



Appendices

Landscape Development Levels of Service







Appendix 1 - Embellishment Matrix


Appendix 1- Embellishment Matrix

The embellishment matrix is intended to be a quick reference guide to allowable embellishment for the various levels of parks within the open space hierarchy.

This matrix must be used in conjunction with the Wyndham Landscape Development Levels of Service and Wyndham Landscape Development Levels of Service Information Sheets.

Embellishment Matrix Legend –

Icon Key

-  Acceptable embellishment
-  Embellishment by negotiation
-  Embellishment by negotiation incorporating extended maintenance period 3-5 years

Embellishment Matrix – Maximum Amenities and Embellishment Standard

Park Hierarchy	Pocket	Local	District	Municipal	Regional	Linear
Playground 2-4 activities		●				●
Playground 4 plus activities			●	●	●	●
Automated Waterplay				○	○	
Hard Operated Waterplay			○	○	○	
BBQ			●	●	●	
Picnic table			●	●	●	
Seating	●	●	●	●	●	●
Drinking Fountain		●	●	●	●	
Rubbish Bins		●	●	●	●	
Bollards/ Fencing	●	●	●	●	●	●
Shelter		○	●	●	●	
Shade		●	●	●	●	
Bike Hoop			●	●	●	
Recreation Elements (Refer to Appendix 5)		●	●	●	●	
Paving/ paved path	●	●	●	●	●	●
Public Toilets			●	●	●	
Signage - Place Naming	●	●	●	●	●	●
Signage - Way Finding				●	●	●
Signage - Interpretive			●	●	●	●
Lighting				●	●	
Sculpture/ Public Art			○	○	○	
Fitness Equipment			● *	●	●	●
Skate Facilities/ Elements			●	●	●	
Irrigation			●	●	●	
Trees/ Shrubs/ Ground Covers	●	●	●	●	●	●
Turf	●	●	●	●	●	●
Water Body				●	●	●
Bridge/ Boardwalk/ Viewing Platform				●	●	●
Dog off leash			●	●	●	
Off street parking			●	●	●	
On street parking	●	●	●	●	●	●

NOTE:

* Refer to District Active Open Space





Appendix 2 - Wyndham Landscape Development Levels of Service Information Sheets

Appendix 2- Wyndham Landscape Development Levels of Service Information Sheets

The Wyndham Landscape Development Levels of Service Information Sheets serve as a quick reference for indicating spatial layout of parks and play spaces and the various allowable embellishments. The information sheets must be read in conjunction with the Wyndham Landscape Development Levels of Service.

The Information sheets are subject to periodic review and may be modified, updated or added to at any time. Developers are encouraged to regularly review Councils website to ensure access to the latest version of information sheets.

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Indicative Approach

Purpose:

Parks that serve the broader regional population, including people who live within the municipality and those from adjacent municipalities.

Regional passive parks may also serve to protect and enhance environmental values in the regional context. These areas are typically managed by Parks Victoria or other state government agencies rather than Council. Where regional parks are used as active open space they may include sporting facilities that facilitate regional level competition.

Regional active open spaces have a 'regional-wide' catchment and may be located anywhere in the municipality or broader region.

Objective:

- To ensure Regional Parks provide passive recreation and play opportunities and informal/ formal sport and recreation opportunities as appropriate.

General Requirements Table:

Required	Will Be Considered
<ul style="list-style-type: none"> • Park name signage • Shade trees • Shelter • Proprietary play equipment • Proprietary furniture • Turfed kick about space • Drinking fountain including dog bowl • Bins • Seating • Toilets • Barbeques • Incidental skate elements • Some customised furniture and play equipment • Formalised skate and active recreational facilities • Heavily customised items • Fitness Equipment • Dog Off Leash • Off Street Parking 	<ul style="list-style-type: none"> • Lighting • Waterplay • Sculpture/ Public Art • Irrigation

NOTE: 'Will be considered' Column is subject to Council's sole discretion.

Indicative Approach

Purpose:

Parks that serve the municipal population and attract people from within the municipality.

Municipal passive parks have a higher level of facilities and playgrounds, encouraging longer stays.

Municipal open spaces have a 'municipal-wide' catchment and may be located anywhere in the municipality. There are often multiple 'municipal' level active and passive parks throughout the municipality as they provide for different experiences and or sports.

Objective:

- To ensure Municipal Parks provide passive recreation and play opportunities and informal/ formal sport and recreation opportunities as appropriate.

General Requirements Table:

Required	Will Be Considered
<ul style="list-style-type: none"> • Park name signage • Shade trees • Shelter • Proprietary play equipment • Proprietary furniture • Turfed kick about space • Drinking fountain including dog bowl • Bins • Seating • Toilets • Barbeques • Incidental skate elements • Some customised furniture and play equipment • Formalised skate and active recreational facilities • Heavily customised items • Fitness Equipment • Dog Off Leash • Off Street Parking 	<ul style="list-style-type: none"> • Lighting • Waterplay • Sculpture/ Public Art • Irrigation

NOTE: 'Will be considered' Column is subject to Council's sole discretion.

Indicative Spatial Layout

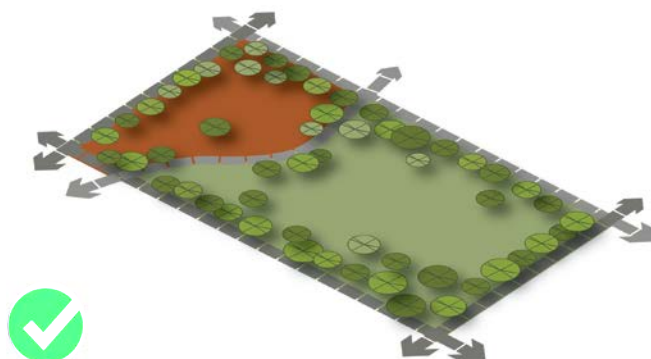
Purpose:

District Parks are a larger form of open space that have an area of 10,000 – 25,000 m², serving a broader 1km radius catchment and catering to multiple adjacent neighbourhoods. District Parks allow for informal sport and passive recreation opportunities that are not provided for in the nearby Local Reserves. Due to their larger catchment and expected longer duration visits, it is important design is thoughtfully considered and reflects the requirements of district level use.

Objectives:

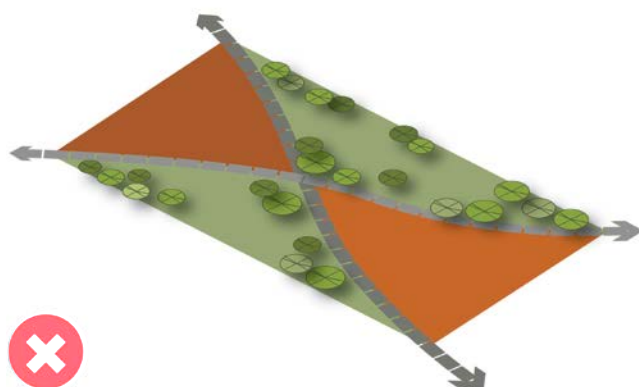
- To ensure District Parks provide for informal sport and recreation, passive and play opportunities.
- To avoid the over design and embellishment of District Reserves.

Diagrams:



- PROGRAMMED/
PLAY SPACE
- UNPROGRAMMED
KICK ABOUT
- TREE COVERAGE

- Pathways to the peripheries so as not to divide the reserve but must link to social and play areas.
- Programming clustered to one end of the reserve as to not divide the open space
- Appropriate play and programming
- High tree canopy coverage



- Pathways and programming dissecting and dividing flexible open space
- Over provision of programmed play and hardscape
- Lack of tree canopy coverage, particularly to hardscape/ play areas

Key Requirements:

- Pathways should be limited to the perimeters of the park and must not dissect or reduce flexible open space but must link to social and play areas.
- Programmed space of no more than 30% of the reserve should be clustered and located to one end of the reserve to allow for a large amount of unprogrammed, flexible space.
- Unprogrammed, flexible space must equate to no less than 70% of the reserve.
- Trees must provide a potential canopy cover of 25% of the park.
- Shade from trees or shade structures must be provided to play areas.
- Hardscape and programming must be minimal and consider human scale, as to not dominate the reserve.
- Design materials must be robust and allow for whole of life maintenance and replacement.
- Gradients of turfed areas must not exceed 1:6 to allow for maintenance.
- Gradients of garden beds must not exceed 1:4 to allow for maintenance.
- Some customised furniture and play equipment will be considered but must allow for whole of life maintenance and replacement, using standardised fittings and materials to the satisfaction of Council.

Key Requirements Table:

Required	Will Be Considered	Not Permitted
<ul style="list-style-type: none"> • Park name signage • Shade trees • Shelter • Proprietary play equipment • Proprietary furniture • Turfed kick about space • Drinking fountain including dog bowl • Bins • Seating 	<ul style="list-style-type: none"> • Barbeques • Incidental skate elements • Some customised furniture and play equipment • Toilets 	<ul style="list-style-type: none"> • Lighting • Formalised skate and active recreational facilities • Heavily customised items • Waterplay • Fitness Equipment • Dog Off Leash • Off Street Parking

NOTE: 'Will be considered' Column is subject to Council's sole discretion.

Indicative Spatial Layout

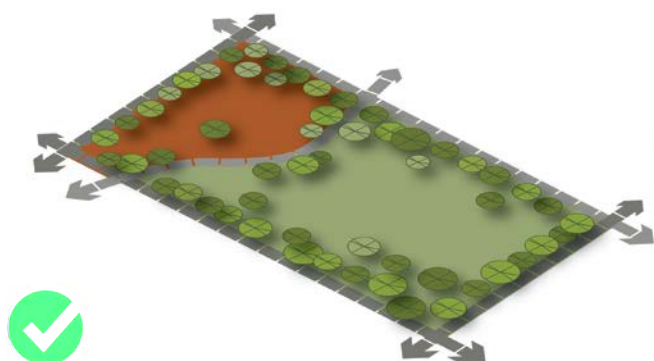
Purpose:

Local Parks are an intermediate form of open space with an area of 5,000 – 10,000 m² that cater to residents within 400m walkable catchments. Local Parks allow for flexible play and recreation, provide opportunities for social interactions and moments of relaxation. Local Parks cater specifically to short duration visits from surrounding residences and should therefore be designed minimally to allow for adaptable community level use.

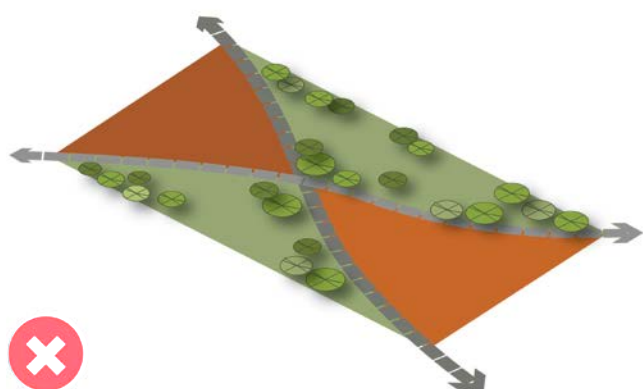
Objectives:

- To ensure Local Parks allow provision for flexible play and recreational opportunities.
- To avoid the over design and embellishment of Local Parks

Diagrams:



- Pathways to the peripheries so as not to divide the reserve but must link to social and play areas.
- Programming clustered to one end of the reserve as to not divide the open space
- Appropriate play and programming
- High tree canopy coverage



- Pathways and programming dissecting and dividing flexible open space
- Over provision of programmed play and hardscape
- Lack of tree canopy coverage, particularly to hardscape/ play areas

Key Requirements:

- Pathways should be limited to the perimeters of the park and must not dissect or reduce flexible open space but must link to social and play areas.
- Programmed space of no more than 30% of the reserve should be clustered and located to one end of the reserve to allow for a large amount of unprogrammed, flexible space.
- Unprogrammed, flexible space must equate to no less than 70% of the reserve.
- Trees must provide a potential canopy cover of 25% of the park.
- Shade from trees must be provided to play areas.
- Hardscape and programming must be minimal and consider human scale, as to not dominate the reserve.
- Design materials must be robust and allow for whole of life maintenance and replacement.
- Furniture and play equipment must be proprietary catalogue items.
- Gradients of turfed areas must not exceed 1:6 to allow for maintenance.
- Gradients of garden beds must not exceed 1:4 to allow for maintenance.

Key Requirement Table:

Required	Not Permitted
<ul style="list-style-type: none"> • Park name signage • Shade trees • Proprietary play equipment • Proprietary furniture • Turfed kick about space • Drinking fountain including dog bowl • Seating 	<ul style="list-style-type: none"> • Waterplay • Large built structures • Barbeques • Lighting • Toilets • Substations or Electrical Kiosks • Dog off leash dedicated facilities • Rubbish Bins • Fitness Equipment • Skate Facilities • Off Street Parking

Indicative Spatial Layout

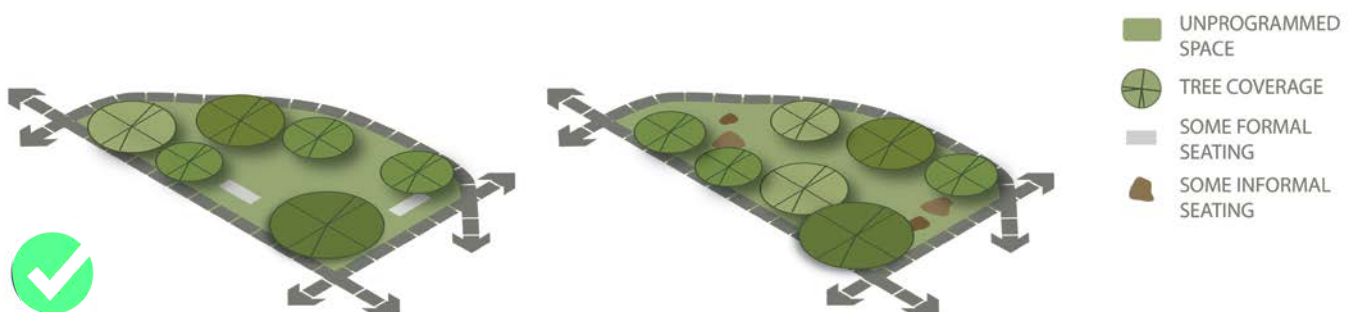
Purpose:

Pocket and Node Parks are the smallest form of open space and generally have an area of less than 500 m². Pocket and Node Parks play an important role in the urban environment by providing moments of greenery and respite. Pocket and Node Parks do not provide programmed activities and consist mostly of shade trees, seating and grassing. The unstructured qualities allow for user flexibility and provide opportunities for passive recreation, play, and relaxation.

Objectives:

- To ensure Pocket and Node Parks provide greenery and moments of respite.
- To avoid over design and embellishment of Pocket and Node Parks.

Diagrams:



Key Requirements:

- Programmed elements are not supported within Pocket and Node Parks.
- Play and exercise equipment is not supported within Pocket and Node Parks.
- Shade must be provided by canopy trees.
- Turfed area must be provided.
- Pathways should be limited and should be provided to the periphery, as to avoid dividing open space.
- Minimal seating, informal or formal can be provided.

Key Requirements Table:

Required	Not Permitted
<ul style="list-style-type: none"> • Location signage • Shade trees • Some seating • Turfed area 	<ul style="list-style-type: none"> • Waterplay • Shelters/ Structures • Barbeques • Lighting • Play or exercise equipment • Toilets • Rubbish Bins • Drinking Fountain/ Dog Bowl • Skate Facilities • Dog Off Leash • Off Street Parking

NOTE: Where pocket or node parks are proposed in activity center or areas of increased housing density, a higher level of embellishment can be negotiated.

Purpose:

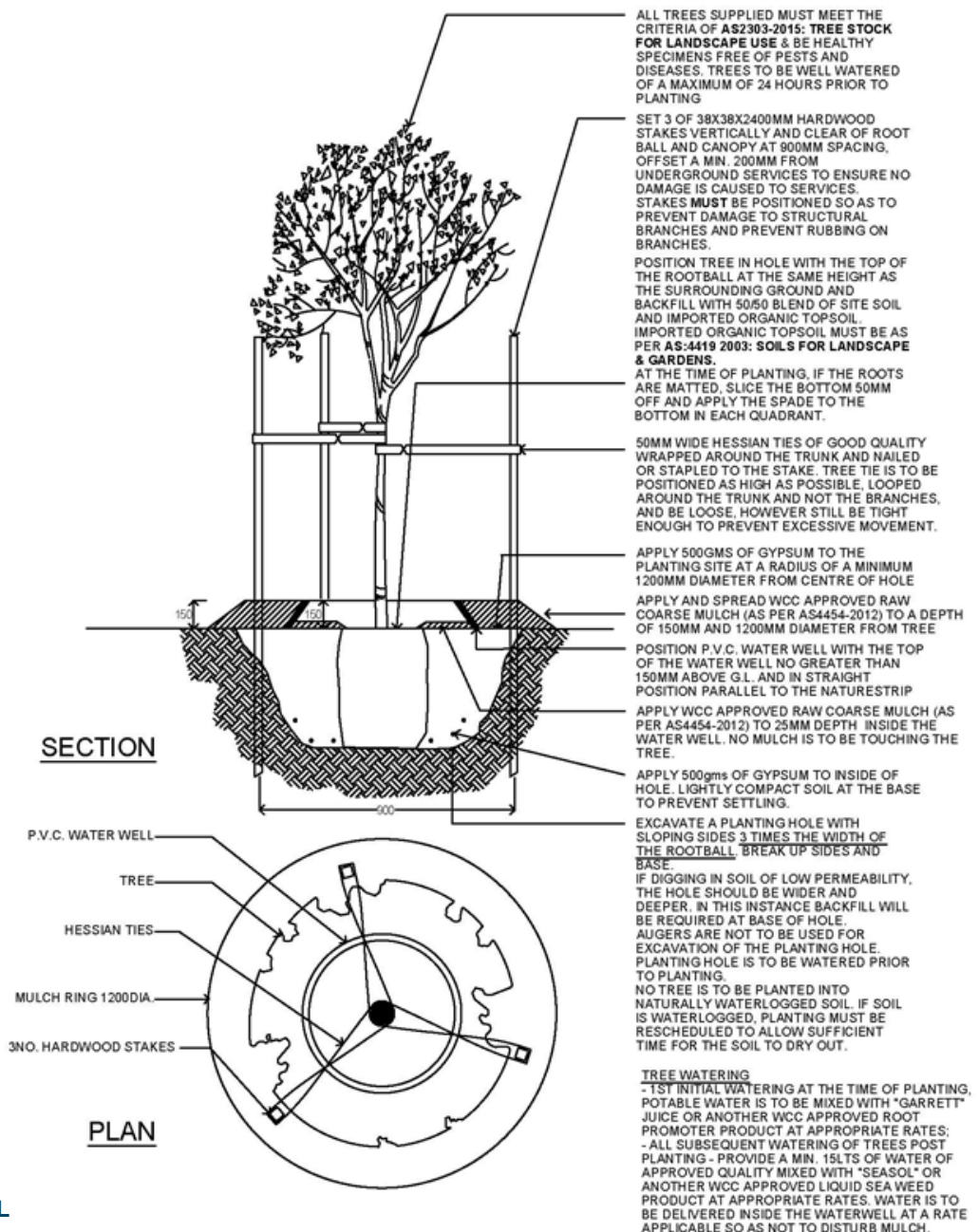
The purpose of this information sheet is to guide Landscape Consultants regarding the requirements for Tree Planting within Wyndham.

Objective:

- The purpose of this information sheet is to guide Landscape Consultants regarding the requirements for Tree Planting within Wyndham.

NOTE:

- IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CONFIRM THE LOCATION OF ALL UNDERGROUND SERVICES PRIOR TO COMMENCEMENT OF ANY EXCAVATION OR STAKING WORKS.



Details

Purpose:

Street trees are an invaluable element within the urban environment and contribute to neighbourhood amenity, sense of place, property value and importantly reduce urban heat effects.

It is crucial that street tree species are selected based on appropriateness to Wyndham's conditions, they provide canopy coverage to ensure attractive and useable streetscapes are established.

Objectives:

- To ensure street tree species provide adequate canopy coverage, proportionate to street hierarchy.
- To ensure trees are appropriate to Wyndham's site conditions and environmental constraints.

Key Requirements:

- Street trees must be provided to the front of every lot, unless services and other spatial requirements preclude.
- Tree species proposed are subject to Council approval.
- For all developments, species selections must provide for diversity in native and exotic species.
- Trees to be planted in streetscapes adjoining environmental overlays, waterways and grasslands must be non-invasive and native to Australia and where possible, local provenance.

Approved Street Tree Species Tables:

ARTERIAL ROADS AND BOULEVARD CONNECTOR STREETS

SCIENTIFIC NAME	COMMON NAME	DECIDUOUS/ EVERGREEN	HEIGHT
<i>Angophora floribunda</i>	Rough Barked Apple	Evergreen	15m+
<i>Angophora leiocarpa</i>	Rusty Gum	Evergreen	15m+
<i>Araucaria columnaris</i>	Cook Pine	Evergreen	15m+
<i>Araucaria cunninghamii</i>	Hoop Pine	Evergreen	15m+
<i>Araucaria heterophylla</i>	Norfolk Island Pine	Evergreen	15m+
<i>Cedrus atlantica</i>	Atlas Cedar	Evergreen	15m+
<i>Cedrus deodara</i>	Himalayan Cedar/Deodar	Evergreen	15m+
<i>Cedrus libani</i>	Cedar of Lebanon	Evergreen	15m+
<i>Eucalyptus beueriana subsp. thalassina</i>	Werribee Blue Box	Evergreen	15m+
<i>Eucalyptus meliodora</i>	Yellow Box	Evergreen	15m+
<i>Eucalyptus microcarpa</i>	Grey Box	Evergreen	15m+
<i>Eucalyptus tricarpa</i>	Red Ironbark	Evergreen	15m+
<i>Pinus canariensis</i>	Canary Island Pine	Evergreen	15m+
<i>Pinus halepensis</i>	Aleppo Pine	Evergreen	15m+
<i>Pinus ponderosa</i>	Ponderosa Pine	Evergreen	15m+
<i>Quercus canariensis</i>	Algerian Oak	Semi	15m+
<i>Quercus coccinea</i>	Scarlet Oak	Deciduous	15m+
<i>Quercus douglasii</i>	Blue Oak	Deciduous	15m+
<i>Quercus lobata</i>	Valley Oak	Deciduous	15m+
<i>Quercus robur</i>	English Oak	Deciduous	15m+

CONNECTOR AND LOCAL ACCESS STREETS

SCIENTIFIC NAME	COMMON NAME	DECIDUOUS/ EVERGREEN	HEIGHT
<i>Acacia melanoxylon</i>	Blackwood	Evergreen	10- 15m
<i>Acer monspessulanum</i>	Montpellier Maple	Deciduous	10- 15m
<i>Aesculus x carnea</i>	Red Horse Chestnut	Deciduous	10- 15m
<i>Afrocarpus falcatus</i>	Common Yellowwood	Evergreen	10- 15m
<i>Banksia integrifolia</i>	Coast Banksia	Evergreen	10- 15m
<i>Banksia marginata</i>	Silver Banksia	Evergreen	10- 15m
<i>Brachychiton populneus</i>	Kurrajong	Semi	10- 15m
<i>Celtis australis</i>	European Nettle Tree	Deciduous	10- 15m
<i>Ceratonia siliqua</i>	Carob Tree	Evergreen	10- 15m
<i>Corymbia calophylla</i>	Marri	Evergreen	10- 15m
<i>Corymbia ficifolia</i>	Red Flowering Gum	Evergreen	10- 15m
<i>Cupaniopsis anacardioides</i>	Tuckeroo	Evergreen	10- 15m
<i>Eucalyptus albens</i>	White Box	Evergreen	10- 15m
<i>Eucalyptus cladocalyx</i> "vintage red"	Vintage Red	Evergreen	10- 15m
<i>Eucalyptus nicholii</i>	Narrow Leaved Black Peppermint	Evergreen	10- 15m
<i>Eucalyptus occidentalis</i>	Swamp Yate	Evergreen	10- 15m
<i>Eucalyptus pulchella</i>	White Peppermint Gum	Evergreen	10- 15m
<i>Ginkgo biloba</i>	Ginkgo Tree	Deciduous	10- 15m
<i>Grevillea robusta</i>	Silky Oak	Evergreen	10- 15m
<i>Libidibia ferrea</i>	Brazilian Ironwood	Deciduous	10- 15m
<i>Maclura pomifera</i> 'wichita'	Osage Orange	Deciduous	10- 15m
<i>Melaleuca linariifolia</i>	Snow in Summer	Evergreen	10- 15m

<i>Melaleuca quinquenervia</i>	Broad Leaved Paperbark	Evergreen	10- 15m
<i>Olea europea</i> 'Swan Hill'	Olive	Evergreen	10- 15m
<i>Styphnolobium japonicum</i>	Japanese Pagoda	Deciduous	10- 15m
<i>Ulmus glabra</i>	Wych Elm	Deciduous	10- 15m

ADJACENT TO ENVIRONMENTAL OVERLAYS, WATERWAYS AND GRASSLANDS

SCIENTIFIC NAME	COMMON NAME	DECIDUOUS/ EVERGREEN	HEIGHT
<i>Angophora floribunda</i>	Rough Barked Apple	Evergreen	15m+
<i>Angophora leiocarpa</i>	Rusty Gum	Evergreen	15m+
<i>Banksia integrifolia</i>	Coast Banksia	Evergreen	10- 15m
<i>Corymbia calophylla</i>	Marri	Evergreen	10- 15m
<i>Corymbia ficifolia</i>	Red Flowering Gum	Evergreen	10- 15m
<i>Eucalyptus albens</i>	White Box	Evergreen	10- 15m
<i>Eucalyptus beueriana</i> <i>subsp. thalassina</i>	Werribee Blue Box	Evergreen	15m+
<i>Eucalyptus cladocalyx</i> "vintage red"	Vintage Red	Evergreen	10- 15m
<i>Eucalyptus nicholii</i>	Narrow Leaved Black Peppermint	Evergreen	10- 15m
<i>Eucalyptus occidentalis</i>	Swamp Yate	Evergreen	10- 15m
<i>Eucalyptus pulchella</i>	White Peppermint Gum	Evergreen	10- 15m

LANEWAYS

SCIENTIFIC NAME	COMMON NAME	DECIDUOUS/ EVERGREEN	HEIGHT
<i>Acer platimoider 'Crimson Sentry'</i>	Norway Maple	Deciduous	4- 10m
<i>Callistemon 'Kings Park Special'</i>	Bottlebrush	Evergreen	4- 10m
<i>Cupressus sempervirens 'glauca'</i>	Italian Cypress	Evergreen	4- 10m
<i>Ginkgo biloba 'Fastigiata'</i>	Maidenhair	Deciduous	4- 10m
<i>Pyrus calleryana 'Capital'</i>	Ornamental Pear	Deciduous	4- 10m
<i>Prunus cerasifera 'Crimson Spire'</i>	Flowering Plum	Deciduous	4- 10m

Purpose:

The purpose of this Information Sheet is to inform power distributors, property developers and their consultants regarding Council's preferences about the placement and distribution of Electrical Substation Kiosk's in Wyndham.

This establishes the criteria against which Council will consider siting proposals for 'Kiosk Type Substations' and to highlight the issues these proposals raise for the community and Council to consider.

Objectives:

- To ensure the location of Electrical Substation Kiosks and associated infrastructure do not have detrimental effects on neighbourhood amenity, liveability and safety.
- To provide applicants with Councils requirements relating to design, siting, construction and ongoing management and operation of an Electrical Substation Kiosk's location.

Key Requirements:



Priority hierarchy

- ① At the side corner of a large lot.
- ② Rear of lots on side street boundary
- ③ In alignment with the front corner boundaries of two adjacent lots.
- ④ On an encumbered Council Reserve, preferably immediately adjacent to a side boundary of a lot and the road.
- ⑤ On an encumbered Council Reserve.

Requirements

- Side property boundary fence only.
- Fence required at rear and sides.
- Fence required at rear and sides
- No fences required. The area of the substation site shall not constitute open space. Landscape buffer treatment required.
- No fences required. The area of the substation site shall not constitute open space. Landscape buffer treatment required.

Landscape Buffer Treatment:

Suggested plant species:

Ground Covers

Myoporum parvifolium – Creeping Boobialla

Carpobrotus rossii – Karkalla

Sedges, Rushes, Grasses

Lomandra longifolia - Spiny Headed Matt Rush

Dianella revoluta – Black Anther Flax Lily

Ficinia nodosa – Knobby Club Rush

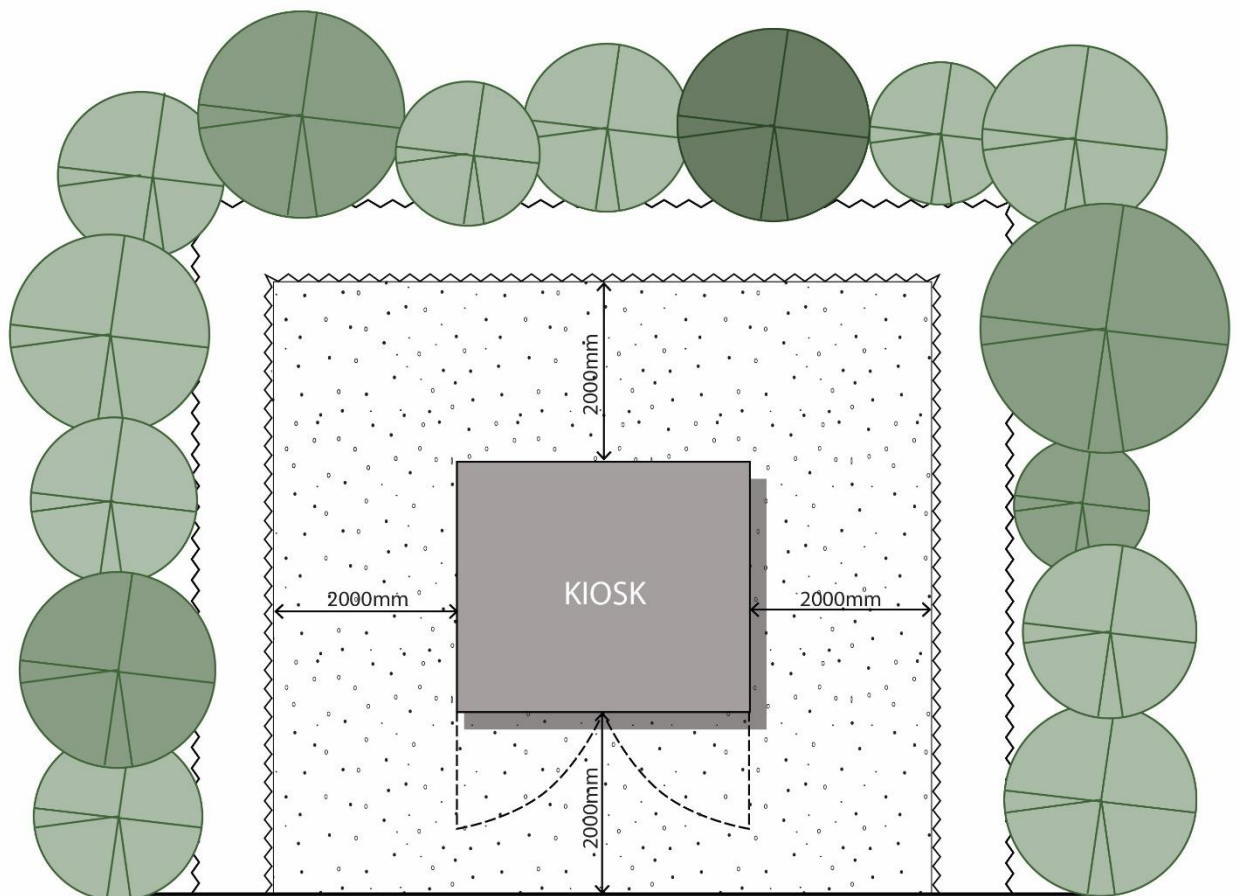
Shrubs, Tall Shrubs

Correa alba – White Correa

Leptospermum lanigerum – Woolly Tea Tree

Myoporum insulare – Common Boobialla

Myoporum viscosum – Sticky Boobialla





Purpose:

Earthworks and drainage systems are required to be developed to maximise on-site retention and infiltration of stormwater and where applicable irrigation water. This is to prevent any adverse impacts to existing and new wetlands, watercourses and water bodies.

Where earthworks disturb the natural profile of the soil it is essential that remediation of the site reflects the natural soil layers.

Objectives:

- Protection of wetlands, watercourses and water bodies from run off, siltation and contamination
- Provision of suitable growing media for the successful establishment of vegetation

Key Requirements:

The following requirements apply to new open space landscape works and renewal/upgrade of existing Open Space:

- Management of soil on development sites. Site soils must be appropriately managed to protect areas where planting will occur. The site soils natural profile must be retained in these areas or where disturbance is unavoidable the site must be remediated to reflect the natural soil layers. In addition, all planted areas must have a minimum topsoil depth of 200mm;
- Spoil from development must not be used to create open space, naturestrips or other areas where establishment of vegetation is required;
- Where site soils are being remediated to support vegetation establishment, appropriate quantities of Gypsum and compost must be worked into the soil;
- Where a site is adjacent to a natural aquatic system, the earthwork design will provide for storm water to be managed within the sites stormwater drainage system. Drainage discharge directly into a natural system is not permitted;
- Earthwork design is to incorporate features and functions of the sites topography and natural drainage system wherever possible and maximise onsite retention and infiltration of storm water and irrigation;
- Gradients for grass areas shall be equal to or flatter than 1:6 and equal to or flatter than 1:4 for planted areas;
- Run off from hardstand areas shall drain to adjacent landscape areas and infiltrate across the landscape;
- All drainage infrastructure is to be clearly identified and form part of the detailed landscape plans;
- Proposed water bodies that do not serve a drainage function will not be permitted.

Details



Purpose:

Paths and Paving is to be designed and installed to provide safe, accessible and convenient pedestrian circulation, social areas and ensure access for maintenance. It may be considered in situations where surfaces such as turf would perform poorly due to excessive wear.

Objectives:

- Ensure accessibility, connectivity and usability of open space
- Ensure appropriately sized paths and clearance zones for various functions

Key Requirements:

- Paths and or paved areas shall be constructed to provide for all abilities access and mobility;
- Shared use paths are to be constructed with a minimum effective pavement width of 2500mm, except for regional trails which have an effective pavement width of 3000mm;
- Paths including shared use paths shall have a lateral clearance of 600mm between any fixed object and the edge of the path, except for where paths join a building or other structure. Note: regional shared paths shall have a lateral clearance of 1000mm;
- Paths constructed within open space shall be constructed to not inhibit the use of the open space, in particular 'kick about' spaces. Where an open space is bordered by roads, paths should be constructed within the road reserve adjacent to the naturestrip and link to park facilities;
- Pedestrian paths constructed within open space shall be a minimum width of 1500mm and meet DDA requirements;
- Where a path leads from the road/footpath network to open space, pram ramps/connections are required to ensure accessibility;
- Mixed media paths and hardstands including oxide treatments, exposed aggregate, and multiple unit paver styles should be minimised and used strategically in design. Paths shall be fit for purpose, cost effective and minimise maintenance complexity. A maximum of two path treatments may be considered for Local and District parks and a maximum of three path treatments may be considered for Municipal and Regional parks. Though continuity within a park is preferred;
- Where a concrete footing for a path is required, it must not extend beyond the surface area of the paving;
- Permeable pavement is encouraged in suitable locations; and
- Gravel paths may be proposed in appropriate locations with consideration to gradient of the land and impacts from storm water run-off. These paths must be edged to maximise path longevity and minimise maintenance requirements, treated pine edging is preferred. Gravel paths are not permitted as a primary path in parks/open space but may be considered as secondary paths, subject to consideration of the above points.

**Purpose:**

In general, irrigation systems are not encouraged in passive open space. Where irrigation systems are provided it is primarily for landscape establishment. Alternate water supply to potable water is desirable, provided that the source is of appropriate quality and reliability. Council landscapes should be designed to be resilient without reliance on water supplies beyond natural rainfall and not present a maintenance risk into the future.

A developer is not to commit Council to a water contract without explicit prior consent from Council.

In some circumstances Council may consider permanent irrigation systems as part of a landscape proposal for District, Municipal and Regional Open Space. Irrigation systems will be approved in sportsground development and renewal projects. Where appropriate, storm water harvesting and reuse will be encouraged in accordance with Council's Integrated Water Cycle Management Plan. Wherever possible potable water shall be the secondary water source. Passive irrigation systems are encouraged.

Objectives:

- To control the number and type of open space irrigation systems
- Maximise opportunities for the use of recycled and/or harvested water for irrigation purposes

Key Requirements:

Where an irrigation system is approved for installation it must adhere to the following:

- Irrigation systems shall be designed to be consistent with other Council irrigation systems and be able to be connected to Council's central irrigation control system;
- Irrigation systems shall be designed to allow for connection to more than one water source. Where recycled water is available, this shall be the primary water source;
- Irrigation system designs shall be submitted with landscape drawings and documentation for assessment and approval prior to landscaping works; and
- Garden bed irrigation systems shall consist of drip irrigation (under mulch) and lawn irrigation systems shall consist of below ground pop up irrigation.

Details



Purpose:

Play spaces are to be proposed and designed in accordance with Council’s Play Space Strategy. Council seeks to provide a diverse range of constructed, informal and natural play opportunities that are aligned to a park’s status in the open space hierarchy. Play spaces shall be designed to maximise accessibility and accessible elements. Public safety, Occupational Health and Safety and on-going maintenance and affordability are important elements that Council will consider in reviewing a play space proposal. The costs of play space provision and maintenance are to be incorporated within depreciation schedules and annual maintenance plans.

Council recognises the marketing potential of play spaces for developers and seeks to achieve a balance that offers land development marketing, consideration of the long term financial impacts of maintenance and replacement for Council and the community’s needs. Play space embellishment proposals must be consistent with the hierarchy of park for which they are being proposed. Over embellishment of play spaces and associated development will not be approved.

Council does not support purpose built play spaces in every local park. Approval regarding the provision of purpose built playspaces will be based on assessment of need and the location of other nearby facilities. The ongoing maintenance and replacement costs of such facilities will be a consideration in approval determination.

Any proposed custom designed play equipment shall be at Council’s sole discretion and will require an approved safety audit, detailed maintenance requirements, whole of life cost estimates including replacement, engineering certification and building permit where appropriate. If approved, these elements may trigger an increased maintenance period of up to five (5) years for the entire park.

Objectives:

- To ensure appropriate diversity in the provision of play elements
- To control future financial liability for Council regarding renewal and replacement of elements
- To ensure an equitable level of play space embellishment between Council and developer led projects

Key Requirements:

Proposed play spaces must consider and address the following:

- The Wyndham Play Space Strategy;
- The age appropriateness and level/quantity of play opportunities shall be in accordance with Council's Play Space Strategy and relate to the hierarchical classification and function of the site;
- Play spaces shall complement others provided within the same precinct/region ensuring an even spread of opportunities and ability challenges;
- Play elements shall be in one general area for ease of carer supervision;
- Play elements shall not be located within 20 metres of private property.
- Where play elements are located within 20 metres of busy roads or water bodies appropriate fencing will be required. The fence is not to enclose the play space but to provide a barrier in a direct line between the play space and the road/water body;
- In accordance with the Play Space Strategy, one fully fenced play space will be permitted in each planning district;
- All play equipment, fall zones and soft fall must comply with relevant Australian Standards and soft fall must be contained within a concrete edge. Timber edging will not be approved;
- Design of play spaces must provide a variety of development opportunities for social and physical skills i.e. climbing, balancing, hiding, spinning, fixed structures etc. An analysis outlining the proposed development opportunities shall accompany a development proposal. The provision of non-equipment play opportunities is required in accordance with the Play Space Strategy;
- Playground equipment and/or structures may require building and/or engineering certification;
- Natural landscape elements should be retained and incorporated into play space design wherever possible to create nature based play opportunities. Landscapes may be developed to facilitate nature play;
- All play spaces shall be accessible through provision of an appropriate paved surface. This is not to be interpreted as all play elements need to be fully accessible;
- Provision of fully fenced all abilities playgrounds shall be at the sole discretion of Council;
- Shade provision - Use of trees for provision of shade for playspaces in local parks is required. Consideration should be given to establishing fast growing tree species that will, over time be replaced by more desirable species that may be slower growing. Shade structures/sails will be considered in addition to trees for parks and play spaces of District level or above. An important consideration in providing shade structures is the ambient temperature of the play area and the radiant heat generated by rubber or other artificial soft fall surface;
- Play space design should incorporate nearby shaded seating to facilitate carer supervision; and
- Equipment should incorporate use of sustainable and recycled materials wherever possible. Material sourcing information should be included in the design approval process.

Local Park - Indicative Play Space Layout

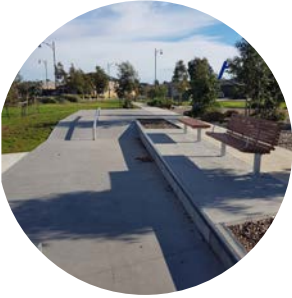
DRAFT
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District Park - Indicative Play Space Layout

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In Development

Municipal Park - Indicative Play Space Layout

DRAFT
In Development



Purpose:

To inform the design and inclusion of incidental skate elements in passive open space.

Incidental skate elements may be located within a park, subject to consideration of local “skate routes” between skate parks, transport hubs, schools, retail precincts or recreational hubs.

Formalised skate parks are an embellishment that may occur in Council’s Active Open Space network, they are not considered appropriate within the Passive Open Space network. Any design with the ability for continuous skate flow or gathering and formal spectating will be deemed a Skate Park and must be developed in line with the Wyndham Skate BMX and Bike Strategy 2013 in land classified as Active Open Space.

Objectives:

- Ensure accessibility, connectivity and usability of open space
- Ensure appropriately sized paths and clearance zones for various functions

Key Requirements:

- Skate Elements must be designed by a suitably qualified skate designer within the design process. At Practical completion, a skate designer/consultant must certify that the elements are fit for purpose and that appropriate safety standards have been demonstrated.
- Incidental spaces may be made up of one to three small elements such as a mini ramp, rail and seating walls which all need to be set out to current industry standards with appropriate run offs (6m) and clearances from obstacles;
- These elements are not defined as long stay features, allowing for easy to intermediate skill development;
- Elements are to be used for individual tricks or short transitions and allow for a more street style skate experience;
- Elements may often serve multiple purposes. Where this is the case materials need to be considered for longevity and reduction of damage to ensure the asset can function as designed;
- General concrete finishes should be applied to areas around the obstacle that allow for skating and comply with Australian slip resistance standards;
- These are transitional spaces and not destination spaces, safety is the users responsibility and these incidental elements do not trigger safety signage installation; and
- Refer to the Wyndham Skate BMX and Bike Strategy (2013) for “Good Design principles” relating to skate park designs and information.



Purpose:

Formally provided recreation elements are not suitable in all parks, some elements may be considered in local parks while others are more suited to district parks and above, refer to the table below.

The size of a park and other nearby facilities (including provision in schools) will influence what, if any recreation elements can be included, over and above the possible inclusion of a purpose built playspace. Recreation elements are well suited to active open space reserves. However, some elements may be considered in passive open space subject to available space and other nearby similar facilities.

Recreation Element	Local Park	District Park (and above)
Kickabout	✓	✓
Social team sport		✓
Hard Stand unstructured games	✓	✓
Multi-sport Hard Court (full size)		✓
Hard court (half court)	✓	✓
Giant Park Games (chess)		✓
Table Tennis		✓
Hit up walls		✓

Objectives:

- To control implementation of recreation elements in passive open space
- To ensure that any proposed recreation elements are fit for purpose and appropriate for the intended setting

Key Requirements:

Refer to Wyndham Landscape Development Levels of Service Appendix 5 for spatial details and related information for the provision of elements listed in the above table.

Details

**Purpose:**

Water play elements can add value to a playspace. Water play will be considered at Council's sole discretion and will not be considered for local, linear or pocket parks. To be considered, any proposed water play features must be scaled appropriately to the park and be sustainable. Sustainability is to be demonstrated through total annual water consumption and the ongoing operation, maintenance and renewal costs so as not to place an onerous burden on Council and the community. Additionally, any design must identify how the water play elements will function/be utilised if water restrictions are enforced.

Objectives:

- To manage ongoing costs and liability for Council
- To ensure a networked view of the provision of any water play facilities
- To collocate provision with aquatic centres

Key Requirements:

- Where a water play element is approved for installation, the developer is required to provide Council with a detailed operations and maintenance manual that incorporates water hygiene requirements and take on an extended maintenance period for the park it is within.
- Automated Waterplay – A proposal to install an automated water play element must include a detailed whole of life maintenance and renewal schedule. Water play proposals involving pump stations and purification processes will be critically analysed especially in the context of water scarcity and ongoing operational requirements. If approved, an extended maintenance period of up to 5 years in total for the entire park (not just the water play element) will be a condition of the approval.
- Council will look at opportunities for automated water play to be co-located with Aquatic Centres.
- Hand Operated Waterplay – Applications for installation of hand operated gravity fed waterplay will be considered but must address/resolve drainage/water pooling issues and minimise water wastage whilst addressing potential hygiene issues.



Purpose:

Fitness equipment provides some community benefit but is limited in use and not suited to all locations. Perimeter paths in Municipal and Regional parks, particularly active open space reserves and linear reserve trails are well suited to establishment of fitness equipment.

Objectives:

- To ensure that there is appropriate provision of fitness equipment infrastructure throughout the municipality
- To ensure installation of fitness equipment is limited to appropriate areas

Key Requirements:

- Fitness equipment will only be considered in Municipal, Regional and Linear open space that is associated with a broader trail network or perimeter path;
- Fitness equipment may be dispersed at appropriate distances throughout a trail or clustered in one location and ensure a range of activities are catered for;
- Where fitness equipment is installed, it shall consist of proprietary items and include a maintenance and renewal cost schedule; and
- Fitness equipment should consist of fixed elements with a minimum of moving parts.



Purpose:

Dog off lead areas provide free running opportunities for dogs and are valued by users. Provision of dog off lead areas is required to be in accordance with the Wyndham Dog Off Lead Strategy (yet to be developed). It is intended that there is an equitable distribution of off lead areas throughout the municipality.

Objectives:

- To manage the distribution of dog off lead areas (fenced and unfenced) throughout the municipality
- To provide suitable opportunities for dog exercise and socialisation

Key Requirements:

- Dog off lead areas will only be considered for establishment in district, municipal, regional open space and linear parks. Given consideration of the need and the locations other such facilities within the municipality.
- Dog off lead areas shall not be located adjacent to natural waterbodies/ waterways or wildlife habitat areas. Where a dog off lead area is provided, rubbish bin(s) will be required to be installed.
- Dog litter bags will be approved/provided in all fully fenced dog off lead areas and must meet Council requirements. Clear signage to Council specifications is to be installed identifying the extent of an off-lead area.
- Dog off lead areas are provided in three forms: 1) unfenced and time unrestricted; 2) unfenced and time restricted; and 3) fenced and time unrestricted. Provision of dog off lead areas shall generally be based on a catchment of 2 Kilometres.
- A future dog off lead strategy will inform provision and form (1-3), dimensions and design elements. NOTE: Dog off lead areas are required to be gazetted.

**Purpose:**

Structures can enhance the use of open space. However, installation requires careful consideration regarding the purpose of the structure, types of materials, renewal and replacement costs and how a structure relates to the landscape and the broader open space network.

Objectives:

- To ensure structures in open space add value to the user experience
- To manage Council's future financial liability from an asset renewal and replacement perspective

Key Requirements:

Structures within open space must be functional and enhance the use of the space whilst managing risk and safety issues and provide for cost effective maintenance. Where appropriate, a building permit will be required. Proposed structures must consider and address the following:

- Structural elements such as boardwalks, bridges, decking/viewing areas, pergolas and arbours etc. shall be constructed of highly durable and low maintenance materials, such as; steel, composite recycled timber/plastic or masonry products. Note, timber handrails/top of balustrade may be considered. In general, timber products will not be approved by Council. Should timber products be approved they must be Forest Stewardship Council (FSC) certified;
- A minimum clearance height of 2400mm is required between the finished ground/paved surface and the lowest part of an overhead structure;
- Shade structures/sails will be considered in addition to trees for parks and play spaces of District level or above. Shade structures may be considered for social areas and play spaces. Note that the preference for shade in local parks is to be provided through tree planting, though subject to local conditions and surface treatments shade sails maybe negotiated.
- All structures are required to have hard surfacing on the ground extending a minimum of 600mm beyond the eave line;
- Wherever possible, structures should be proprietary items;
- Council will consider custom designed structures. Such structures must be designed to Council satisfaction and utilise standardised materials and construction methods;
- Bridges, boardwalks and viewing platforms will not be approved unless associated with a natural or drainage water body, conservation area or to make an area trafficable over challenging terrain. An assessment of environmental impact will be required as part of the application process; and
- Estate entry signage/statements are not to be located within open space and if approved are to be located on private property. Council will not be responsible for any ongoing maintenance and renewal of such items.



Purpose:

Council's Public Art & Collections Policy governs all requests for public art installations in open space with the land managers approval.

Council's approach is to enable and facilitate meaningful and conceptually appropriate public artworks. This involves working in partnership with developers to commission art works that are complementary to the local environment and relevant to the locality. Council's involvement in developing the artwork brief and selection of the work is the best pathway to ensure acceptance into Council's collection.

Architectural statements and elements associated with play spaces and open space that do not serve a functional purpose and are not commissioned public artworks are considered "design features" are therefore discouraged.

Objectives:

- To provide guidance regarding sculptures/public art proposals for open space
- To ensure Council is involved the artwork brief and selection of the work
- To ensure public art compliments the local environment and is relevant to the locality

Key Requirements:

Public art proposals must consider the following:

- The scale of the element must be complimentary to the local environment and must not constitute a safety or risk hazard;
- Council's involvement in developing the artwork brief and selection of the artwork
- Any proposal must be accompanied by a detailed maintenance/care manual and cost schedule and where appropriate renewal costs;
- Appropriate engineering certification and where applicable building certification;
- Design Features as identified above will require removal and site remediation prior to formal handover unless located on private land and maintained by others; and
- Any proposal will be assessed on merit.



Purpose:

Rubbish bins are not provided in every park. The overarching principal is similar a National Park where waste is removed by users on leaving the park. Larger parks that suit longer stays such as District, Municipal and Regional parks where facilities such as BBQ's, picnic facilities and public toilets are located will have the provision of bins.

A proposal to locate bins within a pocket or local park must be supported by a demand analysis.

Objectives:

- To manage the installation of public litter facilities throughout the open space network
- To provide design information for the installation of rubbish bins in open space

Key Requirements:

Where rubbish bins are proposed the following must be considered and addressed:

- Rubbish bins shall be 120 Lt recycled plastic bins (Red for landfill waste and Yellow for recycling). Note, Wyndham does not currently have provision for the collection of recyclables within the open space network;
- Impact to operational costs;
- Demand analysis for proposed bins in a pocket or local park;
- Where approved, bins are to be in a metal framed bin surround and be located to be accessible to people of all abilities.



Purpose:

To provide information regarding provision of bollards and fencing in open space. Bollards and fencing should only be considered where safety is an identified issue or where vehicle access needs to be restricted

Objectives:

- To provide protection to the community and Council assets
- To outline design parameters

Key Requirements:

Fencing and or Bollards will be considered for approval in the following situations:

- Where fencing is adjacent to water bodies, play spaces and busy roads. Note that proximity of play spaces, water bodies and busy roads does not constitute automatic approval;
- To protect a conservation area, natural habitat or trees;
- Where a playground is situated within 15 metres of a major road. In such situations the fence is only to be installed between the playground and the road, not around the entirety of the playground. Note, a designated all abilities playground may be fully fenced (these play spaces are at Council's sole discretion). In accordance with the Play Space Strategy, one fully fenced play space will be permitted in each planning district;
- Bollards shall be made from composite material, recycled plastic or FSC timber and be sized at 150mm x 150mm and must not exceed 900mm above finished ground level (refer to Appendix 3); and
- Bollards shall be located in garden beds or set into a gravel or paved edge that extends a minimum of 600mm beyond the line of the bollards and 300mm on either side of the bollards. They shall not be designed to be in grass/turf areas.



Purpose:

Furniture contributes significantly to the useability of open space and plays an active role in encouraging residents and visitors to utilise Wyndham's network of open space

Objectives:

- To enhance the use and visitor experience of open space
- To ensure that selected furniture meets the Wyndham City Council requirements and is appropriate to the hierarchy of the park.

Key Requirements:

Proposed furniture must consider and address the following:

- All furniture is to be constructed of either steel, aluminium, recycled plastic, composite timber/ recycled plastic, repurposed timber or FSC timber;
- All seats, tables, and benches shall be set in a hard stand/paved area and accommodate wheelchair access;
- Drinking fountains shall be included adjacent to play spaces and can be considered for other areas of open space. Drinking fountains shall be combination units including bubbler, bottle refill and animal bowl. They shall; be wheelchair accessible positioned on accessible pathways, include appropriate drainage and be installed with an isolating valve in a valve box near the drinking fountain;
- As a guide, local parks may have up to a maximum of 3 bench seats and 1 picnic table, District parks and above may have more than these limits based on landscape design and anticipated demand; and
- Furniture shall be selected from Councils Suite of Furniture Manual, refer to Appendix 3;



Purpose:

Signage plays several roles in an open space context and includes place naming, way finding and interpretation. Each type plays a different role but is inherently about enhancing the visitor experience.

Objectives:

- To ensure that appropriate signage is included in the open space network
- To ensure that proposed signage meets the required standards

Place Naming Signage - Key Requirements:

Where a new park/reserve is provided by a developer, the developer is responsible for the supply and installation of park signage consistent with Wyndham’s park signage style.

Signage of the park carrying the developers name or marketing name for the subdivision will not be approved.

Wyndham’s current park naming practice is to name the park after the adjoining street. The 79 Victorian municipal councils are the state’s primary naming authorities; however, a number of government departments, government authorities and private organisations also hold this role.

Where a new park/reserve is provided by a developer, the developer is responsible for the supply and installation of park signage consistent with Wyndham’s park signage style and corporate signage guidelines. Signage of the park carrying the developers name or marketing name for the subdivision will not be approved.

Way Finding Signage - Key Requirements:

Way finding signage may be considered in large scale subdivisions. The provision of way finding signage will be considered on merit and subject to the following:

- Any proposed signage must be branded with the Wyndham City Council logo and no other logo or commercial advertising;
- Where a trail exists or is being partly delivered by a developer i.e. Bay Trail, Federation Trail, individual 'branding' by a developer will not be considered. The trail must be branded by its broader name. However, signage depicting 'Bay' Trail (for example) at (subdivision name) may be considered, this may assist with wayfinding;
- The design of proposed signage must relate to the local character and amenity and be of an appropriate scale; and
- Must consider the principles of these guidelines, being; Equitable, Accessible and Networked; Sustainability and Environment; Quality, Safety and Enjoyment; Diversity and Flexibility; Financial Sustainability; Integration; and Partnership.

Interpretive Signage - Key Requirements:

Interpretive signage will only be considered in situations where there are cultural, historical or ecological values that contribute to the park and its sense of place and such signage will enhance the visitor experience. The provision of interpretive signage will be considered on merit and subject to the following:

- Any proposed signage must be branded with the Wyndham City Council logo and contain no other logo or commercial advertising;
- The design of proposed signage must relate to the local character and amenity, be of an appropriate scale and be consistent with other Wyndham interpretive signage. Interpretive signage must be designed to add value to the park experience and not dominate the visual amenity; and
- Must consider the principles of these guidelines, being; Equitable, Accessible and Networked; Sustainability and Environment; Quality, Safety and Enjoyment; Diversity and Flexibility; Financial Sustainability; Integration; and Partnership.

Details



Purpose:

Council allows public toilets in some parks, this assists in extending the length of stay in open space and enhances user experience at long stay parks. Public toilets have a high cost of provision, maintenance and renewal/replacement. Public toilets are suited to parks supporting a long stay and will only be considered in some District, Municipal and Regional parks.

Objective:

- To ensure an appropriate provision of public toilets throughout the municipality
- To manage Council's long term financial implications

Key Requirements:

The provision of new public toilets will be considered on merit and subject to the following:

- Council's Public Toilet Strategy (in development) and proximity to other public toilet facilities (existing and planned), including those associated with commercial and community facilities;
- Park usage demand analysis and length of stay expectation; including target demographic of the park; and
- Public toilets will not be approved in Local Parks
- Active open space and its associated pavilions provide suitable opportunities to incorporate public access toilets into the footprint of the pavilion building
- Must consider the principles of these guidelines, being; Equitable, Accessible and Networked; Sustainability and Environment; Quality, Safety and Enjoyment; Diversity and Flexibility; Financial Sustainability; Integration; and Partnership.



Purpose:

To inform park designs regarding the possible inclusion of BBQ facilities. Barbeques can be underutilised and have high maintenance costs. Barbeques will only be considered in District, Municipal and Regional parks that contain facilities to support a long stay

Objectives:

- To ensure that barbeques are appropriately located throughout the municipality in parks that support a long stay
- To manage Council's long term financial implications

Key Requirements:

The provision of barbeques will be considered on merit and subject to the following:

- Proximity to other barbeque facilities;
- Park usage demand analysis and length of stay expectation;
- All barbeques must be accessible and installed on hardstand, either adjacent to or under shelter. Note: Barbeques must be positioned so they do not form a climbing structure enabling access to the roof of a shelter and to enable ease of access between other facilities for wheelchairs, strollers etc;
- App Barbeques shall be fitted with a Barbeque Monitoring
- Barbeques may be single or double hot plate and should be positioned to facilitate social connection;
- Barbeques shall be selected from Councils Suite of Furniture Manual, refer to Appendix 3; and
- Must consider the principles of these guidelines, being; Equitable, Accessible and Networked; Sustainability and Environment; Quality, Safety and Enjoyment; Diversity and Flexibility; Financial Sustainability; Integration; and Partnership.



Purpose:

To outline Council’s position regarding installation of lighting in passive open space. In general, lighting in open space is not supported, (refer Wyndham Sustainable Public Lighting Policy Guidelines). Lighting (except for active open space sports facilities including associated car parks) shall only be considered in open space where the open space forms part of a thoroughfare to a public transport node or shopping precinct and where the street light network does not meet the required lighting provision.

Objectives:

- To ensure that passive open space is not activated beyond intended hours of use
- To assist in the management of community requests for open space lighting

Key Requirements:

Subject to the above the provision of lighting in passive open space will be considered on merit and be subject to the following:

- Any lighting shall comply with the relevant Australian Standard for the purpose of the lighting.
- Lighting shall not contribute to extending use of a park beyond normal daylight/intended use hours in residential areas.
- Lighting near natural habitats or waterbodies will not be approved without prior assessment and mitigation of environmental impacts.



Purpose:

To provide direction to developers of public land regarding management of in-situ soils to maximise growing media properties for the successful establishment of vegetation.

Objectives:

- To ensure that open space vegetation performs well
- That Wyndham parks deliver a high level of amenity for the community and park users

Key Requirements:

- A soil test and analysis shall be undertaken and a report presented to Council prior to establishment of vegetation to ensure that the soil properties will sustain successful establishment and longevity of the proposed vegetation. Where identified by the soil test, appropriate amelioration of the site/planting area must be undertaken. The site must be re-tested following amelioration and the results presented to Council for approval prior to any planting; A minimum top soil depth of 200mm is required where vegetation is to be established Note: This applies to all areas where vegetation is to be established in open space and streetscapes;
- Handover to Council will not be achieved where a developer has failed to undertake soil testing, analysis and subsequent amelioration where required; and
- On development/construction sites, soil shall be managed to separate top soil from sub soil. Care must be taken to ensure that in-situ ground conditions are replicated when profiling the disturbed soil to finished levels. For example, top soil is not to be placed beneath subsoils.



Purpose:

Establishment of vegetation contributes significantly to the character and amenity of public open space. Vegetation is required to be designed and maintained to support a safe and visually pleasing open space network.

Objectives:

- To ensure that design of passive open space considers on going management and maintenance
- To ensure that CPTED is considered as part of the design process
- To ensure that establishment and maintenance of vegetation does not inhibit sight lines
- To ensure that open space vegetation performs well
- That Wyndham parks deliver a high level of amenity for the community and park users.

Key Requirements:

These provisions ensure that landscape planting; complements any naturally occurring flora, has low water use requirements, has low on-going maintenance costs and provides a safe and aesthetic environment for users of the open space and road networks. Vegetation in parks establishes character and can be used to provide variation and colour and enhance the parks feeling of ‘welcomeness’.

Trees planted in streets and parks should reflect local character and conditions and provide aesthetic streetscapes, parks and public amenity. Species selection will consider how the species contributes to provision of shade, improved micro-climate and landscape amenity whilst minimising interference (now and into the future) with lighting, paving or other public and private infrastructure. The

Wyndham City Forest and Habitat Strategy informs tree selection for all Council managed land. Wyndham’s Significant Tree Register, the Wyndham Planning Scheme and approved Precinct Structure Plans and Development Plans identify existing trees that are required to be retained. Existing trees are to be retained as a priority and proposed designs must demonstrate how existing trees have been incorporated and will be protected throughout development.

Shrub and Groundcover Planting

General:

- Retention and enhancement of naturally occurring indigenous vegetation is a priority and is governed by legislation;
- All proposed plant species require approval by Wyndham City Council, either by selection from an approved species list or at Council's sole discretion;
- All proposed plant species shall be selected based on low water need/suitability to thrive in Wyndham and minimal on-going maintenance requirements. The use of local indigenous species (refer Appendix 4) is required in areas adjacent to natural areas and conservation reserves. Proposed garden beds containing high maintenance plants will not be approved, except by agreement in Council nominated Municipal, Regional Parks or Activity Centres;
- Planting design and species selection shall ensure that sightlines for motorists are not impeded and VicRoads height requirements of 450mm or lower are achieved;
- Planting within public access ways shall consist of low shrubs or groundcovers (below 600mm in height) to ensure passive surveillance over the length of the access way;
- Shrubs and groundcovers shall be planted greater than 600mm away from a path or driveway;
- Planting shall be undertaken during May – September, unless otherwise approved by Council and subject to an approved watering plan; and
- All planted beds shall be mulched at a depth of 75mm with an approved mulch and be maintained at that depth.

Shrubs and Groundcovers in Parks and Open Space:

- All garden beds in public parks shall be edged, appropriate treatments include treated pine, concrete or similar and scalloped edges;
- Mass planted mulched beds in drainage reserves do not require installation of a hard edge;
- Garden beds and/or mass planted areas shall be designed to allow easy passage between beds and other objects for a ride on mower with a 1800mm cutting deck;
- Structure of massed plantings will generally have low plants to the edges and taller plants to the rear or middle;
- Planted garden beds may facilitate nature based play and planting structure should reflect smaller plants at the front and larger plants in the centre; and
- The structure of planting shall consider CPTED principles with regard to passive surveillance.

Shrubs and Groundcovers in Nature Strips:

- Unless otherwise approved, nature strips shall be planted with a suitable turf species;
- Nature strips may, by approval be planted with other species of plants. In this case, proposals must be consistent with the Wyndham Nature Strip Landscaping Guidelines and the City Forest and Habitat Strategy;
- Ongoing maintenance of nature strips is the responsibility of the adjacent land owner or occupant; and
- Planting of street trees must be in accordance with the Wyndham Tree Planting Specification and the City Forest and Habitat Strategy. Note, residents are not permitted to plant street trees.

Shrubs and Groundcovers in Median Strips:

- Operational activities such as mowing require traffic management if the median strip is less than 3000mm in width. This adds significant cost to the maintenance activity and creates traffic congestion. Median strips in new developments are to be greater than 3000mm in width.
- Mass planting shall be approved at Council's sole discretion. Where approved, a setback of 500mm from the back of kerb and 3000mm from a pedestrian crossing or road intersection will be required; and
- Plants must have a maximum height at maturity of 450mm (trees excepted).

Shrubs and Groundcovers in Roundabouts:

- Species selection and location of plants shall ensure motorist views through the roundabout in all directions are not obstructed;
- Finished level of soil and mulch must not exceed back of kerb height;
- Plants must have a maximum height at maturity of 450mm (trees excepted);
- Planting must be set back 1200mm from the back of kerb/roundabout edge to provide separation between vehicles and maintenance staff.

Trees

General:

- Tree selection shall be in accordance with the Wyndham City Forest and Habitat Strategy;
- Tree planting in parks (excluding conservation reserves and natural habitats) must deliver 25% potential canopy cover within the park;
- Street and Park trees shall be supplied at a minimum height of 1.5 metres (unless otherwise approved) with the calliper and container size reflecting the height of the tree, the tree must be self-supporting in accordance with AS2303 -15 Accepting Tree Stock for Landscape Use. Mass planting of trees in other areas i.e. drainage reserves may be tube stock, planted in accordance with Wyndham's Tree Planting Specification.
- Developers must provide evidence that they have placed orders for the tree species approved in the landscape design one year prior to intended subdivision planting and that the supplier is able to produce stock meeting AS2303-15 Accepting Tree Stock for Landscape Use; and
- Tree planting in roads managed by VicRoads shall comply with VicRoads standards.

The table below identifies the minimum required distance that trees may be planted from various types of infrastructure.

Location	Minimum distance of infrastructure from trees
Naturestrip	Midpoint between kerb and footpath (species specific in identified locations) minimum width 750mm
	2500mm from crossover
	2000mm from power pole/light pole (subject to species selection)
	1500mm from service assets, and legal point of discharge
	2000mm from fire plugs
	2000mm from fire hydrant
	10000mm (minimum) from cross streets, refer to Austroads Guide
Median Strip	1200mm from kerb
	2500mm from pedestrian crossing tree selection to maintain sight lines
	10000mm (minimum) from cross streets, refer to Austroads Guide
Roundabout	2500mm from back of kerb centrally located single stem tree(s) by agreement
Parks	3000mm tree to tree (except copses and mass planted/mulched areas)
	3000mm from garden beds when not located in garden bed
	1200mm from paths
	3000mm from structures
	2500mm from crossover
	3000mm from park lighting
	3000mm from private property boundary

Trees in Parks:

- Where trees are located within grassed areas the spacing between the mulched beds of trees shall be 3000mm and the area mulched at a depth of 75mm;
- Where mature trees are to be retained in open space as part of an urban development, proposed buildings or structures shall be greater than 3000mm from the existing tree(s) or structural root zone (whichever is the greater);
- Tree planting must deliver 25% potential canopy cover within the park;
- Trees shall be planted in mulched beds in accordance with the following: The tree planting site is to be sprayed with herbicide to control weeds/grass in a 2 metre radius from the tree trunk (centre of intended hole); The planting hole is to be dug 3 times the width of the rootball with the sides and base of the hole broken up; 500 grams of Gypsum is to be added to each tree hole and lightly incorporated with excavated soils; The base of the hole is to be lightly compacted to prevent settling; Following planting a 100mm depth of compost material complying with AS4454 Composts, Soil Conditioners and Mulches is to be spread in a 2 metre radius from the tree trunk/water well; 100mm of aged mulch is to be added on top of the compost and water applied to the entire area; The total depth of compost and mulch is not to exceed the height of the water well. Note: Where trees are planted in proximity closer than 3 metre centres the compost/mulch area is to be combined into one area. A minimum of 3 metres is to be maintained between each composted/mulched area; and
- Refer to table regarding minimum distances to other infrastructure.

Trees in Nature Strips

- Generally, each property/residence will have at least 1 street tree planted adjacent to it in accordance with the minimum distances identified in the table above and as the location of service utilities allows;
- Tree planting on corner properties will not impede line of sight for motorists entering or leaving the intersection;
- Planting on major arterial roads shall align with Councils Avenues and Boulevards Plan (refer to the City Forest and Habitat Strategy);
- Residents and/or tenants are not permitted to supply and plant trees in nature strips;
- Refer to Table regarding minimum distances to other infrastructure.

Trees in Median strips:

- Trees planted in medians with flush or roll over kerbs shall be individually protected by bollards or other approved method;
- Tree planting in medians must deliver 25% potential canopy cover within the median strip;
- Refer to table for minimum distances to infrastructure.

Trees in Roundabouts:

- One single stem high canopy centrally located tree may be permissible; and
- Refer to above table for minimum distances to infrastructure.

Turf

Key Requirements:

The intent of the Landscape Development Levels of Service is to ensure that areas of turf are provided in appropriate locations that are useable to the community and compliment the landscape design. Turf areas should be designed for cost effective maintenance and avoid any small and/or hard to access areas that are difficult or time consuming to maintain. Proposed turf areas must consider and address the following:

- Designs shall provide for areas to be accessible by a ride on mower with an 1800 metre cutting deck and allow for a 3000m turning circle around trees, furniture or other structures;
- Gradients shall be equal to or flatter than 1:6;
- Where grade differences in lawn areas are proposed, the change in grade shall be achieved through mounding/sloping with a gradient equal to or flatter than 1:6 to ensure ease of maintenance and a surface suitable for mowing. Any proposed grade changes must either be a natural slope or utilise a retaining wall with appropriate barriers and access points. The use of use structural elements to create mounding will not be approved;
- Turf areas shall be bordered by road and or garden kerb/edge, paths or other approved solid material;
- Except for sportsgrounds and high profile/nominated sites (as determined by Council) areas of turf in open space will be irrigated at Council's sole discretion;
- *Pennisetum clandestinum* (Kikuyu) is the preferred turf species for open space parks and naturestrips. *Stentaphrum secundatum* (Buffalo, soft leaf varieties) may also be considered, particularly in shaded areas. Turf may be established either through installation of sod or sprigs; and
- *Cynodon dactylon* (Couch) varieties are the preferred turf species for sportsgrounds. Establishment of turf for sportsgrounds must be through the installation of sod which may be required to be washed (site specific).



Details



Purpose:

Artificial turf is only suitable in association with sportsground development. This may be either for the playing surface (subject to consideration and approval from Council) or for adjacent to coach's boxes and sportsground entry points.

Artificial turf will not be considered in any other public open space application due to maintenance, management and vandalism issues.

Objective:

- To ensure that artificial turf is only used in sportsground and associated applications

Key Requirements:

Proposed sportsground artificial turf areas must consider and address the following:

- All sportsground installations must be in accordance with all the manufacturers specifications.



Purpose:

To protect Identified conservation areas from any development and or construction activities. These sites must be fenced to prohibit access by construction/unauthorised individuals for the duration of the construction activities.

Objective:

- To ensure appropriate protection and management of conservation reserves

Key Requirements:

- Conservation areas are to be considered as integrated community assets including interpretative signage and boardwalks/fencing that protects natural/conservation areas whilst allowing a suitable level of community access;
- Lighting near conservation areas is not permitted without an approved environmental impact assessment and subject to Council's sole discretion; and
- Any activities within a conservation area must be undertaken in accordance with established Wyndham conservation work practices and only with prior approval of an agreed Site Action Plan.



Purpose:

Waterbodies, Wetlands and Bio-retention Systems are established for the purpose of water quality, drainage control and mitigation flood. Any proposed system must as its primary function be for water management and not as an aesthetic addition to the landscape.

Objectives:

- To ensure that Waterbodies, Wetlands and Bio-retention Systems are fit for purpose
- To ensure that storm water quality is improved and environmental impact from storm water is minimised

Key Requirements:

- Council aims to develop and maintain landscapes that are sustainable and appropriately designed for the geological and climatic conditions of Melbourne's greater west. Therefore, waterbodies that are aesthetic in nature and do not serve a drainage/flood mitigation purpose shall not be approved.
- Wetlands and bio-retention systems must be designed, constructed and maintained to established Council and Melbourne Water standards.

Details



Purpose:

Smart Technology can enhance the amenity and useability of open space. There is a range of existing innovative technology in public places/open space such as public Wi-Fi and smart furniture. These elements are being joined by a myriad of sensors and other technology that have the potential to allow council to gain an increasingly detailed, real-time picture of the use of Wyndham’s open space network.

Objectives:

- To ensure that introduction of smart technology in parks enhances the user experience and contributes information to assist Council in future decision making.

Key Requirements:

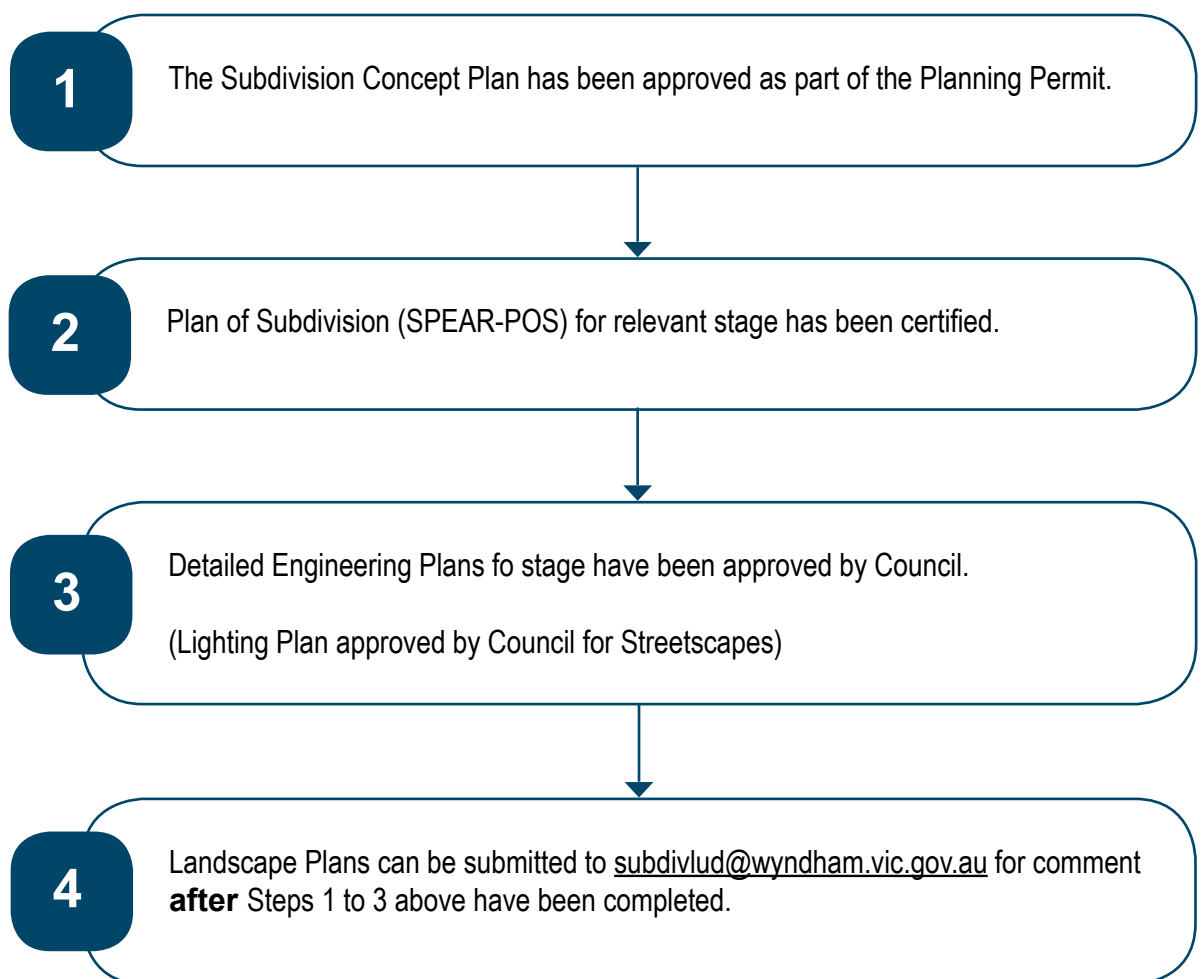
- Benefits from the use of smart technology for user experience and Council must be clearly articulated;
- Demonstrated interoperability of technologies is provided to ensure connection to Council platforms and efficiency of city operations. Council can advise on preferred proprietary models;
- Smart technology proposals must demonstrate that appropriate level of cyber security controls and protections in place;
- All ongoing management and maintenance costs must be identified and disclosed;
- The collection and provision of any data must be aggregated and de-identified; and
- Demonstration that all relevant standards and policies have been adhered to.

Approval and Bond Process

Purpose:

The purpose of this information sheet is to inform Landscape Consultant regarding the process to be followed when submitting Landscape Plans for assessment.

Plans Approval Process:



4

The Landscape Consultant is to check Landscape Plan Submissions for the following requirements prior to submitting plans for assessment: -

- The Stage Boundary in the Landscape Plan is to exactly match the Stage Boundary in Latest Endorsed Subdivision Concept Plan;
- The extent/ limit of Landscape Works is to cover the entire extent shown within the Stage Boundary in the Latest Endorsed Subdivision Concept Plan.
- If there are different Landscape Areas within a Stage, (e.g. Stage 'X' Reserve, Stage 'X' Streetscape, Stage 'X' Water Quality (WQ) Asset) Landscape plans for each area are to be submitted as a separate package. However, Statement of Compliance (SOC) will not be granted until all the landscape packages within a stage are approved by Council and works bonded;
- An Opinion of Probable Cost (OPC) with Bond Amounts calculated as per guidelines on Information Sheet, is to accompany all Landscape Plan Submissions. (For Water Quality Assets, OPC & Bond Calculations are to be for Council Portion only);
- The Plan of Subdivision (SPEAR-POS) is to match the Latest Endorses Subdivision Concept Plan with vesting of Roads and Reserves identified in the SPEAR-POS. For Water Quality Assets, the land is to be identified as a Council Reserve with an Easement Reference (e.g. E1 - Melbourne Water);
- The Latest Approved Civil BasePlans has been referenced in the Landscape Plans. For WQ Assets approved by Melbourne Water, Council's Engineering Team approval is also required prior to submission of Landscape Plans.

Resubmissions are to be lodged with the LS No. clearly stated in the 'Subject' of email and all changes highlighted with Revision Clouds and Revision No. updated in the drawing title block.

5

Landscape plans approved and Landscape Works Bonded

6

Landscape Subdivisions consent to grant SOC for stage

Approval and Bond Process

Purpose:

The purpose of this information sheet is to guide Landscape Consultants on the process to be followed for Bond Calculations for Landscape Works.

Guidelines:

The below lists the Standard Process for calculating Landscape Bonds for Subdivision Works when nature strips are separated as an individual bond and the Standard Process for calculating Bonds for Subdivision Reserve Landscape Works.

Streetscapes:

Outstanding Works Bond

Unless otherwise permitted, the Outstanding Works Bond is calculated at 150% of the Total Cost of Landscape Works including maintenance for 104-week period (2 years), not including the cost associated with the preparation, grassing and maintenance of nature strips.

Nature Strip Bond

150% of total cost of all the works associated with any nature strip works and maintenance of nature strips (not including trees).

Security Bond

The bond is calculated as 35% of the Total Cost of Landscape Works.

‘EXAMPLE’ STREETScape BOND CALCULATIONS:

Note: - ‘Item Description’ would vary depending on the individual Project.

OUTSTANDING WORKS BOND

Item	Description	Unit	Qty	Rate	Amount
1	Preliminaries & Site Establishment	Item	1		
2	Tree Planting – Supply & Install 45L Trees	No.			
3	Maintenance Period				
a	Establishment and Maintenance of all Street Trees as per Landscape Specification includes watering, pruning, topping up mulch in tree-rings, replacement of unhealthy/ dead plant material, pruning, weeding of mulch rings and removal of debris and litter.	Wks	104		
	Total – Scheduled Works				\$ 15,000.00
	Total – Bond Amount (150%)				\$22,500.00

NATURE STRIP OUTSTANDING WORKS BOND

Item	Description	Unit	Qty	Rate	Amount
1	Grassing				
a	Application of appropriate herbicide to remove weed and pasture grass	Sqm			
b	Ameliorate and cultivate 150mm depth approved topsoil in naturestrips	Sqm			
c	Supply and install hydromulch Grass Mix as detailed and specified	Sqm			
d	Application of instant turf as detailed and specified	Sqm			
2	Maintenance Period				
a	Establishment and Maintenance of all Street Trees as per Landscape Specification includes mowing, herbicide application and removal of all debris and litter	Wks			
	Total – Scheduled Works				\$ 20,000.00
	Total – Bond Amount (150%)				\$30,000.00

SECURITY BOND

1	Works				
a	Outstanding Works	item	35%	\$15,000.00	\$5,250.00
b	Naturestrip Outstanding Works	item	35%	\$20,000.00	\$7,000.00
	Total				\$12,250.00

Reserves:

Outstanding Works Bond

Unless otherwise permitted, the Outstanding Works Bond is calculated at 150% of the Total Cost of Landscape Works including maintenance for 104-week period (2 years), not including the cost associated with the preparation, grassing and maintenance of nature strips.

Security Bond

The bond is calculated as 35% of the Total Cost of Landscape Works.





Appendix 3 - Furniture Suite

Appendix 3- Furniture Suite

Background

Wyndham City Council (WCC) currently uses different types of Park Furniture throughout the Municipality. Furniture styles vary in different locations and are made up of various materials including wood, steel and composites. Wyndham City currently has over 3,000 items of furniture within the municipality including but not limited to benches, bollards, picnic settings, drinking fountains, BBQ's, fences, shelters and bike racks.

Materials deteriorate at different rates, which can result in increased maintenance costs. Implementing a suite of furniture will deliver consistency and create a streamlined process for new and replacement furniture. It ensures a common approach is implemented throughout the municipality by internal and external stakeholders.

The suite of furniture has been established based on environmental impact, low cost maintenance, robustness and aesthetic appeal.

This manual is an appendix to the Wyndham Landscape Development Levels of Service and informs Council and developers regarding selection of park asset infrastructure.

Scope

The aim of developing the Street and Park Furniture Manual for Wyndham is to:

“Provide an easy to use reference to assist Council in achieving a consistent planning, design, and maintenance approach to streetscape and parkland furniture across Wyndham”.

Objectives of the Manual are to:

- Provide a consistent methodology in selecting relevant furniture types within Wyndham;
- Ensure the design specifications are utilised across Council;
- Clearly establish standards to streamline furniture used within the municipality based on the Open Space Strategy's hierarchy of parks;
- Compliment other Council endorsed strategies and Policy's, including:
 - Wyndham Open Space Strategy 2045 (Parks Furniture Components).
 - Environmental and Sustainability Strategy 2016-2040
 - Waste and Litter Strategy 2016-2040

Discussion

Wyndham's Open Space Strategy 2045 underpins and informs the Street and Park Furniture Manual for Public Spaces.

To determine the most appropriate furniture for new developments and the retrofitting of existing public spaces, current data on furniture including maintenance requirements, materials, environmental sustainability and aesthetic appeal has been reviewed.

Datasheets provide a summary of the furniture suite for Wyndham City Council. The datasheets for each item identifies the materials and finishes, recommended maintenance regime, suppliers or fabricators and other relevant current issues or future considerations.

Note: Datasheets only provide a summary of each furniture item and should not be used as a detailed specification for fabrication or installation. Furniture can be customised to the theme of the park in line with the principles established within this document and reference to materials selection and minimising maintenance requirements. Any proposed customisation must be appropriate for the level of park within the hierarchy as outlined below.

Hierarchy of Parks/ Open Space

Category	Open Space Classification	Furniture Type
Level 1	Werribee CBD	Custom
Activity Centres	Point Cook CBD	Standard
Level 1	See Attachment 1	Custom
Regional/Municipal	(Open Space Strategy, Classifications)	Standard
Level 2	See Attachment 1	Standard
District	(Open Space Strategy, Classifications)	
Level 3	See Attachment 1	Standard
Local Parks, Pocket Parks and Linear Parks	(Open Space Strategy, Classifications)	

Regional – These Parks serve the broader regional population including people who live in adjacent municipalities. Regional passive parks may also serve to protect and enhance environmental values in the regional context. These areas are typically managed by Parks Victoria or other state government agencies rather than Council. Where regional parks are used as active open space they may include sporting facilities that are used regularly for regional level competition. Regional active open spaces have a ‘regional-wide’ catchment and may be located anywhere in the municipality or broader region.

Municipal – These parks that serve the municipal population and may attract people from other municipalities due to the higher level of facilities provided such as sporting facilities and playgrounds. Municipal open spaces have a ‘municipal-wide’ catchment and may be located anywhere in the municipality.

District – These parks serve a collection of adjacent neighbourhoods. They may provide for active sport and/or passive activities and are generally located within 1 kilometre of all dwellings. District parks may also protect natural and heritage values and provide for landscape diversity and amenity.

Local – These parks serve a neighbourhood. They generally provide for multiple informal recreation activities and cater for a range of age groups and are generally located within 400 metres of all dwellings. Local parks cater mainly for frequent, short duration visits by residents from the surrounding walkable neighbourhoods. Local parks generally do not cater for formal sporting activities. Where sporting use occurs it is for junior sport, training and lower level community use. These parks may also protect natural and heritage values and provide for landscape diversity and amenity.

Pocket – These parks are small and serve the immediate surrounding streets. In newly planned areas they are located in medium to high density residential areas and town centres. They provide for a variety of recreation activities and social settings and cater mainly for frequent, short duration visits by residents and workers from the surrounding walkable vicinity. In established areas development patterns have resulted in the provision of pocket parks within normal residential areas. These parks are provided according to development pattern and therefore have no specific distribution.

Embellishment Legend



Acceptable
Embellishment



Unacceptable
Embellishment

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Level 1



Level 2

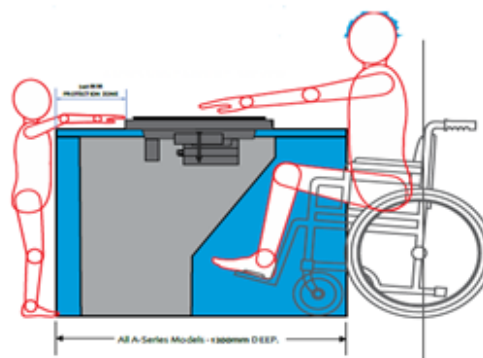


Level 3



Key Notes:

- BBQ's installation to occur in District, Municipal and Regional Parks
- Each site will be assessed individually and be dependent on factors as stated in Wyndham Landscape Development Levels of Service Document
- BBQ's are required to be DDA Compliant
- Safety components including overriding thermostat cut out switch and integrated surge protection



Level 1



Level 2



Level 3



Key Notes:

- Suitable for any type of Environment
- Wheelchair accessible
- Drinking fountains must have Dog bowl attachment
- Drinking fountains must have water bottle fill function
- Robust Design
- Complies with Australian Standard



Standard Picnic Settings

Level 1



Level 2



Level 3



Key Notes:

- Sturdy and robust construction for use in all types of elemental conditions
- All furniture is to be constructed of either steel, aluminium, recycled plastic, composite timber/recycled plastic, repurposed timber or FSC timber
- Recycled composite material must be used as an alternative to timber in level 1, 2 & 3 parks
- Setting with metallic surface only suitable for installation under shelters



Custom

Level 1



Level 2



Level 3



Key Notes:

- Sturdy and robust construction for use in all types of elemental conditions
- All furniture is to be constructed of either steel, aluminium, recycled plastic, composite timber/recycled plastic, repurposed timber and/or FSC timber
- Recycled composite material must be used as an alternative to timber in level 2 & 3 parks
- Setting with metallic surface elements only suitable for installation under shelters



Level 1



Level 2



Level 3



Key Notes:

- Sturdy and robust construction for use in all types of elemental conditions
- All furniture is to be constructed of either steel, aluminium, recycled plastic, composite timber/recycled plastic, repurposed timber or FSC timber
- Recycled composite material must be used as an alternative to timber in level 1, 2 & 3 parks
- Seats and Benches made of recycled composite materials must have a black frame



Custom

Level 1



Level 2



Level 3



Key Notes:

- Sturdy and robust construction for use in all types of elemental conditions
- All furniture is to be constructed of either steel, aluminium, recycled plastic, repurposed timber or FSC timber
- Seats and Benches made of recycled composite materials must have a black frame



Level 1



Level 2



Level 3



Key Notes:

- Timber bollards for landscape projects, fencing and road and pedestrian management
- Timbers used include Cypress Pine, Spotted Gum and Iron Bark
- Most commonly used timber for bollards is Cypress Pine, due to its class 2 below ground rating, low shrinkage rate of 2.9% and its natural resistance to white ants
- Bollard dimensions – 150mm*150mm
- Pyramid top bollard set at 350
- Must contain impact hole set perpendicular to road and above ground



Collapsible Bollard Sleeve

Level 1



Level 2



Level 3



Key Notes:

- Bollard timbers which are most widely used are Cypress pine, Spotted gum and Iron bark
- Sleeve made from dipped galvanised steel
- Bollard suited to park cross overs and must have lock attached once installed



Perforated Bin Enclosure

Level 1



Level 2



Level 3



Key Notes:

- Combined recycling and waste bin system
- Bin enclosure for 120 Litre wheelie bins
- Keyed to suit council standard lock
- Custom modifications available



Rubbish Bins 120/ 240L

Level 1



Level 2



Level 3



Key Notes:

- Injection moulded from High Density Polyethylene (HDPE)
- Yellow lids for recyclables and Red lids for general waste in accordance with Councils Waste and Litter Strategy to comply with Australian Standards
- Corrosion resistant steel axle
- All containers are recyclable
- Complies with EN840 and AS4123 quality requirements



240L



120L

Bin Stands

Level 1



Level 2



Level 3



Key Notes:

- Sturdy steel bin stand for wheelie bin
- Finish can be galvanised or powdercoated
- Large palette of colours
- Can fit 120L and 240L wheelie bins
- Fixing includes bolt down or in ground option



Level 1



Level 2

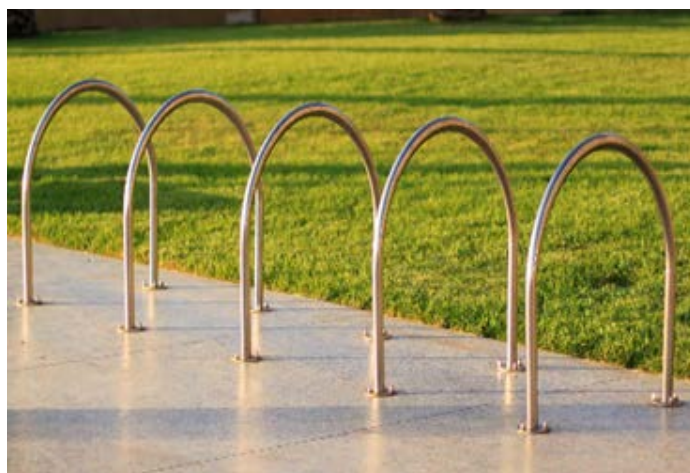


Level 3



Key Notes:

- Frame constructed from stainless or galvanised steel
- Various options for installation including bolt down and extended leg
- Custom modifications available, including custom sizes



Feature Shelters

Level 1



Level 2

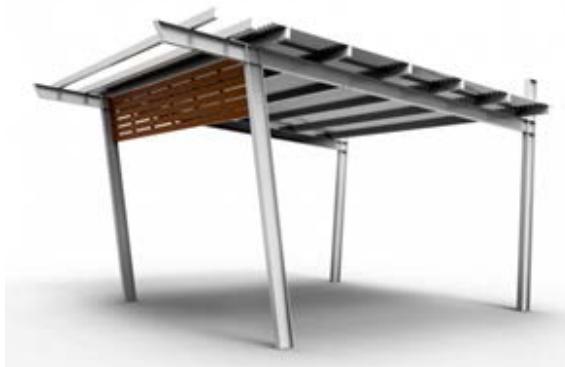


Level 3



Key Notes:

- DDA Compliant
- Frames made of timber (pine) or steel (powdercoating optional)
- Timber framed shelters must have steel footings – Both in ground or bolt down configurations acceptable
- Colourbond roof sheeting
- Shade screens optional
- Custom modification available



Standard Shelters

Level 1



Level 2



Level 3



Key Notes:

- DDA Compliant
- Frames made of timber (pine) or steel (powdercoating optional)
- Timber framed shelters must have steel footings – Both in ground or bolt down configurations acceptable
- Colourbond roof sheeting
- Shade screens optional
- Custom modification available



Level 1



Level 2



Level 3



Key Notes:

- Polyvinyl Chloride wire available in a variety of diameters (Light, Heavy, Extra Heavy Duty)
- Gate can be fitted to gate posts or other solid structure
- Fence customization available
- All gates are custom made to suit the opening, height and profile as required
- Bollard 1.6m long, 145mm by 145mm with tapered top
- Custom modifications available
- **This fence is to be installed around playgrounds that near a main road**



Small 1m Sign



Key Notes:

- Sign's installed as specified by Council's Signage Policy
- Sign size to be according to park hierarchy and in accordance with the Signage Policy



Medium 1.45m Sign



Key Notes:

- Sign's installed as specified by Council's Signage Policy
- Medium 1.45m Signs can be considered for level 2 parks



Large 2.35m Sign

Level 1



Level 2



Level 3



Key Notes:

- Sign's installed as specified by Council's Signage Policy
- Large 2.35m Signs to be installed as Skate Park Rules Signs only



Dog Off Lead

Level 1



Level 2



Level 3

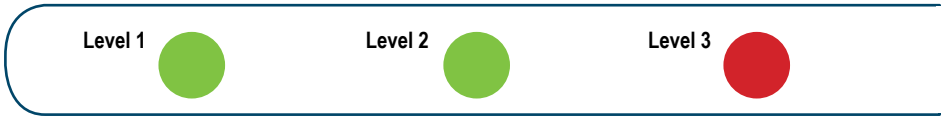


Key Notes:

- Sign's installed as specified by Council's Signage Policy
- Dog on/off lead signage not appropriate for all parks and sites will be assessed individually



Dog on Lead



Key Notes:

- Sign's installed as specified by Council's Signage Policy
- Dog on/off lead signage not appropriate for all parks and sites will be assessed individually



Embellishment Legend



Acceptable
Embellishment



Not Appropriate
Embellishment

Item	Level 1	Level 2	Level 3
Single/ Double Cooktop BBQ	●	●	●
Drinking Fountains/ Dog Bowls	●	●	●
Picnic Setting - Standard	●	●	●
Picnic Setting - Custom	●	●	●
Seats and Benches - Standard	●	●	●
Seats and Benches - Custom	●	●	●
Bollards	●	●	●
Bollards - Collapsible Bollard Sleeve	●	●	●
Bins - Perforated Bin Enclosure	●	●	●
Bins - Rubbish Bins 120/ 240L	●	●	●
Bins - Bin Stands	●	●	●
Bike Racks	●	●	●
Shelter - Feature Shelter	●	●	●
Shelter - Standard Shelter	●	●	●
Fence and Gates	●	●	●
Sign - Small 1m Sign	●	●	●
Sign - Medium 1.45m Sign	●	●	●
Sign - Large 2.35m Sign	●	●	●
Sign - Dog Off Lead	●	●	●
Sign - Dog On Lead	●	●	●





Appendix 4 - Developers Landscape Handover Checklists

Appendix 4- Developer Checklists

The Developer Checklists have been developed to facilitate efficient processes for Practical Completion, Maintenance and Handover.

Council will not attend any meeting for the above processes if the Developer has not completed and submitted a checklist a minimum of two weeks prior to the intended inspection date.

Wyndham City Council Practical Completion Checklist

The Practical Completion (PC) Checklist is to be completed and submitted to Council when requesting a PC inspection. Please request an inspection by contacting Landscape Urban Design Subdivisions subdivlud@wyndham.vic.gov.au

Once completed and submitted to Council, a PC inspection will be scheduled with the nominated site representative. Council requires a minimum of two weeks notification to schedule a PC inspection. PC will be granted at the discretion of the Council officer.

If items in this checklist are installed and not deemed acceptable, not constructed or maintained according to Council or horticultural standards, and/or not in accordance with the endorsed landscape plan at PC, the inspection will be recorded as a failed inspection.

A failed inspection will also result if checklists are found to be filled out incorrectly and do not reflect the conditions found on site in the time between submission and inspection.

A rescheduled site meeting will be undertaken upon completion of a new checklist and for each PC inspection thereafter, a fee of \$300 may be incurred, per Council officer inspecting the site.

For any enquiries regarding Council Practical Completion inspections, please contact Landscape Urban Design Subdivisions subdivlud@wyndham.vic.gov.au

<p>Developer:</p> <p>Name of Estate Development:</p> <p>Estate Stage:</p> <p>LS number:</p>	
<p>Date:</p>	<p>Nominated Site Representative:</p> <p>Contact No / Mobile</p>

Information to be provided to council prior to Practical Completion.			
	Yes	No	N/A
Construction Inspection checklists signed off and dated by the Site Representative			
Maintenance Schedule			
Confirm bonds for this estate stage have been submitted to Council.			
Electrical works: Power is connected and certificate of compliance provided to Council			
Plumbing works: Water is connected and certificate of compliance provided to Council			
Building Permits and Structural Engineering compliance where necessary. (shelters over 10m 2, retaining walls over 1m etc)			
Playground Audit (Required at the time of requesting an inspection)			
As-built plans in AutoCad format, PDF, (or any other format required by Council)			
Toilets: Certificate of compliance to be provided from licenced plumber			
Confirm, supplied to Council civil/engineering department; Wetland Civil as Constructed Survey Wetland Safety Audit Certificates of Compliance (Building/Electrical/Water)			

General			
	Acceptable	Unacceptable	N/A
Site is clean, free from rubbish and graffiti. Hardscape elements are as detailed and in good order. All aspects of landscape are safe and pose no hazard to public or staff.			
The site is in accordance with the approved landscape construction drawings, is ready for practical completion and the commencement of the two-year maintenance period.			
All hard landscape equipment is installed in accordance with the approved plans and all paths and pavements are of sound construction and built to Councils required standards.			
All relevant conditions of the associated planning permit have been met			

Grassed Areas E.g. Parks and Nature Strips and (Road) Reserves			
	Acceptable	Unacceptable	N/A
Naturestrips are levelled, free of rock, rubbish and weed.			
Park, reserves and road reserves are seeded, turfed or sprigged. An even grass cover without bare patches is required. The grass is at least second cut.			
No grassed area will contain unacceptable amounts of inappropriate turf grass species such as pasture grasses an environmental weed grasses species such as Cane Needlegrass, Chileas Needlegrass and Serrated Tussock.			
Grassed area is free of pests, diseases and no significant areas/amounts of broad-leafed weeds are present.			

Garden Beds			
	Acceptable	Unacceptable	N/A
Garden beds are in neat order and free of litter			
Garden beds are free of weeds, or any small weeds have been sprayed			
Garden bed edges are clearly defined			
Any edging material between garden bed and path does not encroach onto path			
Hedges are uniform and clearly defined (where applicable)			
Any dead, diseased, poor performing or missing plants have been replaced			
All shrubs and groundcovers are displaying healthy and vigorous growth			
Mulch is to a minimum 75mm deep and covers whole garden bed			
All rocks are placed stable, free from sharp edges do not cause a tripping hazard			
All species used and densities are in accordance with approved plans/as constructed plans			

Trees			
	Acceptable	Unacceptable	N/A
All tree stock is installed and maintained according to the Wyndham City Standards and Specifications Manual and the Australian Standard, AS 2303:2015 Tree Stock for Landscape Use			
Trees are correctly planted with top of root ball even with surrounding ground			
All trees have a mulched ring at least 1.2m in diameter and 150mm in depth. The mulch is clear of the trunk of the tree			
All bowls at the base of the trees are well formed, free of weeds and allow for maximum water retention			
Any dead, diseased or severely vandalised trees have been replaced			
All weeds and suckering material have been removed			
All trees have a single straight leader. Trees will not be accepted with damaged or multiple leaders			
Trees are planted at correct offset distances, as specified			
Trees are of sound structure and display good health and are free of disease and pests			
All trees are appropriately staked and trees are loosely tied			
Trees where necessary are pruned to the Australian Standards, a AS4373:2007 Pruning of Amenity Trees.			
All species are in accordance with approved plans/constructed plans			

- Where die back, leaf burn, windburn, vandalism etc has occurred, trees are to be monitored for recovery or replaced where necessary.
- Trees will be assessed using the Australian Standard, Tree stock for landscape use, AS 2303: 2015.
- Trees will be assessed for proper establishment using:

Arboriculture & Urban Forestry 2018. 44(1): 12-22
 ISA, International Society of Arboriculture.
 Assessment of Six Indicators of Street Tree Establishment in Melbourne, Australia.
 M.Leers, G.M.Moore, and P.B.May

Hard Landscape Features			
	Acceptable	Unacceptable	N/A
All seats, tables and decking are free from damage, installed and treated as specified			
Drinking fountain(s) are connected (by licenced plumber) functioning, clean and free from damage.			
Toilets, certificate of compliance to be provided from licenced plumber.			
Barbeque, all BBQ's are installed correctly, free from damage, clean, connected and functioning.			
Litter and recycling bins, bin stands are free from damage and contain appropriate inner bins.			
All walling and fencing are free from damage and engineers certificate provided where appropriate.			
Playgrounds, all play space areas have undertaken a Risk Assessment Audit by a suitably qualified Independent Risk Assessment Auditor. Report to be submitted to Council. If remedial works are required, a follow up assessment will be required once all works are completed and submitted to Council.			
Playgrounds, adequate drainage treatment has been added to the subgrade during playground construction.			
Soft fall areas are free of hazardous material and are topped up to Councils specifications.			
All hard landscape equipment is installed in accordance with the approved plans.			
All paths and pavements are of sound construction, free from cracks, damage, trip hazards and built to Council required standards and specifications (photos, or certificate of compliance may be required)			
Edging, all edging is free from hazards and installed to suitable levels.			
Fencing, all fencing is free from damage and treated as specified.			
Bollards, all bollards are free from damage, installed to correct height, in suitable alignment and treated as specified.			
Public art, sign off from the engineer to verify that the artist has installed the artwork in accordance with engineering specifications.			
Structural elements, all structural elements are free from damage and treated as specified, where applicable structural certification inspection documentation, certificate of final completion has been submitted to Council			

Irrigation System			
	Acceptable	Unacceptable	N/A
All components of system are functional.			

Automatic controller stations have been set to seasonal settings.			
All irrigation systems have been flushed and are in good working order.			

Wetland Systems & Conservation areas

Refer to maintenance requirements contained in Melbourne Water documents listed in Technical Note MW1 Wetlands Establishment. Council requires that all Melbourne Water Maintenance standards are to be met.

	Acceptable	Unacceptable	N/A
All wetland systems and surrounds are free of weeds and litter			
No wetland system is to include <i>Typha</i> sp (Combungi) or <i>Cyperus involucratus</i> (Umbrella Sedge). Wetland and adjacent landscape or revegetation area is not to contain significant amounts (as determined by Council officer) of environmental weeds such as Cane Needlegrass, Chilean Needlegrass, Serrated Tussock, African Boxthorn or thistle species			
Inlets are adequately rocked to prevent erosion around pipes and infrastructure			
All wetlands, Bio retention cells and surrounding landscapes have been constructed according to submitted and approved plans.			
Drainage, all drains are clear of silt, debris. No evidence of pooling or stagnant water			
All vegetation protective netting has been installed not being harmful to fauna on site.			
Indigenous vegetation, where stated on submitted and approved landscape plan for stock to be of local providence, evidence, if requested by Councils officer, needs to be provided.			

Existing Attributes

	Acceptable	Unacceptable	N/A
Indigenous vegetation and rock/landscape features are adequately protected if required.			
Remnant trees are adequately protected if required.			
Heritage listed structures or sites such as rock fencing or aboriginal sites are adequately protected			

Site Representative

Name.....

Signature.....

Date.....

Comments:

Wyndham City Council Maintenance Inspection Checklist

Developer maintenance obligations

The nominated site representative is responsible for all maintenance on site.

The Maintenance Inspection Checklist is to be completed and submitted to Council every (3) months during the maintenance period for every stage on maintenance. Failure to provide this information or the provision of incorrect information may result in an extension of the maintenance period.

Maintenance inspection number, every estate stage requires seven (7) maintenance inspections during the two-year (24 months) maintenance period. Your PC Letter states the expected handover date which is 2 years from the date the maintenance period commences.

- Inspection one is three months after maintenance commences and every three months thereafter until 3 months prior to successful HO date;
- Inspection seven is twenty-one months after maintenance commences, or three months before the proposed HO date.

The maintenance inspection number is particularly relevant as it relates to when works are to be started or completed within the 24 months maintenance period.

The Maintenance Inspection Checklist is to be completed and submitted to Council by contacting Landscaping Subdivisions subdivlud@wyndham.vic.gov.au This checklist must be provided only in the month it is due. Council will not accept checklists before the due time or for multiple estate stages.

In addition to the Maintenance Inspections completed by site representatives, Council representatives will regularly inspect the site during the maintenance period and any recorded defects will be communicated to the site representative in writing. Any rectification works must then be completed within four (4) weeks or as specified by the Council representative. Failure to complete the works in the specified timeframe may lead to an extension of the maintenance period.

For all enquiries, please contact Landscaping Subdivisions subdivlud@wyndham.vic.gov.au

<p>Developer:</p> <p>Name of Estate Development:</p> <p>Estate Stage: Due Handover date.....</p> <p>LS number: Proposed Handover date</p>	
<p>Inspection Date:.....</p> <p>Inspection number:</p>	<p>Nominated Site Representative:</p> <p>Contact No / Mobile</p>

Grassed Areas - Parks and Nature Strips and (Road) Reserves				
	Acceptable	Unacceptable	Proposed defect rectification date	N/A
Lawns and Naturestrips are free of rock, rubbish and litter				
Lawns and Naturestrips are levelled, and there is an even transition between grassed area and adjoining hard surfaces and footpaths, this to minimise tripping hazards and mowing obstacles				
Lawns and Naturestrips are mown and edged. Grass height is between 40 - 100mm and all edges have been appropriately trimmed where required				
Lawns and Naturestrip, areas are displaying even, healthy vigorous growth, are free of pests, diseases and no greater than 5% of total area has a presence of broad-leafed weeds				
Grassed areas must not contain <ul style="list-style-type: none"> • Pasture Grasses • Environmental weeds such as Cane Needle grass, Chilean Needle grass and Serrated Tussock 				

Garden Beds				
	Acceptable	Unacceptable	Proposed defect rectification date	N/A
Garden beds are in neat order and free of litter				
Garden beds are free of weeds, or any small weeds have been sprayed				
Garden bed edges are clearly defined				
Any edging material between garden bed and path does not encroach onto paths or lawns				
Hedges are uniform and clearly defined (Where applicable)				
Any dead, diseased, poor performing or missing plants have been replaced. (please be informed that Council requires a minimum of three months prior to handover for vegetation to be replaced. Proof of planting date requires to be provided if requested).				
All vegetation is displaying healthy and vigorous growth				
Mulch is to a minimum 75mm deep and covers 100% of the garden bed				

Trees				
	Acceptable	Unacceptable	Proposed defect rectification date	N/A
All trees have a mulched ring at least 1.2m in diameter and 150mm in depth. The mulch is clear of the trunk of the tree. Watering bowl is appropriately maintained				
All dead, diseased, poor performing, or severely vandalised trees have been replaced, not less than eight weeks prior to proposed handover date.				
All weeds and any suckering material has been removed				
Trees are of sound structure and display good health and are free of disease and pests				
All trees are appropriately staked and tied, stakes are not damaging trees. Refer to comments below				
Trees requiring formative pruning have received formative pruning. Refer to comments below				

- Trees will be assessed by Council staff using the Australian Standard, Tree stock for landscape use, AS 2303: 2015
- Trees will be assessed by Council for proper establishment using:
Arboriculture & Urban Forestry 2018. 44(1): 12-22.
ISA, International Society of Arboriculture.
Assessment of Six Indicators of Street Tree Establishment in Melbourne, Australia.
M.Leers, G.M.Moore, and P.B.May
- Stakes are required to be removed from trees at least 3 months prior to handover indicating trees are firmly rooted and established. If trees require tree stakes to remain Council needs to be informed.
- Stake ties must be assessed and adjusted not less than 6 months after the maintenance period commences. This equates to the second maintenance inspection. Ties must be regularly inspected thereafter.
- All pruning must be conducted according to the Australian Standards, AS4373:2007 Pruning of Amenity Trees, and conducted by a qualified arborist
- Deciduous tree species must be pruned at the appropriate time for that species, failure to do so may result in an extension of the maintenance period.
- The root ball of all trees planted twelve months previously or more does not move. Any tree where movement occurs should be replaced at least 3 months prior to handover, see 2nd point above.

Hard Landscape Features				
	Acceptable	Unacceptable	Proposed defect rectification date	N/A
All seats, tables and decking are free from damage, installed and treated as specified				
Drinking fountain(s) are functioning, clean and free from damage				
Playgrounds, all play space soft fall areas are topped up to Councils specifications and are free of hazardous material.				
All paths and pavements are of sound construction, free from cracks, damage and trip hazards				
Irrigation systems, all components of system are functional				

Wetland Systems and Revegetation/Conservation areas				
	Acceptable	Unacceptable	Proposed defect rectification date	N/A
All wetland systems and surrounds are free of weeds and litter				
No <i>Typha</i> sp (Combungi) or <i>Cyperus involucratus</i> (Umbrella Sedge) is present in wetland. Adjacent landscape or revegetation/conservation area does not contain environmental weeds such as Cane Needlegrass, Chilean Needlegrass, Serrated Tussock, African Boxthorn or thistle species.				
Drainage, all drains are clear of silt, debris. No evidence of pooling or stagnant water is present and all silt traps have been removed when required.				

Existing Attributes				
	Acceptable	Unacceptable	Proposed defect rectification date	N/A
Indigenous vegetation and natural rock/landscape features are adequately protected.				
Existing trees to be retained (remnant or otherwise) must have appropriate tree protection measures in place in accordance with AS 4970-2009 Protection of trees on development sites				
Heritage listed structures or sites such as rock fencing and cultural heritage sites are appropriately protected				

Site Representative

Name.....

Signature.....

Date.....

Comments:

Wyndham City Council Landscape Handover Checklist

The Handover (HO) Checklist is to be completed and submitted to Council when requesting a Handover inspection. Please request an inspection by contacting Landscape Urban Design Subdivisions subdivlud@wyndham.vic.gov.au

Once completed and submitted to Council, a HO inspection will be scheduled with the nominated site representative. Council requires a minimum of two weeks notification to schedule a HO inspection. HO will be granted at the discretion of the Council officer.

If items in this checklist are installed and not deemed acceptable, not constructed or maintained according to Council or horticultural standards, and/or not in accordance with the endorsed landscape plan at HO, the inspection will be recorded as a failed inspection.

A failed inspection will also result if checklists are found to be filled out incorrectly and do not reflect the conditions found on site in the time between submission and inspection.

A rescheduled site meeting will be undertaken upon completion of a new checklist and for each HO inspection thereafter, a fee of \$300 may be incurred, per Council officer inspecting the site.

For any enquiries regarding Council Handover inspections, please contact Landscape Urban Design Subdivisions subdivlud@wyndham.vic.gov.au

<p>Developer:</p> <p>Name of Estate Development:</p> <p>Estate Stage:</p> <p>LS number:</p>	
<p>Date:</p>	<p>Nominated Site Representative:</p> <p>Contact No / Mobile</p>

Information to be provided to council prior to Handover.			
	Yes	No	N/A
Construction Inspection checklists signed off and dated by the Site Representative			
Maintenance Schedule provided if required.			
Confirm, Electrical works: certificate of compliance provided to Council.			
Confirm, Plumbing works: certificate of compliance provided to Council.			
Playground Audit completed and submitted to Council.			
As-built plans in AutoCad format, Ospec, PDF, (or any other format required by Council)			
Toilets: Certificate of compliance to be provided from licenced plumber			

General			
	Acceptable	Unacceptable	N/A
Site is clean, free from rubbish and graffiti. Hardscape elements are as detailed and in good order. All aspects of landscape are safe and pose no hazard.			
The site is in accordance with the approved landscape construction drawings, is ready for handover to Council.			
All hard landscape equipment is installed in accordance with the approved plans and have been appropriately maintained during the two-year maintenance period.			
All (gravel) paths and pavements are of sound construction and built to Councils required standards, do not contain any tripping hazards and have been appropriately maintained during the two-year maintenance period.			

Grassed Areas E.g. Parks and Nature Strips and (Road) Reserves			
	Acceptable	Unacceptable	N/A
Grassed areas are installed as per approved drawings.			
Grass is no longer than 100mm and no shorter than 40mm, all edges have been appropriately trimmed where required.			
Grass is displaying even, healthy vigorous growth and must have a coverage of minimum 90%. It requires to contain minimum 70% Kikuyu, and an additional 10% Rye and 10% Tall fescue not exceeding a combined total of 20% Rye and Tall Fescue.			
No grassed area will contain unacceptable amounts of inappropriate turf grass species such as pasture grasses an environmental weed grass species such as Cane Needle grass, Chilean Needle grass and Serrated Tussock.			

Grassed area is free of pests, diseases and no significant areas/amounts of broad-leafed weeds are present.			
Grassed areas are level, any areas where soil has subsided or have been dug out are top-dressed to original required level			
There is an even transition between grassed area and adjoining hard surfaces, footpaths, this to minimise tripping hazards and mowing obstacles.			
Early naturestrip HO, all residential naturestrips are installed using pre-grown turf, Kikuyu and must be at 2 nd cut. Naturestrip early HO is only applicable to residential naturestrips and does not apply to reserves and road reserves.			

Garden Beds

	Acceptable	Unacceptable	N/A
Garden beds are in neat order and free of litter			
Garden beds are free of weeds, or any small weeds have been sprayed			
Garden bed edges are clearly defined			
Any edging material between garden bed and path does not encroach onto path			
Hedges are uniform and clearly defined (where applicable)			
Any dead, diseased, poor performing, or missing plants have been removed and replaced a minimum of three months prior to handover. Proof of planting date is provided if required.			
All shrubs and groundcovers are displaying healthy and vigorous growth			
Mulch is to a minimum 75mm deep and covers the whole garden bed			
All rocks are stable, free from sharp edges and do not cause a tripping hazard			
All shrubs, plants and ground covers overhanging on to footpaths and being an obstacle have been pruned away.			
All species used, and densities are in accordance with approved plans and reflected on as constructed plans			

Trees

	Acceptable	Unacceptable	N/A
All tree stock is installed and maintained according to the Wyndham City Standards and Specifications Manual and the Australian Standard, AS 2303:2015 Tree Stock for Landscape Use			
Trees are correctly planted with top of root ball even with surrounding ground surface			
All trees have a mulched ring at least 1.2m in diameter and 150mm in depth. The mulch is clear of the trunk of the tree			
All trees that do not require watering will have their plastic water wells that aids establishment of trees, removed.			
Any dead, diseased or severely vandalised trees have been replaced not less than eight weeks prior to handover inspection.			

All weeds and any suckering material have been removed			
All trees have a single straight leader. Trees will not be accepted with damaged or multiple leaders			
Trees are planted at correct offset distances, as specified			
Trees are of sound structure and display good health and are free of disease and pests			
All trees will have their tree stakes removed at least three months prior to handover indicating trees are firmly rooted and established. If trees require tree stakes to remain Council needs to be informed.			
Trees, where necessary, received formative pruning according to the Australian Standards, AS4373:2007 Pruning of Amenity Trees, at least four months prior to handover. Minimum 1m from ground level is clear and straight.			
All species are in accordance with approved plans/constructed plans.			
The root ball of all trees planted twelve months previously or more does not move. Any tree where movement occurs should be replaced.			

- Trees will be assessed by Council staff using the Australian Standard, Tree stock for landscape use, AS 2303: 2015.
- Trees will be assessed for proper establishment using:
Arboriculture & Urban Forestry 2018. 44(1): 12-22
ISA, International Society of Arboriculture.
Assessment of Six Indicators of Street Tree Establishment in Melbourne, Australia.
M.Leers, G.M.Moore, and P.B.May

Hard Landscape Features			
	Acceptable	Unacceptable	N/A
All seats, tables and decking are free from damage, installed and treated as specified. Timber railings and furniture are cleaned and oiled.			
Drinking fountain(s) are connected (by licenced plumber) functioning, clean and free from damage			
Toilets, certificate of compliance to be provided from licenced plumber			
Barbeque, all BBQ's are installed correctly, free from damage, clean, connected and functioning. Locks on barbeques to be changed to Wyndham City's standard A5101, at the developer's expense			
Litter and recycling bins (if provided), bin enclosure/stands are free from damage and contain appropriate inner bins. Litter Bin lock barrel must be of the standard square or diamond shape and Council requires to be presented with keys at handover.			
All walling and fencing are free from damage and engineers certificate provided where appropriate.			
Playgrounds, all play space areas have undertaken a Risk Assessment Audit by a suitably qualified Independent Risk Assessment Auditor. Report to be submitted to Council. If remedial works are required, a follow up assessment will be required once all works are completed and submitted to Council			

Soft fall areas are free of hazardous material and are topped up to Councils specifications			
All hard landscape equipment is installed in accordance with the approved plans			
All paths and pavements are of sound construction, free from cracks, damage, trip hazards and built to Council required standards and specifications.			
Edging, all edging is free from hazards and installed to suitable levels			
Fencing, all fencing is free from damage and treated as specified			
Bollards, all bollards are free from damage, installed to correct height, in suitable alignment and treated as specified.			
Public art, sign off from the engineer to verify that the artist has installed the artwork in accordance with engineering specifications			
Structural elements, all structural elements are free from damage and treated as specified. Where applicable structural certification inspection documentation, certificate of final completion has been submitted to Council			

Irrigation System

	Acceptable	Unacceptable	N/A
All components of system are functional			
Automatic controller stations have been set to seasonal settings			
All irrigation systems have been flushed and are in good working order			
As built drawings indicating fittings and pipe locations including dept., have been supplied to Council together with Irrigation Maintenance Manual and keys to controller box.			

Wetland Systems

Refer to maintenance requirements contained in Melbourne Water documents listed in Technical Note MW1 Wetlands Establishment. Council requires that all Melbourne Water Maintenance standards are to be met.

	Acceptable	Unacceptable	N/A
All wetland systems and surrounds are free of weeds and litter			
No wetland system is to include Typha sp (Combungi) or Cyperus involucratus (Umbrella Sedge). Wetland and adjacent landscape or revegetation area is not to contain significant amounts (as determined by Council officer) of environmental weeds such as Cane Needle grass, Chilean Needle grass, African Boxthorn or thistle species			
Inlets are adequately rocked to prevent erosion around pipes and infrastructure			
All wetlands, Bio retention cells and surrounding landscapes have been constructed according to submitted and approved plans			
Drainage, all drains are clear of silt, debris. No evidence of pooling or stagnant water is present and all silt traps have been removed.			

All vegetation protective netting that was installed to assist vegetation establishment is removed.			
Indigenous vegetation, where stated on submitted and approved Landscape Plan for stock to be of local provenance, evidence of provenance must be provided, if required.			

Existing Attributes			
	Acceptable	Unacceptable	N/A
Indigenous vegetation and natural rock/landscape features have been adequately protected during maintenance period and are in acceptable condition.			
Remnant trees have been adequately protected during maintenance period and are in acceptable condition.			
Heritage listed structures or sites such as rock fencing or aboriginal sites have been adequately protected during maintenance period and are in acceptable condition.			

Site Representative

Name.....

Signature.....

Date.....

Comments:





Appendix 5 - Recreation Elements

Appendix 5- Recreation Elements

The WOSS states that local “Active” open spaces are not a park hierarchy Council supports. However, where possible local “passive” parks, should include “active areas” for games and social sports.

All parks for play (classified in the WOSS as “passive parks”) should provide: social, physical and environmental play elements. The priority will be elements that provide the greatest play value for children and all three types of elements in the one space.

- **Social elements include:** a path and more than one place to sit with a table, and positioned to enable interaction, as well as play elements that engage multiple children and encourage social interaction (between children and between children and adults)
- **Environmental elements** including canopy trees, gardens, nature play and other vegetation types, loose and natural elements that encourage play and interaction by children
- **Physical play elements** that may include swinging, rotating, climbing, trail activities and running tumbling or ball games etc.

Whilst social, games and sports facilities provide benefits to families, social games and sports are less of a priority for development in “passive parks” than other play elements because these components may:

- Be catered for in school facilities (at a minimum during school hours);
- Be catered for in district parks, or by private providers such as shopping centre;
- Be catered for in “Active” open space (that are designed to provide for sporting activities);
- Provide less child development opportunities than other play elements; and
- Target older people who may have other choices and be able to travel further than young children.

Once social, physical and environmental play elements are provided in passive parks, other “Social Games and Sports Components: will be considered.

The priority for type of component will be those that:

- Add diversity to: available play opportunities, age groups catered for, and complements landscape setting types provided;
- Are suitable for the space available: see a) size of park, b) dimensions of space available in the park;
- Does not require trees to be cleared;
- Caters for the most participants;
- Is not directly abutting a residential boundary that will impact on adjacent residents;
- Provides for an age group not catered for in the park;
- Does not preclude a path being provided around the reserve or provision of canopy trees; and


- Provides for activities that are inherently more physical (ie running and jumping as compared to games like chess).

Recommended sizes and dimensions for different types of Social /Sport /Games components are shown as a guide in the table below. These include some buffer space around them so multiple spaces can abut.

These social sports areas would be in addition to other key elements in a park for play including:

- Play elements/social area that may include play equipment, social (table and seats etc) and environmental play elements typically these may be up to 2800m in size or 60*48m.
- Path from the footpath serving one central social space, hard courts and accessible play elements. This should be an accessible path of travel. Desirably this path would be part of a circuit or path network, and it could be designed to be playful.
- Boundary canopy trees and planting or pockets of canopy trees and other landscaped areas.
- Skateable elements as per the WOSS.



Other Social/ Sport/ Games Component	Kick and throw area	Social team sport
Description	Grass area for small groups of children/ family to have kick to kick or a game of picnic cricket (1 set of stumps and no concrete wicket)	Grass area for modified or small sized /social game of sport ie soccer-football, Australian rules-football, touch rugby or cricket.
Suitable Area	1200m ²	2400m ²
Suitable Dimensions	40*30m	60*40m
Other Guidance	<p>Level area of grass without obstructions. Preferred north-south orientation.</p> <p>No concrete cricket wicket should be provided in social sports fields as the suitable level of park cricket is that for young children and family with one set of stumps and a soft ball to minimise the risk to other park users.</p> <p>More formal games of cricket utilising a cricket ball and two sets of stumps – or practice facilities, should be encouraged on Active Sports Reserves. Council's sport policy provides for one community accessible practice wicket where cricket practice nets are provided.</p> <p>A social sports area may need to be supported by higher fences (2.4m high, where the area abuts private yards).</p> <p>This area may require irrigation, resting and intensive turf management to provide good turf cover.</p>	<p>Level area of grass without obstructions. Preferred north-south orientation.</p>
Siting	<p>In either of the kick and throw or social team sport area one in ground multiple sport goal post (rugby /soccer and Aust. rules football) or end hit up wall could be provided. However, any in-ground goal post will attract wear and some hardening of the goal mouth may be required. Several sleeves maybe installed so that the in-ground goal post can be rotated to manage wear. Such management may incur costs over and above local service levels.</p> 	<p>If there is a school adjacent that can provide community access to social team sports, then there will be more opportunity to provide additional landscape and social elements.</p> <p>May be a suitable summer use of a retarding basin, that will contain balls and is not suitable for higher level of competition. Provide gaols in this instance.</p>



Other Social/ Sport/ Games Component	Volleyball
Description	Grass area suitable for social volleyball
Suitable Area	360m ²
Suitable Dimensions	24*15m. 2.5m high posts in sleeves .5-1m outside the side lines.
Other Guidance	Level sand or grass playing area without rocks etc. Ensure clearance above without obstructions from canopy trees or structures etc.
Siting	Council may provide sleeves for the posts or provide permanent posts for users to erect their own nets.


Other Social/ Sport/ Games Component	Sports hard court	Multi-sport hard court (full sized basketball)
Description	Hard court areas designed for ball sports, that also be used for other wheeled activities and games.	Full court basketball/ futsal / volleyball - full court with runouts
Suitable Area		1000m ²
Suitable Dimensions		44m *23m
Other Guidance	<p>A level sealed area (preferably concrete) with or without an acrylic coating. Not to be synthetic grass.</p> <p>Suitable for ball sports where the bounce is important.</p> <p>Note. Free access tennis courts are not to be included in parks –as Council’s sports policy stipulates that these are to be provided in conjunction with tennis complexes in Active Open Space reserves.</p>	<p>Full sized basketball court 28m *15 + 3m runouts all around). This may include combined futsal/ basketball goals. May include seating along the side lines. Not to be synthetic grass.</p> <p>Provide in district parks where no community accessible school is available within 400m.</p> 
Siting	<p>Site in view of the road, not deep in a park, and away from residential boundaries where possible. Make allowance for run-off and not closer than 20m to a private property/ residence.</p> <p>Consider providing court fencing on any side that adjoins private residences.</p> <p>Do not duplicate what is available in schools within the neighbourhood with community access.</p>	<p>Consider using noise abatement backboards, and screen the backboard and basket from view from private yards. This will reduce the perception of noise.</p> 



Other Social/ Sport/ Games Component	Basketball half court	Giant park games
Description	Preferred minimum size is a half court dimension to relevant standards. In some cases, a three point line plus run off distances (2m) will be considered.	Other paved area for games such as 4 square, hopscotch, chess etc.
Suitable Area	530m ²	16m ²
Suitable Dimensions	23 *23m.	4 square: between 3-6m on each side plus buffer. Hopscotch: approx. 3m *1m- often on a path. Giant chess typically approx. 4m each side.
Other Guidance	<p>Court 14m *15m + 3m runouts around to any structure). Not to be synthetic grass.</p> <p>Surface – Concrete minimum 125mm thick with appropriate base course. Profile to engineered advice in accordance with specific site geotechnical testing. Structural beams and/or specific concrete joint technology to be applied to ensure expansion joints are not required within the playing area.</p> <p>Line marking to be in accordance with playing dimensions and applied following the concrete curing period.</p> <p>Optional line marking, to indicate other games, can be overlaid in alternate colours. These may be combined with a hit up wall to provide for multiple court activities.</p>	
Siting	<p>Council does not provide nets, although these are desirable where other parties can provide or where the budget allows.</p> <p>All obstacles, such as seating, shall be outside the run off area offset (2m) from extent of playing surface.</p> 	<p>Giant chess facilities are best provided only in open spaces with a district or regional catchment and in activity shopping centres. These may be best provided by the private sector.</p> <p>Four square and hopscotch would typically only be marked on paved areas provided for other purposes.</p> <p>Four square can be marked on multi-use court areas.</p>

Social Games and Sports Requirements Table

Other Social/ Sport/ Games Component	Table games	Park perimeter trail
Description	Table tennis, or small table games for seated play ie chess or other board games	Unsealed exercise trail around the park perimeter of large parks.
Suitable Area	Table tennis 48m ² Chess table / board games 6m ²	In a 1ha park:- say 3200m ² including buffer
Suitable Dimensions	Table tennis: 8m*6m per table. Chess / board game table 2m*3m.	The treadway should be a min. of 2.5m wide, in addition to green space for a right of way and buffer or canopy trees on either side. Together this typically means a corridor of up to 10m in width.
Other Guidance		
Siting	<p>Note: table tennis is only recommended outdoors in district park areas sheltered from the wind, and in conjunction with centres. Two tables together may be desirable to enable group to play. Tables should be durable, from concrete/ fabricated metal and can be decorated by artwork.</p>	<p>Suitable for parks over 1 ha.</p> <p>These circuits can increase the number and range of different types of users in an Open Space.</p>

Other Social/ Sport/ Games Component	Hit-Up walls	Fitness equipment
Description	Hit up wall single or double sided. Dimensions allow for tennis or basketball key.	Fitness equipment is deemed nonessential to passive parks. This is because the priority for play space is to meet children and their carers and family's needs. Few children use fitness equipment.
Suitable Area	310m ²	NA
Suitable Dimensions	Wall desirable 3-3.6m high and 10m wide. Single side court 14m *15m allow for tennis and basketball. (+ 3m runouts around to any structure)	Along trails – in corridors of min of 10m wide
Other Guidance	Hit up walls need a high level of engineering specification, to be safe. Make line for tennis net and centre line allowing for two users. Decorate to minimise tagging. 	Fitness equipment while typically a beneficial addition to public open space is not central to play provision. Fitness equipment is deemed nonessential to passive parks. Other vegetation, natural elements and kick to kick spaces are considered more important to provide in conjunction with play elements.
Siting	Consider siting in conjunction with kick and throw areas and multi-sport hard courts areas, and where these facilities are not provided in the same neighbourhood in community accessible schools or sports facilities. Ensure that wall is sited at 90 degrees to the road adjacent to the park so that the wall does not become a visual barrier and create CPTED issues.	Where fitness equipment is to be provided, site in conjunction with a running circuit, or the perimeter of the park in areas with high public surveillance and as an adjunct to trail corridors and hubs of social and physical activity – such as at sports parks.

Mix of facilities suitable for different sized parks

If sites are small 0.5ha as stipulated in WOSS as the minimum size of local parks it will be difficult to provide adequate space for social sports, a path network, canopy trees and landscape areas, seating, tables and social play elements, activities for all ages, and other potential elements such as dog exercise and socialisation areas for example without conflict.

If a community accessible school is provided adjacent, or in the neighbourhood then a multisport hard court and social team sports area could be utilised in the school, and more space could be dedicated to natural/ landscape elements canopy trees, or a half basketball court could be provided to ensure availability during school hours.



