

Latrobe*City*

Fenced Dog Park Guidelines

2021



Latrobe*City*
a new energy

This work is copyright. Apart from any use permitted under the Copyright Act 1968 all rights are reserved.

The information in this document is correct as at the date of publication but is subject to change. Please check the Latrobe City Council website www.latrobe.vic.gov.au to make sure this is the latest version.

To obtain this information in languages other than English, or in other formats, please contact Latrobe City Council on 1300 367 700.

Date of publication: [October 2021].

Contents

INTRODUCTION **4**

Why do council need these guidelines? 4

Summary of key guidelines 6

1. Site Selection 6

2. Design 6

3. Operations and Management 6

GUIDELINE 1 **SITE SELECTION** **7**

Data Collection 7

Site Selection 7

Specific Site Considerations 8

Site Selection - Assessment Criteria 10

GUIDELINE 2 **DESIGN** **12**

Core Infrastructure 12

Essential Amenities 13

Preferable Amenities 14

Optional Amenities 14

Design - Assessment Criteria 15

GUIDELINE 3 **CONSTRUCTION** **18**

Probable Cost Estimate 19

GUIDELINE 4 **MANAGEMENT & MAINTENANCE** **22**

Maintenance Task 22

Maintenance Costs 23

Management 23

Introduction

With the growth of new residential areas within Latrobe City and a reduction in average housing block sizes, the demand for public space for dog exercise is increasing.

Fenced dog parks provide an off-leash option for dog owners to exercise and socialise their dogs. The provision of these facilities should be provided in addition to and complement existing unfenced off-leash areas throughout Latrobe City.

WHY DO COUNCIL NEED THESE GUIDELINES?

These guidelines place Council in a proactive position to deliver a strategic approach to the provision of fenced dog parks within the municipality by providing a structure for decision-making that provides consistency yet enough flexibility for Council to tailor the approach to different contexts.

Fenced dog parks should be distributed across the municipality based on areas of need and established in strategically located areas.

Fenced dog parks should service a group or cluster of suburbs. The process and criteria outlined in this report should be used to set directions for future decision making for new fenced dog parks in existing areas and growth areas.





SUMMARY OF KEY GUIDELINES

1 - SITE SELECTION

The site selection of a fenced dog park is most important and should be based on consistent data collection and assessment criteria.

These criteria are provided in detail later in this report and have been developed through trials undertaken within Latrobe City and best practice siting and design of fenced dog parks throughout Australia and overseas.

The key site selection considerations are as follows:

- Size
 - Minimum size of a fenced dog park is 3000m², large enough to ensure the surface is not overused (I.e. Grass becomes mud).
- Location
 - Accessible;
 - Within close proximity to the dog population (residential areas); and/or
 - Easily accessible by car (near main road or highway with parking).
- Existing Characteristics
 - Relatively flat, drains well, doesn't flood, mature trees for shade;
 - Near existing footpath network;
 - Utility services nearby (water, electricity); and
 - Car parking nearby.

2 - DESIGN

Fenced dog parks should be divided into the following levels of requirements:

- **Core infrastructure** - perimeter fencing, double entry gates, maintenance gates and ground surfaces;
- **Essential amenities** - drinking water, bins and bag dispensers, shade and signage;
- **Desirable amenities** - separate areas for large and small dogs, paths, items of environmental enrichment, different activity zones, plantings; and
- **Optional amenities** - site lighting, notice board and toilets.

Fenced dog parks should as a minimum include core infrastructure and essential amenities.

3 - OPERATIONS AND MANAGEMENT

With the establishment of fenced dog parks, Council needs to consider the ongoing operations and management requirements including:

- maintenance schedules;
- monitoring of issues and evaluation of the effectiveness of fenced dog parks;
- budget allocations for design and construction;
- budget allocations for ongoing maintenance and park upgrades;
- partnerships and collaborative opportunities in the delivery of fenced dog parks; and
- fenced dog park education programs and signage.

Guideline 1

Site Selection

Fenced dog parks should be strategically located to provide facilities that reflect the needs of the community. The selected sites should be appropriate for the anticipated level of usage and address a range of criteria to ensure they don't create more challenges than they address.

The following information, criteria have been developed through trials undertaken within Latrobe City and best practice siting and design studies of fenced dog parks throughout Australia and overseas.

DATA COLLECTION:

To help guide the location of new fenced dog parks across the municipality the following information needs to be obtained and considered:

- **Distribution of registered dogs across the municipality**
 - Number of registered dogs by town (information obtained from Local Laws)
- **Location of existing off-leash dog areas**
 - Fenced dog parks should be provided in addition to and complement existing off-leash areas.
- **Location of existing fenced dog parks**
 - Location of existing fenced dog parks in Latrobe City;
 - Location of existing fenced dog parks in adjoining councils, particularly those near the Council boundary.
- **Requests for fenced dog parks**
 - Number of formal requests for additional fenced dog parks i.e. direct requests or information from community engagement findings.

SITE SELECTION

The location of a fenced dog park is often influenced by what land Council has available and this may restrict the choice from an ideal location to one that is available.

To help guide the selection of sites for new fenced dog parks the following steps need to be considered:

- **Potential sites**
 - A list of potential sites for fenced dog parks should be developed for consideration in the first instance.
 - New sites can be added to the list as they arise e.g. from community engagement feedback or formal requests
- **Shortlist of potential sites**
 - The list of potential sites should be refined to a shortlist. Start by eliminating those sites unsuitable for a fenced dog park including:
 - Parks less than the preferred minimum size of 3,000m².
 - Within areas of environmental significance (i.e. areas that contain endangered species, significant wetlands, and high value-habit areas)
 - Areas subject to flooding.



- **Assessment criteria**

- A list of criteria is included in assessment criteria table on page 10. A site assessment sheet should be developed based on this table.

- **Preliminary site assessment**

- A preliminary inspection of the short-listed sites should be conducted to evaluate their suitability as a fenced dog park and to refine the list further.

- **Detailed site assessment**

- Conduct a detailed assessment of the short-listed sites and select the preferred sites.

- **Community consultation**

- Consult with the community on the preferred sites; and
- Select the site.

***Note:** Further consultation with the community should be considered during the design phase.*

SPECIFIC SITE CONSIDERATIONS

- **Park size**

The preferable minimum size for a fenced dog park is 3,000m². Separate areas for small and large dogs would need to be 3000m² each.

- A key finding from the community engagement was the insufficient size of the existing 'trial' Dog Park of approximately 1500m².
- In many circumstances, the size of the park is dictated by what land Council has available.

- **Location**

Fenced dog parks should be central to the dog population.

- A key benefit raised in the community engagement in relation to the existing trial Dog Park was that it was centrally located to the dog population, the activity centre of Traralgon and a popular existing walking path.
- It has been found that 45% of dog owners are willing to travel 10-20 minutes and 15% are willing to travel 20+ minutes to a fenced dog park.

- **Site qualities**

Fenced dog parks should be relatively flat, have good drainage and some mature trees for shade if possible.

- Avoid sites that are prone to flooding as this is likely to limit people's access to the park; and
- Avoid steep slopes that may be difficult to access.

- **Car Parking**

Where possible car parking areas should be close to the park and in safe locations to get dogs in and out of the car.

- Research shows that 68% of people drive to fenced dog parks (University of Adelaide)
- Parking is a significant issue and highly desirable at fenced dog parks.



- **Adjacent activities/uses**

Fenced dog parks should be sited near compatible activities/uses or have adequate measures in place to minimise conflict with incompatible activities.

Fenced dog parks may be located near incompatible activities such as cycling trails, BBQ and eating areas, skate parks and children's playgrounds nearby provided measures are put in place to mitigate potential conflict including:

- Adjacent residential areas – a setback or buffer should be provided to avoid potential issues of conflict. Fenced dog parks near residential properties can be a source of conflict and include issues such as:
 - Increased noise from barking dogs and people talking;
 - Park users looking into adjacent residential properties;
 - Additional activity in the park particularly in morning, evenings and weekends;
 - Odour from dog waste; and
 - Increased traffic and parking on surrounding local roads.
- Adjacent children's playground, BBQ and eating areas and skate parks – orientate the entry/exit gates of the fenced dog park away from these activities and provide a buffer where necessary.
- Environmentally sensitive areas – avoid areas of environmental sensitivity including areas that contain endangered species, significant wetlands, biodiversity corridors and high-value habit areas.

- **Access from the road**

Fenced dog parks should be in areas that are easy to find and access.

- It is not preferable to locate a fenced dog park which is only accessible from the back streets of residential areas or located on a no-through road.

- **Site infrastructure**

Fenced dog parks should be co-located with other recreational amenities.

- If a fenced dog park is placed in a regional or district park or sporting field, they are likely to have other amenities and infrastructure within the larger park system such as water, electricity, toilets and on-site parking.

- **Land ownership**

Fenced dog parks should be located on Council land.

- Fenced dog parks are commonly developed by local councils but can also be developed in partnership with other organisations such as private industry or the state government.

SITE SELECTION - ASSESSMENT CRITERIA

ELEMENT	QUESTIONS	PREFERRED
Size of park	- What is the size of the area available for the proposed fenced dog park? - Is there enough space to minimise site degradation by overuse and crowding of dogs?	Each enclosed space should be at least 3,000m² for a fenced dog park. Note: <i>Smaller areas will become mud very quickly.</i>
Location	- Is the site central to the dog population? Seek registration data from Local Laws. - Are there any major roads, freeways or railway lines that make it difficult for people to access the site? - Are there any existing fenced dog parks or other off-leash areas nearby?	Fenced Dog Park should be located in areas central to the existing & projected dog population, easily accessible by walking for local dogs and by car for those traveling a little further. They should also only be located in areas underserved by existing fenced dog parks.
Site qualities	- Are the site qualities suitable for a fenced dog park? - Is the site prone to flooding? - Is there good drainage? - Are there any mature trees for shade on the site? - Is a water and electricity connection easy to obtain? - Is a footpath adjacent to the site or nearby?	The site should be relatively flat in topography, have permeable soils for good drainage, mature trees for shade, easy access to services (water and electricity), have existing off street car parking nearby and have a footpath network adjacent to the site. Note: <i>If not, these things need to be provided and will make the cost to development the park significantly higher.</i>
Car parking	- Is there enough car parking to avoid creating a negative impact on surrounding areas? - Is there any designated parking close by or capacity to establish car parking? - How safe is the parking area to get dogs in and out of the car?	Off-street car parking must be provided. Note: <i>The amount of car parks available depends on the size and expected use of the park however a minimum of 10 parks should be provided in all instances.</i>
Adjacent activities/uses	- What are the adjacent activities and are they compatible with a fenced dog park? - Is there enough space to provide a buffer between adjacent activities such as children's playgrounds, skate parks, BBQ and eating areas, and residential dwellings? - If co-located with sporting ovals, how will people access the fenced dog park on match days?	Fenced dog parks should be located near adjacent compatible activities or separate incompatible activities with the use of a buffer or setback. Note: <i>If located close to sensitive uses (such as residential dwellings), consider undertaking an acoustic report and undertaking specific community engagement with those land owners and occupiers.</i>
Environmental sensitivity	Are there any areas within the proposed site and surrounds that are environmentally sensitive? E.g. wetlands and biodiversity corridors.	Fenced dog parks should be located away from wetlands, fauna habitats and other sensitive environments.
Access and traffic	- How easy is it to access and find the site by road? - Is the park located on a main road, off a main road or only accessible from local residential streets?	Fenced dog parks should be easy to find and located on roads with good access i.e. not located off a dead end or no through road.
Walking	Are there any connecting paths or trails leading to the site?	There must be existing connections to walking paths, or the ability to easily connect to the network.
Site infrastructure	- What existing infrastructure and services are on the site or nearby? E.g. water, electricity, public toilets? - Where are the connection points? - Are there any existing fences or boundaries that could be used?	The site must have the ability to connect to water for the water fountain and electricity for lighting etc. Note: <i>Any existing site infrastructure is beneficial, as it will reduce the establishment costs significantly.</i>
Visibility	Is the site visible from the road or is it in an isolated position?	Dog parks should be highly visible for crime prevention and to limit anti social behaviour.
Ownership	Who owns the land? Is consent needed from other authorities?	Preferred: Council owned land preferred
Other:	Crime Prevention Through Environmental Design (CPTED) and disability inclusion principles should be considered.	



Guideline 2

Design

There is no 'one size fits all' design for a fenced dog park. The design of a fenced dog park should respond to the site conditions, Council budget, anticipated level of use and the needs of the community.

There are however some core infrastructure requirements and level of amenities that need to be considered in the design of all fenced dog parks:

- **Core infrastructure** - perimeter fencing, double gates, maintenance gates, suitable ground surfaces.
- **Essential amenities** - drinking water, bins and bag dispensers, shade and signage.
- **Preferable amenities** - separate areas for large and small dogs, paths within, items of environmental enrichment, different activity zones and plantings.
- **Optional amenities** - site lighting, notice board, and toilets.

1 - CORE INFRASTRUCTURE

- **Perimeter fencing**

Secure perimeter fencing should be provided to discourage dogs escaping over, under and through the fence.

- In order to contain 99% of dogs/breeds, fencing should be 1.8m high.
- It is desirable to have a fencing alignment without corners in the park to avoid dogs getting trapped by other dogs. An oval or round shaped fenced is preferred.
- A concrete plinth or footing can be used to assist with maintenance and help prevent small dogs escaping.

- **Double gates**

Double-gated entry/exits with self-closing gates are required to prevent dogs from escaping when visitors enter or exit the park.

- It is preferable to have multiple double-gated entry/exit points as this helps to distribute the park users and reduce congestion in the park.
- The width of the gates and safety airlock i.e. the space between the double gates needs to consider wheelchair access.
- It is ideal to have self-closing gates with a pull latch.



- **Maintenance gates**

Separate maintenance gates should be provided.

- The maintenance gates need to be large enough to accommodate service vehicles and machinery such as a mower and bobcat etc.

- **Ground surfaces**

A variety of ground surfaces should be used to match the intensity of the activity zones (passive and active).

- Selecting suitable surface materials is one of the most challenging issues in a fenced dog park, and a variety of surfaces are required that are hard wearing, emit minimal dust and are dog-friendly including:
 - Concrete: can be used for high traffic areas i.e. in and around the double-gated entry/exit gates and internal paths.
 - Mulch: a good quality grade should be selected that doesn't contain sharp objects, plastics and string which may harm dogs.
 - Grass: while grass may look good at first it is difficult to maintain in a fenced dog park as it gets churned up by the dogs. Consider small areas of grass rather than one large area
 - Use grass varieties that are hard wearing such as those used for high-use sports fields.
 - Irrigation should be used to give the grass a better chance of surviving and to suppress any dust.

- Sand: may be appropriate in a combination with other surface materials.
- Asphalt: is not considered to be an appropriate surface material in a fenced dog park as it can get extremely hot and may burn the dog's pads.

2 - ESSENTIAL AMENITIES

- **Drinking water**

Drinking water for dogs should be provided in fenced dog parks with the following considerations:

- Good drainage around the water fountain/tap is to reduce water logging.
- Locate the water fountain/tap away from the double-gated entry/exit points to discourage people and their dogs congregating in these high traffic areas.
- Select a water bowl that is easy to refill and keep clean i.e. round bowl that can be flipped to empty.
- Make sure the water bowl is large enough for all dogs including those wearing a muzzle.

- **Shade**

Shade should be provided in a fenced dog park, as dogs are more vulnerable to heat than people.

- Shade may include the retention of existing trees on site, planting of new trees and provision of shelter structures.

- **Seating**

Seating should be provided but keep to a minimum to encourage people to move around and interact with their dog.

- Seating with backs is preferred as this discourages dogs jumping up onto the seats.
- Rocks and logs can also be used for informal seating.

- **Signs (wayfinding and park rules)**

Park rules should have consistent messages and be placed in highly visible locations such as the entry gates.

- **Waste disposal**

Dog waste bag dispensers, bags and waste bins should be provided to encourage people to pick up and dispose of dog waste appropriately.

3 - PREFERABLE AMENITIES

- **Pathways**

- An internal walking path or trail should be provided to encourage people and their dogs to keep moving in the space rather than staying in one spot.

- **Separate areas for small and large dogs or other variations may be provided**

- Separate areas for dogs will depend on the size of the park and construction budget. It's better to have one larger park rather than two small 'pokey' separate areas for dogs (e.g. areas for large and small dogs.)
- There are benefits of having separate areas including the rotation of sides for grass repair and to shut down one side for maintenance or upgrade etc.

- **Different activity zones should be created rather than just one flat open space in the park**

- Different zones offer dogs running areas as well as quieter environments where they can sniff, play and interact with their owners, and play one-on-one with other dogs away from the running.
- Activity zones also help to disperse the park users (dog and people) throughout the park and spread the wear and tear of the ground surfaces.
- Mounding and mass plantings can be used to divide the park into active and passive zones. These visual barriers also help to deter the dogs getting up too much speed in the park.

- **Plants**

Plants within the park and surrounds should be non-toxic and non-irritating to dogs including the flowers, seeds, fruit, and leaves.

- Ensure the plants and grass are well established before the park is opened to the public. Consider fencing off areas for plant establishment and recovery if required.
- The use of tussocks allows dogs to weave their way between the plants.

- **Environmental enrichment**

Environmental enrichment for dogs should be a consideration in a fenced dog park.

- This may include varied terrain, mounding, sensory plantings, tunnels, logs, water play and dog play items.

4 - OPTIONAL AMENITIES

- **Park lighting**

Lighting may be provided to extend hours of use.

- The provision of site lighting depends on the location of the park and potential impact on surrounding uses e.g. residential dwellings.

- **Toilets**

Toilets may be provided where appropriate.

- If fenced dog parks are placed within a larger park system, public toilets may already exist.

- **Noticeboard**

A noticeboard may be provided as an added feature to a fenced dog park.

- A notice board is a useful feature to promote dog park educational sessions, dog events and information on dog park rules and etiquette.
- Notice boards should be lockable and contain no breakable parts (i.e. no glass)

- **OTHER CONSIDERATIONS**

Crime Prevention Through Environmental Design

Consider Crime Prevention Through Environmental Design (CPTED) principles in the design of fenced dog parks.

DESIGN - ASSESSMENT CRITERIA

CRITERIA	YES/NO	COMMENT
CORE INFRASTRUCTURE		
Fencing 1.8m high chainmesh - Concrete plinth underneath - Rounded corners.		
Entry/Exit points - Multiple entry/exit points - Self-closing, double-gate system - Disability friendly heights etc - Concrete surface - Free of amenities such as water fountains and bins to minimise congestion in this area.		
Maintenance Gates Maintenance gate(s) to each fences area.		
Ground surface - Concrete in high use areas (entry, fountain, bin) - Granitic Sand = low maintenance - Grass and mulch = high maintenance - Avoid asphalt		
Connection pathway Pedestrian pathway from carpark or existing pathway to the entry gates.		
ESSENTIAL AMENITIES		
Drinking water provided Water fountain with dog bowl.		
Shaded area provided - Keep existing mature trees wherever possible. If not possible; - Plant semi established trees; or - Construct a shelter.		
Seating - Minimise to encourage owners to move around and supervise their dogs. - Seating should have a back to avoid dogs jumping on them.		
Signage - Park rules displayed at each entrance - Directional signage if necessary.		
Waste disposal Bins and bag dispensers at entrances.		

DESIGN - ASSESSMENT CRITERIA

CRITERIA	YES/NO	COMMENT
PREFERABLE AMENITIES		
Pathways within the park Concrete pathways to encourage people to move through the space.		
Separate areas or more than one area - Good for separating small and large dogs, or playful and timid dogs - Also good for maintenance as it allows areas to be closed for resting or maintenance without closing the entire park. - Areas must each be sufficient in size (Approx 3000m²) to avoid degradation.		
Different activity zones - Areas for running, playing, sniffing, exploring etc - Slow or one on one play areas.		
Planting - All plantings must be non-toxic and non-irritant. - Good way to natural creating separation within the park.		
Environmental Enrichment Nature-play for dogs. (hills/moulds, water, logs, tunnels, rocks etc)		
OPTIONAL AMENITIES		
Lighting Does the park warrant lighting to extend the hours of use? Consider nearby conflicts of noise etc in these hours of the day.		
Toilets If significant in size and service provision, a toilet may be necessary if there is not one already nearby.		
Noticeboard Likely only necessary at large regional parks, or where a community group is interested in the park.		
OTHER GENERAL CONSIDERATIONS		
Is the design simple and easy to maintain? Seek advice from maintenance team.		
Have cost savings measures been considered? - Example: One shelter on the fence between two areas, not one in each area.		



Guideline 3

Construction

Broad cost estimates have been developed for the construction and establishment of a new fenced dog park. These costings are provided for guidance purposes only, and the cost of individual projects may vary depending on the size of the park, existing site characteristics, materials, site preparation and final design.

As mentioned previously, the key elements for the construction of a fenced dog park include:

- **Core infrastructure**

- Perimeter fencing (the biggest single item)
- Double gates and airlock, 2 gates per entry/exit with self-closing pull latch
- Maintenance gates
- Ground surfaces
- Connection pathway

- **Essential amenities**

- Drinking water fountains (including plumbing & drainage)
- Bins and bags dispensers (
- Shade (existing trees or planting/shelter structure)
- Signage (directional and park rules)
- Seating

- **Preferable amenities**

- Separate areas for large and small dogs
- Internal paths
- Items for environmental enrichment
- Different activity zones including mounding
- Planting including screen planting

- **Optional amenities**

- Site lighting
- Notice board
- Toilets

The following is a pre-design cost estimate based on individual infrastructure costs on recent projects and assumes the subject site will be approximately 3000m² is size, have existing mature trees, sufficient existing infrastructure provision (footpaths etc), easy access to services (water and electricity), requires no site remediation or excavation works (improve drainage etc) and requires no material or waste disposal. Example: An existing park that only needs things added.

- **Basic**

- Simply add 'Core Infrastructure' and 'Essential Amenities'.
- **Cost** = Approximately \$50,000 - \$100,000.

- **Intermediate**

- As per the above 'basic' inclusions, plus the 'preferable amenities'.
- **Cost** = Approximately \$100,000 to \$150,000.

- **Advanced**

- As per the about 'Intermediate' inclusions, plus the 'optional amenities'
- **Cost** = Approximately \$300,000+

PROBABLE COST ESTIMATE

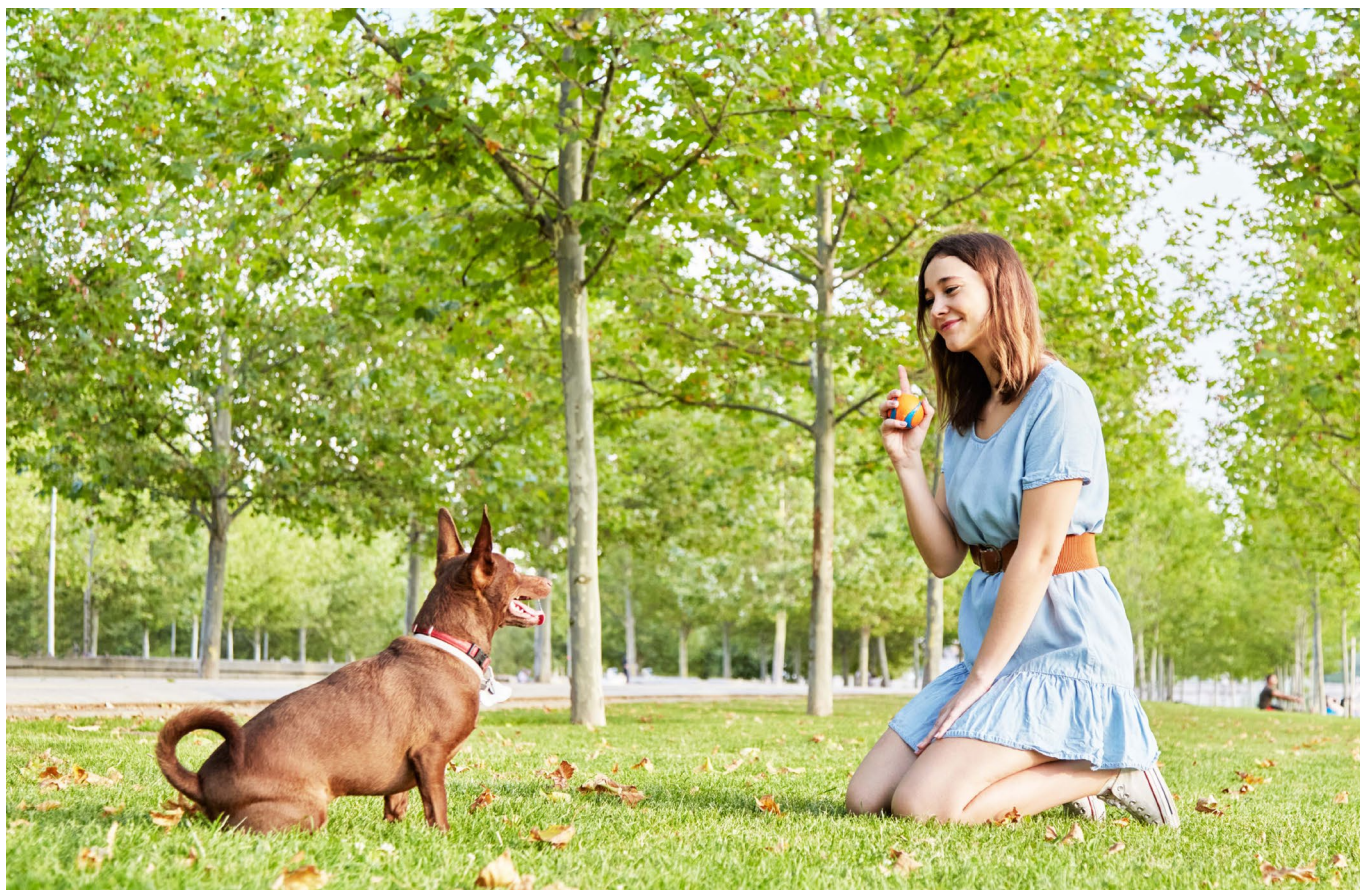
The following table of cost estimates details the costs of each element of a dog park development. These figures are based on a 3000m² park and indicate most of the known considerations and expected costs involved in establishing a new dog park.

LEGEND

	Core infrastructure and essential amenities required in almost all instances		Optional if necessary and/or budget allows
	Preferable amenities if budget allows		Items that may be required in instances where additional work is required to provide a suitable site or develop a suitable dog park

Please note estimates were sourced in October 2021 and may be subject to change in the future.

	DESCRIPTION	QTY	RATE	AMOUNT
	PRELIMINARIES			
	Plan and report preparation (site plans, construction plans, environmental management plans, acoustic reports etc)	1	\$10,000	\$10,000
	Surveyor	1	\$5,000	\$5,000
	LANDSCAPE AMENITIES			
	Bench seat	1	\$2000	\$2000
	Dog bag dispenser	2	\$150	\$300
	Bin enclosure	2	\$1500	\$3000
	Drinking fountain with dog bowl	1	\$4000	\$4000
	FENCING			
	Perimeter Fencing - 1.8m high chainmesh fence with top and bottom rail (50x60)	220	\$70pm	\$15,400
	Concrete plinth/strip underneath fence	220	\$70pm	\$15,400
	Double gates (2 per entry)	4	\$500	\$2000
	Maintenance gates (3.5m wide for mowers)	2	\$2000	\$4000
	IRRIGATION			
	Automatic irrigation system (allowance)	1	\$30,000	\$30,000
	SOFT LANDSCAPING			
	Imported topsoil (turf areas)	150	\$60	\$9,000
	Imported topsoil (garden beds)	200	\$60	\$12,000
	Filling sand (play pit sand)	50	\$20	\$1,000
	ROCKS AND LOGS			
	Rocks 400-600mm (for informal seating)	5	\$200	\$1,000
	Logs - 2.5m long	2	\$500	\$1,000
	PLANTING A MULCHING			
	Trees (50L container including stakes/ties)	10	\$150	\$1500
	Tubestock (small plants)	100	\$3	\$300
	Organic Mulch	1000m ²	\$8	\$8000
	GRASSING			
	Instant Turf (roll out turf) supply + install	1500m ²	\$20,000	\$20,000



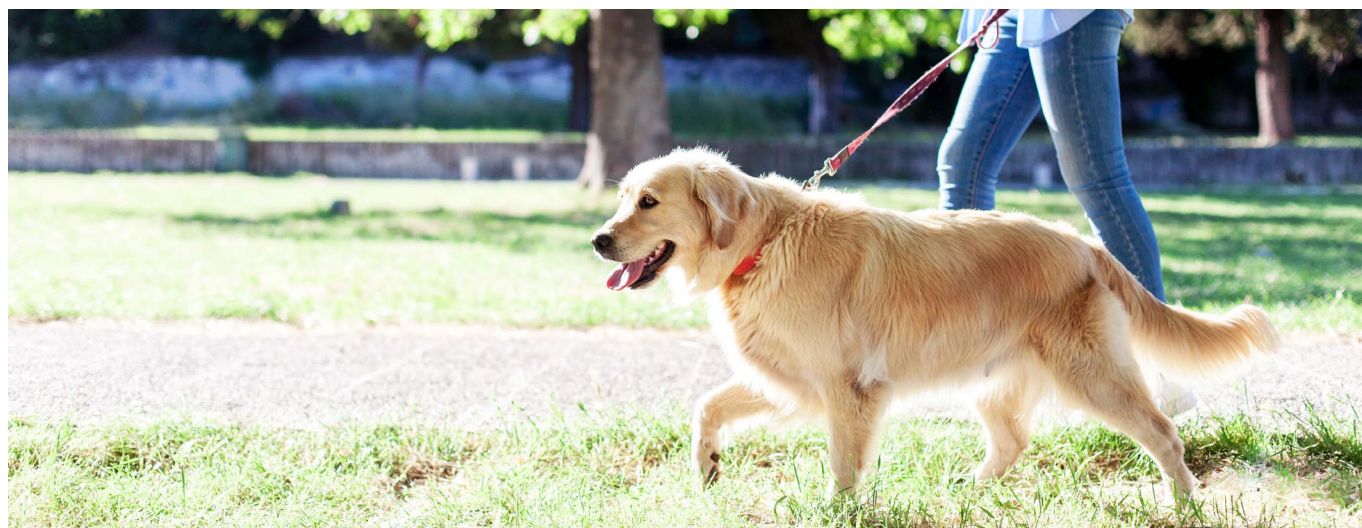
	DESCRIPTION	QTY	RATE	AMOUNT
	DEMOLITION WORK AND SITE PREPARATION			
	Clear site of rubbish and debris (allowance)	1	\$5,000	\$5,000
	Excavation and minor trimming of site	3000m ²	\$5	\$15,000
	Soil removal	100 tonnes	\$25	\$2500
	SERVICES			
	Water supply connection (allowance)	1	\$10,000	\$10,000
	Electrical supply connection (allowance)	1	\$10,000	\$10,000
	STORMWATER DRAINAGE			
	Drainage (allowance)	1	\$10,000	\$10,000
	LANDSCAPE SURFACES AND FINISHES			
	Concrete paving (path through the park)	100m ²	\$130	\$13,000
	Concrete paving (path to entry gates)	40m ²	\$130	\$5,000
	Concrete pad under bench seat	2m ²	\$130	\$260
	Concrete entry gate area	10m ²	\$130	\$1,300
	Concrete pad for shelter	36m ²	\$130	\$4680
	Compacted rubble/sand (within park)	100m ²	\$30	\$3000
	Rubber mounds	30m ²	\$220	\$6,600



	DESCRIPTION	QTY	RATE	AMOUNT
	OTHER STRUCTURES/INFRASTRUCTURE			
	Shelter (4m x 4m)	1	\$12,000	\$12,000
	Toilet (Single hole)	1	\$75,000	\$75,000
	Lighting throughout park	5	\$5,000	\$25,000
	SIGNAGE			
	Signage (allowance for 2 big and 2 small)	1	\$4,000	\$4,000
	MAINTENANCE AND ESTABLISHMENT			
	52 week establishment and weekly maintenance	52	\$500	\$26,000
	SUBTOTAL OF WORKS (GST exclusive)			
	CONTINGENCY (10%)			
	TOTAL BUDGET REQUIRED			

Guideline 4

Management & Maintenance



MAINTENANCE TASKS		
TASK	FREQUENCY	DESCRIPTION
Mowing/Grass care	3 Week Cycle	Cut grass to maintain a grass height of no more than 100mm. Each mowing visit will include litter collection prior to cut. As required, install para-webbing and star pickets to any areas being impacted from over use to rest/restore. Fill small holes with top soil as required.
Bag Refill/Bin Collection	Twice Weekly	Litter bins to be emptied twice per week, dog bags to be checked and restocked at the same time. Litter bins and dog bags to be wiped down as required ensuring clean surfaces are maintained
Weed Management	Monthly	All gravel surfaces to be sprayed with bio/animal friendly herbicide. Temporary signage must be displayed to advise of spraying for minimum 3 days prior to task and 3 days following task. Broad leaf weeds within grassed area to be sprayed annually (spring). Temporary signage must be erected and park closed for 1 week period following task.
Furniture Maintenance	Annually	Furniture to be inspected on an annual basis and timbers re-coated with oil as required
Ground Surface	Annually	Low points of granitic sand to be assessed on an annual basis and topped up as necessary
Landscape Maintenance	Fortnightly	• Rake all gravel surfaces, disposing of detritus • Plant replacement where required • Mulch top up where required • Litter collection of whole site • Note any dysfunctional elements within the space and report to appropriate team
Toilet Cleaning	3 times per week	Ensure all toilets and surfaces are clean, toilet paper is re-stocked and any dysfunctions

MAINTENANCE COSTS

TASK	FREQUENCY	COST	ANNUAL COST
BASIC			
Mowing	3 week cycle	\$100.00	\$1750.00
Bag Refill	Twice weekly	\$20.00	\$1040.00
Litter Collection	Twice weekly	\$4.80	\$249.60
Weed Management	Monthly	\$100.00	\$1200.00
Furniture maintenance	Annually	\$300.00	\$300.00
Ground surface	Annually	\$500.00	\$500.00
			\$5039.60
INTERMEDIATE			
Mowing	3 week cycle	\$100.00	\$1750.00
Bag Refill	Twice weekly	\$20.00	\$1040.00
Litter Collection	Twice weekly	\$4.80	\$249.60
Weed Management	Monthly	\$100.00	\$1200.00
Furniture maintenance	Annually	\$300.00	\$300.00
Ground surface	Annually	\$500.00	\$500.00
Landscape Maintenance	Fortnightly	\$200.00	\$5200.00
			\$10,239.60
ADVANCED			
Mowing	3 week cycle	\$100.00	\$1750.00
Bag Refill	Twice weekly	\$20.00	\$1040.00
Litter Collection	Twice weekly	\$4.80	\$249.60
Weed Management	Monthly	\$100.00	\$1200.00
Furniture maintenance	Annually	\$300.00	\$300.00
Ground surface	Annually	\$500.00	\$500.00
Landscape Maintenance	Fortnightly	\$200.00	\$5200.00
Toilet Cleaning	3 times per week	\$60.00	\$3120.00
			\$13,359.60

Disclaimer: Costs were estimated October 2021 and may be subject to change in the future.

MANAGEMENT

RESPONSIBILITY	DESCRIPTION	COMMENTS
Latrobe City Council	Handed over to Open Space Maintenance to be picked up within existing maintenance schedule	Council owned land, no agreements to draw up
LCC & Friends Group(volunteers)	If requests for additional infrastructure/works become common, advertise for a 'Friends of' group. This group can then apply for community grants etc	More follow up if/when required - who supervises/manages etc



CONTACT US

PO Box 264, Morwell VIC, 3840

 1300 367 700

 latrobe@latrobe.vic.gov.au

 www.latrobe.vic.gov.au

Morwell Corporate Headquarters
141 Commercial Road

Moe Service Centre
1-29 George Street

Traralgon Service Centre
34/38 Kay Street

Churchill and District Community Hub
9/11 Philip Parade