replacement and maintenance of assets (parks and sporting venues) with development of new income streams and financial reserves
- Develop a sense of place by improving urban design, open space use and scenic attractions.
- Work with the community to instigate landscape make-overs.

Bike Plan 2004

The Bike Plan identifies the need to provide off-road shared bicycle pedestrian paths on Adams Street and Twynam Street, adjoining the park. These pathways are currently the next priorities in the Bike Plan implementation.

Pedestrian Access and Mobility Plan (PAMP) 2002

The PAMP plan identifies the need for pedestrian refuge, traffic blisters and footpaths to surrounding streets.

Overview of Site

The area surrounding the park is predominantly residential; however, the Uniting Church is located opposite the north-east corner, the Parkside Cottage Museum and Derrendi Restaurant are located opposite the south-east corner and the Narrandera District Hospital and Narrandera Public School is located opposite the north-west corner. In close proximity are two (2) corner stores, bed and breakfast and an antique store. Cadell Street forms part of the Newell Highway and under the control of the NSW Roads and Traffic Authority. The park therefore has a high profile to passing highway traffic and promoted as a rest area.

The park provides passive and active recreational activities. A sports oval surrounded by a picket fence is mainly used for cricket. A small historic grand stand faces onto the oval but has minimal use. Other activities include a walking path, two playgrounds, skate-park, barbeque facilities, amenities building, pond and bird aviary, memorial and public art. The general community use area facing Cadell Street (Newell Highway) consists of a Visitor Information Centre and the Tiger Moth Memorial museum. Visitor amenities, including separate male and female toilets and a dedicated disabled toilet, are attached to the visitor information centre.

The Tiger Moth Memorial is jointly managed by Council and the No.8 Elementary Flying Training School (EFTS) Association. The memorial is a dedication to all who served at 8 EFTS and is the culmination of the work of the late Jack Driscoll and other members of the Narrandera community. It was officially opened on 2 October 1988 by an ex-pupil, Flying Instructor and

Commander of the Australian Defence Forces, Sir Neville McNamara, A.O., K.B.E., A.F.C.

The land was originally Crown Land with the Narrandera Municipal Council appointed as Trustee on 26 April 1889 for the purpose of public recreation. The land was vested to Council for public recreation on 4 February 1977, with the description of Section 40, Section 45 and including closed road and closed lanes having an area of 4.89 hectares. A locality map is shown below.



Heritage

A 1994 Heritage study listed the Narrandera Park precinct in particular the oval and grandstand to be of significant heritage value. There are several heritage homes surrounding the park.

Objectives of Narrandera Park

The provision of open space for passive and active recreation is essential to social amenity and the liveability of the town.

Park Strategy for Narrandera Park will ensure the Narrandera Park is renowned, well used and economical to maintain. The park strategy and the core objectives of the community land categories, as prescribed in this plan, will form the guiding principles of future master plans for the park.

The park strategy is to:

1. Maximise use of the 'park' and 'general community use' areas in line with the core objectives as stipulated in the Local Government Act
2. Provide for a variety of recreation pursuits and increase the potential of use by a variety of groups
3. Provide facilities of an acceptable design and safety standard in the park
4. Link the park to a network of facilities
5. Encourage exercise and enjoyment
6. Attract visitors
7. Foster equity and access for all (women, men, children, disabled, elderly etc) in the enjoyment and utilisation of the park facilities
8. Consult with the community on recreation needs

9. Investigate alternate sources of funding for provision/upgrading of additional recreation facilities.
10. Support and promote community events
11. Minimise local environmental effects
12. Develop innovative, cost effective and safe park management practices

Council dealings with community land

In accordance with Section 45 of the Local Government Act 1993 Council has no power to sell, exchange, or otherwise dispose of community land. It may grant a lease or licence of community land but only in accordance with the provisions of the Act. It may also grant any other estate in community land to the extent permitted by the Act or under the provisions of another Act.

Leases and Licences

Leases and licences formalise the use of community land by groups such as sporting clubs and schools, or by commercial organisations and individuals providing facilities or services for public use. A lease is required where exclusive control of all or part of an area by a party is proposed or desirable in the interest of management of the area. A licence is usually required where intermittent or short-term occupation or control of all or part of an area is proposed.

A lease, licence or other estate may be granted for the provision of public utilities and works associated with or ancillary to public utilities, or may be granted, in accordance with an express authorisation in a plan of management. Council may only grant a lease, licence or other estate for a period of 21 years for purposes consistent with the categorisation and core objectives of the particular area of community land.

Council must give notice of proposals and assess applications for leases and licences in accordance with requirements of Section 47 of the Local Government Act.

Granting of Lease/Licence Greater than Five Years

Certain leases or licences are required to be tendered by council. Leases over 5 years must be tendered, unless to a non-profit organisation. In addition, council must nominate leases and licences for which tenders must be called in their plans of management (Section 46a Local Government Act 1993).

Public notification of proposed leases, licences and other estates

In accordance with Section 47 Local Government Act 1993 Council lease or licence arrangements exceeding 5 years, Council must give public notice of the proposal. Before granting the lease, licence or other estate, the council must consider all submissions duly made to it. If a person makes a submission by way of objection to the proposal, the council must not grant the lease, licence or other estate except with the Minister's consent.

Likewise similar public notification is required for granting of leases or licences less than 5 years (Section 47a Local Government Act). Appendix C provides the exemptions that apply in accordance with Section 117 of the Act.

Financial requirements

Monies received through the rent or otherwise of Narrandera Park should be spent firstly on the management of Narrandera Park.

Leasing and Licensing of sports oval

The following types of licences will be granted for the exclusive use of the sports oval at the park in accordance with the Council fees and charges as listed in Council's Management Plan.

1. Seasonal Licence

Seasonal licences are granted twice per year for sports that run either a summer (September to March) or winter (March to September) competitions. The range of sports include, but are not restricted to, local Clubs and Associations engaged in the playing of cricket, touch football, athletics. Licences cover competition events held on Saturday, Sunday or weekday twilight events in summer. Licences may also cover training (Monday to Friday).

2. School Use

Licences will be granted to local schools for the exclusive use of the oval during weekdays. The range of sports permitted, but not limited to, include cricket, touch football, and athletics.

Schools will not incur a hire charge for use of the oval.

3. Casual Hire

Casual hire events may include but are not limited to the playing of cricket, touch football, athletics; and community events such as fetes, festivals, markets, parades and performances that may include stall holders engaging in a trade or business; and small scale private sector events including parties, weddings, filming and photography. Events may be held between the hours of 7am and sunset.

Leasing and Licensing of Tiger Moth Memorial

A Council resolution of 17 May 2005 confirms the arrangement Council has with the No.8 EFTS Association as follows:

That Council endorse the proposal by the No 8 Elementary Flying Training School (EFTS) Association to be the responsible authority for ownership and management of the contents of the No 8 EFTS Memorial, including the restored Tiger Moth Aircraft, at Narrandera under an incorporated arrangement subject to inclusion of provisions to ensure continuity of the memorial and contents in Narrandera

A licence has been granted to the No.8 EFTS Association for the non-exclusive licence to use and occupy the Tiger Moth Memorial building for a period of 20 years commencing 1 January 2009.

Liquor Licences

This plan does not provide the sole consent for granting of liquor licences. This plan of management allows Council to give permission as the landowner for the sale or consumption of alcohol in Narrandera Park subject to other necessary approvals. Applications for liquor licences will be considered on a proposal's individual merits and will only be considered when other relevant criteria are met.

No Alcohol Zone

Strictly no alcohol allowed in the park.

- People will only be able to consume alcohol in the park area facilities categorised as 'general community use'. At no time is outdoor consumption of alcohol permitted.

Future Uses and Works to be undertaken

When funding permits a master plan for Narrandera Park should be undertaken with community consultation across a range of demographic groups. Park elements should be designed in accordance with *Crime Prevention through Environmental Design Guidelines, (Geason, Wilson 1989) or other professional guideline references in park design*. In the absence of a master plan the following opportunities are encouraged as priority actions to be undertaken over the next 2-5 years.

1. Park master plan
2. Replacement of cricket pitch
3. Seek funding opportunities to improve the park with water sensitive urban design.
4. Improve bicycle and pedestrian networks connecting to the Narrandera Park. Priorities for shared pedestrian/ bike paths include Twynam Street and Adams Street.
5. Replace manual watering systems with automatic irrigation systems on the oval
6. Improve storm water management through the Park, (during heavy rainfall events, flooding occurs from Douglas Street behind the Grandstand, which can be quite severe and requires constant remedial work)
7. Investigate water sensitive design for water pond. (currently pond is topped up with town water supply)
8. Provide opportunities to lease buildings in the 'general community use' area. Leased operations to be consistent with the core objectives of the community land category and provide a social and economic benefit the town and provides services that are of benefit or interest to park patrons. For example, kiosk, café, reception centre, tourism information, souvenirs, cultural and historic displays.
9. Demolish the de-commissioned mini-zoo areas and restore the landscape.

10. Remove or prune trees that interfere with camera surveillance of the park.
11. Undertake an audit and replace playground equipment and furniture that don't meet the standard
12. Replacement tree planting in accordance with master plan design

Potential Development Projects

Council has recommended the following project ideas be developed subject to prepared site plans, community consultation and Council development consent. The project areas are identified on the map provided in Appendix A.

1. Area proposed for development of a proposed John O'Brien Centre museum
2. Redevelopment of Narrandera Visitor Information Centre

Weekly Maintenance Regime

The following regime is carried out (subject to resources allocated in Council's Management Plan):

- Litter bins emptied twice weekly and waste collected from Visitor Information Centre. More frequent service is provided when necessary; for instance, during local events or holidays
- Skate park and play equipment checked and cleaned twice weekly
- Public toilets and amenities cleaned daily
- BBQ's cleaned weekly by Lions Club
- Northern and western section of park mown fortnightly, with large area mower
- Southern and eastern section of park mown weekly during active growing season; otherwise fortnightly. Grass clipping collected and stored in the park until time permits to remove.
- Park oval is mown each Thursday with reel mower (high quality cut)
- Other maintenance activities e.g ground cleaning, tree planting or pruning, irrigation maintenance, weeding and mowing of Mini-zoo as required.

Cricket Wicket

The cricket wicket is mowed voluntary by the Carpheads Cricket Club

Irrigation

Narrandera Park has two automatic irrigations systems that work independently and the oval is watered manually using quick coupling sprinklers.

Means of Achieving Park Objectives and Performance Measures Category 'Park' and 'Sportsground'.

Note: Means of achieving objectives and measures are conditional on resources allocated to the management of the Park within Council's Management Plan

Objective	Description	Means	Measure
Park Maintenance	Amenities including toilets and bbq's will be maintained in clean and workable	Weekly Maintenance regime	Respond to request for maintenance or repair within 24 hours.
Booking of sports oval	Oval is booked according to fees and charges in Council's management plan and this plan of management	Booking calendar system maintained by Open Space and Recreation	Maximum utilisation of sporting oval Nil complaints about booking process
Sports oval maintenance	Oval is maintained to acceptable standards consistent with the level of sport being played for each code.	Ground prepared prior to sports events.	Maximum height of sports oval turf prior to matches is 75mm. Turf cover will be maintained at 95%. The exception will be during extreme drought conditions or water restrictions
Bike and pedestrian paths	Maintain in a safe condition and free of obstacles.	Regular inspection of trip hazards and obstacles	
Parks furniture	Maintained to a safe and attractive standard	Damaged furniture repaired or removed. New furniture should be of the best anti-vandalism solution	Requests responded to in 24 hours. Vandalism minimised

Objective	Description	Means	Measure
Drainage	Drainage is functioning at its optimum capacity	Drains are regularly cleared of leaf litter and other blockages	Drains operate well and blockages are removed.
Lighting & Security	Security cameras and lighting are always operational	Trees and obstacles are kept clear of site of security cameras. Damaged lights or broken bulbs are replaced within 48 hours	No major security incidents
Risk management & systems	Risk is minimised and systems are in place for managing risks and incidents	Reported incidents are managed according to incident reporting procedures Daily maintenance regime include inspection for risk and reporting of risk issues.	Trend reduction in insurance claims and reported incidents
Contain expenditure on park	Council's expenditure on the park is limited to its budget allocation	Regular monitoring of budget	Within budget
Capital works	All approved capital works programs are completed on time	Capital works programs are planned for completion within the budgeted year.	According to Council's annual capital works program
OHS	Staff and contractors adhere to OHS procedures.	SWMS are developed for all staff involved in the management and maintenance of the park.	Nil OHS incidents
Australian Standards for playground	Playgrounds meet the requirements of Australian standards for playgrounds and play equipment.	Equipment maintained to relevant standards Regular safety inspection and maintenance	AS 1924, AS 4422, AS 4486 25 maintenance and inspection passes per year.
Pesticides	Use of pesticides will comply with relevant codes of practice to minimise health effects ad/or	Pesticides kept to a minimum.	Pesticides kept to a minimum

Objective	Description	Means	Measure
	impacts on the environment	Comply to relevant codes of practice	
Noise and Lighting	Minimised to reduce impacts on neighbourhood	Take action to ameliorate the impact of noise and lighting on adjoining residences	Complaints are minimised
Public consultation	The public are consulted on changes to park services	Master plans are developed with the input of community Changes that are not part of a master plan are to be exhibited for public comment.	Community acceptance of master plan
Technical standards	Works programs comply with building standards and civil construction standards	Compliance with standards Development consent	100% compliance
Disabled/ stroller access	Provide ample access for disabled and stroller users.	Pedestrian access and pathways built to standards to support disabled access	Complaints are registered and considered in pedestrian access and mobility funding programs
Asset management	An inventory of park assets and asset condition is maintained.	Management plan identifies with asset replacement	Asset register is kept up to date
Boundary management	Ensuring use of community land occurs in accordance with guidelines established in the Local Government Act.	Respond promptly to complaints from adjoining properties Consult with sporting groups where negative impacts are directly associated with their event	Complaints responded to in 5 days Sporting groups are given the opportunity to address problems internally before Council imposes a solution.
Vandalism and graffiti	Develop and implement programs that address anti-social behaviour	Maintain surveillance equipment	Vandalism is minimised Immediate action to rectify vandalised

Objective	Description	Means	Measure
		Encourage through design casual surveillance	assets.
		Repair vandalised assets immediately	
Future proposals	Future development of the park complies with objectives of the plan of management	Development is assessed against the core objectives of the plan of management	Community acceptance of development Proposal are in accordance with the Local Government Act 1993 and EP&A Act 1979
Vehicular access	Access into the park is restricted to maintenance and emergency vehicles. Special event vehicles require permission from Council	Public vehicle access is controlled or mitigated	
Trees and Shade	Trees are important to the aesthetics of the park, its microclimate and shade	Tree assessments identify removal and replacements Trees species are according to park planting themes Existing trees are retained	Annual assessment of trees
Public Liability	Contractors, event organisers and sports oval users have appropriate public liability insurance cover	Insurance cover is determined before ground booking is allocated	Insurance cover is provided prior to use of park facilities
Volunteers	Volunteers are made aware of risks prior to work being undertaken	Volunteer site inductions are performed with the support of Council's OHS/Risk officer and other relevant personnel	Volunteer induction process is recorded according to council policy and procedures
Funds received from community land	Funds received are expended on management of community land and community land acquisition	In accordance with S409 of the Act Reserves established for the discrete use of community land funds	Allocated to future community land management and acquisition each year in the management plan

Objective	Description	Means	Measure
Fetes, Fairs, Circuses	Events are properly planned and endorsed by Council		
Fees	Hire fees are established in Council's management plan	Fees charged in accordance with Council's management plan	Fees adopted by Council

Means of Achieving Park Objectives and Performance Measures

Category 'General Community Use'

Note: Means of achieving objectives and measures are conditional on resources allocated to the management of the Park within Council's Management Plan

Objective	Description	Means	Measure
Lease and licence arrangements	Leasing or licensing of park services and facilities in accordance with Local Government Act 1993	Lease/licence tendering for activities/services the support the core objectives of the land categorisation 'park'.	Compliance with Local Government Act 1993.
Upkeep of facilities	Buildings and facilities are well maintained and presented	<p>Protocols for lease revenues and lease contracts to establish/prescribe the means of maintaining facilities.</p> <p>Lease contracts stipulate the standards to which facilities are to be maintained</p>	Complaints monitored and reported to lessee.
Maintenance of adjoining landscape	Lessee to maintain high standard of landscape presentation around buildings	<p>Protocols for lease revenues and lease contracts to establish/prescribe the means of maintaining adjoining landscape</p> <p>If Council responsibility landscape maintenance regime is developed</p>	Complaints monitored and reported to lessee.
Tiger Moth Memorial	<p>Maintain building and opening hours of memorial on behalf of Number 8 EFTS Tiger Moth Memorial Committee</p> <p>The Tiger Moth is the focal point of a memorial to those who trained at Narrandera's No 8 EFTS (Elementary Flight Training School) during the Second World War. The memorial is housed in a building adjacent to the Visitor Information Centre in the Narrandera Park. The display features the DH 82 Tiger Moth, a comprehensive collection of</p>	<p>Visitor centre staff open and close building during visitor centre operating hours.</p> <p>Building maintained by Council</p>	Condition of memorial building and displays is maintained

Objective	Description	Means	Measure
	model airplanes and a range of photographic memorabilia relating to the training school at Narrandera.		
Visitor Information	Provides souvenir retail, refreshments and visitor information	Service levels meet category 1 or 2 of tourism accreditation standards for visitor information centres	Minimal complaints about visitor information Accreditation standards met.
Future Development	Future developments enhance the visitor experience in Narrandera and benefits the visitors to Narrandera Park	Council approval and community consultation required for any future development proposals.	Proposals must be consistent with the core objectives of Narrandera Park and the plan of management.

APPENDIX C

Local Government (General) Regulation 2005

117 Exemptions from section 47A of the Act (Leases, licences and other estates in respect of community land—terms of 5 years or less)

- (1) Leases, licenses and other estates granted for the following purposes are exempt from the provisions of section 47A of the Act:
- (a) residential purposes, where the relevant community land has been developed for the purposes of housing owned by the council,
 - (b) the provision of pipes, conduits or other connections under the surface of the ground for the connection of premises adjoining the community land to a facility of the council or other public utility provider that is situated on the community land,
 - (c) use and occupation of the community land for events such as:
 - (i) a public performance (that is, a theatrical, musical or other entertainment for the amusement of the public),
 - (ii) the playing of a musical instrument, or singing, for fee or reward,
 - (iii) engaging in a trade or business,
 - (iv) playing of any lawful game or sport,
 - (v) delivering a public address,
 - (vi) conducting a commercial photographic session,
 - (vii) picnics and private celebrations such as weddings and family gatherings,
 - (viii) filming,
 - (d) a purpose referred to in clause 116 (3) or (4).
- (2) However, the use or occupation of community land for events listed in subclause (1) (c) is exempt only if:
- (a) the use or occupation does not involve the erection of any building or structure of a permanent nature, and
 - (b) in the case of any use or occupation that occurs only once, it does not continue for more than 3 consecutive days, and
 - (c) in the case of any use or occupation that occurs more than once, each occurrence is for no more than 3 consecutive days, not including Saturday and Sunday, and the period from the first occurrence until the last occurrence is not more than 12 months.