

PLAN OF MANAGEMENT

SPORTSGROUNDS

GOSFORD CITY COUNCIL

JULY 1995

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1 INTRODUCTION

1.1 *Structure of the Document*

POLICY & PLANNING

Section 1 Introduction: Explains what a plan of management is, outlines the aim of the plan, identifies Council's corporate goals relating to the Recreation Program, defines the land included in this plan, and categorises this land as a Sportsground.

Section 2 Management: Outlines the major issues which were identified through liaison with various sporting clubs, the Gosford City Sports Council and Section 355 Management Committees. These major issues provide a basis for the development of policies, and actions developed later in the plan.

Section 3 Direction: The major issues defined in Section 2, the objectives of this draft plan and Council's corporate objectives, policies and strategies of the Recreation Program, provides the basis for determining Council's direction with regards to Sportsgrounds.

IMPLEMENTATION AND PERFORMANCE

This section of the plan is the "working document". It will be reviewed annually and defines actions, responsibilities, time frame for completion and how Council will monitor its performance in relation to achieving these actions.

SUPPORTING PAPERS

The Appendices provide supporting material and background information which assist in providing an understanding of the plan.

1.2 *Background*

From July 1993 the new Local Government Act requires that Council classify public land as either operational or community and prepare plans of management for all community land. According to the Local Government Act 1993, Community land is land which should be retained for use by the general public and Operational land refers to areas which need not be retained for use by the public (for example a Council works depot).

Council has 191 hectares of community land which has been classified for structured sporting and/or recreation activities. This 191 hectares comprises 25 reserves which currently accommodate structured sporting and/or recreation activities.

Plans of management will regulate the use and management of the land. They do not replace existing legislation/systems relating to the approval of activities or development. For example, it will still be necessary to lodge a Development Application and Building Application seeking approval to build an amenities building on a public reserve and sporting clubs will still be required to complete an application form for use of an active recreation area. In instances where the land is leased or a licence has been granted, the lessee/licencee must abide by the plan of management as adopted by Council.

The Act does allow more than one area of land to be covered by a single plan of management. Due to the large number of areas suitable for structured sporting and recreation activities and

the relative similarity in their function and issues, it is intended to develop a generic plan to cover all of these areas. Figure 1 details the schedule for plans of management adopted by Council's Land Management Committee. This plan will serve as the plan of management for all community land designated for active sporting and recreation activities such as Frost Reserve and Gavenlock Oval. Appendix B lists all the properties which are bound by this plan of management. The Local Government Act 1993 only requires plans of management to be prepared for areas of Council owned land which have been classified as community land. In some instances, Terrigal Haven or Adcock Park for example, the land is owned by the Crown. Council will seek permission from the Department of Conservation and Land Management to include those reserves suitable for active sporting & recreation activities in the Sportsgrounds Plan of Management at a later date.

Council will also be developing plans of management for geographic areas such as the Coastal Open Space System, and significant areas such as Grahame Park.

1.3 *Aim*

- To develop a plan of management for all community land designated for active sporting and recreation activities to comply with the Local Government Act 1993 as part of Council's Land Management Program.

1.4 *Corporate Goals*

Council's Recreation Program is responsible for the provision of structured sporting and recreation facilities on community land. The objective of the Recreation Program is:

- To provide and maintain safe, enjoyable physically attractive recreation and leisure facilities by upgrading existing facilities and planning and implementing new projects which meet the needs of the residents.

Other goals relating to structured sporting areas include:

- To provide open space and recreational facilities by developing new grounds and upgrading those existing, for the benefit of the community.
- To acquire open space areas for public benefit and enjoyment.
- To provide open space and recreational facilities for public benefit and active recreation.
- To cater for a wide range of community needs.
- To identify community needs for recreation and open space facilities.
- To recover a percentage of the cost of providing and maintaining the facilities by levying fees and charges.

1.5 *Land Covered By The Plan*

See Appendix B for a complete listing of land covered by this plan of management.

1.6 *Category of Land*

This plan of management is applicable to all community land which has been classified as a Sportsground under the Local Government Act 1993. That is, land which is suitable for active sporting and recreation activities.

1.7 *Zoning*

The land classified as a sportsground is contained within zonings which would be compatible with the use of the land for public recreation purposes. The majority of permitted uses within these zones are subject to the granting of development consent by Council

MANAGEMENT

2.1 *Objectives*

- To comply with the Act in relation to the preparation of plans of management.
- To form a component of Council's strategic land management plan and to be consistent with other plans of management.
- To create opportunities for members of the public and special interest groups to become involved in the process of preparing and implementing plans of management.
- To plan for the co-ordinated provision and management of new facilities in addition to making improvements to existing facilities as funds permit.
- To ensure quality open space facilities where there is multiple use drainage/flood detention and open space.
- To identify community needs for recreation and open space facilities
- To maintain open space areas efficiently and to a level of service as funds permit.

2.2 *Values & Function*

Reserves which provide opportunities for structured recreation and sporting activities can have significance at the local, district, regional, state, national and even the international level. Most of the land classified as "a sportsground" serves predominantly local needs but also some district and possibly regional needs.

The importance of local reserves to a community should not be underestimated. They provide opportunities for people to access recreation and sporting opportunities by foot or a short drive. Access to reserves can be enhanced by linking reserves and open spaces with footpaths/cycleways where possible.

Activities which take place in reserves, both passive and active, allow the development of skills for all ages. The ability of people to be able to find a satisfying use of their leisure time is important to maintaining and improving the quality of life. The positive use of leisure time in activities which lead to the development of self can lead to a community which is less dependant on solutions designed to "fix" social and health problems.

Structured recreational and sporting activities create opportunities for social interaction among local residents, participants and spectators at sporting events. Larger events can bring benefits to the local economy through expenditure on local services such as accommodation and food and promote the development of community identity.

A community can develop a sense of pride in its achievements, whether they be the accomplishments of the local soccer club, the availability of first class facilities, or the development of a local resident into a state, national or even international champion.

The proper management of these reserves allows Council to respond to the changing needs of the community, enhance the quality of life for residents and ensure recreational and sporting opportunities for future generations.

2.3 *Major Issues*

Several major issues are relevant to areas reserved for structured sporting and recreation activities and have been identified through liaison with various sporting clubs, the Gosford City Sports Council and Section 355 management committees as well as various studies such as the Gosford City Wide Open Space and Recreation Strategy Plan.

Number of Sportsgrounds: there is a lack of available sportsgrounds in the Gosford Local Government Area with facilities to cater for existing demand for structured sporting and recreation activities.

Function: many structured sporting and recreational facilities serve a dual function as drainage/open space. The recreation and sporting function is often secondary, resulting in second rate facilities. Some reserves previously functioned as tips and their current use as structured recreation and sporting facilities often causes difficulties for ongoing maintenance due to subsidence of the fill material.

Quality of Maintenance: while Council makes every effort to maintain the facilities to a basic standard, it is evident that the sporting clubs expect a higher level of service than Council can provide.

Type and Distribution of Facilities: recognising that there is a wide spectrum of recreational and sporting interests within the community, the type and distribution of facilities should ensure that the needs of the whole community are catered for. Council's sportsgrounds serve neighbourhood/local level needs, district level needs and to a lesser extent, regional needs. Most of Council's sportsgrounds would serve district level needs by the very manner in which competitive sport is organised. That is, due to home/away games, players travel throughout the city to play matches, while training often occurs on a home or local ground.

Improvement and/or Acquisition: as funds are limited, Council must achieve a balance between making improvements to existing facilities and acquiring and developing additional land for open space facilities.

Impact on Local Residents: reserves which offer structured recreation and sporting facilities can have both positive and negative impacts on local residents. Positive impacts include the planned development of a reserve with an increased number of facilities, the provision of facilities for locals to pursue both passive and active recreation activities, and the opportunity for locals to become involved in the management of a particular facility through local 355 management committees. Potential negative impacts include large number of users on the reserve at particular times, increased noise and rubbish, parking problems, loss of privacy, glare or reflection from floodlighting, and vandalism which is associated with sporting facilities.

Dogs: dogs are not permitted to be walked off a leash unless they are in Council's designated dog exercise areas. Enforcement of this regulation is important as active recreation areas must remain free from dog excrement. Dog clubs which have Council's permission to conduct dog obedience and training activities on Council reserves are responsible for the removal of all dog excrement. Council will enforce the Dog Act; Section 9 in particular which states that the owner of a dog which is on a prohibited place is guilty of an offence. Generally, a "prohibited place" is:

- within 10 metres of a children's playing apparatus
- within 10 metres of cooking or eating facilities; or
- provided by Council for the playing of organised games, and in which Council has ordered dogs are prohibited, and which there are notices exhibited to that effect.

Allocation of Playing Fields: playing fields are allocated twice a year to sporting clubs for the winter and summer seasons. There is a shortage of playing fields and as a result not all teams can be accommodated. The Gosford City Sports Council considers all applications for seasonal use of the fields as well as major sporting events, while Council accepts casual bookings and approves the use of fields for training purposes. In some cases, such as tennis courts, Section 355 management committees accept these bookings. Appendix E, Council's Code of Management for Local Facilities Management Committees, defines the role of these committees, outlines their powers and duties, maintenance responsibilities and additional conditions which are considered relevant.

Use of Open Space Areas for Events: Council will consider applications to use open space areas for events subject to compliance with the conditions set down by Council. In some cases, a report to Council, seeking Council's approval may be necessary.

Use of Land Categorised as a Sportsground for Community Facilities: Council has traditionally played a relatively limited role in providing community facilities and services to its population. The principal orientation has been the facilitation of provision of services, rather than direct service provision. However, Council has also entered directly into service provision in the areas of child care, youth services, aged services and library services. In addition, Council owns and provides for community purposes a range of other buildings and facilities for example Kibble Park Tea Rooms and Terrigal Tourist Association.

Historically, community groups have established community facilities on reserves, some of which are now categorised as a Sportsground. Scouts and Guides are located at Hylton Moore Park in East Gosford, Scouts at Ettalong Oval and an Arts & Crafts Centre at Kitchener Park in Ettalong.

The location of a facility in a reserve categorised as a Sportsground should be to enhance or promote the provision of sporting and recreational opportunities and be ancillary to the use and enjoyment of the park as a public park and for public recreation. Facilities designed to take advantage of such opportunities as the Kariong Youth Centre at the Kariong Playing Fields are consistent with this philosophy.

There is a critical of playing fields and land suitable for the development of active sporting and recreation opportunities in Gosford. To further restrict the potential of these existing areas and to try to accommodate community facilities which may be better accommodated on other community land, is not recommended. It is not possible to say categorically that these facilities will not be permitted, as their development is allowed. However, the greatest effort to consider the advantages /disadvantages of locating such facilities in community land categorised as a Sportsground should be pursued taking into account compatibility issues as well as the guidelines/philosophy presented in this section. If there is any doubt that the advantages outweigh the disadvantages it is probable the facility should be located elsewhere. Other categories of community land which may be more suitable include: Community Uses, and Community Park.

2.4 *Community Participation*

Community consultation and participation is vital to the development of a plan of management which reflects community opinion and priorities. It provides Council with information on local issues and concerns from people who are most familiar with, and often affected by, these issues.

Community consultation can assist in developing support and understanding for Council's land management program, reduce misunderstandings, clarify issues and result in greater awareness of Council policies and activities.

Generally, the community is consulted in preparation of the draft plan of management through specific groups identified in the community. The Gosford City Sports Council was consulted in the preparation of this draft plan of management. The draft plan is then placed on public exhibition for a minimum of 28 days and a further 14 days are allowed to receive comments and submissions from the public. A public meeting is often scheduled during the exhibition period, or shortly afterwards. All submissions on the draft plan are taken into consideration by Council prior to adoption of the final plan.

3 DIRECTION

Council's direction is determined by its corporate objectives, and more specifically, through the policies and strategies developed in each program. The major issues defined in liaison with community groups in Section 2, combined with the Plan of Management objectives have been used to determine Council's direction in the following areas.

3.1 *Planning*

- To balance the communities needs for active recreation opportunities and the impact that the provision of these facilities may have on residences which adjoin reserves.
- To encourage the joint provision and shared use of recreation and sporting facilities.

- Council will continue to further its knowledge of community demand and visitor preferences in order that existing facilities and spaces are managed to reflect the wide range of community needs.

3.2 *Management*

- Council will exercise its powers under the Act to control the use of, and access to, public reserves.
- Council reserves the right to grant easements, road widenings as required.
- To encourage community involvement in the development and management of recreational facilities through local (Section 355) management committees.
- To provide improved protection from the sun in open space areas used for active recreation and sporting activities.
- To provide information on open space facilities in order to raise awareness of the range of available recreational and sporting opportunities.
- To have a system in place to assist in dealing with enquiries and complaints from the public.
- To ensure appropriate landscaping opportunities are implemented.
- To ensure all new and modified facilities incorporate access for disabled users.

3.3 *Development & Improvement*

- Council approval is required prior to any development on open space or improvements to existing facilities.
- Council will actively pursue external funding opportunities such as State and Federal Government grants in making improvements, and will encourage sporting and community groups to do the same.
- Designs will take into account access for those with a disability.
- Design plans will be developed for new projects where possible.
- All designs and equipment will conform to Australian Standards.
- Council will encourage close liaison with sporting and community groups wishing to undertake improvement and development work in order to ensure the approval process is as smooth as possible.
- Any major improvements to be funded (solely or partially) by Council will be approved through inclusion in Council's Capital Works Program.

3.4 *Fees and Charges/Conditions of Hire*

- Council will apply various fees and charges for use of Council facilities in order to :
 - Maximise opportunities for use of facilities
 - To allocate and regularise use
 - To contribute to cost recovery
 - To improve fairness and equity
- Such fees will be reviewed annually in line with Council's review of fees and charges
- Facilities are allocated and approved for use based on the conditions of hire as determined

by Council. Failure to comply with these conditions may result in forfeiting the opportunity for future use of Council facilities.

3.5 *Maintenance*

- In order to maintain open spaces efficiently and within budget, maintenance standards and priorities will be reviewed on an ongoing basis.
- Where possible sporting and community groups will be encouraged to take on additional works such as linemarking to assist in determining a reasonable fee structure.
- To minimise the use of water, fertilisers, pesticides and herbicides

3.6 *Use/Activities/Facilities*

Facilities

Recreation facilities that would be considered to be suitable include :

- Sporting & recreation facilities which promote or is ancillary to the use and enjoyment of a park as a public park, and for public recreation
- Facilities used to conduct sport & recreation activities
- Playing fields (eg cricket, soccer, rugby,)
- Hardcourt facilities (eg. tennis, netball & basketball courts)
- Cycleway facilities
- Skateboard/Rollerblade facilities
- Floodlighting
- Ancillary facilities such as parking, pathways, fencing, bubblers, practice areas seating and shelter
- Amenities facilities including change rooms, toilets, referees room, canteen and meeting room

Signage:

i) permanent:

- Permissible signage includes signs which are erected by Council to regulate various activities under Section 632 of the Local Government Act, signs which indicate the name of reserve and/or facilities contained within it, directional signs and traffic signs. *Any other signage requires prior Council approval.* Policy R1.12 Advertising on Sporting Grounds (Appendix D) will be used as a basis for all future requests for advertising signage. This policy is due to be reviewed. If any amendments are made and adopted by Council, the new policy will stand.

ii) temporary:

- Temporary signs would include items such as banners used by sporting clubs. Some temporary signs may still require Council approval.

Other Uses Considered Suitable:

- Miscellaneous and utility mains & plant, drainage and storage facilities.
- Right of entry and access for plant maintenance purposes.
- In some cases, future road widenings are required and may affect the land categorised as a Sportsground. Subject to a resolution of Council, this would be permissible.

Permissible Activities Requiring Council Approval

Activities which would be permissible subject to the relevant Council approval include:

- organised sport (eg. cricket, ball games)
- dog obedience classes
- fetes
- cultural activities
- exhibitions/demonstrations
- celebrations/gatherings
- commercial photos/filming
- concerts

Permissible Activities Generally Not Requiring Council Approval

- Walking, informal use of sporting/recreation facilities, picnics, kite flying etc..
If the park is to be reserved for a particular purpose such as a large picnic, a booking is recommended.

Activities Which Are Not Permissible

- Any activities which could be considered dangerous and/or which may disrupt other users of the reserve and/or adjoining neighbours is not permissible. Examples of activities which are not permissible include trail bike riding, horse riding, camping and golf.

Sale of Alcohol

- The sale of alcohol requires the approval of the NSW Police Department through the issue of a Functions Licence. The functions licence must be produced for Council in each instance when making application for the use of an active recreation area if the sale of alcohol is intended.
- Applicants are required to comply with any requirements of the Licensing Board or Court of NSW.

3.7 *Easements*

Council will consider the granting of easements as required for access, utilities and the like.

3.8 *Leases and Licences*

Council will consider granting leases and licenses on community land subject to the following conditions:

- Restricted to a public purpose

Public open space should not be leased for the exclusive use of a single group. The open space (or facility) should be made available for general public use. Development should be for a purpose which promotes or is ancillary to the use and enjoyment of a park as a public park and for public recreation.

- Period will not exceed 21 years (including any period for which the lease or licence could be renewed by the exercise of an option).

- If the period is to exceed 5 years, additional requirements apply. Council will comply with Section 47 of the Act for the granting of leases and licences for a period of more than 5 years.

4 ACTIONS, TARGETS & ASSESSMENT

In order for the plan of management to function as a true working document, an action plan which is relevant to the issues identified in the plan of management, must be developed and reviewed annually. The directions and issues will need to be reviewed less frequently, approximately every 5 years.

The Plan of Management Action Plan (Appendix A) will assist in assessment of Council's performance with respect to the plans objectives and performance targets.

5 References

Department of Conservation and Land Management, Manidis Roberts Consultants. Land Management Local Government Act 1993 Manual. October, 1993

Gosford City Council. City Management Plan-Corporate Plan 1993-1997. November 1992

Land Systems EBC Pty Ltd for the Department of Planning, Better Drainage, Guidelines for the Multiple Use of Drainage Systems. August, 1993

Local Government Act 1993

Manidis Roberts Consultants. Gosford City Wide Open Space and Recreation Strategy Plan. August, 1993



APPENDIX A

SPORTSGROUNDS
PLAN OF MANAGEMENT ACTION PLAN

ISSUE	ACTION	RESPONSIBILITY	COMPLETED BY	PERFORMANCE MEASURES
Number of Sportsgrounds	Continue to plan for the provision of open space facilities by investigating the possibility of preparing precinct level contribution plans and implementation of proposed Sporting Facilities Masterplan	Development/ Industry Recreation	Ongoing	Contributions Plans completed and adopted by Council
	Identify future sporting/recreation facilities in proposed Sporting Facilities Masterplan	Recreation	1995/Ongoing	Sporting Facilities Masterplan completed
	Implement recommendations of Open Space & Recreation Strategy Plan regarding future needs of Gosford community	Recreation	Ongoing	Annual Report prepared for Council updating progress of implementing strategies outlined in OSRSP
Development & Improvement	Include provision of open space facilities on Council's Capital Works Program and proposed Sporting Facilities Masterplan	Recreation	Ongoing	Open space facilities listed for budget consideration Sporting Facilities Masterplan completed

ISSUE	ACTION	RESPONSIBILITY	COMPLETED BY	PERFORMANCE MEASURES
Development & Improvement	Compile an inventory of existing facilities suitable for disabled users	Recreation	1996	Inventory is developed
	Identify the need for additional facilities for disabled users	Recreation/ Community Development/ Access Committee Masterplan	1996	Additional needs identified and listed in proposed Sporting Facilities
	Prepare guidelines regarding standards applied in considering built improvements on sportsgrounds (eg. setbacks, hours of operation for floodlights, parking requirements etc...)	Recreation/ Development/Environment Section	1997	Guidelines are produced in consultation with Gosford City Sports Council and Councils
Joint Provision and Shared Use Facilities	Council to further assess the opportunities for and feasibility of combining recreation facilities with community facilities	Recreation/ Community Development	1997	Preparation of a discussion paper outlining the options for shared use facilities

ISSUE	ACTION	RESPONSIBILITY	COMPLETED BY	PERFORMANCE MEASURES
Joint Provision and Shared Use Facilities	Council to liaise with the Dept of School Education regarding community use of school recreation facilities and developing shared recreational facilities	Recreation/Community Development	1997	Information on school recreation facilities collected Preparation of a discussion paper outlining the options for shared use facilities
	Future open space land acquisitions and dedications to achieve quality objectives for recreational use, habitats and amenity and not be compromised by drainage and other functions	Recreation Development/Industry	Ongoing	Council to assess open space contributions in light of their recreational and amenity value
Maintenance	Maintenance of open space facilities to reflect community priorities while adhering to budget constraints	Recreation	Ongoing	Development of a maintenance schedule Annual review of maintenance priorities and standards

ISSUE	ACTION	RESPONSIBILITY	COMPLETED BY	PERFORMANCE MEASURES
Maintenance	Undertake maintenance on a regular roster system and emergency repairs as required	Recreation	Ongoing	Level of user satisfaction Maintenance undertaken within budget estimates
Impact of Development	Council to consider impact local residents when considering open space facility improvements Council to consult community to ensure residents are involved in the process of development of open space facilities	Recreation/ Development/ Industry Recreation	As required As required	Development Applications lodged for improvement works Peak groups such as Gosford City Sports Council to be informed of development applications for open space facilities
Allocation of Playing Fields	Applications to be considered by the Gosford City Sports Council for recommendation to Council	Recreation	Winter & Summer seasons	Playing field allocations on agenda of Sports Council prior to commencement of winter & summer seasons
Allocation of Playing Fields	Review application forms for hire of active recreation areas	Recreation	1996	Forms provide adequate information to accurately assess application Forms are user friendly

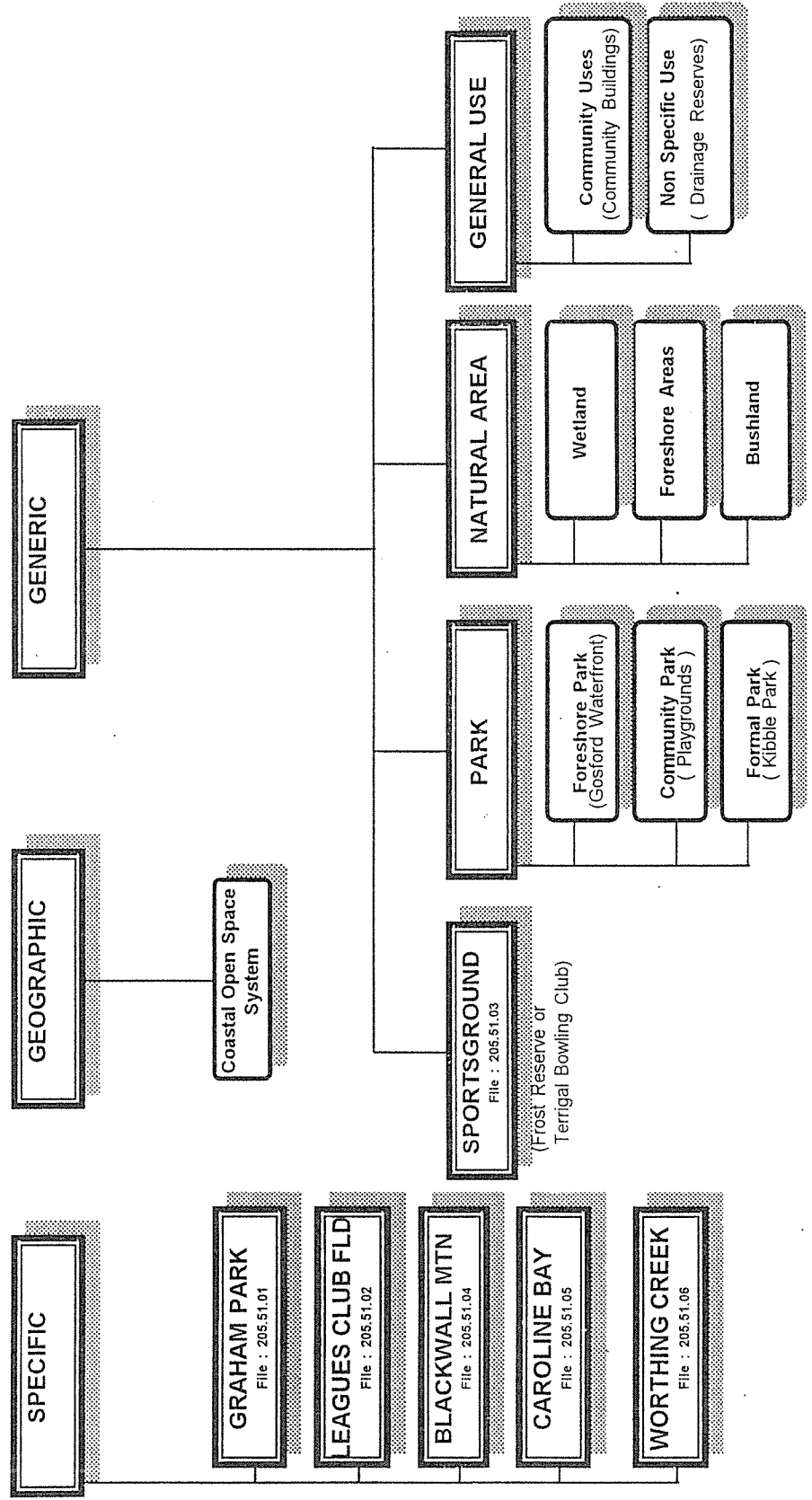
ISSUE	ACTION	RESPONSIBILITY	COMPLETED BY	PERFORMANCE MEASURES
Use of Open Space Areas for Events	All major events to be approved by Council	Recreation	As required	Written reports to be considered by Council for major events
Fees & Charges/ Conditions of Hire	Fees & Charges and Conditions of Hire to be reviewed on a regular basis	Recreation	Annually	Fees & Charges to be reviewed annually by Recreation and considered by Council in the annual review of fees & charges
Information on Sport & Recreation Facilities	Prepare a brochure which outlines sport & recreation facilities & opportunities in Gosford	Recreation	1997	Brochure developed & distributed through Council facilities & Tourist Information Centres
Leases/Licenses	Renew lease/licence agreements	Property Relevant Program	Ongoing	Timely review/renewal of lease/licence conditions
Plan of Management Evaluation	Review Plan of Management Issues & Direction	Recreation/ Land Management Committee	1999	Assessment of the relevance of adopted plan conducted and amendments made as necessary

ISSUE	ACTION	RESPONSIBILITY	COMPLETED BY	PERFORMANCE MEASURES
Plan of Management Evaluation	Review Plan of Evaluation Action Plan	Recreation Management	Annually	Plan of Management to be reviewed by Gosford City Sports Council and amendments to be considered by Council
				Report on evaluation of performance in meeting plan objectives to be considered Council

Figure 1

Gosford City Council - Land Management Program Plans of Management

- Adopted by Land Management Committee 7 December 1994
- Amended 15 February 1995



SPORTSGROUND - PLAN OF MANAGEMENT
PROPERTY LISTING

MAP NUMBER	DP	Sec	Lot	REMARKS	COMMON NAME	STREET NAME	SUBURB	Classification
212D	223098		5		ALAN DAVIDSON PARK	DAY ST	WYOMING	COMMUNITY
212D	224724		14		ALAN DAVIDSON PARK	GLENCOE AV	WYOMING	COMMUNITY
212D	239711		46		ALAN DAVIDSON PARK	CRAWFORD CR	WYOMING	COMMUNITY
212D	239711		47		ALAN DAVIDSON PARK	GLENCOE AV	WYOMING	COMMUNITY
212D	398773		B		ALAN DAVIDSON PARK	RENWICK ST	WYOMING	COMMUNITY
212D	500556		6		ALAN DAVIDSON PARK	RENWICK ST	WYOMING	COMMUNITY
212D	506608		43		ALAN DAVIDSON PARK	RENWICK ST	WYOMING	COMMUNITY
212D	516078		8		ALAN DAVIDSON PARK	RENWICK ST	WYOMING	COMMUNITY
246B	1976		347		BRENDON FRANKLIN OVAL	BEAUFORT RD	TERRIGAL	COMMUNITY
246B	822164		1		BRENDON FRANKLIN OVAL	BEAUFORT RD	TERRIGAL	COMMUNITY
259B	817164		102	PART	CAR PARK \ TENNIS COURTS	WILSON RD	TERRIGAL	COMM \ OPERAT
269C	314710		A		DAVISTOWN MEMORIAL OVAL	DAVISTOWN RD	DAVISTOWN	COMMUNITY
246C	599826		2		DUFFYS RESERVE	TERRIGAL DR	TERRIGAL	COMM \ OPERAT
246C	578124		1	PART	DUFFYS RESROTARYSENIOR CITZ.CHILD	TERRIGAL DR	TERRIGAL	COMM \ OPERAT
244D	707134		1		ERINA OVAL \ TENNIS COURTS	KARALTA RD	ERINA	COMMUNITY
278C	831210		6		ETTALONG OVAL	PICNIC PD	ETTALONG	COMMUNITY
243A	127822		171		FAGAN PARK	BRISBANE WATER DR	POINT CLARE	COMMUNITY
243A	602381		3		FAGAN PARK	BRISBANE WATER DR	POINT CLARE	COMMUNITY
243A	977084		18		FAGAN PARK	BRISBANE WATER DR	POINT CLARE	COMMUNITY
243A	977084		21		FAGAN PARK	BRISBANE WATER DR	POINT CLARE	COMMUNITY
258C	755234		218		FROST RESERVE \ TENNIS COURTS	AVOCA DR	KINCUMBER	COMMUNITY
228B	239044		33		GAVENLOCK OVAL	ADAM ST	NARARA	COMMUNITY
228B	527553		2		GAVENLOCK OVAL	ADAM ST	NARARA	COMMUNITY
259C	20094		16		HEAZLETT PARK	FICUS AV	AVOCA	OPERATIONAL
259C	20094		31		HEAZLETT PARK	FICUS AV	AVOCA	OPERATIONAL
259C	20094		30		HEAZLETT PARK \ PUMP STATION	FICUS AV	AVOCA	OPERATIONAL
259C	20094		60		HEAZLETT PARK \ TENNIS COURTS	FICUS AV	AVOCA	OPERATIONAL
244A	24248		14		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY

**SPORTSGROUND - PLAN OF MANAGEMENT
PROPERTY LISTING**

MAP NUMBER	DP	Sec	Lot	REMARKS	COMMON NAME	STREET NAME	SUBURB	Classification
244A	24248		15		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	24248		16		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	24248		17		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	24248		18		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	24248		19		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	24248		20		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	24248		21		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	24248		22		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	24248		23		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	24248		24		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	24248		25		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	24248		26		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	24248		27		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	24248		28		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	24248		29		HYLTON MOORE PARK	NEWCASTLE ST	SPRINGFIELD	COMMUNITY
244A	197405		1		HYLTON MOORE PARK	ALTHORP ST	EAST GOSFORD	COMMUNITY
244A	197405		10		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	197405		11		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	197405		12		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	197405		13		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	197405		14		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	197405		15		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	197405		16		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	197405		17		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	197405		18		HYLTON MOORE PARK	ALTHORP ST	EAST GOSFORD	COMMUNITY
244A	197405		19		HYLTON MOORE PARK	ALTHORP ST	EAST GOSFORD	COMMUNITY
244A	197405		2		HYLTON MOORE PARK	ALTHORP ST	EAST GOSFORD	COMMUNITY
243B	197405		20		HYLTON MOORE PARK	ALTHORP ST	EAST GOSFORD	COMMUNITY
243B	197405		21		HYLTON MOORE PARK	RUSSELL ST	EAST GOSFORD	COMMUNITY
243B	197405		22		HYLTON MOORE PARK	RUSSELL ST	EAST GOSFORD	COMMUNITY

**SPORTSGROUND - PLAN OF MANAGEMENT
PROPERTY LISTING**

MAP NUMBER	DP	Sec	Lot	REMARKS	COMMON NAME	STREET NAME	SUBURB	Classification
243B	197405		23		HYLTON MOORE PARK	RUSSELL ST	EAST GOSFORD	COMMUNITY
243B	197405		24		HYLTON MOORE PARK	RUSSELL ST	EAST GOSFORD	COMMUNITY
243B	197405		25		HYLTON MOORE PARK	RUSSELL ST	EAST GOSFORD	COMMUNITY
243B	197405		26		HYLTON MOORE PARK	RUSSELL ST	EAST GOSFORD	COMMUNITY
243B	197405		27		HYLTON MOORE PARK	RUSSELL ST	EAST GOSFORD	COMMUNITY
244A	197405		28		HYLTON MOORE PARK	RUSSELL ST	EAST GOSFORD	COMMUNITY
243B	197405		29		HYLTON MOORE PARK	RUSSELL ST	EAST GOSFORD	COMMUNITY
244A	197405		30		HYLTON MOORE PARK	COBURG ST	EAST GOSFORD	COMMUNITY
244A	197405		31		HYLTON MOORE PARK	COBURG ST	EAST GOSFORD	COMMUNITY
244A	197405		32		HYLTON MOORE PARK	COBURG ST	EAST GOSFORD	COMMUNITY
244A	197405		33		HYLTON MOORE PARK	COBURG ST	EAST GOSFORD	COMMUNITY
244A	197405		4		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	197405		5		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	197405		6		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	197405		7		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	197405		8		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	197405		9		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	232403		1		HYLTON MOORE PARK	ALTHORP ST	EAST GOSFORD	COMMUNITY
244A	247233		1		HYLTON MOORE PARK	COBURG ST	EAST GOSFORD	COMMUNITY
244A	247233		2		HYLTON MOORE PARK	COBURG ST	EAST GOSFORD	COMMUNITY
244A	413380		8A		HYLTON MOORE PARK	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	519355		40		HYLTON MOORE PARK	COBURG ST	EAST GOSFORD	COMMUNITY
244A	755227		179		HYLTON MOORE PARK	COBURG ST	EAST GOSFORD	COMMUNITY
244A	939740	20	6		HYLTON MOORE PARK	ALTHORP ST	EAST GOSFORD	COMMUNITY
244A	939740	20	7		HYLTON MOORE PARK	ALTHORP ST	EAST GOSFORD	COMMUNITY
244A	197405		3		HYLTON MOORE PARK \ VACANT LAND	BORONIA ST	EAST GOSFORD	COMMUNITY
244A	413380		8B		HYLTON MOORE PARK \ SOCCER CLUBHOUS	ALTHORP ST	EAST GOSFORD	COMMUNITY
278A	5480		39		JAMES BROWNE OVAL	ALPHA RD	WOY WOY	COMMUNITY
278A	5480		40		JAMES BROWNE OVAL	ALPHA RD	WOY WOY	COMMUNITY
278A	5480		41		JAMES BROWNE OVAL	ALPHA RD	WOY WOY	COMMUNITY

SPORTSGROUND - PLAN OF MANAGEMENT PROPERTY LISTING

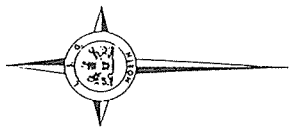
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278A	5480		43		JAMES BROWNE OVAL	ALPHA RD	WOY WOY	COMMUNITY
278A	5480		44		JAMES BROWNE OVAL	ALPHA RD	WOY WOY	COMMUNITY
278A	5480		45		JAMES BROWNE OVAL	ALPHA RD	WOY WOY	COMMUNITY
278A	5480		46		JAMES BROWNE OVAL	ALPHA RD	WOY WOY	COMMUNITY
278A	5480		47		JAMES BROWNE OVAL	ALPHA RD	WOY WOY	COMMUNITY
278A	5480		48		JAMES BROWNE OVAL	ALPHA RD	WOY WOY	COMMUNITY
278A	5480		49		JAMES BROWNE OVAL	ALPHA RD	WOY WOY	COMMUNITY
278A	5480		50		JAMES BROWNE OVAL	ALPHA RD	WOY WOY	COMMUNITY
278C	563681		2		KITCHENER PARK	HOOD ST	BLACKWALL	COMMUNITY
287A	10570		263		LEMON GROVE PARK ACCESS	BROKEN BAY RD	ETTALONG BEACH	COMMUNITY
287A	10570		681		LEMON GROVE PARK \ NETBALL COURTS	BROKEN BAY RD	ETTALONG BEACH	COMMUNITY
229A	237681		1		MAIDENS BRUSH OVAL	MAIDENS BRUSH RD	WYOMING	COMMUNITY
229A	240596		50		MAIDENS BRUSH OVAL	MAIDENS BRUSH RD	WYOMING	COMMUNITY
229A	242081		60		MAIDENS BRUSH OVAL	MAIDENS BRUSH RD	WYOMING	COMMUNITY
229A	236613		13		MAIDENS BRUSH OVAL \ TENNIS COURTS	MAIDENS BRUSH RD	WYOMING	COMMUNITY
8	755253		81	PART	MANGROVE DEPOT \ SOARING CLUB\ OVAL	BLOODTREE RD	CENTRAL MANGROVF	OPERATIONAL
286A	258685		1		MCEVOY OVAL	MCEVOY AV	UMINA	OPERATIONAL
286A	258685		2		MCEVOY OVAL	MCEVOY AV	UMINA	OPERATIONAL
212B	552692		2		NIAGARA PARK RECREATION AREA	NIAGARA VALLEY DR	NIAGARA PARK	COMMUNITY
258C	717496		2		PATRICK CROKE RESERVE	MELVILLE ST	KINCUMBER	COMMUNITY
230C	186743		1	PART	PAUL OVAL \ FIRE STATION	MILINA RD	MATCHAM	COMMUNITY
244D	738188		1	PART	RESERVE - UNNAMED	DALGETY CR	GREEN POINT	COMMUNITY
244D	738188		2		RESERVE - UNNAMED	DALGETY CR	GREEN POINT	COMMUNITY
277B	755251		85		ROGERS PARK	DUNBAN RD	WOY WOY	COMMUNITY
293A	755251		152		TENNIS COURTS	CRYSTAL AV	PEARL BEACH	COMMUNITY
259B	630461		2		TERRIGAL BOWLING CLUB	WILSON RD	TERRIGAL	COMMUNITY
246A	1976		334		TERRIGAL GOLF COURSE	DOVER RD	WAMBERAL	COMMUNITY
246A	1976		338		TERRIGAL GOLF COURSE	DOVER RD	WAMBERAL	COMMUNITY
246A	1976		339		TERRIGAL GOLF COURSE	DOVER RD	WAMBERAL	COMMUNITY

**SPORTSGROUND - PLAN OF MANAGEMENT
PROPERTY LISTING**

MAP NUMBER	DP	Sec	Lot	REMARKS	COMMON NAME	STREET NAME	SUBURB	Classification
246A	507693		3		TERRIGAL GOLF COURSE	WILLOUGHBY RD	TERRIGAL	COMMUNITY
246A	526952		22		TERRIGAL GOLF COURSE	DOVER RD	WAMBERAL	COMMUNITY
246A	705486		1		TERRIGAL GOLF COURSE	DOVER RD	WAMBERAL	COMMUNITY
244A	27118		94		TERRY OVAL	EMMA JAMES ST	SPRINGFIELD	COMMUNITY
268C	31785		90		WOY WOY OVAL \ AUSTIN BUTLER FIELD	ROBIN CR	WOY WOY	COMMUNITY
268C	180528		1		WOY WOY OVAL \ AUSTIN BUTLER FIELD	THE BOULEVARDE	WOY WOY	COMMUNITY
268C	220956		62		WOY WOY OVAL \ AUSTIN BUTLER FIELD	CAMELLIA CIR	WOY WOY	COMMUNITY
268C	397696		G		WOY WOY OVAL \ AUSTIN BUTLER FIELD	ROBIN CR	WOY WOY	COMMUNITY
268C	622158		2		WOY WOY OVAL \ TENNIS COURTS	BRICK WHARF RD	WOY WOY	COMMUNITY
278A	564909		1	PART	WOY WOY POOL/GUIDE HALL/OVAL	BLACKWALL RD	WOY WOY	COMMUNITY

END REPORT : PROPERTY SERVICES UNIT \ GOSFORD CITY COUNCIL

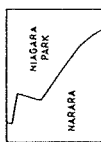
GOSFORD CITY COUNCIL



COURT OF NOTHUMBELAND



KEY TO PARISH



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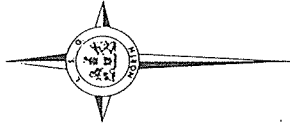
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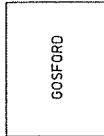
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GOSFORD U2797-22



GOSFORD CITY COUNCIL



COUNTY OF NORTHUMBERLAND



GOSFORD

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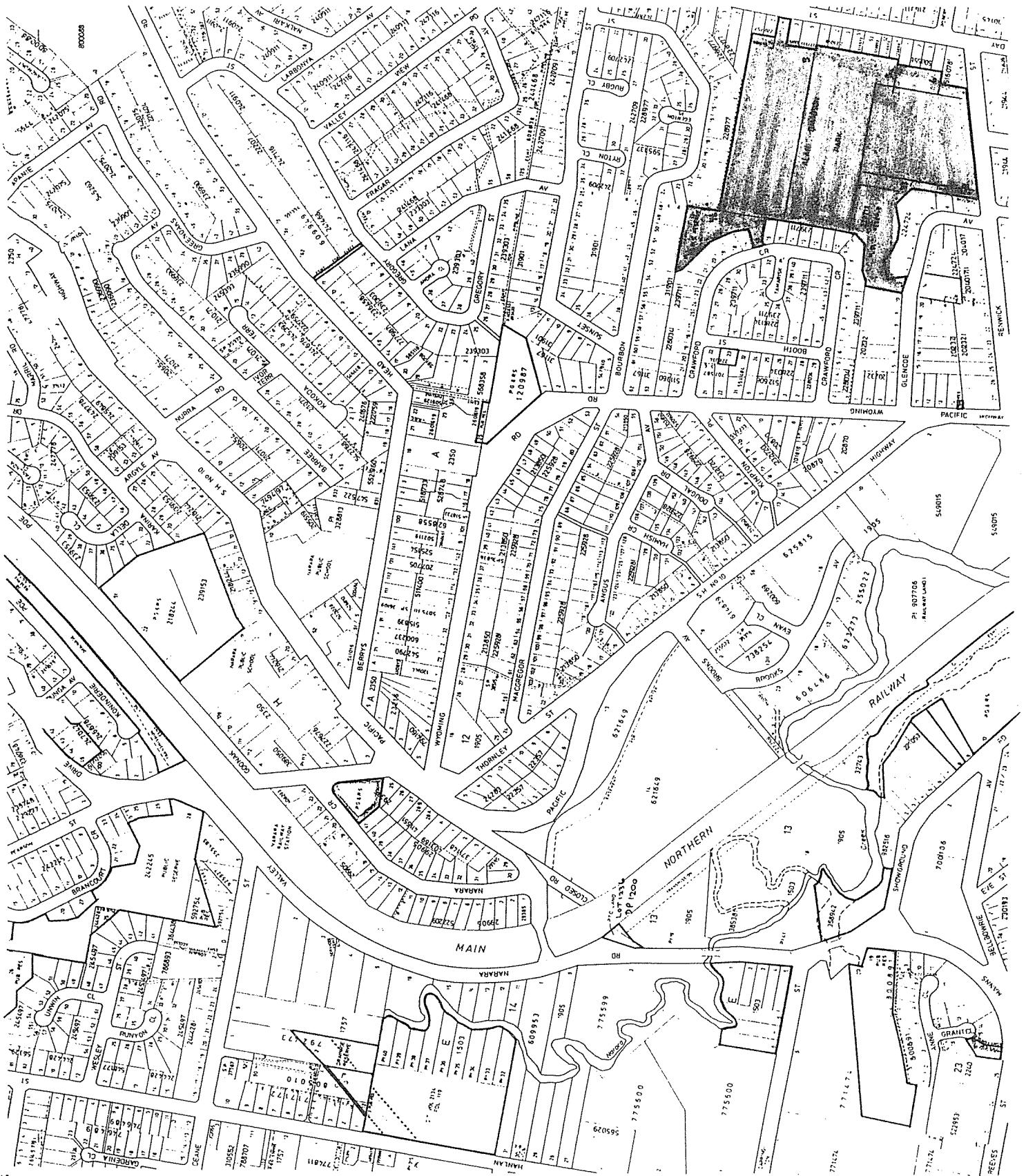
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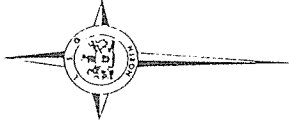
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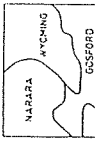
GOSFORD CITY COUNCIL



COUNTY OF WESTMIDLANDS

GOSFORD

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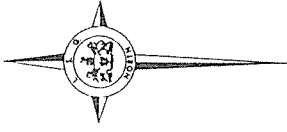
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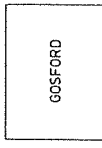
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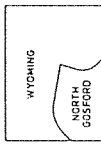
GOSFORD CITY COUNCIL



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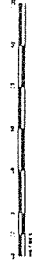
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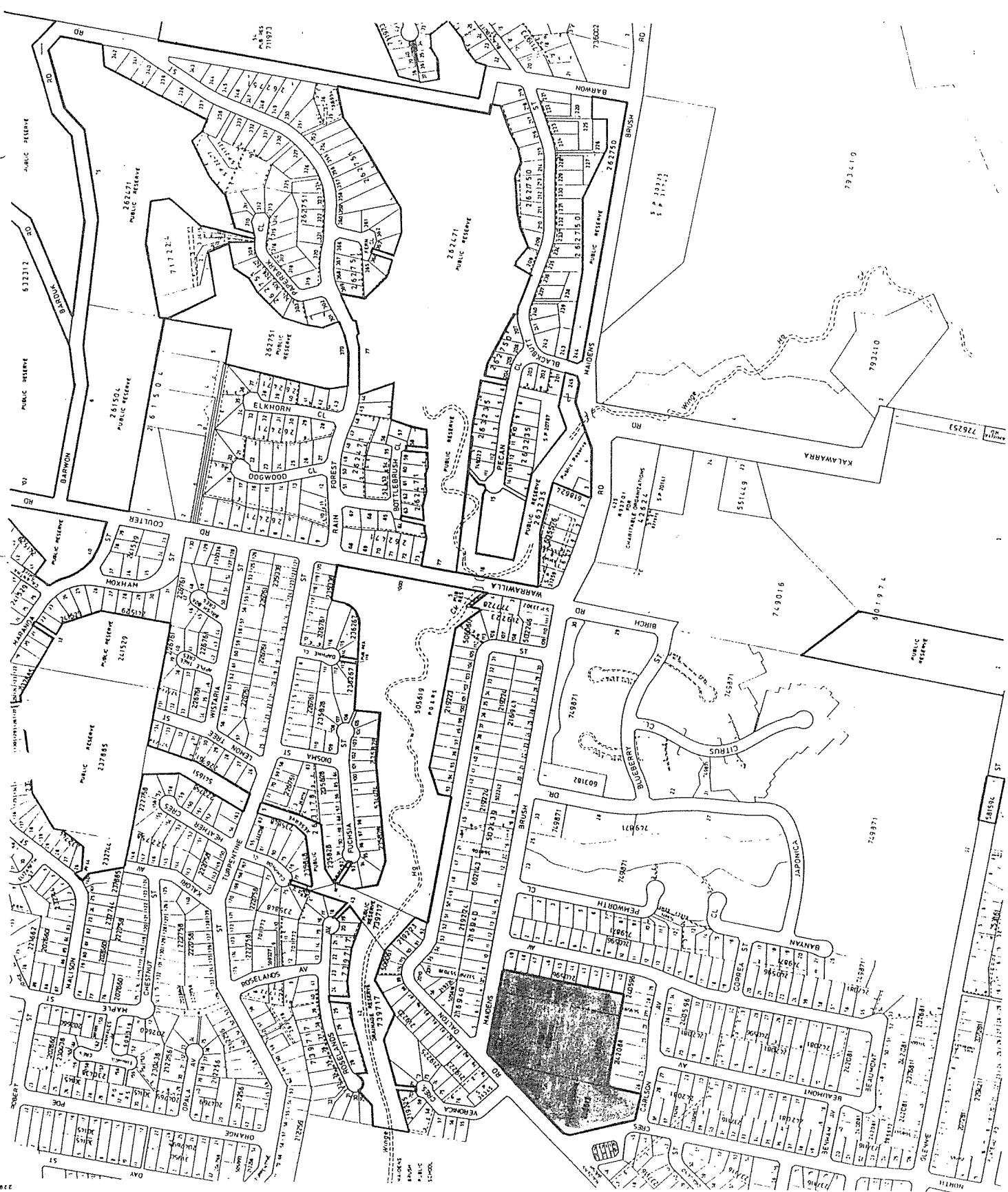
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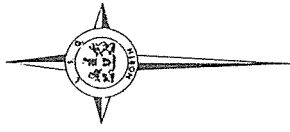
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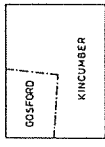
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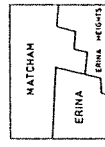
GOSFORD CITY COUNCIL



COUNTY OF NORTHumberland



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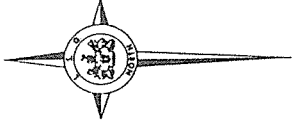
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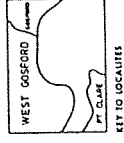
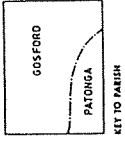
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GOSFORD CITY COUNCIL



COUNTY OF NORTHHERLAND



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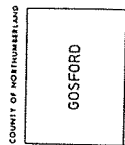
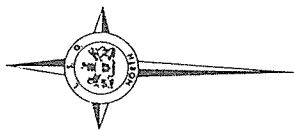
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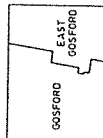
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MAP REFERENCE
GOSFORD U2797-81



GOSFORD CITY COUNCIL



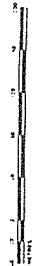
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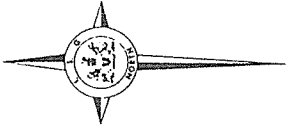
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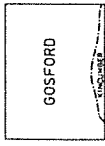
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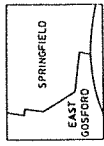
GOSFORD CITY COUNCIL



COUNTY OF NORTHUNDELAN



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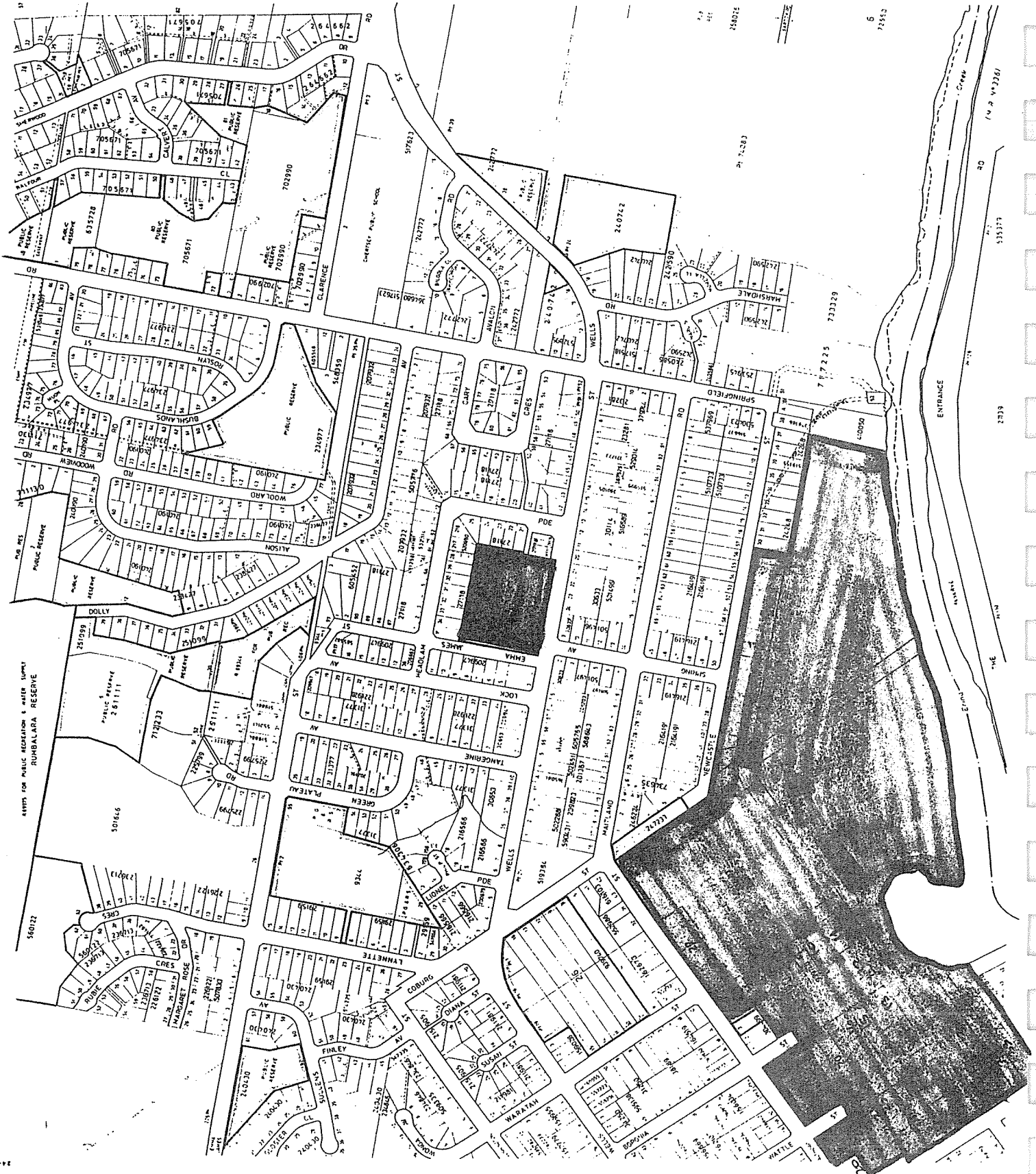
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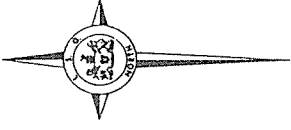
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GOSFORD CITY COUNCIL



COUNTY OF MACKINTOSH

KINCUMBER

SET TO PARKS

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Green Point

SET TO LOCALITIES

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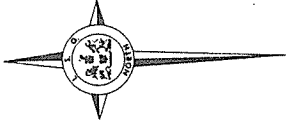
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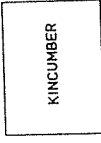
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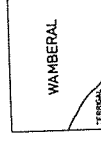
GOSFORD CITY COUNCIL



COUNTY OF NORTHUMBERLAND



KEY TO PARISH



KEY TO LOCALITIES

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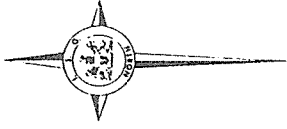
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GOSFORD CITY COUNCIL



COUNTY OF NORTHUMBERLAND

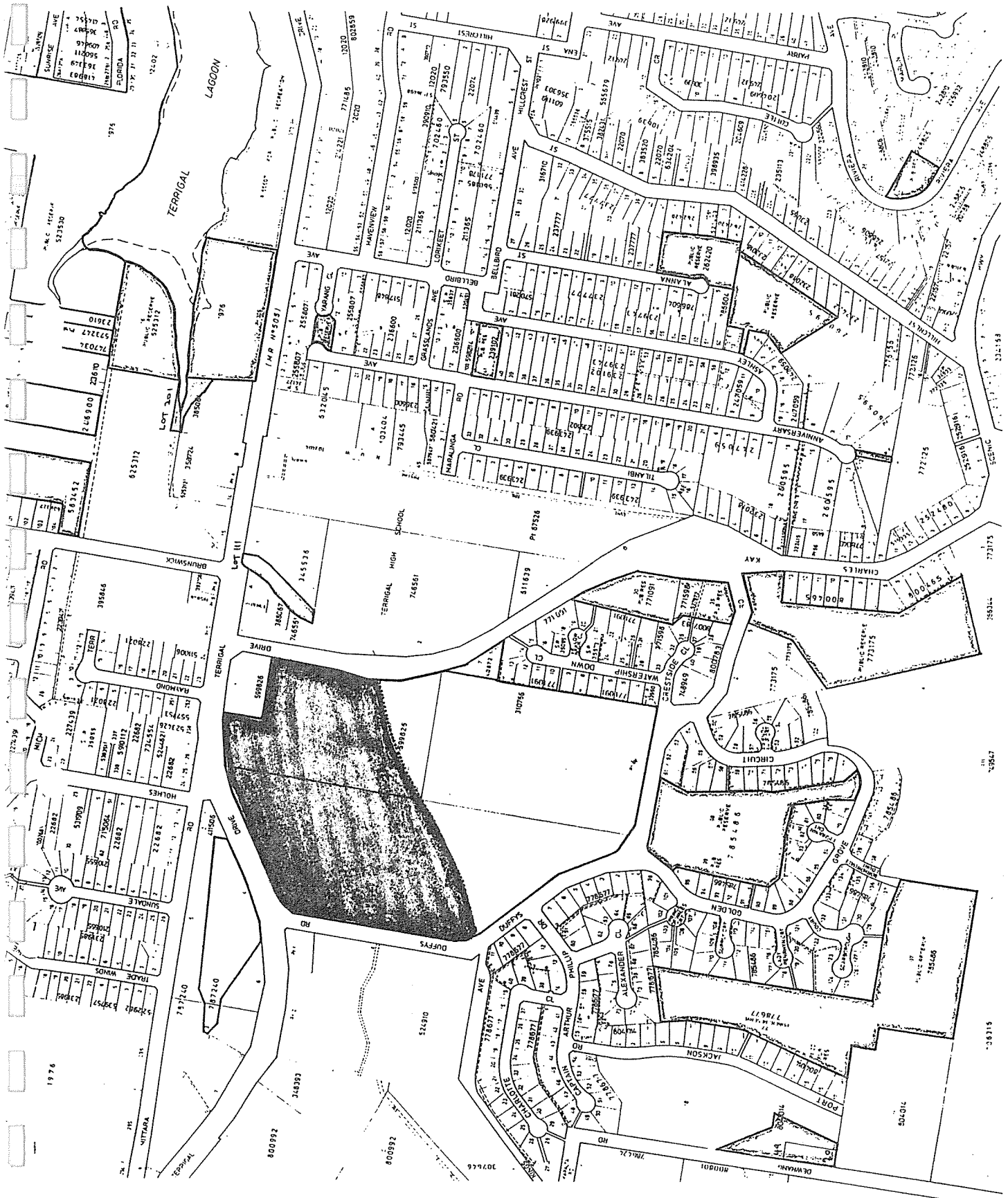
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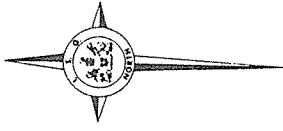
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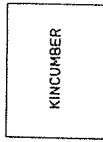
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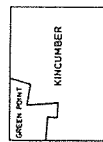
GOSFORD CITY COUNCIL



COMMIT OF NORTHUMBERLAND



KEY TO PARISH



KEY TO LOCALITIES

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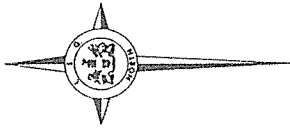
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GOSFORD CITY COUNCIL



COUNTY OF NORTHUNDELANO



KEY TO PARISH



KEY TO LOCALITIES

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KEY TO ADJOINING SHEET



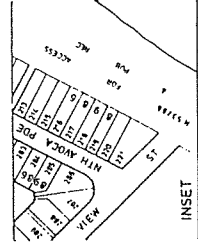
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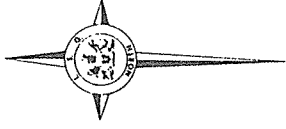
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GOSFORD CITY COUNCIL



COUNTY OF MIDDLEMERLAND

KINCUMBER

KEY TO PARISH

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NIN AVOCA

AVOCA

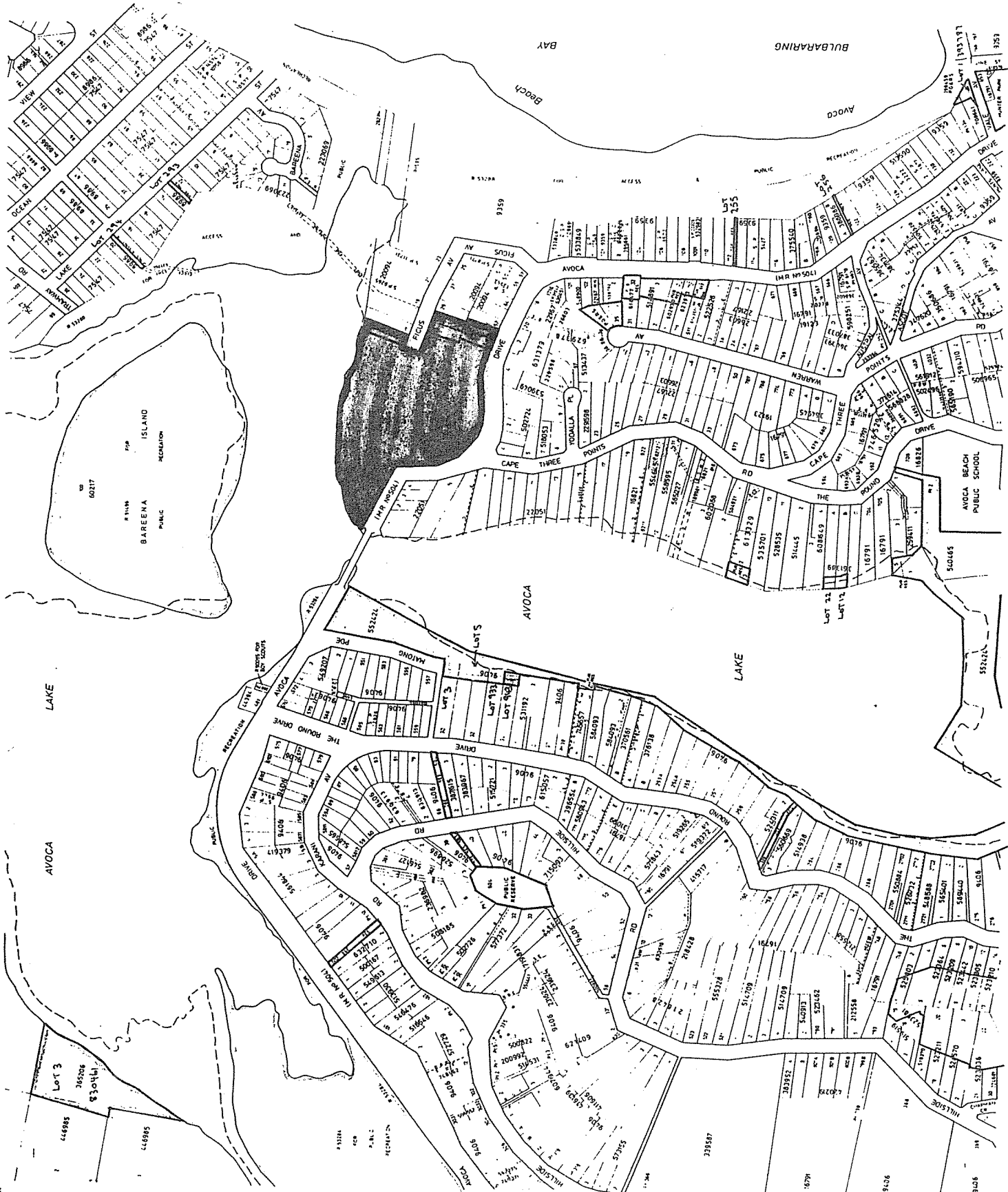
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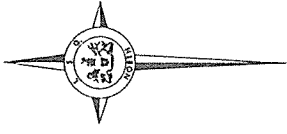
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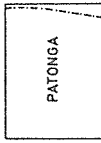
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MAP REFERENCE
AVOCA U3690-23



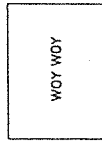
GOSFORD CITY COUNCIL



COUNTY OF NORTHAMBLELAND



KEY TO PAGES



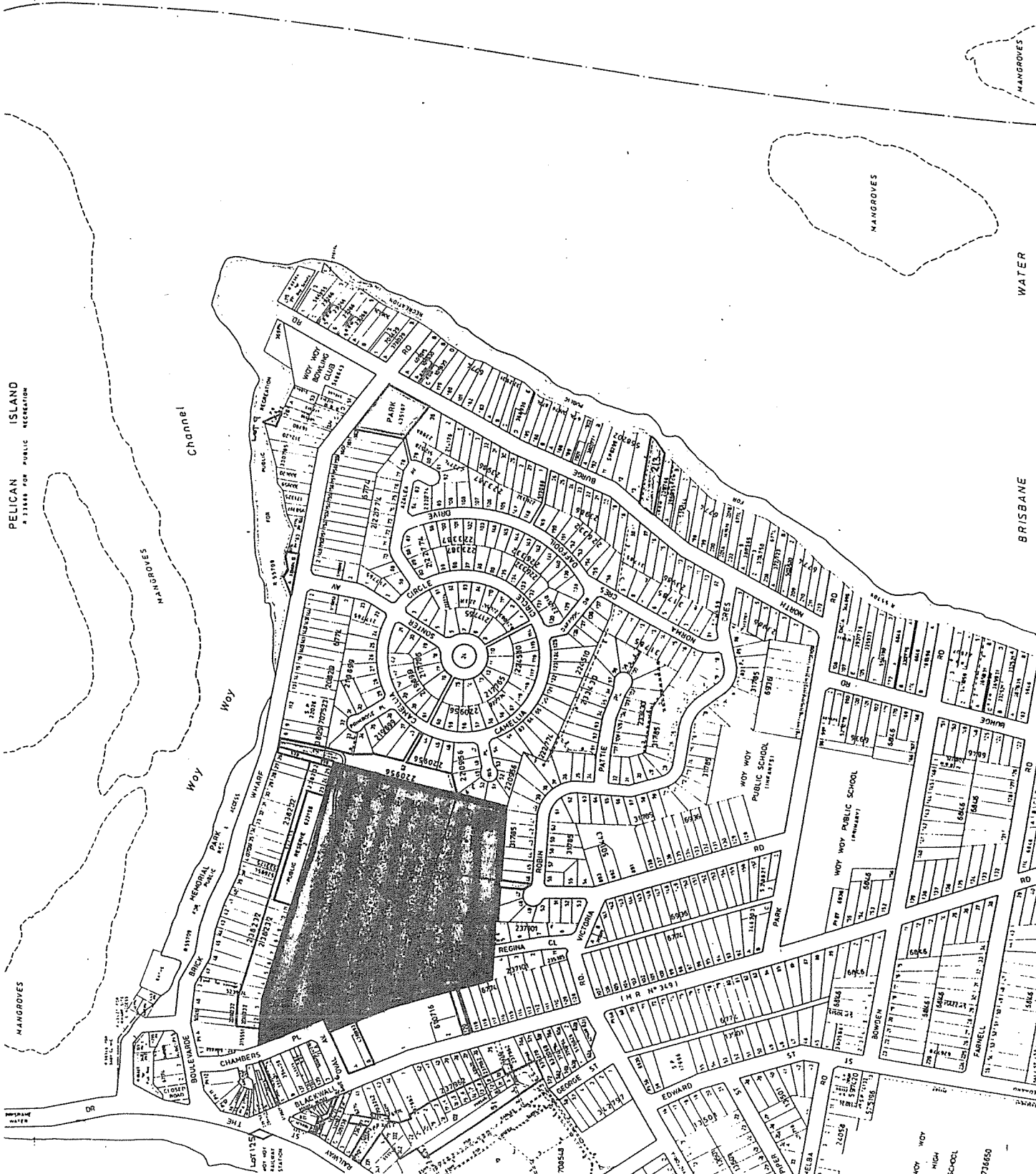
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KEY TO ADJOINING SHEET



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MAP REFERENCE
WOY WOI U2790-53



PELICAN ISLAND
A 11648 FOR PUBLIC RECREATION

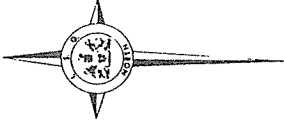
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MANGROVES

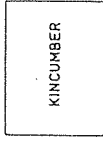
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WOY WOI
HIGH SCHOOL
716650

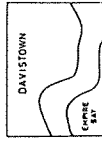
GOSFORD CITY COUNCIL



COUNTY OF NORTHumberland



KEY TO PAGES



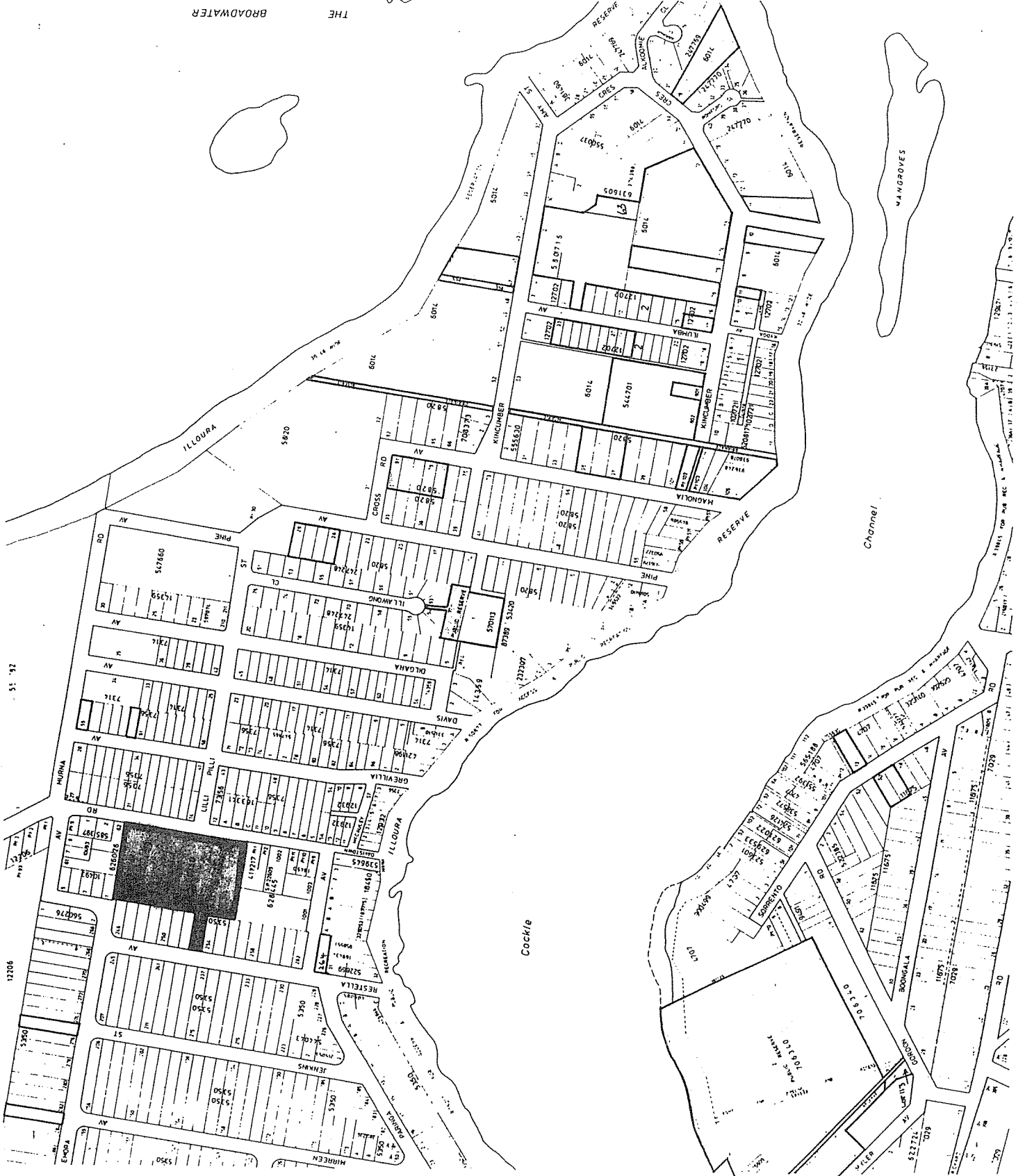
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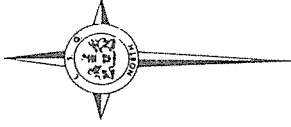
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CENTRAL MAPPING AUTHORITY
MAP REFERENCE
WOY WOV U2750-63



GOSFORD CITY COUNCIL



COUNTY OF NORTHUMBRIA

PATONGA

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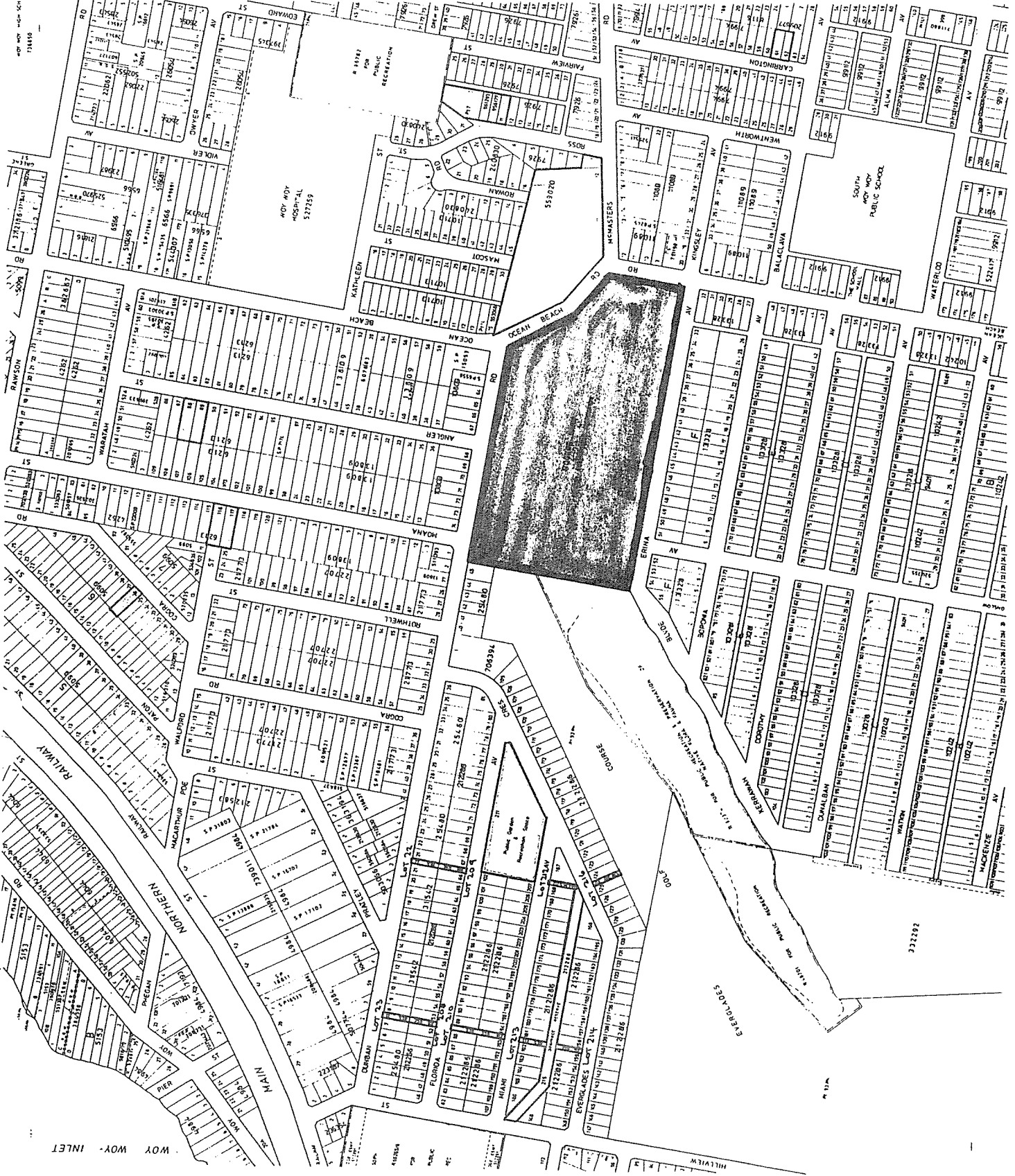
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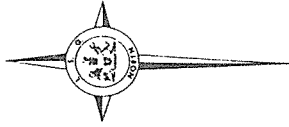
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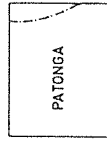


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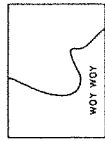
GOSFORD CITY COUNCIL



COUNTY OF MORTIMBERSLAND



KEY TO PARISH



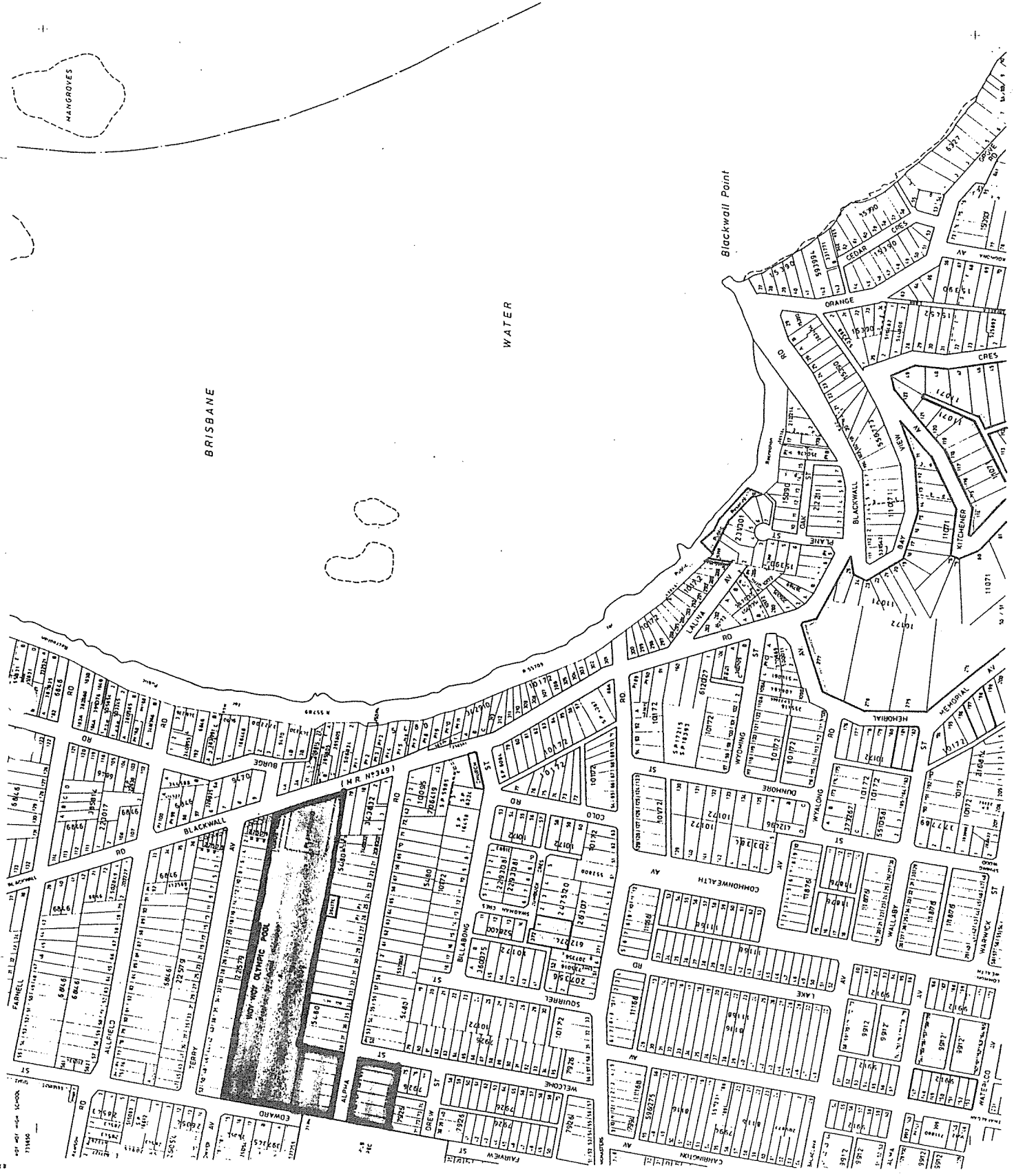
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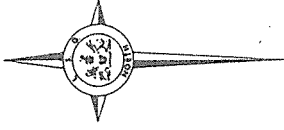
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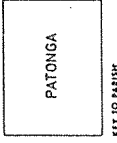
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MAP REFERENCE
WOY WOY U2790-81



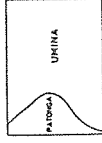
GOSFORD CITY COUNCIL



COUNTY OF MORTSHERRILLAND



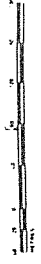
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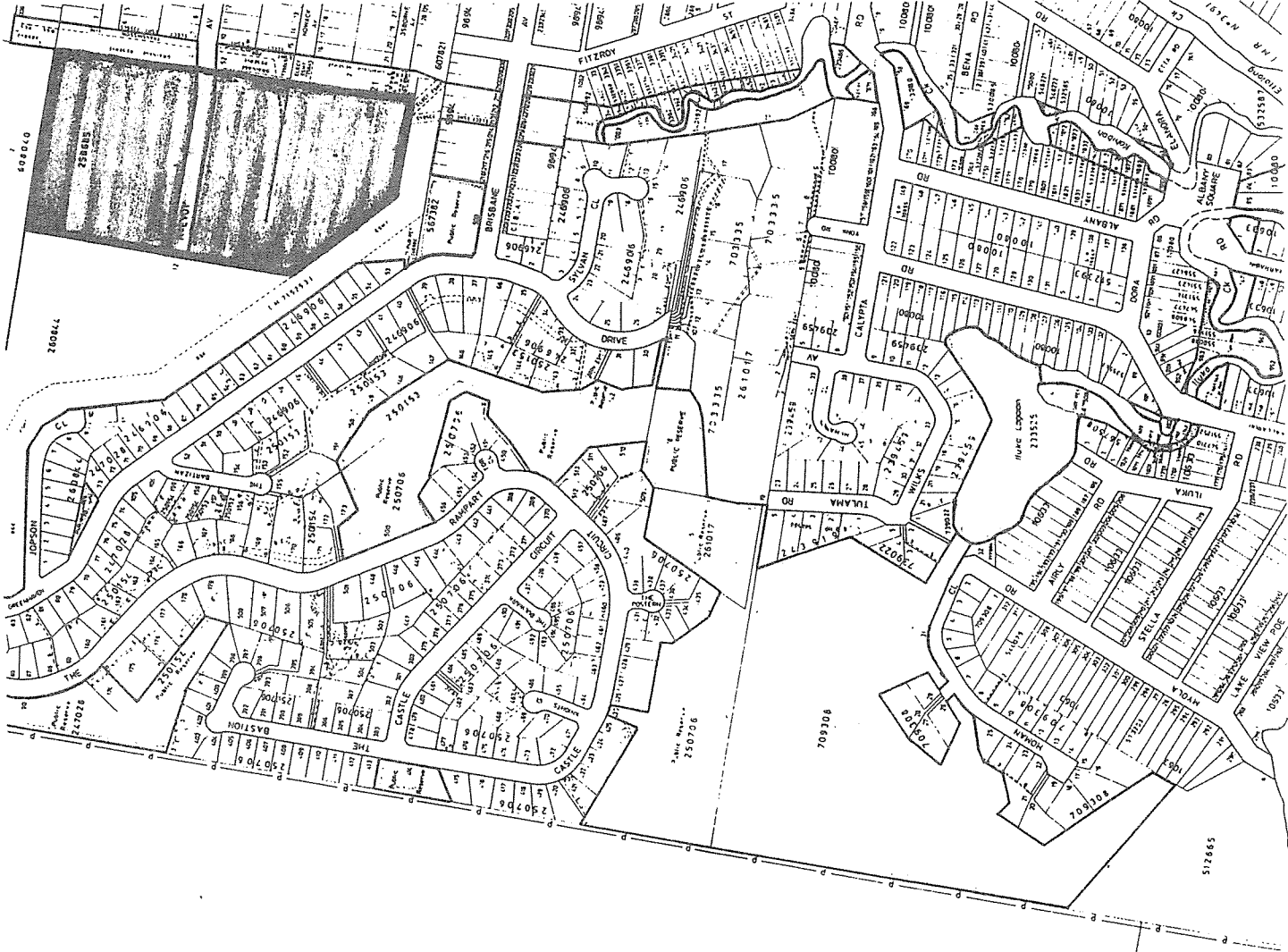
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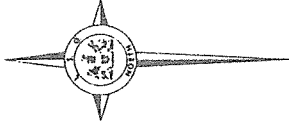


CENTRAL MAPPING AUTHORITY
MAP REFERENCE
BROKEN BAY U-2782-11

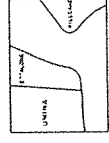
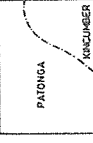


PARK NATIONAL WATER BRISBANE

GOSFORD CITY COUNCIL



COURT OF NORTHAMPTONSHIRE

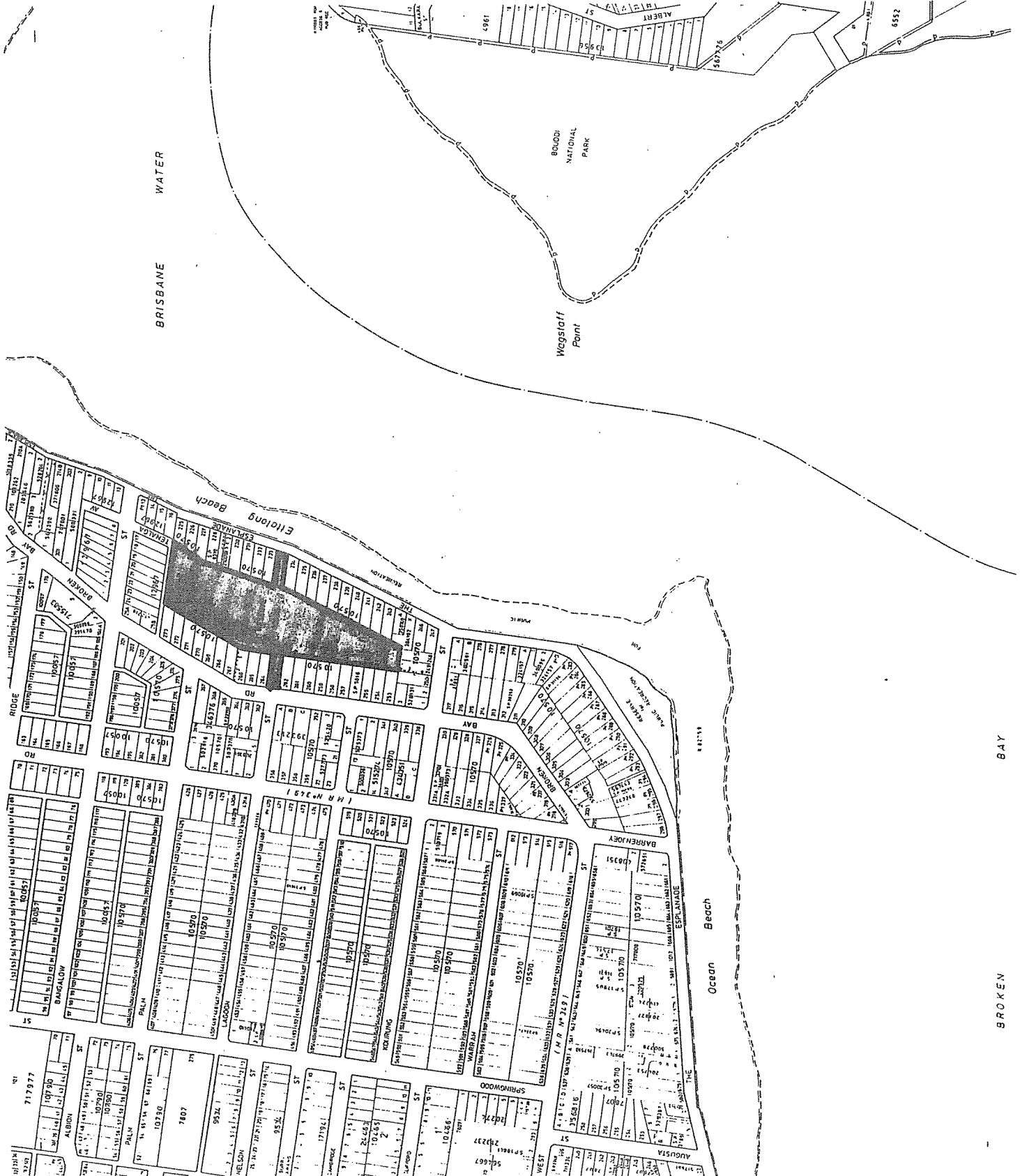


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286D	287C	287D

KEY TO ADJOINING SHEET

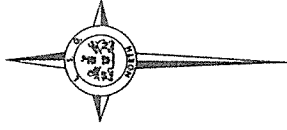


CENTRAL MAPPING AUTHORITY
MAP REFERENCE
BROKEN BAY U2782-21



BROKEN BAY

GOSFORD CITY COUNCIL



COUNTY OF WORTHINGBELONG

PATONGA
KEY TO FRESH

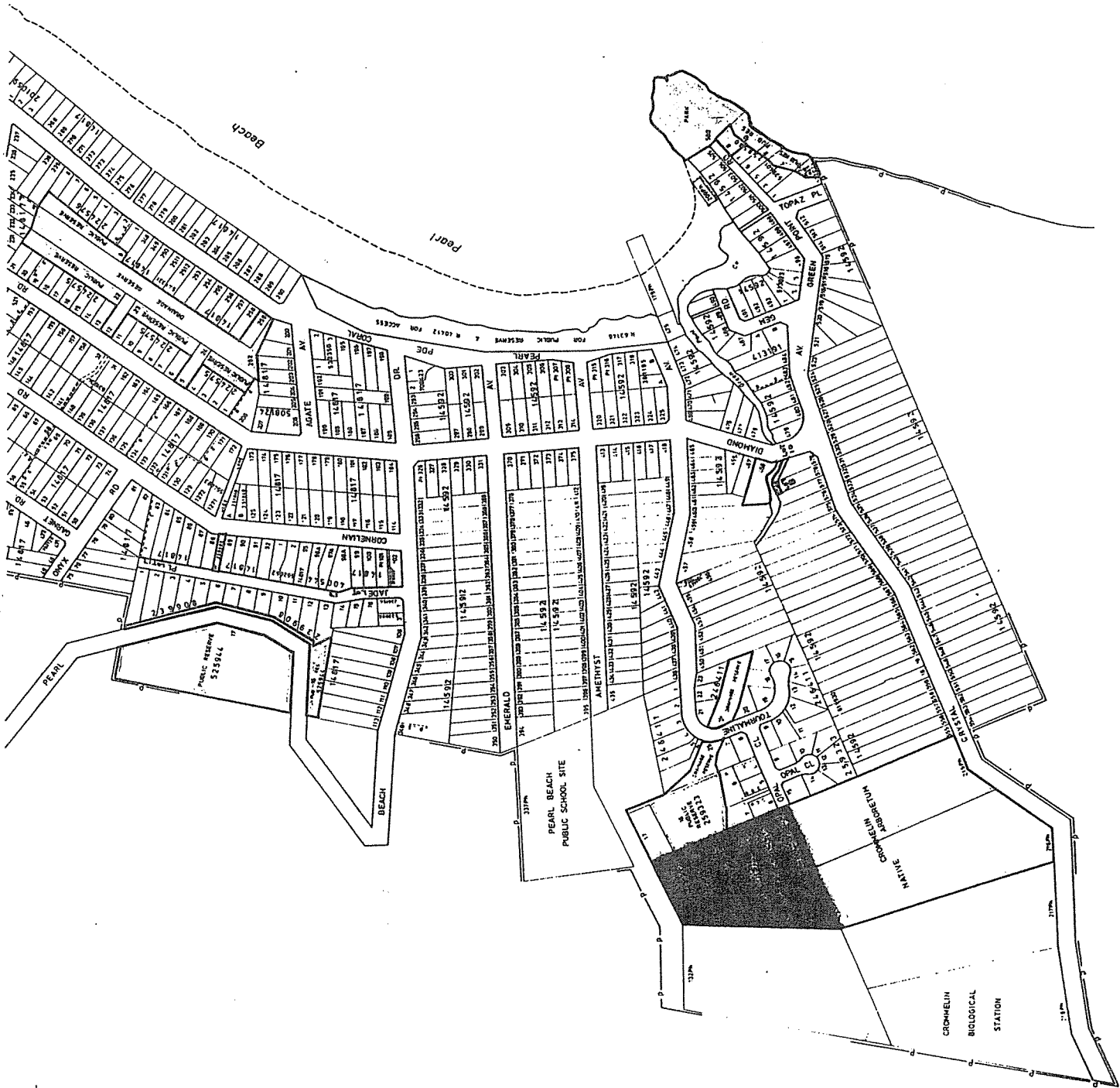
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KEY TO LOCALITIES

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293A	

KEY TO ADJOINING SHEET

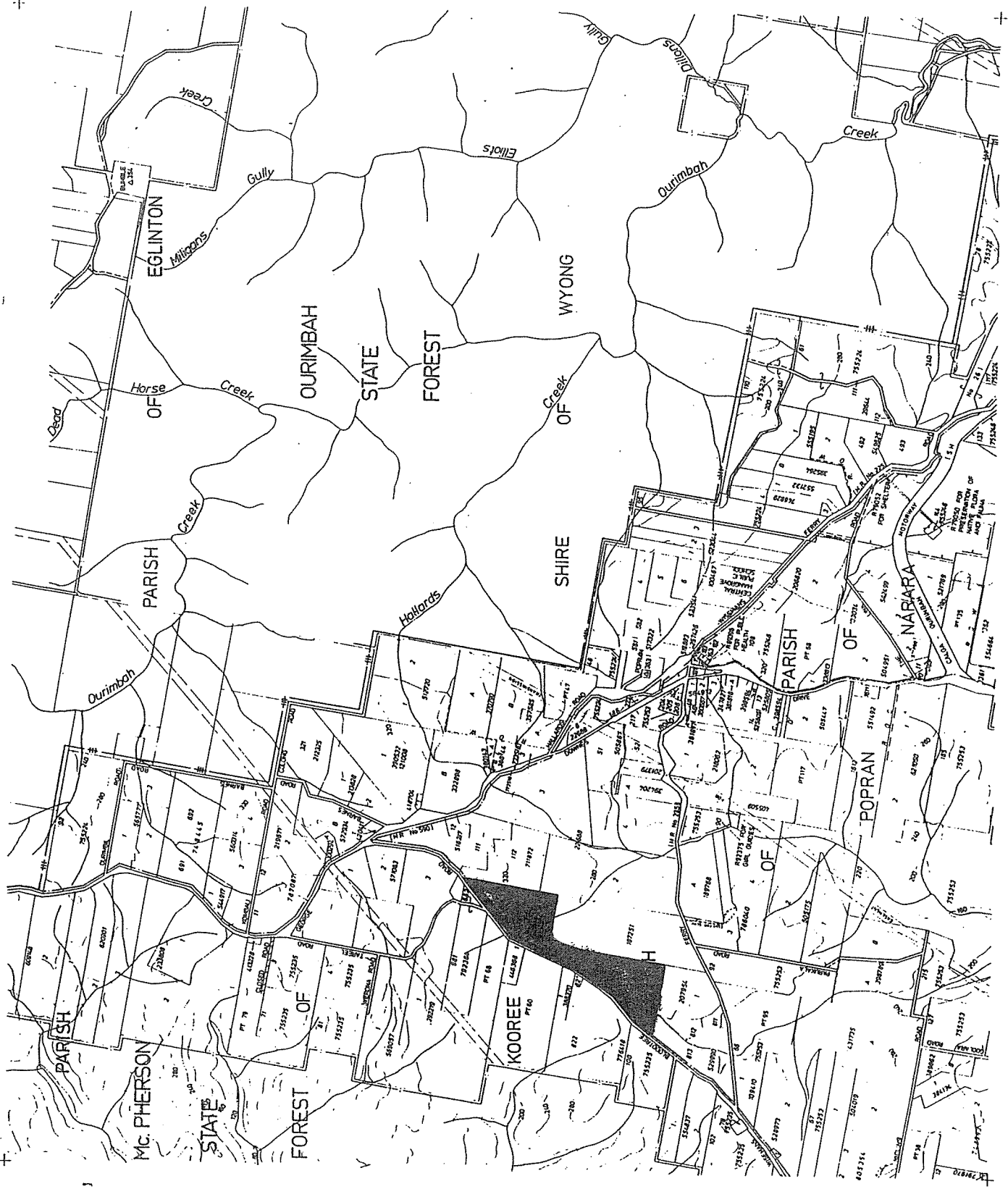
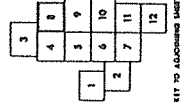
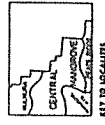
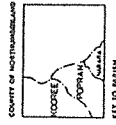
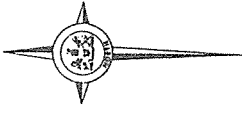


CENTRAL MAPPING AUTHORITY
MAP REFERENCE
BROKEN BAY U2782-41



PARK NATIONAL WATER BRISBANE

GOSFORD CITY COUNCIL



GOSFORD CITY COUNCIL

POLICY/DELEGATION MANUAL

DIRECTOR - HUMAN & COMMUNITY SERVICES

PROGRAM: RECREATION

MAJOR ACTIVITY: ACTIVE RECREATION

POLICY TITLE: ADVERTISING ON SPORTING GROUNDS

POLICY NO: R1.12

File Reference No: 19038

Expiry Date:

POLICY OBJECTIVES

To encourage 530A Committees to seek sponsorship funding to be used in the maintenance and embellishment of the sporting grounds.

POLICY STATEMENT

Council will approve advertising on sporting grounds managed by 530A Committees subject to conditions set down by Gosford City Council.

CONDITIONS

- 1 Amenity
 - 1.1 The erection of signs is to have minimal impact on the amenity of the area and particularly residential amenity.
 - 1.2 Consideration is to be given to appropriate landscaping in conjunction with the erection of signs.
 - 1.3 Signs are to be orientated towards persons using the sporting ground and not toward public roads, railways, other public reserves or private property and will not be permitted where they present a major impact.
 - 1.4 Signs will be approved in locations nominated by Council, ie, on the inside of fences surrounding ovals or playing fields, although other locations such as grandstands, scoreboards etc will be considered.
 - 1.5 Vehicular, free standing and temporary signs are generally not considered to be favourable. Approval and location will be subject to the discretion of Council's Program Manager - Recreation.
 - 1.6 Decisions and considerations regarding all signage is to be determined by Council's Program Manager - Recreation.
 - 1.7 Responsibility for the erection, maintenance and removal of approved signs is that of the sporting club, association or sponsor.

GOSFORD CITY COUNCIL

POLICY/DELEGATION MANUAL

POLICY TITLE: ADVERTISING ON SPORTING GROUNDS POLICY NO: R1.12 contd

- 1.8 Each sign is to be located in a designated area, approved by Council's Program Manager - Recreation.
- 1.9 Signs are not to be placed where they could restrict access, be an obstruction or hazard to sports participants, Council's maintenance staff or the general public.
- 1.10 Signs are not to be manufactured from reflective materials which could present a hazard to drivers of vehicles or otherwise.
- 1.11 The approved club, association or sponsor is to make good any damage caused to Council or private property as a result of installation or removal of signs.
- 1.12 Council is not to be held responsible for repairs to signs or replacement of signs as a result of objects thrown from mowers, slashers or other equipment during normal maintenance work or necessary improvement works adjacent to the signs.
- 1.13 All approved signs are to be maintained to a reasonable standard. Any signs found to be in a poorly maintained state may be required to be repaired or removed as directed by Council's Program Manager - Recreation.
- 1.14 Vandalised signs should be repaired or replaced by the responsible body as soon as possible and generally within four (4) weeks of the damage being inflicted. If the sign presents a hazard to the public, it is to be removed immediately.
- 1.15 Applicants are to state in the application what type of product is proposed to be advertised, and provide a sketch of the proposed sign.
- 1.16 No tobacco companies are to be represented.
- 1.17 Income received from this sponsorship is to be made payable to Council or to the Section 530A Committee for the relevant sporting field.
- 2 Advertising on Fences
 - 2.1 Advertising on fences is the responsibility of the 530A Committee to fund and install, subject to Council approval.
 - 2.2 Existing manproof fences would need to have rails installed by the sporting club, association or sponsor if they wish to advertise.
 - 2.3 Each sign to be installed on fencing shall be 1m high x 3m long.
 - 2.4 Signs are to be constructed from pre 20 gauge Zincanneal Sheeting or a similar approved product.
 - 2.5 All signs are to be fixed to a standard fence - framework as per detail.
 - 2.6 Signs are to be pop riveted to fence as per detail.

GOSFORD CITY COUNCIL

POLICY/DELEGATION MANUAL

POLICY TITLE: ADVERTISING ON SPORTING GROUNDS

POLICY NO: R1.12 contd

- 2.7 All corners of signs are to be smooth and rounded in order that there are no sharp obtrusions etc, which may be a hazard to the public.
- 2.8 Chainwire must go to the back of fence, so that signs can be attached on front.
- 2.9 The cost for leasing a 1m high x 3m wide portion of fence for advertising shall be a minimum of \$1,000 for a period of two years.
- 2.10 Each sign is to be located in a designated section of the fence, approved by Council's Program Manager - Recreation.
- 3 Advertising on Buildings
 - 3.1 Approved signs on scoreboards, grandstands, etc shall not exceed 1m in height by the width of the scoreboard and the advertising panel shall be attached flush to the wall. The same applies to a fascia although the sign would not exceed the height of the fascia, (as per paragraph 1.3).
 - 3.2 Approved sponsors may be able to name an entire building, facility, grandstand, etc after their company.
 - 3.3 Advertising on buildings should be reserved for large sponsors with the fee and lease arrangements to be negotiated.

GOSFORD CITY COUNCIL

CODE OF MANAGEMENT

ADOPTED BY COUNCIL ON 26 APRIL 1994
FOR LOCAL FACILITIES MANAGEMENT COMMITTEES
APPOINTED PURSUANT TO SECTION 355 OF THE LOCAL GOVERNMENT ACT 1993

1 THE DELEGATED COMMITTEE

- a The name of the Delegated Committee will be adopted by the Council and will be used in official correspondence and registered on the Community Information Directory.

For the purpose of appointing Members to a Delegated Committee, Council will receive nominations from the public, any interested user group or any interested community group, including person(s), group, committee, association or corporation.

- b Members of the Delegated Committee will be appointed by Council, in accordance with Section 355 of the Local Government Act 1993. Council's decision in relation to the appointment of a person or group shall be final.

- c The Delegated Committee will be authorised to exercise the care, control and management of specific Council property, subject to compliance with Council's Code, the Local Government Act 1993 and such other conditions resolved by the Council.

- d Council may by resolution withdraw any authority or delegation either wholly or in part.

- e Vacancies on the Delegated Committee may be filled either by Council's acceptance of a nomination from the remaining Delegated Committee members or by any other method by resolution of Council. Council's decision in relation to the appointment of a person or group to fill the vacancy shall be final.

Vacancies on the Delegated Committee may also be filled upon resolution of the Council.

- f Council will retain the right to be represented at any meeting of the Delegated Committee, by one of its officers, but such an officer will not exercise any form of voting rights and will act only as an observer and/or adviser.

- g The three executive positions of President, Secretary and Treasurer, or equivalent officers, must be filled at all times.

2 DEFINITIONS

"Facility" shall be the property of the Council which is the object of the delegated care, control and management and defined in the Plan of Management.

"Authorised Officer" shall be the employee of Council authorised in writing by:-

- i The Director - Development/Environment in respect to the care of the facility.
- ii The Director - Human and Community Services in respect to the care, control and management of the facility.
- iii The Director - Finance and Administration in respect to the administration of the Delegated Committee.

3 POWERS AND DUTIES

Unless specifically defined by resolution of the Council, the delegation mentioned in Part 1 above shall place the following responsibilities and liabilities on the Delegated Committee:-

- a To recommend charges, subject to Council approval, for the use of the facility which will ensure that the income of the Delegated Committee will be sufficient to meet all costs associated with carrying out its duties.

A budget for the forthcoming year for the operation of the facility should be submitted in support of the proposed fees.

The fee year should be July to June. Proposed fees for the next year are to be submitted to Council prior to February, for inclusion in Council's Draft Plan of Management.

If the Delegated Committee's proposed fees are not received and adopted by Council by the required date, fees will remain at the current rate for the coming year.

- b To make the facility available to, and safe for, all members of the public consistent with the purpose for which the facility was originally constructed. Any restriction to this availability is to be approved by Council.

- c To meet any charges which may be made from time to time by Gosford City Council, Sydney Electricity (such as rates and electricity), telephone and other service charges in respect to the operation of the facility.

- d To maintain the facility in accordance with Council's Code of Management and to the satisfaction of the Director - Development/Environment and the Director - Human and Community Services.

- e To permit authorised Council officers to enter the premises at any reasonable hour for the purpose of carrying out work or inspections, at times of emergency when entry is necessary, and to supply a set of keys to Council for these purposes.

- f Structural alterations and permanent installations require relevant Council building and planning approvals prior to commencement of work.

- g Council approval is to be obtained for major maintenance, improvements or extensions to the facility prior to issuing the contract for the commencement of any such work. Such works are to be to the satisfaction of the Director - Development/Environment and Director - Human and Community Services.

- h Variations to the use of the facility or the use of the premises as a "Place of Public Entertainment" require the prior approval of Council.

- i To keep suitable registers and books of account, in a form acceptable to Council, relating to the use of the facility, and to make them available to any authorised officer of Council.

- j To publically advertise and convene an Annual General Meeting: for the Election of Office Bearers; and consideration of the Annual Report, audited Statement of Receipts and Payments and Balance Sheet.

The name, address and telephone number of Office Bearers (and if possible, the Audited Annual Statement of Receipts and Payments and Balance Sheet) are to be submitted to Council within six (6) weeks of the Delegated Committee's Annual General Meeting.

- k To supply to Council an audited Statement of Receipts and Payments and Balance Sheet within four (4) months of the end of the financial year. These Statements are to be supported by an Annual Report on the use of the facility for the same period.

Those Committees which are consolidated with Council accounts must run a July to June financial year. Council will annually notify each of these Committees of the schedule for completion and audit of accounts to enable the consolidation with Council and the submission of the accounts to the Department of Local Government.

4 INSURANCES

a Public Liability

Members of Delegated Committees are covered by Council's Public Liability policy, whilst acting within the scope of their duties for and on behalf of Council. This will usually cover activities associated with the use of the facility, however, hirers should at all times be requested to carry and provide evidence of their own liability cover.

Council does carry a Casual Hall Hirers policy which, as the name suggests, offers protection to "casual" hirers. This policy does not cover incorporated bodies, sporting associations etc. These groups, especially those who hire the centre to conduct business activities, must produce evidence of their own public liability cover before the facility is hired to them.

Note: Council's Public Liability policy does not cover Delegated Committees who are incorporated. In these circumstances Delegated Committees must take out their own Public Liability insurance policy for a sum not less than \$M5 for each and every claim.

b Buildings

- i Buildings are insured by Council against damage by perils such as fire, storm, impact, vandalism and glass breakage, and:-
- a Damage should be promptly reported in writing addressed to the Gosford City Council, PO Box 21, Gosford, 2250. The cause of damage, date of loss etc, must be set out in the letter.
 - b Broken glass windows or doors should be promptly repaired. An order number can be obtained from Council's Risk Manager by phoning 258341. A report as per (a) above is to be forwarded to Council's Insurance Section.
- ii All property, in or on the facility, not owned by Council should be appropriately insured by its owner.

5 MAINTENANCE

Clause 3(d) of the Code of Management states maintenance is to be effected in accordance with Council's Code of Management and policy. The following maintenance is the responsibility of the Delegated Committee:-

i Buildings

- a General cleanliness.
- b Paintwork, internal and external.
- c Maintenance checks, repairs and/or replacement of electrical fittings.
- d Maintenance checks, repairs and/or replacement of plumbing fittings.
- e Maintenance checks, repairs and/or replacement of damaged woodwork, lining material, glazing, roof, concrete and ceramic surfaces.
- f Maintenance checks, repairs and/or replacement of floor surfaces and coverings.
- g Pest control.
- h General ground tidiness - including litter collection, mowing and gardening.
- i Fire fighting equipment and services where installed.
- j Locks and door furniture.

ii Tennis Courts

- a General cleanliness.
- b Maintenance checks, repairs and/or replacement of fences.
- c Maintenance checks, repairs and/or replacement, including resurfacing of the courts.
- d Maintenance checks, repairs and/or replacement of furniture.
- e Maintenance checks, repairs and/or replacement of electrical fittings.
- f Maintenance checks, repairs and/or replacement of floor surfaces and coverings.
- g Pest control.

iii Passive and Active Recreation Areas

- a General tidiness - including litter collection, mowing, gardening, line marking, maintenance of the playing surface and goal posts.
- b Maintenance checks, repairs and/or replacement of furniture.
- c Maintenance checks, repairs and/or replacement of fences (excluding boundary fences with private property if the land is a public reserve).
- d Maintenance checks, repairs and/or replacement of electrical and plumbing fittings, irrigation and sub-soil drainage not related to buildings on the subject land.

6 PLAN OF MANAGEMENT

To use and manage the facility in accordance with the Plan of Management applying to the facility, as adopted by the Council (Section 35, Division 2 of the Local Government Act 1993).

7 ADDITIONAL CONDITIONS

- a All facilities must operate in keeping with Council regulations and conditions of consent detailed in Council's approval of the building application (eg hours of use, noise emission, signage etc).
- b The consumption of alcohol requires approval from the Licensing Court of New South Wales for an On-Licence Function or Permanent On-Licence Functions. A copy of this licence must be forwarded to Council each instance.
- c A "No Smoking" ban applies to all enclosed Council owned and controlled properties. The Delegated Committee is to ensure that all users of the facility are aware of Council's policy and that appropriate signage is displayed in the facility.

8 TIME FRAMES

- a Annual General Meeting: To be held every year in a specified month. Details must be supplied to Council within six (6) weeks of the AGM - Refer Code 3(j).
- b Audited Statement of Receipts & Payments and Balance Sheet Financial year to run from July to June. - Refer Code 3(k).
- c Fees, Charges and Budget: Proposed Schedule of Fees & Charges and Budget for coming financial year (July-June) must be submitted to Council by February - Refer Code 3(a).

STATEMENT OF RECEIPTS AND PAYMENTS

LOCAL FACILITIES MANAGEMENT COMMITTEE

FACILITY: _____

COMMITTEE: _____

PERIOD: From: _____ To: _____

RECEIPTS	\$	PAYMENTS	\$
Contributions from Auxiliaries or other sources:		Advertising & Administration:	
Donations:		Approved expenditure on other works - Codes 3(f) & (g):	
Hiring Fees		Cleaning	
Interest on investments		Electricity	
Membership Fees		Telephone	
Fundraising activities - net proceeds (eg dances, raffles, bus trips etc):		Insurance for Committee Property	
		Other charges, including licences, Council charges etc:	-
		Other operating expenses:	
		Repairs and maintenance:	
		Security - Opening and Closing	
Excess of Payments over Receipts (deficit) ** (see page 2)		Excess of Receipts over Payments (surplus) ** (see page 2)	
TOTAL	\$	TOTAL	\$

STATEMENT OF RECEIPTS AND PAYMENTS
LOCAL FACILITIES MANAGEMENT COMMITTEE

CASH AND INVESTMENT ACCOUNT

Opening Bank Balance	/	/19	
Cash in Hand:		\$ _____	
Investments Held:		\$ _____	\$ _____
EXCESS or DEFICIT OF RECEIPTS FOR YEAR ** (as above)			\$ _____
Closing Bank Balance	/	/19	\$ _____
RECONCILIATION OF CLOSING BANK BALANCES			
Cash in Hand:			\$ _____
Investments Held:			\$ _____
			\$ _____

AUDITORS CERTIFICATE I hereby certify that, in my opinion, the above Statement and Cash Account is true and represents a fair view of the financial affairs of the Committee.

NAME:

SIGNATURE:

DATE:

PROPOSED SCHEDULE OF FEES AND CHARGES

SECTION 355 COMMITTEE FOR LOCAL COMMUNITY FACILITIES

FOR THE PERIOD 1 JULY TO 30 JUNE

NAME OF COMMITTEE:

FILE REFERENCE:

FACILITY:

PROPOSED FEES AND CHARGES:

Fee/Charge - Refer Codes 3(a) and 8(c)	Amount

NAME:

SIGNATURE:

DATE:

NOTIFICATION OF OFFICE BEARERS

SECTION 355 COMMITTEE FOR LOCAL COMMUNITY FACILITIES

NAME OF COMMITTEE:

FILE REFERENCE:

FACILITY:

ANNUAL GENERAL MEETING HELD ON:

OFFICE BEARERS - Refer Code 3(j):

Position	Name and Address	Telephone No (Work & Home)
President	
Secretary	
Treasurer	
Committee Members	

The above committee members were elected at Annual General Meeting on or
Committee meeting on

Attached is Annual Report Committee Report Other

NAME:

SIGNATURE:

DATE:

POLICY

GOSFORD CITY COUNCIL

POLICY/DELEGATION MANUAL

GENERAL MANAGER

(who may delegate)

PROGRAM: COMMUNITY FACILITIES

MAJOR ACTIVITY: COMMUNITY DEVELOPMENT

POLICY TITLE: APPOINTMENT OF A DELEGATED COMMITTEE POLICY NO: C5.14
UNDER SECTION 355 OF THE LOCAL GOVERNMENT ACT

File Reference No: 190.62.14

Expiry Date:

POLICY OBJECTIVES

- 1 To provide a system for community representatives to be delegated care, control and management of community facilities.
- 2 To appoint and remove a delegated committee.

POLICY STATEMENT

In relation to a particular function of the Council it may, by resolution of the Council, delegate that function under Section 377 of the Local Government Act 1993.

The Council may appoint a person(s), group, committee, association or corporation as a delegated committee, under Section 355 of the Local Government Act 1993, to have care, control and management of a Council facility.

Council may, by resolution of Council, withdraw any delegation of authority either wholly or in part.

The General Manager may recommend to Council, the removal any person who, in his/her opinion, should no longer be a member of a Delegated Committee.

APPOINTMENT OF DELEGATE

- A The Council may appoint a member to a delegated committee (or may instruct the General Manager to appoint).
- B No person, being a member of the Council staff acting as an employee, will be appointed as a delegate or member of a delegated committee, unless authorised by the General Manager.
- C In making appointments the Council, or the General Manager, will give consideration to the skills, abilities and experience of potential committee members in relation to the duties of the local organisation and their ability to represent the community.

TERMINATION OF DELEGATE OR PERSON

- A A Delegated Committee may be dissolved at any time by the Council.
- B Each delegated committee will be extinguished three (3) months after an Ordinary Election of the Council unless re-appointed.

FUNDS

- A The written authority of the General Manager is required prior to the opening of a bank account in the name of the Delegated Committee. This account should only hold funds that are the property of the Council (such as for hire fees and the like).
- B The Delegated Committee may hold its own funds for the benefit of the facility it is managing, or to conduct its own activities. These funds should relate to the purpose for which the group was formed and must remain separate from the Council funds.

LIMIT OF AUTHORITY

The Delegated Committee will be advised in writing, as determined by the General Manager or Council, as to the limit of the delegation.

(Minute No 678/94 - 12 July 1994)

(Minute No 403/94 - 26 April 1994 - Code of Management)