

Open Spaces Policy

March 2013



Context

The Abbotsford Convent is a busy and popular arts, culture and learning precinct with many users and stakeholders. The Abbotsford Convent Foundation (ACF) is the freehold owner of the land that the Abbotsford Convent occupies.

Three existing documents guide the use of open spaces:

1. The ACF's Deed with the State Government
2. The Master Plan
3. The Conservation Master Plan – Volume 4, Gardens & Grounds

The open spaces provide courtyards, gardens and other outdoor spaces. In order to offer amenity and contribute to the quality of life in urban areas, the ACF preserves and provides open spaces which are available for public uses consistent within the overall objectives of the ACF and on terms and conditions determined by the ACF.

The attached map identifies the land owned and managed by the ACF and notes the open spaces.

Aims & Objectives of the Policy

- To ensure all relevant stakeholders and users understand what can and cannot be done in the open spaces.
- To set out the principles that will guide the selection, approval and management of uses of the Abbotsford Convent's open spaces.

DEFINITIONS

'Open spaces' are the lands surrounding and between the buildings, as noted on the attached map and include courtyards, pathways, paved surface areas, green lawns and parking areas.

'Event Licence' – is a written agreement between the ACF and a person or organisation, describing how the ACF will allow that person or organisation to use the open spaces.

Guiding Principles for the use of ACF open spaces

1. THE OPEN SPACES ARE INTEGRAL TO THE ABBOTSFORD CONVENT SITE

The open spaces within the Abbotsford Convent site are integral to its heritage values (as detailed in the Conservation Master Plan) and are integral functional spaces supporting the ACF's activities and operations. They exist as public and service access routes to the buildings and are potential venues for a

variety of performing and visual arts, for community cultural events and ancillary uses supporting those activities, including car parking.

The relationship between indoor and outdoor spaces and their uses will be considered to minimise conflicts.

2. ACCESS TO AND USE OF THE OPEN SPACES ARE SUBJECT TO APPROVAL BY THE ACF

The ACF has the absolute right within the limits established by its Deed and its approved Master Plan to:

- Determine how and when the open spaces will be used; including allowing or disallowing certain activities
- Establish conditions for use
- Limit access where appropriate
- Charge admission for access at particular times
- Issue an Event Licence to a person or organisation to use a space for a limited period
- Charge fees for Event Licenses
- Exclude people or organisations for inappropriate behaviour or actions.

The ACF is the sole determiner of the above; no person or organisation is permitted to use the open spaces for events, festivals or assemblies without prior approval (through an Event Licence) by the ACF.

An Event Licence will be required to use spaces if:

- Vehicular access onto the site (beyond public roads and car parking areas) is required
- Any structures or signs are proposed
- The use involves the sale of any goods, food or drink
- Exclusive use of an area is required for the proposed activity
- Admission fees are to be charged
- The activity is advertised or promoted via any mass or social media
- The use presents a risk of potential damage to heritage items or landscape features
- The use is likely to interfere with other activities on the Convent site

3. PROMOTING THE USE OF THE OPEN SPACES FOR CULTURAL AND COMMUNITY ACTIVITIES IS A PRIMARY DESIRE OF THE ACF

Attention will be paid to the type and scale of any proposed event/activity to minimise traffic and car parking conflicts within the precinct, and to ensure appropriate protection of the site.

Activities such as small scale or boutique festivals and events will be considered for presentation in the open spaces (through an Event Licence).

Large scale, impactful events and assemblies will only be allowed in the open spaces in exceptional circumstances.

Commercial, fee-generating uses may be approved where their impact does not compromise the primary aims for the Abbotsford Convent, but the preference is to favour activities with a distinct cultural component.

4. CASUAL AND PUBLIC USE OF OPEN SPACES IS TO BE MAXIMISED

Casual public use is allowed when it does not conflict with the ACF's other aims.

Use of the open spaces by the general public as a green or unbuilt area where people can relax is encouraged, subject to availability in relation to other ACF activities and operations.

Exclusive use will be the exception rather than the rule and may be granted for no more than 21 days without the explicit approval of the Board of the ACF.

Any activity that involves use of an open space for a period of longer than 21 days will require the explicit approval of the Board of the ACF.

5. THE HERITAGE FABRIC AND SENSITIVE LANDSCAPES MUST BE PROTECTED

An important aspect of the ACF's role is to preserve and protect the open spaces that are noted on its Title. Activities that may damage significant heritage fabric will not be allowed. Activities that are likely to damage the landscape through excessive wear of lawns, soil compaction, trampling of other plantings, etc. will not be allowed unless there are specific plans for rectification. Vehicular movements and structures that could damage the site's sensitivities will not be allowed.

6. CHARACTER, IMPROVEMENTS AND MAINTENANCE OF OPEN SPACES

The open spaces vary in character and include hard paved courtyards, manicured ornamental gardens and semi-rural landscapes. This variety of characteristics will be maintained.

The open spaces vary in heritage values with some intact spaces requiring careful conservation. Other spaces that have already been modified may consequently be altered more extensively with new works required to support ACF's operational objectives.

The management, conservation, restoration and improvement of open spaces will be done in accordance with the Conservation Master Plan and where this allows for flexibility for modifications, designs will be prepared to support operational objectives and the ACF's artistic and cultural aims.

SPECIFIC REQUIREMENTS

The use of the open spaces will be determined by management under delegation from the ACF Board, in accordance with this policy.

RELATED POLICIES

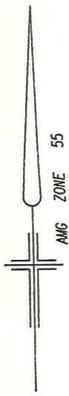
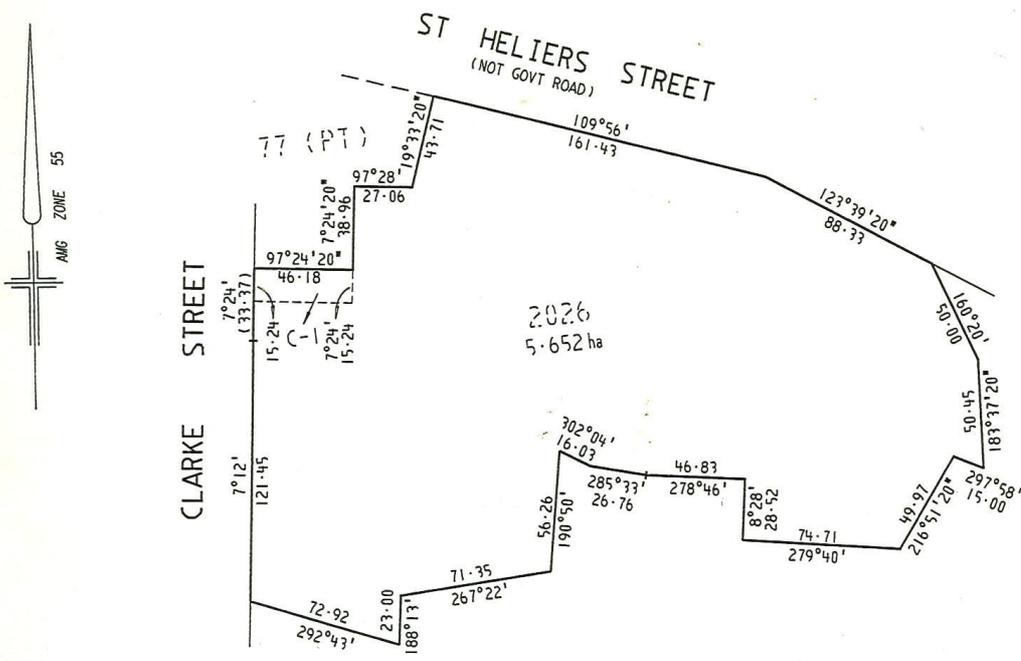
ACF's Arts Manifesto
Draft Complaints Policy

Policy created – February 2013
Next review date - one year from creation

Appendix 1 – Site Map

This is the land referred to in the attached Crown Grant in the Parish of Jika Jika

Note:- The measurements in this plan are in metres and the area is in hectares.



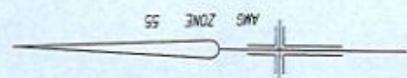
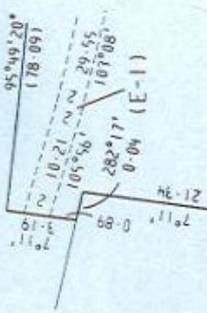
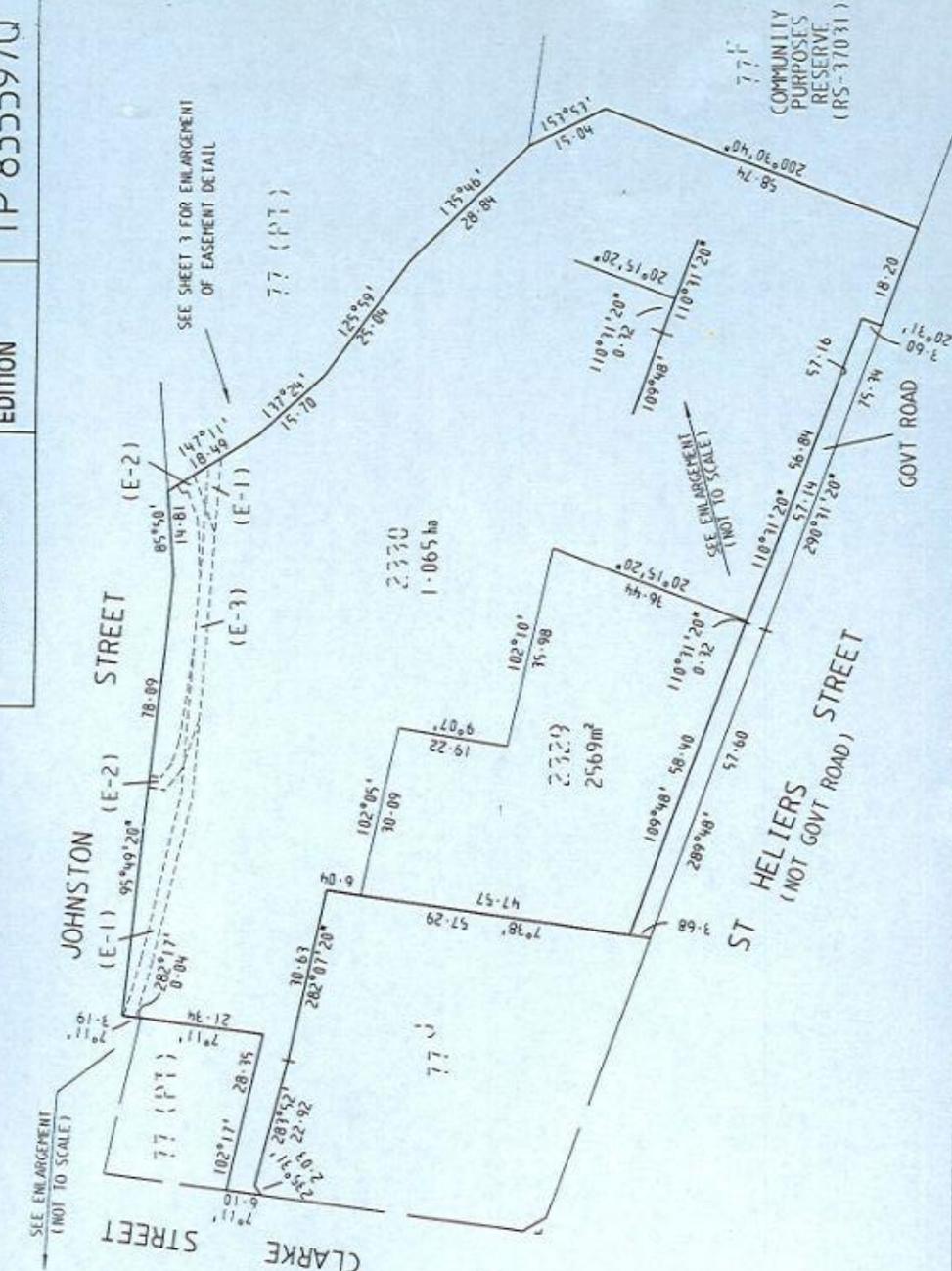
PLAN NUMBER

TP 835597Q

LR USE ONLY

EDITION

TITLE PLAN



REF: 4978/3-TP1

VERSION: 1

DATE 14 JULY 2005

SHEET 2 OF 4 SHEETS

David Boyle
 SURVEYOR GENERAL

Corr. No. 2003 - 00363

SCALE



SCALE 1:750

SHEET SIZE A3

bresna pitt dixon pty ltd
 1/19 cato street
 hawthorn east, vic 3123
 ph: 9822 0301 fax: 9822 1877



Appendix 2

The site is broken into Zones to reflect the five types of space on the site:

		Vegetation	Uses	Structures	Maintenance
Built form and courtyards	Convent courtyard	<ul style="list-style-type: none"> Minimal and controlled 	<ul style="list-style-type: none"> Break out spaces for venue hire Events 	Allowed	ACF Staff
	Rosina courtyard				
	Sacred Heart courtyard				
Designed landscape	Formal gardens to the south of front of the Convent building	<ul style="list-style-type: none"> Formal plantings Colour Seasonal changes In line with CMP instructions 	<ul style="list-style-type: none"> Weddings Picnics General recreation No major events 	Not Allowed	ACF staff Manager of Rosina Function Space
The River flats	The French Meadow	<ul style="list-style-type: none"> Rural style Appropriate for wildlife and Collingwood Children's Farm animals 	<ul style="list-style-type: none"> Overflow car parking Animal grazing Events 	Allowed	Maintained by Collingwood Children's Farm and ACF in collaboration
	Regals Paddock				
	Goats Paddock				
Recreation areas	Mercator lawn	<ul style="list-style-type: none"> Mown Grass Existing trees retained Minimal planting to leave area exposed 	<ul style="list-style-type: none"> Markets Events Public seating Bike racks 	Allowed	ACF Staff
	Area between St Euphrasia and main gate				
North of St Heliers St	Car park	<ul style="list-style-type: none"> Retain trees Encourage ground covers in front area for aesthetic reasons 	<ul style="list-style-type: none"> Car parking 	Allowed	ACF Staff