

### ITEM 6.2

### Street Parklet Program Policy and Guidelines

### AUTHOR

City Future

## PURPOSE AND BACKGROUND

The draft Street Parklet Program Policy (Policy) and Guidelines (Guidelines) provide a framework to set out Canterbury-Bankstown Council's (Council) management principles for the commercial use of street parklets under the care and control of Council and establishes the licensing criteria for businesses that apply to use street parklets for additional outdoor dining.

In 2022, Council was approached by a local business in Hurlstone Park to have a street parklet at the front of their business utilising car parking spaces.

At the October 2022 Council meeting, it was resolved to undertake a trial and report back to Council the findings. Community consultation had been undertaken to understand the benefits and impacts to the local and business community. In general, the trial had been a success with benefits to local businesses and the community.

At the March 2023 Council meeting, it was resolved that Council develop a formal policy, guidelines with associated fees and charges.

## ISSUE

At the March 2023 meeting, Council resolved to further develop the street parklet trial into a program with a formal Policy, Guidelines and associated fees and charges.

The expansion and encouragement of outdoor dining has already been endorsed by Council through the Economic Development Strategy Plan 2036, and the Night-time Economy Action Plan 2021-26. Council's priority is to support the growth of outdoor dining by encouraging high quality footway dining areas that enhance amenity, bring activity to our City and contribute to economic activity whilst ensuring pedestrian safety is maintained.

## RECOMMENDATION That -

1. Council endorse the Street Parklet Program Policy and Guidelines to be placed on public exhibition;
2. A further report be brought back to Council, following public exhibition;
3. The Street Parklet trial in Hurlstone Park to remain in place until May 2024, to allow time for the policy and guidelines to be formally endorsed at a later Council date and an Expression of Interest process released by Council.

## **ATTACHMENTS**

[Click here for attachments](#)

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- A. Street Parklet Program Policy
- B. Street Parklet Program Guidelines

## **POLICY IMPACT**

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Footways are an integral part of the City environment and commercial uses allowed on footway have a direct impact on the vitality, amenity and safety of our City. Council currently has a Commercial Use of Footways Policy and procedure to support business street trading. Extending this use to street carparks will provide businesses with additional seating capacity for their business and encourage business growth.

It is proposed that the street parklet in Hurlstone Park will continue until the completion of the policy development and approval, in accordance with all Council policies (and noting it has already received approvals and road safety recommendations).

## **FINANCIAL IMPACT**

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Costs associated with administering the application process and engagement will be covered through the proposed fees and charges. It is proposed to amend the Fees and Charges to be consistent with the Commercial Use of Footways fees.

There is no financial impact associated with the actual street parklets as all costs associated with the infrastructure and maintenance are solely the responsibility of the applicant business.

## **COMMUNITY IMPACT**

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Council supports and encourages outdoor dining as a means of creating vibrant streetscapes and creating opportunities for businesses to grow and prosper. It strengthens local shopping precincts and supports businesses to improve amenity for residents and visitors. Council is committed to activating business centres in our LGA and supports the individual expression of each business to help develop a sense of place.

This Policy is aligned to the Prosperous and Innovative destination of the *CBCity 2036 Community Strategic Plan* that supports a smart and evolving City of Canterbury Bankstown with exciting opportunities for investment and creativity.

## DETAILED INFORMATION

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The Policy and Guidelines have been designed as an outward facing high level document and will be published on Council's corporate website.

The Policy and Guidelines set out the proposed assessment criteria and provides guidance for the implementation of street parklets, ensuring there is a consistent, transparent, simple and equitable process for the application of Street Parklet Permits.

The Policy and guidelines provide:

- 1) Eligibility requirements and an outline of the assessment criteria:
  - Be a food/drink business such as a café, restaurant or bar
  - Hold an existing consent to operate as a food or drink premise and/or hold a liquor license
  - Proposed installation of parklet must be directly adjoining their business
  - Have written support by neighbouring businesses
- 2) The process for seeking approval
  - This will be annual Expression of Interest
- 3) An outline of the application process and provide:
  - Site plan
  - Cross section drawing
  - Supporting documentation outlining the proposed parklet structure and location
  - Traffic Guidance Scheme/Traffic Control Plan
  - Relevant insurances
  - Plan of management
- 4) Parklet fees and charges
  - Proposed fees to be consistent with Commercial Use of Footways
- 5) Information on the responsibilities for the cost, installation and maintenance of a parklet.

### **Fees and Charges**

To cover the cost of administering the application process and engagement, it is proposed that the fees to be consistent with the Commercial Use of Footways fees. This is in line with other Council fees such as Wollahra and Bayside Council.

The proposed fees will be:

#### Street Parklet Program fees

Application/Assessment Fee	\$242.00
Bankstown CBD/Outdoor Dining – Fee per sq metre per annum	\$172.00
Bankstown CBD – Display of Goods - Fee per sq metre per annum	\$175.00
Suburban Town Centre – Outdoor Dining – Fee per sq metre per annum	\$134.00
Suburban Town Centre – Display of Goods – Fee per sq metre per annum	\$140.00
A-Frame Sign (Limit one per premises) – Max one sq metre in area	\$145.50

All costs associated with the application for a license, street parklet design, construction, maintenance and cleaning, including the removal of a street parklet are solely the responsibility of the applicant business.

The above requirement for the applicant to pay for all infrastructure is consistent with the majority of Councils who facilitate such a program (unless covered by grants).

#### **NEXT STEPS**

Subject to endorsement, the Policy and Guidelines, and fees and charges, will be placed on public exhibition.

As opposed to other types of engagement, the December 2023 and January 2024 months are a good time to engage local businesses on the Policy and Guidelines as this is a busy period of trading for them.

Following the exhibition period, submissions will be considered and where relevant, incorporated into the document before a report is submitted to Council.

Subject to Council considering the result of the engagement and adopting a Policy, guideline and fee, it is proposed that an application process could commence some time in the early new year. As there is currently a street parklet in place in Hurlstone Park which was used as part of the trial, it is proposed that this remain in place until May 2024 when it is anticipated the new application process will be in place. As a result, it is also proposed that the associated infrastructure that is being used by business HPBowlo to remain in place until May 2024.

There is no additional cost to Council for it to remain in place as Council owns the assets. Council could charge the business a fee or rental cost for the continued utilisation of the barriers however, there are currently no adopted fees to apply. If Council was to remove the infrastructure it would be at a cost of approximately \$1500. Therefore, as there is no further cost to Council, it is proposed to remain in place as outlined above. This will continue to add vibrancy and encourage activation in the town centre over the summer period.