



Break O'Day  
COUNCIL

# Open Space

## Management & Development Guidelines



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## Summary

The purpose of these guidelines is to provide a framework to guide the development of public open space including the provision of facilities, design and environmentally sustainable initiatives.

## Definitions

<b>Active Open Space</b>	Public open space where sports and other organised physical activities are played or undertaken such as sporting competitions, recreation centres, exercise grounds and facilities that are typically hired for use such as tennis courts or swimming pools.
<b>Public Open Space</b>	Council owned and managed land for public recreation or public gardens or for similar purposes.
<b>Passive Use</b>	Public open space areas that are principally designed for use in an unstructured or informal way. These might include neighbourhood parks or civic parks that are used by families for BBQs or other sporadic events.
<b>Safe Walking Distance</b>	A short walk without having to cross major roads or other physical barriers such as highways or waterways.

## Scope

These Guidelines apply to Council owned land used for the purpose of public open space, covering the provision of facilities, design and environmentally sustainable initiatives.

The Guidelines are not applicable to land that is leased by Council for the purpose of public open space as these areas must consider additional factors such as the length of lease and land owner requirements, for example: Georges Bay Foreshore and St Helens Trailhead.

<p><b>Where?</b> Council owned and managed land for the purpose of public open space.</p>	<p><b>Who?</b> Break O Day Council.</p>	<p><b>What?</b> Provision of facilities, design and environmentally sustainable initiatives.</p>
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## Framework

The following framework provides a structure for setting levels of service in public open space and consists of two components:

1. A hierarchy; three levels of public open space each with a clear intended purpose and function.
2. Facility provision; identifying the palette type and level of facilities which may be suitable.

## Hierarchy

There are three levels of public open space within the hierarchy; Local, Township and District/ Regional. Each has an identified catchment and intended purpose and function.

Hierarchy	Catchment	Purpose and function
<b>Local</b>	Within safe walking distance	Provides primarily for passive use. These open spaces are within safe easy walking distance of home and large enough to provide at least two activities within the one reserve. This could be an open grassed area for informal ball games and a seating area. Examples include: Fisherman's Memorial Park, Cornwall Park.
<b>Township</b>	Within a short local walk or drive	Provides for passive use and/or active use. Caters primarily to residents within safe easy walking distance of home or a short drive. These open spaces provide a range of activities that appeal to the local community and encourages a sense of community and meeting place. This could be a carpark, playground, BBQ area and drinking fountain. Examples include: Binalong Bay Foreshore, Beaumaris Playground and Kings Park.
<b>Regional</b>	Break O'Day and surrounding municipalities	Provides for passive use and/or active use. Caters primarily to residents of Break O Day but may also attract visitors from other municipalities and contains facilities to support longer stays such drinking fountains, picnic areas and public toilets i.e. St Helens & St Marys Sporting Complex(s).

## Facility Provision

The following table provides guidance for the type of facilities which may be considered for public open space based on the hierarchy. It is not intended that all facilities listed in these guidelines will be placed in each of these spaces, the purpose is to guide what may be suitable.

- ✓ Suitable
- ✗ Not Suitable
- Optional

Facility and Feature	Regional	Township	Local
Bike racks	✓	✓	✗
Drinking fountains	✓	✓	✗
Exercise/fitness facility (e.g. fitness station, half court, outdoor table tennis etc.)	✓	✓	✗
Sealed carpark	✓	✓	✗
Unsealed carpark	✗	○	✓
Garden bed - feature/decorative/biodiversity	✓	✓	○
Large open grassed areas for unstructured recreational use	✓	✓	✓
Lighting (e.g. key linking paths and carparks)	✓	✓	✗
Path	✓	✓	✓
Picnic/ BBQ facilities	✓	✓	✗
Playground - large	✓	✗	✗
Playground - medium	✓	✓	✗
Playground - small	✗	✓	✓
Public art and monuments	✓	✓	✗
Public toilets	✓	✓	✗
Rubbish bins	✓	✓	✓
Dog bag dispenser	✓	○	✗
Seating	✓	✓	✓
Shade sails	○	✗	✗
Shared trails	✓	✓	○
Shelter - picnic/shade/rain	✓	✓	✗
Skate/BMX/ MTB facilities	✓	○	✗
Canopy trees	✓	✓	✓
Water feature/ water play	✓	✗	✗
Water sensitive urban design feature	✓	✓	✓



## Review and Design Guidelines

When considering a renewal or improvement in public open space, the following review and design guidelines will create a consistent approach to feasibility, planning and delivery.

### Shared Trails

- Gradients on existing and proposed paths to meet the standards for access and mobility, and Austroad standards for shared trails;
- Sightlines to allow clear visibility along paths, particularly near bends without low overhanging vegetation;
- To be a minimum of 2.5 metres wide
- Surface of trail to be appropriate to the character, location and usage levels of the path
- Signage on shared trails to clearly highlight that they are shared and users need to accommodate each other
- Where dog walkers are permitted, advise that dogs need to be on lead or under effective control on shared paths including in dog off lead areas
- Have control measures for cyclists at critical points along the trail
- Education (via signage) for all shared trail users of appropriate behaviour on shared trails including cyclists, pedestrians, dog walkers, pram pushers, inline skaters and skateboarders

### Paths

- Alignment and surface design to complement and be appropriate to the parks location, usage levels and character
- To be a width suitable to the intended use, and where appropriate, meet any relevant path standards
- Meet the standards for access and mobility
- Minimise points where the paths cross vehicle entries
- Adequate pram crossings and connections to the existing footpath network to improve access from adjoining streets into the open space
- Suitable safe crossing points and junctions with adjoining streets

### Seating

- Positioned to face activity and paths, take advantage of views or features within the reserve and a variety of settings including some in groups and some alone
- Variety of locations with some in the shade and others in the sun to provide for a diversity of needs
- Variety of seat types including bench seats, seats with backs and some including armrests to improve all-ability access
- Located in open space and along shared trails and streets which are pedestrian links between open space reserves
- Located adjacent to paths or paved areas to allow for access to them

## Picnic/ BBQ Facilities

- Positioned to be near car parking and access into the reserve
- Co-located with other facilities including playgrounds and community facilities where they will be well used
- Shelters to be designed to respond to the open space character and sized to meet the anticipated regular use
- Incorporate sustainability principles into future designs including material use, water collection/runoff
- BBQ design to minimise fire risk or public nuisance
- Designed to allow all-ability access and use of the facility

## Public Toilets

- Required in selected Regional and Township open spaces only, based on assessment of other facilities present and need
- Where possible integrate with other buildings in the reserve
- Utilise best practice environmentally sustainable principles in siting and design, particularly in relation to water re-use
- Location should not block prominent public views to the reserve and not create hidden or unusable areas around them
- Located with as much natural supervision as possible, preferably on a road verge and not adjacent to a car park
- Designed such that cubicles open directly to the outside and include wash facilities rather than an ante room with basins
- Adequate lighting
- Appropriately sized to meet demands and size of the open space
- Complement the character of the park
- Provide disability access in accordance with current Australian Standards

## Car Parking

- Identify the quantity of parking required to meet the existing or proposed change to the open space
- Demonstrate how the parking will be accommodated in the area without undue impact on adjoining land use or undue loss of existing open space area
- Proposed design to adhere to Ecologically Sustainable Design (ESD) principles and best management practice regarding safety of car park design
- Proposed size, material use and design does not compromise the desired landscape character of the reserve
- Lighting car parks in open space is generally not required, except where the open space facilities are in use outside daylight hours by a large number of park users or where there is insufficient ambient light
- Encourage, where appropriate, multiple use of the car park (i.e. surface that is available for other uses when not being used as a car park or shared parking with other nearby with facilities)
- Include areas for bicycle parking within car parks whenever appropriate



## Play spaces

- Where appropriate open space is available, Council will aim to provide at least one play space in each township
- Council's priority will be on providing additional play spaces to under provisioned areas first
- Universal design principles that optimise access to play spaces and associated park infrastructure for the whole community will underpin the planning and design of play spaces
- A focus will be on integrating play spaces with the site on which they are located
- Tree shade is always council's preference to shade sails where possible

## Lighting

- Lighting is generally only applicable in high use District/ Regional and Township open space for specific use or facilities, e.g. sporting ovals and major pedestrian links
- Lighting is generally not provided in reserves which have bushland or nature conservation values;
- Utilise existing lighting where possible, for example, sports field lighting
- Where new lighting is required select lighting that: minimises upward glare (to reduce impact on native fauna and adjoining residential amenity), is energy efficient or has a viable alternative energy source, that it is scaled to meet the specific need identified, is easily maintained and the design complements the character of the reserve

## Rubbish Bins

- Bins to be located in positions that are accessible for maintenance purposes e.g. near the entry and exits and near BBQ and picnic facilities
- Bins near BBQ/picnic areas and playgrounds to be labelled to advise that no dog waste is to be placed in these bins
- Dog waste bins are to be located near dog off-lead areas, preferably at entry/exit to these reserves and not near any BBQ/picnic areas, playgrounds or seats
- Dog bag dispensers are to be placed in high use on lead areas and designated off lead areas

## Environmentally Sustainable Initiatives

The following guidelines include environmentally sustainable initiatives for open spaces. These initiatives are relevant to the future design of open space including integrating the reduction in water use, material use in open space, protection of habitat values and water quality improvement and water reuse.

### Reducing Water Use

- Continue to use dry-season grasses to reduce irrigation needs in open space
- In open space design utilise indigenous and native species, where appropriate, to reduce water use
- In open space with heritage planting and cultural heritage values, use of drought tolerant exotic vegetation will be encouraged (where the species are not known weeds in waterway corridors and bushland reserves)

### Sustainable Material Use

- Timbers including review of sustainable harvesting and supply and potential to use alternatives e.g. radial sawn timber or recycled timbers
- Recycled materials including recycled plastics and rubber
- Integrate stormwater runoff from roofs of shelters or buildings into the open space design where practical
- Use permeable surfaces where possible to minimise urban runoff
- Investigate use of other recycled materials

### Vegetation Selection for Climate Change

- Plants that minimise the need for excessive watering and are drought tolerant
- In reserves with an environmental character classification, use plants that are locally indigenous and of local provenance
- Increase presence of trees for shade and character where it is demonstrated this can complement existing and planned future use

## Funding

Cash contributions received as a requirement under Councils Open Space Contributions Policy AM02 will be set aside in a reserve account for the purpose of improving the open space network. The expenditure of funds will be in accordance with any adopted Council open space strategy or plan, or in order to meet any local public open space or recreational needs. The funds may be used for capital improvement of public open space facilities rather than for maintenance of existing infrastructure. Asset renewals and maintenance will be funded through concurrent council budgets and will be subject to funding availability.

## Appendix: Public Open Space Inventory

Hierarchy	Location	Local Name	Address
Local	Ansons Bay	Boat Ramp/Public Toilet Reserve	Baronia Street, Ansons Bay
Local	Ansons Bay	Unnamed	74 Acacia Drive, Ansons Bay
Local	Ansons Bay	Unnamed	63-69 Acacia Drive, Ansons Bay
Local	Ansons Bay	Unnamed	50-56 Acacia Drive, Ansons Bay
Local	Ansons Bay	Unnamed	111-115 Acacia Drive, Ansons Bay
Township	Beaumaris	Beaumaris Reserve	Tasman Highway
Township	Binalong Bay	Village Green	55 Main Road
Local	Binalong Bay	Unnamed	Treloggen Drive
Local	Cornwall	Cornwall Park	John Street
Local	Cornwall	Unnamed	William Street
Local	Cornwall	Unnamed	Alexander Street
Township	Falmouth	Falmouth Oval	Grant Street
Township	Fingal	Fingal Recreation Ground	Brown Street
Local	Fingal	Unnamed	7 Albert Street

<b>Local</b>	Fingal	Fingal Park	17A Talbot Street
<b>Local</b>	Four Mile Creek	Foreshore Park	29 Four Mile Creek Road
<b>Local</b>	Lottah	Lottah Park	Lottah Road, Lottah
<b>Local</b>	Mangana	Unnamed	Elizabeth Street
<b>Local</b>	Mathinna	Mathinna Recreation Ground	70 High Street
<b>Township</b>	Pyengana	Pyengana Sport & Rec Ground	217 St Columba Falls Road
<b>Local</b>	Scamander	Foreshore Park	Lagoon Esplanade
<b>Local</b>	Scamander	Pioneer Park	
<b>Local</b>	Scamander	Progress Park	Scamander Avenue
<b>Township</b>	Scamander	Scamander Foreshore Park	Scamander Avenue
<b>Local</b>	Scamander	Unnamed	Wrinklers Drive
<b>Local</b>	Scamander	Unnamed	Oberon Place
<b>Local</b>	St Helens	Fisherman's Memorial Park	Medeas Cove Esplanade
<b>Township</b>	St Helens	Kings Park	P53 Tasman Highway
<b>Township</b>	St Helens	St Helens Memorial/RSL Park	Cecilia Street, St Helens
<b>District</b>	St Helens	St Helens Recreation Ground	Tully Street
<b>Local</b>	St Helens	Unnamed	21 Thompson Court
<b>Local</b>	St Helens	Unnamed	MacMichael Terrace

<b>Local</b>	St Helens	Unnamed	8 Jason Street
<b>Local</b>	St Helens	Unnamed	Telemon St
<b>Local</b>	St Helens	Unnamed	Lawry Heights
<b>Local</b>	St Helens	Unnamed	Cameron Street
<b>Local</b>	St Helens	Unnamed	Palm Court
<b>Local</b>	St Helens	Unnamed	Industrial Estate Street Verge & Corner Block
<b>Township</b>	St Marys	Library Park	Main Street
<b>Township</b>	St Marys	St Marys Community Space	18 Groom Street
<b>District</b>	St Marys	St Marys Recreation Complex	Tully Street
<b>Local</b>	St Marys	Unnamed	15 Main Street
<b>Local</b>	Stieglitz	Unnamed	Chimney Heights Road
<b>Local</b>	Stieglitz	Unnamed	36 Parnella Drive
<b>Local</b>	The Gardens/ Binalong Bay	Unnamed	186 Gardens Road, Binalong Bay