

Westleigh Park

Operational Plan of Management

Revision E

1 July 2024

DRAFT

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Operational Plan of Management History

Revision No.	Date of Review	Revisions/Amendments
Rev A	15 August 2023	Initial Draft
Rev B	31 August 2023	Updated Draft
Rev C	4 September 2023	Feedback from consultant planner
Rev D	12 September 2023	Updated drawings, flammable goods information, illumination notes.
Rev E	1 July 2024	Updated diagrams.

1. Introduction

This Operational Plan of Management relates to Westleigh Park.

The purpose of this Operational Plan of Management is to outline how Westleigh Park is intended to operate during the construction phase and operational phase of the park.

This Operational Plan of Management has also been prepared to ensure Westleigh Park operates in accordance with the conditions of approval and minimise impacts on the environment and nearby residents.

This document shall be referred to as the Westleigh Park Operational Plan of Management.

The operational details outlined in this Operational Plan of Management are consistent with the Westleigh Park Plan of Management adopted on 14 June 2023.

2. Objectives

The objectives of the Operational Plan of Management are:

- To ensure Westleigh Park operates in a manner that does not result in unreasonable impacts on the environment and surrounding residents.
- To ensure the operational obligations as set out in the Operational Plan of Management are practical and able to be implemented in a reasonable manner.
- To ensure any breaches in the implementation of the Operational Plan of Management are able to be identified and rectified promptly.
- To ensure the facility operates in accordance with the conditions of consent as set in the Notice of Determination for the development.
- To ensure the facility operates in accordance with the conditions of consent as set in the Notice of Determination for the development.

3. Site Description

The site is referred to as Westleigh Park and includes part of or all the following properties:

- 62 Quarter Sessions Road, Westleigh
- 42 Quarter Sessions Road, Westleigh
- 8-10 Warrigal Drive, Westleigh
- 115X Norman Avenue, Thornleigh

The site is illustrated in **Figure 1**.

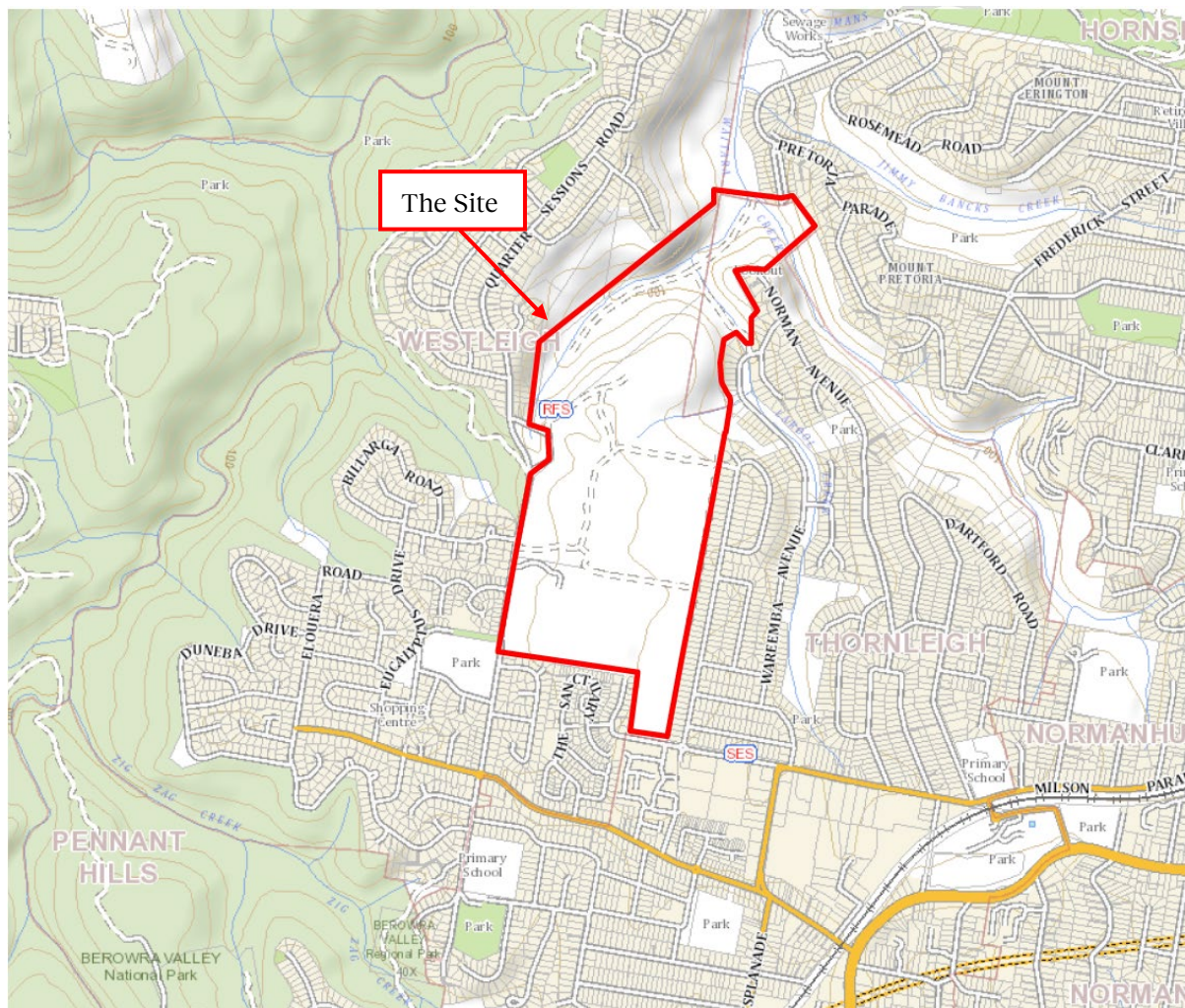


Figure 1 Location Plan of Westleigh Park

4. Westleigh Park Facilities

Westleigh Park comprises the following facilities:

- Three sports field platforms including sports fields and associated grassed viewing areas, lighting, field drainage and irrigation, fencing, pathways and signage.
- An amenities building within each of the sports field platforms. Each amenity building services the sportsgrounds with toilets, changerooms, storage and a social / sports administration space;
- Bicycle pump track, children's playground, fitness station, picnic facilities including seating, barbeque facilities and shelters.
- Internal road system and four main car parking areas including associated footpaths, fencing, landscaping and street lighting.
- Walking tracks and mountain bike trails (MTB) within bushland surrounding the sports fields.

The layout of Westleigh Park is illustrated in **Figure 2**.

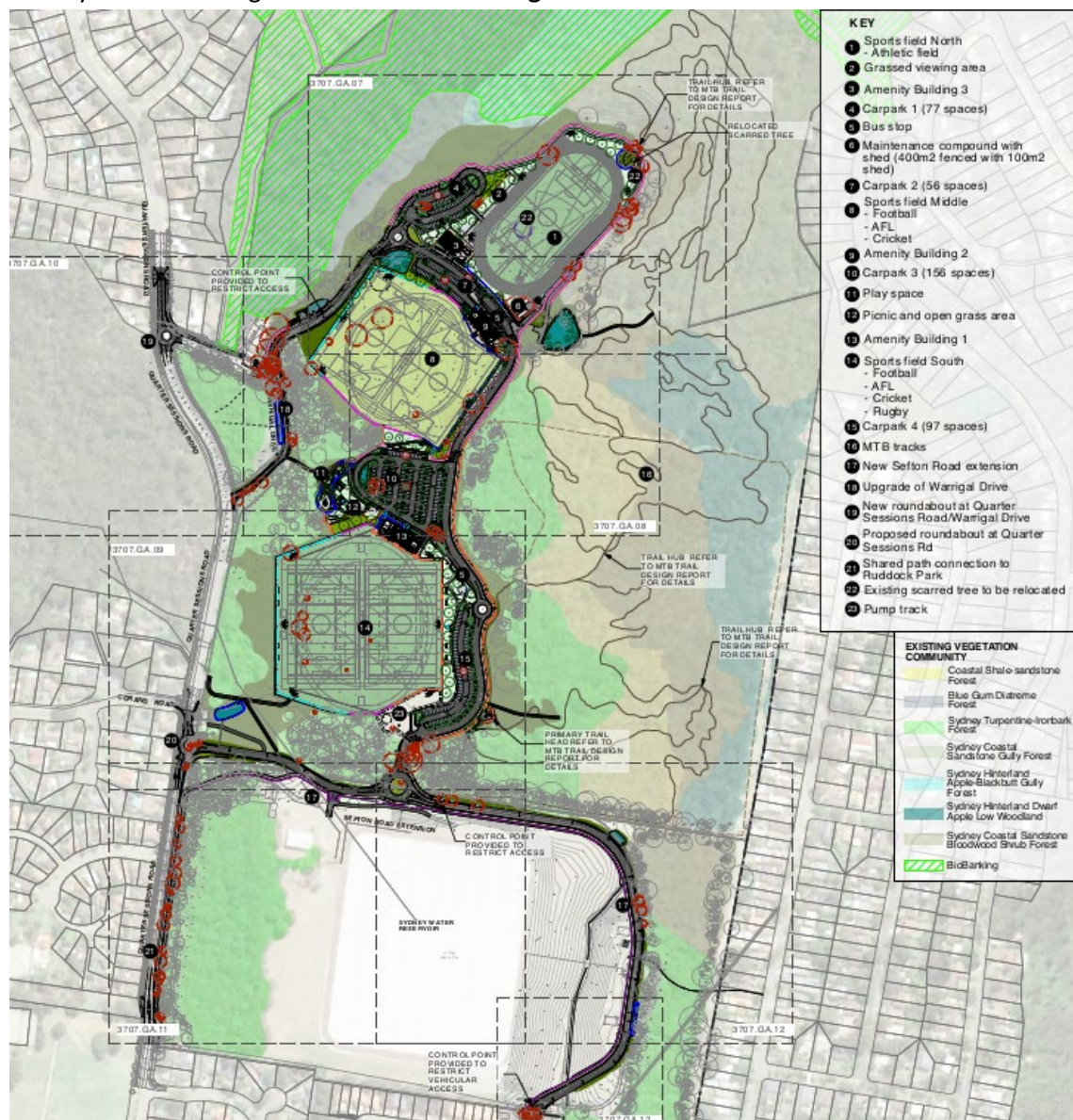


Figure 2 Westleigh Park Layout

5. Hours of Operation

The operating hours of Westleigh Park are identified in **Table 1**.

Description	Operation	Open	Close
Westleigh Park	All year	6:30am	10:30pm
Pedestrian way and roadway illumination	All year	6:30am	10:30pm
Sportsground usage	All year	7:00am	10:00pm
Sportsground illumination	All year	Half hour before sunset	10:00pm
Walking tracks and MTB trails	All year	Sunrise	Sunset

Table 1 Westleigh Park operating hours

The hours identified in **Table 1** will apply to all stages of operation (i.e., Stage 1 and Stage 2) which are further outlined throughout this document.

Pedestrian way and roadway illumination is to be managed via sensors and timers, such that illumination will be provided within the hours noted, during twilight and conditions of darkness.

All vehicular gates into Westleigh Park will be locked shut outside of operating hours.

6. Site Access and Car Parking

6.1 Site access (Operational phase)

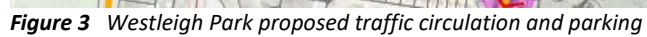
Site access during the operational phase (of the whole site) will be provided via the following access points:

1. **Warrigal Drive entry:** vehicle, pedestrian and cycle access.
2. **Quarter Sessions Road entry:**
 - a) Vehicle only access (private vehicles and buses/coaches).
 - b) Shared pedestrian/cycle access with shared way connection and pedestrian crossing to Ruddock Park.
3. **Sefton Road entry:** vehicle and shared pedestrian/cycle path access.

Figure 3 shows the locations of the site vehicular, pedestrian and cycle access points listed above.

Figure 4 shows the proposed pedestrian and cycle network.

Figure 5 shows the direction of travel for buses and coaches, entry to the site via Quarter Sessions Road and exit via Warrigal Drive southbound exit.



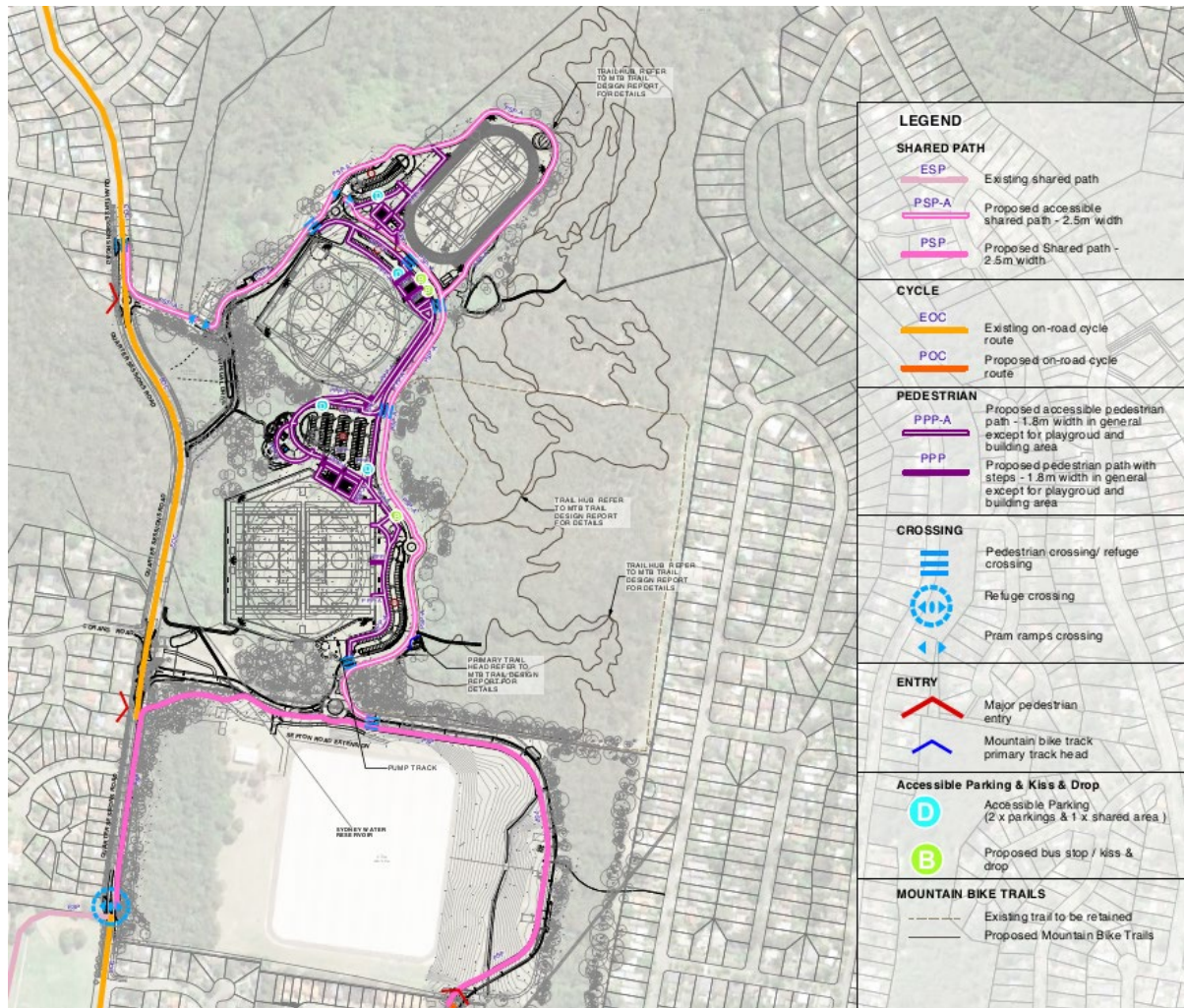


Figure 4 Westleigh Park proposed pedestrian and cycle network

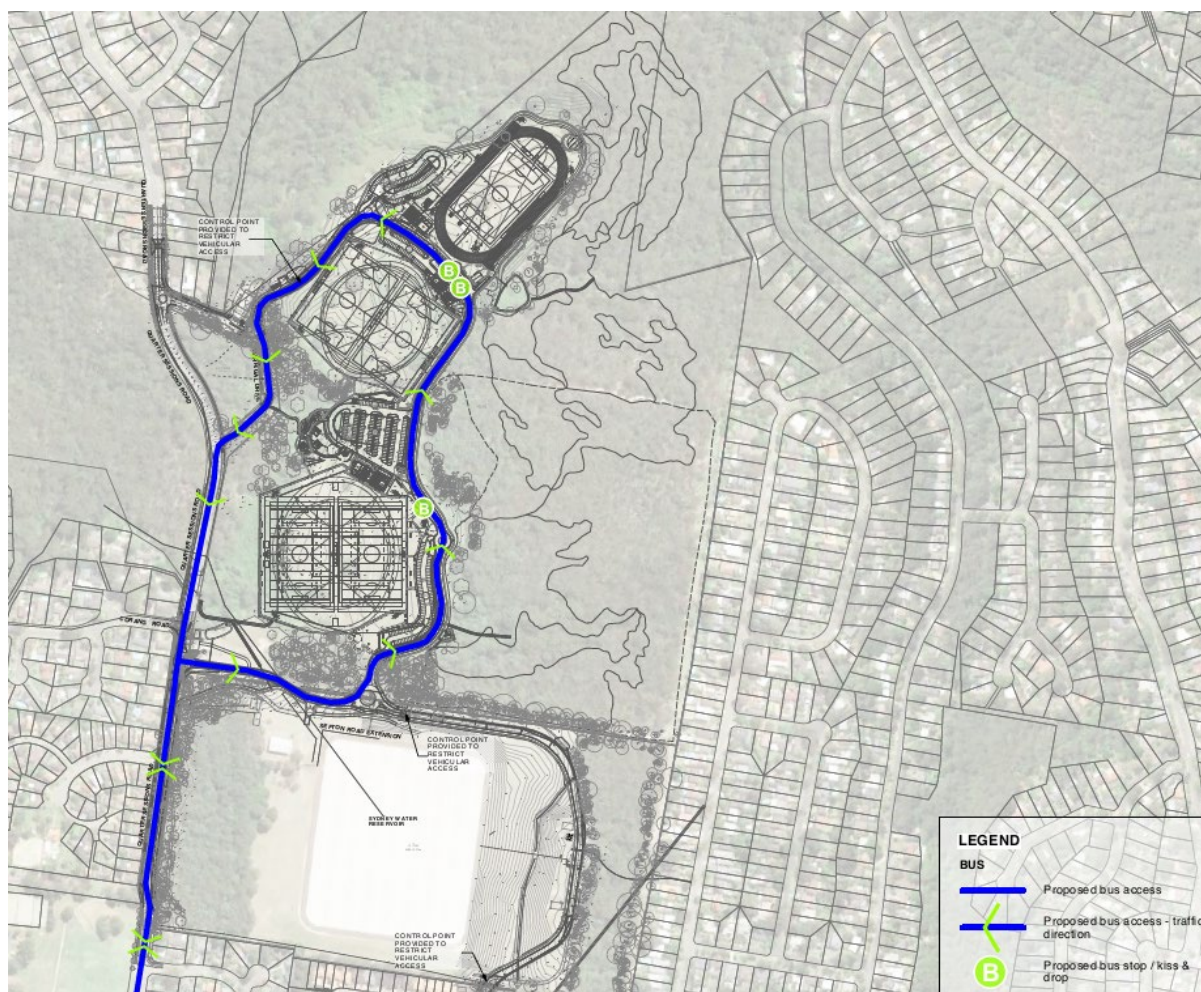


Figure 5 Westleigh Park proposed bus route

6.2 Site access (during staged construction)

On completion of Stage 1(a):

- vehicle access into Westleigh Park will be provided via the:
 - **Quarter Sessions Road entry** (public road) from 6:30am to 10:30pm;
- Buses and coaches will enter and exit via Quarter Sessions Road during Stage 1 operation. Sufficient manoeuvring area is provided in Car Park 3 to allow these vehicles to enter and exit in a forward direction.

On completion of Stage (1b) construction:

- Sefton Road extension will be available for emergency access and (Council) maintenance purposes only.

On completion of Stage 2 construction (i.e., whole site operation):

- additional vehicle access into Westleigh will be provided via:
 - **Warrigal Drive entry** (public road) from 6:30am to 10:30pm, and
 - **Sefton Road entry** (private road) at variable times.

The staged construction is further detailed in **Section 7**.

6.3 Car Parking

Off-street car parking will be provided for all park users across four car parking areas as follows:

Stage 1a

Parking Area	Marked car parking spaces	Accessible parking spaces	EV Charging parking spaces	Total
Car Park 1:	Not built			
Car Park 2:	Not built			
Car Park 3:	148	5	2	155
Car Park 4:	97	0	0	97
Total	245	5	2	252

Table 2 Westleigh Park Stage 1a carparking spaces

Stage 2

Parking Area	Marked car parking spaces	Accessible parking spaces	EV Charging parking spaces	Total
Car Park 1:	75	2	0	77
Car Park 2:	54	2	0	56
Car Park 3:	150	4	2	156
Car Park 4:	97	0	0	97
Total	376	8	2	386

Table 3 Westleigh Park Stage 2 carparking spaces

Car parking is to be in marked parking spaces only. Car parking along the internal road verges / sides of entry/exit driveways is not permitted except where marked parallel parking spaces are provided. Car parking is to be in accordance with all car parking signage.

6.4 Community / social room and use

Amenities buildings are provided to support the use of each of the sports field platforms. Each amenity building provides toilets, changerooms, storage and a social / sports administration space. These spaces are to be used chiefly in conjunction and ancillary with the use of the sportsgrounds.

However, informal recreation and general community use of these spaces may also occur which is reflected in the 'general community use' categorisation depicted in the adopted Plan of Management (2023). The use of this space for informal and general community use would be subject of a separate approval for use.

7. Construction Phase

7.1 Construction Stages and Program

Table 4 identifies the estimated program and works associated with each construction stage.

Stage	Estimated Program	Works
Stage 1a	18 months (Jan 2025 - Jun 2026)	Remediation, earthworks, vegetation removal, stormwater management, construction of MTB trails, walking tracks, southern sports field including associated amenities building, sections of the internal roads and car parking areas and provision of emergency access, construction of the new vehicular and pedestrian entries on Quarter Sessions Road including associated roundabout and shared path link to Ruddock Park. bushland restoration and provision of associated services and utilities
Stage 1b	Concurrent with Stage 1a and be operational on completion of Stage 1 construction works	Earthworks and construction of Sefton Road extension including associated retaining walls, drainage and fencing
Stage 2	24 months (Jan 2030 - Dec 2031)	Remediation, earthworks, vegetation removal, stormwater management, construction of the middle and northern sports field including associated amenities buildings, pump track, children's play equipment and other facilities, remainder of the internal roads and car parking areas, scarred tree relocation, construction of the new Warrigal Drive vehicular and pedestrian entry including road surface upgrade works and new roundabout at its intersection with Quarter Sessions Road, bushland restoration, and provision of associated services and utilities.

Table 4 Westleigh Park construction stages

The extent of each construction stage is demonstrated in **Figure 6** as follows:

- Stage 1a is highlighted in orange;
- Stage 1b is highlighted in pink; and
- Stage 2 is highlighted in blue.

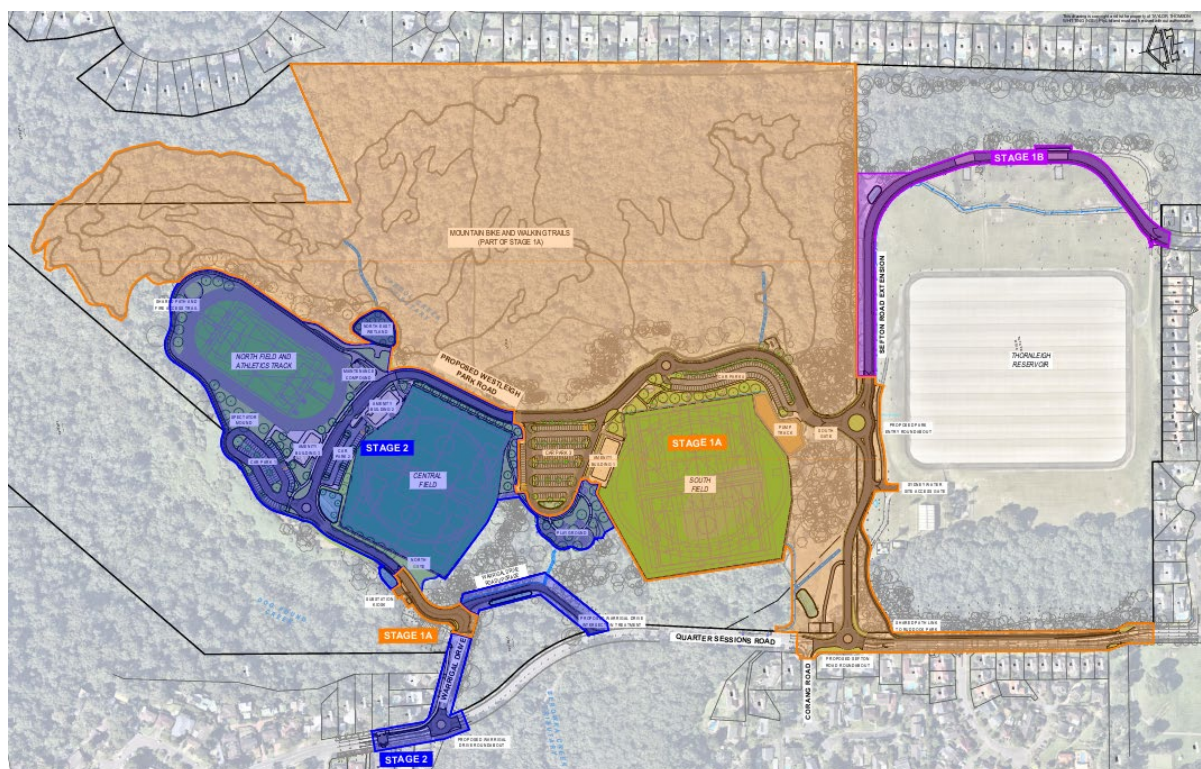


Figure 6 Westleigh Park Construction Stages

7.2 Construction Access

Stage 1

During Stage 1 construction all construction vehicles will access the site via Quarter Sessions Road via the existing vehicular crossing and driveway in the southwest corner of the site (near Corang Road). This access point will also be upgraded to provide a new vehicle entry to the site once the park (Stage 1) is in operation.

Stage 2

During stage 2 construction, all construction vehicles will enter via Warrigal Drive. This access point will also be upgraded to provide a new vehicle entry to the site once the whole site is in operation.

7.3 Operation during staged construction

Following completion of Stage 1 construction works, the southern sports field and walking tracks/MTB trails will operate, construction Stage 2 will then commence.

Once Stage 2 construction is complete the whole site will be in operation.

Details of the site operation during the staged construction is provided in the following sub-sections:

7.3.1 Stage 1 (Southern sports field / MTB trails operational only)

Details relating to access, car parking and maximum usage during Stage 1 operation is provided as follows:

- Site access will be provided via Quarter Session Road only.
- Car parking spaces in Car Parks No. 3 and 4 will be available for use.
- The operating hours identified in **Section 5** will apply.

- The expected park usage rates relating to sports fields in Stage 1 (i.e., southern sports field) are identified in **Table 5**:

Period	Maximum Usage
Winter weeknights	Up to 200 players at peak time (PM) which is expected to be for a few hours in the evening.
Winter weekend	Up to 220 players at peak time (AM) which is expected to be a few hours on a Saturday morning.
Summer weeknights	Up to 80 players at peak time (PM) which is expected to a few hours in the afternoon.
Summer weekend	Up to 80 players at peak time (AM) which is expected to a few hours on a Saturday morning.

Table 5 Sports fields usage numbers during Stage 1 Operation

- Some other use will occur during the day by school groups. These groups will predominately travel by bus.
- Along with the use of the southern sports field, other recreation will occur within the park including walking tracks/MTB trails and pump track these are expected to have around 185 participants spread throughout the day.

7.3.2 Stage 2 (all sports field /whole site) -

Details relating to access, car parking and maximum usage during stage 2 (whole site) operation is provided as follows:

- Site access will be provided as identified in **Section 6.1**.
- Car spaces in all Car Parks (No. 1, 2, 3 and 4) will be available for use.
- The operating hours identified in **Section 5** will apply.
- The expected park usage rates relating to sports fields Stage 2 (i.e., whole site) are identified in **Table 6**:

Period	Maximum Usage
Winter weeknights	Up to 200 players at peak time (PM) which is expected to be for a few hours in the evening.
Winter weekend	Up to 220 players at peak time (AM) which is expected to be a few hours on a Saturday morning.
Summer weeknights	Up to 200 players at peak time (PM) which is expected to a few hours in the afternoon.
Summer weekend	Up to 350 players at peak time (AM) which is expected to a few hours on a Saturday morning.

Table 6 Sports fields usage numbers during Stage 2 Operation

- Some other use will occur during the day by school groups. These groups will predominately travel by bus.
- Along with the use of all the sports fields other recreation will occur within the park including walking tracks/MTB trails, pump track and local playground and picnic shelters these are expected to have around 305 participants spread throughout the day.

8. Operation of Sefton Road Extension

Site access via the Sefton Road extension (Stage 1B) will be limited to occasional use only and will not provide day-to-day access to the site.

The Sefton Road extension will be a managed/controlled road connection, providing an additional entry to the site at selected times to minimise impacts upon the surrounding local road network.

The operation of the Sefton Road extension is further outlined in the following sub-sections.

8.1 Stage 1

Jan 2025 to Jun 2026 – Construction – 18 months

- SRE (Stage 1b) construction is currently planned to occur concurrently with Stage 1a and be operational on completion of Stage 1 construction works.
- The split of SRE (Stage 1b) from the larger part of Stage 1 is to provide contingency in case the design process with Sydney Water is unexpectedly extended and an occupation certificate is required for Stage 1a before SRE construction works are complete.

Mid-2026 onwards – Operation (until construction commences ~ Jan 2030)

- SRE is not available for public use.
- SRE is to be permanently available for:
 - access by emergency services vehicles
 - egress by park patrons in case of emergency
 - access for maintenance by Council (extent depends on property tenure agreement with Sydney Water).

8.2 Stage 2

Jan 2030 to Dec 2031 – Construction – 24 months

- SRE is not available for public use.
- SRE is to be permanently available for:
 - access by emergency services vehicles
 - egress by park patrons in case of emergency
 - access for maintenance by Council (extent depends on property tenure agreement with Sydney Water).

2032 onwards – Operation

- SRE may be open to public during the following peak Park Usage Times, all year:
 - Weekdays: 4:30pm – 9:30pm
 - Weekends & Public Holidays: 7:30am – 5:30pm
- SRE will not be open to public use during the two-week Christmas and New Year holidays.
- SRE is to be permanently available for:
 - access by emergency services vehicles
 - egress by park patrons in case of emergency
 - access for maintenance by Council (extent depends on property tenure agreement with Sydney Water).

9. Operational Phase

9.1 Commencement of Operation

Based on the estimated construction program identified in **Table 4**:

- Stage 1 (including Stage 1a and 1b) operation is expected to commence by January 2026.
- Whole site operation (i.e., Stage 1a, 1b and 2) is expected to commence by January 2032.

Westleigh Park is to be predominantly managed by the following Hornsby Council branches being:

- Parks, Trees and Recreation Branch – Sports, Community and Park precincts
- Natural Areas Branch – Bushland areas and including walking and mountain bike tracks

These teams retain significant levels of experience and expertise in the management of public lands includes sports precincts and bushland areas. Westleigh Park, when operational, forms a small part of the overall network of recreational facilities, services and environment protection.

9.2 Events

Events held within Westleigh Park are to be in accordance with the adopted Westleigh Park Plan of Management. Any events will require a separate licence to occur. Leases and licences are issued for event usage in accordance with Council policies including, Leasing and Licensing of Community Land policy.

For one off events an event Management Plan including access and traffic management plans will be required to be prepared by the event organiser. Coach, bus and event access into Westleigh Park will be via the park entrances from Quarter Sessions Road.

9.3 Waste

Waste in Westleigh Park will be monitored and cleared on an ongoing basis in accordance with Hornsby Shire Council's waste collection policy.

All amenities building have provision for the storage of 240litre bins which can be placed around the park when larger sporting competitions are happening. These bins can be stored for collection by Council waste contractors when required. Some permanent waste bins will be provided in locations throughout the park. All waste must be placed within the bins provided.

Waste collection vehicles for servicing the canteen(s) and function room(s) will be heavy rigid vehicles. The litter bin collection will be using the internal roads with servicing by a medium rigid vehicle.

Waste collections will take place during park opening hours but avoid busy times. The frequency of waste collection from the litter bins may vary according to use, ranging from once per week to seven times a week. Collection frequency may vary seasonally and will be reviewed regularly by the Contact Supervisor. Collection will be undertaken by the Contractor.

9.4 Cleaning

Westleigh Park will be cleaned and maintained to the required standard for safe use and healthy use of the park. Council will be responsible for maintenance of Westleigh Park to a standard that responds to the requirements outlined in the adopted Westleigh Park Plan of Management. Cleaning will generally involve the picking up of litter and cleaning of public amenities in accordance with agreed service requirements.

9.5 Maintenance

Council will be responsible for maintenance of Westleigh Park, including Mountain Bike tracks, to a standard that responds to the requirements outlined within the adopted Westleigh Park Plan of Management.

A small maintenance depot is proposed to be established to support maintenance activities and will include a maintenance shed. Typically, this area will accommodate maintenance equipment, basic staff amenities and temporary storage of materials such as goal posts outside of core seasonal use.

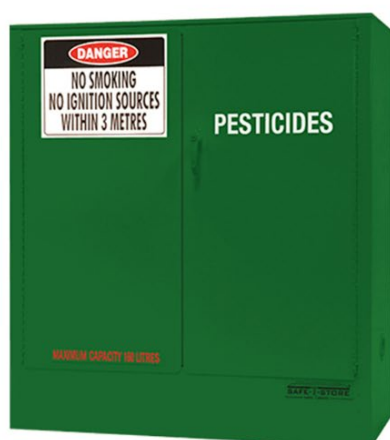
9.5.1 Flammable Goods Storage

The maintenance shed will store up to 160L of Pesticide and 100L of fuel within the shed (Item 6 in the Masterplan).

Both class of substance will be stored in compliant cabinets. The storage space containing the cabinets will be designed to be passively ventilated with a bund to trap any spillage. A spill kit will also be kept on site.

Staff using fuel will be inducted to safe handling and follow our documented safe handling procedures.

Fuel will be used to power grass/vegetation cutting equipment, hand tools such as edgers, blowers, and similar small oil fuelled maintenance equipment.



Pesticides Storage Cabinet 160L Dark Green

- Complies with AS/NZS 4452-1997
- Double walled sheet steel construction with 40mm thermic air barrier
- High capacity liquid tight sump to contain spills – 150mm Deep
- Self-closing close fitting doors that latch at 2 points
- Built in flash arrestors & vent openings
- Adjustable, perforated shelves
- Appropriate safety signage that comply with AS 1216 and AS 1319
- Made in Australia
- Lifetime Warranty
- External Dimensions (H x W x D): 1220 x 1100 x 450mm
- Internal Dimensions (H x W x D): 973 x 1018 x 370mm

[View Product Details](#)

Use of Pesticides will be in accordance with Council Pesticide Notification Plan and the manufacturers instructions for each product and Safety Data Sheets (SDS) kept on site. Typical products include (yet not limited too) selective and non-selective herbicide, fungicides, insecticides

and the like.



Underbench Flammable Liquid Storage Cabinet - Value Range 100L Yellow

Flammable Storage Cabinets are a safe and compliant method of storing dangerous liquids, chemicals, or raw materials. Fully compliant with Australian fire safety standards.

Flammable Storage Cabinets help your business avoid fire hazard or risks.

- Complies To AS 1940 and made to the highest standard
- Provides secure storage for flammable and corrosive liquids
- Underbench storage keeps the workplace uncluttered
- Features 2 doors and 1 shelf
- Doors open 180 degrees for easy shelf removal. Shelf height adjustable
- Patented automated / sequential closing and self-locking mechanism
- Alloy contact points - no spark risk
- Corner underside levelling bolts
- Key lock door handles and 3 point latch locking
- Dual side vents

9.6 Noise

Due to the location and siting of the sports ground and walking track/MTB trails, as well as the timeframes for peak operating periods (i.e., Saturday mornings and until 8pm on weeknights), noise impacts to surrounding residential properties are expected to be minimal.

Noise impacts to surrounding properties will be managed as follows:

- Coach, bus and event access into Westleigh Park will be via the park entrances from Quarter Sessions Road.

9.7 Lighting Operation

Lighting associated with the park will be controlled by a timing mechanism and lighting will only be operational when the park facilities are in use, during the evening period.

All lighting associated with the park will be used in accordance with the adopted Westleigh Park Plan of Management.

Sportsground lighting will only be permitted up to 10:00pm at night.

Pedestrian way and roadway lighting will only be permitted up to 10:30pm at night.

9.8 Site Security

Westleigh Park will be patrolled as resources allow to monitor and discourage anti social behaviour. Police to be called to report illegal or anti social behaviour. Westleigh park will retain all existing site fencing along boundaries.

9.9 Vegetation Management

Sportsgrounds

Sportsgrounds are marked and ready for the identified sporting code before the day of play. Turf on sportsgrounds is maintained at a height of 75mm or less, bare areas repaired following the winter season and weeds controlled where budget allows.

Sportsgrounds are fertilised each year with appropriate fertiliser at best possible application times. Soil analysis tests are carried out for selected sportsgrounds to determine nutrient requirements.

The use of pesticides will be kept to a minimum to comply with the relevant codes of practice and legislation to minimise any health effects and / or impacts on the environment. Broad leaf weeds are effectively kept under control and / or eliminated. Irrigation systems will be checked and repaired regularly for leaks and malfunctioning fittings. Control systems will be adjusted to respond to prevailing weather patterns.

Sports area surrounds and gardens

Turf and landscape areas surrounding sportsgrounds will be maintained to ensure optimum amenity. This includes use of fertilisers and pesticides will be kept to a minimum to comply with the relevant codes of practice and legislation to minimise any health effects and / or impacts on the environment. Weeds will be effectively kept under control and / or eliminated.

Bushland

A separate Vegetation Management Plan (VMP) will identify management actions to enhance, protect, and conserve biodiversity on site, including details on revegetation, regeneration and restoration, biosecurity control, habitat management, level of access, monitoring and reporting. In determining appropriate management actions, the VMP will prioritise management zones based on biodiversity values and condition and consider vegetation communities, fauna and flora presence, proposed impacts and mitigation measures.

9.10 Emergency Evacuation

In the event of an emergency, the Hirer should call 000, quoting the Westleigh Park address of 62 Quarter Sessions Road, Westleigh, 2120 as the location of the incident.

Emergency evacuation from Westleigh Park is available as shown by **Figure 7**.

Stage 1

Emergency access will be via Quarter Sessions Road to the South and Warrigal Drive to the north

Stage 2

Emergency access will be via Quarter Sessions Road and Sefton Road to the South and Warrigal Drive to the north.

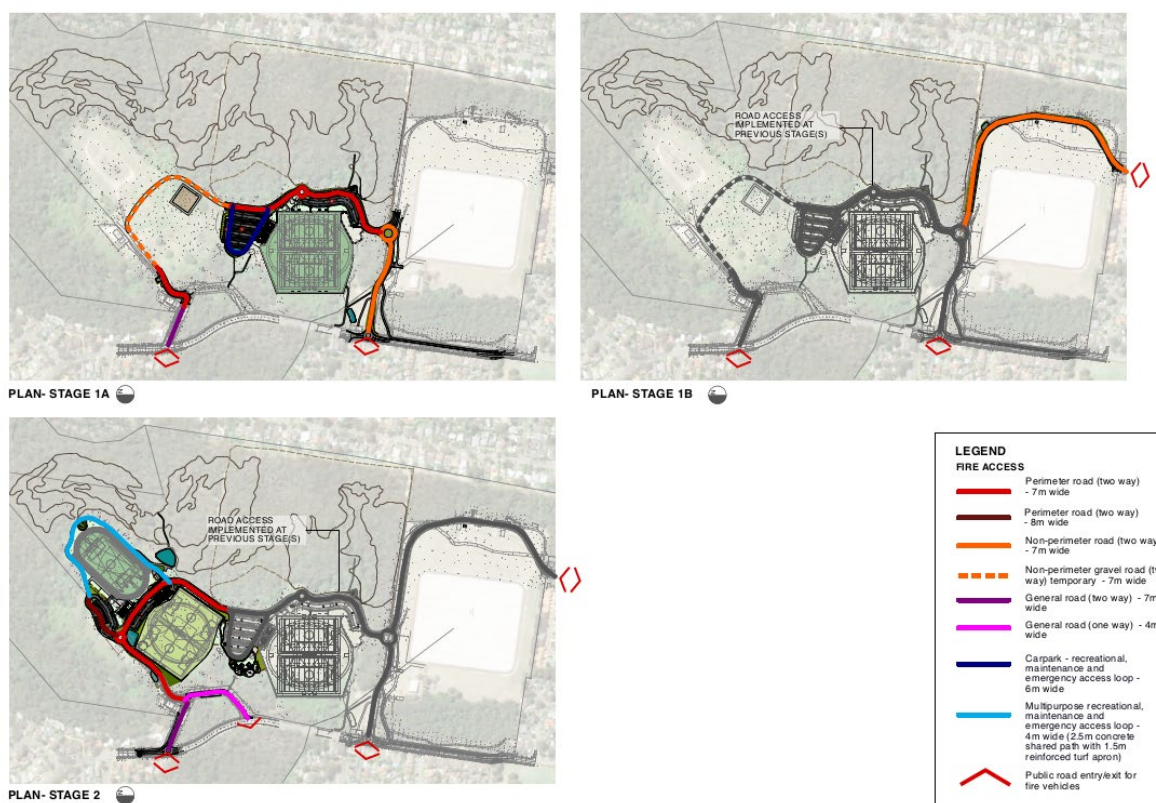


Figure 7 - Emergency Access Locations

9.11 Bushfire Closure Practices

Westleigh Park fire closure practice takes into account Fire Danger Rating (FDR) and localised environmental conditions. This includes liaison with relevant emergency providers to ensure management and public messaging consistency. Local adjacent land agency and fire response agencies includes National Parks and Wildlife, Crown Lands and Rural Fire Service.

FDR = Fire Danger Rating

Westleigh Park	High FDR		Extreme FDR		Catastrophic FDR	
	Open	Closed	Open	Closed	Open	Closed
Tracks and trails	✓			✗ ¹		✗
Sportsgrounds and ancillary buildings	✓		✓			✗
Access road and carparks	✓		✓			✗

¹ Closures during extreme FDR will be at the discretion of Council

9.12 Review of Operation Plan of management

The operational Plan of management is to be reviewed every 5 years and updated as required.

Any modifications to the Operational plan of management must remain consistent with the development consent. Shareholders will be asked to provide comments on any changes and can suggested changes improvements to the Operational plan of management.

9.13 Contact Point in case of complaints

Point of Council will be to Hornsby Shire Council

Telephone: (02) 9847 6666

Web: www.hornsby.nsw.gov.au

Email: hsc@hornsby.nsw.gov.au

Postal address: PO Box 37, Hornsby NSW 1630

This information will be made available on signage within the park.