



METROPOLITAN
**GREENSPACE
PROGRAM**

Building Sydney's Recreation Trails

GUIDELINES FOR FUNDING 2007



NSW GOVERNMENT
Department of Planning

Department of Planning
Level 4, 10 Valentine Street
Parramatta, NSW, Australia 2124
www.planning.nsw.gov.au
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An Overview of The NSW Department of Planning's Greenspace Grant programs

The Department of Planning manages a range of funding programs to assist local Councils in improvements to the quality and accessibility of **Sydney Greenspace**.

Since 1990 the Metropolitan Greenspace Program (MGP) alone has provided more than \$20 Million to over 400 projects.

Many of these have become much loved walking trails and parks and have received awards for sustainability, design excellence, planning, heritage, interpretation, biodiversity, and community values.

Projects have cleaned up blighted foreshores and waterways, regenerated bushland reserves and added trails for walking and cycling. In built up areas, parks and trails have been created as places for people to enjoy their neighbourhood.

Projects funded help restore, conserve and enhance land in public ownership, providing value to the community as parks, trails and much enjoyed recreation facilities.

This can only be achieved through State and Local Government and community partnerships. Current Funding programs working on improvements to **Sydney Greenspace** and assisting with the implementation of Sydney's Metropolitan Strategy objectives include:

- Metropolitan Greenspace Program (MGP).
- Sharing Sydney Harbour Access Program (SSHAP in partnership with the Waterways Authority and Sydney Harbour Foreshore Authority).

These programs are assisting in the delivery of the Metropolitan Strategy for Sydney.



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A Guide for Applicants to the 2007 Grant Round

This year's Metropolitan Greenspace Program – **Building Sydney's Recreation Trails**, will focus on partnerships with local Councils to deliver projects that will add to Sydney's recreation trail network or associated parklands, foreshores and bushland corridors.

The Metropolitan Greenspace Program provides over \$2 million per annum to **43 Councils in the Sydney Metropolitan Region** for approved projects on a dollar-for-dollar basis.

Last year \$1.9 million was awarded to regional trail and parkland projects across the Sydney Region.

Where projects are submitted for any of the Department's grant programs that meet the criteria of more than one funding program, the Department of Planning may reallocate the project or the project's components for consideration under another of its grant programs.

- The Metropolitan Greenspace Program applies to projects within the 43 Sydney Metropolitan Councils which satisfy the relevant criteria.
- The Sharing Sydney Harbour Access Program applies to projects submitted by Councils within the Sydney Harbour Catchment area, registered clubs and eligible community groups, which satisfy the relevant criteria.

More information on SSHAP is provided at the end of these guidelines.

These guidelines will help local Councils in the Sydney Metropolitan Region prepare applications for grants from the Metropolitan Greenspace Program.

This program is managed by the Department of Planning's Land Management Branch.

MGP Objectives 2007

- To promote the development of recreation trails across the Sydney region with a focus on implementing the Strategy for Sydney Trails and its priorities.
- To promote partnerships between state and local government and in particular the development of joint Council submissions for projects that cross local government boundaries such as major walking trails and parks.
- To promote the planning and development of parks and trails, to provide Sydney's communities with healthy and accessible recreation facilities.
- Implementing regional trail and greenspace projects that reinforce subregional planning under the Metropolitan Strategy.

Electronic copies of the **Strategy for Sydney's Trails: Regional Recreational Trails Framework** are available from Belinda Rollason on 9895 7260 or email belinda.rollason@planning.nsw.gov.au.



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Project Funding

In 2007 applications will be assessed with special focus on the contribution they make to extending or enhancing the network of trails in Metropolitan Sydney.

Councils will be responsible for project management and budgetary control of their own project. The Council must nominate a project manager, who must have the appropriate project management skills and qualifications.

Joint Council submissions should appoint a key contact and project manager.

The Department of Planning must be notified of any changes in project management or Council liaison responsibility.

MGP funding is conditional upon matching dollar for dollar cash funding. While you may include in-kind contributions in your budget, MGP funding must be matched by a cash contribution.

Eligibility Conditions

In order to be considered for funding, the proposed projects must meet the following conditions:

1. The project will protect or enhance open space that is of regional environmental significance or has other significant natural or cultural values.
2. The project will enable the open space to be used by residents of the wider region or will significantly add to the variety of recreational opportunities available to those residents.

In addition to these, the following attributes are regarded as desirable and will be considered favourably:

3. The project is identified as a priority in the Strategy for Sydney's trails - *Regional Recreation Trails Framework*, (electronic copies of the Framework are available from the Department of Planning, please contact Belinda Rollason, ph: 9895 7260).
4. The project will protect, enhance or facilitate access to or use of major regional waterways
5. The open space that is the subject of the project will form part of a network of existing or proposed open spaces that is of regional significance.
6. The project will enhance the visibility or visual quality of open space, will enhance access to or enjoyment of open space for groups with special needs, or will demonstrate **innovative** approaches to the management or use of open space.
7. The project will provide or enhance a significant area of open space in a region with a relative scarcity of open space.
8. The project will relate to the development of open space areas, which have been acquired using funds from the Sydney Region Development Fund (SRDF).



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Assessment

Proposals that meet the above conditions will be assessed by an expert group using the following assessment standards:

1. natural heritage values
2. cultural heritage values
3. landscape, visual and recreation values
4. information adequacy and adherence to eligibility conditions
5. relationship to the *Strategy for Sydney's Trails*
6. previous MGP funding and outcome of such funding

What is Regional Greenspace?

Regional greenspace is open space that:

- is enjoyed by communities from many Local Government areas
- is larger than other facilities of the same type
- can support a wide range of users, or specialist use
- requires greater than normal project funding for enhancement
- is developed to a high quality and standard of finish
- is unique to a region
- has environmental, heritage or other significance
- is developed in partnership with Local Councils, State Government and other agencies

*(Source: Southern Sydney
Regional Recreation Demand
Study, HM Leisure Planning
Pty Ltd and Inspiring Place,
2003)*

Experience with MGP has identified 'regional' greenspace can also include:

- greenspace in areas with limited parkland or regional recreation opportunities
- greenspace in areas undergoing major change such as population, growth or urban renewal
- parklands providing access for people from other neighbourhoods and regions



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Natural and Cultural Heritage

It is important that regional greenspace projects conserve natural and cultural heritage. If there is a possibility that natural or cultural heritage values are present on a site, these should be identified and assessed as part of the project proposal. This would require:

- studies to identify and assess Aboriginal heritage including archaeological survey and assessment and consultation with the LALC and any relevant traditional owner groups;
- historic heritage identification and assessment
- a plan to preserve conserve these values: a Conservation Management Plan for the site (this can include both natural and cultural heritage as an integrated CMP)
- assessment of significant natural heritage values and a plan to conserve these values

As a resource for Councils planning and developing regional greenspace and trails, the links below are provided in relation to natural and cultural heritage. Refer to these documents when planning your application.

Natural and Cultural Heritage Websites

Australian Natural Heritage Charter link:

www.ahc.gov.au/publications/anhc/index.html

Australia ICOMOS - Burra Charter:

www.icomos.org/australia/

NSW Heritage Office Website – Conservation Management Plans:

www.heritage.nsw.gov.au/13_subnav_04.htm

Commonwealth Dept Environment and Heritage:

www.deh.gov.au/heritage/index.html

Environment Protection and Biodiversity Conservation Act 1999:

www.deh.gov.au/epbc/

NSW Department of Environment and Conservation – Aboriginal Heritage Information Management System AIHMS register:

www.nationalparks.nsw.gov.au/parks.nsf/Contacts/C078?OpenDocument

NSW Department of Environment and Conservation – Cultural Heritage information:

www.nationalparks.nsw.gov.au/npws.nsf/Content/Cultural+Heritage

Australian Association of Consulting Archaeologists Incorporated (AACAI) – Code of Ethics:

www.aacai.com.au/codeofethics.html



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Project Timeframe

Funded projects shall be completed within two years from project acceptance date.

In project planning, Councils should have regard to any public consultation, impact assessment process or the requirements of heritage studies (natural or cultural) that may affect the timing of the project.

Large projects may be broken into discrete stages for funding.

In 2007 special focus will be placed on joint Council submissions for funding of recreation trails and parks, in line with the Strategy for Sydney's Trails, adding to a coordinated approach to regional open space development.

Applications for Funding

Applications for grants should be made on the application form provided on the Department of planning's website:

www.planning.nsw.gov.au/programservices/met.asp

Applications should include:

- a statement of the project's intended outcomes
- an explanation of the aims and objectives of the project
- how the project fulfils the relevant criteria for selection
- an appropriate design and works program
- documentation of compliance with plans of management, conservation management plans and statutory requirements

More Information

For more information contact the Department of Planning's Greenspace Programs Coordinator, Belinda Rollason

phone: (02) 9895 7260

email: belinda.rollason@planning.nsw.gov.au

web: www.planning.nsw.gov.au/programservices/met.asp



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Capital Works Projects

If the application is for capital works projects, Councils must demonstrate that proposed capital works have been properly evaluated, planned, designed and documented. If the application is for planning work intended to lead to capital works, there must be adequate justification of the project and an indication of the expected outcomes upon completion.

The types of capital works that will be considered in relation to both new and existing open space include:

- walking tracks, recreational/bicycle trails
- development of better links between existing open space facilities
- interpretative signage and educational programs as part of trails and parks along trails
- natural and cultural heritage conservation works that have conservation plans to guide them — these may be community-based but require professional management
- park and open space development and upgrading
- provision of recreational facilities
- landscaping and planting
- basic site works through fencing, grading and minor filling and drainage

The Council or their consultants are responsible for providing the necessary labour, plant and materials and the necessary management and supervision — this could include working cooperatively with the community and relevant government agencies.

A high standard of design and documentation is expected. Design work can be carried out by the Council or by consultants experienced in the field.

The following will not generally be considered by the program as other sources of funding are considered more suitable:

- civil works associated with car parks
- amenities blocks
- seawalls and jetties
- funding of personnel or staff positions

Project Approvals

All projects will be assessed by an independent panel chaired by the Department of Planning and comprising the Institute of Public Works and Engineering Australia, the Planning Institute of Australia, Parks and Leisure Australia, the Environment Institute of Australia and New Zealand; and the Australian Institute of Landscape Architects.

Recommendations for funding will be based on the merits of the projects, with final approval being granted by the Minister for Planning.



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Notification/Acceptance of Funding

Successful applicants will be advised of project selection in summer 2007/2008. A signed copy of the Project Agreement and completed Progress Report is required from the successful applicant within one month of notification of funding approval.

Funding Period

If not used, grants lapse after 24 months unless there is prior approval from the Department of Planning for extension.

Payment

Payment to Council for projects **is made on the completion of stages or on the completion of whole project** in accordance with the approved design and works program and to the satisfaction of the Department of Planning.

Progress reports are required including photographs and evidence of progress at six monthly intervals or at project milestones for staged payment to be approved by the Department of Planning. The progress report template is available on the Department website or by contacting the Greenspace Programs Coordinator.

A final Progress Report is required at the completion of projects, to be included with the submission of final payment claims. This report may be accompanied by photographs, a project launch and evidence of project completion.

Submission of Applications

- The application should be submitted electronically to belinda.rollason@planning.nsw.gov.au.
- An electronic signature by Director or Manager is required.
- Please include all attachments and list them in your covering email.
- Supporting images, plans, sections etc, should be provided in pdf or jpg digital format, where possible.
- The form enables the basic details of a project to be presented. Please attach any other information you consider necessary to support your application.
- Acknowledgement of receipt of application will be via return email.
- Email your application to Belinda Rollason, Greenspace Programs Coordinator at the Department of Planning belinda.rollason@planning.nsw.gov.au - refer below, Phone (02) 9895 7260 Fax (02) 9895 7946.



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For application packages under five megabytes

- If your application and attachment size is under five megabytes simply email to belinda.rollason@planning.nsw.gov.au

For application packages over five megabytes

The Department cannot accept emails over five megabytes. If your application package is larger than five megabytes you will need to pursue an alternative electronic application procedure. The options for submission are:

1. Utilise the Department of Planning FTP site by

- Create a folder which clearly identifies your application.
- Place your application and attachments into this folder
- Go online to <ftp://ftp.dnr.nsw.gov.au/incoming/>
- Drag and drop your folder into this page.
- Email belinda.rollason@planning.nsw.gov.au and notify that this is complete and provide the name of your folder and/or the file name/s.

2. Create a CD-Rom and post to:

Att: Belinda Rollason
Department of Planning
PO Box 404
PARRAMATTA NSW 2124

**Applications should reach The Department of Planning by:
Friday 20th July 2007**

OTHER SYDNEY GREENSPACE FUNDING PROGRAMS

Sharing Sydney Harbour Access Program

- This program allocates grants to Councils, registered clubs and state agencies to assist with the implementation of capital works projects that improve public access to and along the foreshores of Sydney Harbour and its tributaries for walking, cycling and recreational boating.
- Funding of \$2 million annually is provided on a dollar-for-dollar basis over five years commencing in 2003 and is administered by DIPNR.
- Councils within the Sydney Harbour Catchment area and incorporated or registered clubs.
- Cycling, boating or other similar recreational organizations with the written support of local government authorities may submit projects where the aims meet the objectives of the Sharing Sydney Harbour Access Plan or meet the Access Program criteria and priorities.
- The key objectives of the Access Program :
Improving public access to, or along, the foreshores of Sydney Harbour and its tributaries;
- Developing multi-purpose recreational facilities and settings;
- Improving links from the foreshore to regional access networks such as waterways, cycle paths, and transport links;
- Increasing publicly accessible foreshore;

- Increasing recreational access opportunities between land and water;
- Increasing facilities catering for non-motorised modes of transport; and
- Conserving, enhancing and interpreting natural and cultural heritage values, including Aboriginal cultural heritage.

The program guidelines and application form are available on line.

www.planning.nsw.gov.au/harbour/harbour.asp