



# Village Park **Mona Vale**

## Plan of Management

Under the Crown Lands Act, 1989  
Prepared by Pittwater Council  
March 2008

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# 1 INTRODUCTION

## 1.1 Land to which this Plan of Management applies

This Plan of Management applies to Village Park at Mona Vale.

Village Park is located within the Parish of Narrabeen, County of Cumberland.

Village Park consists of an amalgamation of two Crown Reserves owned by the Department of Land. These reserves are as follows:

- Reserve No: 1004448 (6440m<sup>2</sup>) notified in the Government Gazette of 4<sup>th</sup> April 2003 whose public purpose is for 'Government Purposes and Urban Services'
- Reserve No: 1004449 (9354m<sup>2</sup>) notified in the Government Gazette of 4<sup>th</sup> April 2003 whose public purpose is for 'Public Recreation'.

Reserve Nos: 1001139 & 1001148 were revoked and pursuant to Section 92(3) of the Crown Lands Act, 1989 the Mona Vale Village (R1001148 and R1001139) Reserve Trust was dissolved by the notification in the Government Gazette of 4<sup>th</sup> April 2003. Pittwater Council was appointed as trustee of the reserve as notified in the Government Gazette of 4<sup>th</sup> April 2003.

Within the 1.58 ha area of Village Park is included the Mona Vale Library, Early Childhood Health Centre, Mona Vale Memorial Hall, Pittwater Council Customer Service Centre and Offices, carparking area, food & beverage outlet (café), children's playground, seating, picnic area and perimeter planted mounds along the Barrenjoey and Pittwater Road frontages.

**Figure 1** shows the area covered by this Plan of Management and the site boundary in relation to the surrounding locality and adjacent land uses.



Figure 1 | Village Park Location Plan



Aerial photography - Jan 2007 (licensed from Sinclair Knight Merz).  
This plan is not survey accurate.



## **1.2 Purpose of the Plan of Management**

The purpose of the Plan of Management is to:

- facilitate Pittwater Council's role as Trustee in responsibly providing care, control and management of Crown land in this reserve in accordance with the Crown Lands Act, 1989;
- provide a framework for consistent management of Village Park by Pittwater Council as Trustee over the next 10 years;
- provide a basis for effective day-to-day decision making;
- set guidelines for Permissible Uses of the reserve; and
- accommodate and integrate the interests of the Department of Land (as land owners), Pittwater Council (as land managers), local residents and businesses (as neighbours and users), the community of New South Wales and current and future users of Village Park.

## **1.3 Objectives of the Plan of Management**

The objectives of this Plan of Management are to:

- meet legislative requirements for the preparation of Plans of Management for Crown land under Section 112 of the Crown Lands Act, 1989;
- reflect community values and expectations for future development and use of Village Park;
- develop management actions to resolve issues, consistent with community values and expectations; and
- prepare a concept Landscape Master Plan that clearly illustrates the management actions required to implement proposed changes and improvements to Village Park.

## **1.4 Process of preparing the Plan of Management**

The process of preparing this draft Plan of Management to date has involved:

- reviewing background literature, documents and information
- preparation of the draft Plan of Management
- referring the draft Plan of Management to the Department of Land for comment
- placing the Draft Plan of Management on public exhibition for a minimum of 28 days to enable all interested members of the community to make written submissions to the Minister responsible for administering the Act
- advertisement of the draft Plan of Management in the Government Gazette
- review and consideration of written submissions

- adoption of the final Plan of Management by the Minister
- gazettal of the Plan of Management in the Government Gazette

The Plan of Management will be reviewed on an ongoing basis or as directed by the Minister to allow for updating and minor changes to be incorporated. It is recommended that Plans of Management are reviewed every five (5) years to ensure that the Plan reflects the values and needs of key stakeholders and the local community, and that completed actions are recognised.

The Village Park Plan of Management – Amendment: December 2007 has been prepared to update the Plan content to reflect the changes that have occurred in the Park since the Plan was Adopted in 2003 and to facilitate the inclusion of a proposed ‘outdoor performance space’ into the Plan.

Village Park has been managed in accordance with the Adopted Plan of Management for four (4) years and as suggested a review of the content and recognition of completed actions has been incorporated in the preparation of the Village Park Plan of Management Amendment: December 2007 version.

## **1.5 Content of the Plan of Management**

Section 2	Describes the park in terms of its history, ownership, tenure, zoning, current uses of the site and maintenance activities.
Section 3	Provides information on the planning context of the park in terms of State Government and Pittwater Council's planning requirements.
Section 4	Sets out the basis for management of the park including the objectives, permitted future uses and developments, and the requirements for leases, licences and permits to use the park.
Section 5	Sets out and illustrates the proposed improvements to the park on a concept masterplan and in an action table.



## 2 DESCRIPTION OF VILLAGE PARK

### 2.1 History

The book of Sydney Suburbs, 1988 compiled by Frances Pollon describes Mona Vale as follows:-

*“ This northern beach between Warriewood and Newport was called Bongin-Bongin by Aborigines, but the township was named Mona Vale after a 700 acre farm surveyed in 1814 for Robert Campbell (1769-1846), which had passed into other hands by the 1840s. There is a Mona Vale in Scotland which may have inspired Campbell's choice of name for his property. The suburb became well known for its fine beach and baths. The area now known as Village Park was originally called the “Black Swamp” as it consisted entirely of swampland.”*

### 2.2 Land Ownership, Tenure and Management

The subject land (refer **Figure 2**) currently consists of two separate Crown reserves administered by the Department of Lands with Pittwater Council appointed as Reserve Trustee as follows:

<b>Reserve No.</b>	1004448	104449
<b>Public Purpose</b>	Government Purposes and Urban Services	Public Recreation
<b>Lot/DP No.</b>	Lot 100 1047405	Lot 101 DP 1047405
<b>County and parish</b>	County: Cumberland Parish: Narrabeen	County: Cumberland Parish: Narrabeen
<b>Address</b>	1 Park Street, Mona Vale	1A Park Street, Mona Vale
<b>Owner</b>	Department of Lands	Department of Lands

### 2.3 Zoning

The subject land is currently zoned 6(a) “Existing Recreation A” under the current *Pittwater Local Environmental Plan, 1993* (PLEP 93) - refer **Figure 3**.

Figure 2 | Village Park Land Ownership Plan

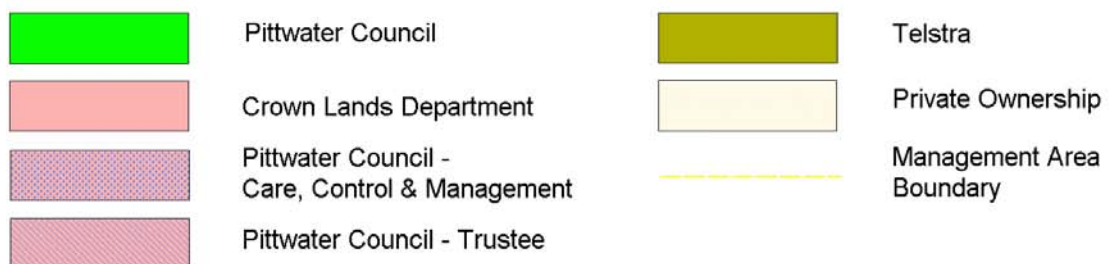




Figure 3 | Village Park Zoning Plan



INDICATIVE RESERVE BOUNDARY -----

Note: Aerial image may be subject to inconsistencies with mapping (illustrative only)

## **2.4 Locational Context**

### **2.4.1 Adjoining Land Uses**

The site is triangular in shape with shops and businesses located to the north east along Park Street and the main shopping village of Mona Vale to the west of the site. Mona Vale Golf Course, Kitchener Park Sportsgrounds and tennis courts are located to the south of the site on the southern side of Pittwater Road.

### **2.4.2 Access, Circulation and Parking**

As with all recreational open space, access plays a vital role in the level and patterns of use that occur. Village Park is popular both with local residents and people working in the vicinity for recreational activities, picnicking, lunching, exercising and social and cultural events.

Carparking is provided adjacent to the Mona Vale Memorial Hall with additional parking along Park Street and Pittwater Road. A pedestrian thoroughfare through the park links the Park Street shops and the Mona Vale Village Shopping Centre.

Bus stops are located at Park Street, Barrenjoey and Pittwater Roads servicing Mona Vale STA bus routes. Implementation of changes to the carparking arrangements to accommodate the new civic development in the park has altered the existing parallel parking along Park Street to 90° parking. A new carpark on the corner of Park Street and Pittwater Road has provided 43 additional carparking spaces. There are accessible parking spaces available.

### **2.4.3 Condition of the Land and Structures**

At the date of preparation of this draft Plan of Management, the park was well maintained with most landscape elements generally in good repair. The play equipment in the children's playground was structurally sound and in good repair and it is understood compliant with the relevant Australian Standards at the time of installation.

The trees were healthy and in reasonable condition and there is a good standard of lighting in the park. The buildings on the land and other structures include the Mona Vale Memorial Hall, Mona Vale Library, Pittwater Council Customer Service Centre & Offices, Early Childhood Health Centre, food & beverage outlet ('The Inch' café), a war memorial, play equipment, picnic tables, seating, pathways and retaining walls.



## 2.5 Uses of Village Park

Village Park is comprised of two Crown Reserves, one for 'Government Purposes and Urban Services' and one for 'Public Recreation'.

For the purposes of this Plan of Management the reserve has been divided into two precincts Government Precinct - Reserve No: 100448 (Government Purposes and Urban Services) which contains the Library, Mona Vale Memorial Hall and will eventually accommodate the proposed new civic development and the Open Space Precinct - Reserve No: 100449 (Public Recreation) reserved for public recreational pursuits and as such will remain as predominately open space.

Figure 4 | Village Park Precinct Plan



### **2.5.1 Existing Uses - Government Precinct**

#### **Mona Vale Memorial Hall**

The Mona Vale Memorial Hall was built in the early 1970's and is currently utilised for a variety of activities ranging from Council Meetings held on a weekly basis, children's playgroups, community meetings and other similar activities. The bookings for the hall are made through Council. The hall was refurbished in 2001 and is considered to be in reasonably good condition with refurbishment to the entrance foyer completed in 2004/05.

There are public toilets located on the Park Street side of the Memorial Hall that are in reasonable condition.

#### **Mona Vale Library**

Pittwater Community Library Service operates out of Mona Vale Library located on the Park Street frontage of Village Park. A new Library building was built in 2004 to accommodate the library collection of books and other information media / reference collection including rooms utilised for office space. As well as general information the Library service offers specialist local knowledge through their local studies and community information sections.

#### **Pittwater Council Customer Service Centre & Offices**

The old library building which was built in the 1960's was redeveloped in 2004. The large ground floor area was refurbished to facilitate new office space and meeting rooms for Pittwater Council use. The upper floor now accommodates the Pittwater Council Customer Service Centre and 'drop in' facility.

The redevelopment of Village Park included the construction of a central civic plaza to provide access between the many buildings of the Government Precinct and a link between Park Street and Pittwater Road.

#### **Mona Vale Early Childhood Centre**

The Mona Vale Early Childhood Centre was relocated to a new building in front of the old Library building, Park Street in 2004/05. The facility includes offices, a wait area / foyer, consultation rooms and 'drop in' facility for parents and young children.

#### **Food & Beverage Outlet – The Inch Café**

The new library building is predominantly located underground immediately behind the old library building. The upper level / roof of the Library building includes a food & beverage outlet known as 'The Inch' café. A covered outdoor seating area is located adjacent to the café / kitchen with access to the Pittwater Council Customer Service Centre entry.

### **2.5.2 Existing Uses & Proposals – Open Space Precinct**

A children's playground, children's cycleway and entrance node to the park from the corner of Barrenjoey Road and Park Street corner were all completed in 2001. In 2004 minor adjustments were made to the existing bike path to allow for a grass and concrete stepped amphitheatre to be built.

The Village Green has been the venue for the Pittwater Food Fair which commenced operation on a temporary basis in 2003. This popular community event has been advertised for Expressions of Interest as a commercial opportunity for ongoing operation and management by a suitable organisation. The Village Green is the focal point of a large number of community events and the inclusion of the central plaza encourages a range of compatible uses in conjunction with the use of the open space.



These uses will include but will not be limited to informal picnics, eating places, places to meet and socialise, as well as one-off events such as Carols by Candlelight etc. Overall, the open space within Village Park will continue to be predominantly used for informal and passive recreation. The revitalisation of the plaza and open space areas will provide a linkage between the two retail / commercial precincts of Mona Vale as well as providing a major civic focus.

The Memorial to the Great War at Village Park is listed in the Pittwater Local Environmental Plan as a heritage item.

### **Proposed Outdoor Performance Space**

Village Park forms a major civic space in Mona Vale, providing an appropriate venue for community, cultural and social events. The Plan of Management recognises the need to enhance the existing structure of the park to provide a suitable performance space to allow for formal ceremonies, music events and other cultural expressions. A strong desire by the community to utilise the outdoors when holding cultural activities and events has been expressed.

An outdoor performance space in the form of a cantilevered awning with a tensile roof structure over a masonry raised platform / stage with storage space underneath is proposed adjacent to the Memorial at the corner of Barrenjoey and Pittwater Roads.

## **2.6 Maintenance Activities**

Maintenance activities carried out in the park and their frequency are as follows:-

- Cleaning of toilets twice a day in summer, and once a day in winter by a contractor.
- Emptying of litter bins within the park by a contractor.
- Mowing of grass every 4 to 5 weeks.
- Gardens tended as required.
- Carrying out of minor building repairs as required.

Pittwater Council has implemented a program to inspect and routinely maintain playgrounds on a regular basis for safety compliance.



View of Village Park from Barrenjoey Road



Children's playground adjacent to Park Street

## **3 PLANNING CONTEXT**

### **3.1 State Government Requirements**

#### **3.1.1 Introduction**

The overriding requirement in preparing a Plan of Management for Village Park is that the plan must conform to the requirements of relevant government legislation and policies. The *Crown Lands Act, 1989* is the most significant legislation applying to the park. The *Pittwater Local Environmental Plan 1993* (as amended) requires that Plans of Management set out permissible uses for all community land. The *Environmental Planning and Assessment Act 1979* is only relevant when a Development Application is required for a use or development that is permissible under this Plan only with development consent.

#### **3.1.2 State Government Objectives**

The objectives of the Department of Lands regarding management of Crown land directly relate to the principles of Crown land management listed in Section 11 of the *Crown Lands Act, 1989*, but also of relevance are policy and planning documents such as:-

- Policy document Food and Beverage Outlets on Crown Reserves
- DUAP Circular No F 14 “Restaurants in Open Spaces”

### **3.2 Council’s Land Management Policies and Plans**

#### **3.2.1 Relevant Policies and Plans**

Plans of Management for parks and reserves in Pittwater are guided by various plans, strategies and policies prepared by Council. The Open Space, Bushland and Recreation Strategy for the Pittwater local government area sets out priorities for future provision of open space, bushland and recreation facilities and opportunities.

The Section 94 Contributions Plan for Open Space, Bushland and Recreation (2000) draws on these identified priorities and outlines the manner by which they can be funded by developer contributions.

#### **3.2.2 Environmental Planning and Assessment Act, 1979**

The *Environmental Planning and Assessment Act, 1979* forms the basis of statutory planning in New South Wales, including the preparation of Local Environmental Plans (LEPs) by Councils to regulate land use and development.

Pittwater Council, as the consent authority under the *Pittwater Local Environmental Plan, 1993* (as amended) and the *Environmental Planning and Assessment Act, 1979* controls development and the use of parks and reserves in Pittwater.

The *Pittwater Local Environmental Plan, 1993* requires Plans of Management to define developments, activities and uses on community land zoned 6(a) Existing Recreation that are permissible with and without development consent. This Plan of Management defines permissible activities and developments, and establishes a structure that identifies when development consent is required.



## **4. BASIS FOR MANAGEMENT**

### **4.1 Council's Goals and Objectives for Open Space**

Council's current goals and strategies relating to planning and management of parks and reserves in Pittwater are contained within Pittwater Council Management Plan 2007-2012 and the Pittwater Open Space, Recreation and Bushland Strategy (2000). These goals and strategies have been used to guide the outcomes of this Plan of Management.

### **4.2 Objectives for Village Park**

In accordance with Council's broad management goals and through identification of the functions, use and key issues relating to Village Park, the following themes and objectives have been established.

- To promote and enhance Village Park as a family park with particular emphasis on being the major civic space in Mona Vale;
- To become a focal point of the Mona Vale CBD with a central plaza linking the north and south areas of the Mona Vale Commercial Centre and integrating new and existing civic buildings within the park;
- Provision of a Council customer service "one-stop" shop catering for residents needs;
- To provide a high quality playground facility that offers a wide range of play opportunities;
- To provide an appropriate venue for community, cultural and social events such as the Pittwater Food Fair;
- To enhance Village Park's role as both an important civic space as well as a versatile passive recreational space for the local community and for visitors from outside the Pittwater area;
- To provide appropriate access to the park for people with disabilities and people with young children in strollers; and
- To enhance the recreational opportunities and function of the Park through the provision of appropriate facilities, adequate maintenance and efficient administration.

### **4.3 Permitted future uses of Village Park**

#### **4.3.1 Permissible Uses**

##### **Permissible Uses of Crown land**

The objectives of the Department of Land regarding management of Crown Land directly relate to the principles of Crown Land management listed in Section 11 of the *Crown Lands Act, 1989*, which are to:

- observe environmental protection principles in relation to the management and administration of Crown Land.

- conserve the natural resources of Crown Land (including water, soil, flora, fauna and scenic quality) wherever possible.
- encourage public use and enjoyment of appropriate Crown Land.
- encourage multiple use of Crown Land, where appropriate.
- use and manage Crown Land in such a way that both the land and its resources are sustained in perpetuity, where appropriate.
- occupy, use, sell, lease, licence or otherwise deal with Crown Land in the best interests of the State, consistent with the above principles.

Uses and activities on Crown Land are broadly defined by the public purpose of the reservation, in conjunction with the provisions of the specific zoning in the *Pittwater Local Environmental Plan, 1993* (as amended).

Village Park is Crown land reserved partly for 'Public Recreation' and partly for 'Government Purposes and Urban Services' and as such the uses of the park must be balanced to provide optimum benefit to members of the public in accordance with each reservation purpose. Uses, activities, developments and agreements regarding the park should be broadly defined by the purpose of 'Public Recreation'. The permitted land uses on a Crown reserve are then more specifically defined by either a statutory mechanism (a Plan of Management), contractual agreement (lease or licence), or a combination of both.

Case law judgements also influence the policy and practice of the Department of Lands and Pittwater Council as the reserve's Trust Manager regarding defining acceptable uses and activities on Crown recreation reserves. The body of case law provides the following guidance:

- use of the reserve must be consistent with the public purposes for which the land is dedicated or reserved. This includes uses that are ancillary to or supportive of the reserve purpose, such as a kiosk on land reserved for public recreation. A lease or licence must be consistent with the reason or purpose of the land's reservation or dedication.
- land reserved or dedicated for public recreation must be open to the public generally as a right. Exclusive use of the reserve should be minimised to avoid sections of the community becoming alienated from using the reserve. The public may only be restricted from access to parts of the reserve and buildings thereon if it is necessary for the public's enjoyment of the reserve or for health and safety reasons to be excluded, for example from a workshop or equipment storage area.
- right of access does not mean entirely free access. Reasonable entry fees and charges may be imposed, as well as other legal constraints to entry that relate to health and safety.
- the power to lease or licence part of the land or a building where the use is unconnected with the purpose of the reservation is not available to Councils as trust managers or trustees.
- public recreation areas need to remain accessible to the public and may not be diminished by private use and enjoyment. Erosion of a reserve's purpose through private uses limits, restricts and inhibits the enjoyment and recreation of the public at large.

- land restricted in use to a public park and for public recreation cannot be said to be open to the public generally if any part of the land is open only to members of a particular organisation.

### **Permissible Developments and Activities**

In general, permitted uses of Village Park are those that provide a recreational and community benefit to the public, and are consistent with the principles of Crown Land management. Permitted uses and development should not unduly conflict with other uses of the park, or the natural and cultural character of the park.

Generally, developments and activities that will be permissible in the park will be those that are consistent with The Landuse Planning Table at Section 4 that specifies permissible uses with and without development consent and prohibited uses of the park. Specific criteria that relate to leases and licences are outlined in **Section 3**.

Some temporary activities, developments or events not subject to development consent require a casual booking or permit from Council, in accordance with the relevant Council Policy. Applications for permits are required to be submitted to the relevant Council Reserves and Recreation Officer. The event organiser is responsible for lodging the application for a permit, except in the case of activities within leased areas, in which case the leaseholder is responsible for lodging the application.



Heritage listed War Memorial



## 4.4 Village Park Landuse Planning Table

<b>Without Development Consent</b> Permissible Uses 'exempt' development (may require approval under Part V of the EPA Act 1979 and/or Council Permit and/or referral to Council)	<b>Only with Development Consent</b> Permissible Uses requiring Development Consent	<b>Prohibited Uses</b> Including but not limited to the following
<p><u>Advertising</u> (temporary) in accordance with Council's DCP</p> <p><u>Alcohol-free zones</u> requiring consent of Council and consent of other relevant committees ie. Traffic Committee. Consumption of alcohol in alcohol-free zones (providing appropriate signposting eg. <i>'the consumption of alcohol is prohibited without the express permission of Pittwater Council'</i> in existence</p> <p><u>Car parking area (sealed or unsealed)</u> ancillary to use of the park (in accordance with Master plan &amp; Management Strategy / Works Programme)</p> <p><u>Feral Animal Control and Eradication</u> (treat as required)</p> <p><u>Filming and Still Photography</u> (in accordance with Council Policy No 96)</p> <p><u>Fire Hazard Reduction Activities</u></p> <p><u>Garbage storage enclosures / structures</u> (external &amp; communal)</p> <p><u>Helicopter landings</u> if consistent with the core objectives of the park and with the General Manager of Council's approval (in accordance with Council Policy No 98)</p> <p><u>Lease / Licence Agreements</u> (in accordance with Council Policy No 93)</p>	<p><u>Major Works / Permanent Structures</u> – generally in accordance with Master Plan and Management Strategy, including but not limited to:</p> <ul style="list-style-type: none"> <li>- Buildings ancillary or incidental to the park</li> <li>- Community facilities</li> <li>- Construction of Bus Interchange facility to Barrenjoey Road – generally in accordance with Master Plan contained in this Plan of Management</li> <li>- Drainage, stormwater, erosion and sediment control works (major works)</li> <li>- Major buildings / structures</li> <li>- Telecommunications / mobile telephone transmission facility or tower</li> <li>- Utility installations</li> </ul>	<p>Any purpose other than a purpose for which development may be carried out without development consent or only with development consent.</p> <p><u>Advertising</u> (permanent)</p> <p><u>Alcohol</u> (in the car park adjacent to the Mona Vale Memorial Hall)</p> <p><u>Agriculture</u></p> <p><u>Animals</u> with the exception of Guide Dogs for the visually impaired</p> <p><u>Camping &amp; Caravans</u></p> <p><u>Concerts</u>, playing of musical instruments or singing during the hours of 11pm and 8am</p> <p><u>Domestic drainage outlets</u></p> <p><u>Equestrian activities</u></p> <p><u>Erection of permanent structures</u></p> <p><u>Extractive industries</u></p> <p><u>Gaming</u></p> <p><u>Private alienation or encroachment</u></p> <p><u>Private vehicular access to adjoining lands</u></p> <p><u>Recreational motor vehicles</u>, including four-wheel driving, motorbike or trail bike riding, or similar, other than use for Surf Life Saving and filming on a short term basis (excepting Council vehicles)</p>

<b>Without Development Consent</b> Permissible Uses 'exempt' development (may require approval under Part V of the EPA Act 1979 and/or Council Permit and/or referral to Council)	<b>Only with Development Consent</b> Permissible Uses requiring Development Consent	<b>Prohibited Uses</b> Including but not limited to the following
<p><u>Maintenance / minor works</u> – in accordance with the Master plan &amp; Management Strategy / Works Programme, including but limited to the following:</p> <ul style="list-style-type: none"> <li>- bush regeneration and land / habitat restoration works (including temporary access and storage of materials for work, minor excavation &amp; levelling, grading, installation of protective fencing and weed removal)</li> <li>- children's playground equipment and associated structures</li> <li>- earthworks to construct structures (including filling, levelling, grading and topdressing)</li> <li>- fencing including security, childproof, protective and temporary fencing</li> <li>- multi-use pathways and tracks (other than for motor vehicles) footpaths, cycle paths, boardwalks, minor footbridges, steps, ramps</li> <li>- land restoration works, including mounding</li> <li>- landscaping works, including garden beds, laying turf and re-turfing</li> <li>- lighting of reserve</li> <li>- drainage, stormwater, erosion and sediment control works (minor works)</li> <li>- park furniture ie. seating, bins, shade structures, outdoor showers and shelters</li> </ul> <p><u>Outdoor Performance Space</u> generally in accordance with section 5 and Concept Plans contained in this Plan of Management.</p>		<p><u>Residential</u></p> <p><u>Showground</u></p> <p><u>Unauthorised dumping of refuse</u> including building materials, soil, fill, garden wastes and the like (other than importing of fill for permitted works)</p> <p><u>Vegetation removal</u> not in accordance with Council's Tree Preservation and Management Order, or this Plan of Management.</p>

<b>Without Development Consent</b> Permissible Uses 'exempt' development (may require approval under Part V of the EPA Act 1979 and/or Council Permit and/or referral to Council)	<b>Only with Development Consent</b> Permissible Uses requiring Development Consent	<b>Prohibited Uses</b> Including but not limited to the following
<p><u>Overflow vehicle parking</u> on a temporary basis for special events, large film shoots, etc.</p> <p><u>Picnics and barbecues</u> and associated facilities</p> <p><u>Recreational equipment hire</u> eg. Bicycles, non-powered watercraft, locker storage equipment, etc.</p> <p><u>Temporary activities or events</u> (in accordance with Council Policy No 93) including:</p> <ul style="list-style-type: none"> <li>- Busking</li> <li>- Catered events</li> <li>- Charity events</li> <li>- Citizenship Ceremonies</li> <li>- Community events, eg. market days, fundraisers, announcements, awareness campaigns, health campaigns, food fairs</li> <li>- Concerts, playing of musical instruments or singing for fee or reward for organised events during the hours of 8am and 11pm</li> <li>- Corporate functions</li> <li>- Circuses, rodeos or other similar events which include live animal acts will only be permitted providing the operator fully complies with the State Government's 'Prevention of Cruelty to Animals Act' and produce a letter of certification from the RSPCA or the Animal Welfare League that animals are being satisfactorily cared for.</li> <li>- Cultural events</li> <li>- Festivals</li> </ul>		



<b>Without Development Consent</b> Permissible Uses 'exempt' development (may require approval under Part V of the EPA Act 1979 and/or Council Permit and/or referral to Council)	<b>Only with Development Consent</b> Permissible Uses requiring Development Consent	<b>Prohibited Uses</b> Including but not limited to the following
<ul style="list-style-type: none"> <li>- Fetes</li> <li>- Fireworks displays</li> <li>- Food Fair (subject to Licence Agreement)</li> <li>- Markets</li> <li>- Marquee functions</li> <li>- Mobile food vendors</li> <li>- Non-profit events</li> <li>- Organised running / sporting events</li> <li>- Outdoor cinemas as per Council Policy</li> <li>- Outdoor dining area</li> <li>- Parties (not exceeding 4000 people)</li> <li>- Promotional events</li> <li>- Public addresses</li> <li>- School activities</li> <li>- Scouting / Guide organisations events and the like</li> <li>- Social events</li> <li>- Trade Shows</li> </ul> <p>Temporary activities or events require a casual booking or permit from Council, or a lease or licence under the <i>Crown Lands Act, 1989</i>. Council Permit approval subject to temporary activities that satisfy the following criteria:</p> <ul style="list-style-type: none"> <li>- number of participants and / or spectators on any one-day of an event do not exceed 4,000</li> <li>- activities do not occur outside the period of 7.00am to 12.00am; and</li> <li>- activities or temporary facilities do not occur</li> </ul>		

<b>Without Development Consent</b> Permissible Uses 'exempt' development (may require approval under Part V of the EPA Act 1979 and/or Council Permit and/or referral to Council)	<b>Only with Development Consent</b> Permissible Uses requiring Development Consent	<b>Prohibited Uses</b> Including but not limited to the following
<p>over a total of more than 7 continuous days.</p> <p>Note: Where criteria exceeded approval to be by General Manager and possible report to Council.</p> <p><u>Temporary storage</u> or removal of 'Clean Up Australia Day' / 'Weed Collection' rubbish</p> <p><u>Pay Parking Facilities</u> (in accordance with Council Policy No 18)</p> <p><u>Signage</u> – compliance, directional, interpretive, identification and safety (in accordance with Council Policy No 129)</p> <p><u>Vehicular access</u> subject to Council approval</p> <p><u>Wedding ceremonies / receptions</u> (in accordance with Council Policy No 93)</p>		

## DEFINITIONS

**Advertising** means a display by the use of symbols, messages or other devices for promotional purposes or for conveying information, instructions, directions or the like, whether or not the display includes the erection of a structure or the carrying out of a work.

**Community facility** means a building or place that accommodates publicly-accessible community, social, recreational, cultural or civic activities and services"; and where activities may be provided by a range of organisations including government agencies, charitable institutions, non profit associations or commercial operators. Use of the building is generally limited to casual bookings or yearly hiring agreements. In specific instances leases or licences may be granted subject to the use being consistent with the community land categorisation and compliance with relevant statutory requirements.

**Extractive industries** means (a) the winning of extractive material; or (b) an undertaking, not being amine, which depends for its operations on the winning of extractive material from the land upon which it is carried out, and includes any washing, crushing, grinding, milling or separating into different sizes of that extractive material on that land.

**Extractive materials** means sand, gravel, clay, turf, soil, rock, stone or similar substances.

**Recreation area** means an area used to provide facilities for recreational activities which promote physical, cultural or intellectual welfare of persons within the community, being facilities provided by:

- (i) the council; or
  - (ii) a body of persons associated for the purposes of the physical, cultural or intellectual welfare of persons within the community,
- but does not include a racecourse or a showground

**Refreshment room** means a restaurant, café, tearoom, eating house or the like.

**Utility installation** means a building or work used by a public utility undertaking but does not include a building designed wholly or principally as administrative or business premises or as a showroom.



## 4.5 Leases, Licences and Other Estates.

### 4.5.1 Introduction

Leases or licences for facilities or activities within the park impact on management and public use of the park. However, they provide both increased recreation opportunities and a source of income to manage and maintain the park.

All Leases, Licences or other Estates over part or all of a Crown reserve are made between the Reserve Trust (Pittwater Council) and the lessee / licensee, and are subject to the provisions of the *Crown Lands Act, 1989*.

This Plan of Management is a guide to matters that Council may take into consideration when determining current and future leases over lands at Village Park.

Existing Leases established at Village Park include:

- Food & Beverage Outlet (Inch Café) Lease Agreement (established 20<sup>th</sup> February 2006 to 19<sup>th</sup> February 2011)

### 4.5.2 Criteria for future leases and licences

#### General

A lease or licence over a Crown public reserve must be consistent with the purpose of the land's reservation or dedication, otherwise the Minister cannot approve any leases or licences granted by the Reserve Trust.

Future leases and licences that are granted over the park should also be consistent with the requirements of the *Crown Lands Act, 1989* and other applicable legislation

Any new lease and licence agreements, and renewal of existing leases and licences, should:

- be justified in relation to public need and benefit of the park;
- allow general public access to the building or activity, which would be measurable in a performance-based lease or licence agreement;
- require lessees and licensees to be sympathetic to the character of the remainder of the park;
- recognise the importance of the park as a regional recreation and tourist area. Leasing and licensing of areas within the park may adversely impact on casual recreation use of the park, so minimal inconvenience to casual park users, especially during peak usage times, needs to be ensured;
- uses consistent with the reserve purpose and DLWC policy and case law;
- 15% of the rental is to be allocated to the Public Reserve Management Fund (PRMF) State Government Fund to assist other reserve trust throughout the State;
- include measurable performance criteria; and
- include positive financial and other benefits to both the Reserve Trust and the residents of Pittwater and will be subject to market rental for commercial activities.

### **Licensed activities within the park**

Other uses of the park for which applications for permits are made to Council include picnics and family days, charity functions, luncheons and Christmas parties, Australia Day breakfasts, Anzac Day functions and the like. Refer to the Landuse Planning Table for permissible uses and prohibited uses of the park.

Bookings for activities for which a Council permit is required are co-ordinated by Council's Reserves and Recreation Officer in accordance with the relevant policies of Council.

### **Process for granting future leases and licences**

Lease agreements should be modeled on the standard Crown lease conditions applying to the leasing of Crown land under Section 34 of the *Crown Lands Act, 1989*.

Council's assessment of leasing arrangements is that all new or renewed leasing arrangements are to address the following key issues:

- enforcement of the agreement
- payments and other benefits to the community
- use and occupation
- statutory requirements
- liability and insurance
- improvements
- repairs and maintenance
- health and safety
- environmental management

Council requires where applicable proposals for leases or licences for commercial activities to be publicly advertised as an Expression of Interest.

Consent must be obtained from the Minister for Land before any long-term licence on Crown land is granted. A temporary licence can be granted only for the purposes prescribed under the *Crown Lands Regulation, 1990*. A temporary licence does not require the Minister's consent, but can only be granted for a maximum period of one year.

All leases and licences over Crown land must be registered with the Department of Land.

### **Review of Leases and Licences**

All lease agreements should be reviewed by Council before their expiry date in terms of their performance in meeting conditions and performance criteria specified in the lease. Based on this review, recommendations should be made to Council and the Minister regarding the appropriateness of performance criteria and other conditions of any lease or licence. Ongoing monitoring of all leases and licences should occur to ensure a satisfactory level of performance and improvement from lease or licence holders.

### **Authorisation of Future Leases / Licenses and other estates**

This Plan of Management specifically authorises the leasing, licensing or granting of an estate in the land that is the subject of this Plan, including the following:

- Proposed Food Fair (located on the Village Green) Licence Agreement (operating from October to April every Friday evening from 6pm – 10pm)
- Proposed operation of Councils Civic Facilities Lease Agreement
- Licenses related to activities outlined in the Landuse Planning Table (section 4)

The following table identifies the major leases / licences and other estates for facilities / services proposed at Village Park.

Area / facility	Lessor	Permitted Use	Comments
Village Green / Village Park, Mona Vale	Pittwater Council	Pittwater Food Fair	<p>An EOI has been undertaken for the co-ordination of the "Pittwater Food Fair" for a 1 year term initially with a two year option. The Fair will be held on the Village Green and supervised by Pittwater Council.</p> <p>This Plan of Management Expressly authorises the licencing of Village Park for the purposes of a food fair.</p>



Pittwater Food Fair, Village Park



## 5 PROPOSED IMPROVEMENTS

### 5.1 Mona Vale Commercial Centre Public Art Strategy

An Art Strategy for the Mona Vale Commercial Centre was developed for Pittwater Council by Milne & Stonehouse Public Artists in September 2003 (refer Appendices).

The Strategy recommends that the following works be implemented:

- The link between Old Pittwater Road and the park needs to be bold;
- The entrance to the park needs to be expressed boldly and should welcome people; and
- The isolation of the cycleway area of the park from the rest of the domain should be addressed.

### 5.2 Basis for Overall Concept

The Village Park Master Plan (refer **Figure 5**) has been developed to illustrate the works and improvements to Village Park that are required to address key management issues, objectives and the Public Art Strategy recommendations.

The overall concept underpinning the proposed works is to continue to develop Village Park as the major civic space in Mona Vale. The park forms the main focal point of Mona Vale CBD, linking the north and south areas of the Mona Vale Commercial Centre, as well as integrating civic buildings within the park.

Village Park incorporates a host of community facilities, bringing Council services and facilities to the heart of the community. A convenient “One-Stop Shop” caters for residents’ needs at the Pittwater Council Customer Service Centre, which occupies the old library building.

The main elements of the Village Park Master Plan are:

- Provision of increased public infrastructure ie. seating, bins, lighting, landscape
- Relocation of bus stop to proposed major bus interchange facility on Barrenjoey Road at Village Park. Major capital works project subject to liaison with State Transit Authority (STA), Roads Traffic Authority (RTA) and Pittwater Council.
- Ongoing redevelopment of landscaped edge to Barrenjoey Road frontage
- Provision of outdoor performance space
- Upgrade of interpretive signage
- Investigate opportunities for reuse of stormwater runoff (including on-site storage and usage)

#### 5.1.1 Outdoor Performance Space

The proposed outdoor performance space was initially conceived in the Mona Vale Public Art Strategy prepared in 2004 (refer Appendices). The Strategy recommended the inclusion of a performance space to allow for formal ceremonies, music events and other cultural expressions. The Cultural Plan prepared in 2005/06 identified a further need to utilise the outdoors when holding cultural activities and events. Action 3.1 in the Cultural Plan states:

*‘Provide a series of outdoor venues starting with Village Park and / or Winnererremy Bay, including structures such as a stage or a rotunda’*

Initial consultation with local stakeholders including Pittwater Community Arts, Mona Vale Music Warehouse, Peninsular Theatre Company and Pittwater High School has indicated a strong desire to utilise such a facility providing a broad range of events for the local community. It is proposed that further consultations be had with a wider range of potential users to identify a possible program of events for the first year of operation.

An initial concept plan and illustrative perspectives have been prepared (refer **Figures 6-10**). The proposed outdoor performance space will include:

- Large cantilevered awning (powder coated steel) with a tensile roof (infill material);
- Ability to mount lights and fittings to tracks fitted to all steel members;
- Masonry raised platform (stage) with storage space under;
- Storage space to be waterproofed and vented to allow for cross ventilation (minimum 1.8m head height);
- Platform and structure constructed 1.0m in the ground;
- Access in accordance with current BCA requirements;
- Ancillary fixtures and fittings, ie. electrical supply / elements, hooks / eyelets for promotional banners, screen fixtures (front / rear of stage), community notice boards, associated theatrical use fittings etc.
- Lighting;
- Signage; and
- Landscaping

The Concept Plan (refer Figure 6), Illustrative Perspectives (refer Figures 7, 8, 9 & 10) indicate the proposed structure of the Outdoor Performance Space.



Figure 5 | Village Park Master Plan

master plan

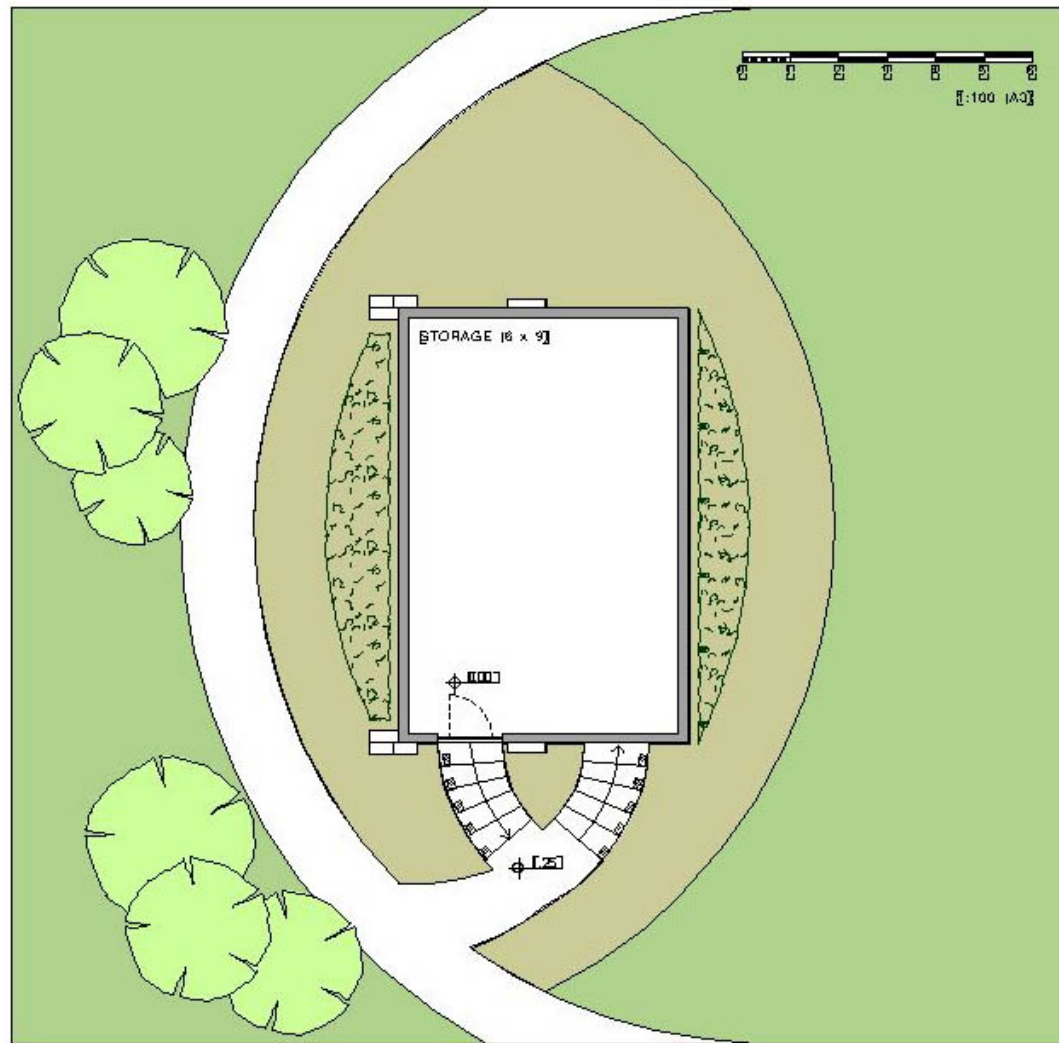


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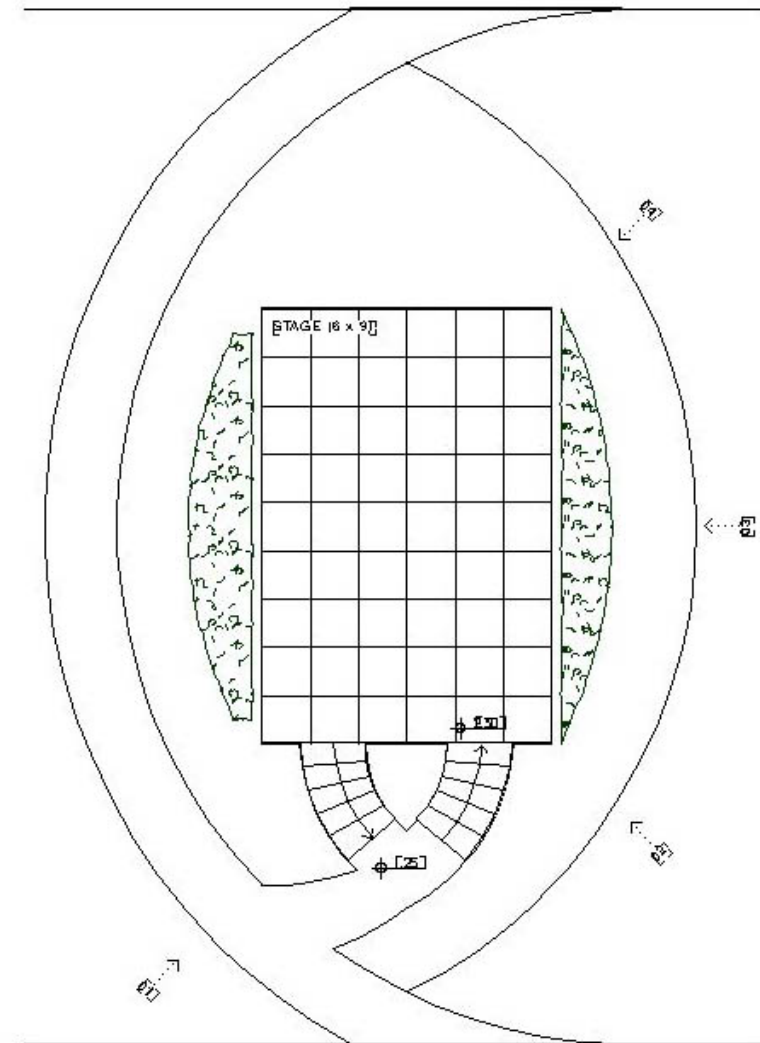
- 1 Northern Car Park
- 2 Mona Vale Memorial Hall  
Investigate opportunities for reuse of stormwater runoff (including on-site storage and usage)
- 3 Public Amenities & Surrounds
- 4 Park Street Entry Plaza
- 5 Mona Vale Library  
Investigate opportunities for reuse of stormwater runoff (including on-site storage and usage)
- 6 Mona Vale Early Childhood Centre
- 7 Pittwater Council Customer Service Centre & Offices
- 8 Central Civic Plaza / Food & Beverage Outlet
- 9 Pittwater Road Entry Plaza
- 10 Grassed Amphitheatre
- 11 Children's Playground
- 12 Bicycle / Pedestrian Path
- 13 Barrenjoey Road / Park Street Entry
- 14 Barrenjoey Road Bus Interchange  
Relocation of bus stop to proposed major bus interchange facility on Barrenjoey Road at Village Park. Major capital works project subject to liaison with State Transit Authority (STA), Roads Traffic Authority (RTA) and Pittwater Council. Works to coordinate with ongoing redevelopment of landscaped edge to Barrenjoey Road frontage.
- 15 Outdoor Performance Space  
Provision of outdoor performance space incorporating covered (cantilevered canopy) stage with storage area under.
- 16 War Memorial / Pittwater Road Entry
- 17 Village Green



Figure 6 | Village Park Outdoor Performance Space – Concept Plan



LOWER GROUND FLOOR PLAN



GROUND FLOOR PLAN

Figure 7 | Village Park Outdoor Performance Space – Illustrative Eastern Perspective



Figure 8 | Village Park Outdoor Performance Space – Illustrative Southern Perspective



Figure 9 | Village Park Outdoor Performance Space – Illustrative Western Perspective



Figure 10 | Village Park Outdoor Performance Space – Illustrative Northern Perspective





### 5.3 Works Schedule

The actions required to implement the Landscape Master Plan are presented in the following Table. Table headings are explained as follows:

<b>Desired Outcome</b>	goal, objective or performance target for addressing issues
<b>Action</b>	specific task or action required to achieve the desired outcome
<b>Target Date</b>	estimated date of completion or achievement of the action
<b>Performance Measure</b>	how Council intends to measure its performance in implementing and achieving the action
<b>Status</b>	to enable the progress of implementing the Action Plan to be tracked. The status of each action is to be completed by Council staff when the action is completed, or when required.

The following works schedules set out the actions required to be implemented over a ten year period for the reserve.

### 5.4 Program for Preparation of Plans of Management

Pittwater Council has set out a rolling program for the preparation of Plans of Management for its parks and reserves to meet its statutory obligations under the *Local Government Act, 1993* and the *Crown Lands Act, 1989*. The two main types of Plans of Management prepared by Council are significant area plans that cover one area of open space, and plans that cover a number of similar types of open space.

Pittwater Council has prepared this Plan of Management as a significant area plan to outline future use and management of the reserve.

Once adopted by the Minister this Plan supercedes all previous Plans of Management dealing with the Crown Reserve parcels known as Village Park.

### 5.5 Review of this Plan of Management

This Plan of Management should be reviewed 12 months from the date of Adoption of the Plan of Management, and thereafter every five years or as required by the Minister responsible for administering the Crown Lands Act. The Plan should be updated as necessary to reflect changing circumstances, and to reflect changing community and Council priorities and issues. Review of this Plan of Management should also take into account the outcomes of reviews of other relevant Council plans and policies.

The Action Plan has a shorter life, and therefore requires more frequent review and updating. The Action Plan should be reviewed and revised every year in accordance with Council's budgets and changing priorities as defined in Council's Management Plan.



Views of Village Park

## 5.6 Village Park Action Plan

Desired Outcome	Action	Target Date	Performance Measure	Status
Village Park is a revitalised attractive park incorporating a host of community facilities including council services.	<ul style="list-style-type: none"> <li>- Design and construction of a civic building to incorporate underground library, refurbishment of existing Library to accommodate council offices and early childhood health centre</li> <li>- Refurbishment of entry to Mona Vale Memorial Hall</li> </ul>	2004	<ul style="list-style-type: none"> <li>- Fully functional civic centre built to industry standards.</li> <li>- Early Childhood Health Centre relocated back to new premises at Village Park.</li> <li>- Memorial Hall entry refurbished.</li> </ul>	Completed 2004
Creation of a more obvious entry way and link between the two shopping centres.  Access ramp installed with suitable gradient.	<ul style="list-style-type: none"> <li>- Remove grass and replace with paving</li> <li>- Plant suitable tree species</li> <li>- Demolish existing ramp and replace with ramp with suitable gradient</li> </ul>	Feb 2004	<ul style="list-style-type: none"> <li>- Access to community building more suitable for disabled access.</li> <li>- Entry way clearly visible through installation of appropriate paving and tree planting.</li> </ul>	Completed mid 2004
Development along Park Street screened from park with tree plantings and edge of park clearly defined.	<ul style="list-style-type: none"> <li>- Plant row of suitable trees along edge of park to screen unsightly development along Park Street and clearly define edge of park.</li> </ul>	Mid 2005	<ul style="list-style-type: none"> <li>- Edge to park along Park Street clearly defined and unsightly development screened from park.</li> </ul>	Completed mid 2007
90° parking introduced along Park Street to replace parrallel parking.	<ul style="list-style-type: none"> <li>- Install 90° parking along Park Street with appropriate signage and line marking.</li> </ul>	2003	<ul style="list-style-type: none"> <li>- Extra parking provided to accommodate new facilities at Village Park.</li> </ul>	Completed mid 2003/04
<b>Barrenjoey Road Frontage</b>				
Bus interchange site relocated from Pittwater Road to Barrenjoey Road at Village Park.	<ul style="list-style-type: none"> <li>- Relocate the proposed site of the bus interchange to Barrenjoey Road.</li> </ul>	End 2010	<ul style="list-style-type: none"> <li>- Bus interchange site more appropriately located.</li> </ul>	Res / Rec



Desired Outcome	Action	Target Date	Performance Measure	Status
Site opened up to provide better access and security	- Removal of existing mounds and unsuitable tree planting	End 2010	- Site cleared of unsuitable mounding and tree planting to create a more open space feel of the park.	Res / Rec
<b>Pittwater Road Frontage</b>				
Demolition of Childhood Health Centre Building.	- Demolish building utilised as Baby Health Centre.	2003	- Building demolished	Completed 2003
Memorial Hall Forecourt area refurbished to reflect entry way to council chambers.	- Remove unhealthy tree planting and replace with more formal tree planting. - Replace irregular lawn area with paving.	Mid 2004	- Forecourt area in neat and tidy condition with formal tree planting and paving installed.	Completed 2004
Existing carpark reconfigured to provide 42 carspaces.	- Reconfigure existing carpark to accommodate 42 spaces and increase of 10 carspaces.	2003	- Carpark reconfigured to provided an extra 10 carspaces.	Completed 2004
<b>Village Green</b>				
Park functioning as location for community events	- Operation of a regular food fair on the Village Green	Oct 2003	- Pittwater Food Fair functioning successfully on a regular basis.	Review Res / Rec
Grassed ampitheatre constructed in the south western side of the open space providing a focal point for entertainment in the park	- Grassed ampitheatre constructed in south western side of park.	Oct 2003	- Entertainment in the park utilising the "ampitheatre" area for shows.	Completed 2004
Bike Path adjusted to curve in front of proposed grassed ampitheatre area.	- Adjust bike path as per masterplan	Oct 2003	- Bike Path adjusted to curve in front of ampitheatre.	Completed 2004

Desired Outcome	Action	Target Date	Performance Measure	Status
Fit out and operation of a café to be located on top of the proposed underground Library building.	<ul style="list-style-type: none"> <li>- Advertise for EOI for the fit out and operation of the proposed café to be located on the top of the proposed underground Library</li> </ul>	Feb 2004	<ul style="list-style-type: none"> <li>- Suitable applicant awarded EOI for operation of proposed café.</li> <li>- Lease document executed.</li> <li>- Fit out and management of café operating successfully.</li> </ul>	Completed 2005/06
Construction of outdoor performance space to be located adjacent to Memorial at corner of Pittwater / Barrenjoey Roads.	<ul style="list-style-type: none"> <li>- Develop plans and implement construction of outdoor performance space.</li> <li>- Liaise with interested user groups to establish programme of activities / performances.</li> </ul>	2008	<ul style="list-style-type: none"> <li>- Outdoor performance space constructed</li> <li>- Entertainment in the park utilising performance stage facility</li> </ul>	Res / Rec / Com Fac

## 5.7 Works Programme

Section	Item \$	Total \$
<b>Barrenjoey Road Frontage</b>		
Relocation of bus interchange site	750,000	
Removal of existing mounds and unsuitable tree planting - landscape works	300,000	<b>1,050,000</b>
<b>Main Body of Park</b>		
Construction of outdoor performance space	400,000	
Shade structure in playground area	40,000	
Installation of park furniture and lighting	30,000	<b>470,000</b>
<b>TOTAL</b>		<b>1,520,000</b>



## **APPENDICES**