

FRASER COAST REGIONAL COUNCIL  
ORDINARY MEETING NO. 1/24

WEDNESDAY, 24 JANUARY 2024

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<b>SUBJECT:</b>	<b>PRESENTATION OF GLENWOOD COMMUNITY SPACE MASTER PLAN</b>
<b>DIRECTORATE:</b>	<b>STRATEGY, COMMUNITY &amp; DEVELOPMENT</b>
<b>RESPONSIBLE OFFICER:</b>	<b>DIRECTOR STRATEGY, COMMUNITY &amp; DEVELOPMENT, Gerard Carlyon</b>
<b>AUTHOR:</b>	<b>MANAGER COMMUNITY DEVELOPMENT &amp; ENGAGEMENT, Tracey Genrich</b>
<b>LINK TO CORPORATE PLAN:</b>	<b>Connected, Inclusive Communities and Spaces. Create vibrant community spaces to encourage community activation.</b>

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**1. PURPOSE**

To present to Council the Glenwood Community Space Master Plan for consideration and endorsement.

**2. EXECUTIVE SUMMARY**

The Glenwood Community Master Plan presented to Council for consideration has been developed as part of an inclusive and comprehensive community engagement process.

All engagement activities have now been finalised and a final draft Master Plan has been developed which will ultimately result in a community space that can be enjoyed by many sectors of the community into the future.

The Master Plan includes a range of community based infrastructure, including but not limited to; a playground facility, new community centre with dedicated space for the Glenwood Ladie's Shed community group, environmental space for flora/fauna educational purposes on Varley Road, storage and dedicated spaces for the Glenwood Men's Shed Inc, Glenwood Community Centre Inc and a community garden. Other enabling infrastructure includes walking paths, amenities, shade and event space etc.

**3. OFFICER'S RECOMMENDATION**

That Council:

1. Endorse the Glenwood Community Space Master Plan as detailed in attachment 1 as a guiding document for future development of this area.
2. List the design and installation of a playground for consideration during Council's 2024/2025 budget deliberations.
3. Delegate authority to the Chief Executive Officer to:

- a. work with Glenwood Community Centre Inc and other appropriate community groups to prepare a Concept Plan and footprint for a new Community Centre which will meet the needs of the Glenwood community into the future.
- b. commence negotiations with the Glenwood Community Centre Inc and Glenwood Men's Shed Inc for a lease over part of the community space land with a further report to be tabled in relation to these leases at a future Council Meeting.
- c. undertake further consultation with families, youth and family based community groups in relation to more detailed concept planning of the playground element.
- d. continue to work with the community to identify potential funding sources to progress implementation.

#### **4. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION**

In consultation with the Glenwood Community Centre Inc, it was agreed that Council would undertake community engagement for the purpose of developing a Master Plan over the Community Space land in Glenwood.

The land subject to the Master Planning process included three (3) adjoining parcels in Pepper Road, on which the existing Community Hall, Glenwood Men's Shed and other community infrastructure is located, in addition to one (1) parcel of vacant land in Varley Road South. The total approximate area of these four (4) parcels of land is 32,550m<sup>2</sup>.

The potential need for additional land was raised a number of times during the Glenwood Community planning process and the Community Plan ultimately includes a number of references and actions that specifically relate to additional land and increased demand for land for a range of purposes.

With a view to addressing the need for additional land in Glenwood, Council purchased 5 Pepper Road in late 2022, which is a parcel of land approximately 7,000m<sup>2</sup> and which includes an existing shed. The purchase of this land gives a total of approximately 39,550m<sup>2</sup> (or 3.955 hectares) and an additional shed potentially available for storage purposes.

A petition was lodged by the President of the Glenwood Community Centre Inc, Mr Gary Haspell, requesting Council to purchase a significant parcel of land in Glenwood as additional land for community and other purposes.

To ensure that future infrastructure is planned and delivered in a structured manner, Council, in consultation with the Glenwood Community Centre Incorporated organisation agreed to undertake community engagement and preparation of a Master Plan over the "community space" land during the 2023/2024 financial year.

On 5 October 2023 ELT considered a report which included details on the community engagement process undertaken during the first phase of engagement (information gathering & ideas generation) and a draft Master Plan which contained the most supported elements that were identified as a priority by the community. A Briefing Note was also prepared for Councillors providing them with an update.

Council at its Meeting held on 13 December, 2023 noted a progress update on the master planning process, the proposed draft master plan and the next steps of meeting with community groups prior to a report being tabled at Council's January, 2024 meeting.

## 5. PROPOSAL

To finalise consultation on the Glenwood Community Space Master Plan project a meeting was held on 19<sup>th</sup> December, 2023 with representatives of the Glenwood Community Centre Inc, Glenwood Men's Shed Inc, Glenwood Ladie's Shed Inc, Glenwood Wildlife Awareness Group Inc and two subgroups of the Glenwood Community Centre, those being the Glenwood Community Resilience and Glenwood Community Garden groups.

As groups that would be impacted by the Master Plan, the meeting gave the attendees an opportunity to provide final feedback into the draft master plan, and how it addresses their operational requirements, prior to it being tabled for Council's consideration and endorsement.

Several further amendments have now been made to the draft Master Plan to reflect the collective agreements made at the meeting and the Master Plan, a copy of which is attached to this report, is presented to Council for consideration and endorsement.

The most notable amendment to the first draft Master Plan is the location of the playground element within the space. At the meeting with community groups, the Glenwood Men's Shed confirmed that they would prefer to remain in the current location and requested access to the adjoining shed (formerly known as the Lions Shed) in addition to their current shed space. Accordingly, these results in the playground being relocated to be situated closer to the corner of Arborten Road & Pepper Road as shown on the attached final draft Master Plan.

The location of the playground was further explored following the meeting at the request of one of the community groups, however, given the risk of that request resulting in a potential delay in installation of one of the highest priority elements, this request has not been reflected in the final draft Master Plan.

The Master Plan includes a number of key elements including, but not necessarily limited to, the following:-

Legend No	Master Plan Element	Description & additional information
1.	New Community Centre	Including capacity for a dedicated space for the Ladie's Shed group, storage for the evacuation/respite centre equipment, bookable office spaces, kitchen, flexible internal open space and external accessible amenities.
2.	Men's Shed (existing location)	Men's Shed to be given access to the breezeway and 2 <sup>nd</sup> adjoining shed. Some refurbishments may be required to make this area fit for purpose.
3.	New Storage Sheds x 2	Potential for 2 Storage Sheds located within close proximity of the new Community Centre. Potential for use of storage of community centre equipment, event equipment and Community Resilience Network group equipment.
4.	Driveway and carparking	To service community centre.
5.	Pepper Road carparking	To service events, Men's Shed use, playground use and community garden use.

6.	New Playground Area	Playground area design to include future engagement with families and youth of Glenwood and to cater for a wide age bracket if possible.
7.	Existing BBQ, Shelter & Toilet	Refurbishment and enhancement of these existing facilities to service the open space area.
8.	Remembrance Wall	Remain as is. Any surrounding infrastructure to consider this infrastructure and not impinge on future use.
9.	Existing Shed	Proposed works to be undertaken to bring this shed up to standard suitable for storage purposes by multiple community groups. Potential for additional toilet in this area.
10.	Community Garden	Community garden will be designed to include aboveground wick beds. No permanent underground infrastructure proposed for these gardens.
11.	Natural picnic area with seating	
12.	2m wide walking track	
13.	Footbridge	Footbridge proposed to provide a link across the creek and also to connect the proposed natural area (fauna education area) with the larger open space area.
14.	Natural Area	This area will include a shelter, seating and fauna education information/signage.
15.	Existing transpiration beds	
16.	Existing drainage swale	

## 6. FINANCIAL & RESOURCE IMPLICATIONS

The Glenwood Community Centre is listed within Council's Priority Projects List endorsed at the Council meeting held on 23 August, 2023.

No funds are included in Council's 10 year capital budget at the time of this Report, however, a budget allocation request will be made as part of the 2024/2025 Capital Budget for the installation of the playground element.

Some elements of the Master Plan will be implemented by the community groups with Council, and other external funding sources to be identified for the major infrastructure such as new Community Centre and carparking etc. Smaller elements such as park equipment, shade shelters etc can be implemented as funds are identified.

Council's Parks and Open Space staff have advised:

- That any new arrangement for maintenance of the open space land by Council would incur an increase in service level provisions, impacting current resources given that there are no grounds maintenance staff in this area.
- Should the Parks and Open space team inherit any of the ground maintenance, this would be delivered at the same rate as other similar areas which is expected to be a 4-6 week schedule, possibly longer in winter time (dependent on growing conditions). It is important that Council and the lessees are aware so to not provide a false expectation and maintain a realistic approach that Council staff can deliver.
- Discussions would need to occur between community groups, who either have a lease or regularly utilise the area, to ensure that maintenance levels are consistent to ensure uniformity of service, encroachment issues and the management of expectations.

## 7. POLICY & LEGAL IMPLICATIONS

Glenwood Community Centre Inc currently holds a lease over the community space lands, with the exception of the land purchased in November 2022 on the corner of Pepper Road and Arborten Road and the Varley Road property. The existing lease is due for renewal in November 2025. The Glenwood Men's Shed also occupy their shed space under a sub-lease between themselves and the Glenwood Community Centre Inc. This sub-lease is due to expire also in November, 2025.

As part of the Master Plan engagement, the following actions have been requested by the Glenwood Community Centre Inc and the Glenwood Men's Shed Inc:

- That negotiations be commenced as early as possible in 2024 with a view to renegotiating leases for both the Glenwood Community Centre Inc and the Glenwood Men's Shed Inc.
- That the Glenwood Men's Shed Inc be offered a lease of their existing shed, common area and 2<sup>nd</sup> shed (previously known as the Lions Shed).
- That the Glenwood Community Centre Inc be offered a lease of the Community Centre footprint, small piece of land behind Men's Shed for use by community garden (area to be subject to negotiate and survey) and lease over the shed on the corner of Pepper Road and Arborten Road for storage purposes.

Future details on the leasing arrangements relating to the Community Centre and Men's Shed groups will be the subject of a separate future report to Council.

The design of the Community Centre to include a dedicated space for the Ladie's Shed generally aligns with Council's Policy – Land Lease Assistance for Not for Profit Incorporated Community Groups (#3080891) which states *"1.2(d) Priority will be given to community groups which share (multiple usage) facilities and seek to maximise resource utilisation through the development of multi-purpose facilities and management policies."*

## 8. RISK IMPLICATIONS

There is a risk that preparation of the Master Plan raises expectations within the Glenwood community that elements of the Master Plan will be implemented immediately. This expectation will need to be managed through clear and transparent communication with the local community groups, who can also assist with funding and funding applications for various elements.

Council Officers can also work proactively with the community groups in Glenwood to identify potential funding sources for future implementation.

It has been identified during the project that a significant portion of the site is subject to some level of flood overlay mapping and therefore the placement of elements may not be in a location that has been lobbied for during the project. The reasons for placement of infrastructure should be communicated clearly and transparently as part of the launch of the Master Plan to the community.

Council Officers have raised risk in relation to Council staff taking on the maintenance of the open space from a service delivery point of view. The park, should Council take on maintenance, would be maintained in a consistent manner with other similar areas expected to be a 4-6 week maintenance schedule. This maintenance issue should be discussed with community groups as part of the master plan implementation and also when negotiating lease arrangements.

## **9. CRITICAL DATES & IMPLEMENTATION**

The implementation of a children/youth playground area was identified as one of the highest priorities during the project's community engagement process. The lack of playground facility was also discussed at length during the meeting held with Glenwood Community Groups on the 19<sup>th</sup> December, 2023, at which time the groups all agreed that this piece of missing infrastructure was the most critical element for immediate attention.

## **10. CONSULTATION**

Following Council's noting of a report on this Master Plan process at its December, 2023 meeting, Council Officers met with representatives of six (6) community groups who would be impacted by, or had an operational interest in the community space land. Following that group meeting a number of amendments have been made to the draft to address the operational needs of those groups whilst considering the feedback and priorities indicated during the public engagement process for the project.

A copy of the final draft Master Plan is now attached to this Report for consideration and endorsement by Council.

There is widespread agreement amongst community groups but some groups are not entirely in support of all elements of the masterplan.

## **11. CONCLUSION**

The Glenwood Community Space Master Plan has been prepared in consultation with the ratepayers and residents of Glenwood in addition to a number of community groups operating within the Glenwood area. The Master Plan presented to Council addresses the feedback received from the public engagement process in addition to the operational requirements of the community groups.

## **12. ATTACHMENTS**

1. Glenwood Community Space Master Plan - Final Draft