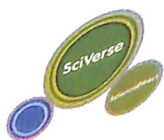


FORMULATION OF A LOCAL AUTHORITY RECREATION POLICY

A Guide for Area Recreation Advisers

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Recreation
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PREFACE

This document is a guide for Area Recreation Advisers when developing Recreation Policies with Local Authorities. It is an 'in house' document and has not been produced for distribution to Local Authorities.

It provides basic information, a rationale and a framework for Area Advisers to assist Local Authorities in formulating their Recreation Policies. However, it will require local knowledge and expertise to initiate and implement the project.

The important considerations in developing this project with Local Authorities will be:

- 1. Outlining the benefits to be gained by the Local Authority from the implementation of a Recreation Policy.*
- 2. Establishing the role of the Queensland Recreation Council as an Adviser to Local Authorities re Policy Development and Management.*
- 3. Explaining the proposed methodology that could be adopted by the Local Authority in developing their Recreation Policy.*

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Section 1

THE NEED FOR A RECREATION POLICY

"POLICY" definition - a general plan of action and a commitment to implement that plan. When commitment is made to a Recreation Policy the Local Authority establishes operational guidelines for a general broad-based plan of action.

Because systematic recreation planning is comparatively new, it must be realised that not all Local Authorities will readily accept the need to have a recreation policy. It is therefore the duty of the Adviser to be sure of his/her facts and promote the benefits of a policy with competence and enthusiasm. However, despite the lack of recreation appreciation, Local Authorities have progressed considerably in recent years and have changed from the traditional 'caretaker' role of roads, rates and rubbish to providing a wide range of community services.

This changing role is important: Local Government is the most accessible and accountable level of Government, closest to the community, with the opportunity to be sensitive to local needs, and with the responsibility to be responsive to these.

Recreation is an increasingly important part of people's lives, and this increased demand for recreation provision cannot be met without significant involvement from Local Authorities.

The legislative basis for Local Authorities' involvement in the provision of recreation facilities and services is primarily vested in "The Local Government Act 1936-1984". It is under this State Statute that Local Authorities work to satisfy the recreation needs and expectations of their communities. Some ten sections of this Act relate to recreation (see Appendix 1 - Summary of Local Government Act). Your Regional Co-ordinator has a copy of the Act, and the Act is also available for perusal at your local Council office. It is suggested that you familiarise yourself with the relevant sections.

Recreation Services

Due to the flexibility of this 'Act', Local Authorities can influence, control and undertake a variety of recreation services including:

1. The development of recreation, sporting, cultural, library and community hall facilities;
2. Planning, development and allocation of recreation open space;
3. Recreation foreshore development, bathing reserves and bathing security;
4. Providing access to waterways;

5. Providing assistance to community recreation organisations;
6. Enforcement of standards, by-laws and safety procedures relating to recreation; and
7. Financial assistance to Queensland Recreation Council.

The previous summary outlines the wide diversity of Local Authority responsibilities relating to recreation provision.

Local Authorities have responsibility for community development and for the equitable provision of a diverse range of recreation opportunities within the limits of statutory powers and physical, human and financial resources.

Ad hoc Development

Too often in the past, lack of proper planning and policies have led to unco-ordinated and unbalanced recreation development:

- Lack of sufficient recreation open space;
- Halls and other recreation buildings being partially used only;
- Unnecessary duplication of recreation facilities;
- Some recreation activities being over-catered for, whilst others are neglected;
- Facilities becoming redundant as recreation interests change.

In the past Local Authorities saw their responsibilities merely in terms of providing recreation resources and facilities.

It is now becoming obvious that their responsibilities for the future will not only be as a 'supplier' but as a 'planner'.

This 'new' role will mean the full co-ordination of recreation opportunities, working within communities to encourage and support recreation development.

- . Advice on special events, celebrations and recreation service delivery; and
- . Programming assistance where community expertise is unavailable.

Section 4

POLICY FORMULATION

The development of a Recreation Policy by a Local Authority is a process whereby the Local Authority creates a vision of its future and then proceeds to formulate the necessary policy statements and initiate the appropriate organisational action to work towards achieving that future.

There are three methods by which a Local Authority may proceed to develop the Recreation Policy:

1. Working through an existing Council committee which may co-opt 'outside expertise', (i.e. Queensland Recreation Council, community groups/individuals etc.) to assist with the formulation of the policy;
2. By using the services of a consultant (e.g. Queensland Recreation Council) to draft a policy for discussion, amendment and adoption by Council; and
3. By establishing a special 'sub-committee' or 'working party' comprising:
 - . Elected Council Representatives;
 - . Council Staff (e.g. Director of Parks, Town Planner, Health Surveyor, Community Development Officer, etc.); and
 - . Area Recreation Adviser.

This group to report, through a Chairman, direct to full Council.

In reality, the second method may be the most expedient, both for the Local Authority and for the Queensland Recreation Council. The local Area Adviser has a vast amount of information on which to draw to formulate a Draft Recreation Policy or a working document for discussion and amendment by Council.

There are a number of 'issues' which are common to all Local Authorities and by discussion with Council officers, these issues can be made relevant to the specific community.

The Draft Recreation Policy prepared by the Area Adviser can be presented to the Local Authority as a working document with which the Council 'sub-committee' or 'working party' can begin their discussions.

The information necessary for the Area Adviser to prepare a Draft Recreation Policy is contained in Section 6 of this document.

Section 5

IMPLEMENTATION

Although this document is basically concerned with providing guidance for Area Advisers to assist Local Authorities to formulate Recreation Policies, it is also extremely important to consider implementation procedures for such a Policy.

Policy recommendations are usually regarded as being concerned with the future, but they require implementation actions in the present in order for them to be effective.

A major responsibility of the 'Recreation Policy Sub-Committee' could in fact be the co-ordination, monitoring and evaluation of the implementation of the Policy. This Group could act as an identifiable link between the Community and the Local Authority. Issues to be addressed in relation to this could be:

- Establishing a priority listing for implementation of projects relating to specific areas outlined in the Policy;
- Establishing the necessary 'task groups' to begin work on those specific projects;
- Monitoring the work of these 'task groups';
- Monitoring and measuring the effectiveness of the Policy - ensuring that it becomes a 'reference document' used regularly; and
- Establishing procedures for the regular reviewing of the Policy to ensure that it remains relevant to community needs.

Section 6

LOCAL AUTHORITY RECREATION ISSUES

This section presents eight issues which Local Authorities would address in the formulation of their Recreation Policy. This selection is not exhaustive and is offered as an example only.

Under each issue there are a number of considerations - questions which would be asked in order to determine policy statements. Sample policy statements are also included.

This section is intended as a guide to assist Area Advisers to work with their Local Authorities to determine relevant issues and formulate policy statements to address these issues.

8 Issues

1. Open Space
2. Recreation Facilities
3. Sport
4. Recreation Finance/Budgeting
5. Tourism
6. Heritage, Culture and the Arts
7. Dams, Waterways and Beach Foreshore Areas
8. Recreation Co-ordination - External and Internal

1. OPEN SPACE

CONSIDERATIONS:	POLICY STATEMENTS:
<ul style="list-style-type: none"> Does Council ensure that open space provision is in accordance with present and future community needs? 	<ul style="list-style-type: none"> Council will meet the open space recreation needs of its residents and visitors by: <ul style="list-style-type: none"> constantly reviewing community needs preserving established open space planning a balanced, diversified system of open space areas in anticipation of future community needs Council will undertake adequate research to ensure that future planning and development of open space areas is in response to community needs.
<ul style="list-style-type: none"> Does Council planning offer a range of open space recreation opportunities: Small parks, playgrounds, playing fields, community parks, regional parks, preservation of ecologically and aesthetically significant areas, beach/river foreshore areas, historical sites? 	<ul style="list-style-type: none"> Council will provide a range of open space recreation opportunities to effectively serve widely varying community needs, including: <ul style="list-style-type: none"> small parks playgrounds playing fields community parks regional parks natural undeveloped bushland areas beach/river foreshore areas Council acknowledges the importance of preserving ecologically and aesthetically significant areas.
<ul style="list-style-type: none"> Does Council plan for a hierarchy of open space and park areas according to size and distance from one another, at the neighbourhood, community, city/shire-wide and regional level? 	<ul style="list-style-type: none"> Council will plan for a hierarchy of open space and park areas, according to size and distance from one another; at the neighbourhood, community, city/shire-wide and regional level.
<ul style="list-style-type: none"> Are open space areas accessible to all community groups (e.g. physically disabled, elderly, ethnic etc.)? 	<ul style="list-style-type: none"> Council will ensure that (all or specific) open space areas are accessible to all community groups (e.g. physically disabled, elderly, ethnic etc.)

Open Space cont.

CONSIDERATIONS	POLICY STATEMENTS
<ul style="list-style-type: none"> Will Council provide the opportunity for users to have input into the planning, design and management of open space areas? 	<ul style="list-style-type: none"> Council will, wherever possible, provide the opportunity for users to have input into the planning and design of open space areas.
<ul style="list-style-type: none"> How does Council assess land contributions from developers as suitable for recreation areas? 	<ul style="list-style-type: none"> Council will ensure that, where a developer contributes land for recreation purposes, the land shall be: <ul style="list-style-type: none"> accessible to its users; of a size and shape appropriate to the designated use; assessed to determine whether land, or a financial contribution is most appropriate to meet community needs.
<ul style="list-style-type: none"> Does Council recognise the importance of developing an open space recreation trail system? 	<ul style="list-style-type: none"> Council recognises the importance of developing and maintaining an open space recreation trail system and will consider the concept of trail systems in future strategic planning.
<ul style="list-style-type: none"> Does Council recognise the importance of utilising open space buffer zones between areas of conflicting land usage? 	<ul style="list-style-type: none"> Council will plan wherever possible, for the utilisation of open space buffer zones between areas of conflicting land use.
<ul style="list-style-type: none"> Does Council consider the feasibility of multiple use in relation to open space planning? 	<ul style="list-style-type: none"> Council will consider the feasibility of multiple use in relation to all future open space planning.
<ul style="list-style-type: none"> Has Council considered the adoption of a user-pays system in relation to ongoing open space management? 	<ul style="list-style-type: none"> Council will, unless determined otherwise due to special circumstances, adopt a policy of user-pays in relation to sports grounds.
<ul style="list-style-type: none"> How does Council manage lease arrangements with community organisations in planning and developing Council open space? 	<ul style="list-style-type: none"> Council will ensure that the leasing of any open space areas will be to the advantage of the community and the Council, especially in relation to use and access.

Open Space cont.

CONSIDERATIONS:	POLICY STATEMENTS:
<ul style="list-style-type: none">How does Council ensure the provision of an adequate standard of facilities and amenities in sportsgrounds and other open space areas?	<ul style="list-style-type: none">Council will develop design guidelines to ensure the provision of an adequate standard of facilities and amenities in sportsgrounds and other open areas.
<ul style="list-style-type: none">Does Council encourage the use of suitable open space areas for community events: FREEPS, Fun Days, Festivals, etc.	<ul style="list-style-type: none">Council will support and encourage community use of suitable open space areas for special events: FREEPS, Fun Days, Festivals etc.
<ul style="list-style-type: none">Does Council acknowledge the importance of liaising with adjacent Local Authorities in relation to the development of regionally significant open space areas?	<ul style="list-style-type: none">Council will liaise with adjacent Local Authorities in relation to the development of regionally significant open space areas.
<ul style="list-style-type: none">Does Council have an inventory of open space and park areas throughout the city/shire?	<ul style="list-style-type: none">Council will establish and maintain an inventory of open space and park areas throughout the city/shire.

2. RECREATION FACILITIES

DEFINITION: Recreation Facilities are defined as - swimming pools, community halls, libraries, neighbourhood centres, recreation centres or other constructed facilities designed for recreation purposes.

CONSIDERATIONS:	POLICY STATEMENTS:
<ul style="list-style-type: none">Will Council ensure that a diversity of facilities are available throughout the city/shire to provide a variety of recreational opportunities in response to present and future community needs?	<ul style="list-style-type: none">Council will ensure that a diversity of facilities are available throughout the city/shire to provide a variety of recreational opportunities in response to present and future community needs.
<ul style="list-style-type: none">Does Council have an inventory of recreation facilities and information on operating costs and usage patterns?	<ul style="list-style-type: none">Council will establish and maintain an inventory of existing recreation facilities, together with information on operating costs and usage patterns, as an aid to planning.
<ul style="list-style-type: none">How will Council assess community demand when considering facility development?	<ul style="list-style-type: none">Council will establish adequate research and monitoring techniques to ensure that future planning and development of recreation facilities is in response to genuine community needs.
<ul style="list-style-type: none">Does Council provide multi-purpose design and usage of facilities?	<ul style="list-style-type: none">Council will encourage the development of multi-purpose recreation facilities wherever possible, as a means of maximising economic benefits and community usage.
<ul style="list-style-type: none">Does Council integrate design standards in all community facilities to allow access by all sections of the community, especially the physically disabled and the elderly?	<ul style="list-style-type: none">Council will ensure that all recreation facilities are adequately designed to allow access to all community groups, especially the physically disabled and the elderly.
<ul style="list-style-type: none">Will Council consider integrating public transport systems to increase community access to existing and future facilities?	<ul style="list-style-type: none">Council will endeavour to locate recreation facilities near public transport routes and/or encourage public transport to service them.

Recreation Facilities cont.

CONSIDERATIONS:	POLICY STATEMENTS:
<ul style="list-style-type: none"> Does Council encourage community involvement in the planning and development of recreation facilities as a means of meeting community need and encouraging usage? 	<ul style="list-style-type: none"> Council will encourage community involvement in the planning and development of recreation facilities as a means of meeting community need and encouraging usage.
<ul style="list-style-type: none"> Does Council encourage community groups to become involved in the management of such facilities? 	<ul style="list-style-type: none"> Council will encourage community groups to become involved in the management and maintenance of facilities, through the formation of Community Management Committees.
<ul style="list-style-type: none"> How does Council ensure the provision of an adequate standard of recreation facilities throughout the city/shire? 	<ul style="list-style-type: none"> Council will ensure that lease arrangements/pricing strategies for recreation facilities will be developed to the mutual advantage of the community and Council, particularly in relation to use and access.
<ul style="list-style-type: none"> Does Council have an effective promotional and marketing strategy in relation to community recreation facilities? 	<ul style="list-style-type: none"> Council will develop and implement effective promotional and marketing strategies to all potential user groups of recreation facilities.
<ul style="list-style-type: none"> Does Council have a funding strategy to ensure that facility development can be planned in relation to future community needs? 	<ul style="list-style-type: none"> Council will develop appropriate long-term funding strategies to ensure that facility development can be planned in relation to future community needs.
<ul style="list-style-type: none"> Does Council encourage private, commercial and public sector involvement in the provision of recreation facilities throughout the city/shire? 	<ul style="list-style-type: none"> Council will encourage private, commercial and public sector involvement in the provision of recreation facilities throughout the city/shire.
<ul style="list-style-type: none"> Does Council acknowledge the importance of liaising with adjacent Local Authorities in relation to the development of regionally significant recreation facilities? 	<ul style="list-style-type: none"> Council will liaise with adjacent Local Authorities in relation to the development of regionally significant recreation facilities.

3. SPORT

CONSIDERATIONS:	POLICY STATEMENTS:
<ul style="list-style-type: none"> How does Council determine current and future community sporting needs and plan for the provision of sporting fields and facilities? 	<ul style="list-style-type: none"> Council will use appropriate research and community consultation strategies to determine current and future sporting needs in relation to the planning and provision of sporting fields and facilities.
<ul style="list-style-type: none"> How does Council address the sporting needs of special and disadvantaged community groups such as the intellectually and physically disabled, older adults, etc? 	<ul style="list-style-type: none"> Council will recognise the sporting needs of special and disadvantaged community groups such as the intellectually and physically disabled, older adults etc.
<ul style="list-style-type: none"> Does Council consider financial support to sporting organisations and if so, what are the guidelines? 	<ul style="list-style-type: none"> Council will consider the establishment of a system of financial support to new and/or developing sporting groups.
<ul style="list-style-type: none"> How will Council encourage and support sporting organisations in the development of management, promotional and administrative skills to ensure the most effective provision of services? 	<ul style="list-style-type: none"> Council will investigate the feasibility of establishing special programs for the development of management, promotional and administrative skills within sporting organisations.
<ul style="list-style-type: none"> Will Council encourage the multi-use of sporting facilities both indoor and outdoor, to ensure maximum usage? 	<ul style="list-style-type: none"> Council will encourage the development of multi-purpose sports facilities, both indoor and outdoor, as a means of maximising economic benefit and community usage.
<ul style="list-style-type: none"> Has Council considered the adoption of a user-pays system in relation to usage of sports facilities? 	<ul style="list-style-type: none"> Council will adopt a user-pays policy in relation to sports facilities.
<ul style="list-style-type: none"> How does Council manage lease arrangements with sporting organisations? 	<ul style="list-style-type: none"> Council will ensure that lease arrangements/pricing strategies for sports facilities will be developed to the mutual advantage of the community and Council, particularly in relation to use and access.

Sport cont.

CONSIDERATIONS:	POLICY STATEMENTS:
<ul style="list-style-type: none"> How does Council ensure the provision of an adequate standard of sports facilities and amenities? 	<ul style="list-style-type: none"> Council will develop design guidelines to ensure the provision of an adequate standard of sports facilities and amenities.
<ul style="list-style-type: none"> Does Council liaise with the Dept of Education to encourage the use of school facilities for sport? 	<ul style="list-style-type: none"> Council will liaise with the Dept of Education to encourage the use of school facilities for sport.
<ul style="list-style-type: none"> How does Council encourage the local sports community to become involved in sports planning and development and the management and operation of community sports facilities? 	<ul style="list-style-type: none"> Council will encourage community involvement in the planning and development of sports facilities as a means of meeting community need and encouraging usage. Council will encourage sporting groups to become involved in the management and maintenance of sporting facilities through the formation of Community Management Committees.

4. RECREATION FINANCE/BUDGETING

CONSIDERATIONS:	POLICY STATEMENTS:
<ul style="list-style-type: none"> How will Council ensure a balanced program for funding the development of recreation opportunities which will keep pace with growing and changing community needs? 	<ul style="list-style-type: none"> Council will ensure that ongoing budgetary provision is made for funding recreation development which will keep pace with growing and changing community needs.
<ul style="list-style-type: none"> Does Council investigate alternative funding sources and seek private, commercial and public sector involvement in recreational development? 	<ul style="list-style-type: none"> Council will investigate alternative funding sources and seek private, commercial and public sector involvement in recreation development.
<ul style="list-style-type: none"> Does Council provide local community organisations with information about sources of funding? 	<ul style="list-style-type: none"> Council will, wherever possible, provide local community organisations with information about sources of funding for recreation development.
<ul style="list-style-type: none"> Will Council encourage joint funding, development, use and management of existing and future recreation facilities and resources? 	<ul style="list-style-type: none"> Council will encourage joint funding, development, use and management of existing and future recreation facilities and resources to ensure maximum economic viability.
<ul style="list-style-type: none"> How will Council evaluate the management and usage of recreation facilities and programs to ensure efficient financial operation and user satisfaction? 	<ul style="list-style-type: none"> Council will implement an ongoing evaluation of management and usage of recreation facilities and programs to ensure efficient financial operation and user satisfaction.
<ul style="list-style-type: none"> Does the Council provide financial assistance to Queensland Recreation Council Area Committees? 	<ul style="list-style-type: none"> Council will give due consideration each year to financially acknowledging the work of the Queensland Recreation Council Area Committees for Recreation.

5. TOURISM

CONSIDERATIONS:	POLICY STATEMENTS:
<ul style="list-style-type: none"> Does Council recognise the importance and benefits of tourism to the city/shire? 	<ul style="list-style-type: none"> Council recognises the importance and benefits of tourism to the city/shire and will ensure that the tourism potential of the area is actively promoted.
<ul style="list-style-type: none"> Will Council become actively involved in establishing a tourism promotion infrastructure within the community? 	<ul style="list-style-type: none"> Council will become actively involved in the establishment of a Tourism Development organisation within the city/shire. Council will provide financial assistance for the establishment and operation of such an organisation.
<ul style="list-style-type: none"> Will Council use its existing information networks to assist with the distribution of tourism information? 	<ul style="list-style-type: none"> Council will assist such an organisation with the collection and distribution of tourism information.
<ul style="list-style-type: none"> Will Council liaise with regional tourist bodies and other Local Authorities to ensure appropriate promotion of tourist attractions? 	<ul style="list-style-type: none"> Council will use its information network system to liaise with regional tourist bodies and other Local Authorities to ensure appropriate promotion of tourist attractions.

6. HERITAGE, CULTURE AND THE ARTS

CONSIDERATIONS:	POLICY STATEMENTS:
<ul style="list-style-type: none"> Is Council aware of the significant heritage areas within the city/shire? Will Council develop appropriate projects to provide community and tourist access to heritage sites? 	<ul style="list-style-type: none"> Council recognises the significance of heritage areas within the city/shire and will undertake appropriate projects to ensure the provision of community and tourist access to these areas.
<ul style="list-style-type: none"> Is Council aware of the significance of cultural and arts activities to the community? 	<ul style="list-style-type: none"> Council recognises the significance of cultural and arts activities to the community.
<ul style="list-style-type: none"> How will Council assess community needs in relation to the development of cultural and arts activities within the city/shire? 	<ul style="list-style-type: none"> Council will undertake appropriate research to gather information about the needs of the community in relation to cultural and arts planning within the city/shire. Council will consider the establishment of a Community Culture/Arts Sub-Committee. Council will investigate the appointment of a Community Arts Officer.
<ul style="list-style-type: none"> Is Council aware of the various funding assistance schemes available for cultural/arts organisations and activities? 	<ul style="list-style-type: none"> Council will investigate, document and publicise the various funding assistance schemes available for community cultural/arts activities.

7. DAMS, WATERWAYS AND FORESHORES

CONSIDERATIONS:	POLICY STATEMENTS:
<ul style="list-style-type: none">How will Council zone dams/ waterways to protect conflicting recreational uses: Fishing, power-boating, water ski-ing, swimming, canoeing, etc?How will environmental protection be maintained?How will usage be managed?How will Council ensure that dams/waterways are safe for recreation?Will Council make dams/ waterways accessible through foreshore area development, ramps, etc?	<ul style="list-style-type: none">Council will develop a recreation management plan for all water storage areas, waterways and beach foreshore areas within the city/ shire.The above plan to address the issues of zoning of dams/waterways and beach foreshore areas to protect conflicting recreational uses, i.e. fishing, power-boating, water ski-ing, canoeing, swimming etc.<ul style="list-style-type: none">environmental protectionpublic safetyfair and equitable community usespecific access managementCouncil will prohibit the use of motorised water craft on Council-administered water storage areas, but will encourage the use of these storage areas for other compatible recreation purposes.

8. RECREATION CO-ORDINATION -
External and Internal

CONSIDERATIONS:	POLICY STATEMENTS:
External	External
<ul style="list-style-type: none">Does Council use the consultancy and advisory services available from the Queensland Recreation Council on all matters relating to recreation development within the community?	<ul style="list-style-type: none">Council will make use of the consultancy and advisory services available from the Queensland Recreation Council in relation to all matters concerning recreation development throughout the city/ shire.
<ul style="list-style-type: none">How will Council co-ordinate the operation of other community agencies and organisations in relation to recreation planning and development within the city/shire?	<ul style="list-style-type: none">Council will use its close liaison with the Queensland Recreation Council to co-ordinate the operation of other community agencies and organisations providing recreation services throughout the city/shire.Council will establish a Sub-Committee to advise and report to full Council on recreation and sporting matters. The Queensland Recreation Council Recreation Adviser will act in an advisory capacity to this Sub-Committee.Where a consultant is employed by Council, the Queensland Recreation Council will act as agent for the Council on the recreation components of the consultant's work. The Council will request Queensland Recreation Council to comment on the draft report prior to Council's acceptance.
<ul style="list-style-type: none">Does Council support and encourage community organisations to provide a well balanced recreation service throughout the city/shire?	<ul style="list-style-type: none">Council will provide the necessary support and encouragement in order to assist community organisations to provide a well balanced recreation service throughout the city/shire.
<ul style="list-style-type: none">How does Council encourage the community to become involved in recreation planning and development?	<ul style="list-style-type: none">Council will encourage the community to become involved in recreation planning and development by the establishment of Community Advisory Management Committees on a needs basis.

Recreation Co-ordination cont.

CONSIDERATIONS:	POLICY STATEMENTS:
External (cont.)	External (cont.)
<ul style="list-style-type: none">How will Council establish the information gathering and evaluation processes necessary to identify community needs in relation to current and future recreation planning and development?	<ul style="list-style-type: none">Council will undertake an ongoing program of research to establish the information gathering and evaluation processes necessary to identify community needs in relation to current and future recreation planning and development.
<ul style="list-style-type: none">Does Council actively promote the Council administered recreation facilities, services and resources which are available to the community?	<ul style="list-style-type: none">Council will undertake an active promotional campaign to advise the community of the Council administered recreation facilities, services and resources which are available to them.Council will co-operate with other agencies to encourage mutual planning of programs and facilities to effectively meet community needs and avoid duplication of services.
Internal	Internal
<ul style="list-style-type: none">How does Council define the role and responsibilities of its departments in relation to present and future recreation provision throughout the city/shire?	<ul style="list-style-type: none">Council will undertake the necessary procedures to define the role and responsibilities of Council departments in relation to present and future recreation provision throughout the city/shire.
<ul style="list-style-type: none">Does Council's management structure allow for co-ordination between the various departments with recreation responsibilities?	<ul style="list-style-type: none">Council will establish a Recreation Sub-Committee to allow for co-ordination between the various Council departments with recreation responsibilities.

Important!

DRAFT
LOCAL AUTHORITY
RECREATION POLICY

The Draft Recreation Policy presented in this section is an example only, provided for your guidance. The issues and con-
siderations covered in Section 6 are also only broad areas to
give you an indication of some of the issues which your Local
Authorities should address in the formulation of their
Recreation Policy.

Obviously, from the Local Authorities' viewpoint, it will be
important that these broad issues are localised and made
relevant to their community. This is where the Area Adviser
can use his/her local knowledge and be of greatest assistance
to the Local Authorities to ensure that important local issues
are addressed with the Recreation Policy.

Woop Woop Shire Council

Recreation Policy

DRAFT

1.0 INTRODUCTION

Local Government is assuming a new and vital role in community life. No longer is it merely involved in a 'caretaker' role of Roads, Rats, Rubbish and Rates. Modern Local Government is involved in a wide range of services for its ratepayers.

The role and functions of Woop Woop Shire Council in providing recreation facilities and services are diverse. The administrative responsibility for Council's recreation functions are spread throughout many Departments. The adoption of a Recreation Policy by Council will, no doubt, ensure better co-ordination of activities between various Departments and also contribute towards a better quality of life for residents of Woop Woop Shire.

Council acknowledges that it has a responsibility in relation to ensuring adequate planning of recreational development in response to the needs of the community. It also has a responsibility to co-ordinate the recreational opportunities within the community and ensure balanced growth.

2.0 RECOMMENDATIONS

That Council adopt this Draft Recreation Policy Statement as a basis for the formulation of a more extensive Council Recreation Policy.

3.0 GENERAL

Council will endeavour to provide the Woop Woop community with a diversity of recreational experiences and the opportunity to share in the future recreational development within the Shire.

- The Council shall support and encourage the community in their endeavours to deliver a well balanced recreation service in the city/shire.
- The Council will as far as is possible, ensure that adequate provision is made to allow for future expansion of recreation facilities.

- It will remain the policy of this Council to ensure that as broad a range of recreation opportunities as possible is provided for the ratepayers of the city/shire.
- The Council will at all times ensure that provision is made for access to recreation facilities by disabled and disadvantaged citizens.
- The Council will appoint a sub-committee to advise and report to full Council on recreation and sporting matters. The Queensland Recreation Council Area Recreation Adviser will act in an advisory capacity to this sub-committee.
- The Council will at all times attempt to strike a balance between active and passive recreation pursuits.

4.0 COUNCIL/QRC LIAISON

- That consultation and advice be sought from the Queensland Recreation Council in all matters concerning recreation.
- That where a consultant is employed by Council the QRC will act as an agent for the Council on recreation related components of the consultant's work. The QRC will comment to the Council on the draft report prior to acceptance by the Council.
- The Council shall give due consideration each year to financially assisting the work of the QRC Area Committees.

5.0 OPEN SPACE

Council will endeavour to meet the recreational needs of residents and visitors by providing a balanced, diversified and attractive system of parks and open space throughout the Shire.

- Council will provide a range of open space recreation opportunities to effectively serve widely varying community needs, including:
 - small parks
 - playgrounds
 - playing fields
 - community parks
 - regional parks
 - natural undeveloped bushland areas
 - beach/river foreshore areas
- Council will undertake adequate research to ensure that future planning and development of open space areas is in response to community needs.
- Council will ensure that, where a developer contributes land for recreation purposes, the land shall be:

- accessible to its users
- of a size and shape appropriate to its designated use
- assessed to determine whether land or a financial contribution is most appropriate to meet community needs.

- Council recognises the importance of developing and maintaining an open space recreation trail system and will consider the concept of trail systems in future strategic planning.
- Council will liaise with adjacent Local Authorities in relation to the development of regionally significant open space areas.

6.0 RECREATION FACILITIES

Council will ensure that a diversity of facilities is available to provide a variety of recreation opportunities for all sections of the community.

- Council will establish and maintain an inventory of existing recreation facilities, together with information on operating costs and usage patterns, as an aid to planning.
- Council will establish adequate research and monitoring techniques to ensure that future planning and development of recreation facilities is in response to genuine community needs.
- Council will ensure that all recreation facilities are adequately designed to allow access to all community groups, especially the physically disabled and the elderly.
- Council will encourage community involvement in the planning and development of recreation facilities as a means of meeting community needs and encouraging usage.
- Council will encourage community groups to become involved in the management of facilities through the formation of Community Management Committees.
- Council will encourage the development of multi-purpose recreation facilities wherever possible as a means of maximising economic benefit and community usage.

7.0 SPORT

Council will provide the opportunity for all community members to participate in stimulating and satisfying sports activities.

- Council will use appropriate research and community consultation strategies to determine current and future sporting needs in relation to the planning and provision of sporting fields and facilities.
- Council will encourage the multi-use of sporting facilities, both indoor and outdoor, to ensure maximum usage.
- Council will adopt a user-pays policy in relation to sports facilities and sports fields.

- Council will liaise with the Department of Education to encourage the use of school facilities for sport.
- Council may encourage the establishment of a Sports Council/Committee to allow the local sports community to become involved in sports planning and development and the management and operation of some community sports facilities.

8.0 RECREATION FINANCE/BUDGETING

The Council will ensure that adequate recreation budget provisions are made each year to ensure that recreation development occurs within the city/shire.

- Council will encourage joint funding, development, use and management of existing and future recreation facilities and resources to ensure maximum economic viability.
- Council will investigate alternative funding sources and seek private, commercial and public sector involvement in recreation development.

9.0 TOURISM

- Council recognises the importance and benefits of tourism to the city/shire and will ensure that the tourism potential of the area is actively promoted.
- Council will become actively involved in the establishment of a Tourism Development organisation within the city/shire.

10.0 HERITAGE, CULTURE AND THE ARTS

- Council recognises the significance of heritage areas within the Shire and will take action to ensure the provision of access to these areas.
- Council recognises the significance of cultural and arts activities to the community.
- Council will investigate the appointment of a Community Arts Officer.

11.0 DAMS, WATERWAYS AND BEACH FORESHORE AREAS

- Council will develop a recreation management plan for all water storage areas, waterways and beach foreshore areas within the city/shire.
- Council will prohibit the use of motorised water craft on Council administered water storage areas but will encourage the use of these areas for other compatible recreation purposes.

"LOCAL GOVERNMENT ACT 1936-1984"RECREATION PROVISION SUMMARY

12.0 RECREATION CO-ORDINATION

Council acknowledges its responsibility to ensure the provision of a wide diversity of recreation opportunities to all sections of the community. Council has an important role to play in co-ordinating recreation development in relation to total strategic planning and development throughout the city/shire.

External Co-ordination

- Council will use its close liaison with the Queensland Recreation Council to co-ordinate the operation of other community agencies and organisations providing recreation services throughout the city/shire.
- Council will encourage the community to become involved in recreation planning and development by the establishment of Community Advisory and Management Committees on a needs basis.
- Council will undertake an ongoing program of research to establish the information gathering and evaluation processes necessary to identify community needs in relation to current and future recreation planning and development.
- Council will support and encourage the community in the development of high profile recreation programs such as FREEPS, FUN DAYS, LOCAL FESTIVALS etc.

Internal Co-ordination

- Council will undertake the necessary procedures to define the roles and responsibilities of Council departments in relation to present and future recreation provision throughout the city/shire.
- The Council will establish a Recreation Sub-Committee to allow for co-ordination between the various Council departments with recreation responsibilities.
- The Council will give consideration to future recreation needs in the development of any strategic development control or town plans.

The Local Government Act gives a Local Authority the powers to provide recreation services and facilities, but also ensures flexibility in the provision of recreation.

S.30 General Functions of Local GovernmentS.31 General Powers as to By-lawsS.31B By-laws Respecting Fencing Swimming PoolsS.32(8) Expenditure on Public Demonstrations

From the General Fund, Local Authorities can expend 3 percent of the general rate on celebrations, public demonstrations or entertainment.

8(b) Local Authorities can contribute to the State Government Recreation Agency, Queensland Recreation Council, to enhance local recreation servicing.

8(c) Local Authorities can contribute to a public body or Association for the cost of construction, maintenance and operation of a public hall, which can be used by both Local Authority for public functions, or members of the public.

S.33 Town Planning

Local Authorities are charged with the formulation enforcement and implementation of the Town Plan which specifies particular land uses. The Local Authority through their Town Planning Scheme has the power to:

- . Amend the Town Plan;*
- . Approve Land Use (e.g. recreation);*
- . Power to purchase or take Land (Public Works Land Resumption Act 1906-1955);*
- . Develop Strategic Plans/Development Control Plans.*

S.34 Subdivision of Land

When Local Authorities approve land subdivision, they will consider whether an area of land to be subdivided should be provided for use as a public garden or recreation space or whether the applicant should pay to the Local Authority, a sum to be expended toward the provision of same.

S.35 Classification of Roads

Classification of Roads will effect access to recreation open space and facilities.

S.44 Wharves, Quays, Jetties and Landing Places

This section gives Local Authorities the powers to effect waterway access.

S.45 Public Reserves

Local Authorities have the power to improve Parks, (e.g. plant, walkways, carriageways and any other adaption).

Within this Section, Local Authorities can declare bathing reserves and assume control of this reserve. In addition, the provision of life-saving services and the use of specific bathing appliances (e.g. surf-boards, skis, boats etc.), can be controlled by Local Authorities.

S.46 Reclamation of LandS.49A Power to Establish and Maintain Licensed Victualler's Premises as Functions of Local Government

Local Authorities can establish and maintain licensed function rooms or theatre premises.

S.49C Powers to Provide Harbours for Small Vessels

Providing harbour facilities for small vessels can stimulate the recreation use of small vessels.

LOCAL GOVERNMENT ASSOCIATION POLICY - SECTION 10 COMMUNITY SERVICES10.1 General

- 10.1.1 Community services are defined as those functions of Local Government which enhance the quality of life of the residents of a community and include libraries, recreation, sport, leisure, welfare, information, arts and culture. Carrying out these functions involves consultation and planning with, and the participation of, local residents.
- 10.1.2 Local Government believes it is the appropriate level of government to have a primary responsibility for community services at the local level.
- 10.1.3 Increased Local Government participation in community services is dependent upon adequate ongoing finance, a clear delineation of the responsibilities of each level of government and continuing consultation amongst all levels of government on policies, programmes and financial arrangements.
- 10.1.4 Local governments should encourage and facilitate the formation of community based agencies for the development and management of community services.

10.2 Libraries

- 10.2.1 State Government per capita subsidies for library services should be increased in line with subsidies available in other States to allow Local Government to meet the growing needs of library services.
- 10.2.2 Increases in the percapita subsidy (10.2.1) should take into consideration the need for technological advances, for example computerisation and data acquisition.
- 10.2.3 Joint use of public and educational libraries should be promoted as an economical use of community resources.

10.3 Information

- 10.3.1 Local Government should act as an access point for information on community services.
- 10.3.2 Local Government has a responsibility to inform ratepayers and other residents of its policies, activities, functions and services to ensure maximum accountability to and involvement of its constituents.

2.

10.4 Sport and Recreation

- 10.4.1 Local Government should promote the concept of multiple use of sporting and recreation facilities to provide economies of scale in construction and management of facilities. This should include joint use of facilities provided by other levels of Government.
- 10.4.2 The potential for the Queensland Recreation Council to provide a financial, technical, research and professional resource should be recognised by Local Government.

10.5 Arts and Culture

- 10.5.1 Because of its base at the community level, Local Government is well placed to facilitate the development of art and cultural activities and facilities.
- 10.5.2 A regional approach by Local Government to the construction and operation of major facilities is desirable.
- 10.5.3 Federal and State financial assistance should be structured to facilitate the development and operation of regional arts and cultural facilities.
- 10.5.4 The role of the private sector in the provision and sponsorship of cultural and artistic facilities should be encouraged.

10.6 Housing

- 10.6.1 Involvement of Local Government in housing programmes must be subsidised by the State and Federal Governments.
- 10.6.2 Local Government should be consulted and participate in a definitive role in policy and funding negotiations relating to provision of housing and specific needs accommodation.
- 10.6.3 Local Government should have the option to be involved in the provision and management of rental or owned accommodation for particular sectors of the population.
- 10.6.4 Regular reviews should be undertaken of the changing needs for caravan park and mobile home residency to maintain advisory standards for application as required by individual local governments.

THE PROJECT

The term 'Group' refers to whichever method is considered appropriate by the Local Authority.

Initially the Group should prepare a 'brief' for the Local Authority outlining the procedures and processes which will be involved in the project. This 'brief' should contain information concerning:

- . the outcomes of the project;
- . the phases contained within the project;
- . time frame for phases and total completion; and
- . precise methodology to be used.

THE OUTCOME

This will basically be the formulation of a Recreation Policy for the Local Authority which will ensure that recreation resources and services are developed, used and managed in an effective, efficient and equitable manner.

PHASES, TIMEFRAME AND METHODOLOGY

This is perhaps the most important consideration of the Group: "How will the Group conduct this investigation?"

Data Gathering Phase

The Group should review:

- (a) Local Authority Legislation in respect of Recreation Services
 - . Local Government Act (see Appendix 1)
 - . Local Government Association Policy (See Appendix 2)
- (b) Local Authority Internal Review
 - . Current Local Authority recreation services
 - . Current Recreation management practices
 - . Local Authority recreation strengths
 - . Current Recreation management weaknesses
 - . Dominant management values and philosophies within the Local Authority
 - . Possible Local Authority recreation resources, finances, physical, technical etc.

(c) Community/External Review

- . Current community recreation patterns
- . Community recreation facility usage
- . Community recreation infrastructures (clubs, organisations, groups etc.)
- . Recreation services provided by other Government, community and private organisations.
- . Community recreation needs
- . Demographic and geographic data (social and physical environment)

(This investigation will involve consultation with a variety of community recreation providers.)

The research should identify the major recreation issues both external and internal, which the Local Authority needs to address, and the Local Authority's basic operating philosophy.

Determining Local Authority Responsibilities

As a result of the data collection the Group may now be in a position to determine:

- . the fundamental purpose of the Local Authority in respect of recreation
- . a statement of the Local Authority's recreation role

This statement should define:

- . broad areas of recreation in which the Local Authority will operate;
- . key recreation issues which the Local Authority needs to address;
- . services that the community most needs; and
- . 'end results' which the Local Authority wishes to achieve.

By addressing the above areas and issues the Draft Recreation Policy would be developed.

REFERENCES

The following reference items are held in the Queensland Recreation Council Library:

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