Park Embellishment Plan Methodology

Extrinsic Material for the Parks Network – LGIP 2015

Purpose:
The Park Embellishment Plan Methodology is a process that is used to test and determine the appropriate levels of embellishment of facilities provided in Logan City Council (LCC) parks. It informs future park planning and tests the validity of the Parks GIS Network Data and determines any further opportunities to upgrade the existing Park Network.

Requirements:
- Parks GIS Network Data (data set containing pre-assigned park classifications and embellishment levels)
- Council's GIS Parks Layer (containing park boundary extents)
- LCC Parks Asset Register information (containing information on park assets)
- Aerial imagery
- Sport, Leisure & Facilities Branch Sport & Recreation Audit Data (containing information on sporting facilities)
- Parks Desired Standards of Service (DSS)
- Park Strategy park land area supply figures by Planning Unit (Planning Areas, Sectors and Precincts).
- Microsoft Office Excel (refer to Parks Embellishment Audit Review doc Id: 6835531 – updated as at 30 June 2014 doc Id: 9472101).

Methodology Structure
The Methodology is presented in five sections:
A. Preparation
B. Embellishment Audit
C. Determining Potential Park Upgrades
D. Scheduling Embellishment
E. Outputs

(A) Preparation
Step A1: Collate the complete list of existing Logan City Council parks from the Parks Network GIS data set
- Format a Microsoft Excel spreadsheet (refer Parks Embellishment Audit Review doc Id: 6835531 – updated as at 30 June 2014 doc Id: 9472101) and generate a complete list of Logan City parks (grouped by 'Unique Id') and their attributes.

Note: This information was obtained from the Parks GIS 'Network' Data set used for the Park Strategy and Local Government planning documents, including the Local Government Infrastructure Plan (LGIP) 2015.

Step A2: Sort park data set by Park Classification and Level of Embellishment
- Arrange the data set according to the Park Classification and Level of Embellishment of each park by 'Unique Id'.

Park Classification
- Each existing park within the Parks GIS Network Data has been assigned a 'Classification'. Park Classification is determined by the park function (Recreation; Sport; Environmental;
Constrained; and Unallocated) and hierarchy (Local; District; Metropolitan; and Corridor) and in some cases sub hierarchy (Town Square; Village Green; and Plaza). Refer Table 1 for the complete list of park classifications.

Table 1: Park Classification

<table>
<thead>
<tr>
<th>Park Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Recreation</td>
</tr>
<tr>
<td>Local Recreation - Civic - Plaza</td>
</tr>
<tr>
<td>Local Recreation - Civic - Village Green</td>
</tr>
<tr>
<td>Local Recreation - Civic - Town Square</td>
</tr>
<tr>
<td>District Recreation</td>
</tr>
<tr>
<td>Metropolitan Recreation</td>
</tr>
<tr>
<td>Corridor Recreation</td>
</tr>
<tr>
<td>Environmental</td>
</tr>
<tr>
<td>District Sport</td>
</tr>
<tr>
<td>Metropolitan Sport</td>
</tr>
<tr>
<td>Constrained</td>
</tr>
<tr>
<td>Unallocated</td>
</tr>
</tbody>
</table>

**Level of Embellishment**

- Each existing park within the Parks GIS Network Data has been assigned a ‘Level of Embellishment’.
- Parks which are identified to be developed with facilities to meet the desired level of service (100 percent nominal embellishment standard) are categorised as ‘Level 1’.
- Where parks are not identified to be fully developed to level 1 standard, they are categorised as Level 2, 3 or 4, where Level 2 represents a nominal 75 percent embellishment standard, Level 3 represents 50 percent, and Level 4 represents 25 percent.
- Parks containing minimal embellishments to less than level 4 standard (i.e. often just containing bollards and locking rail) are categorised as Level 0.

**Step A3: Organise further reference material**

- Acquire LCC aerial imagery including LCC GIS and NearMaps imagery, and Council's GIS Parks Layer for visual reference of the park boundary extents.
- Obtain a list of facilities currently maintained by Parks Branch in each LCC park from the LCC Parks Asset Register.
- Obtain relevant Sport Park information from Sport, Leisure & Facilities Branch detailing existing facilities used by sporting clubs who occupy leased areas within LCC Sport Parks (i.e. the Sport & Recreation Club Audit).

This data will be required for the next stage (B) Embellishment Audit.
(B) Embellishment Audit

Step B1: Compile a list of the standard embellishments for each Park Classification based on the typical facilities identified in the Parks Desired Standards of Service (DSS).

- Using the current Parks DSS for standard park embellishments, compile a list of typical embellishment items for each different park classification.
- Tally the typical embellishment items listed for each park classification to determine the count of items that would attribute to a typical 100% embellished park for each park classification (refer to the Facility Count tab of the Parks Embellishment Audit Review doc Id: 6835531 – updated as at 30 June 2014 doc Id: 9472101).
- Consult the LCC Parks Asset Register to confirm that all items proposed for inclusion in the tally of typical embellishments are recorded for individual park listings in the LCC Parks Asset Register.
- As not all sporting facility items are accounted for in the LCC Parks Asset Register, for confirmation of sport park facilities to be included in the tally of typical embellishments, refer to data from Sport, Leisure and Facilities Branch obtained in step A3. Note: Ensure the Sport, Leisure and Facilities Branch data and the LCC Parks Asset Register are both consulted for sport parks, with any duplication in asset capture identified.

Note: Facilities found in existing parks not considered typical items found in parks of a particular park classification, (such as half courts, dog off-leash areas, skate parks, secondary playground areas, boat ramps, etc. in a District Recreation Park) are considered as ‘activity areas’ in the typical embellishment count.

Step B2: Determine the level of embellishment rank cohorts for each park, based on the tally of typical embellishments identified for each Park Classification in Step B1.

- Define the estimated total count of typical embellishments items for a 100% embellished park for each park classification
- Define the proposed percentage increments to be assigned for each level of embellishment (i.e. Level 1, 2, 3, 4, 0). Table 2 defines the proposed percentage increments to be applied.
- Determine the count of items that defines each level of embellishment, based on the assigned percentage increments. Table 3 contains an example of the count of items table to be produced.

Note: Percentage increment cohorts have been applied to assign embellishment counts from 100% to 0% and to allow for any minor discrepancies in the assessment process and data records.

Nominal description figures of 100%, 75%, 50%, 25% and 0% have been assigned to describe the average levels of embellishment.

Table 2: Percentage of total embellishment assigned to Embellishment Levels.

<table>
<thead>
<tr>
<th>Level</th>
<th>Ranking and Increments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 1</td>
<td>100% embellished is &gt;80%</td>
</tr>
<tr>
<td>Level 2</td>
<td>75% embellished is 60&gt;80%+</td>
</tr>
<tr>
<td>Level 3</td>
<td>50% embellished is 40&gt;60%+</td>
</tr>
<tr>
<td>Level 4</td>
<td>25% embellished is 20&gt;40%</td>
</tr>
<tr>
<td>Level 0</td>
<td>0% embellished is &lt;20%</td>
</tr>
</tbody>
</table>
Table 3: Level of embellishment for parks as per percentage of total count of embellishment items

<table>
<thead>
<tr>
<th>Park Classification</th>
<th>Estimated Total Count of Items</th>
<th>Level of Embellishment by Percentage of Total Count</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Nil &lt;20% 4 20&gt;40% 3 40&gt;60% 2 60&gt;80% 1 &gt;80%</td>
</tr>
<tr>
<td>Local Recreation</td>
<td>14</td>
<td>1 - 2 3 - 5 6 - 8 9 - 11 12+</td>
</tr>
<tr>
<td>Civic - Village Green</td>
<td>13</td>
<td>1 - 2 3 - 5 6 - 7 8 - 10 11+</td>
</tr>
<tr>
<td>Civic - Town Square</td>
<td>12</td>
<td>1 - 2 3 - 4 5 - 7 8 - 9 10+</td>
</tr>
<tr>
<td>Civic - Plaza</td>
<td>9</td>
<td>1 - 2 3 - 4 5 - 6 7 - 8 9+</td>
</tr>
<tr>
<td>District Recreation</td>
<td>23</td>
<td>1 - 4 5 - 9 10 - 13 14 - 18 19+</td>
</tr>
<tr>
<td>Metropolitan Recreation</td>
<td>29</td>
<td>1 - 5 6 - 11 12 - 17 18 - 23 24+</td>
</tr>
<tr>
<td>Recreation Corridor</td>
<td>9</td>
<td>1 - 2 3 - 4 5 - 6 7 - 8 9+</td>
</tr>
<tr>
<td>Sport District</td>
<td>15</td>
<td>1 - 2 3 - 6 7 - 9 10 - 12 13+</td>
</tr>
<tr>
<td>Sport Metropolitan</td>
<td>18</td>
<td>1 - 3 4 - 7 8 - 10 11 - 14 15+</td>
</tr>
<tr>
<td>Environmental</td>
<td>11</td>
<td>1 - 2 3 - 4 5 - 6 7 - 8 9+</td>
</tr>
</tbody>
</table>

Step B3. Calculate and test the assigned embellishment levels of existing LCC parks.

- Produce a spreadsheet listing details of the unique parks to be tested; and list of typical embellishment items by park classification (as determined in Step B1). Separate tally sheets should be used for Recreation, Sport, and Environmental/Corridor Parks, as typical items found in each park classification should be listed.
- Consult the LCC Parks Asset Register, and Sport, Leisure and Facilities Branch data (for sport parks) for each unique park entry to be calculated / tested, and identify all embellishment items attributed to the park.
- Record the embellishments that contribute to the count of embellishment items for the unique park in the spreadsheet.
- Calculate the total count of embellishment items for each unique park entry (refer to Parks Embellishment Audit Review doc Id: 6835531 – updated as at 30 June 2014 doc Id: 9472101).
- Compare the total count of embellishment for each unique park to the outputs of Step B2 (as shown in Table 3), to determine the appropriate level of embellishment for each unique park.

Note: This recording process should not be restricted by hierarchy, with identification of any facilities typically found in higher order parks (of the same function, i.e. recreation or sport) to be acknowledged through additional scores given, as they are existing facilities that still provide embellishment benefit to the park and need to be recorded.

Note: Ensure facilities within a multi-classification park are attributed to the correct park unique entry (i.e. for a multi-function sport and recreation park, attribute the items within the sport park area to the sport park entry only).

Note: Embellishment items that are attributed only to Sport Parks (i.e. ovals, scoreboards, etc) should not be counted towards a Recreation Park’s tally at this stage. Sport Parks will however contain recreation nodes, which can be considered for parks with multiple functions/classifications.

Step B4. Perform a sample test on all Level 1 parks.

- Repeat Step B3 using this sample selection.

Note: Parks with facilities that exceed the standard for their park may accrue additional points in the tally where the facility is consistent with the park function.

Step B5: Perform a test sample on examples of each of the 10 listed Park Classification types.

- Repeat Step B3 using this sample selection.
Step B6: Investigate anomalies and review embellishment provision.

- Check the unique park projected embellishment levels from the outputs of the Embellishment Audit process against the initial embellishment levels identified in the Parks GIS Network data.
- Determine any anomalies and borderline cases (e.g. parks that were considered Level 1 in the Parks GIS Network Data that have resulted as an 'upper ranking' Level 2 as per the sample testing).
- Review any other embellishment items that may be present in the park, and/or note any plans for works to occur in the near future, to determine if there is any other additional facility contribution that can support applying the higher level of embellishment. If not, then the lower level of embellishment will be applied.
- Identify any instances where a park is well embellished regarding a count of items, however the supply of those items is of a below-standard level or quality (e.g. a district recreation park with a minor playground area and a single shelter). These parks, despite the count of items, cannot be considered to be higher level of embellishment as they do not contain the typical scale of facility to justify a higher level of embellishment rating.

Step B7: Determining and maintaining data accuracy.

- Determine the acceptable level of accuracy (80% accuracy is considered acceptable) for the overall results. If an acceptable percentage of the sampled parks have accurate resulting embellishment level values, then the data set may be considered valid.
- If the data set sample results are not considered to be valid to an acceptable level of accuracy, then the Embellishment Audit process may need to be applied to the remainder of the parks in the data set.
- The resulting levels of embellishments as determined through the Embellishment Audit test process can be applied to update the Park GIS Network Data.
- Due to park upgrade works, park extensions and changes to the DSS, the levels of embellishments for LCC Parks GIS Network Data will require re-evaluation over time to be accurate for Parks Planning use.

(C) Determining Potential Park Upgrades

Step C1: Review park service provision across planning units (Planning Areas, Sectors and Precincts) in accordance with the current DSS.

- Review Parks Strategy Data park land area provision, in accordance with the relevant DSS to determine Planning Areas, Sectors and Precincts with a shortfall in park land area supply.
- Review Parks Strategy Data park distribution provision, in accordance with the relevant DSS to determine distribution service gaps for park land across the city.
- For Planning Areas, Sectors and Precincts where a shortfall in park land area supply is identified, or if a gap in park land distribution service provision is identified in a particular area, it may be possible to compensate for these shortfalls through identifying upgrades to the embellishment level of existing parks within the area.
- Steps C2 to C4 outline the desired criteria to investigate parks and determine if a park is suitable for a future upgrade.

Note: Within developed urban areas of Logan where undeveloped land available for park is limited, and additional acquisitions of multiple developed residential properties are not the preferred option, it may be preferable to upgrade an existing park within the area.
Step C2: Review the physical characteristics of the park as outlined in Parks DSS to determine the suitability of the land to provide the required level of park facility.

For parks that have a lower ranking:

- Review potential of the park land based on DSS assessment.

  Criteria for determining the level of embellishment include:
  1. Fair, Average Land
  2. Design Standards (flood, stormwater, slope, etc)
  3. Meets minimum area standards

  Note: If park land conditions that do not meet the above criteria, this may reduce the park’s potential to achieve full level of embellishment.

- Consider if the park has the capacity to include any additional embellishments to warrant an upgraded level of embellishment.

- Consider if the park has the capacity to include any additional embellishments to warrant an upgraded park hierarchy (e.g. Local Recreation Park upgraded to District Recreation Park).

- Consider if an existing park that currently does not contribute to the area standard provisions has the capacity for a recreation or sport park “node” to be developed within the existing park (e.g. an environmental park or corridor recreation park), providing an upgraded park classification to this section of park. This assessment is site specific based on merit.

  Note: A park that is slightly below the desired standard size may however have the potential for additional embellishment to service the undersupplied area. It may also be found that a park that suits the criteria for an upgrade may already provide adequate service to the community, and therefore does not require any additional facilities.

  Note: The location of the park in relation to other well embellished parks of the same function may also have an affect upon the need to upgrade the park. This relates to Distribution Standards in the DSS.

  Note: Suitability of land to fulfil a sporting or recreation purpose needs to be assessed when determining if a recreation or sporting “node” can be developed, with consideration of the park’s original classification taken into consideration (e.g. protection of environmentally significant areas within environmental parks).

Step C3: Determine whether an amendment to 'level of embellishment', or the need to include a park upgrade in the schedule of works in the Parks Capital Works Program is required

- If adequate supply i.e. park land area and distribution standards are met or exceeded for the area - no further action.

- If park land area and distribution standards are not met - identify as a potential future Parks Capital Works Program item for a park upgrade. A site visit will then be required to confirm the potential to upgrade the park.

Step C4: Finalise park embellishment levels and classifications, and provide a list of identified park upgrades for the Parks Capital Works Program

- Update the Park Network GIS data and existing park and future park schedules to reflect all amendments and additions

- provide a list of identified park upgrades for information to the Parks Capital Works Program
(D) Scheduling Park Embellishment

Scheduling of park embellishment for new parks is triggered to occur following the scheduled date of acquisition, with time periods based on park classification. These timeframes inform predicted expenditure for the Parks Capital Works Program.

Function - Recreation
1. Local (across 2 years duration, from 1 year after the final year of acquisition)
2. Local - Civic (across 1 years duration, from 1 year after the final year of acquisition)
3. District (across 2 years duration, from 1 year after the final year of acquisition)
4. Metro (across 7 years duration, from 1 year after the final year of acquisition)
5. Corridor (across 1 years duration, from 1 year after the final year of acquisition)

Function - Sport
6. District (across 2 years duration, from 1 year after the final year of acquisition)
7. Metro (across 7 years duration, from 1 year after the final year of acquisition)

Function - Environmental
8. across 1 years duration, from 1 year after the final year of acquisition

Note: Scheduling aligns with the planning assumptions of the LGIP 2015.

Total embellishment costs as per park classification and determined level will be evenly staged across the year allocations.

(E) Outputs:
- A list of proposed park upgrades to inform the Parks Capital Works Program
- A verified / updated data set with accurate park level of embellishment.
- Working spreadsheets to guide the audit process (Parks Embellishment Audit Review doc Id: 6835531 – updated as at 30 June 2014 doc Id: 9472101).