

# ATTACHMENT BOOKLET

ORDINARY COUNCIL MEETING  
24 SEPTEMBER 2025

BOOK 2

LIVERPOOL  
CITY  
COUNCIL



LIVERPOOL CIVIC TOWER, 50  
SCOTT STREET , LIVERPOOL  
NSW 2170

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## CIVIC EXPENSES AND FACILITIES POLICY



## CIVIC EXPENSES AND FACILITIES POLICY

Adopted:

TRIM: 254611.2025



## CIVIC EXPENSES AND FACILITIES POLICY

**1. INTRODUCTION**

- 1.1 The provision of expenses and facilities enables Councillors to fulfil their civic duties as the elected representatives of Liverpool City Council.
- 1.2 The community is entitled to know the extent of expenses paid to Councillors, as well as the facilities provided.
- 1.3 The purpose of this policy is to clearly state the facilities and support that are available to Councillors to assist them in fulfilling their civic duties.
- 1.4 Council staff are empowered to question or refuse a request for payment from a Councillor when it does not accord with this policy.
- 1.5 Expenses and facilities provided by this policy are in addition to fees paid to Councillors. The minimum and maximum fees a council may pay each Councillor are set by the Local Government Remuneration Tribunal as per Section 241 of the Act and reviewed annually. Council must adopt its annual fees within this set range.

**2. POLICY OBJECTIVES**

- 2.1 The objectives of this policy are to:
  - a) enable the reasonable and appropriate reimbursement of expenses incurred by Councillors while undertaking their civic duties,
  - b) enable facilities of a reasonable and appropriate standard to be provided to Councillors to support them in undertaking their civic duties,
  - c) give guidance to the Mayor and Councillors as to what facilities and resources are available to them,
  - d) ensure accountability and transparency in reimbursement of expenses and provision of facilities to Councillors,
  - e) ensure facilities and expenses provided to Councillors meet community expectations,
  - f) provide a public statement as to how Council sets the payment of fees, and other support allowances, for the Mayor and Councillors when they carry out their role as an elected member,
  - g) support a diversity of representation through Council's commitment in enabling people from diverse backgrounds, underrepresented groups, those in carer roles and those with special needs to serve as Councillors, and
  - h) fulfill the Council's statutory responsibilities.

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**3. PRINCIPLES****3.1** Council commits to the following principles:

- a) Proper conduct: Councillors and staff acting lawfully and honestly, exercising care and diligence in carrying out their functions.
- b) Reasonable expenses: providing for Councillors to be reimbursed for expenses reasonably incurred as part of their role as a Councillor.
- c) Participation and access: enabling people from diverse backgrounds, underrepresented groups, those in carer roles and those with special needs to serve as Councillors.
- d) Equity: there must be equitable access to expenses and facilities for all Councillors.
- e) Appropriate Use of Resources: providing clear direction on the appropriate use of Council resources in accordance with legal requirements and community expectations.
- f) Accountability and Transparency: clearly stating and reporting on the expenses and facilities provided to Councillors.

**4. POLICY STATEMENT****4.1 Remuneration to Councillors and the Mayor**

- 4.1.1 All Councillors (including the Mayor) will be paid an annual fee according to determinations made by the Remuneration Tribunal. Under the Act, the Tribunal's role is limited to determining the categories of councils (section 239 of the Act) and determining the minimum and maximum fee range for Councillors and Mayors in each of those categories.
- 4.1.2 In accordance with section 249 of the Act, the annual fee paid to the Mayor is in addition to the fee payable to the Mayor as a Councillor.
- 4.1.3 In accordance with section 248 of the Act and the determination by the Tribunal, the Council will determine on an annual basis the fee to be paid to the Mayor and Councillors.
- 4.1.4 In accordance with section 254A of the Act, Council may resolve that an annual fee will not be paid to a Councillor or that the Councillor will be paid a reduced annual fee determined by the Council:
  - a) for any period for which the Councillor is absent with or without prior leave from an ordinary meeting or ordinary meetings of the Council; or
  - b) in any other circumstances prescribed by the regulations.
- 4.1.5 If a Councillor is absent with or without leave of Council, from ordinary meetings of Council for any period of more than three months, Council must not pay any annual fee, or part of an annual fee, to that Councillor that relates to the period of absence that is in excess of three months.

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- 4.1.6 In accordance with section 254B of the Act, a Council may if resolved by Council, make a payment as a contribution to a superannuation account nominated by a Councillor.
- 4.1.7 The amount of a superannuation contribution payment is the amount the Council would have been required to contribute under the Commonwealth superannuation legislation as superannuation if the Councillor were an employee of the Council.
- 4.1.8 The superannuation contribution payment for the Mayor and Councillors will be in addition to the annual allowance.
- 4.1.9 A Councillor who is endorsed as a candidate for federal and state election may choose to voluntarily take leave of absence from council during their candidacy.
- 4.1.10 A Councillor may choose to voluntarily donate their Councillor allowance back to Council whilst on leave of absence from Council during their candidacy.

**4.2 Dispute resolution**

- 4.2.1 If a Councillor disputes a determination under his policy, the Councillor should discuss the matter with the CEO.
- 4.2.2 If the Councillor and the CEO cannot resolve the dispute, the Councillor may submit a notice of motion to a council meeting seeking to have the dispute resolved.

**4.3 General allowance**

- 4.3.1 It is not appropriate or lawful for Council to pay general allowances unrelated to actual expenses incurred and which are designed to supplement Councillor's annual fees (DLG Guidelines 2009 page 6). All expenses provided under this policy will be for a purpose specific to the functions of holding civic office.

**4.4 Support to Mayor**

- 4.4.1 Council is recognised as the third regional city after Sydney and Parramatta. It is experiencing rapid growth and development and is being serviced by a full-time Mayor. In the light of these circumstances, Council will provide the Mayor with a range of support and resources, so the Office of the Mayor can function properly and the Mayor can adequately represent the City at policy, civic and ceremonial levels. In addition to payment of the Mayoral allowance, the following facilities are additional to those outlined elsewhere in this policy and provided to Councillors.
- 4.4.2 Council will provide to the Mayor at its cost:
  - a) A dedicated vehicle of a type deemed suitable to the position of Mayor of Liverpool, which will be equivalent to the range of vehicles to which Council directors are entitled under Council's Fleet Management Policy:
    - i. The vehicle provided for the Mayor is for use on official duties and functions of the Office of Mayor and for private use in accordance with Council's Fleet Management Policy;
    - ii. Council shall meet the fortnightly cost of cleaning (wash and vacuum) the

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Mayoral vehicle;

- iii. Council shall supply and meet the usage costs associated with an electronic tag in the Mayoral vehicle;
- b) An allotted parking space at 50 Scott Street Liverpool;
- c) A fully furnished Mayoral office;
- d) Dedicated personal assistant;
- e) Ceremonial clothing including Mayoral robes and chains of office to be worn at civic and ceremonial functions;
- f) Secretarial, research and public relations services relating to the discharge of his/her civic functions, including use of official stationery and postage of official correspondence;
- g) Administrative assistance associated with civic functions, meetings and the like;
- h) Office refreshments;
- i) Meals or refreshments in conjunction with Council related business;
- j) Computer and Multifunction device at Mayoral Office;
- k) An appropriate mobile phone including usage costs;
- l) Where required to attend civic functions (e.g. Business Awards, Mayoral Ball), as civic leader of the City, no charge to be incurred for attendance; and
- m) The use of the Council crest on Mayoral stationery, or other formats of communication such as email, website etc.

#### 4.5 Support to Councillors

- 4.5.1 In addition to the payment of an annual fee, Council will provide the following facilities to Councillors to assist them to effectively discharge their civic duties:
- a) Use of the Councillor's Room, telephone and limited hospitality facilities;
  - b) Meals or refreshments in conjunction with Council meetings, briefings sessions, committee meetings and planning and training sessions and non-alcoholic refreshments in the Councillor's room;
  - c) Secretarial services subject to specific approval of the CEO;
  - d) An allowance of \$1,000 per Councillor per calendar year for mailing and stationery to assist Councillors in performing their duties as per section 232 (2) of the *Local Government Act*. These duties include organisation of community meetings and responding to inquiries (This allowance is reduced to \$50 per month per Councillor for April-September prior to an election);
  - e) Meeting room facilities at 33 Moore Street and 50 Scott Street Liverpool when meeting regarding Council business. The meeting room is to be booked through the CEO;
  - f) When deputising for the Mayor (at his or her request), transport to official functions (if needed), together with the cost of attendance at such functions, where a fee is payable;
  - g) When required to attend functions as part of civic duties (e.g. Business Awards), the cost of attendance to be borne by Council. (Note this does not apply to attendance at the Mayoral Ball or other similar functions of a charitable nature.);
  - h) Supply of name badges, business cards, diaries, memo books, compendium and official ties or scarves;
  - i) Car parking provision for Councillors when performing their duties as Councillors.
  - j) Councillors may access Council's community facilities for the purpose of conducting their civic duties. A booking request must be made to the CEO or delegate. Access will be based on availability and subject to the terms and

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conditions contained within Council's Community Facilities Hire Policy. Twelve months out from a Council election and three months out from a State Election, access will not be provided.

#### **4.6 Access to information technology**

4.6.1 Council will provide all Councillors with the information technology or reimbursement of expenses in accordance with this clause 4.6 to be used to undertake their civic duties, such as:

- receiving and reading council business papers
- relevant phone calls and correspondence
- diary and appointment management.

4.6.2 Council will provide all Councillors with the necessary corporate software enabling access to key systems and communications networks using secure means.

4.6.3 Council will set aside an amount for each elected member, as required, towards the purchase of IT Hardware; this will provide access to council systems. A technical standard will be specified for the IT hardware and the replacement of IT hardware. Councillors may choose to obtain equipment of a higher cost at their own expense, as long as the hardware standard is observed.

##### **4.6.4 Hardware**

The options available to Councillors in respect of IT hardware are as follows:

- a) A tablet, Microsoft Surface or Laptop with internet capability;
- b) A fully maintained and council owned Multifunction Printer will be provided to Councillors'. The specification for such equipment will be determined by Council's Information Technology Team in consultation with Councillors based on likely business use requirements;
- c) Council will reimburse the cost of associated IT consumables for a Councillor's private computer and or printer, if used in the performance of their civic duties, up to \$500 per annum. The appropriate claim form with receipts will need to be completed and submitted for reimbursement to occur;
- d) Council will reimburse the cost of associated IT consumables for council issued and owned equipment only in situations where Council is not able to provide the IT consumable, up to \$500 per annum. The appropriate claim form with receipts will need to be completed and submitted for reimbursement to occur; and
- e) At the end of the four-year term, the equipment may be acquired by the Councillor at the current market value taking account of depreciation and the condition of the equipment. This value will be assessed by Council staff and advised to the Councillor.

##### **4.6.5 Software**

All Councillors will be provided with standard software including Microsoft 0365.

##### **4.6.6 Support**

- a) Councillors will be provided with training as required. The CEO can determine and approve funds for professional development activities;
- b) Council will also provide support services to assist Councillors in resolving operational problems. All support services provided to Councillors will relate only to Council related business and applications. Support will be provided during the Information Technology Team's normal support hours (currently 8.30am to

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5.00pm weekdays). Support requests can be logged by calling the Information Technology Service Desk on 02 8711 7505 or by emailing servicedesk@liverpool.nsw.gov.au; and

- c) In the event of hardware failure, equipment owned by Council will need to be returned to Council to enable a warranty call to be placed with the manufacturer. Turnaround time will vary depending upon the equipment involved and the availability of parts.

#### 4.7 Telephone expenses

- 4.7.1 Councillors are required to use their own mobile phones and telephone lines for Council business. In recognition of this situation, Council will contribute towards each Councillor's telephone costs as follows:

- a) Mobile phones and home telephone  
Upon presentation of a copy of a Councillor's mobile phone and/ or home telephone bill, Council will reimburse the cost of mobile phone and telephone calls up to a total maximum of \$120 per month. Reimbursement must be claimed within six months of the date of payment; and
- b) Additional phone lines  
The cost of installation and rental for any additional phone lines required by Councillors for connection will not be reimbursed by Council.

- 4.7.2 As an alternative to clause 4.7.1(a) above, Councillors will have an option to be provided with a mobile phone and service with email capability by Council.

#### 4.8 Attendance at conferences, seminars and courses

- 4.8.1 Conferences, seminars and courses are an important means of learning and maintaining knowledge, as well as contributing to public policy development.

- a) Councillors may attend those conferences, seminars and courses listed below at 4.8.2, if there is a resolution of Council to do so, if Councillors are nominated by Council to attend and if there is a nominated budget.
- b) Councillors may attend training courses and seminars related to their duties as a Councillor at their own discretion provided that the cost can be met within Council's budget allocation and attendance at the course or seminar is organised through Council's CEO.
- c) In assessing a Councillor request, the CEO must consider relevant factors including:
- relevance of the topics and presenters to current council priorities and business and the exercise of the Councillor's civic duties,
  - cost of the conference, seminar or course in relation to the total remaining budget,
  - equitable access to conferences and seminars and fair distribution of the budget for expenses.

##### 4.8.2 Conference Attendance

The conferences, seminars and workshops to which this policy applies and which require a resolution of Council to attend are the:

- a) Local Government Association Annual Conference;
- b) Australian Local Government Women's Association Annual Conference and

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Australian Local Government Women's Association meetings for the one-year term;

- c) Special "one-off" conferences called by the Local Government Association on important issues or of an educational nature;
- d) Annual conferences and congresses of the major industry associations and professions in local government (such as LGMA or UDIA and subject to suitable agenda);
- e) Conferences and/ or annual general meetings of organisations for which Council has appointed delegates; and
- f) Attending the Sydney Western City Planning Panel meeting in person or online has an allowance of \$1,100 (includes GST) per meeting to a maximum of \$1,100 per day.
- g) Alternate Council members attending the Sydney Western City Planning Panel meeting in person or online as understudies has an allowance of \$275 (includes GST) per meeting to a maximum of \$275 per day.

## 4.8.3 Registration

The Council will pay all reasonable registration costs which are charged by organisers, including the costs of related official luncheons, dinners and tours which are relevant to the interests of the Council or assist Councillors to discharge the functions of their civic office.

4.8.4 Expenses Incurred

Payment or reimbursement of expenses incurred or to be incurred which are not included in the conference fee, shall be subject to the requirements that:

- a) Only reasonable amounts are claimed or accepted towards necessary out-of-pocket expenses;
- b) Out-of-pocket expenses for which amounts are claimed relate only to the verified costs of meals, travel, registration fees, accommodation, stationery and the like;
- c) Any time occupied on other than Council business is not included in the calculation of expenses to be paid; and
- d) The claim is made not later than three months after the expenses were incurred, and upon a voucher form for payment.

4.8.5 Payment in advance

- a) Council will normally pay registration fees, accommodation deposits and airline tickets direct in advance. Where this is not appropriate or possible, a cash allowance or cheque equivalent will be paid to the attendee in advance; and
- b) Councillors may request payment in advance, up to a maximum of \$100 per day, in anticipation of expenses to be incurred in attending conferences, seminars and training away from home. Councillors may also request an advanced payment for the cost of any other service or facility covered by this policy. However, Councillors must fully reconcile all expenses against the costs of the advance when they return within ten days of the close of the conference, seminar or training etc. and repay any unexpended amount.

4.8.6 Categories of payment or reimbursement

Subject to nomination in accordance with the provisions of this clause, the categories of payment or reimbursement are as follows:

- a) Accommodation  
Reasonable accommodation costs (including meals), including the night before and/or after the conference where this is necessary, will be met by the Council, subject to the following:



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- the daily limits for accommodation and meal expenses within Australia are to be consistent with those set out in Part B Monetary Rates of the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, as adjusted annually, and,
- the daily limits for accommodation and meal expenses outside Australia may be determined in advance by the CEO;

b) Out-of-pocket expenses

Reasonable out-of-pocket expenses will be provided or reimbursed for costs associated with attending the conference, seminar, meeting or function including entertainment but excluding expenses of a normal private nature and Councillors will not be reimbursed for alcoholic beverages; and

c) Accompanying Person

Where the attendee is accompanied by an accompanying person, the attendee will be required to pay for any cost supplement involved in the accommodation (room only). All other costs for the accompanying person (including travel and meals) are to be borne by the attendee.

4.8.7 Councillors may voluntarily choose to fund their own expenses for conference fees, accommodation, travel and meal expenses and not seek reimbursement from Council.

**4.9 Non-attendance, apology and repayment**

4.9.1 If a Councillor requests to attend a conference, seminar, course or other event, or otherwise notifies or declares their attendance by any means (for example by RSVP), or registers to attend, and subsequently does not attend, the Councillor must:

- a) promptly notify the hosting organisation of the Councillor's non-attendance, and
- b) promptly notify Council's CEO of the reason for the non-attendance.

4.9.2 If there is no valid reason for a Councillor's non-attendance at a conference, seminar, course or other event, as determined by Council's CEO acting reasonably:

- a) the Councillor must apologise to the hosting organisation and take all reasonable steps to mitigate any cost to Council,
- b) the Councillor must repay to the Council any costs incurred by Council, and
- c) the CEO will report the non-attendance to the next ordinary meeting of the Council at which due notice of the item of business can be given.

**4.10 Travel expenses**

4.10.1 Travel costs will be met by the Council where:

- a) the cost is reasonable and the travel is undertaken using the most direct route and most practicable and economical mode of transport; and
- b) the travel is for attendance at conferences, seminars and courses in accordance with this policy or for the purposes of Council business such as Council, committee and other meetings where the Councillor is representing Council and authorised business, meetings and functions approved by the CEO or governing body where the Councillor is representing the Council.

4.10.2 Subject to the approvals required for travel, as set out in clause 4.10 of this policy, economy class travel should be used for all travel within Australia and overseas by the Mayor and Councillors. However, official travel by the Mayor to Western Australia, the Northern Territory or overseas is permissible by premium economy or business

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class air travel.

- 4.10.3 Air travel within NSW must be approved by the CEO prior to the air travel being booked or undertaken.
- 4.10.4 For flights within Australia, the lowest logical fare of the day must be used for all domestic flights. This is the cheapest fare available that meets the traveler's logistical needs.
- 4.10.5 Travel by motor vehicle may be undertaken by Council vehicle (where available), by private vehicle or by taxi. Persons using private vehicles will be paid the mileage allowance at the current rate set by the appropriate Local Government State Award, but subject to any such payment not exceeding economy class air fares to and from the particular destination.
- 4.10.6 Costs to elected members of vehicle hire and/or taxi fares which are reasonably incurred in the performance of their duties will be met by the Council. Cabcharge vouchers will be made available when required. Provision of a wide variety of transport modes is in keeping with access and equity policies.
- 4.10.7 Any travel incurred, other than approved Council business, will not be included in the calculation of expenses to be paid.
- 4.10.8 The driver is personally responsible for all traffic or parking fines incurred while travelling in private or Council vehicles on Council business.
- 4.11 **Special requirements for interstate and overseas travel**
- 4.11.1 Interstate travel  
Any interstate travel is to be approved by the CEO prior to the travel being undertaken. This includes the reasonable costs of travel and accommodation to attend interstate Australian Local Government Women's Association meetings for the one year term. The application for approval should include full details of the travel, including itinerary, costs and reasons for the travel.
- 4.11.2 Overseas travel  
Councillors should avoid international visits, unless direct and tangible benefits can be established for the Council and the local community.
- 4.11.3 Overseas travel must be approved by a meeting of the full Council prior to a Councillor undertaking a trip. Travel must be approved on an individual trip basis. Council will not allow the retrospective reimbursement of overseas travel expenses, unless prior authorisation of the travel has been obtained. Travel proposals shall be included in the Council business papers. All Council business papers relating to travel requests by Councillors will need to include the purpose of the travel and that tangible benefits can be established for the Council and local Community.
- 4.11.4 After returning from overseas, Councillors must provide a detailed written account to Council on the aspects of the trip relevant to Council business and/or the local community.
- 4.11.5 Details of overseas travel must also be included in the Council's Annual Report.

**4.12 Sister City relationships**

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- 4.12.1 The Council has a policy of sending a delegation to its Sister Cities every two years. Council will be represented at such visits by the Mayor (or Mayor's nominee), CEO (or CEO's nominee) and two other delegates as determined by the Council. Council will meet all reasonable costs associated with delegations to and from Sister Cities. Other Councillors may join official delegations (with Mayor's approval) but must meet all their own costs except accommodation or other expenses agreed to by the host Sister City.

**4.13 Insurance expenses and obligations**

- 4.13.1 Councillors are to receive the benefit of insurance cover for:

- a) Personal injury:  
Personal injury whilst ever on Council-endorsed business covering bodily injury caused by accidental, violent, external and visible means up to a sub-limit for death total disability and temporary partial disability. The cover does not include medical expenses. Full details of Council's personal accident insurance are set out in Council's Insurance Policy.
- b) Professional indemnity:  
For matters arising out of a Councillor's performance of civic duties or exercise of their functions as Councillors, provided the performance or exercise of the relevant civic duty or function is in the opinion of Council, bona fide and/or proper.
- c) Public liability:  
For matters arising out of Councillor's performance of civic duties or exercise of their functions as Councillors, within Australia, subject to any limitations or conditions as set out in the Council's policy of insurance.
- d) Councillor's and Council officers' insurance:  
Insurance will be provided, subject to the terms, conditions and exclusions of the policy of insurance, to cover defence costs relating to common law claims not otherwise insured and those relating to any other actual or alleged breach of trust, breach of duty, breach of contract, neglect, error, misstatement, misleading statement, omission or other act done or wrongfully attempted, provided that it is not a criminal act or a deliberately malicious act.

- 4.13.2 In the event that a Councillor commences any legal defence or incurs legal fees before any claim under this insurance policy is lodged with the insurer, any subsequent claim for reimbursement will be rejected.

- 4.13.3 It is the responsibility of each Councillor to notify the Council or the Insurer of any circumstances that may give rise to a claim under this policy as soon as the Councillor becomes aware of any such circumstances. Circumstances that may give rise to a claim are considered to be any knowledge or intimation or any method of communication either within or outside of Council business that indicates that action may be taken against a Councillor, as a result of their conduct in the capacity as a Councillor.

- 4.13.4 The provision of insurance is subject to any limitations or conditions set out in the Council's policy of insurance.

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**4.14 Legal expenses and obligations**

4.14.1 Council may, if requested, indemnify or reimburse the reasonable legal expenses of:

- a) a Councillor defending an action arising from the performance in good faith of a function under the Local Government Act, provided that the outcome of the legal proceedings is favourable to the Councillor
- b) a Councillor defending an action in defamation, provided the statements complained of were made in good faith in the course of exercising a function under the Act and the outcome of the legal proceedings is favourable to the Councillor,
- c) a Councillor for proceedings before an appropriate investigative or review body, provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the matter has proceeded past any initial assessment phase to a formal investigation or review and the investigative or review body makes a finding substantially favourable to the Councillor.

4.14.2 For the purposes of 4.13.1, the following are appropriate investigative or review bodies:

- a) The Independent Commission Against Corruption;
- b) The NSW Ombudsman;
- c) The Office of Local Government;
- d) The NSW Police Force;
- e) The Director of Public Prosecutions;
- f) The Local Government Pecuniary Interest Tribunal; and
- g) Other legally constituted investigatory bodies having proper jurisdiction.

4.14.3 Reimbursement of expenses for reasonable legal expenses must have Council approval by way of a resolution at a council meeting prior to costs being incurred.

4.14.4 Any resolution by Council to reimburse a Councillor's legal expenses is subject to the following:

- a) the legal expenses must be properly and reasonably incurred, given the nature of the enquiry, investigation, hearing or proceeding,
- b) the amount of such reimbursement shall be reduced by the amount of any moneys that may be or are recouped by the Councillor on any basis,
- c) the Councillor's performance or exercise of the civic duty or function was in the opinion of Council bona fide and/or proper,
- d) the amount of such reimbursement be limited to the extent that only fees charged at a rate equivalent to the hourly rate then being charged by Council's solicitors will be paid, i.e. any portion of the expenses representing any hourly charge rate higher than the hourly charge rate of Council's solicitors will not be reimbursed,
- e) any payment for reimbursement of any legal expenses properly incurred is subject to the approval of the Council prior to payment,
- f) the Council may at its discretion, set a limit to the total amount of reimbursement it is prepared to approve in respect of any enquiry, investigation, hearing or proceedings being taken against a Councillor(s), and
- g) the Councillor had promptly notified the Council or Council's Insurer as required by any relevant Council Insurance Policy and that the Councillor adheres to the Insurer's requirements where applicable.

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- 4.14.5 In the case of a code of conduct complaint made against a Councillor, legal costs will only be made available where the matter has been referred by the CEO to a conduct reviewer and the conduct reviewer has commenced a formal investigation of the matter and makes a finding substantially favourable to the Councillor.
- 4.14.6 Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of their functions under the Act, are distinguished from expenses incurred in relation to proceedings arising merely from something that a Councilor has done during their term in office. For example, expenses arising from an investigation as to whether a Councillor acted corruptly would not be covered by this section.
- 4.14.7 Council will not meet the legal costs:
- a) of legal proceedings initiated by a Councillor under any circumstances,
  - b) of a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation,
  - c) for legal proceedings that do not involve a Councillor performing their role as a Councillor.

**4.15 Carer and related expenses**

- 4.15.1 Council endeavours to encourage and facilitate community involvement for persons nominating or holding the position of civic office. Accordingly, this policy allows for fair and reasonable reimbursement of carers' expenses in relation to attendance at Council and committee meetings, and other official civic functions. This applies to Councillors who are the principal carer of a child or other elderly, disabled and/or sick immediate family member. Childcare expenses may be claimed for children up until and including the age of 16 years.
- 4.15.2 Councillors who require access to childcare in order to attend Council meetings, events and activities will be provided with childcare through a registered and accredited childcare provider, at Council's expense.
- 4.15.3 Should Councillors wish to arrange their own childcare, this is permissible, and reimbursement will be provided on completion of the appropriate claim form.
- 4.15.4 Councillors will need to provide suitable evidence to the CEO that reimbursement is applicable, such as advice from a medical practitioner in the event of caring for an adult person.
- 4.15.5 Upon submission of receipts and tax invoices and completion of a formal claim (Appendix C) to the CEO within three months of the expense being incurred, reasonable reimbursement may be available.

**4.16 Other matters****4.16.1 Acquisition and returning of facilities and equipment by Councillors**

- a) Councillors must return all equipment and other facilities owned or leased by the Council, to the Council after the completion of their term of office, extended leave of absence or at the cessation of their civic duties.
- b) The Council will consider the sale of such items to the Councillor at the cessation

CIVIC EXPENSES AND FACILITIES POLICY  
of their civic duties at an agreed fair market price or written down value. The CEO is authorised to approve all such requests.

#### 4.16.2 Reimbursement of expenses

- a) All claims for reimbursement of expenses incurred must be submitted on the expense claim form in Appendix C to this policy – this form is available on the Councillor Intranet;
- b) All claims must be signed by the Councillor and the box ticked declaring that all expenses have been incurred in the course of carrying out Councillor business;
- c) All receipts must be attached and a brief description outlining the nature of the expenditure; and
- d) All claims must be made within three months of the expenditure occurring.

#### 4.17 **Expenses and facilities for Councillors with disabilities**

- 4.17.1 In addition to the above provisions, for any Councillor with a disability, Council may resolve to provide reasonable additional facilities and expenses, in order to allow that Councillor to perform their civic duties. Following verification, claims will be authorised by the Manager Financial Services.

#### 4.18 **Voluntary contributions from the fees payable to the Mayor and Councillors to complying superannuation funds**

- 4.18.1 In accordance with the Australian Taxation Office Interpretative Decision 2007/205, Council may enter into an arrangement with the Mayor or any Councillor under which the Mayor or the Councillor agrees to forego all or part of their annual fee in exchange for Council making contributions to a complying superannuation fund on their behalf.

#### 4.19 **Mobile offices**

So that the Mayor and Councillors can hold “mobile offices” at locations with a frequency at their discretion, the Mayor and Councillors are to be provided with the resources necessary to assist with holding such mobile offices including but not limited to staffing, mailing and advertising of the mobile office, tables, chairs etc. funded from the Councillor Reserve up to a maximum of \$30,000 per annum.

### 5. **BREACHES**

- 5.1 Suspected breaches of this policy are to be reported to the CEO.
- 5.2 Alleged breaches of this policy shall be dealt with by following the processes outlined for breaches of the Code of Conduct, as detailed in the Code and the Procedures for the Administration of the Code.

### 6. **REPORTING**

- 6.1 Council will report on the provision of expenses and facilities to Councillors as required in the Act and Regulations
- 6.2 Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six months and published in full on Council's website. These reports will include expenditure summarized by individual Councillor and as total for all Councillors.

## CIVIC EXPENSES AND FACILITIES POLICY

**7. AUDITING**

- 7.1 The operation of this policy, including claims under the policy, will be included in Councils audit program and an audit undertaken at least every two years.

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## CIVIC EXPENSES AND FACILITIES POLICY

### **AUTHORISED BY**

Council Resolution

### **EFFECTIVE FROM**

### **DEPARTMENT RESPONSIBLE**

Corporate Services (Governance)

### **REVIEW DATE**

This policy is to be reviewed at the start of each new Council term.

### **VERSIONS**

<b>VERSION</b>	<b>AMENDED BY</b>	<b>DATE</b>	<b>TRIM NUMBER</b>
1	Council Resolution	21 December 1993	Not applicable
2	Council Resolution	22 April 2002	Not applicable
3	Council Resolution	10 February 2003	Not applicable
4	Council Resolution	29 November 2006	Not applicable
5	Council Resolution	1 December 2008	005329.2009
6	Council Resolution	15 June 2009	099858.2009
7	Council Resolution	30 August 2010	111683.2010
8	Council Resolution	25 July 2011	128406.2011
9	Council Resolution	19 March 2012	221600.2012
10	Council Resolution	5 November 2012	231265.2012
11	Council Resolution	19 December 2012	301088.2012
12	Council Resolution	26 June 2013	185928.2013
13	Council Resolution	28 August 2013	201146.2013
14	Council Resolution	30 October 2013	260518.2013
15	Council Resolution	20 June 2014	121688.2014
16	Council Resolution	29 July 2015	115877.2015
17	Council Resolution	26 August 2015	202387.2015
18	Council Resolution	25 November 2015	288851.2015
19	Council Resolution	25 May 2016	113481.2016
20	Council Resolution	12 October 2016	180948.2016
21	Council Resolution	23 November 2016	277426.2016
22	Council Resolution	27 September 2017	319274.2016
23	Council Resolution	6 February 2019	066168.2019
24	Council Resolution	30 June 2021	214485.2021
25	Council Resolution	29 June 2022	098326.2022-001
26	Council Resolution	31 August 2022	347882.2022
27	Council Resolution	26 April 2023	347882.2022-001
28	Council Resolution	10 July 2024	225946.2024
29	Council Resolution		

### **THIS POLICY HAS BEEN DEVELOPED AFTER CONSULTATION WITH**

Corporate Services (Financial Services)

Council Executive Services

Information Technology



## CIVIC EXPENSES AND FACILITIES POLICY

**REFERENCES**

## Office of Local Government:

- Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW October 2009
- Circular 08/03 Findings from review of Councillor expenses and facilities policies
- Circular 08/24 Misuse of council resources
- Circular 08/37 Council decision making prior to ordinary elections
- Circular 09/36 Release of revised Councillor expenses and facilities guidelines
- Circular 10/26 Misuse of council resources
- Circular 05/08 Legal assistance for Councillors and council employees
- Circular 22-04/15 Payment of Councillor superannuation
- Independent Commission Against Corruption: No excuse for misuse, preventing the misuse of council resources (Guidelines No 2) November 2009
- Model Code of Conduct and Procedures 2020
- Liverpool City Council: Agency Information Guide
- Liverpool City Council: Code of Conduct
- Liverpool City Council: Code of Conduct Procedures
- Liverpool City Council: Fleet Management Policy
- NSW Government Finance, Services & Innovation: NSW Government Travel and Transport
- Policy -10 July 2024

**APPENDICES**

- A. Definitions
- B. Legislative and Governance
- C. Reimbursement of expenses form
- D. Authority to pay Councillors fees to a complying Superannuation fund

## CIVIC EXPENSES AND FACILITIES POLICY

**Appendix A: Definitions**

**Accompanying Person:** is a spouse, partner or defacto or other person who has a close personal relationship with or provides carer support to a councillor.

**Act:** means the Local Government Act 1993

**Appropriate refreshments:** food and beverages, excluding alcohol, provided by council to support Councillors undertaking official business.

**CEO:** means the General Manager of Council and includes their delegate or authorised representative.

**Civic Duties or public duties** of a Councillor are a subset of the Functions of Civic Office.

**Councillor:** a person elected or appointed to civic office as a member of the governing body of Council who is not suspended, including the mayor.

**Functions of Civic Office:** functions that Councillors are required to undertake to fulfill their legislated role and responsibilities for the council, that should result in a direct benefit for the council and/or the local government area.

**General expense allowance:** is a sum of money paid by a council to a Councillor to expend on an item or a service that is not required to be receipted and/or otherwise reconciled according to a set procedure and within a specific timeframe.

**Guidelines** refer to the Office of Local Government Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for local councils in NSW.

**Incidental personal use:** use that is infrequent and brief and does not breach this policy or the Code of Conduct policy.

**IT Consumable:** Printer /Copier supplies (ink, toner) / Paper / Data storage, Computer accessories /Cabling and connectors /USBs, CDs, DVDs & Blu-ray.

**Long Distance intrastate travel:** travel to other parts of NSW of more than three hours duration by private vehicle.

**Maximum limit:** the maximum limit for an expense or facility provided in the text of this policy.

**Official business:** functions that the mayor or Councillors are required or invited to attend to fulfil their legislated role and responsibilities for council or result in a direct benefit for council and/or for the local government area, and includes:

- Meetings of council and committees of the whole
- Meetings of committees facilitated by council
- Civic receptions hosted or sponsored by council
- Meetings, functions, workshops and other events to which attendance by a Councillor has been requested or approved by council.

**Professional development:** means a seminar, conference, training course or other development opportunity relevant to the role of a Councillor or the Mayor.

**Regulation** refers to the *Local Government (General) Regulation 2021*.

## CIVIC EXPENSES AND FACILITIES POLICY

**Remuneration Tribunal** refers to the Local Government Remuneration Tribunal.

**Year:** means the financial year. The 12-month period commencing on the 1<sup>st</sup> of July each year.

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## CIVIC EXPENSES AND FACILITIES POLICY

**Appendix B: Legislation and Governance****Local Government Act 1993**

- 1.1.1 The *Local Government Act 1993* (the Act) requires that Council adopt a policy concerning the payment of expenses and the provision of facilities to the Mayor and Councillors.
- 1.1.2 This policy is made in accordance with sections 252, 253 and 254 of the Act and clause 403 of the *Local Government (General) Regulation 2021* (the Regulation).
- 1.1.3 Section 252 (1) of the Act requires that, within the first 12 months of each term of a council, that a council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the Mayor, the Deputy Mayor (if there is one) and the other Councillors in relation to discharging the functions of civic office.
- 1.1.4 Section 252(3) of the Act states, that a council must not pay any expenses incurred or to be incurred by, or provide any facilities to, the Mayor, the Deputy Mayor (if there is one) or a Councillor otherwise than in accordance with a policy under this section.
- 1.1.5 Section 252(2) also provides for a Council to reduce the amount payable to the Mayor and Councillors by the amount representing any private benefit of a facility provided by the Council to them. It also requires that the policy be made under the provisions of the Act, the Regulation and any relevant guidelines issued under section 23A of the Act.
- 1.1.1 Section 253 specifies actions that Council must undertake before a policy concerning expenses and facilities can be adopted or amended. Section 253 states:
- 1) *A council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities allowing at least 28 days for the making of public submissions.*
  - 2) *Before adopting or amending the policy, the council must consider any submissions made within the time allowed for submissions and make any appropriate changes to the draft policy or amendment.*
  - 3) *Despite subsections (1) and (2), a council need not give public notice of a proposed amendment to its policy for the payment of expenses or provision of facilities if the Council is of the opinion that the proposed amendment is not substantial.*
  - 4) *(Repealed)*
  - 5) *A council must comply with this section when proposing to adopt a policy each year in accordance with section 252 (1) even if the council proposes to adopt a policy that is the same as its existing policy.*
- 1.1.2 Section 254 requires that a part of a Council or committee meeting which considers the adopting or amending of such a policy relating to payment or provision of a facility must not be closed to the public.

## CIVIC EXPENSES AND FACILITIES POLICY

- 1.1.3 The *Government Information (Public Access) Act 2009* provides that the public are able to inspect during office hours at Council, and at no charge, the current version and the immediately preceding version of Council's expenses and facilities policy. The public are also entitled to a copy of the policy, either free through Council's website, or on payment of a reasonable copying charge. (For details see Council's Agency Information Guide.)
- 1.1.4 Section 23A of the Act provides for the Chief Executive of the Office of Local Government to prepare, adopt or vary guidelines that relate to the exercise by a council of any of its functions. It also requires that a council must take the relevant guidelines into consideration before exercising any of its functions.

**1.2 Local Government (General) Regulation 2021**

- 1.2.1 Clause 217 (Additional information for inclusion in annual reports) states in part:

- 1) *For the purposes of section 428 (4(b)) of the Act, an annual report of a Council is to include the following information:*
  - (a) *Details (including the purpose) of overseas visits undertaken during the year by Councillors, council staff or other persons while representing the Council (including visits sponsored by other organisations):*
    - (a1) *Details of the total cost during the year of the payment of the expenses of, and the provision of facilities to, Councillors in relation to their civic functions (as paid by the Council, reimbursed to the Councillor or reconciled with the Councillor), including separate details on the total cost of each of the following:*
      - i. *The provision during the year of dedicated office equipment allocated to Councillors on a personal basis, such as laptop computers, mobile telephones and landline telephones and facsimile machines installed in Councillors' homes (including equipment and line rental costs and internet access costs but not including call costs):*
      - ii. *Telephone calls made by Councillors, including calls made from mobile telephones provided by the council and from landline telephones and facsimile services installed in Councillors' homes:*
      - iii. *The attendance of Councillors at conferences and seminars,*
      - iii.a. *The provision of induction training for Councillors, supplementary induction training for mayors and professional development programs for mayors and other Councillors*
      - iv. *The training of Mayors and Councillors and the provision of skill development for Mayor and Councillors:*
      - v. *Interstate visits undertaken during the year by Councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses:*
      - vi. *Overseas visits undertaken during the year by Councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses:*

## CIVIC EXPENSES AND FACILITIES POLICY

- vii. *The expenses of any spouse, partner or other person who accompanied a Councillor in the performance of his or her civic functions, being expenses payable in accordance with the Guidelines for the payment of expenses and the provision of facilities for Mayor and Councillors for local councils in NSW prepared by the Secretary from time to time; and*
- viii. *Expenses involved in the provision of care for a child of, or an immediate family member of, a Councillor, to allow the Councillor to undertake his or her civic functions.*

1.2.2 Clause 403 (Payment of expenses and provision of facilities) states:

*A policy under section 252 of the Local Government Act 1993 must not include any provision enabling a council:*

- a) *To pay any Councillor an allowance in the nature of a general expense allowance; or*
- b) *To make a motor vehicle owned or leased by the council available for the exclusive or primary use or disposition of a particular Councillor other than a Mayor.*

### **1.3 Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for local councils in NSW**

1.3.1 In October 2009, the former Division of Local Government issued updated guidelines to assist councils review and prepare policies on the payment of expenses and provision of facilities for Mayors and Councillors in local councils in NSW.

### **2.4. Guidelines issued by the Office (formerly Division) of Local Government**

2.4.1 This Policy takes into account the following Circulars:

- a) Circular 08/03 Findings from review of Councillor expenses and facilities policies;
- b) Circular 08/24 Misuse of council resources;
- c) Circular 08/37 Council decision making prior to ordinary elections;
- d) Circular 09/36 Release of revised Councillor expenses and facilities guidelines;
- e) Circular 10/26 Misuse of council resources.

## CIVIC EXPENSES AND FACILITIES POLICY

**2.5 The Model Code of Conduct for Local Councils in NSW**

- 2.5.1 This policy is consistent with the Model Code of Conduct for Local Councils in NSW, Division of Local Government March 2020. The following clauses of Council's Code of Conduct are particularly relevant to section 252 as follows:

8.13 *You must use council resources ethically, effectively, efficiently and carefully in exercising your official functions, and must not use them for private purposes, except when supplied as part of a contract of employment (but not for private business purposes), unless this use is lawfully authorised and proper payment is made where appropriate.*

8.14 *Union delegates and consultative committee members may have reasonable access to council resources and information for the purposes of carrying out their industrial responsibilities, including but not limited to:*

- a) the representation of members with respect to disciplinary matters*
- b) the representation of employees with respect to grievances and disputes*
- c) functions associated with the role of the local consultative committee.*

8.15 *You must be scrupulous in your use of council property including intellectual property, official services and facilities and should not permit their misuse by any other person or body.*

8.16 *You must avoid any action or situation which could create the impression that council property, official services or public facilities are being improperly used for your own or any other person or body's private benefit or gain.*

8.17 *You must not use Council resources, property or facilities for the purpose of assisting your election campaign or the election campaign of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.*

8.18 *You must not use Council letterhead, Council crests and other information that could give the appearance it is official Council material for:*

8.18.1 *The purpose of assisting your election campaign or the election campaign of others; or*

8.18.2 *For other non-official purposes.*

8.19 *You must not convert any property of the council to your own use unless properly authorised.*

**2.6 ICAC Publication: No excuse for misuse, preventing the misuse of council resources**

- 2.6.1 This policy takes into account the Independent Commission Against Corruption (ICAC) publication, 'No excuse for misuse, preventing the misuse of council resources' (Guidelines 2) November 2002. This publication is available on the ICAC website at [www.icac.nsw.gov.au](http://www.icac.nsw.gov.au)



## REIMBURSEMENT OF EXPENSES – COUNCILLORS/ MAYOR (Appendix C)

TRIM 115877.2015-003

Name of Claimant .....

Details of Expense	GL Number	Date Incurred	Paid Yes / No	Receipt Attached Yes / No	Sub Amount	GST	Total Amount
Please reimburse me the total amount of \$ ..... for the above expenses incurred whilst carrying out Council business.						<b>TOTALS:</b>	

*\* It is recognised that receipts may not be provided in all cases. If it can be demonstrated that expenditure was incurred and it is not general in nature, then it is acceptable for Councillors to certify that the expenditure was for the purpose intended.*

☐

I hereby certify that the expenses outlined above were incurred by me for the purpose provided whilst carrying out Council business as approved above.

Signature of Claimant:

Date:

I have approved the total amount of \$

as reimbursement of expenses for Councillor (*name*)

Signed:

Manager Financial Services

Date:



## CIVIC EXPENSES AND FACILITIES POLICY

## Appendix D



## AUTHORITY TO PAY COUNCILLOR FEES TO COMPLYING SUPERANNUATION FUND

I Councillor/ Mayor..... hereby request and authorise Liverpool City Council to deduct \$..... monthly from Councillor Fees due to me and pay this amount into my nominated superannuation fund, the details of which are set below. I understand that the Council:

- (a) Will promptly pay the deducted amount into my superannuation account;
- (b) Will facilitate my application for membership to a new complying superannuation fund, if so required;
- (c) Is not in a position to provide any advice on my personal tax matters and will not be responsible for any tax losses and/ or gains that I may incur as a result of exercising this option;

Name of Superannuation fund: .....

Membership Number: ..... Account Number: .....  
(if different from membership number)

Tax File Number: .....

Signed: ..... Date.....

*Please note:*

1. *Councillors seeking new membership will be required to complete application forms and provide relevant documents that may be required by their Superannuation Fund.*
2. *The confidential information contained in this form will be used by Council only in accordance with the provisions of Council's Privacy Management Plan.*

**DRAFT** SEPTEMBER 2025**PLAN OF MANAGEMENT****CARNES HILL AQUATIC  
AND RECREATION CENTRE**

Produced for Liverpool City Council by:  
Parkland Planners  
PO Box 41  
FRESHWATER NSW 2096  
Director: Sandy Hoy  
[sandy@parklandplanners.com.au](mailto:sandy@parklandplanners.com.au)  
[www.parklandplanners.com.au](http://www.parklandplanners.com.au)  
ABN: 33 114 513 647



**Document Status**

Responsible Directorate	Operations
Contact Position	Manager Community Planning
Council Meeting Date	24 September 2025
Minute Number	
Trim Number	
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Scope	This Plan of Management refers to all Lots described in section 2.4.1

**Version Control**

Version	Adoption Date	Reason for Change
1	TBC	Draft for Council resolution to place on public exhibition
		Adoption by Council after public exhibition

# ACKNOWLEDGEMENT OF COUNTRY

## **ACKNOWLEDGEMENT OF COUNTRY**

Liverpool City Council acknowledges the traditional custodians of the land that now resides within Liverpool City Council boundaries, the Cabrogal clan of the Darug Nation. We acknowledge that this land was also accessed by peoples of the Dharawal and Darug Nations.

## **ACCESS AND EQUITY STATEMENT**

Liverpool City Council acknowledges and respects First Nations people as the original inhabitants of the land which now resides within the Liverpool Local Government Area, the people of the Dharug (Darug) and Tharawal (Dharawal) nations. Liverpool City Council also acknowledges and respects Liverpool's multicultural communities and their varied cultural backgrounds, languages, traditions, religions and spiritual practices.

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# 1 INTRODUCTION

## 1.1 What is a Plan of Management?

A Plan of Management provides the framework for managing public land. It sets out how public land is intended to be used, managed, maintained and enhanced in the future.

The NSW *Local Government Act 1993* requires a Plan of Management to be prepared for all public land that is owned by a Council and classified as community land under the Act.

This Plan of Management for the Carnes Hill Aquatic and Recreation Centre (CHARC) is accompanied by the CHARC Masterplan which shows the proposed facilities, functions and uses of the site.

## 1.2 Background to this Plan of Management

Establishing an aquatic centre at Carnes Hill was first proposed in 2018 as a complementary area to the existing Carnes Hill Community Precinct, 'Area 1', which was opened in 2016. Area 1 of the Precinct includes Carnes Hill Library, Carnes Hill Community Centre, the Michael Clarke Recreation Centre, a café, playground with waterplay, outdoor fitness equipment, and a skate park.

Liverpool City Council secured funding from the NSW State Government in 2023 for several community projects through the Western Sydney Infrastructure Grants Program (WSIGP), formerly known as WestInvest. One of these projects is the Carnes Hill Aquatic and Recreation Centre (CHARC) known as 'Area 2' of the Carnes Hill Recreation and Community Precinct.

The NSW Government is contributing \$53.4 million towards the project through the WSIG program, with Liverpool City Council also contributing funds.

The proposed masterplan for Area 2 (CHARC) has been staged, to ensure delivery within the WSIG fund. Stage 1 of the CHARC masterplan inclusions are listed below, with an expected completion date of December 2028. Future stages will be delivered once Council can secure additional funding.

**Stage 1** includes:

- ☐ indoor 25 metre 8-lane pool
- ☐ indoor learn-to-swim pool
- ☐ indoor splash pad
- ☐ change rooms, family and group
- ☐ storage and plant spaces
- ☐ café/restaurant
- ☐ reception/ foyer and kiosk
- ☐ pool concourse.

The CHARC Masterplan includes the following additional components that can be delivered if funds become available:

- ☐ outdoor 50 metre pool
- ☐ outdoor waterplay area
- ☐ multifunctional centre
- ☐ spa and sauna
- ☐ pedestrian connection with Carnes Hill Community Precinct Area 1 (delivered in 2015).

Sports fields and supporting facilities are being planned to the north-east of the CHARC, as 'Area 3' of the Carnes Hill Community Precinct.

This Plan of Management incorporates Area 2 of the Carnes Hill Community Precinct site only, and is referred to in this plan as the Carnes Hill Aquatic and Recreation Centre (CHARC). This is the first Plan of Management to be prepared for the CHARC. The preparation of a standalone Plan of Management for the CHARC reflects the significance and extent of the proposed development to Council and the community.

### 1.3 Land to which this Plan of Management applies

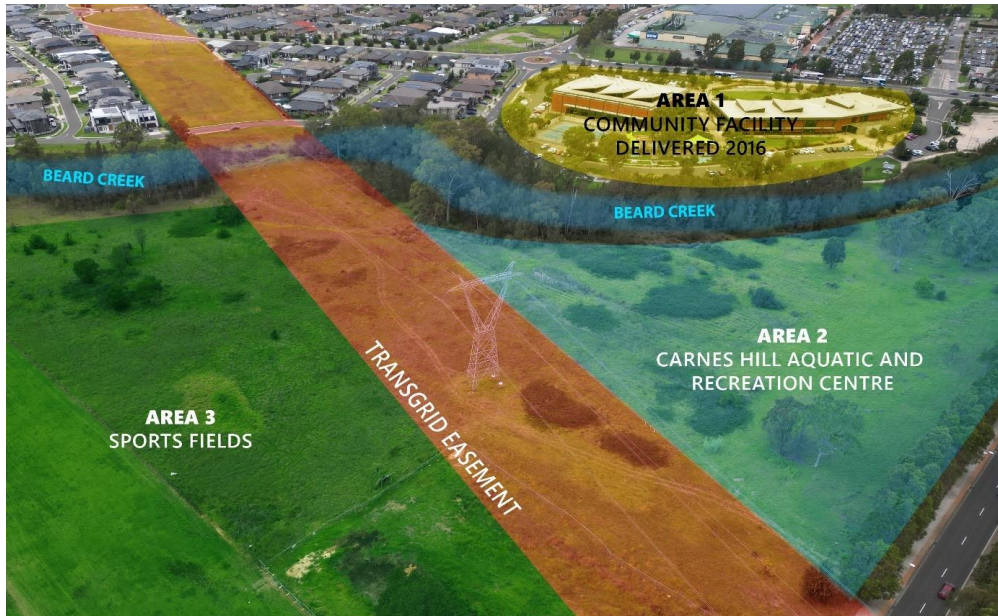
This Plan of Management applies to the proposed Carnes Hill Aquatic and Recreation Centre as shown in Figure 1.

Figure 1 Carnes Hill Aquatic and Recreation Centre





Key features of the Carnes Hill Aquatic and Recreation Centre site include parts of the Beard Creek corridor, part of a Transgrid 330kv transmission line corridor and proposed aquatic and recreation centre.



## 1.4 Objectives of this Plan of Management

The objectives of this plan are to:

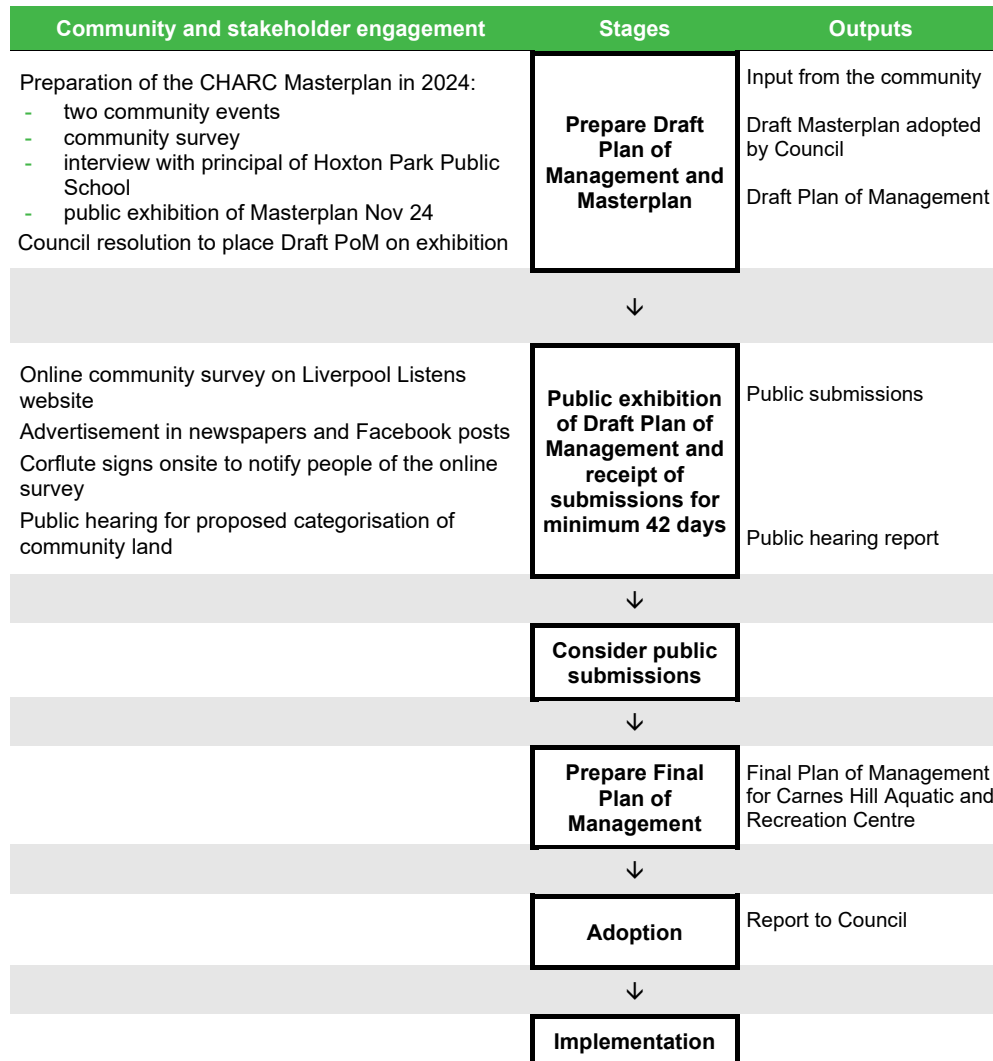
- ☐ provide a framework for the establishment and ongoing improvement, use, maintenance and management of the Carnes Hill Aquatic and Recreation Centre over the next 10 years
- ☐ comply with relevant legislation, particularly the *Local Government Act 1993*
- ☐ be consistent with Liverpool City Council's relevant strategies, plans and policies
- ☐ reflect the values and expectations of the community, user groups, residents and workers, and all other users who will use and enjoy Carnes Hill Aquatic and Recreation Centre
- ☐ protect, enhance and balance the recreational, community, natural and open space values of the site
- ☐ guide future uses and developments of Carnes Hill Aquatic and Recreation Centre, particularly provision of swimming and other aquatic facilities to cater for the growing population
- ☐ authorise future uses and developments and use agreements (leases, licences and other estates) over the land
- ☐ categorise community land within Carnes Hill Aquatic and Recreation Centre to reflect proposed uses
- ☐ include clear and achievable management strategies, actions and performance targets which reflects Council's corporate planning goals and plans
- ☐ identify priorities for the allocation of resources to inform future capital works and maintenance programs consistent with identified community and user needs.

## 1.5 Process of preparing this Plan of Management

### 1.5.1 Introduction

The general process of preparing this Plan of Management, engagement with stakeholders and the community, and documents produced at each stage is outlined below in Figure 2.

Figure 2 Process of preparing this Plan of Management



### 1.5.2 Community and stakeholder engagement

Engagement with the community is an important part of the preparation of this Plan of Management. Council is committed to engaging with the community in the planning and management of its community land. By utilising collaborative processes that recognise the values of the CHARC and local knowledge, we have developed a shared vision for its use, management and development.

Relevant outcomes of community/stakeholder engagement since 2010 are in Section 4.3.

The Draft Plan of Management will be exhibited for public comment in accordance with Section 38 of the *Local Government Act 1993*. Submissions will be received, considered and appropriate amendments incorporated into the final Plan of Management.

## 1.6 Requirements for Plans of Management for community land

This Plan of Management is divided into the following sections, as outlined in Table 1.

Table 1 Structure of this Plan of Management

Section	What does it include?
1 Introduction	Background to the Plan of Management, purpose, process, contents
2 Description of Carnes Hill Aquatic and Recreation Centre	History, ownership and management, physical description, facilities, uses, maintenance
3 Planning context	Commonwealth and State planning legislation Regional and local planning context
4 Basis for Management	Values and issues of the community and users Vision, roles, management objectives
5 Future uses and developments	Permissible uses and developments, scale and intensity of use, use agreements
6 Action Plan	Actions, performance targets and measures
7 Implementation and review	Management, funding, reporting, review

Requirements for a Plan of Management for community land are as provided by the *Local Government Act 1993*. These requirements and where they can be found in this Plan, are listed in Table 2.

Table 2 Contents of a Plan of Management for community land

Requirement of the Local Government Act	How this plan satisfies the Act
A description of the condition of the land, and of any buildings or other improvements on the land as at the date of adoption of the Plan of Management	Section 2
A description of the use of the land and any such buildings or improvements as at the date of adoption of the Plan of Management.	Section 2
Categorisation of community land	Section 3
Core objectives for management of the land	Section 4
The purposes for which the land, and any such buildings or improvements, will be permitted to be used.	Section 5
The purposes for which any further development of the land will be permitted, whether under lease or licence or otherwise.	Section 5
A description of the scale and intensity of any permitted use or development.	Section 5
Authorisation of leases, licences or other estates over community land.	Section 5
Objectives and performance targets.	Section 6
Means by which the plan's objectives and performance targets will be achieved.	Section 6
Means for assessing achievement of objectives and performance targets.	Section 6



## 2 DESCRIPTION OF CARNES HILL AQUATIC AND RECREATION CENTRE

### 2.1 Location and context

Carnes Hill Aquatic and Recreation Centre is located in the suburb of Carnes Hill within the Liverpool Local Government Area (LGA) (Part Lot 1—DP 1204810), (Part Lot 11 DP 1043935).

Figure 3 Location and context of Carnes Hill Aquatic and Recreation Centre



1 Carnes Hill Marketplace	2 Greenway Park	3 Petrol Pump
4 Medical Centre	5 Skate Park	6 Event Green space
7 Carnes Hill Community Centre	8 Carnes Hill Library	9 Café/ Restaurant
10 Michael Clarke Recreation Centre	11 Tennis Courts	12 Outdoor Waterplay
13 Playground	14 Hoxton Park Anglican Church	15 Hoxton Park Public School
16 330Kv transmission line		



## 2.2 History and cultural heritage

### 2.2.1 History of Carnes Hill Aquatic and Recreation Centre

#### First Nations

The Cabrogal Clan of the Darug Nation are the traditional custodians of the land on which Carnes Hill is now situated. It is also acknowledged that this land was also accessed by peoples of the Dharawal and Darug Nations.

CHARC is located within the boundaries of the Gandangara Local Aboriginal Land Council.

Biosis (2024) suggested that Beard Creek and its former tributary may have provided abundant food and water resources to the Aboriginal population.

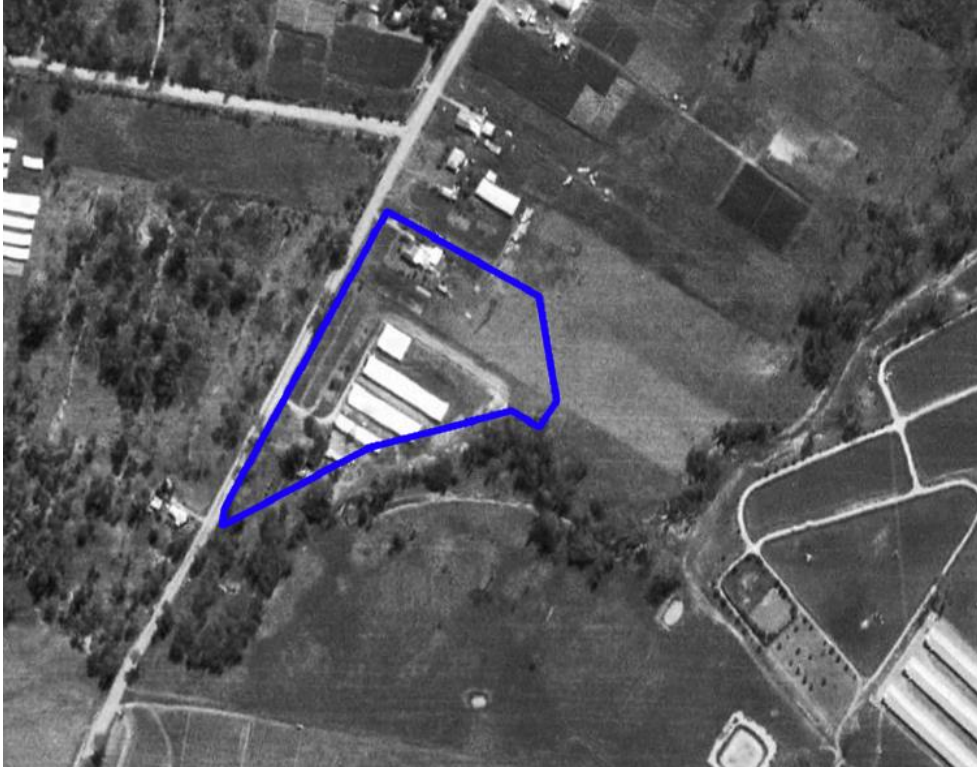
#### Post-European

The history of Carnes Hill Aquatic and Recreation Centre and its context in Carnes Hill is documented in Biosis (2024) and shown in aerial imagery.

Table 3 Carnes Hill Aquatic and Recreation Centre site historical events

Date	Event
1947	Aerial imagery shows mature native vegetation on both sides of Beard Creek with a large pool of water visible in the north-east corner of the study area.
1965	Aerial imagery shows development within western and northern boundaries of the study area. Fields towards the north were ploughed for horticultural works. Three residential and three warehouse constructions were on the western boundary.
1975	Aerial imagery (refer to Figure 4) shows continued development with existing constructions having taken more land towards the centre of the site. The area north of Beard Creek appears to have been cleared, and the tree cover on both sides of the creek appears to have been slightly removed.
2004	Aerial imagery shows the demolition and removal of structures across the site, with one residential property remaining towards the northern end of the site
2012-2013	Liverpool City Council developed the land south of Beard Creek with a recreation centre and community facilities (Area 1).
2023	Council purchased the former farm. Demolition of the dwelling house, removal of asbestos and disconnection and removal of the power line to the house occurred at 305 Cowpasture Road in November.
2025 - 2028	Delivery of CHARC Masterplan

Figure 4 Carnes Hill Aquatic and Recreation Centre site 1975



### 2.2.2 Heritage significance

The Aboriginal Cultural Heritage Assessment for the proposed CHARC site (Biosis, 2024) found that five registered sites on the Aboriginal Heritage Information Management System (AHIMS) database are within the study area. The five sites comprise two sites with open isolated artefacts (silcrete flakes), one open artefact scatter and two potential archaeological deposits.

A field survey of the study area undertaken on 1 March 2024 by a representative of Biosis and from Gandangara Local Aboriginal Land Council did not identify any additional Aboriginal sites or objects.

Biosis (2024) assessed the study area as having low archaeological potential.

## 2.3 Significance of Carnes Hill Aquatic and Recreation Centre

When complete Carnes Hill Aquatic and Recreation Centre will be a much valued and used recreation and community facility in Carnes Hill for several reasons, including that it is a multi-purpose sporting precinct and offers unique adventure activities in Liverpool LGA.

## 2.4 Land ownership and management

### 2.4.1 Current ownership and management

The current ownership and management of the parcels of land which comprise Carnes Hill Aquatic and Recreation Centre are shown in Figure 5 and detailed in Table 4.

The total area of the CHARC is 2.91 hectares.

Figure 5 Current ownership and management of CHARC

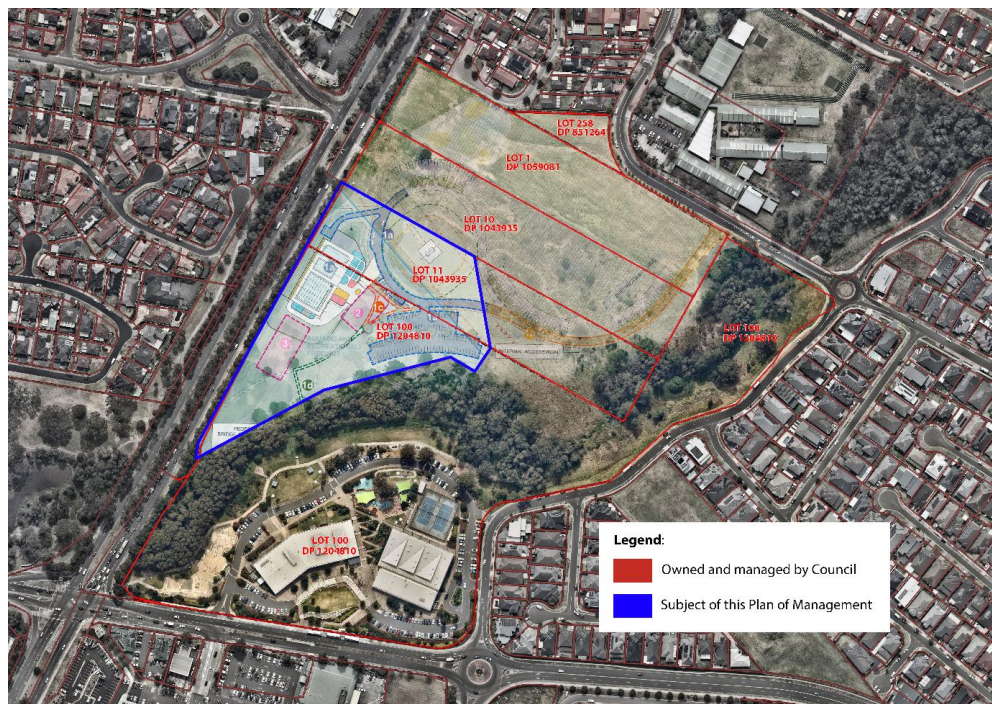


Table 4 Ownership and management of Carnes Hill Aquatic and Recreation Centre

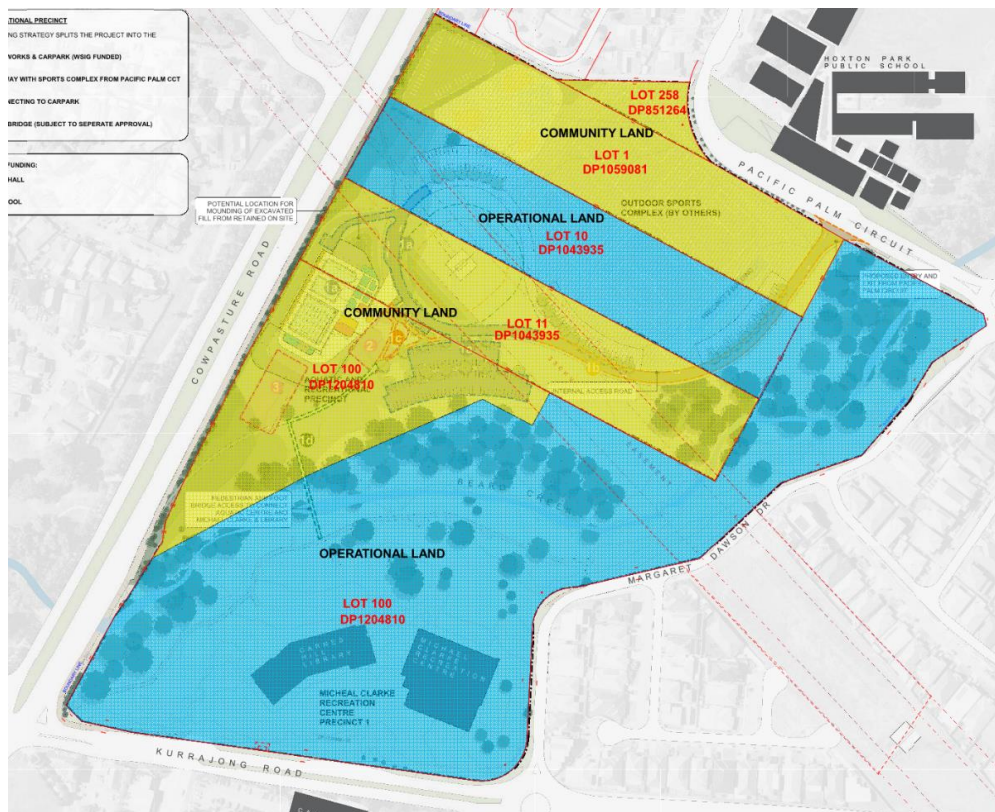
Lot/DP	Owner	Zoning	Classification	Categorisation	Features	Site constraints
Lot 11 DP 1043935 (part) 0.95ha	Liverpool City Council	RE1 Public Recreation; SP2 Infrastructure (Drainage)	Community land	Park General Community Use Natural Area- Bushland	Part of CHARC Transmission easement Access roads, carparks Parkland	Within flood planning area (all/part) Subject to flood related development controls (all/part) Flood prone (all/part) Within high-risk flood category (all/part) Bushfire prone land (part) Subject to Planning for Bushfire Protection (Rural Fire Services 2019) Potentially contaminated land Bio-diversity certified (part/all) Obstacle limitation surface area Wildlife Buffer Zone – within 13km zone
Lot 100 DP 1204810 (part) 1.9ha	Liverpool City Council	RE1 Public Recreation; SP2 Infrastructure (Drainage);	Community land	Park General Community Use Natural Area- Bushland	Part of CHARC Transmission easement Access roads, carparks Parkland Natural bushland	Within flood planning area (all/part) Subject to flood related development controls (all/part) Flood prone (all/part) Within medium risk flood category (all/part) Bushfire prone land (part) Subject to Planning for Bushfire Protection (Rural Fire Services 2019) Potentially contaminated land Bio-diversity certified (part/all) Obstacle limitation surface area Wildlife Buffer Zone – within 13km zone



All of the Carnes Hill Community Precinct land is owned and managed by Liverpool City Council. Parts of the site are classified as community land and operational land as shown in Figure 6 consistent with the under the *Local Government Act 1993* as shown in Figure 6. All of the land included in the CHARC site is classified as community land.

All land classified as community land must be managed in accordance with the *Local Government Act 1993*. Liverpool City Council manages community land in the Liverpool Local Government Area.

Figure 6 Classification of Carnes Hill Aquatic and Recreation Centre



The proposed aquatic centre facility footprint currently sits across two lots: Lot 11 and Lot 100. Council intends to subdivide the existing lots as shown in Figure 7 below to create a dedicated lot for the Aquatic and Recreational Centre. This approach will save funding by avoiding the costly requirement to provide fire compartmentation at the lot boundary. It also addresses potential issues associated with having only a single water and electricity connection per lot. The proposed subdivision will incorporate Lot 11 at 0.39ha and the newly created Lot at 2.52ha, within the scope of the PoM.

Figure 7 Proposed boundary subdivision for Lots 11 and 100



Following on from Table 4 above, land within the proposed boundaries of Lot 11 DP 1043935 (part) and Lot 100 DP 1204810 (part) will be or continue to be:

- ☐ owned by Liverpool City Council
- ☐ zoned RE1 Public Recreation or SP2 Infrastructure (Drainage)
- ☐ classified as community land
- ☐ categorised as Park, General Community Use or Natural Area-Bushland
- ☐ part of CHARC and the transmission easement
- ☐ include access roads, carparks, parkland and the Beard Creek riparian corridor
- ☐ within flood planning area (all/part)
- ☐ subject to flood related development controls (all/part)
- ☐ flood prone (all/part)
- ☐ within medium or high-risk flood category (all/part)
- ☐ bushfire prone land (part)
- ☐ subject to Planning for Bushfire Protection (Rural Fire Services 2019)
- ☐ potentially contaminated land
- ☐ bio-diversity certified (part/all)

- ☐ obstacle limitation surface area
- ☐ with Wildlife Buffer Zone – within 13km.

### 2.4.2 Management

CHARC is owned by Liverpool City Council. The design and development of the centre is led by the Western Sydney Infrastructure Grants (WSIG) team in the Operations directorate. The ongoing management responsibilities of CHARC and the site, are delivered across a number of teams in Council, including:

- ☐ Recreation and Community Outcomes – sporting field and parks bookings, space activation, event support
- ☐ City Works - maintenance, repairs, cleansing of the park
- ☐ Open Space Construction - capital works, major physical works
- ☐ Operations – community and urban planning, infrastructure capital works, asset management
- ☐ Communications - marketing, branding, website
- ☐ Planning and Compliance – strategic planning, development assessments, community standards
- ☐ Customer Business and Performance – customer service and requests
- ☐ Property Services – land management, property leasing and licencing
- ☐ Office of the CEO – commercial development, corporate strategy.

Council is also responsible for review of this Plan of Management, when necessary, to enable changing circumstances and community needs to be considered and incorporated.

### 2.4.3 Key stakeholders at Carnes Hill Aquatic and Recreation Centre

Stakeholders responsible for management of land, facilities and/or use at Carnes Hill Aquatic and Recreation Centre are listed in Table 6.

Table 5 Stakeholders in Carnes Hill Aquatic and Recreation Centre

Organisation	Responsibilities
Liverpool City Council	Land-owner Management Asset management Community and stakeholder engagement Community safety Bookings Maintenance Funding
Gandangara Local Aboriginal Land Council	Aboriginal cultural heritage
TransGrid	Transmission line infrastructure and easement
WSIG	Funding body
Transport for New South Wales	Road infrastructure

Organisation	Responsibilities
User groups	Meet requirements of licence, hire and other use agreements
Hoxton Park Public School	Adjoining land use Meet requirements of licence and other use agreements
Other lessees/licensees and users	Meet requirements of use agreements
Local residents	Neighbours Users
NSW Police	Crime prevention
Hirers/ Lessees/ Licensee	Michael Clarke Recreation Centre, Carnes Hill Library and Community Centre, Black Elk Cafe

## 2.5 Physical characteristics

### 2.5.1 Climate

Monthly long-term (1968-2023) climate data for Bankstown Airport AWS (located approximately 20 km from CHARC) is in Table 7.

The warmest months are in summer December to February, and the coldest months are in winter June to August.

Mean rainfall is highest in February and March, while rainfall is lowest in July to September.

Table 6 Average monthly climate data – Bankstown Airport AWS

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Mean maximum temperature (°C)	28.5	27.9	26.4	23.8	20.6	17.8	17.4	19.1	21.8	24.0	25.4	27.5	<b>23.4</b>
Mean minimum temperature (°C)	18.3	18.2	16.3	12.8	9.4	6.7	5.2	6.1	8.8	11.9	14.4	16.7	<b>12.1</b>
Mean rainfall (mm)	94.6	109.6	113.5	82.6	63.4	76.5	48.4	49.4	44.5	62.1	76.0	66.5	<b>884.8</b>

### 2.5.2 Geology and soils

The Penrith geological series sheet at a scale of 1:100,000 shows the site is underlain by Quaternary Age deposits that comprise sand, silt and clay. The site is located near the geological boundary of Triassic Age Bringelly Shale. Rock within this formation comprise shale, claystone, laminite, sandstone, rare coal and tuff.



## Acid sulfate soils

The risk of acid sulfate soils at Carnes Hill Aquatic and Recreation Centre is low, with those soils being Class 5 acid sulfate soils.

## Contamination

### Known contamination

Following acquisition of the property and initiation of development works (demolition of structures), Council discovered areas of concern which have since been consolidated at the sites southern end adjoining Cowpasture Road. The material is present in two stockpiles however only one is contaminated as follows;

- ~130m<sup>3</sup> of General Solid Waste; and
- ~500m<sup>3</sup> of General Solid Waste - Special Waste (Asbestos).

In addition one area of minor asbestos contamination remains in-situ within the aquatic centre footprint.

The CHARC project team has engaged consultants to undertake a Remediation Options Appraisal to determine appropriate methods of remediation. This process has determined that the most cost, waste and environmentally friendly method of management is to encapsulate the material onsite.

The next step in site contamination management is to engage an environmental consultant to prepare a Remediation Action Plan (RAP). The RAP will adapt the chosen remediation option to work with the precinct design and inform the practical requirements of the remediation of both stockpiled contaminated soil and any unexpected finds encountered during the works.

### Risk of unexpected contamination

While the greater precinct area has been investigated in accordance with NEPM and NSW EPA guidance, there remains two sources of potentially unexpected contamination which must be considered when considering the remaining project risk and informing the unexpected finds protocol for the project works.

#### 1. Surface contamination hidden beneath long grass

Due to the scale of the site, long grass and dense vegetation there remains the potential for undiscovered surface contamination, primarily in the form of asbestos building materials which may have been dumped within the precinct. In advertent mixing of this material with clean soils during vegetation clearing could result in increased contamination management requirements.

#### 2. Undetected soil contamination arising from residual investigation uncertainty / confidence limitations

Contamination investigations are limited by the practical implementation of physical sampling methodologies and laboratory analysis, this process aims to achieve a 95% confidence that all contamination has been detected. Inherent in this process is the remaining 5% uncertainty where contamination potential remains.

Critical in managing both contamination risk sources is the role of the unexpected finds protocol. Council has a general unexpected finds protocol which must be adopted for the works however it is also critical that a site-specific unexpected finds protocol be developed.

### 2.5.3 Landform and topography

The landform and topography of the Carnes Hill Aquatic and Recreation Centre site are characterised as predominantly flat to gently undulating terrain. Elevations across the site range from approximately 46 metres AHD at the Cowpasture Road boundary, which represents the highest point, down to around 39 metres AHD at Beard Creek just outside the site boundary as shown in Figure 8. This gradual change in elevation indicates a mild slope across the site, generally falling towards Beard Creek.

The flat to gently sloping topography is typical of the broader Carnes Hill area, which sits on the Cumberland Plain, a geological region known for its broad, relatively low-lying landscape interspersed with gentle rises.

Beard Creek functions as a natural drainage line, influencing the local hydrology and contributing to minor variations in site levels.

Figure 8 Topography of CHARC





The aspect of the site is generally northerly, with sunny and exposed, vegetated and shaded areas.

#### 2.5.4 Hydrology and drainage

Carnes Hill Aquatic and Recreation Centre site is situated within the Georges River Catchment.

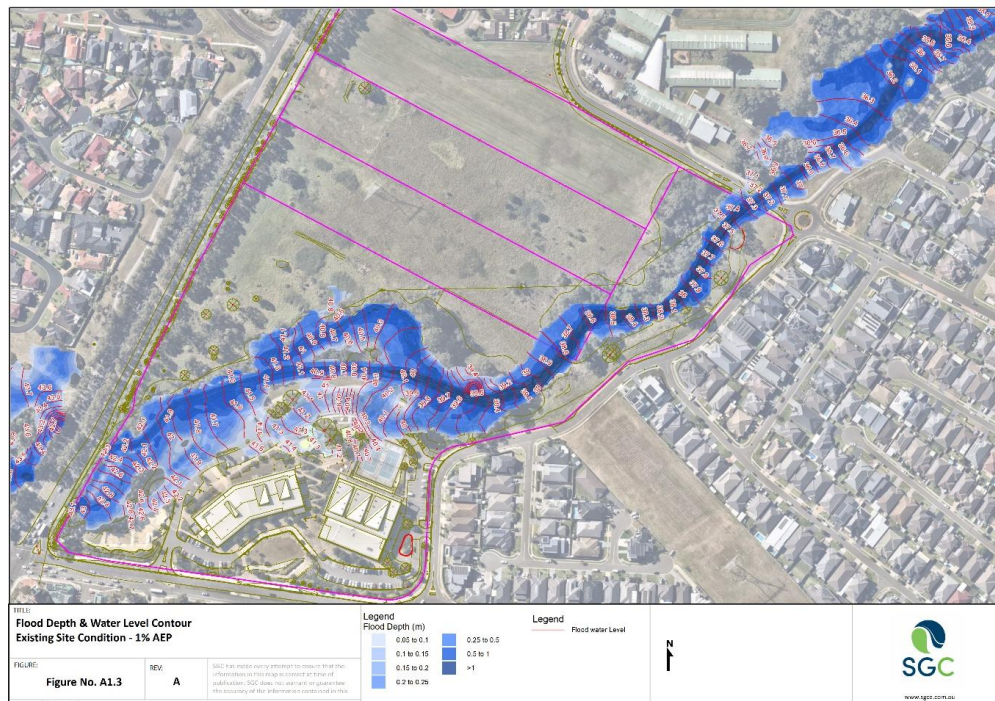
Beard Creek is situated just outside the study area to the east and south. Beard Creek is classified as a third-order, non-perennial tributary of Cabramatta Creek, located approximately 800 metres to the east. Historically, a first-order tributary also existed at the northern-most part of the site. Beard Creek and these surrounding waterways likely influenced historical land use, providing water resources and attracting fauna.





The site itself has a generally low-lying and gently undulating character, with surface water draining towards Beard Creek. Due to the creek's non-perennial nature, parts of the site to the south as shown in Figure x are subject to periods of waterlogging during wet seasons and drying out during drier periods Flood depth and water levels.

Figure 9 Flood depth and water levels CHARC



### 2.5.5 Biodiversity

#### Flora

The area is comprised of cleared land, native vegetation, and adjacent riparian zones associated with a small ephemeral watercourse that connects with Cabramatta Creek to the northeast of the study area.

The Carnes Hill Aquatic Centre: Flora and Fauna Assessment (Biosis Pty Ltd, August 2025) applied the development footprint of the proposed aquatic and recreational centre, including associated infrastructure, and a 20-metre buffer to account for any indirect impacts.

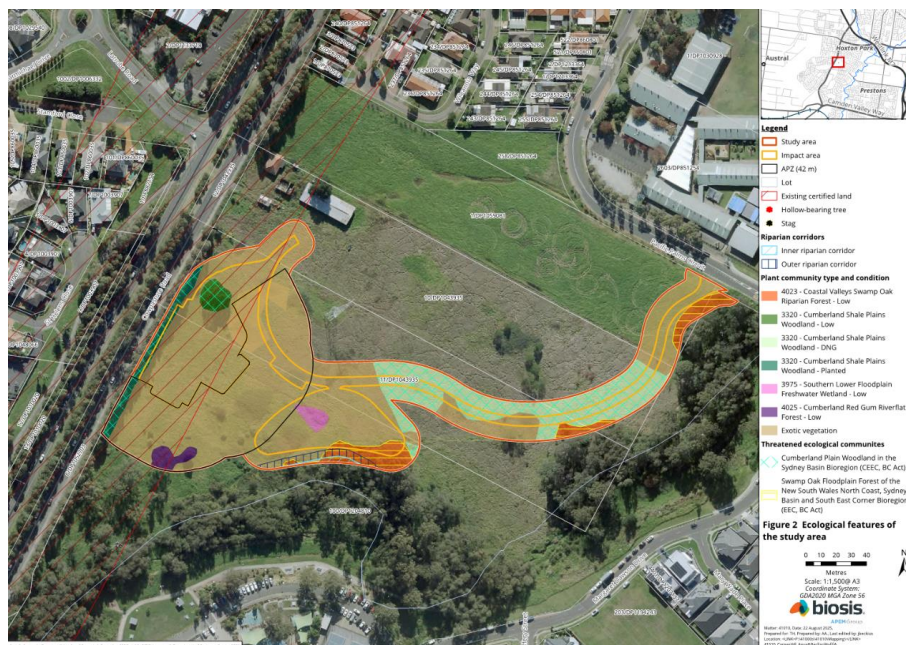
#### Threatened species

Background searches by Biosis identified 30 threatened flora species recorded or predicted to occur within 5 kilometres of the study area. Those species considered most likely to have habitat within the study area based on the background research are as follows:

- Downy Wattle *Acacia pubescens* (Vulnerable, EPBC Act and BC Act).
- Dillwynia *tenuifolia* (Vulnerable, BC Act).
- Gyrostemon *thesioides* (Endangered, BC Act).
- Matted Bush-pea *Pultenaea pedunculata* (Endangered, BC Act).
- Spiked Rice-flower *Pimelea spicata* (Endangered, EPBC Act and BC Act).

The threatened plant, Spiked Rice-flower was deemed to have a moderate likelihood of occurrence within the study area. A significant impact is not anticipated. It is recommended a pre-clearance survey is undertaken prior to works to confirm its presence.

Figure 10 Ecological Features of the study area (Biosis 2025)










### Plant Community Types

The Biosis field investigation confirmed the presence of four native Plant Community Types (PCTs) and one exotic vegetation community within the study area.

Table 7 Plant community types in Carnes Hill Aquatic and Recreation Centre

Plant community type Condition		
PCT 3320 Cumberland Shale Plains Woodland	0.03 ha of low condition 0.008 ha of planted condition 0.02 ha of Derived Native Shrubland (DNS) condition 0.68 ha of Derived Native Grassland (DNG) condition	
PCT 3975 Southern Lower Floodplain Freshwater Wetland	0.02 ha of low condition	
PCT 4023 Coastal Valleys Riparian Forest	0.15 ha of low condition	
PCT 4025 Cumberland Red Gum Riverflat Forest	0.03 ha of low condition	

Plant community type	Condition	
Exotic Grassland	2.53 ha	

Biosis (2025) highlighted master plan activities with potential impact to plant communities include clearance of 0.17 hectares of native vegetation, which includes:

- ❑ 0.09 hectares of DNG condition PCT 3320 Cumberland Shale Plains Woodland, associated with the Critically Endangered Ecological Community Cumberland Plain Woodland in the Sydney Basin Bioregion listed under the *Biodiversity Conservation Act 2016*
- ❑ 0.02 hectares of low condition PCT 3975 Southern Lower Floodplain Freshwater Wetland
- ❑ 0.02 hectares of low condition PCT 4023 Coastal Valleys Riparian Forest, associated with the Endangered Ecological Community Swamp Oak Floodplain Forest of the New South Wales North Coast, Sydney Basin and South-East Corner Bioregions listed under the *Biodiversity Conservation Act 2016 (BC Act)*.

As Plant Community Types 3320 and 4023 are consistent with Threatened Ecological Communities under the BC Act, Tests of Significance have been undertaken for these communities. These assessments concluded that the development will not have a significant impact on either Threatened Species or Threatened Ecological Communities.

## Fauna

The vegetation along Beard Creek forms an important wildlife corridor that should be protected. Wildlife studies undertaken in nearby areas have identified a range of threatened fauna species, particularly microbats. Biosis (2025) identified 67 threatened fauna species recorded within 5 kilometres of the study area. However, all with exception of the Green and Golden Bell Frog were deemed to have a low likelihood of occurrence within the study area. The Green and Golden Bell Frog was considered to have a moderate likelihood of occurrence.

The NSW Test of Significance and Commonwealth Significant Impact Criteria assessment was completed for each species. These assessments concluded the proposal is unlikely to have a significant impact on any BC Act 2016 or *Environment Protection and Biodiversity Conservation Act 1999 (EPBC)* listed fauna species.

The proposed works do not trigger the Biodiversity Offsets Scheme under the BC Act as the study area is not mapped on the Biodiversity Values Map, does not exceed the clearing area threshold, and a significant impact on threatened entities is not considered likely. Therefore, a Biodiversity Development Assessment Report is not required.

## Aquatic Habitats

One Strahler order three waterway (Beard Creek) occurs adjacent to the study area and is mapped as Key Fish Habitat (KFH) on the Fisheries Spatial Data Portal (DPI 2025). The field

investigation confirmed that it does not contain suitable habitat for threatened species or endangered populations listed under the FM Act.

The waterway is currently in a poor condition due to high abundance weeds, rubbish and residential runoff. There are no records of threatened aquatic species within the study area. In addition, no threatened aquatic species listed under the EPBC Act were mapped within the study area or in downstream receiving waters.

No dredging (or other works) are anticipated within areas classified as KFH as part of the proposed works. Consequently, no further assessment, such as a test of significance for FM Act listed entities, is required.

Mitigation measures to protect fauna species habitat during construction activities include pre-clearance surveys, exclusion fencing and hygiene protocols for vegetation clearing and plant.

### 2.5.6 Fire regime

The site is identified as bushfire prone land on the Liverpool Bush Fire Prone Land 2021 map in Figure 10.

The south-eastern boundary of the CHARC site is a 30-metre wide 'Vegetation Buffer' which adjoins portions of Vegetation Category 2 along the banks of Beard Creek south-west to Cowpasture Road. Vegetation Category 2 is considered to be a lower bush fire risk than Category 1 and Category 3 but higher than the excluded areas. This vegetation category has lower combustibility and/or limited potential fire size due to the vegetation area shape and size, land geography and management practices.

Figure 11 is taken from the Bushfire Assessment Report by Ecological Australia (2025) and shows the proposed development's impact on Figure ten's category boundaries, of bushfire prone land. A 42-metre Asset Protection Zone around the aquatic centre has been proposed.

Figure 11 Bushfire Hazard Assessment

## 2.6 Visual assessment

The current landscape of the Carnes Hill Aquatic and Recreation Centre bears little resemblance to its original natural state. Historical vegetation clearance for agricultural use, combined with more recent land modifications in anticipation of the development of the aquatic centre and sports fields.

Today, the view scape is predominantly defined by remnant trees located in the Beard Creek riparian corridor, which provides some visual connection to the site's natural history. These natural elements are juxtaposed against highly visible infrastructure, including electricity transmission towers and overhead powerlines that transect the site north-west to south-east.

Views into the site from adjoining land uses are largely open due to the clearing of vegetation for the adjoining residential and recreational developments, as well as infrastructure corridors like Margaret Dawson Drive and Pacific Palms Circuit.

The aquatic centre will be landscaped, including mounding.



## 2.7 Access and circulation

### 2.7.1 Current access

#### Public access

##### Pedestrian access

Public pedestrian access is available to Lot 11 and Lot 100, as well as parts of Beard Creek at all times.

##### Vehicle access

Public vehicle access to the site is currently not permitted. Boulders have been placed along the Cowpasture Road boundary to discourage illegal dumping that has occurred over the past 10 years.



### Public transport access

Several local and regional bus routes are within easy walking distance of the site:

- ❑ Cowpasture Road after Tibooburra Rd - 827, 852, 853, 854, 855, 861
- ❑ Carnes Hill Marketplace, Kurrajong Road - 827, 851, 852, 853, 854, 855, 859, 86, 1043, 2042
- ❑ Greenway Drive near Cowpasture Road – 852, 854, 859, 1009, 1015, 1044, 1053, 2014, 2027, 2056
- ❑ Hoxton Park Anglican Church, Cowpasture Road - 827, 853, 854, 855, 861, 1001, 1009, 1031, 1034, 1043, 1051, 2028, 2042, 2056, 2064.

### Authorised access

Access to the TransGrid tower is limited to service vehicles only via a locked boom gate.



The vehicle access point to the former dwelling off Cowpasture Road is restricted for Council maintenance vehicles only. This will be closed when the construction of the aquatic centre has been completed.

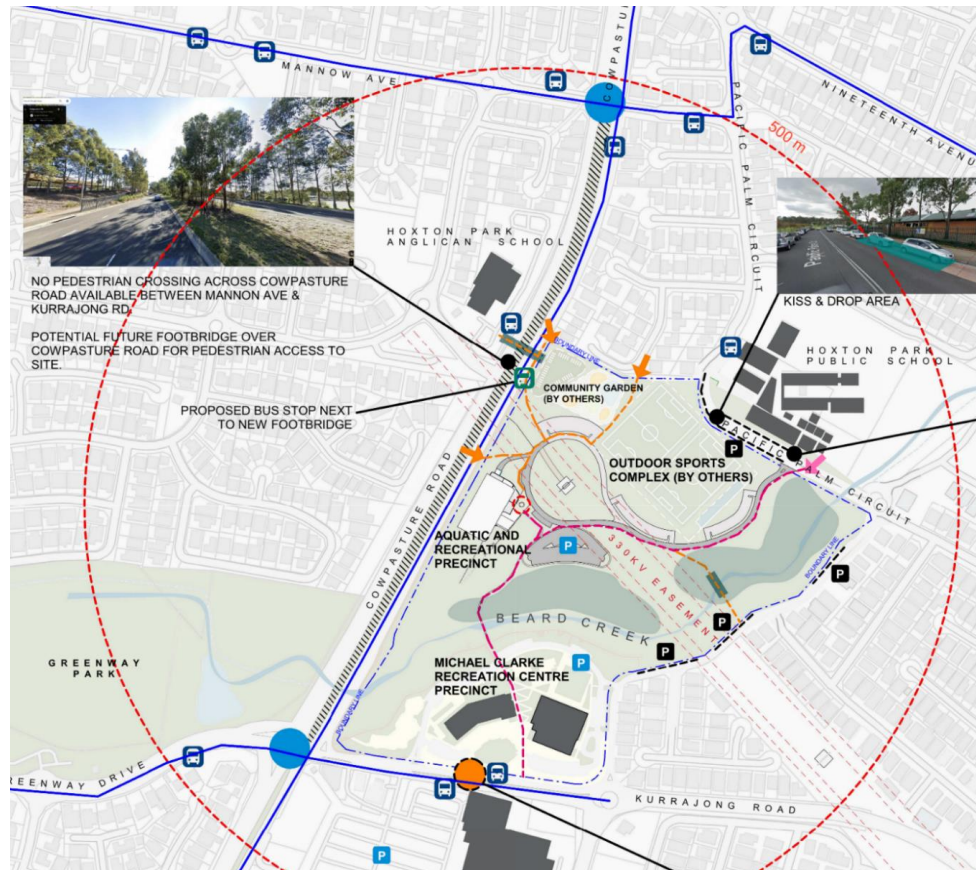




## 2.7.2 Proposed access and circulation

Carnes Hill Aquatic and Recreation Centre is intended to be easily accessible by foot, bicycle, private and authorised vehicles and public bus services as shown in Figure 12.

Figure 12 Proposed access and circulation



A network of formal and informal pedestrian pathways will connect CHARC with adjoining residential areas to the west, north and east; and to the broader Carnes Hill Community Precinct to the south.

As part of the new development, the project proposes a dedicated pedestrian link between Area 1 of the Carnes Hill Community Precinct and Areas 2 and 3. In relation to cycling access, the proposal also includes upgrades to the existing cycleway network, ensuring safe and convenient connections between the new facilities and nearby residential areas. Formal shared-path access will be available from Pacific Palm Circuit, Cowpasture Road and Margaret Dawson Drive. Internal pathways will also be constructed to improve local pedestrian and cyclist movement throughout the site.

Cowpasture Road on the western boundary is a classified road. Under SEPP (Transport and Infrastructure) 2021 any development on land that has a frontage to a classified road must comply with Section 2.119.

Access for private vehicles visiting the aquatic centre will be via Pacific Palms Circuit, where parking for buses will also be available during events.

TransGrid's existing access point from Cowpasture Road will be maintained.

Council has received an informal approval from Transport for NSW to use these vehicle access points from Cowpasture Road during construction of the CHARC. Formal approval will be sought through the development application process.

The Carnes Hill Aquatic Centre will be a step-free facility, designed to provide equitable access for all users. Pool access will be available via ramps or lifts, ensuring safe and easy entry for people of all abilities. In addition, accessible bathrooms and an adult change facility will be provided to support the needs of individuals requiring higher levels of care, making the centre inclusive and welcoming for everyone.



An entry fee will be paid to access the aquatic centre.

## 2.8 Condition of land and built facilities

The site is in generally suitable condition for development of the proposed aquatic and recreation facilities.

A description and condition of the built structures in Carnes Hill Aquatic and Recreation Centre at the date of adoption of this Plan is in Table 8.

**Table 8** Condition of site structures at Carnes Hill Aquatic and Recreation Centre (insert lot numbers)

Item	Description	Condition	Images
Transmission line Lot 100	330KV Single Circuit Steel transmission tower owned and managed by TransGrid. 60 metre easement width	Good	
Fencing Lot 11	Existing fences to Lots 10 and 11. Fences are to be removed when construction of the aquatic centre begins.	Poor	

### 2.8.3 Utilities

Carnes Hill Aquatic and Recreation Centre has connections to utility service infrastructure including electricity, water, sewer and telecommunications.

The TransGrid 330kV overhead transmission line is within an easement as shown in Figure 13.

Figure 13 TransGrid easement

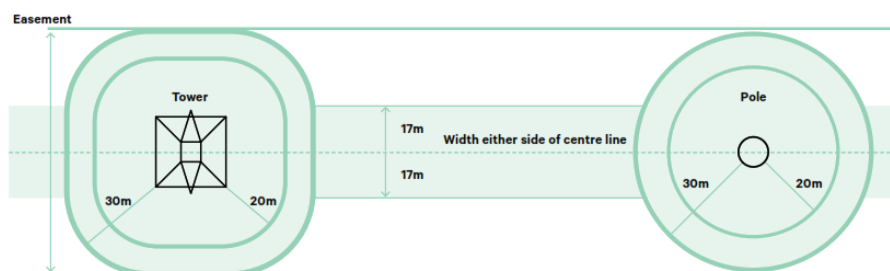
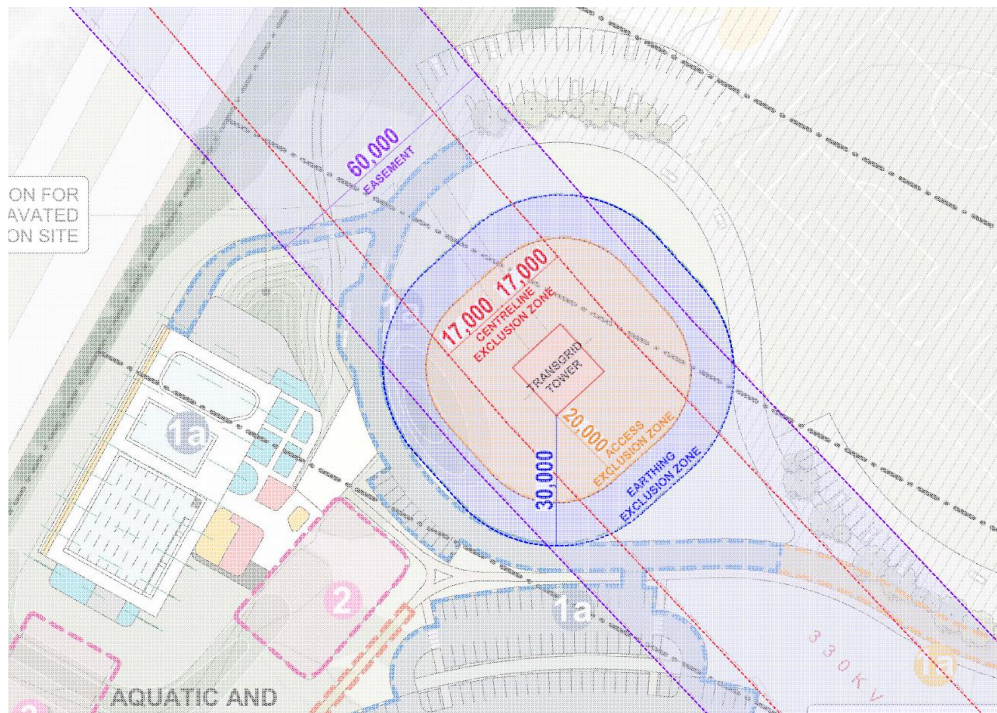


Figure 3: 220kV and above Exclusion Zone (not to scale)

Figures 2 & 3: Not to scale. Typical easement widths only, may vary on a case-by-case basis. Exact location of exclusion zones can change based on topography, location and conditions of the easement. It is best practice to engage a solicitor to check your land title for the exact location of an easement on your property.





The proposed Aquatic Centre is outside the electricity easement and does not require consent. The parking, access road and pedestrian walkways transversing the easement are permitted within the easement (but outside the exclusion zones), with authorisation from TransGrid. Council has received informal approval from TransGrid for the adopted masterplan.

## 2.9 Uses of Carnes Hill Aquatic and Recreation Centre

### 2.9.1 Activities and uses

The present use of the site is for a Transgrid electricity easement as shown in Figure 13.

Current activities and uses of the site are limited to:

- ☐ maintenance of the transmission easement by TransGrid
- ☐ maintenance of the land by Council.

### 2.9.2 Use agreements

The use agreement applying to the use of land and facilities in Carnes Hill Aquatic and Recreation Centre as set out below. The proposed Aquatic Centre is outside the electricity easement and does not require consent.

- ☐ Dealing J476016 dated 31 May 1963 for an easement or right to use the surface and the subsoil or undersurface of DP 13178 / Lot 10 DP 1043935 / Lot 100 DP 1204810 / Lot 11 DP 1043935 for a transmission line 57.3 – 60.96 metres wide. Dealing O858395 is for easement J476016 vested in the NSW Electricity Transmission Authority as proprietor of the estate and interest in the easements.

The use agreements below apply to Lot 100 DP1204810, but fall outside the scope of this plan.

- ❑ Dealing AK74968 places restriction on the use of Lot 100 DP 1204810 by Endeavour Energy as the prescribed authority. No building shall be erected or permitted to remain within the restriction site unless the external surface of the building erected within 1.5 metres from the substation footing has a 120/120/120 fire rating and those erected more than 1.5 metres has a 60/60/60 fire rating as certified by an engineer.
- ❑ Dealing AK749969 which affects Lot 100 DP 1204810 is to transfer an easement to Endeavour Energy for a padmount substation 5.5 metres wide affecting the part designated (E) in plan with AK74969. The transferee (Endeavour Energy) may:
  - install electrical equipment within the easement site
  - excavate the easement site to install the electrical equipment
  - use the electrical equipment for the transmission of electricity
  - enter and remain in the servient tenement for any reasonable time
  - trim or remove any vegetation from the servient tenement which interferes with access
  - remove any encroachments from the easement site.

### Other use agreements

Proposed use agreements are set out in Section 5.2.

## 2.10 Maintenance

Council undertakes site maintenance such as mowing and vegetation management. TransGrid maintains the transmission tower and the electricity easement.

Once developed, maintenance of CHARC will be according to Council's Asset Management Plan for the aquatic and recreation centre.

## 3 PLANNING CONTEXT

### 3.1 Introduction

Full versions of the legislation referred to below are found online at [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au) and [www.austlii.edu.au](http://www.austlii.edu.au). Liverpool City Council's website is [www.Liverpool.nsw.gov.au](http://www.Liverpool.nsw.gov.au).

Table 10 outlines the national, state, regional and local planning context which influences the use, development and management of Carnes Hill Aquatic and Recreation Centre.

Table 9 Planning context of Carnes Hill Aquatic and Recreation Centre

	Land use planning and management	Open space / active and informal recreation	Community and Lifestyles	Environment
<b>International</b>		International Charter of Physical Education, Physical Activity and Sport United Nations Convention on the Rights of the Child	United Nations Convention on the Rights of Persons with Disabilities 2006	International climate change commitments
<b>Commonwealth</b>	<i>Telecommunications Act 1997</i> Smart Cities Plan Australian Human Rights Commission- Advisory Notes on Streetscape Public Outdoor areas, Fixtures, Fittings and Furniture	Australian Standards for Play Spaces Australian Human Rights Commission Advisory Note on streetscape, public outdoor areas, fixtures, fittings and furniture 2013	<i>Disability Discrimination Act 1992</i> Australian National Disability Strategy 2021-2031 <i>Work Health and Safety Act 2011</i> Australian Standards for access and mobility, built facilities, parking, lighting, and environmental management systems	Biodiversity Conservation Strategy 2010-2030 Intergovernmental Agreement on the Environment 1997



	Land use planning and management	Open space / active and informal recreation	Community and Lifestyles	Environment
<b>NSW</b>	<i>Local Government Act 1993</i> <i>Local Government (General) Regulation 2021</i> <i>Environmental Planning and Assessment Act 1979</i> <i>Roads Act 1993</i> <i>Local Land Services Act 2013</i> <i>SEPP (Transport and Infrastructure) 2021</i> <i>Connecting with Country Framework</i> <i>Designing with Country Framework</i>	NSW Public Open Space Strategy 2022 NSW Public Spaces Charter NSW Public Spaces Practitioner's Guide Great Public Spaces Guide Great Public Spaces Toolkit COVID Safe Public Space Guide NSW Smart Public Open Spaces Guide NSW Smart Places Playbook Greener Places 2017 Draft Greener Places Design Guide (Issue 04 2020): 1. Open space for recreation, 2. Urban tree canopy; 3. Bushland and Waterways Everyone Can Play Guideline for Inclusive Playspaces 2019 Companion Animals Act 1998 and Regulation 2018 NSW Premiers Priorities Better Placed Policy Her Sport Her Way: Women in Sports	<i>National Parks and Wildlife Act 1974</i> <i>Heritage Act 1977</i> <i>Anti-Discrimination Act 1997</i> <i>Disability Inclusion Act 2014</i> Public Health Act 2000 and Public Health (Swimming Pool) Regulation 2000 Work Health and Safety Act 2011 Work Health and Safety Regulation 2017 NSW Disability Inclusion Action Plan 2020-2025 NSW Strategic Plan for Children and Young People 2022-2024 NSW Ageing Strategy Safer Cities – Her Way	<i>Pesticides Act 1999 and Pesticides Regulation 2017</i> <i>Water Management Act 2000</i> <i>Biodiversity Conservation Act 2016</i> <i>Biodiversity Conservation Regulation 2017</i> <i>SEPP (Biodiversity and Conservation) 2021</i> <i>Biosecurity Act 2015</i> <i>Resilience and Hazards SEPP 2021</i> <i>Catchment Management Authorities Act 2003</i> <i>Protection of the Environment Operations Act 1997</i> <i>Local Land Services Act 2013</i> <i>Smoke-free Environment Act 2000 and Smoke-free Environment Regulation 2016</i> <i>Soil Conservation Act 1938</i> <i>National Parks and Wildlife Act 1974</i> Biodiversity in Place (Government Architect NSW)

	Land use planning and management	Open space / active and informal recreation	Community and Lifestyles	Environment
		Future Sports Plans Delivering Sport and Active Recreation in NSW Civil Liability Act 2002		
<b>Sydney</b>	A Metropolis of Three Cities: Greater Sydney Region Plan 2017 Beyond the Pavement Building Momentum - State Infrastructure Strategy 2018-2038	50-Year Vision for Greater Sydney's Open Space and Parklands 2021 Greater Sydney Green Grid 2017 Greener Places; Establishing and Urban Green Infrastructure Policy for NSW – Open Space for Recreation, Urban Tree Canopy, Bushland and Waterways Greater Sydney Outdoors Survey 2021		Local Land Services Greater Sydney Local Strategic Plan 2021-2026
<b>Regional/ District</b>	Western City District Plan Western Sydney City Deal	Sydney Green Grid – South-West District Western City District Sport Facility Plan	South-West Metropolitan Regional Emergency Management Plan 2017	Georges River Estuary and Coastal Zone Management Plan Cumberland Plain Recovery Plan 2011
<b>Liverpool LGA</b>	Liverpool Local Strategic Planning Statement: Connected Liverpool 2040 Liverpool Community Strategic Plan 2025-2035 Liverpool Local Environmental Plan 2008 Liverpool Contributions Plan-Established Areas 2018	Parks and Open Space Asset Management Plan Recreation, Open Space and Sports Strategy 2018-2028 Bike Plan 2018-2023 Liverpool Aquatic and Leisure Centre Strategy 2018	Aboriginal Reconciliation Action Plan 2017-2020 Disability Inclusion Action Plan 2024-2028 Community Facilities Strategy 2017 Liverpool City Activation Strategy 2018	<b>Policies:</b> Sustainable Resilient Liverpool Strategy 2020 Liverpool Biodiversity Management Plan 2012 Tree Management Framework 2024: <ul style="list-style-type: none"> <li>- Tree Policy</li> <li>- Tree Management Strategy</li> <li>- Tree Management Technical Guidelines</li> </ul>

Land use planning and management	Open space / active and informal recreation	Community and Lifestyles	Environment
<b>Policies:</b> Property Acquisition 2018 Signage on Council Owned Land	Aquatic Leisure Centre Provision - Implementation and Priority Plan 2022 <b>Policies:</b> Mobile Food Vehicles	Community Facilities Action Plan 2019 Cultural Strategy 2017-2021 Crime Prevention Plan 2019-21 Homelessness Strategy and Action Plan <b>Policies:</b> Draft Social Justice Cultural Policy Public Arts Public Safety CCTV Markets	Climate Action Plan Water Quality Management Strategy <b>Policies:</b> Asbestos Policy 2020 Climate Change Policy 2023 Water Management Watercourse Policy Pesticide Notification Plan

Key legislation and planning requirements are set out in this section. Other applicable legislation and plans are in Appendix A.

## 3.2 Commonwealth legislation

### 3.2.1 Telecommunications Act 1997

The *Telecommunications Act 1997* (Cth) regulates carriers' rights and responsibilities when inspecting, maintaining or installing telecommunications facilities.

It provides for telecommunications facilities classified as 'low impact' being exempt from Council development consent and includes provisions for the installation and maintenance of telecommunication infrastructure on community land without authorisation in this Plan of Management.

### Disability Discrimination Act 1992

The *Disability Discrimination Act 1992* (Cth) aims to eliminate discrimination against people with a disability, including access to facilities and premises. The design of public facilities and infrastructure on community land is to include accessibility for persons with a disability.

## 3.3 NSW government legislation and plans

The NSW legislation most affecting use and management of CHARC is the *Local Government Act 1993*, and the *Environmental Planning and Assessment Act 1979*.

### 3.3.1 Local Government Act 1993

#### Classification

Carnes Hill Aquatic and Recreation Centre is owned by Liverpool City Council. The site is classified as community land under the *Local Government Act 1993*. Council owned land which is classified as 'community' land must be managed and kept for the purposes of the community. Community land must be managed according to the *Local Government Act 1993* and the *Local Government (General) Regulation 2021*.

Community land:

- ☐ must have a Plan of Management prepared for it, which sets out guidelines for use and management of the land. Until a Plan of Management is adopted, the nature and use of the land must not change.
- ☐ must be kept for the use of the general community and must not be sold. Council has no power to sell, exchange or otherwise dispose of community land, except for the purpose of enabling that land to become, or be added to, a Crown Reserve or land reserved or dedicated under the *National Parks and Wildlife Act 1974*.
- ☐ cannot be leased or licensed for a period of more than 21 years, or for 30 years with consent from the Minister.

#### Categorisation

Community land must be categorised in accordance with the *Local Government Act 1993*. A category assigned to community land, using the guidelines for categorisation in the *Local Government (General) Regulation 2021*, reflects Council's intentions for future management and use of the land.

Figure 14 shows the proposed categorisation of community land in CHARC as General Community Use, Park and Natural Area-Bushland to reflect the Master Plans and consistent with the guidelines for categorisation in Table 10.

Figure 14 Categorisation of Carnes Hill Aquatic and Recreation Centre

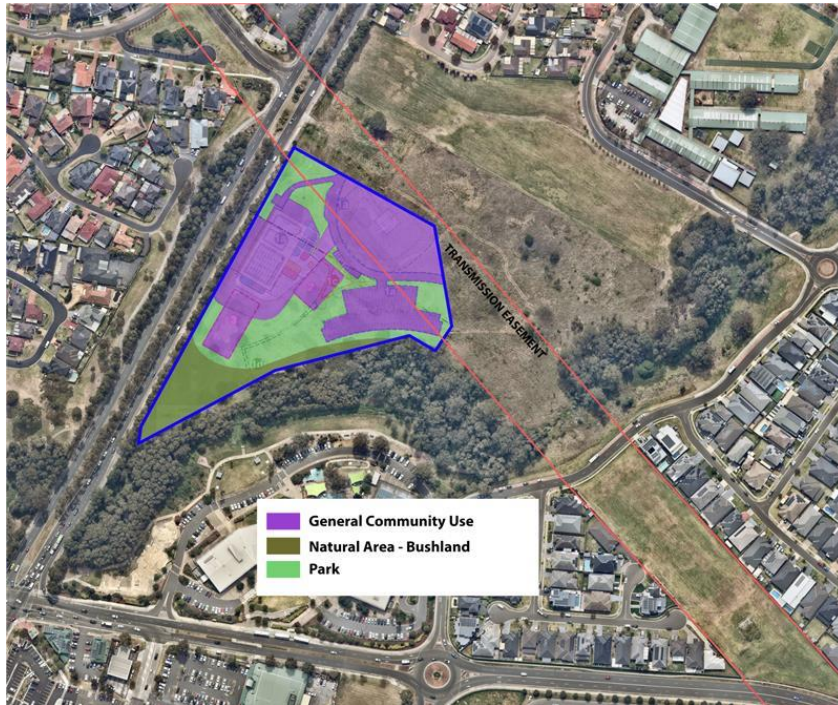


Table 10 Guidelines for categories of community land at CHARC

Category	Guidelines <sup>1</sup>	Areas of CHARC
General Community Use	Land that may be made available for use for any purpose for which community land may be used, whether by the public at large or by specific sections of the public.	Footprint of aquatic and recreation centre, roads, carparks
Park	Land that is, or is proposed to be, improved by landscaping, gardens or the provision of non-sporting equipment and facilities, for use mainly for passive or active recreational, social, educational and cultural pursuits that do not unduly intrude on the peaceful enjoyment of the land by others.	Parkland, play spaces, landscaped areas
Natural Area	Land should be categorised as a natural area under section 36(4) of the Act if the land, whether or not in an undisturbed state, possesses a significant geological feature, geomorphological feature, landform, representative system or other natural feature or attribute that would be sufficient to further categorise the land as bushland, wetland, escarpment, watercourse or foreshore under section 36(5) of the Act.	Riparian vegetation
Natural Area-Bushland	<p>Land that is categorised as a natural area should be further categorised as bushland under section 36(5) of the Act if the land contains primarily native vegetation and that vegetation—</p> <ul style="list-style-type: none"> <li>(a) is the natural vegetation or a remainder of the natural vegetation of the land, or</li> <li>(b) although not the natural vegetation of the land, is still representative of the structure or floristics, or structure and floristics, of the natural vegetation in the locality.</li> </ul> <p>Such land includes—</p> <ul style="list-style-type: none"> <li>(a) bushland that is mostly undisturbed with a good mix of tree ages, and natural regeneration, where the understorey is comprised of native grasses and herbs or native shrubs, and that contains a range of habitats for native fauna (such as logs, shrubs, tree hollows and leaf litter), or</li> <li>(b) moderately disturbed bushland with some regeneration of trees and shrubs, where there may be a regrowth area with trees of even age, where native shrubs and grasses are present in the understorey even though there may be some weed invasion, or</li> <li>(c) highly disturbed bushland where the native understorey has been removed, where there may be significant weed invasion and where dead and dying trees are present, where there is no natural regeneration of trees or shrubs, but where the land is still capable of being rehabilitated.</li> </ul>	

<sup>1</sup> Local Government (General) Regulation 2021

Refer to Section 4.5 for the core objectives for management of these categories.

### User agreements

The requirements of the *Local Government Act 1993* regarding leases, licences and other estates are in Section 6.



### 3.3.2 Environmental Planning and Assessment Act 1979

The *Environmental Planning and Assessment Act 1979* (EPA Act) establishes the statutory planning framework for environmental and land use planning in NSW through:

- ❑ State Environmental Planning Policies (SEPPs).
- ❑ Local Environmental Plans (LEPs). The Liverpool Local Environmental Plan 2008 applies to Carnes Hill Aquatic and Recreation Centre.

#### State Environmental Planning Policy (Transport and Infrastructure) 2021

The SEPP (Transport and Infrastructure) assists local Councils and communities by simplifying the process for providing essential public infrastructure and enabling greater flexibility in the location, development and maintenance of infrastructure and service facilities. It includes specific planning provisions and development controls for a range of infrastructure works or facilities including parks and other public reserves, roads, emergency services, electricity delivery, and telecommunications networks.

Chapter 2 (Infrastructure) aims to facilitate the effective state-wide delivery of public infrastructure. It empowers Council, as a public authority, to undertake a range of development as 'exempt' or 'permitted without consent'. Whilst 'exempt' development has no approval or assessment requirements under the *Environmental Planning and Assessment Act 1979*, any development 'permitted without consent' requires an environmental assessment (Review of Environmental Factors) under Part 5. Any type of development not specified within this Policy will likely require Part 4 approval and assessment under the Liverpool Local Environmental Plan.

#### State Environmental Planning Policy (Precincts-Western Parkland City) 2021

CHARC is within the 13-kilometre Wildlife Buffer Zone, which applies to land within that distance of Western Sydney International Airport where the risk of wildlife to operation of the airport needs to be considered. Clause 4.19 states that development consent for recreation facilities (outdoor) and other relevant development in the wildlife buffer zone must not be granted unless the consent authority has considered a written assessment of the wildlife likely to be present on the land and the risk of wildlife to the operation of the airport.

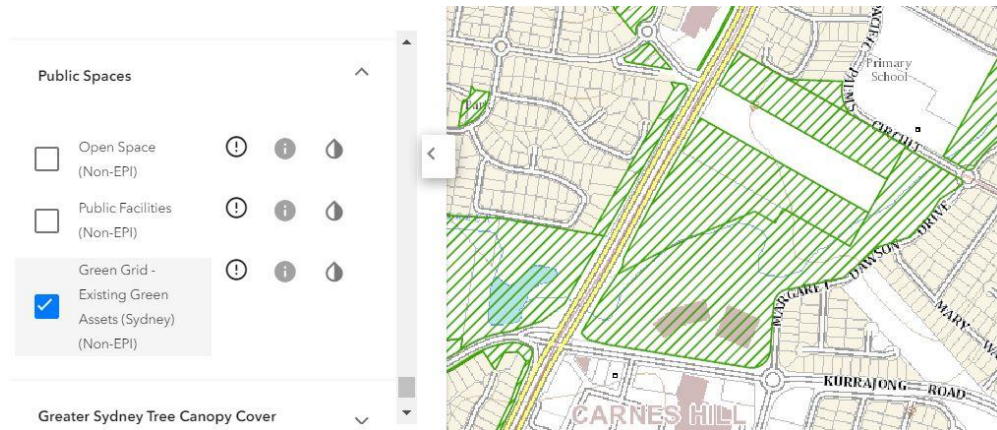
CHARC is within the Obstacle Limitation Surface Area of Western Sydney International Airport, which is defined to provide for the effective and ongoing operation of the Airport by ensuring that its operation is not compromised by development that penetrates the prescribed airspace for the Airport at maximum height 230.5 metres (Clause 4.22).

### 3.4 Liverpool City Council plans

The local planning framework is governed by the Liverpool Local Strategic Planning Statement, Community Strategic Plan, Delivery Plan and Operational Plan, the Liverpool Local Environmental Plan 2008 and Development Control Plan.



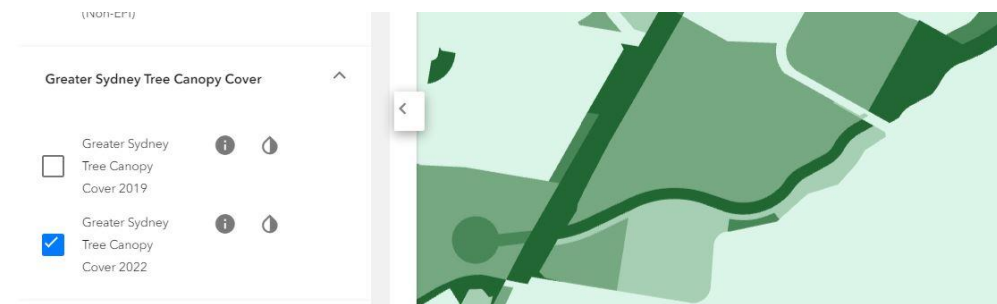
Figure 16 Green Grid – Existing Green Assets (Sydney)



### 3.4.4 Greater Sydney Tree Canopy Cover

Figure 16 shows that CHARC is part of the Greater Sydney Tree Canopy Cover area.

Figure 17 Greater Sydney Tree Canopy Cover



### 3.4.5 Liverpool Recreation, Open Space and Sports Strategy 2018-2028

The Liverpool Recreation, Open Space and Sports Strategy 2018-2028 sets out objectives, guidelines and strategic actions for Recreation, Open Space, and Local Sport.

### 3.4.6 Liverpool Aquatic and Leisure Centre Strategy 2018

The purpose of the Aquatic and Leisure Centre Strategy was to provide a “road map” for the provision of future aquatic and leisure facilities in Liverpool City. The plan considered Council’s current direction against deliverability, effectiveness, and assessed the viability of replacing and redeveloping existing facilities, as well as developing new facilities.

The *Aquatic and Leisure Centre Provision – Implementation and Priority Plan* (Warren Green, 2022) identifies Carnes Hill as a priority new-build aquatic facility. A key recommendation was to reduce the lap pool length from 50m to 25m, reflecting the strategic shift towards community leisure, health and learn-to-swim programs, while elite swimming needs continue to be met at Whitlam Leisure Centre.

The Plan positions Carnes Hill within Council's broader \$323M+ aquatic network strategy, filling a significant geographic gap between existing centres and strengthening equitable access across the LGA.

The recommendations consider the strategic principles as being:

- **Population Growth** – the ability to meet the future demands of Liverpool's population growth, by ensuring the locations of the sites are in areas where catchment and demand are justified.
- **Affordability** – the ability to deliver all aspects of a long-term aquatic centres growth plan, to ensure coherency in facility provision and service delivery across the LGA.
- **Demand Driven** – Facilities that reflect community demand and that are designed to provide access to all. This is based on the following guiding principles:
  - Healthy community
  - Affordable
  - Place making
  - Connectedness
  - Inclusiveness
  - Capability
- **Financially Sustainable** – Facilities that represent operational sustainability for council.

The Strategy recognises the important role that high-quality multi-purpose facilities play as a focal point for community groups and organisations in delivering community driven social, mental and physical well-being programs. The masterplan will seek to incorporate the broad principles of the Community Facility Strategy into the spatial framing and design concepts.

Identified future opportunities:

- Develop partnerships to deliver community-focused programs and services
- Enhance engagement with under-represented community groups
- Focus on health and wellbeing outcomes, prevention and participation
- Focus on enhance financial performance and community benefit to maximise funding opportunity

### 3.4.7 Council Policies

Relevant Liverpool City Council policies are listed in Section 3.1.

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## 4 BASIS FOR MANAGEMENT OF CARNES HILL AQUATIC AND RECREATION CENTRE

### 4.1 Introduction

This section defines the specific roles and objectives for Carnes Hill Aquatic and Recreation Centre based on community values and management directions of Liverpool City Council.

### 4.2 The Carnes Hill community

Profile.id demographic analysis of the 2021 ABS Census data for Hoxton Park-Carnes Hill showed:

- ❑ the usual resident population was 7,906 people, living in 2,227 dwellings with an average household size of 3.64
- ❑ higher proportion of children (under 18) and a lower proportion of persons aged 60 or older than Liverpool LGA.
- ❑ the largest age group was 10- to 14-year-olds which increased by 268 people since 2016.
- ❑ 58.6% of households were comprised couples with children, compared with 44.2% in Liverpool LGA.
- ❑ 19.5% of people had a Bachelor or Higher degree qualification, lower than Liverpool LGA.
- ❑ 5.4% of the population reported needing help in their day-to-day lives due to disability.
- ❑ 7.7% of the dwellings were medium or high density, compared to 29% in Liverpool LGA.
- ❑ 73% of households were purchasing or fully owned their home, 19.4% were renting privately, and 1.8% were in social housing.

The 2024 Estimated Resident Population for Hoxton Park - Carnes Hill is 8,364 people.

### 4.3 Community and stakeholder engagement

#### 4.3.1 Introduction

Community and stakeholder engagement has been undertaken by and for Liverpool City Council on their expectations for open spaces. These activities occurred during preparation of the Liverpool Community Strategic Plan and the Liverpool Disability Inclusion Action Plan.

The community has clearly articulated their desire for additional recreational infrastructure to support a healthy lifestyle.

A summary of feedback received from the community during preparation of this plan is provided below.

#### 4.3.2 Process of community and stakeholder engagement

Community and stakeholder engagement for this Plan of Management was undertaken in stages:

1. Information gathering from 2010 to 2024 to enable the community and park users to provide input to the proposed CHARC. Community engagement for the aquatic precinct began in 2018, when preparation of the Masterplan began.
2. Community engagement undertaken as part of the *Aquatic and Leisure Centre Provision – Implementation and Priority Plan* (Warren Green, 2022) highlighted the community's preference for accessible, family-friendly, learn-to-swim and leisure-oriented aquatic facilities. These outcomes were assessed against the broader network recommendations of the Report, which emphasised avoiding duplication of competition-standard infrastructure already provided at Whitlam Leisure Centre. On this basis, Council resolved to reduce the Carnes Hill lap pool from 50m to 25m, ensuring the facility reflects identified community needs and priorities.
3. Public exhibition of the Draft Plan of Management in September – October 2025.

#### 4.3.3 Outcomes of community engagement

Findings of community and stakeholder engagement activities undertaken by Council in 2010 - 2012 are summarised below.

Table 11 Outcomes of community engagement about CHARC 2010 - 2012

Date	Engagement	
June 2010	Community consultation to discuss the proposal: <ul style="list-style-type: none"> <li>• Two 'Have Your Say' events (350 and 120 attendees)</li> <li>• Stakeholder workshop</li> </ul> Feedback form and online survey	<ul style="list-style-type: none"> <li>• The overall feeling expressed by respondents and participants is that the precinct would be a welcome addition to the area.</li> <li>• Most people who attended the 'Have Your Say' Community events and stakeholder workshop were passionate about the proposal</li> <li>• Community Precinct (2010) have been reviewed, highest demand for: <ul style="list-style-type: none"> <li>- swimming and aquatic facilities</li> <li>- sporting fields/ovals</li> <li>- passive recreation activities including walking tracks, picnic areas and children's playground</li> </ul> </li> </ul>
2012	72 surveys completed online survey on Liverpool Listens, have your say day Face to face consultations - aim of the consultation was to understand the current limitations at the Precinct that could	<p>The original consultation undertaken (2012) identified the addition of an indoor swimming pool and swim school / lessons was noted by approximately one quarter of respondents (61 responses).</p> <p>Stage 1 consultation also showed need for:</p> <ul style="list-style-type: none"> <li>• More informal leisure water to meet resident needs in hot weather. A 'beach in the west' with a large number of shallow waterplay options</li> </ul>



Date	Engagement
	<p>be taken into consideration in stage two of the Precinct, and the community's needs and aspirations for the new precinct. The Functional brief for Carnes Hill Recreation and Community Precinct (2010) was reviewed.</p> <ul style="list-style-type: none"> <li>• A lack of indoor space for swimming and leisure activities at Council's existing facilities</li> <li>• Management at the Michael Clarke Recreation Centre highlighted a lack of car parking</li> </ul> <p>Stage 2:</p> <ul style="list-style-type: none"> <li>• Accommodate parking needs of the new precinct, as well as to absorb the overflow from the Michael Clarke Recreation Centre.</li> <li>• Increased tree canopy cover</li> <li>• high quality green open space with walking/jogging tracks with connections to Stage One</li> <li>• Accessibility and connectivity across all proposed activities and functions</li> <li>• Flexible use of sports courts</li> </ul> <p>The top five community facilities suggested:</p> <ol style="list-style-type: none"> <li>1. Swimming pool or aquatic facilities with therapy and program pools</li> <li>2. Waterplay or splash park</li> <li>3. Outdoor soccer fields</li> <li>4. Outdoor basketball courts</li> <li>5. Sheltered children's play area serving a broader age group, followed by a cricket oval</li> </ol>

In 2014 Council undertook a community survey and an interview with the Hoxton Park Public School Principal regarding the Masterplan.

Issues and opportunities raised are addressed in the Action Plan tables in Section 6.

## 4.4 Values and roles of Carnes Hill Aquatic and Recreation Centre

The Liverpool community and future site users value various aspects of Carnes Hill Aquatic and Recreation Centre for different reasons. By understanding the reasons why the community and users value Carnes Hill Aquatic and Recreation Centre, the role that the community expects the centre, and broader precinct, to play in the future may be determined.

The Liverpool community places a high value on community facilities and parks which are an integral part of the area in which they live.

The values outlined below reflect the outcomes from the community engagement process.

Table 12 Values and roles of Carnes Hill Aquatic and Recreation Centre

Values	Explanation	Significance	Roles
Open space	Carnes Hill Aquatic and Recreation Centre is 2.5 hectares of publicly available open space in a quiet, scenic setting.	Regional	Buffer between residential and commercial development and semi-rural properties.

Values	Explanation	Significance	Roles
	The site is large enough to cater for a wide range of recreation activities.		Visual relief to surrounding development.
Access and linkages	<p>Carnes Hill Aquatic and Recreation Centre is situated within walking and cycling distance of residents, shops, community facilities and schools in Carnes Hill.</p> <p>The site is free to use and accessible to everyone in the community.</p> <p>The centre is accessible by public transport.</p> <p>Vehicle parking spaces are appreciated.</p>	Local	Publicly accessible open space.
Recreation	<p>Carnes Hill Aquatic and Recreation Centre offers a range of multi-purpose facilities and spaces unique in Liverpool City.</p> <p>These facilities and spaces offer compatible informal indoor and outdoor recreation activities for people of all ages to have fun and keep fit.</p>	District	<p>Swimming and other aquatic opportunities.</p> <p>Venue for informal casual active and informal recreation activities.</p> <p>Inclusive play space for all ages.</p>
Community/ social	Carnes Hill Aquatic and Recreation Centre is a meeting place where the local community can gather for social interaction, family recreation activities and community activities.	District	Community indoor and outdoor gathering spaces
Natural/ environmental	The mature trees and associated riparian corridor along Beard Creek are valued for their biodiversity value, shade and the reduction in urban heat, and their visual attractiveness.	Local	<p>Stormwater and flood detention</p> <p>Emergency bushfire and flood refuge</p> <p>Wildlife habitat and other biodiversity values</p>

## 4.5 Vision and management objectives for CHARC

### 4.5.1 NSW Government objectives

#### 50-Year Vision for Greater Sydney's Open Space and Parklands

The Draft 50-Year Vision for Greater Sydney's Open Space and Parklands in the next 50 years is:

- ☐ a living and breathing city of parks for people to connect, exercise, reflect and celebrate
- ☐ a city of immense natural beauty, with incredible parklands, open spaces and waterways within its landscape

- ❑ a place where people are custodians and wholeheartedly embrace and care for open space and parklands
- ❑ cool, connected and community-focused through the Greater Sydney Green and Blue Grid
- ❑ a city where open spaces and parklands are accessible, meaningful and sustainable, reflecting the stories of the city's ancient and recent past, and enhancing unique landscapes for stories yet to be told
- ❑ a place where open spaces and parklands are fundamental to everyday life, nurturing people while supporting a vibrant ecology and providing a home for a rich diversity of flora and fauna in the city and its neighbourhoods
- ❑ as much a parkland city as it is a harbour and river city, where people share access to diverse types of open space and parklands.

Strategic directions underpinning the 50-year vision for Greater Sydney's open space and parklands are:

- ❑ Growing a city of parks for people
- ❑ Connecting neighbourhoods to parks
- ❑ Keeping Sydney green and captivating
- ❑ Being smart and resilient.

## NSW Public Spaces Charter principles

The NSW Public Spaces Charter principles are:		
<b>1 Open and welcoming</b> <i>Public space belongs to everyone.</i>	<b>5 Green and resilient</b> <i>Public space can help us adapt and thrive in a changing climate.</i>	<b>8 Safe and secure</b> <i>Everyone should feel safe using public space at all times of the day.</i>
<b>2 Community-focused</b> <i>Public spaces are where communities forge the ties that bind them.</i>	<b>6 Healthy and active</b> <i>Public space supports healthy lifestyles and refreshes our spirits.</i>	<b>9 Designed for people</b> <i>Public space that's flexible can meet the needs of our diverse population.</i>
<b>3 Culture and creativity</b> <i>Public space is where we share our stories and values.</i>	<b>7 Local business and economies</b> <i>Public space supports more dynamic and exciting local economies.</i>	<b>10 Well managed</b> <i>Public space is more inviting when it's well cared for.</i>
<b>4 Local character and identity</b> <i>Public spaces make us proud of where we live.</i>		

Source: Department of Planning, Industry and Environment (2020)

## Core objectives for categories of community land

Carnes Hill Aquatic and Recreation Centre is intended to be categorised as General Community Use, Park and Natural Area-Bushland, as shown in Figure 13.

Carnes Hill Aquatic and Recreation Centre will be managed according to the core objectives under the *Local Government Act 1993* for each relevant category for community land below.

### General Community Use

The core objectives for community land categorised as **General Community Use** are to:

- ☐ promote, encourage and provide for the use of the land, and to provide facilities on the land, to meet the current and future needs of the local community and of the wider public in relation to:
  - public recreation and the physical, cultural, social and intellectual welfare or development of individual members of the public.
  - purposes for which a lease, licence or other estate may be granted in respect of the land (other than the provision of public utilities and works associated with or ancillary to public utilities).

### Park

The core objectives for community land categorised as **Park** are to:

- ☐ encourage, promote and facilitate recreational, cultural, social and educational pastimes and activities
- ☐ provide for passive recreational activities or pastimes and for the casual playing of games
- ☐ improve the land in such a way as to promote and facilitate its use to achieve the other core objectives for its management.

### Natural Area

The core objectives for community land categorised as **Natural Area** are to:

- ☐ conserve biodiversity and maintain ecosystem function in respect of the land, or the feature or habitat in respect of which the land is categorised as a natural area
- ☐ maintain the land, or that feature or habitat, in its natural state and setting
- ☐ provide for the restoration and regeneration of the land
- ☐ provide for community use of and access to the land in such a manner as will minimise and mitigate any disturbance caused by human intrusion
- ☐ assist in and facilitate the implementation of any provisions restricting the use and management of the land that are set out in a recovery plan or threat abatement plan prepared under the *Threatened Species Conservation Act 1995* or the *Fisheries Management Act 1994*.

### Natural Area: Bushland

The core objectives for **Bushland** are to:

- ☐ ensure the ongoing ecological viability of the land by protecting the ecological biodiversity and habitat values of the land, the flora and fauna of the land and other ecological values;
- ☐ protect the aesthetic, heritage, recreational, educational and scientific values of the land;
- ☐ manage the land in a manner that protects and enhances the values and quality of the land and facilitates public enjoyment of the land, and to implement measures to minimise or mitigate disturbance caused by human intrusion;
- ☐ restore degraded bushland;
- ☐ protect existing landforms such as natural drainage lines, watercourses and foreshores;
- ☐ retain bushland in parcels of a size and configuration that will enable the existing plant and animal communities to survive in the long term; and

- protect bushland as a natural stabiliser of the soil surface.

#### 4.5.2 Liverpool City Council objectives

Council's planning objectives relevant to CHARC are outlined below.

#### Liverpool Local Strategic Planning Statement

Table 13 Relevant objectives of the Liverpool Local Strategic Planning Statement

Theme	Planning Priority	Council will:
Liveability: Our Home	6: High-quality, plentiful and accessible community facilities, open space and infra-structure aligned with growth  9: Safe, healthy and inclusive places shaping the wellbeing of the Liverpool community	Ensure community facilities, open space and recreation facilities meet the needs of a growing population across the entire LGA
		Increase public open space and work with key stakeholders to revitalise and develop parks and open space across the Liverpool LGA.
		Ensure place-based integrated services by co-locating social services within neighbourhoods  Encourage integrated planning with community facilities for all major new and redeveloped recreation precincts
Sustainability: Our Environment	14: Bushland and waterways are celebrated, connected, protected and enhanced	Protect and restore naturally occurring ecosystems and habitat based on best practice biodiversity conservation principles.
		Minimise threats to listed species, populations and communities
		Establish and enhance a Green and Blue Grid corridor network
		Substantially increase tree canopy cover
	15: A green, sustainable, resilient and water-sensitive city	Implement water-sensitive urban design
		Improve catchment management and ensure policies and planning instruments work to improve river and waterway health
		Ensure development is located appropriately and that natural hazards such as flood and bushfire are avoided or mitigated.
		Encourage sustainability, energy efficiency and renewable energy across the LGA.
		Encourage water-sensitive urban design on new development, including through encouraging permeability of the public and private domain.

Theme	Planning Priority	Council will:
		Support water efficiency and alternative sources of water for resilient whole-of-water-cycle management.
		Substantially increase overall tree canopy across the LGA, including the City Centre.
		Pursue opportunities with utilities to deliver integrated energy water and waste infrastructure where community benefits are delivered.
		Pursue waste outcomes that are safe, efficient, cost-effective, maximise recycling and that contribute to the built form and liveability of the community.

## Liverpool Community Strategic Plan 2025 - 2035

Vision: A Vibrant Global City of Lifestyle and Opportunity

Table 14 Relevant objectives of the Liverpool Community Strategic Plan 2025-2035

Strategic Objectives	10-year strategies
Healthy, Inclusive, Fair	Deliver vibrant parks, community hubs, services and facilities that improve liveability and quality of life for everyone in the community
	Foster a cohesive and inclusive community that embraces cultural diversity and supports freedom for all residents to comfortably express and practice their faith.
	Deliver great and exciting events and programs for our people and visitors
	Support active and healthy lifestyles by improving footpaths, cycleways and walkways and other infrastructure that promotes and supports active transport
Liveable, Sustainable, Resilient	Deliver a beautiful, clean and inviting city for the community to enjoy
	Manage waste effectively and maximise recycling opportunities
	Protect and enhance our natural environment and increase the city's resilience to the effects of natural hazards, shocks and stresses
	Deliver effective and efficient planning and high-quality design to provide best outcomes for a growing city

## Land use zoning objectives

Liverpool City Council's objectives for the RE1 Public Recreation zone are to:

- ☐ enable land to be used for public open space or recreational purposes.
- ☐ provide a range of recreational settings and activities and compatible land uses.
- ☐ protect and enhance the natural environment for recreational purposes.
- ☐ provide sufficient and equitable distribution of public open space to meet the needs of residents.



- ❑ ensure the suitable preservation and maintenance of environmentally significant or environmentally sensitive land.

## Liverpool Recreation, Open Space and Sports Strategy (2018)

Council's vision for the Liverpool LGA under this Strategy is:

*"To create best practice recreation, open space and sports facilities for the community that connect residents and foster a healthy community."*

Guiding principles for open space management, sports and recreation facilities are:

- ❑ Planning for the future
- ❑ Creating a 'sense of place'
- ❑ Equity and access
- ❑ Multi-purpose
- ❑ Connections
- ❑ Promoting social capital
- ❑ Green infrastructure
- ❑ Safety and security
- ❑ Commercial development
- ❑ Building partnerships.

A key objective of the Strategy is to "Plan and deliver new district and local sporting venues in new release areas of Austral, Carnes Hill, Edmondson Park and Middleton Grange".

## Liverpool City Council Disability Inclusion Action Plan 2024 - 2028

Relevant objectives of the Liverpool Disability Inclusion Action Plan 2024 - 2028 are in Table 15.

Table 15 Objectives of Liverpool Disability Inclusion Action Plan

Disability Inclusion Focus Area	Strategies	Actions
Creating Liveable Communities	Improve access and inclusion in parks, playgrounds and sporting facilities	<ul style="list-style-type: none"> <li>• Deliver parks, playgrounds and open spaces which improve access and inclusion for people with disability as part of Council's Capital Works Program and as recommended by audits of Council facilities and spaces for accessibility</li> <li>• Include disability access requirements in sport and recreation facilities renewal and upgrade program</li> <li>• Work with leisure centre management to support increased opportunities for access to specific events, programs and facilities for people with disability</li> </ul>

Disability Inclusion Focus Area	Strategies	Actions
	Support programs that increase social inclusion and community connection	<ul style="list-style-type: none"> <li>Investigate options which support people with disability to access cultural and leisure programs</li> <li>Establish inclusion of people with disability as a funding criteria for community groups applying for funding through Council's Grants, Donations and Community Sponsorship Program</li> <li>Provide accessible leisure and therapeutic arts activities at the Casula Powerhouse Arts Centre</li> </ul>
	Contribute towards liveable and accessible public spaces	<ul style="list-style-type: none"> <li>Undertake audits of Council facilities for accessibility including community centres, playgrounds and open spaces</li> </ul>
	Continuously upgrade and renew Council assets to deliver above compliance accessibility	<ul style="list-style-type: none"> <li>Incorporate specific considerations for the needs of people with disability in Council's Community Facilities Strategy, including inclusive programming and accessibility requirements</li> <li>Plan and deliver an adopted program of upgrades and renewals to Council's portfolio of roads and transport related assets and facilities to ensure ongoing serviceability</li> <li>Plan and deliver an adopted program of upgrades and renewals to Council's portfolio of building assets to ensure ongoing serviceability, with particular consideration given to accessibility requirements</li> </ul>
	Promote accessibility and Universal Design Principles in new and existing residential and commercial developments and in the design of public spaces	<ul style="list-style-type: none"> <li>Ensure development applications for new and existing developments address access and inclusion criteria to support accessibility for people with disability</li> <li>Consider the incorporation of universal design principles in the development and delivery of new and/or upgrades to existing public spaces, to create a more accessible and inclusive urban environment, for people of all levels of ability</li> </ul>
	Improve accessible paths of travel to and parking at key destinations	<ul style="list-style-type: none"> <li>Evaluate the availability of accessible parking across the LGA</li> <li>Include access and mobility provisions for people with disability in pedestrian and transport management plans and strategies</li> <li>Ensure enforcement of designated accessible parking spaces in the city centre</li> </ul>

Disability Inclusion Focus Area	Strategies	Actions
	Increase the provision and/ or quality of accessible toilets, including Changing Places (adult accessible change facilities)	<ul style="list-style-type: none"> <li>• Include planning for accessible toilets and Changing Places at all Council venues and spaces</li> </ul>

### 4.5.3 Vision, principles and objectives for CHARC

#### Vision

The vision for CHARC is consistent with the NSW government and Liverpool City Council's visions for open space and parkland:

**CHARC will be a multi-purpose aquatic and recreation centre with high quality and accessible facilities and spaces that will cater for the recreational, social needs of everyone in the community, set against the natural backdrop of the Beard Creek riparian corridor.**

#### Management principles and directions

Following on from the values and vision, it is important to establish some management principles against which recommendations for uses and development of Carnes Hill Aquatic and Recreation Centre will also be made. As owner of the land, Liverpool City Council intends to manage Carnes Hill Aquatic and Recreation Centre to:

- ☐ establish Carnes Hill Aquatic and Recreation Centre as a destination multi-purpose aquatic and recreation centre and parkland consistent with the Masterplan
- ☐ provide high quality and well-maintained facilities and spaces for aquatic and informal recreation year-round
- ☐ provide opportunities for informal recreation, community events and activities, and social interaction
- ☐ respect and enhance the scenic and environmental values of the area within the scope of this plan
- ☐ ensure universal and safe public access
- ☐ connect CHARC with adjoining community and recreation facilities, schools and residential areas
- ☐ ensure safety of visitors to CHARC and the broader precinct
- ☐ ensure future uses are compatible with the capacity of facilities and settings, and have minimal impacts on centre users and the local community
- ☐ ensure any future development of the centre is consistent with the Masterplan, appropriate to the site, and reflects a quality facility that meets contemporary standards
- ☐ consider culturally important, ecologically sustainable design and development and sustainability principles into the design.
- ☐ Apply the following management principles:

- ☐ Healthy community – facility locations and components that support healthy living by the entire community
- ☐ Affordable – implementation of design solutions that are deliverable and sustainable for Council
- ☐ Place making – enriched program and service offerings that support the whole community
- ☐ Connectedness – the implementation of facility components that create non-intimidatory environments and enhanced social cohesion
- ☐ Inclusiveness- improved accessible facility and service offerings, allowing for greater equity and access for the community
- ☐ Capability – a strong emphasis on partnerships and co-located community services to create a deeper community connection

The centre will be permitted to be used primarily for aquatic, informal recreation activities, and community and social activities.

The vision for Carnes Hill Aquatic and Recreation Centre is reflected in the Masterplan and the Action Plan in Section 6.

## 5 FUTURE USES AND DEVELOPMENTS

### 5.1 Permitted future uses and developments

#### 5.1.1 Introduction

Carnes Hill Aquatic and Recreation Centre will be developed and used for a broad range of permitted uses according to the Masterplan.

The following uses are proposed as part of Stage 1 of the CHARC Masterplan:

- ☐ indoor 25 metre pool
- ☐ indoor learn to swim pool
- ☐ indoor children's splash play area
- ☐ café
- ☐ car parking

#### 5.1.2 Legislative requirements

##### Introduction

Permissible uses and developments at Carnes Hill Aquatic and Recreation Centre must be in accordance with relevant legislation, particularly:

- ☐ Local Government Act 1993
- ☐ SEPP (Transport and Infrastructure) 2021
- ☐ Liverpool Local Environmental Plan 2008
- ☐ uses for which leases, licences and other estates may be granted on community land under the *Local Government Act 1993*
- ☐ Commonwealth legislation
- ☐ any interests held on title.

##### Local Government Act 1993

According to the *Local Government Act 1993* and the *Local Government (General) Regulation 2021*, uses and developments on land classified as community land must be consistent with the guidelines for each relevant category and the core objectives of the relevant category. The guidelines and core objectives for the General Community Use, Park and Natural Area-Bushland categories which apply to Carnes Hill Aquatic and Recreation Centre are outlined above.

All activities which are consistent with the guidelines for categorisation as General Community Use, Park and Natural Area-Bushland which meet the core objectives of those categorisations, are expressly authorised by this Plan.

## Liverpool Local Environmental Plan 2008

The Liverpool Local Environmental Plan 2008 sets out in general terms what types of developments are permissible within the RE1 Public Recreation zone.

All proposed uses, development and building works in this Plan of Management should be permissible under the applicable zoning in the Liverpool Local Environmental Plan 2008 and assessed if required through a Development and Building Application process consistent with the *Environmental Planning and Assessment Act 1979*.

Works and activities permitted under the RE1 Public Recreation zone in Liverpool City are listed in Table 16.

Table 16 Permissible activities in the RE1 Public Recreation zone in Liverpool City

Permitted without consent	Permitted with consent	Prohibited
Environmental protection works Home occupations	Aquaculture Boat sheds Building identification signs Business identification signs Camping grounds Caravan parks Centre-based child care facilities Charter and tourism boating facilities Community facilities Entertainment facilities Environmental facilities Flood mitigation works	Information and education facilities Kiosks Marinas Mooring pens Places of public worship Recreation areas Recreation facilities (indoor) Recreation facilities (major) Recreation facilities (outdoor) Respite day care centres Roads Water recreation structures
		Any other development

Any Development Applications proposed works and major management issues will be advertised to the community for information and to invite comment.

## State Environmental Planning Policy (Transport and Infrastructure) 2021

Division 12 of the *SEPP (Transport and Infrastructure) 2021* provides for development which is exempt from planning consent if it is carried out by or on behalf of a public authority on a public reserve (Clause 66).

Clause 66 of SEPP allows for certain construction or maintenance works to be undertaken as “exempt development”, subject to certain conditions and compliance requirements set out in Clause 20 in parks and other public reserves. Such exempt development must involve “no greater disturbance of native vegetation than necessary” and “not result in an increase in stormwater run-off or erosion.”

Clause 65 of the SEPP also permits specified works to be undertaken on community land without consent “if the development is for the purposes of implementing a plan of management adopted for the land”.



## Commonwealth legislation

Council recognises that under the *Telecommunications Act 1997* Carnes Hill Aquatic and Recreation Centre may be a desirable location for the location of a telecommunications installation. 'Low impact' telecommunications installations are permissible on community land without authorisation in a Plan of Management and without Council approval.

This Plan of Management authorises the granting of a lease or licence for the erection and use of telecommunications towers, provided the proposal is put on public exhibition prior to a Council resolution permitting the use. A rental fee will be payable to Council.

### 5.1.3 Preferred future developments and uses

Carnes Hill Aquatic and Recreation Centre is generally intended to be Carnes Hill's principal recreation facility to be used for aquatic activities, informal recreation, social/community activities, and other compatible activities. Developments and structures are limited to those which support the desired activities, consistent with the Masterplan (Figure 18).

Figure 18 CHARC Adopted Masterplan, February 2025



Any use or development that would further encroach on the open space of the centre should be minimised, unless it can be shown that the proposed use or development is a more efficient use of the space, has a community benefit, and is consistent with the objectives of this Plan of Management.

Permitted uses and developments must support and enhance the other values of CHARC ie. open space, access and linkages, sport and active recreation, informal recreation, community/social, and the natural environment.

Such buildings and structures will be consistent with:

- ☐ the Masterplan (Figure 18) and any subsequent detailed designs
- ☐ electricity transmission easement
- ☐ flood and bush fire risk.

#### 5.1.4 Authorised uses and development at Carnes Hill Aquatic and Recreation Centre

##### Introduction

This Plan of Management expressly authorises development of new buildings and structures as shown on the Masterplan, and future redevelopment/refurbishment of buildings and structures, which support the desired uses of Carnes Hill Aquatic and Recreation Centre for aquatic, recreation and community/social activities and environmental protection.

Purposes for which any further development of Carnes Hill Aquatic and Recreation Centre will be permitted (under lease, licence or otherwise) are outlined in this Plan of Management, consistent with the categorisation of community land, any approved Development Application, and any provision of an applicable development control plan for exempt and complying development.

The Masterplan for Carnes Hill Aquatic and Recreation Centre proposes new spaces and facilities. This Plan of Management authorises the development or refurbishment of structures and facilities supporting the activities listed above.

This Plan of Management authorises the construction of relevant structures for the purposes of stormwater treatment and or retention as prescribed in Section 28 of the Regulation.

This Plan authorises the continued use of drains, channels and easements, and the creation of new drains, channels and easements.

##### Authorised uses and developments

This Plan of Management authorises the following uses and developments at Carnes Hill Aquatic and Recreation Centre, including but not limited to those listed in Tables 17 and 18. Some of the activities and developments listed below may require development consent.

The uses and activities on community land may change over time, reflecting the needs of the community.

Table 17 Permissible future uses of CHARC

Purpose / Use	Park category	General Community Use category	Natural Area-Bushland category
Accommodation (temporary) for animal carers, evacuees in emergencies	●	●	
Advertising - internally oriented e.g. sponsorship	●	●	
Aquatic activities, including learn to swim, swim squads, aquatic fitness classes, casual swimming		●	
Art, including painting, sculpture	●	●	
Before and after school care, vacation care	●	●	
Bike parking	●	●	
Ceremonies	●	●	
Charity fund raising	●	●	
Classes (sport, leisure, recreation, training)	●	●	
Commercial uses - small-scale		●	
Commercial uses ancillary to aquatic activities including swim school, coaching		●	
Commercial uses ancillary to aquatic/sports activities (physiotherapy, etc.)		●	
Community, special and cultural events, gatherings	●	●	
Concerts (music, outdoor theatre)	●	●	
Corporate days, promotions, displays	●	●	
Cycling – leisure, active transport/ transit	●		
Delivering a public address or speech	●	●	
Disability care and services	●	●	
Dog exercise (prohibited in the aquatic centre and within 10 metres of the cafe and any picnic areas. On-leash only elsewhere)	●		●
Earthworks	●	●	
Education and training	●	●	●
Electric vehicle charging		●	
Emergency purposes, including training	●	●	

Purpose / Use	Park category	General Community Use category	Natural Area-Bushland category
Energy saving initiatives such as solar panels and batteries		●	
Environmental management and monitoring	●		●
Environmental protection or enhancement works	●		●
Event "live site"	●		
Exhibitions		●	
Family and children's services	●	●	
Filling, levelling or draining of land	●	●	
Filming and photography, subject to Council approval	●	●	●
Flora, fauna and archaeological surveys	●	●	●
Food and beverage service and sales including food trucks	●	●	
Functions	●	●	
Habitat creation and revegetation works	●		●
Health services		●	
Indoor and outdoor sporting and recreational activities compatible with the use of all facilities	●	●	
Informal ball games and recreation	●	●	
Interpretation (historical, environmental)	●	●	●
Irrigation and drainage	●	●	●
Landscaping, gardening	●	●	●
Lighting	●	●	
Livestock evacuation site (temporary)	●		
Maintenance and emergency vehicle access	●	●	
Maintenance of pool, sporting and recreation facilities	●	●	
Markets, fetes, and fairs	●	●	
Meetings (social, recreational, educational, cultural)		●	
Organised and unstructured active and passive sporting and recreational activities and programs	●	●	
Outdoor cinema	●	●	

Purpose / Use	Park category	General Community Use category	Natural Area-Bushland category
Performances including concerts, stage	●	●	
Personal and group fitness training, subject to Council approval	●	●	
Pest control (invertebrate and vertebrate)	●	●	●
Picnics and barbecues	●		
Play activities (all ages, abilities)	●	●	
Political conferences, meetings, functions		●	
Product launches	●	●	
Religious services		●	
Revegetation, returfing	●		
Running / jogging	●		
Sports administration		●	
Swimming/water polo and the like activities including training, competition, events, coaching, school sport, carnivals		●	
Stormwater collection, treatment and/or retention	●	●	●
Vehicle parking, including overflow parking during large scale sporting and special events		●	
Walking	●		●
Weed management	●		●
Welcome to Country ceremonies	●		●

Table 18 Permissible developments to facilitate uses at CHARC

Development to facilitate uses	Park category	General Community Use category	Natural Area-Bushland category
Access for people of all abilities	●	●	
Advertising structures relating to uses	●	●	

Development to facilitate uses	Park category	General Community Use category	Natural Area-Bushland category
Amenities	•	•	
Bicycle related storage facilities/racks	•	•	
Café, kiosk, canteen		•	
Commercial development ancillary to and supporting existing uses	•	•	
Community facilities for social, cultural, education and recreation purposes		•	
Community garden	•	•	
Complying and exempt development	•	•	
Drainage works: complementary to the natural drainage patterns on the land, and to protect roads, services, or other facilities on the land	•	•	•
Easements to private property: temporary or permanent access across CHARC where appropriate and in compliance with the requirements of the <i>Local Government Act 1993, Local Government (General) Regulation 2021</i> and other relevant legislation and policy.	•		
Educational facilities		•	
Electric vehicle charging stations		•	
Environmental facilities	•	•	•
Environmental protection works	•	•	•
Fencing	•	•	•
Fitness/exercise equipment	•	•	
Flagpoles or smart poles	•	•	
Food and beverage outlet (mobile, temporary)	•	•	
Food preparation and related facilities	•	•	
Hardstand for event structures	•	•	
Indoor sport and fitness training facilities		•	
Irrigation and drainage structures and systems	•	•	•
Landscaping (hard and soft), including landscape structures or features	•		



Development to facilitate uses	Park category	General Community Use category	Natural Area-Bushland category
Lighting: for leisure activities, public safety and the protection of assets	●	●	
Maintenance staff amenities	●	●	
Park furniture	●	●	●
Pathways	●	●	
Picnic tables, shelters and barbecues	●		
Play equipment, softfall, shade structures	●	●	
Public roads – realignment, construction	●	●	
Public utilities and services	●	●	
Scoreboard and scoring infrastructure	●	●	
Seating	●	●	●
Shelters and shade structures	●	●	
Signage – locational, directional, interpretive, regulatory	●	●	●
Sport ancillary purposes		●	
Sporting facilities for conducting organised sport		●	
Sports courts (indoor, outdoor)	●		
Stage for performances	●	●	
Stormwater management works such as storage tanks and pipes	●	●	
Take away food or drink premises	●	●	
Temporary advertising structures which relate to approved uses/activities, are internally directed and approved by Council	●	●	
Toilets	●	●	
Utility installations	●	●	
Vehicle access, parking and loading/unloading areas (emergency and authorised vehicles only)	●	●	
Vehicle barriers	●	●	

Development to facilitate uses	Park category	General Community Use category	Natural Area-Bushland category
Vehicle parking areas		•	
Viewing area / platform	•	•	
Walking tracks/paths, raised paths/ boardwalks, ramps, stairs, gates	•	•	•
Waste management works	•	•	
Water sensitive urban design structures such as rain gardens, swales	•	•	
Water play structures		•	
Weed management works	•	•	•
Work sheds or storage required in connection with maintenance of CHARC	•	•	

### 5.1.5 Restricted and prohibited activities and developments

Certain activities and structures are restricted in Carnes Hill Aquatic and Recreation Centre.

#### High voltage electricity easement

The Transgrid high voltage electricity transmission line places restrictions on access, uses, activities and developments within the easement outlined in the *Easement Guidelines – Living and working with electricity transmission lines June 2024*.

Such restrictions include prohibition of vehicle parking, trees, roads, walking and cycling paths and fenced dog parks within a radius of 30 metres from a Transgrid structure

Approval from Transgrid will be necessary to ensure adherence to Transgrid's easement guidelines.

#### Other restricted and prohibited activities and developments

Restricted and prohibited activities and developments in Carnes Hill Aquatic and Recreation Centre are listed in the Liverpool Local Environmental Plan 2008. Uses and activities that are not in accordance with the objectives of this Plan of Management are also restricted or prohibited. Such uses will be indicated on signage on-site.

Activities that are prohibited or restricted at Carnes Hill Aquatic and Recreation Centre include, but are not limited to:

- ☐ breaking or leaving any bottle, glass, syringe or other objects likely to endanger the safety of any person
- ☐ camping or staying overnight

- ☐ consumption of alcohol
- ☐ driving of unauthorised motor vehicles or motorised bikes, except in constructed car parks and driveways.
- ☐ dumping of rubbish
- ☐ discharging of rifles or firearms
- ☐ dogs off leash except in designated areas
- ☐ dogs within 10 metres of playgrounds and food preparation areas
- ☐ fireworks without approval
- ☐ flying of model aeroplanes or drones
- ☐ any game or activity likely to damage property, injure, endanger or cause nuisance to any other person
- ☐ helicopter landings, except in emergencies
- ☐ horse riding
- ☐ hot ember fires
- ☐ interfering with or damaging any Council building, equipment, furniture, landscaping, tree, plant or flora
- ☐ leaving of dog faeces (removal and proper disposal is required)
- ☐ lighting of fires, except in Council constructed fireplaces or portable barbecues
- ☐ non-approved commercial photography or filming
- ☐ non-approved events, commercial activities and sport competitions
- ☐ practising of golf or archery
- ☐ smoking or vaping
- ☐ remote control vehicles including drones and model aeroplanes and cars.

Activities at Carnes Hill Aquatic and Recreation Centre may also be prevented or restricted by public health orders such as during a pandemic.

### 5.1.6 Guidelines for buildings and other structures

This Plan of Management expressly authorises development of new buildings and structures, and redevelopment/refurbishment of existing buildings and structures, which support the desired uses of Carnes Hill Aquatic and Recreation Centre and are consistent with the categorisation.

The location, size and scale of future buildings and structures at Carnes Hill Aquatic and Recreation Centre will be consistent with:

- ☐ community needs
- ☐ physical site constraints
- ☐ best practice design standards including Australian Standards and NSW Better Places guidelines.

Design considerations for Carnes Hill Aquatic and Recreation precinct include to:

- ☐ consider ecologically sustainable development principles and requirements in the design of the aquatic and recreation centre

- ☐ create multi-functional open spaces that provide settings for activities and events
- ☐ avoid adverse impacts to the Beard Creek riparian corridor
- ☐ provide tree planting for shade and to reduce urban heat whilst maintaining views from adjoining streets
- ☐ encourage walking and cycling access and maximise connections to other open space areas
- ☐ enhance safety and personal security through the use of Crime Prevention Through Environmental Design (CPTED) principles
- ☐ be accessible and inclusive for the entire community
- ☐ provide inclusive play opportunities according to the 'Everyone Can Play' guidelines.

### Landscaping

Landscaping works will be undertaken consistent with Liverpool Development Control Plan.

### Building envelopes

Building envelopes should align with the requirements in Part 1 General Controls for all Development in the Liverpool Development Control Plan 2012.

### Access

Access to new facilities on the site and any refurbishment of those structures will be provided according to relevant Australian Standards for access and mobility.

Access and seating for people with disabilities should comply with the Disability Discrimination Act and the Building Code of Australia.

### Bushfire

The site is partly within a Bushfire Prone Land area and close to a bushfire hazard. Future development must comply with Planning for Bushfire Protection and National Construction Code (NCC) requirements.

Any proposed performance solutions or building adjustments will require approval from the Rural Fire Service and possibly the Natural Resources Access Regulator. Class 9 Special Fire Protection Purpose buildings must adhere to specific NCC standards, with performance solutions needing approval from a fire engineer.

Buildings within the bushfire zone are required to:

- ☐ comply with the selection of building materials as stated in the Bushfire Attack Level standard
- ☐ establish an Asset Protection Zone within which vegetation levels need to be controlled to minimise the fuels that may contribute to the spread of fire between the bushfire zone and the building.

### Sustainable development

All facilities and infrastructure (new and renewed), and maintenance of the site will integrate sustainability in terms of energy use, life cycle costs, source material impacts, and Water Sensitive Urban Design (WSUD).

All new structures will be of an architectural and built form appropriate to the Western Sydney climate.

### Planting

An increase in tree canopy is proposed for urban cooling and biodiversity benefits.

Council's Tree Management Strategy 2024 aims to deliver canopy targets of 28% by 2035 and 30% by 2050. The existing Area 2 for the CHARC was recorded as being 20.46% canopy coverage, by the NSW Government's 'Central Resource for Sharing and Enabling Environmental Data in NSW.'

Species selected for planting at Carnes Hill Aquatic and Recreation Centre will be native to the area where possible and be appropriate for a recreation area and floodway. Certain deciduous and other exotic species are also appropriate for planting to provide shade and to reduce ambient temperatures in the appropriate locations. Plant selections will be considerate of existing soil conditions and the location within the site. Soil remediation will be explored where new plants are proposed.

Planting within the site will be undertaken on a site-specific basis as specified by the Landscape Architect and with consideration of the recommendations in the Bushfire Assessment. Planting within the riparian corridor would be guided by a restoration ecologist.

### 5.1.7 Scale and intensity of future uses and development

In accordance with the *Local Government Act 1993* a Plan of Management for community land must set out the scale and intensity of proposed uses and developments on the land.

The scale and intensity of future uses and development at Carnes Hill Aquatic and Recreation Centre is dependent on:

- ☐ the nature of the approved future uses and developments
- ☐ requirements of the activity
- ☐ the Masterplan for CHARC (Section 6)
- ☐ the physical constraints and carrying capacity of facilities and spaces at Carnes Hill Aquatic and Recreation Centre
- ☐ operating hours of the aquatic centre or specific hours for which a facility is booked for an event via a lease, licence or approval from Council
- ☐ impact on adjoining residents and land uses in terms of noise, lighting, traffic and vehicle parking
- ☐ consistency with the categorisation under the *Local Government Act 1993*
- ☐ approved Development Applications.

The scale and intensity of future uses and developments at Carnes Hill Aquatic and Recreation Centre are constrained by:

- ☐ flooding
- ☐ high voltage transmission line easement
- ☐ bushfire prone land
- ☐ biodiversity values
- ☐ impact on adjoining residents and land uses.

Any proposal to use buildings, structures and spaces at Carnes Hill Aquatic and Recreation Centre will be considered on merit and balanced against physical constraints and the amenity of adjoining residents and land uses.

Any further intensification or variation to development to that is not shown on the Masterplan in Figure 18 would be subject to a separate development application.

The benchmarks for the scale and intensity of future uses and developments permissible at Carnes Hill Aquatic and Recreation Centre will be physical disturbance and damage to facilities and spaces. The physical impacts of activities and uses on facilities and spaces should be regularly monitored. Review of permissible activities and developments will occur if site monitoring shows any deterioration from the condition of Carnes Hill Aquatic and Recreation Centre resulting from those activities or developments.

Activities at Carnes Hill Aquatic and Recreation Centre which may attract high numbers of people include school swimming carnivals, cooling off in extreme hot weather, and community events. The intensity of use, multiple activities/uses, and real or perceived crowding/congestion or competition for use of facilities and spaces in Carnes Hill Aquatic and Recreation Centre will be managed so as not to unreasonably compromise the amenity of park users, residents and the community.

### Scale and intensity of use by category

The scale and intensity of use of each community land category in CHARC is connected and complementary to that of the other categories. An increase or decrease in the scale or intensity of use within one category may impact upon another category.

The scale and intensity of overlapping use is to be planned, addressed and managed to ensure that the scale and intensity of use of CHARC is consistent with this plan.

At times, such as during the COVID-19 pandemic, Council is required to implement public health directives to ensure social distancing at public open spaces and facilities, which may involve temporarily preventing access to specific facilities. Conversely, the response to a pandemic or similar situation would increase demand for walking, cycling and outdoor informal recreation opportunities. Carnes Hill Aquatic and Recreation Centre is ideally placed to offer such local outdoor open space and exercise opportunities.

### General Community Use

The aquatic and recreation precinct will offer a wide range of facilities that provide recreation and community services and programs to local residents and the wider community.

It is anticipated that the aquatic and recreation precinct would be used consistently throughout the week. While weekday use may be typically higher than weekends. Weekend use of CHARC is expected to be high during summer months, with swimming on hot summer days, informal water play and visits to the café.

It is expected that the centre reflected in stage one of the master plan, that houses the indoor 25m pool, will maintain a regular opening hours schedule, with the centre likely closing at 10pm on weekdays and 7pm on weekends. The opening hours may vary occasionally if necessary.

The impact of traffic and parking associated with large scale events on residents and businesses will be managed by preparing a Traffic and Parking Plan on a case-by-case basis.



Ongoing monitoring of the use of the aquatic facilities is critical to ensuring that scale and intensity of uses are consistent with this plan.

#### Park

The facilities and furniture in the Park category will cater for a range of unstructured recreational activities for the local community, users and visitors to the centre. The parkland can be accessed and used all year round.

The majority of users will be local community members, and visitors and spectators during aquatic events. Usage levels of the parkland have not yet been determined and will need to be monitored with respect to the provision of off-street car parking and traffic impacts on surrounding roads, businesses and residents.

The intensity of use of informal recreation facilities and settings (such as a play space) would be determined by users of the site.

#### Natural Area

The scale and intensity of use of the natural bushland will be monitored so that the native vegetation and habitat features are not adversely impacted.

## 5.2 Use agreements

### 5.2.1 What are use agreements?

Under Section 46(1)(b) of the *Local Government Act 1993* a lease, licence, other estate or easement (also referred to as use agreements) may be granted over all or part of community land as a way of formalising the use of community land.

Leases and licences may be held by organisations such as sporting clubs and associations, community groups, schools, non-government organisations, charities, community welfare services, non-profit organisations and government authorities, or by private/commercial organisations or people providing facilities and/or services for public use.

A lease will be typically required where exclusive use or control of all or part of Carnes Hill Aquatic and Recreation Centre is desirable for effective management. A lease may also be required due to the scale of investment in facilities, the necessity for security measures, or where the relationship between a major user and facilities on community land justifies such security of tenure.

Licences allow multiple and non-exclusive use of an area. A licence may be required where intermittent or short-term use or control of all or part of Carnes Hill Aquatic and Recreation Centre is proposed. More than one licence for different uses can apply to the same area at the same time, provided there is no conflict of interest.

In accordance with Section 46A of the *Local Government Act 1993* a Plan of Management for community land is to specify and authorise any purpose for which a lease, licence or other estate may be granted over community land during the life of a Plan of Management. Under Section 46 of the Act, Council may lease or licence community land for purposes consistent with the categorisation and zoning of the land.

The lease or licence must be for uses consistent with the assigned categorisation and zoning of the land, be in the best interests of the community as a whole, and enable, wherever possible, shared and multiple use of community land.

Any lease or licence proposal will be individually assessed and considered, including the community benefit, compatibility with this Plan of Management, and the capacity of the community land and the local area to support the activity.

### 5.2.2 Authorisation of current use agreements

Use agreements (leases, licences or other estates) which currently apply to Carnes Hill Aquatic and Recreation Centre relate to the dealings listed in Section 2.9.2 regarding the electricity transmission line easement and associated infrastructure. This Plan of Management expressly authorises continuation of those dealings.

### 5.2.3 Leases and licences over community land

The *Local Government (General) Regulation 2021* sets out requirements for issuing of leases, licences and short term/casual permits on community land.

The maximum period for leases and licences on community land allowable under the Local Government Act is 21 years, or 30 years if consent from the Minister is required (including any period for which the lease or licence could be renewed by the exercise of an option) for purposes consistent with the categorisation and core objectives of the particular area of community land. Community land may only be leased or licensed if public notice is given according to the requirements of the Local Government Act.

Under Section 47, Council may grant a lease, licence or other estate exceeding five years if it gives public notice of the proposal to the owner, the public and all stakeholders, and invites and considers public submissions. If an objection to the proposal is made, Council may not grant a lease, licence or other estate without consent of the Minister for Local Government.

For proposed leases, licences and other estates of five years or less, Council must publicly advertise the proposal in the same way as for leases, licences and other estates over 5 years. Final approval of the lease rests with Council, but the Minister for Local Government has the discretion to call in a proposed lease and determine the matter in place of Council. However, some short-term and other types of leases, licences and other estates, such as providing underground pipes and connections, are exempt from the need to advertise.

Any leases or licences for emergency services organisations, and not-for-profit and community groups after 30 June 2021 must be authorised by an adopted Plan of Management, or Ministers consent must be sought to manage the land as is it were operational land under the *Local Government Act 1993*.

### 5.1.4 Express authorisation of future use agreements

#### Authorisation of future use agreements

Use agreements over community land are dealt with in Sections 46, 46A and 47 of the *Local Government Act 1993*, and Clauses 116 to 119 of the *Local Government (General) Regulation 2021*.

In accordance with Section 46A of the *Local Government Act 1993* a Plan of Management for community land is to specify and authorise any purpose for which a lease, licence or other estate may be granted over community land during the life of a Plan of Management.

This Plan of Management expressly authorises the issue of leases, licences and other estates over the land covered by this Plan of Management, provided that:

- ☐ the purpose is consistent with the purpose for which it was dedicated or reserved, and any purposes which have been added to the reserve
- ☐ the purpose is consistent with the guidelines and core objectives for the category of the land
- ☐ the lease, licence or other estate is for a permitted purpose listed in the *Local Government Act 1993* or the *Local Government (General) Regulation 2021*
- ☐ the issue of the lease, licence or other estate and the provisions of the lease, licence or other estate can be validated by the provisions of the *Native Title Act 1993* (Cth)
- ☐ where the land is subject to a claim under the *Aboriginal Land Rights Act 1983* the issue of any lease, licence or other estate will not prevent the land from being transferred in the event the claim is granted
- ☐ the lease, licence or other estate is granted and notified in accordance with the provisions of the *Local Government Act 1993* or the *Local Government (General) Regulation 2021*
- ☐ the issue of the lease, licence or other estate will not materially harm the use of the land for any of the purposes for which it was dedicated or reserved.

Depending on the nature of the proposed lease or licence, Council would develop specific objectives and requirements tailored to the proposed use. Terms and conditions of a lease, licence or other estate should reflect the interest of the Council, protect the public, and ensure proper management and maintenance.

This Plan of Management expressly authorises the issue of short-term hire agreements and other estates over the land in Carnes Hill Aquatic and Recreation Centre categorised as General Community Use and Park as set out in Table 19 (below).

### Agreements for uses of aquatic and recreation centre

This Plan of Management expressly authorises the granting of a lease, licence or other estate for the following uses of the Carnes Hill Aquatic and Recreation Centre:

- ☐ operation and management of the Carnes Hill Aquatic and Recreation Centre consistent with industry best practice. This agreement should address responsibilities and performance standards for matters including asset/equipment management and maintenance, capital and recurrent works, security, workforce management, workplace health and safety, audits and inspections, cleaning, waste and refuse disposal, grounds maintenance and landscaping.
- ☐ learn to swim, squad coaching and similar program services
- ☐ café/kiosk for refreshment purposes, including outdoor seating and tables, with or without a liquor licence.

### Short-term casual use and occupation

Licenses for short-term casual use or occupation of Carnes Hill Aquatic and Recreation Centre for a range of uses may be granted in accordance with Clause 116 of the *Local Government (General) Regulation 2021*.

Authorisation is granted for short-term casual use or occupation of Carnes Hill Aquatic and Recreation Centre for the following uses and occupations, provided the use or occupation does not involve the erection of any permanent building or structure.

Table 19 Authorised uses for short term casual use or occupation of Carnes Hill Aquatic and Recreation Centre

Proposed use	Land to which authorisation applies	Express authorisation of short-term casual use or occupation for:
Aquatic activities	Land categorised as General Community Use	School and club swimming carnivals Squad training Swimming program or other aquatic activities
Social/community events	Land categorised as Park, General Community Use	One-off or occasional community events such as markets One-off or occasional cultural, musical or entertainment events One-off or occasional festivals, events, ceremonies Temporary Use Agreement for social/community events will provide for the temporary erection of food stalls, stages, seating and amusement rides Temporary Use Agreement for picnics and family gatherings of more than 40 people
Commercial activities	Land categorised as Park and General Community Use	Commercial uses which support the use of Carnes Hill Aquatic and Recreation Centre for informal recreation, and social/community activities, such as personal fitness training, café, mobile food/beverage vans, and functions.
Other short-term uses of community land	Land categorised as Park, General Community Use	Short term/temporary uses in the <i>Local Government Act 1993</i> and the <i>Local Government (General) Regulation 2021</i> including: <ul style="list-style-type: none"> <li>- playing of a musical instrument or singing for fee or reward</li> <li>- engaging in a trade or business</li> <li>- playing of a lawful game or sport</li> <li>- delivery of a public address</li> <li>- commercial photographic sessions</li> <li>- picnics and private celebrations e.g. weddings, family gatherings</li> <li>- filming sessions. A licence or other estate may be granted in order to allow a filming project to be carried out, whether or not the project is in accordance with the Plan of Management or is consistent with the core objectives or the categorisation of the land concerned.</li> <li>- markets and / or temporary stalls including food stalls.</li> <li>- corporate functions</li> <li>- other special events/ promotions provided they are on a scale appropriate to the use of the site, and for the benefit and enjoyment of the local community.</li> <li>- emergency purposes, including training, when the need arises.</li> </ul>

Assessment of potential licensed activities will consider:

- ☐ physical damage to the land or facilities

- ☐ access by all sections of the community
- ☐ impact on adjoining residents.

Fees for short term bookings are set out in Council's annual Fees and Charges schedule.

### Food and beverages

A lease or licence for the operation of a cafe, canteen, kiosk or other food outlet is expressly authorised by the Plan of Management, provided that:

- the lease or licence is a term for 21 years or less, unless Council is satisfied that a longer term should be granted, to coincide with a contract for the management of Carnes Hill Aquatic and Recreation Centre and ministerial approval is granted,
- the lease or licence complies with all legislative requirements and any applicable Council policy or procedure, whether specified in this Plan or otherwise, and
- in the case of a sub-lease, the sub-lease additionally is permitted by the head lease and complies with all requirements of the head lease.

Granting of liquor licenses are subject to separate approval processes and are not at the sole discretion of Council. This Plan expressly authorises Council permission as the landowner for granting liquor licenses on community land subject to other necessary approvals.

Applications for liquor licenses will be considered on a case by case by Council and only when Council are satisfied that the licensee can meet the Liquor and Gaming NSW *Liquor Act 2007* for the responsible service of alcohol.

### Events

This Plan authorises limited approved public cultural events which are ancillary to and supportive of the public recreational use of CHARC, and that have acceptable impacts on public recreational, residential and open space amenity.

Events and activities may be subject to compliance with the Liverpool City Council Event Organiser's Information Kit: Event Guidelines, Council policies, development applications, separate Council approval processes, conditions or exemptions not covered by this Plan.

### Easements and other estates

This Plan of Management expressly authorises Council to grant 'an estate' over community land for the provision of public utilities and works associated with or ancillary to public utilities and provision of services, or connections for premises adjoining the community land to a facility of the Council or public utility provider on the community land in accordance with the *Local Government Act 1993*.

This Plan of Management authorises the construction of structures for the purposes of stormwater management, treatment and/or retention as prescribed in Section 28 of the *Local Government (General) Regulation 2021*. This Plan authorises the continued use of drains, channels and easements, and the creation of new drains, channels and easements.

This Plan of Management expressly authorises the granting of easements over community land at Carnes Hill Aquatic and Recreation Centre for public utilities, providing pipes,

conduits or other connections under the ground surface. This is limited to easements which connect premises adjoining community land to an existing water, sewer, drainage or electricity facility of Council or another public utility provider that is situated on the land. Such easements are authorised provided that:

- ☐ there is no feasible alternative to connecting to a facility on the community land
- ☐ there is no significant impact on the condition or use of the community land
- ☐ in all cases, the applicant is to be responsible for all costs incurred by Council in the creation of the easement.

Granting of easements for public utilities and stormwater management at Carnes Hill Aquatic and Recreation Centre is subject to conditions as required to ensure the protection of site assets, values and uses; and demonstration of a community and/or environmental benefit. Council will oppose the creation of any additional (foreign) services or utility installations, or easements, in or through Carnes Hill Aquatic and Recreation Centre unless there is an advantage for Carnes Hill Aquatic and Recreation Centre and its management, or an overriding community or environmental benefit.

Granting of easements above or on the surface of community land is not within the authority of this Plan of Management. These easements include, but are not limited to, piping to a natural watercourse, piping from a facility on community land to a facility on private land, and private vehicular or pedestrian access.

### Public road

This Plan of Management expressly authorises Council to dedicate community land as public road under Section 47F of the *Local Government Act 1993* if required to provide vehicular access to the aquatic centre as shown on the CHARC Masterplan.

### Public Utilities

This plan expressly authorises Council to enter into leases and licenses or other forms of agreement with relevant authorities, organisations or individuals in relation to the provision of services or utilities for a public purpose.

#### 5.2.6 Sub-leases

Where a lease arrangement has been entered into with Council over community land, sub-leasing of the land must be in accordance with the requirements of Section 47C of the *Local Government Act 1993* i.e., the purpose for which the land was to be used under the lease.

Community land that is the subject of a lease cannot be sublet for a purpose other than:

- ☐ the purpose for which the land was to be used under the lease; or
- ☐ a purpose prescribed by the Regulations.

#### 5.2.7 Use agreements by tender

Section 46A of the *Local Government Act 1993* requires that Plans of Management must specify purposes for which a lease, licence or other estate may be granted only by tender. A lease or licence for a term exceeding five years may be granted only by tender unless it is granted to a non-profit organisation. However, Council may apply a tender process in respect to granting any particular lease, licence or estate.



Leases, licences and other estates for the following purposes will be granted only after a public competitive tender process in accordance with the *Local Government Act 1993*:

- ☐ operation and management of the Carnes Hill Aquatic and Recreation Centre
- ☐ learn to swim, squad coaching and similar services at the Carnes Hill Aquatic and Recreation Centre, if not operated directly by the venue manager's café/kiosk for refreshment purposes, including outdoor seating and tables, with or without liquor licence at the Carnes Hill Aquatic and Recreation Centre, if not operated directly by the venue managers
- ☐ commercial activities
- ☐ a lease or licence for a term exceeding five years

If Council proposes to grant a lease, licence or other estate in respect of community land, it must follow certain notification procedures as outlined in Section 47 of the *Local Government Act 1993*. Any subleasing or subcontracting opportunities (if provided) will be captured in a management contract between Council and the service operator / management company.

### 5.2.8 Notification and exhibition of leases, licences and other estates.

If Council proposes to grant a lease, licence or other estate in respect of community land, it must follow certain notification procedures as outlined in Section 47 of the *Local Government Act*.

### 5.2.9 Exclusive occupation and private purposes

Exclusive use or occupation of any area of community land to which this Plan applies is generally not desirable, as Carnes Hill Aquatic and Recreation Centre should be available for use by anyone in the community. An exception may be made where:

- the exclusion of the public is demonstrated to be desirable, for example to ensure the security of assets and public safety,
- the lease, licence or other estate is for a purpose permitted by section 46 of the *Local Government Act 1993* or this Plan, and
- the exclusive occupation or use is not prohibited by section 47D of the *Local Government Act 1993*.

Section 46 of the *Local Government Act 1993* specifies the purposes for which a lease, licence or other estate may be granted in respect of community land.

Section 47D of the *Local Government Act 1993* provides that exclusive occupation or exclusive use of community land is prohibited unless –

- in accordance with a lease to which section 47 or 47A of the *Local Government Act 1993* applies,
- in accordance with a sublease or other title directly or indirectly derived from the holder of such a lease, licence or estate, or
- the occupation or use is part of a senior citizens centre or home or community care facility by a duly appointed manager of the centre or the occupation or use is by persons and in circumstances prescribed by the regulations.

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## 6 ACTION PLAN

### 6.1 Master Plan

The Masterplan for the Carnes Hill Aquatic and Recreation Centre is shown in Figure 18. The precinct site plan in Figure 19 below was submitted for the Development Application.

These plans broadly show the location of the spatial works and actions in the following Action Plan in Section 6.2 which are proposed to be implemented to achieve the vision and objectives for Carnes Hill Aquatic and Recreation Centre.

The Masterplan for Carnes Hill Aquatic and Recreation Centre has been developed by incorporating ideas and feedback from the community over many years. The Masterplan provides an illustration of the future direction for the site to provide greater recreational, sport and social opportunities, and to improve the general amenity, functionality and capacity of the site. The Masterplan envisions a quality aquatic and recreation centre that meets contemporary standards.

The Masterplan does not represent a formal commitment from Council to fund improvements shown on the Masterplan, as funding is not available to deliver the entire plan in the short or medium term. Potential longer-term improvements have been included on the Masterplan so future opportunities are not precluded if funding becomes available. This holistic, long-term approach ensures that Carnes Hill Aquatic and Recreation Centre will be developed in a cohesive manner to meet community needs.

It is expected that the Masterplan may change in minor ways depending on funding and Council priorities. More detailed plans will be prepared after further consultation and this Plan of Management is completed.

**High priority actions** are:

- ☐ Construct access roads and internal circulation
- ☐ Construct the indoor aquatic and recreation centre
- ☐ Construct a connecting pathway to the Michael Clarke Recreation Centre precinct.

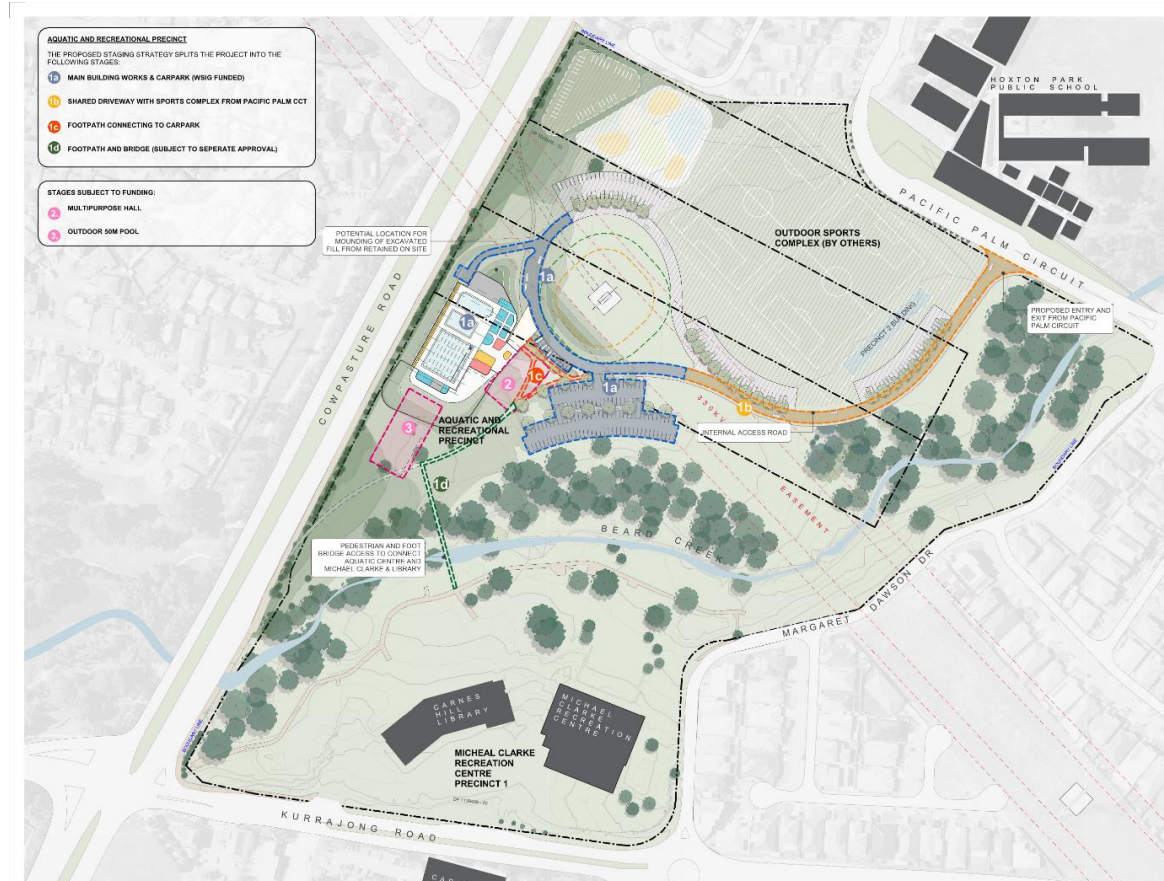
**Key longer term actions** are:

- ☐ Construct the 50 metre outdoor pool
- ☐ Construct an indoor multi-purpose facility

**Ongoing**

- ☐ Operate, manage and monitor use of the aquatic and leisure centre
- ☐ Carry out maintenance and capital works as required.

Figure 19 Site plan for Carnes Hill Aquatic and Recreation Centre



## 6.2 Action Plan

### 6.2.1 Introduction

The *Local Government Act 1993* requires Plans of Management for community land to:

- ☐ contain performance targets.
- ☐ specify the means of achieving objectives and performance targets.
- ☐ specify how achievement of the objectives and performance targets is to be assessed.

This section outlines the actions required to implement the management direction for Carnes Hill Aquatic and Recreation Centre. The actions are displayed below in table form, and have been structured using the values of Carnes Hill Aquatic and Recreation Centre that the actions would enhance and protect. The table headings are explained as follows:

#### Value

<b>Need/issue</b>	Consideration or problem to be addressed.
<b>Objective / Performance target</b>	Reflects the value and provides direction for the action. The desired outcome in implementing and achieving the action.
<b>Action</b>	Specific task or action required to address issues, consistent with the objective.
<b>Priority</b>	<p>Importance or urgency of the action:</p> <p><b>High</b> Short-term actions – safety issues, essential functions, eliminate and/or reduce severe issues, address an urgent community need</p> <p><b>Medium</b> Mid-term actions:</p> <ul style="list-style-type: none"> <li>- ongoing preventative and remedial maintenance of existing assets</li> <li>- work needed to ameliorate adverse environmental conditions: (shade planting, pedestrian circulation and access)</li> <li>- work to protect and conserve remnant indigenous vegetation</li> <li>- works aimed at reducing ongoing maintenance costs</li> </ul> <p><b>Low</b> Long-term actions</p> <p><b>Ongoing</b> A continuing responsibility</p> <p><b>Annual</b> Action to be undertaken on a yearly basis</p> <p>The timing of implementation depends on delays such as funding, and design or development approvals.</p>
<b>Responsibility</b>	Staff position within Council responsible for implementing the action.
<b>Means of assessing achievement</b>	How Council intends to measure its performance in implementing and achieving the action over time.

## 6.2.2 Open Space actions

Table 20 Open space actions

Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
Parkland	Ensure the parkland is open to everyone and free to use	Consider access for all in the design of the parkland	High	Western Sydney Infrastructure Grants, Community Planning, Parks	Access Audit Report, Open Space, Sports and Recreation Strategy, Parks reporting
	Endeavour to incorporate First Nations elements into delivery of surrounding parkland	Consider First Nations connection to Beard Creek and the land.  Prepare and deliver plan in consultation with First Nations and Heritage Officers	High	Western Sydney Infrastructure Grants, Community Planning, Community Development, Parks	Asset Management Report, Park Reports, Aboriginal Heritage Impact Assessment

## 6.2.3 Access and connections actions

Table 21 Access and connections actions

Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
Universal access	Ensure that facilities and spaces meet and support the diverse and contemporary needs of the Liverpool community including people with disabilities	Undertake bi-annual facility accessibility audits	Ongoing	Design-Western Sydney Infrastructure Grants, Management-Asset Planning and Management	Access Audit Report
		Prepare and deliver action plans that support access for people with a disability	High	Design-Western Sydney Infrastructure Grants, Management-Community Planning	Reconciliation Action Plan, Disability Inclusion Action Plan and Design with Country applied

Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
Site legibility	Ensure that CHARC users can easily and safely find their way to it	Provide an easily distinguished and clearly legible entrance to CHARC	High	Design-Western Sydney Infrastructure Grants, Management-Asset Planning and Management	Design review, Public Domain Wayfinding Strategy, Asset Management reports
		Clearly identify parking bays, pedestrian crossings, drop-off zones, service loading bays and driveways	High	Design-Western Sydney Infrastructure Grants, Management-Asset Planning and Management	Design review, Public Domain Wayfinding Strategy, Asset Management reports
Pedestrian/ cycle access	Encourage walking and cycling to and from CHARC  Ensure pedestrian and cycle access between the library/ Michael Clarke Recreation Centre and CHARC is safe, direct, logical and well designed	Construct paths and a footbridge over Beard Creek between Carnes Hill Library/ Michael Clarke Recreation Centre and the aquatic and recreation centre	High	Asset Planning and Management	Paths and footbridge constructed
		Install bike parking facilities outside CHARC	High	Design-Western Sydney Infrastructure Grants, Management-Community Recreation	Bike parking facilities installed, Public Domain Wayfinding Strategy
Vehicle access	Support use of the aquatic centre and parkland  Clearly identify and manage traffic and parking arrangements for all users and events safely and efficiently  Minimise disruption to local street parking, residents and school community	Construct internal access roads and carparks	High	Design-Western Sydney Infrastructure Grants, Management-Transport Planning	Masterplan and detailed designs, Public Domain Wayfinding Strategy
		Identify pedestrian priority zones, parking areas	High	Western Sydney Infrastructure Grants, Traffic and Transportation, Infrastructure Planning	Masterplan and detailed designs, Public Domain Wayfinding Strategy
		Maintain access, signage and traffic modes	High	Traffic and Transportation, Infrastructure Planning	Masterplan and detailed designs, Public Domain



Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
					Wayfinding Strategy
		Manage traffic modes through traffic calming and materials	High	Western Sydney Infrastructure Grants, Traffic and Transportation, Infrastructure Planning	Masterplan and detailed designs
		Ensure adequate space for access, circulation, loading and servicing of coaches, emergency vehicles, garbage trucks and chemical delivery trucks	High	Western Sydney Infrastructure Grants, Traffic and Transportation, Infrastructure Planning	Masterplan and detailed designs
		Prepare a Traffic and Parking Plan for large aquatic and community events	High	Traffic and Transportation, Infrastructure Planning	Traffic and Parking Plan complete
Electric vehicle parking and charging	Support use of electric vehicles	Designate spaces in the carparks for electric vehicle charging stations. Install electric vehicle chargers in carparks	High	Western Sydney Infrastructure Grants, Traffic and Transportation	Electric vehicle chargers installed and operational, EV Policy
Access to electricity transmission line easement	Ensure public safety in the electricity transmission line easement Restrict access to transmission tower	Erect high fencing around the base of the transmission tower	High	Transgrid Operations and Environment, City Economy	Fencing in place
Emergency and service vehicle access	Ensure easy access and circulation for emergency and service vehicles	Prepare an Emergency and Service Vehicle Access and Circulation Plan for maintenance and events	High	Western Sydney Infrastructure Grants, Traffic and Transportation, Community Planning, City Operations, Community Recreation-Key Venues	Plan complete

Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
Wayfinding and signage	Ensure visitors can easily and safely find their way to their destination	Erect directional signage in community languages/ dialects at entry/exit points and throughout the centre	High	Western Sydney Infrastructure Grants, Community Recreation-Key Venues	Signs installed, Public Domain Wayfinding Strategy
		Install auditory signage	High	Community Recreation-Key Venues	Auditory signage installed, Public Domain Wayfinding Strategy
Safety	Ensure that CHARC patrons feel safe on site and travelling to and from the site	Ensure clear lines of sight in the design where possible	High	Western Sydney Infrastructure Grants, Community Recreation-Key Venues, Safety	Masterplan and detailed designs
		Install lighting	High	Western Sydney Infrastructure Grants, Community Recreation-Key Venues, Operations	Lighting in place
		Install CCTV in public areas	High	Community Recreation-Key Venues, Safety, IT	CCTV operational

## 6.2.4 Recreation actions

Table 22 Recreation actions

Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
Aquatic and recreation facilities	Cater for the aquatic and recreation needs of the community	Construct the aquatic and recreation centre	High	Western Sydney Infrastructure Grants	Construction complete

Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
Activation of external areas of aquatic centre	Provide safe and welcoming parkland for informal recreation and flexible use Create opportunities within parkland area to engage community and improve liveability	Activate parkland areas	Ongoing	Parks, Events, Community Planning	Increased use of parkland over time
		Manage the parkland and according to the Parks and Open Space Asset Management Plan	Ongoing	City Operations	Compliance with POSAMP, Tier One park
		Put Use Agreements in place for food trucks, coffee vans, exercise classes, low impact community activities such as markets, art classes, petting zoo, live music	Medium	Community Recreation-Key Venues, Events, Community Development	Food truck policy, Event policies,
		Monitor use of parkland, Add temporary/ inexpensive improvements based on observations	Ongoing	Community Planning, Parks	Observations, positive feedback from park users, Parks team reporting
Shelter	Provide natural and constructed shade as appropriate where shade is needed	Plant suitable shade trees and shrubs	High	Community Planning, City Operations	Healthy shade trees and shrubs
		Install shade structures consistent with detail design	High	Community Planning, City Operations	Shade structures in place
Multi-purpose hall	Provide a multi-purpose indoor recreation facility	Design and construct the multi-purpose hall	Low	Operations, Community Planning, Community and Lifestyles	Construction complete

### 6.2.5 Community/social actions

Table 23 Community/social actions

Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
Community needs for programs and facilities	Provide facilities and programs that welcome and	Liaise with local community groups to ensure the design of CHARC considers cultural needs	High, ongoing	Community Recreation	High satisfaction with facilities and programs

Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
	celebrate community diversity				
Neighbourhood Safer Place	Activate the centre as an emergency/evacuation venue	Designate a Neighbourhood Safer Place, a place of last resort during a bush fire emergency, at the aquatic centre	High	Community Planning	State Emergency Service advice
Rough sleepers	Reduce number of rough sleepers or potential for rough sleepers	Regular monitoring by aquatic centre management company and LCC bush regeneration	Ongoing	Operations & Environment Community Planning	Observations, Reporting, CCTV
Social behaviour	Ensure a secure and safe facility for all of the community Maintain a high level of social behaviour on site Encourage community reporting of unfavourable activities or faulty equipment	Ensure lighting and security access is maintained	High, ongoing	Community Planning	Internal reporting
		Manage graffiti and damage to property as soon as possible after reporting	High, ongoing	Community Recreation, Facilities Management	Internal reporting
		Erect informative signs under Section 632A(4) of the <i>Local Government Act 1993</i> with clear instructions, contact details and/or QR codes	High	Community Recreation, Brand, Marketing and Communications	Signs installed
		Maintain relationships with NSW Police	Ongoing	Community Recreation	Police presence on site when required

### 6.2.6 Environmental/Sustainability Actions

Table 24 Environmental/sustainability actions

Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
Sustainable buildings	Design and manage facilities for long term sustainability, Apply	Investigate use of low energy and recycled materials	High	Western Sydney Infrastructure Grants	Masterplan and detailed design, Public Domain Technical Manual, ESD

Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
	Environmentally Sustainable Design (ESD) principles	Design buildings with adequate shading on the north and west facades	High	Western Sydney Infrastructure Grants	Masterplan and detailed design, ESD
		Design buildings to be universally accessible	High	Western Sydney Infrastructure Grants	Masterplan and detailed design
		Provide clear and legible access into buildings	High	Western Sydney Infrastructure Grants	Masterplan and detailed design, Accessibility Standards, ESD
Outdoor furniture and fixtures	Employ sustainability principles in outdoor furniture	Use robust, comfortable and accessible public domain furniture	High, ongoing	Western Sydney Infrastructure Grants, Project Delivery	Masterplan and detailed design, Public Domain Technical Manual
		Explore opportunities to reuse furniture, fixtures and fittings	High, ongoing	Western Sydney Infrastructure Grants	Appropriate reuse, ESD
	Maximise use of public domain	Locate seating in a range of appropriate locations across the site	High, ongoing	Western Sydney Infrastructure Grants, Urban Design, Project Delivery	Masterplan and detailed design, City Design and Public Domain
Bushland-CHARC interface	Maintain the integrity of adjoining bushland Avoid impacts of parkland and aquatic centre on bushland	Avoid grading, mowing/ slashing, spraying sensitive ground covers, under-storey and regeneration areas	Ongoing	Western Sydney Infrastructure Grants	Bushland maintenance specifications
		Maintain vegetation/habitat condition	Ongoing	Environment	Observations, reports, CHARC Handover documentation

Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
Fauna habitat	Protect fauna species habitat	Undertake pre-clearance flora surveys before works begin	High	Western Sydney Infrastructure Grants, Environment	Pre-clearance flora survey reports Confirm the presence of the Spiked Rice-flower
		Erect exclusion fencing	High	Western Sydney Infrastructure Grants	Fencing in place
		Implement hygiene protocols for vegetation clearing and construction plant	High	Western Sydney Infrastructure Grants, Environment	Hygiene protocols followed
Environmental regeneration	Regenerate the natural vegetation	Carry out staged weed removal	Ongoing	Western Sydney Infrastructure Grants, Environment	Bush regeneration records
		Undertake infill and active regeneration works	Ongoing	Western Sydney Infrastructure Grants	Bush regeneration records
		Maintain weed control measures	Ongoing	Western Sydney Infrastructure Grants, Environment	Bush regeneration records, CHARC Handover documentation
		Undertake periodic inspection to assess potential weed invasion. Undertake follow-up weed control as required.	Ongoing	Environment	Bush regeneration records, CHARC Handover documentation
	Endeavour to create a pre-European settlement environmental state	Prioritise native planting	Ongoing	Western Sydney Infrastructure Grants, Environment	Western Sydney Infrastructure Grants, Environment, Community Planning

Need/issue	Objective / Performance target	Action	Priority	Respons-ibility	Means of assessing achievement
Reuse of trees	Use dead tree trunks onsite if possible	Remove dead or low quality trees. Consider re-use of tree trunks on site in landscape or parking area design	High	Western Sydney Infrastructure Grants, Environment, Parks	Consideration of re-use of tree trunks on site, CHARC Handover documentation
Water sensitive urban design	Manage stormwater and reduce its impacts on Beard Creek and to minimise flooding	Employ water-sensitive urban design principles in new development including directing overland flows to trunk drainage, onsite detention, and capturing and filtering stormwater for reuse	High	Western Sydney Infrastructure Grants, Environment	WSUD initiatives in place, CHARC Handover documentation Reduction in stormwater runoff
		Monitor effectiveness of WSUD and other devices and approaches	Ongoing	Environment	Inspection reports, CHARC Handover documentation
		Investigate and implement stormwater harvesting measures	Ongoing	Environment	Reduction in stormwater runoff, CHARC Handover documentation
Urban heat	Reduce the effects of urban heat on health and comfort of the community	Plant Indigenous trees that respond to temperature rises and exotic species for transpiration and cooling, particularly on the eastern, northern and western facades and in vehicle parking and pedestrian traffic areas	High	Western Sydney Infrastructure Grants, Environment	Trees planted. Temperature measurements before and after planting, ESD
	Increase canopy cover for shade and natural cooling	Incorporate climate resilient assets into facility design and use less heat-absorbing materials	High	Western Sydney Infrastructure Grants, Environment	Masterplan and detailed designs, ESD
Contaminated land	Prevent exposure to	Contain contaminated material via a cell	High	Western Sydney Infrastructure	Masterplan and detailed designs



Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
	asbestos contamination	under a hardstand carpark as a capping layer or under a landscaped mound as appropriate		Grants, Environment-Contamination	
	Prioritise known and suspected contaminated sites for investigation, management and/or rehabilitation	Annual inspections by trained Council staff.	Ongoing	Environment-Contamination	Inspection reports
		Control access to dumping areas	Ongoing	Development stage-Western Sydney Infrastructure Grants, Management-Environment-Contamination Waste and Cleansing	No evidence of dumping
Litter/dumping	Minimise litter and dumping	Install signage regarding litter/dumping surveillance/penalties	High	Western Sydney Infrastructure Grants, Waste and Cleansing	Signage installed
		Undertake surveillance of riparian dumping areas	Ongoing	Waste and Cleansing	Surveillance records
		Remove litter/dumping	Ongoing	Waste and Cleansing	Signs installed, No evidence of litter/dumping

### 6.2.7 Management Actions

Table 25 Management actions

Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
Subdivision	Create a dedicated lot for the aquatic and recreation centre to	Subdivide Lot 11 and Lot 100	High	Property	Subdivision complete Property Register

Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
	facilitate planning and construction				
Management and operation of aquatic and recreation centre	Manage the aquatic and recreation centre to industry best practice	Assess options for operation of CHARC including by Council, or by another entity under contract management agreement or lease agreement.	High	Community Recreation	Council endorsement of agreed option
		If another entity, seek public tenders to operate and manage the aquatic centre, café, swim school on a contract management basis	High	Community Recreation	Tenders sought and assessed Preferred tenderer selected
		If tendering, ensure public tender demonstrates value for money to the community	High	Community Recreation, Procurement	Procurement panel arrangement process, Procurement Policy, Procurement Standards, Use of Government contract templates
		If another entity, enter into agreement(s) with successful tenderer(s) to operate and manage aquatic centre, café, swim school program, other aquatic classes and programs	High	Community Recreation	Use agreement in place
Demographics and demand	Tailor programs and facilities to meet the needs of the local community	Analyse and review expressed needs and demographic characteristics of the local community	Annual	Community Recreation, Community Development	Yearly Service Plan
Safety	Maximise safety of CHARC users	Include lighting, clear sightlines, emergency access in CHARC design	High	WSIG, Community Recreation Operations	Safety consideration included in final design
Electricity transmission easement	Ensure ongoing operation of the electricity	Liaise with Trans-Grid about maintenance of the electricity	Ongoing	Operations, Property	Transgrid reports

Need/issue	Objective / Performance target	Action	Priority	Responsibility	Means of assessing achievement
	transmission infrastructure	transmission easement and infrastructure			

## 7 IMPLEMENTATION AND REVIEW

### 7.1 Management

CHARC will be managed by Liverpool City Council as landowner in terms of facility management, use, improvements and maintenance.

Council will have oversight of any use agreements for management, operation and activities on the site.

Day-to-day management of any leased and licensed areas will be the responsibility of any lease or licence holder according to the terms of the lease or licence agreement.

Allocation of staff for management, maintenance and capital works will be monitored by Council on an ongoing basis to ensure that standards are maintained. If new facilities or extensive works are required then the need for additional staff or contractors will be assessed.

Development of new facilities will be carried out only by Council staff or contractors engaged by Council. Council may also engage contractors to assist with the maintenance of CHARC.

Council's Community Planning team will be responsible for the implementation and evaluation of this Plan. A CHARC Plan of Management Working Group will be formed to meet and annually review plans.

### 7.2 Maintenance

Council will be responsible for the maintenance of CHARC to a standard that responds to the requirements outlined in this Plan of Management. Council utilises Council staff, contractors and voluntary resources to assist in meeting the targets identified.

Council may choose to enter into an agreement with tenants, hirers or other user groups with regard to sharing or transferring the responsibility of maintaining spaces or elements within CHARC which those external parties benefit from.

### 7.3 Monitoring

Implementation of actions in this Plan of Management according to their assigned priorities will be monitored by Council through the preparation of annual performance reports, budgets, and capital works programs.

Commencement and completion of the recommended actions in this Plan of Management depends on available Council resources, funding, and Council's priorities in its annual works program. The priority of each action should be reassessed annually to determine if the stated priority is still relevant.

## 7.4 Implementation

Once Liverpool City Council adopts this Plan of Management it is Council's responsibility to implement this Plan of Management.

Implementation of actions in this Plan of Management according to their assigned priorities will be monitored through the preparation of annual performance reports, budgets, and capital works programs.

It should be recognised that commencement and completion of the actions in this Plan of Management depends on available Council resources, funding, and Council's priorities in its annual works program. The priority of each action should be reassessed annually to determine if the stated priority is still relevant.

Implementation of this Plan of Management will be monitored through the preparation of annual operational and capital works programs and budgets. Performance standards and works programs for administration, maintenance and upgrading works are revised each year to meet allocated budgets and works priorities determined in Council's Resourcing Plan.

## 7.5 Funding

Liverpool City Council can take several approaches in funding the implementation of this Plan of Management, including:

- ☐ Using WSIGP grant funding
- ☐ Council sources, including capital funds, developer contributions, fees and charges for use
- ☐ Partnerships with sporting and other user and community groups
- ☐ Applying for Commonwealth and NSW government grants, including sports and recreation, and environmental.

Future activities under lease or licence may generate additional revenue which can be used to achieve the objectives of this plan.

## 7.6 Reporting

Council will report on the progress of implementing this Plan of Management in the following ways:

- ☐ within Council's Integrated Planning and Reporting framework
- ☐ including achieved and proposed actions in its quarterly and annual reports
- ☐ when preparing capital works and maintenance budgets
- ☐ placing information on its website
- ☐ providing information flyers and newsletters to adjoining residents and other stakeholders.

## 7.7 Change and review of this Plan of Management

This Plan of Management will require regular review to align with community values and changing community needs, and to reflect changes in Council priorities. Council has

determined that it will update the Plan of Management within 5 to 10 years of its adoption. However, the performance of this Plan of Management as set out in the Action Plan will be reviewed on an annual basis to ensure that CHARC is being managed in accordance with the Plan of Management, is well maintained, and provides a safe environment for public enjoyment.

This Plan of Management will be evaluated on an annual basis and will include:

- ☐ review of the Plan of Management objectives
- ☐ progress report on the process of implementation
- ☐ recommendations on any alterations or amendments that may be required.

Council will undertake the process of evaluation. Once completed, a report will be presented to Council for consideration.

In the event of the reclassification of any of the land covered by this Plan of Management the Plan will be revised to reflect the changed circumstances.

The community will have the opportunity to participate in reviews of this Plan of Management.

User and community feedback is captured on the use and facilities of the centre via an annual survey on email and on social media. When a future plan of management is required, Council will engage in a best practice community engagement process.

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# APPENDIX A

## RELEVANT LEGISLATION AND PLANS

## A.1 NSW government plans

### A.1.1 NSW government legislation

#### National Parks and Wildlife Act 1974

This Act provides a framework for the protection of Aboriginal heritage and contains provisions to protect places, objects and features of significance to Aboriginal people.

It is an offence to knowingly harm (even unintentionally) an Aboriginal object or place.

An Aboriginal Heritage Impact Permit is required for works or activities on community or operational land that are likely to cause an impact.

#### Heritage Act 1977

This Act conserves the State's heritage i.e. those places, buildings, works, relics, moveable objects, and precincts, of State or local heritage significance.

#### Biodiversity Conservation Act 2016

*The Biodiversity Conservation Act 2016* contains provisions to protect native plants and animals, and assessment requirements for activities and developments. This Act establishes a regulatory framework for assessing and offsetting impacts on biodiversity values due to proposed development and clearing. It establishes a framework to avoid, minimise and offset impacts on biodiversity. Any proposed clearing of vegetation of conservation significance would trigger the need for a Biodiversity Development Assessment Report (BDAR).

#### Water Management Act 2000

This Act is based on the concept of ecologically sustainable development. Its objective is to provide for the sustainable and integrated management of water resources. Best practice for the management and use of water on community lands must be considered in future planning.

#### Roads Act 1993

This Act establishes the rights of the public and landowners and sets out procedures for opening and closing public roads.

Section 71 authorises Council to carry out road works on any public road for which it is the roads authority and on any other land under its control. Section 88 allows Council, as the road authority, to remove or lop trees and vegetation that overhangs a public road.

#### Public Health Act 2000, Public Health (Swimming Pool) Regulation 2000

This Act and Regulation outline the responsibilities for managers of public swimming pools in terms of cleaning and disinfection, maintenance of pool and surrounds, inspection of pools and closure for periods which pose a risk to public health.

#### Protection of the Environment Operations Act 1997

Under this Act, operators of facilities such as swimming pools are responsible for ensuring that their activities do not result in pollution. This includes the proper handling and disposal of pool chemicals, wastewater management, noise control, and ensuring that any discharges from the facility comply with environmental regulations.

## Anti-Discrimination Act 1977

This Act makes it unlawful to discriminate on the grounds of race, sex, disability, age, sexual orientation, age and on other grounds in certain circumstances. The Act promotes equality of opportunity for all people including in relation to access to public places.

## Disability Inclusion Act 2014

This Act provides for the provision of services for, and inclusion of, people with a disability.

## Companion Animals Act 1998

This Act requires Councils to promote responsible animal ownership and provides for owners to have effective control of dogs and cats in public places. It prohibits dogs in recreation and sport areas, public bathing areas and within 10 metres of a children's playground or food preparation and consumption area.

## Other NSW legislation

Other NSW legislation may at times be relevant for the planning, development and management of Carnes Hill Aquatic and Recreation Centre, as follows:

- ❑ *Smoke-free Environment Act 2000* and *Smoke-free Environment Regulation 2016* prescribe controls regarding smoking tobacco (prohibited within 10 metres of a playground or a spectator area for/while watching an organised sporting event).

## A.1.2 NSW government policies and plans

### State Environmental Planning Policies

#### State Environmental Planning Policy (Biodiversity and Conservation) 2021

The State Environmental Planning Policy (Biodiversity and Conservation) 2021 contains provisions seeking to protect and preserve bushland within public open space zones and reservations. Bushland means land on which there is vegetation which is either a remainder of the natural vegetation of the land or, if altered, is still representative of the structure and floristics of the natural vegetation.

#### State Environmental Planning Policy (Planning Systems) 2021

Chapter 2 of this Policy identifies state and regionally significant development or infrastructure through a list of developments and threshold measures which could be considered for the future development of CHARC.

#### State Environmental Planning Policy (Biodiversity and Conservation) 2021

Chapter 2 (Vegetation in Non-Rural Areas) aims to preserve trees and other vegetation to protect amenity and biodiversity values. It regulates urban vegetation clearing that is not ancillary to development. Approval is not required for clearing of vegetation that is a risk to human life or property or dying or dead and not required for native animal habitat.

Chapter 6 (Water Catchments) provides controls for development in various water catchments including the Georges River catchment. Specific controls are prescribed to protect hydrological and ecological health, views and scenic quality, water quality improvement, public access and recreational use.

### State Environmental Planning Policy (Exempt and Complying Development Codes) 2008

This Policy prescribes types of low impact development that can be undertaken as 'exempt' development or 'complying' development subject to meeting specified development standards.

### State Environmental Planning Policy (Resilience and Hazards) 2021

Chapter 4 states that the object of this Policy is to provide for a State-wide planning approach to remediation of contaminated land. In particular, this Policy aims to promote the remediation of contaminated land for the purpose of reducing the risk of harm to human health or any other aspect of the environment.

### State Environmental Planning Policy (Sustainable Buildings) 2022

Chapter 3 of this Policy identifies standards for non-residential development that the consent authority must have regard to.

Development consent must not be granted to non-residential development unless the consent authority is satisfied the embodied emissions attributed to the development have been quantified.

## Other NSW policies and plans

### NSW Public Spaces Charter

Council has formally recognised its commitment to the social, cultural, environmental and economic benefits of open space as a signatory to the 2021 NSW Public Spaces Charter.

The NSW Public Spaces Charter applies to:

- ☐ public open spaces - active and passive (including parks, gardens, playgrounds, public beaches, riverbanks and waterfronts, outdoor playing fields and courts, and publicly accessible bushland.
- ☐ Public facilities – including libraries, civic/community centres, showgrounds, and indoor public sports facilities.
- ☐ Streets – including squares and plazas, and bicycle paths.

The ten draft principles for NSW public spaces help ensure that everyone has access to high quality public space that allows them to enjoy and participate in public life. The Charter cites the US-based Project for Public Spaces' finding that successful places have four key qualities:

- ☐ They are accessible – can I get there?
- ☐ People can engage in activities there – am I able to play and participate?
- ☐ The space is comfortable and has a good image – am I able to stay?
- ☐ It is a sociable place – am I able to connect?

### Greener Places (Draft)

Greener Places is the draft Green Infrastructure policy produced by the Government Architect NSW which guides the planning, design and delivery of green infrastructure in urban areas across NSW.

Greener Places recognises that the network of green spaces, including parks and other public open space, provides numerous benefits in an urban environment. Such benefits include health, environmental, social, recreational, and economic. As such, green

infrastructure is essential infrastructure, and is as crucial to the city as transport, cultural and communications infrastructure.

Greener Places builds on the Sydney Green Grid which was developed to create a network of high quality green areas that connect town centres, public transport networks and major residential areas in Sydney.

Greener Places aims to create a healthier, more liveable and sustainable urban environment by improving community access to recreation and exercise, and supporting walking and cycling connections.

The key components of the green infrastructure framework are:

- ☐ parks and open space – to deliver green infrastructure for people
- ☐ the urban tree canopy – to deliver green infrastructure for climate change adaptation and resilience
- ☐ bushland and waterways – to deliver green infrastructure for habitat and ecological health.

Well-designed green infrastructure responds to four key principles:

- ☐ **Integration:** combine green infrastructure with urban development and grey infrastructure.
- ☐ **Connectivity:** create an interconnected network of open space.
- ☐ **Multi-functionality:** deliver multiple ecosystem services simultaneously.
- ☐ **Participation:** involve stakeholders in development and implementation.

Greener Places advocates for public spaces to help meet the challenges associated with:

- ☐ **Health:** improving community physical and mental health outcomes by providing high quality open space within walking distance to encourage healthy activities.
- ☐ **Climate resilience:** enhancing tree canopy and other solutions like green roofs to improve air quality and reduce temperatures as we experience impacts of climate change.
- ☐ **Rapid population growth:** meeting the need for provision of accessible public spaces responding to higher density living.

Desired outcomes of an integrated, connected and multifunctional green infrastructure network are:

- ☐ Conservation of the natural environment
- ☐ Increased access to open space
- ☐ Improved connectivity to promote active living
- ☐ Increase urban greening to ameliorate climate extremes.

Well designed, accessible, high quality and diverse greener places make it easier for people to be physically and mentally active. The social benefits of green infrastructure include to provide more opportunities and places for children to play.

Supporting Greener Places, the Draft Urban Tree Canopy Guide sets a target for increasing the tree canopy in Greater Sydney to more than 25% in medium density areas, and more than 40% in suburban areas.

#### Draft Greener Places Design Guide

The draft guide provides information on how to design, plan and implement green infrastructure, including parks and sportsgrounds, in urban areas throughout NSW.



The draft guide focuses on:

- ☐ Open space for recreation: green infrastructure for people
- ☐ Urban tree canopy: green infrastructure for adaptation and resilience and
- ☐ Bushland and waterways: green infrastructure for habitat and ecological health

The draft guide provides strategies, performance criteria and recommendations to assist planning authorities and design and development communities to deliver green infrastructure.

### Better Placed

The Better Placed design policy for the built environment by Government Architect NSW places good design at the centre of all development stages from project definition and concept design to construction and maintenance. The relevant objectives for built structures in Carnes Hill Aquatic and Recreation Centre are:

- ☐ Better fit: contextual, local and of its place
- ☐ Better performance: sustainable, adaptable and durable
- ☐ Better for the community: inclusive, connected and diverse
- ☐ Better for people: safe, comfortable and liveable
- ☐ Better working: functional, efficient and fit for purpose
- ☐ Better value: creating and adding value
- ☐ Better look and feel: engaging, inviting and attractive.

### Everyone Can Play

Play is for everyone, regardless of age, ability or cultural background. The NSW Everyone Can Play Guideline is the design principles and best practice toolkit for local Councils, play space designers and other community members to ensure that inclusive play spaces are designed and delivered to enhance accessibility and opportunities for recreation activities and social interaction to be enjoyed by everyone in the community.

Addressing the three questions: Can I get there? Can I play? Can I stay? should be central when creating and modernising play spaces across NSW.

## A.2 Greater Sydney, District and regional plans

### A.2.1 Strategic land use plans

The *Greater Sydney Region Plan: A Metropolis of Three Cities* outlines a vision for a metropolis of three cities where the people of Greater Sydney live within 30 minutes of their jobs, education and health facilities, services and great places.

Public open space is identified across several directions of the Greater Sydney Region Plan. The following directions for Liveability and Sustainability of Greater Sydney, and the objectives and strategies which flow on from them, are set out below. Actions relating to each strategy are derived from the Western City District Plan which follows on from 'A Metropolis of Three Cities'.

## Directions, planning priorities, objectives, strategies and actions for Greater Sydney Region and the Western City District

Directions		Planning Priority		Objectives		Strategies / actions
Sustainability						
A city in its landscape: Valuing green spaces and landscape	W12	Protecting and improving the health and enjoyment of the District's waterways	25	The coast and waterways are protected and healthier	67	Protect environmentally sensitive areas of waterways and the coastal environment area.
			26	The Green Grid links parks, open spaces, bushland and walking and cycling paths	68	Enhance sustainability and liveability by improving and managing access to waterways and foreshores for recreation, tourism, cultural events and water-based transport.
					69	Improve the health of catchments and waterways through a risk-based approach to managing the cumulative impacts of development, including co-ordinated monitoring of outcomes.
	W14	Protecting and enhancing bushland and biodiversity	27	Biodiversity is protected, urban bushland and remnant vegetation is enhanced	72	Protect and enhance biodiversity by: <ul style="list-style-type: none"><li>- supporting landscape-scale biodiversity conservation and the restoration of bushland corridors</li><li>- managing urban bushland and remnant vegetation as green infrastructure</li><li>- managing urban development and urban bushland to reduce edge-effect impacts.</li></ul> Support landscape-scale biodiversity conservation and the restoration of bushland corridors. Manage urban bushland and remnant vegetation as green infrastructure. Manage urban development and urban bushland to reduce edge-effect impacts.
	W15	Increasing urban tree canopy cover and delivering Green Grid connections	30	Urban tree canopy cover is increased	73	Expand urban tree canopy in the public realm.
			32	The Green Grid links parks, open spaces, bushland and walking and cycling paths	74	Progressively refine the detailed design and delivery of: <ul style="list-style-type: none"><li>- Greater Sydney Green Grid priority corridors and projects important to the District</li><li>- opportunities for connections that form the long-term vision of the network</li><li>- walking and cycling links for transport as well as leisure and recreational trips.</li></ul>

Directions	Planning Priority	Objectives	Strategies / actions
<b>A resilient city:</b> Adapting to a changing world	W16 Protecting and enhancing scenic and cultural landscapes	28 Scenic and cultural landscapes are protected	76 Identify and protect ridgelines, scenic and cultural landscapes
			77 Enhance and protect views of scenic and cultural landscapes from the public realm
	W18 Delivering high quality open space	31 Public open space is accessible, protected and enhanced	80 Maximise the use of existing open space and protect, enhance and expand open space by: <ul style="list-style-type: none"> <li>- providing opportunities to expand a network of diverse, accessible, high quality open spaces that respond to the needs and values of communities as populations grow.</li> <li>- providing walking and cycling links for transport as well as leisure and recreation trips</li> </ul>
			Manage damage to biodiversity and ecosystems, as well as natural systems that provide essential services such as clean air and clean drinking water.
			87 Support initiatives that respond to the impacts of climate change.
	W20 Adapting to the impacts of urban and natural hazards and climate change	36 People and places adapt to climate change and future shocks and stresses	
		37 Exposure to natural and urban hazards is reduced	
		38 Heatwaves and extreme heat are managed	Mitigate the urban heat island effect and reduce vulnerability to extreme heat

### A.2.2 Green Grid plans

Carnes Hill Aquatic and Recreation Centre is part of the Greater Sydney Green Grid, a network of high quality green spaces connecting streets, parks, waterways and bushland to public transport, centres, and public spaces.

The relevant components of the Sydney Green Grid include:

☐ Recreation Grid:

- Increase access to open space
- Create a high quality and active public realm

☐ Ecological Grid

- Conserve the natural environment
- Adapt to climate extremes
- Increase urban greening

- Improve management, maintenance and sustainable greenspace design
- ❑ Blue (Hydrological) Grid
  - Increase environmental quality
  - Reveal the unique character of Sydney's waterscapes
  - Reframe waterways as connectors not barriers.

The Green Grid – Western District Plan outlines priority projects in Liverpool City Council, as a key active recreation link and regional open space corridor between the city and the west.

### A.2.3 Recreation plans

#### Greater Sydney Outdoors Survey

The NSW Office of Open Space and Parklands (Department of Planning, Industry and Environment) completed the Greater Sydney Outdoors Survey into the recreation needs of Greater Sydney in 2019.

Through the study they learnt what Sydneysiders like to do outdoors:

- ❑ They love experiencing the outdoors on foot, going for runs, enjoying long hikes and taking in the view on leisurely strolls.
- ❑ Water is important to everyone, whether it's swimming at the beach or picnicking by a river you really love being around it.
- ❑ Connections matter, a lot of Sydneysiders spend time in Sydney's open spaces together with friends, family and your dogs.

Compared to Greater Sydney as a whole, West District residents participate generally less in outdoor recreation activities, except for walking the dog.

80% of Western City District residents agree with "Having good outdoor recreation areas and waterways is a great way to bring the community together."

Western City residents (57%) were less likely than All Sydney residents (67%) to agree with "I have good access to outdoor recreation areas in the area where I live."

81% of Western City District residents travel by car to outdoor recreation areas, with an average travel time of 30 minutes. Similarly, 83% of Western City District residents travel by car to waterways, with an average travel time of 50 minutes. Therefore easy access to outdoor recreation areas, particularly waterways, is important to Western City District residents.

DPE learnt that Western City District residents would like to see:

- ❑ more open spaces in the local area, to help increase participation in outdoor recreation
- ❑ open spaces that assist in building a greater sense of community
- ❑ higher quality parks, with good facilities
- ❑ improvements to walking and cycling networks, to help get to outdoor recreation areas without a car
- ❑ protection of existing open spaces and other recreational areas for future communities
- ❑ more opportunities for swimming and water-based activities in the local area
- ❑ open spaces that feel safe and provide for multiple uses.

The results are intended to assist local Councils with their recreation planning. Many of these desired outcomes are or can be accommodated in Carnes Hill Aquatic and Recreation Centre.

### A.2.5 Planting plans

The NSW Government is aiming to work with Councils and the community to plant Five Million Trees for Greater Sydney (5MT) by 2030 in streets, parks, backyards, neighbourhoods and schools, so we can grow our tree canopy from 16.8% to 40%. More tree canopy means healthier neighbourhoods, more shade, cooler suburbs, habitats for wildlife and an increase in property values.

The Five Million Trees for Greater Sydney (5MT) Grant supports local councils in Greater Sydney to enhance urban tree canopy by co-funding tree planting projects in public spaces such as streets, parks and plazas.

Built  
Liverpool Civic Place  
Fit Out  
Site Wide Naming Strategy

Issue H  
13.06.23

# STRATEGIC SPACES

# Change Register

Issue	Date	Details / changes	Drawn	
A	03.03.23	Site wide naming strategy	FG	AS
B	21.03.23	Site wide naming strategy amendments	FG	AS
C	01.06.23	Site wide naming strategy amendments	AS	AS
D	02.06.23	Site wide naming strategy amendments	AS	AS
E	05.06.23	Site wide naming strategy amendments	AS	AS
F	08.06.23	Site wide naming strategy amendments	AS	AS
G	13.06.23	Site wide naming strategy amendments	AS	AS
H	13.06.23	Site wide naming strategy amendments	AS	AS



# Site Wide Naming Strategy

## Identification

Precinct Name	
Liverpool Civic Place	
Civic Tower	Library
Liverpool Civic Tower & Wurrungwuri* (Dharug – This side of the river)	Liverpool City Library & Yellamundie* (Dharug – Story Teller)

Welcome experience within Liverpool Civic Tower

**Worimi\* (Dharug – Hello)**

– Multi-lingual in Arabic, English, Vietnamese, Hindi, Spanish, Serbian

LCC to approve the languages proposed

Meeting Rooms

– Level  
– Room Number  
– Animal Name e.g.

**Warin\* – Rainbow Lorikeet**

Welcome experience within Liverpool City Library

**Worimi\* (Dharug – Hello)**

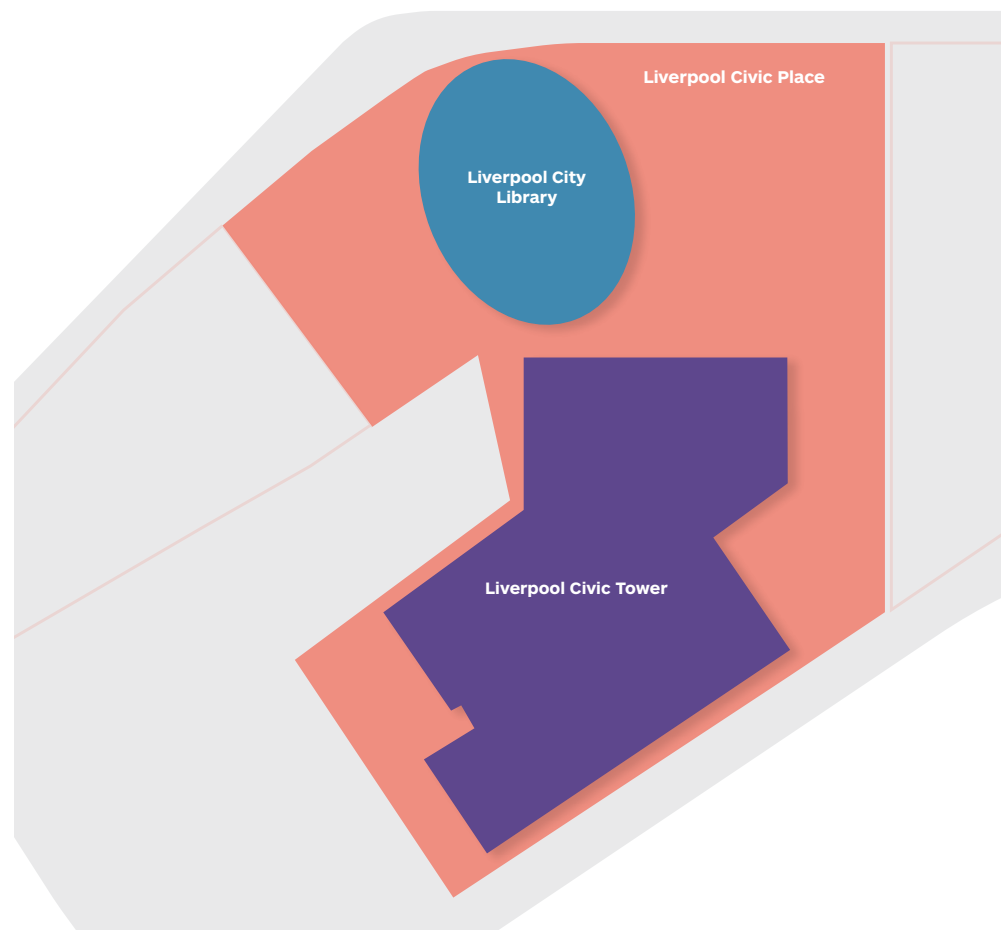
– Multi-lingual in Arabic, English, Vietnamese, Hindi, Spanish, Serbian

LCC to approve the languages proposed

Meeting Rooms

– Level  
– Room Number  
– Flora Name e.g.

**Warada\* – Waratah**



\*Translations taken from Dharug and Dharawal Resources website: <https://dharug.dalang.com.au>, compiled by UNSW and CITIES (Centre of Indigenous Technology, Innovation and Environmental Sustainability)

Worimi translation taken from: Learn how to say “hello” and “how are you” in the Dharug language with Aunty Jacinta Tobin.

<https://www.facebook.com/watch/?v=10155055889954015> -

# Site Wide Naming Strategy

## Room Naming

Room naming and numbering are critical to both wayfinding and operations, and require a strong logic to ensure key information about rooms can be communicated efficiently.

The room coding strategy has three critical pieces of information:

- Level Number
- Room Number
- Room Name

Using these pieces of information allows for users to quickly develop a journey based on the following steps:

1. Identifying the level they need to access
2. Identifying which room they need to access

### Numbering System

The numbering system for the floor plates should follow the natural flow of the architecture. This should be considered in consultation with the architect and Strategic Spaces.

### Room Names

Identifying rooms with names enables users to know the function of the room.

For general meeting rooms or rooms which have multiple functions it can assist the user if a 'thematic' is introduced. This can be in the form of names of animals or flowers etc.

A 'thematic' identifies the rooms with a unique and memorable word beyond the room number and further builds the connection to place.

### Civic Tower Thematic -

Dharug Fauna names

<b>Binyang*</b>	Bird
<b>Badagarung*</b>	Red Kangaroo
<b>Warin*</b>	Rainbow Lorikeet
<b>Dingu*</b>	Dog; Dingo
<b>Gunggung*</b>	Frog

### Library Thematic -

Dharug Flora names

<b>Warada*</b>	Waratah
<b>Bumurra*</b>	Kangaroo Apple
<b>Guwigan*</b>	Native Cherry
<b>Yarra*</b>	Eucalyptus; Gum-Tree



\*Translations taken from Dharug and Dharawal Resources website: <https://dharug.dalang.com.au>, compiled by UNSW and CITIES (Centre of Indigenous Technology, Innovation and Environmental Sustainability)

# Site Wide Naming Strategy

## Room Naming - Civic Tower

### Dharug - Fauna names

<b>Binyang*</b>	Bird
<b>Warin*</b>	Rainbow Lorikeet
<b>Dingu*</b>	Dingo / Dog
<b>Gunggung*</b>	Frog
<b>Burraga*</b>	Bandicoot (Change from Black Swan - Mulgu)
<b>Barrugin*</b>	Echidna
<b>Wurridjal*</b>	Mullet
<b>Marragawan*</b>	Brown Snake
<b>Ngurra*</b>	Large Bird
<b>Garmit*</b>	Black Cockatoo
<b>Bunmarra*</b>	Blue Tongue
<b>Gulamany*</b>	Koala
<b>Wirambi:*</b>	Bat
<b>Teredo*</b>	Gobrah/Cobrah Grub
<b>Wirriga*</b>	Goanna

\*Translations taken from Dharug and Dharawal Resources website: <https://dharug.dalang.com.au>, compiled by UNSW and CITIES  
(Centre of Indigenous Technology, Innovation and Environmental Sustainability)  
15 names required - 15 options provided.

# Site Wide Naming Strategy

## Room Naming - Library

### Dharug - Flora names

<b>Warada*</b>	Waratah	<b>Buruwan*</b>	Lily: Rock Lily
<b>Bumurra*</b>	Kangaroo Apple	<b>Bimina*</b>	Marrow
<b>Guwigan*</b>	Native Cherry	<b>Gurrundurrung*</b>	Paper Bark Tea Tree
<b>Yarra*</b>	Eucalyptus; Gum-Tree		
<b>Banda*</b>	Apple Tree; Dwarf Apple		
<b>Gurrundurrung*</b>	Paper Bark Tea Tree		
<b>Wadanggari*</b>	Banksia		
<b>Baraba*</b>	Bullrushes		
<b>Wadanguli*</b>	Wattle		
<b>Bugi*</b>	Bark		
<b>Gulgagaru*</b>	Corkwood		
<b>Bugulbi*</b>	Iris		
<b>Midjuburi*</b>	Lilly Pilly		
<b>Damun*</b>	Port Jackson Fig		
<b>Midyini*</b>	Root of Yam		
<b>Buran*</b>	Stringybark		
<b>Ganugan*</b>	Vegetable		
<b>Mambara*</b>	Jeebung		
<b>Dirrabari*</b>	Ironbark		
<b>Bamuru*</b>	Grass		

\*Translations taken from Dharug and Dharawal Resources website: <https://dharug.dalang.com.au>, compiled by UNSW and CITIES  
(Centre of Indigenous Technology, Innovation and Environmental Sustainability)  
23 names required - 23 options provided.

# Site Wide Naming Strategy

## Room Naming - Library Floors

### Dharug - Season names

Level 3	Dugara Guwara*	Cold & Windy
Level 2	Yuruga Burra*	Wet & Cooler
Level 1	Bayin Gura*	Cool Getting Warmer
Ground	Bunul Marray*	Warm & Wet
Upper Courtyard	Bayin Dyarra*	Wet & Cooler
Courtyard	Dagara*	Cold & Frosty

\*Dharug translations to be confirmed.  
6 names required - 6 options provided.

# Site Wide Naming Strategy

## Council Office Floors (L8 - L11)

### Dharug - Elements/Geographical names

<b>Murugu*</b>	Water ways (change from Walan - Rain)
<b>Guwurra*</b>	Strong wind (change from Gura - Wind)
<b>Guwiyang*</b>	Fire
<b>Bembul*</b>	Earth

\*Translations taken from Dharug and Dharawal Resources website: <https://dharug.dalang.com.au>, compiled by UNSW and CITIES  
(Centre of Indigenous Technology, Innovation and Environmental Sustainability)  
4 names required - 4 options provided.

Thank you

STRATEGIC  
SPACES

Melbourne  
Sydney  
Brisbane

170 Lennox Street  
Richmond, Victoria 3121  
03 9957 8800  
info@strategicspaces.com.au  
www.strategicspaces.com.au

Sydney: 43 / 20-40 Meagher Street  
Chippendale, NSW 2008  
02 9190 8486

Brisbane: 59 Doggett Street  
Newstead, QLD 4006  
07 3268 9524

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## ANNEXURE 2 – DRAWINGS

Built  
Liverpool Civic Place  
Fit Out  
Site Wide Naming Strategy

Issue B  
21.03.23

# STRATEGIC SPACES

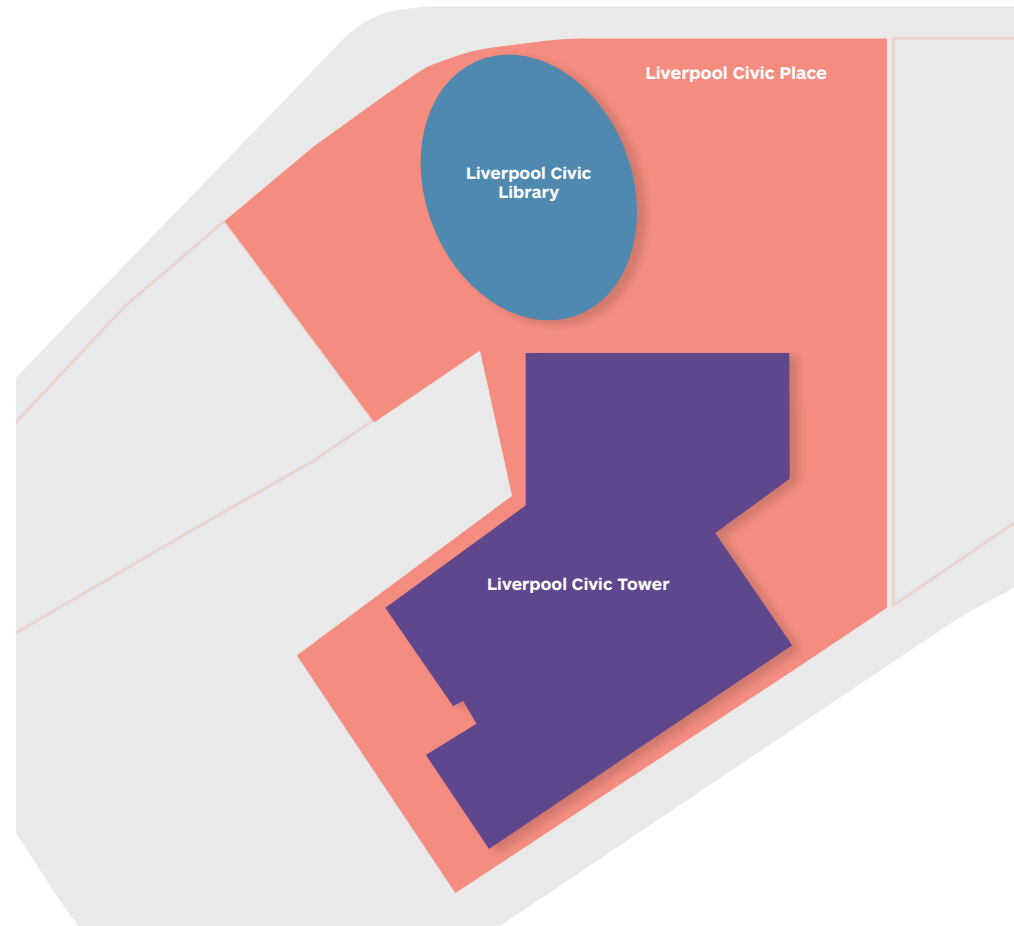
# Change Register

Issue	Date	Details / changes	Drawn	
A	03.03.23	Site wide naming strategy	FG	AS
B	21.03.23	Site wide naming strategy amendments	FG	AS

# Site Wide Naming Strategy

## Identification

Site Name	
Liverpool Civic Place	
Civic Tower	Library
Liverpool Civic Tower & Wirriga* (Dharug – Goanna)	Liverpool City Library & Yurangai* (Dharug – Black Duck)
Welcome experience within Liverpool Civic Tower <b>Worimi* (Dharug – Hello)</b> – Multi-lingual in Arabic, English, Vietnamese, Hindi, Spanish, Serbian LCC to approve the languages proposed	Welcome experience within Library <b>Worimi* (Dharug – Hello)</b> – Multi-lingual in Arabic, English, Vietnamese, Hindi, Spanish, Serbian LCC to approve the languages proposed
Meeting Rooms – Level – Room Number – Animal Name e.g. <b>Warin* – Rainbow Lorikeet</b>	Meeting Rooms – Level – Room Number – Flora Name e.g. <b>Warada* – Waratah</b>



\*This wording is proposed for approval by First Nations stakeholders  
Confirmation on spelling and pronunciation will be required to finalise room naming.

# Site Wide Naming Strategy

## Room Naming

Room naming and numbering are critical to both wayfinding and operations, and require a strong logic to ensure key information about rooms can be communicated efficiently.

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- Room Number
- Room Name

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### Civic Tower Thematic -

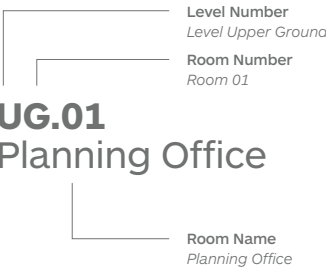
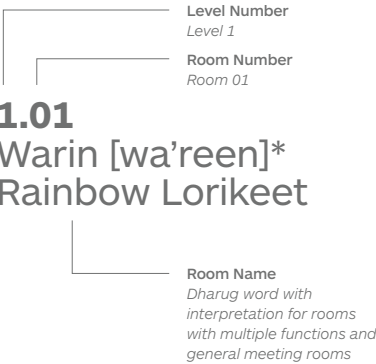
Dharug/Dharawal Fauna names

<b>Binyang*</b>	Bird
<b>Badagarung*</b>	Red Kangaroo
<b>Warin*</b>	Rainbow Lorikeet
<b>Dingu*</b>	Dog; Dingo
<b>Gunggung*</b>	Frog

### Library Thematic -

Dharug/Dharawal Flora names

<b>Warada*</b>	Waratah
<b>Bumurra*</b>	Kangaroo Apple
<b>Guwigan*</b>	Native Cherry
<b>Yarra*</b>	Eucalyptus Gum



\*This wording is proposed for approval by First Nations stakeholders

Confirmation on spelling and pronunciation will be required to finalise room naming.

# Site Wide Naming Strategy

## Room Naming - Civic Tower

### Dharug/Dharawal Fauna names

<b>Binyang*</b>	Bird
<b>Warin*</b>	Rainbow Lorikeet
<b>Dingu*</b>	Dog; Dingo
<b>Gunggung*</b>	Frog
<b>Guunyu*</b>	Black Swan dreamtime story
<b>Mulgu*</b>	Black Swan
<b>Barrugin*</b>	Echidna
<b>Wurridjal*</b>	Mullet
<b>Marragawan*</b>	Brown Snake
<b>Ngurra*</b>	Large Bird
<b>Garmit*</b>	Black Cockatoo
<b>Bunmarra*</b>	Blue Tongue
<b>Gulamany*</b>	Koala
<b>Wirambi:*</b>	Flying Fox (local totem)
<b>Burradhun*</b>	Grub

\*This wording is proposed for approval by First Nations stakeholders. 15 names required - 15 options provided.  
Confirmation on spelling and pronunciation will be required to finalise room naming.

# Site Wide Naming Strategy

## Room Naming - Library

### Dharug/Dharawal Flora names

<b>Warada*</b>	Waratah
<b>Bumurra*</b>	Kangaroo Apple
<b>Guwigan*</b>	Native Cherry
<b>Yarra*</b>	Eucalyptus Gum
<b>Banda*</b>	Apple Tree
<b>Bunya*</b>	Tea tree
<b>Wadanggari*</b>	Banksia
<b>Baraba*</b>	Bullrushes
<b>Wadanguli*</b>	Wattle
<b>Bugi*</b>	Bark
<b>Gulgagaru*</b>	Corkwood
<b>Bugulbi*</b>	Iris
<b>Midjuburi*</b>	Lilly Pilly
<b>Damun*</b>	Port Jackson fig
<b>Midyini*</b>	Root of Yam, Yam Daisy
<b>Buran*</b>	Stringybark
<b>Ganugan*</b>	Vegetable
<b>Mambara*</b>	Geebung
<b>Dirrabari*</b>	Ironbark
<b>Galun*</b>	Grasstree stem

<b>Buruwan*</b>	Rock Lilly
<b>Bimina*</b>	Marrow
<b>Gurrundurrung*</b>	Paperbark Tea Tree

\*This wording is proposed for approval by First Nations stakeholders. 23 names required - 23 options provided.  
Confirmation on spelling and pronunciation will be required to finalise room naming.



# Site Wide Naming Strategy

## Room Naming - Library Floors

### Dharug/Dharawal Geographical/Weather names

<b>Level 3</b>	<b>Burran*</b>	Hot and dry season
<b>Level 2</b>	<b>Marrai'gang*</b>	Wet becoming cool season
<b>Level 1</b>	<b>Burrugin*</b>	Cold and frosty season
<b>Ground</b>	<b>Wiritjiribin*</b>	Cold and windy season
<b>Upper Courtyard</b>	<b>Ngoonungi*</b>	Cool becoming warm season
<b>Courtyard</b>	<b>Parra'dowee*</b>	Warm and wet season

\*Confirmation on spelling and pronunciation will be required to finalise room naming.

# Site Wide Naming Strategy

Council Office Floors (L8 - L11)

## Dharug/Dharawal Geographical/Weather names

<b>Walan*</b>	Rain
<b>Guwayana*</b>	Wind
<b>Guwiyang*</b>	Fire
<b>Murul*</b>	Dry earth

\*Confirmation on spelling and pronunciation will be required to finalise room naming.

Thank you

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SPACES

Melbourne  
Sydney  
Brisbane

170 Lennox Street  
Richmond, Victoria 3121  
03 9957 8800  
info@strategicspaces.com.au  
www.strategicspaces.com.au

Sydney:  
43 / 20-40 Meagher Street  
Chippendale, NSW 2008  
02 9190 8486

Brisbane:  
59 Doggett Street  
Newstead, QLD 4006  
07 3268 9524

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# Change Register

Issue	Date	Details / changes	Drawn	Checked
A	24.10.22	Draft tender for coordination	BP/AS	SW
B	15.11.22	Design Development - For Tender	BP/AS/TS	SW
C	19.06.23	Dual naming extract	SP	AS

# Graphic Language

## Typography

Avenir Heavy

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890

Avenir Medium

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890

Avenir Light Oblique

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890

Avenir Medium

Heg

Ascender

Cap Height

X Height

Descender

**STRATEGIC  
SPACES**

Head Office:  
170 Lennox Street  
Richmond, Victoria 3121  
Telephone 03 9957 8800  
info@strategicspaces.com.au  
www.strategicspaces.com.au

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CLIENT  
BUILT

PROJECT  
LIVERPOOL CIVIC PLACE - BASE BUILD

DATE  
19.06.23

DRAWING TITLE  
GRAPHIC LANGUAGE - SHEET 1

ISSUE  
c

PAGE NUMBER  
3 of 22

# Graphic Language

## Pictograms & Arrows

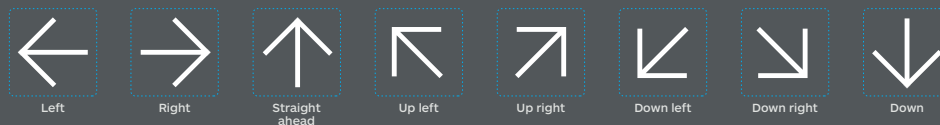
### Stylised pictograms



### Regulatory & Statutory



### Arrows



**STRATEGIC  
SPACES**

Head Office:  
170 Lennox Street  
Richmond, Victoria 3121  
Telephone 03 9957 8800  
info@strategicspaces.com.au  
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CLIENT  
**BUILT**

PROJECT  
LIVERPOOL CIVIC PLACE - BASE BUILD















DATE  
**19.06.23**

DRAWING TITLE  
GRAPHIC LANGUAGE - SHEET 2

ISSUE  
**C**

PAGE NUMBER  
4 of 22

Finishes Schedule

COLOUR		PAINT 2 PACK POLYURETHANE (P)	PAINT ACRYLIC (PA)	PAINT POWDERCOAT (PD)	VINYL OPAQUE (VO)	VINYL TRANSLUCENT (VT)	VINYL REFLECTIVE (VR)	MATERIAL (M)
	BLACK	<b>P1</b> DULUX - AS2700 RANGE GRAPHITE GREY - N65 LOW SHEEN	<b>PA1</b> -	<b>PD1</b> DULUX ELECTRO BLACK ACE FLAT	<b>VO1</b> AVERY 900 SUPER CAST RANGE MATT BLACK (921)	<b>VT1</b> -	<b>VR1</b> -	<b>M1</b> -
	WHITE	<b>P2</b> DULUX - AS2700 RANGE WHITE - N14 LOW SHEEN	<b>PA2</b> DULUX LEXICON HALF (SW1G2) LOW SHEEN	<b>PD2</b> -	<b>VO2</b> AVERY 900 SUPER CAST RANGE MATT WHITE (920)	<b>VT2</b> AVERY QM 5500 TRANSLUCENT FILM WHITE (5500 QM)	<b>VR2</b> ORACAL 5500 7 YEAR ENGINEER GRADE REFLECTIVE FILM WHITE 10	<b>M2</b> -
	DARK BLUE / GREY	<b>P3</b> DULUX ANCHORMAN (S36A9) LOW SHEEN	<b>PA3</b> -	<b>PD3</b> -	<b>VO3</b> -	<b>VT3</b> -	<b>VR3</b> -	<b>M3</b> -
	MID BLUE / GREY	<b>P4</b> DULUX SEVEN SEAS (S36A6) LOW SHEEN	<b>PA4</b> -	<b>PD4</b> -	<b>VO4</b> -	<b>VT4</b> -	<b>VR4</b> -	<b>M4</b> -
	PURPLE	<b>P5</b> DULUX PRESLEY PURPLE (S44F8) LOW SHEEN	<b>PA5</b> DULUX PRESLEY PURPLE (S44F8) LOW SHEEN	<b>PD5</b> -	<b>VO5</b> -	<b>VT5</b> -	<b>VR5</b> -	<b>M5</b> -
	PURPLE - SECONDARY	<b>P6</b> -	<b>PA6</b> DULUX REGALIA (S42H8) LOW SHEEN	<b>PD6</b> -	<b>VO6</b> -	<b>VT6</b> -	<b>VR6</b> -	<b>M6</b> -
	PINK	<b>P7</b> DULUX PINK MYSTERY (S49G8) LOW SHEEN	<b>PA7</b> DULUX PINK MYSTERY (S49G8) LOW SHEEN	<b>PD7</b> -	<b>VO7</b> -	<b>VT7</b> -	<b>VR7</b> -	<b>M7</b> -
	PINK - SECONDARY	<b>P8</b> -	<b>PA8</b> DULUX MULBERRY TASTE (S49G9) LOW SHEEN	<b>PD8</b> -	<b>VO8</b> -	<b>VT8</b> -	<b>VR8</b> -	<b>M8</b> -
	RED	<b>P9</b> DULUX EYE OF NEWT (S04F8) LOW SHEEN	<b>PA9</b> DULUX EYE OF NEWT (S04F8) LOW SHEEN	<b>PD9</b> -	<b>VO9</b> -	<b>VT9</b> -	<b>VR9</b> -	<b>M9</b> -
	RED - SECONDARY	<b>P10</b> -	<b>PA10</b> DULUX RED BOX (S04F9) LOW SHEEN	<b>PD10</b> -	<b>VO10</b> -	<b>VT10</b> -	<b>VR10</b> -	<b>M10</b> -
	BLUE	<b>P11</b> DULUX WATER RACEWAY (S35H5) LOW SHEEN	<b>PA11</b> DULUX WATER RACEWAY (S35H5) LOW SHEEN	<b>PD11</b> -	<b>VO11</b> -	<b>VT11</b> -	<b>VR11</b> -	<b>M11</b> -
	BLUE - SECONDARY	<b>P12</b> -	<b>PA12</b> DULUX PONTOON (S35E7) LOW SHEEN	<b>PD12</b> -	<b>VO12</b> -	<b>VT12</b> -	<b>VR12</b> -	<b>M12</b> -
	PARKING BLUE	<b>P13</b> DULUX BLUE SAIL (P40H8) LOW SHEEN	<b>PA13</b> -	<b>PD13</b> -	<b>VO13</b> AVERY 800 SUPER CAST FILMS BRILLIANT BLUE (874)	<b>VT13</b> -	<b>VR13</b> -	<b>M13</b> -
	ACCESSIBLE BLUE	<b>P14</b> DULUX - AS2700 RANGE BRIGHT BLUE - B23 LOW SHEEN	<b>PA14</b> DULUX REGAL DESTINY (S40G8) LOW SHEEN	<b>PD14</b> -	<b>VO14</b> AVERY 900 PREMIUM FILMS SWIMMING BLUE (979)	<b>VT14</b> AVERY QM 5500 TRANSLUCENT FILM ELECTRIC BLUE (5548 QM)	<b>VR14</b> -	<b>M14</b> -

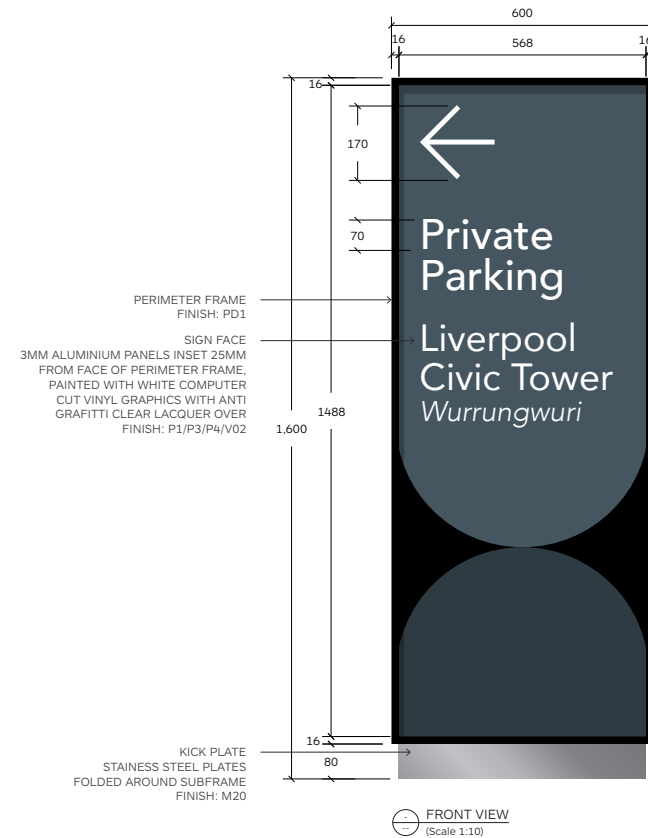


Finishes Schedule

COLOUR		PAINT 2 PACK POLYURETHANE (P)	PAINT ACRYLIC (PA)	PAINT POWDERCOAT (PD)	VINYL OPAQUE (VO)	VINYL TRANSLUCENT (VT)	VINYL REFLECTIVE (VR)	MATERIAL (M)
	GREEN (ENTRY / WAY OUT)	<b>P15</b> DULUX GARNISH (S25H8) LOW SHEEN	<b>PA15</b> -	<b>PD15</b> -	<b>VO15</b> -	<b>VT15</b> -	<b>VR15</b> -	<b>M15</b> -
	RED (NO ENTRY)	<b>P16</b> DULUX RED CLOWN (S05H8) LOW SHEEN	<b>PA16</b> -	<b>PD16</b> -	<b>VO16</b> -	<b>VT16</b> -	<b>VR16</b> -	<b>M16</b> -
	DARK GOLD	<b>P17</b> DULUX WARM SPICE (S13E8) LOW SHEEN	<b>PA17</b> -	<b>PD17</b> -	<b>VO17</b> -	<b>VT17</b> -	<b>VR17</b> -	<b>M17</b> -
	SATIN STAINLESS STEEL	<b>P20</b> -	<b>PA20</b> -	<b>PD20</b> -	<b>VO20</b> -	<b>VT20</b> -	<b>VR20</b> -	<b>M20</b> TO MATCH ARCHITECTURAL HANDRAIL SPECIFICATION
	LIGHT GOLD	<b>P21</b> 2 PACK PAINT TO MATCH ARCHITECTURAL SPECIFICATION	<b>PA21</b> -	<b>PD21</b> -	<b>VO21</b> -	<b>VT21</b> -	<b>VR21</b> -	<b>M21</b> -

# Vehicular Site Entry Identification - Freestanding

Sign Code: ID01A



**STRATEGIC  
SPACES**

Head Office:  
170 Lennox Street  
Richmond, Victoria 3121  
Telephone 03 9957 8800  
info@strategicspaces.com.au  
www.strategicspaces.com.au

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**NOT FOR CONSTRUCTION**

CLIENT  
**BUILT**

PROJECT  
**LIVERPOOL CIVIC PLACE - BASE BUILD**

DATE  
**19.06.23**

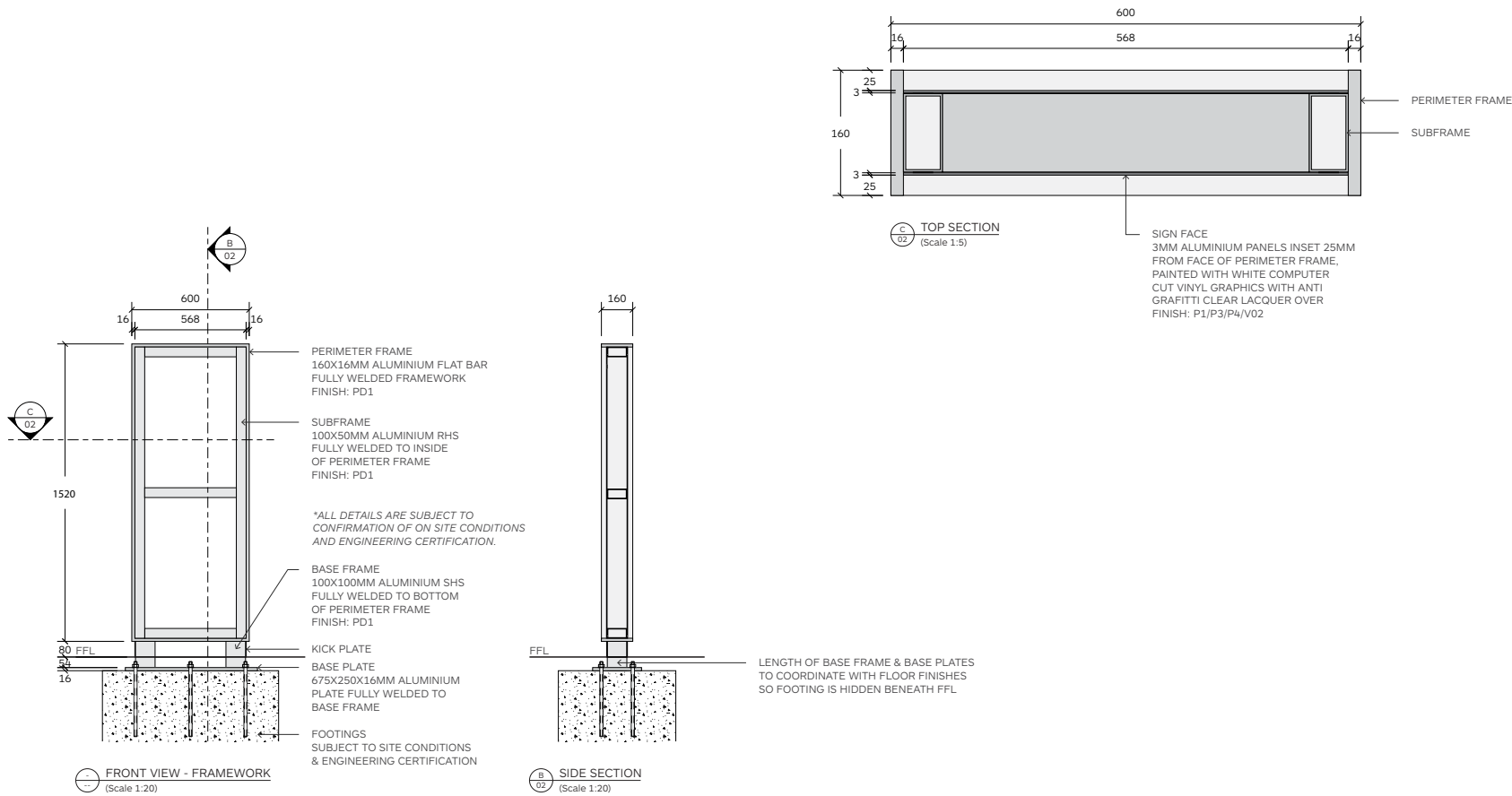
DRAWING TITLE  
**ID01A - SHEET 1**

ISSUE  
**C**

PAGE NUMBER  
**7 of 22**

# Vehicular Site Entry Identification - Freestanding

Sign Code: ID01A



# Building Identification - Civic Tower

Sign Code: ID06A



FRONT ELEVATION  
(Scale 1:50)

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SPACES**

Head Office:  
170 Lennox Street  
Richmond, Victoria 3121  
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DRAWING TITLE  
**ID06a - SHEET 1**

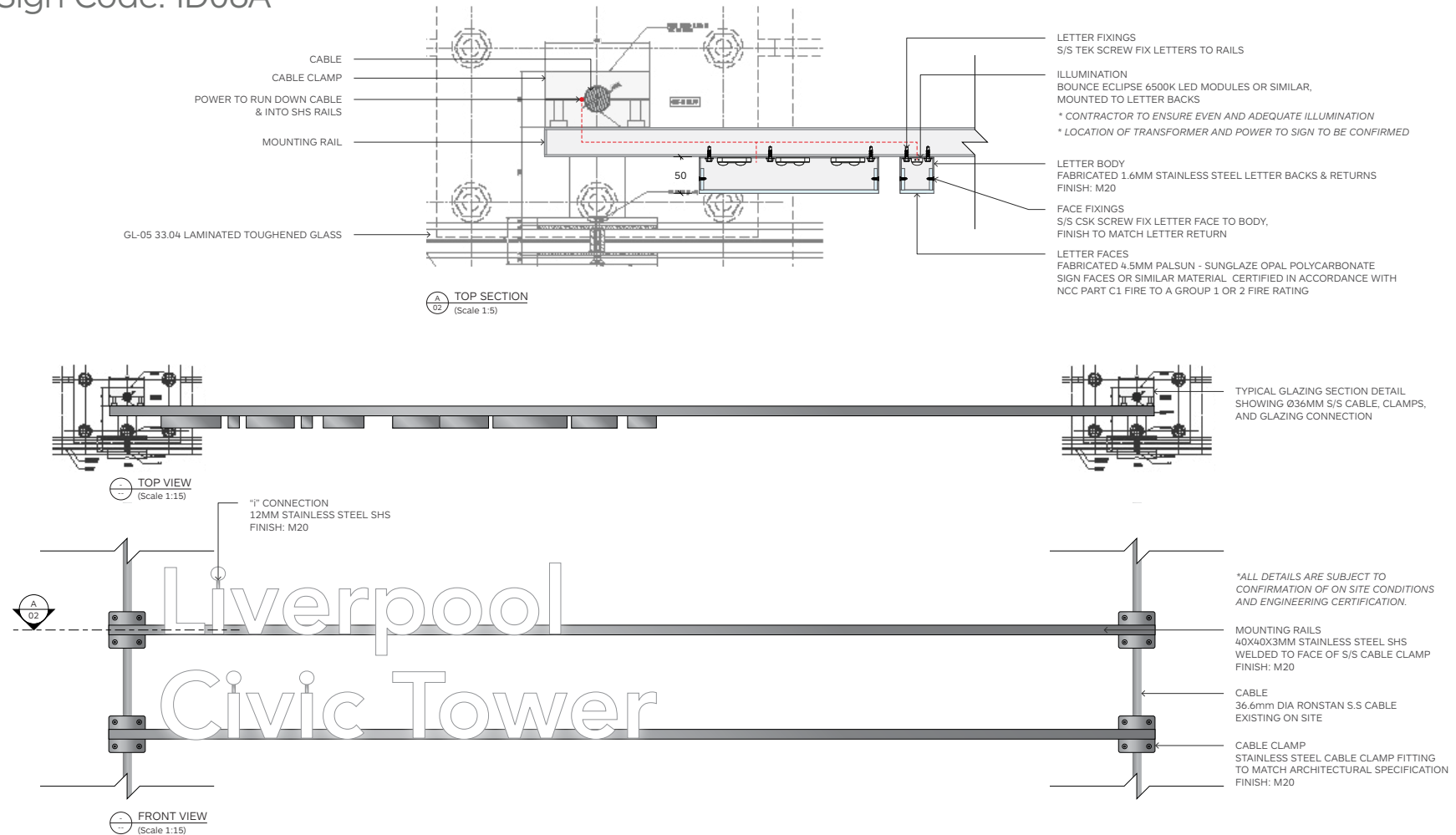
ISSUE  
**C**

PAGE NUMBER  
**9 of 22**

# Building Identification - Civic Tower

Sign Code: ID06A

Note: Construction drawing has not been updated with dual naming.



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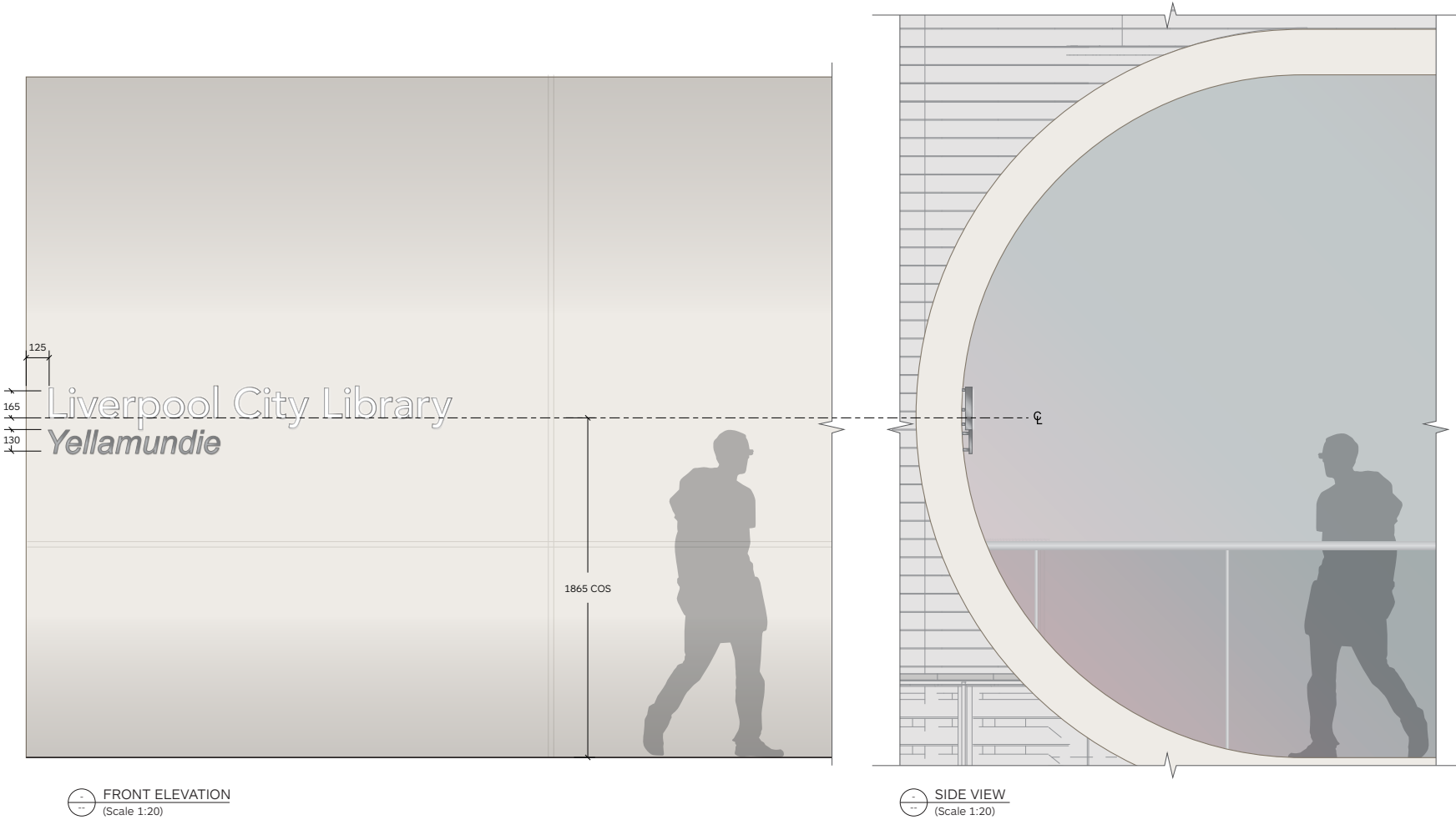
DRAWING TITLE  
**ID06a - SHEET 2**

ISSUE  
**C**

PAGE NUMBER  
**10 of 22**

# Building Identification - Library

Sign Code: ID06B



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DATE  
**19.06.23**

DRAWING TITLE  
**ID06b - SHEET 1**

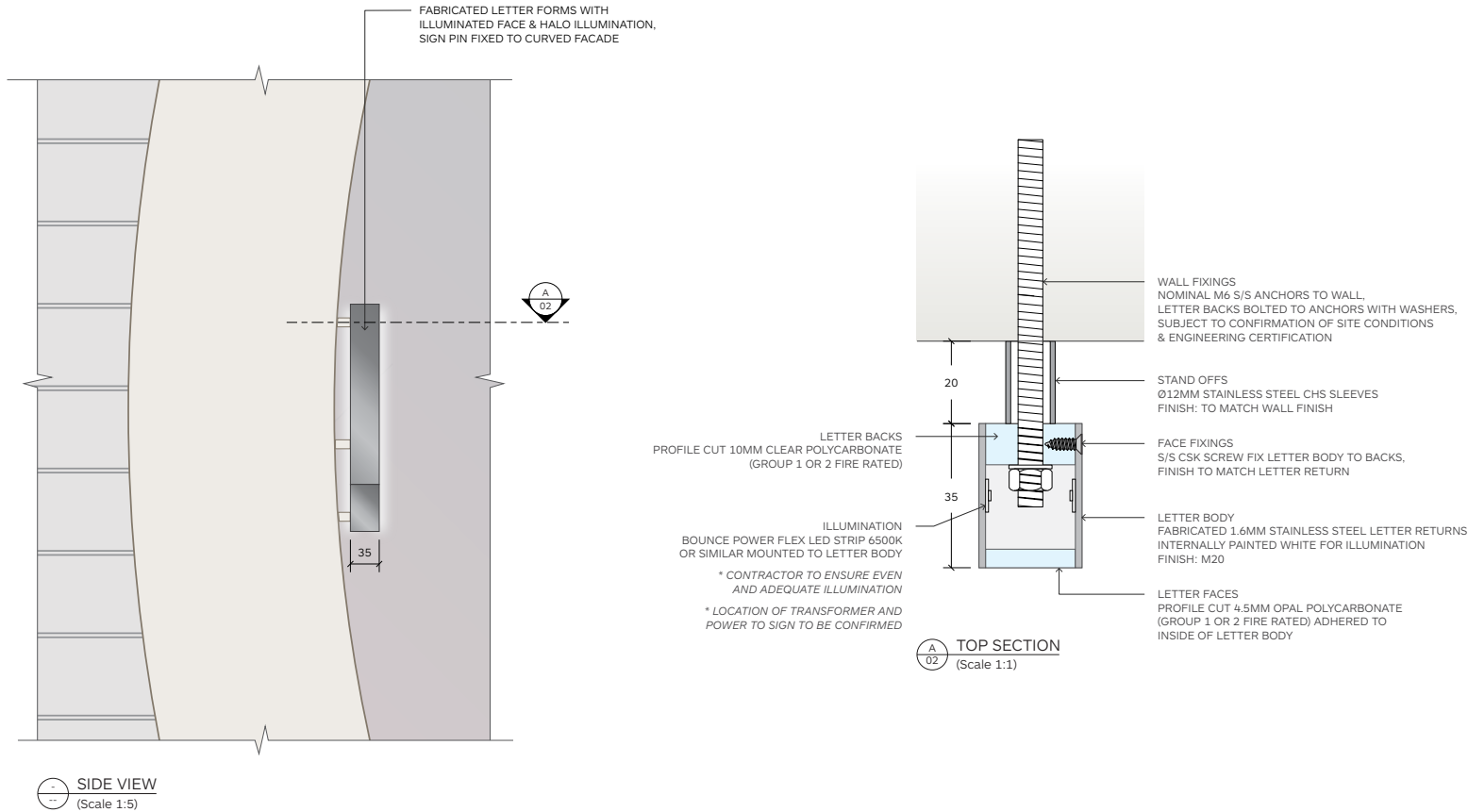
ISSUE  
**C**

PAGE NUMBER  
**11 of 22**

# Building Identification - Library

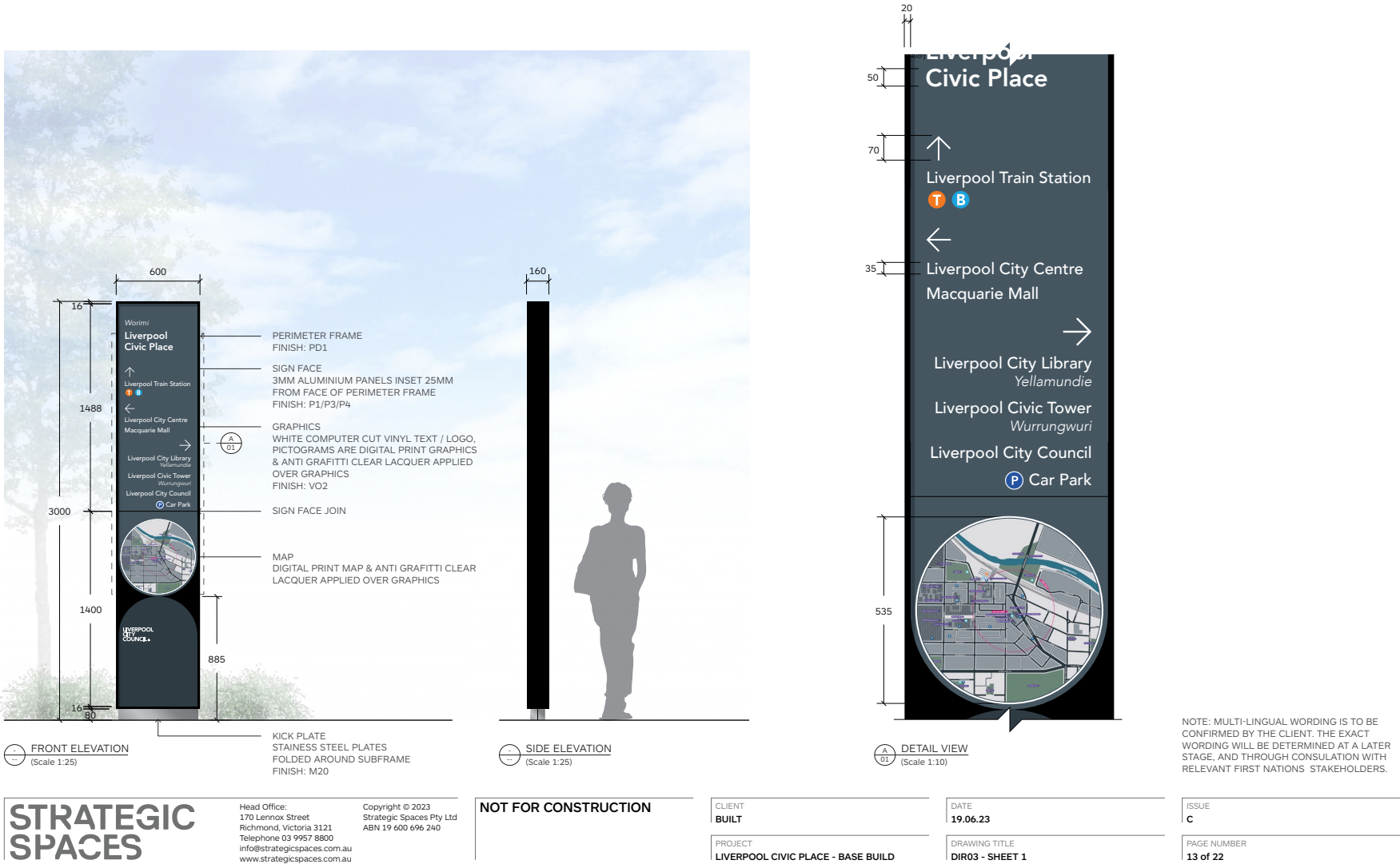
Sign Code: ID06B

Note: Construction drawing has not been updated with dual naming.



# Pedestrian Directional Magnet – Freestanding

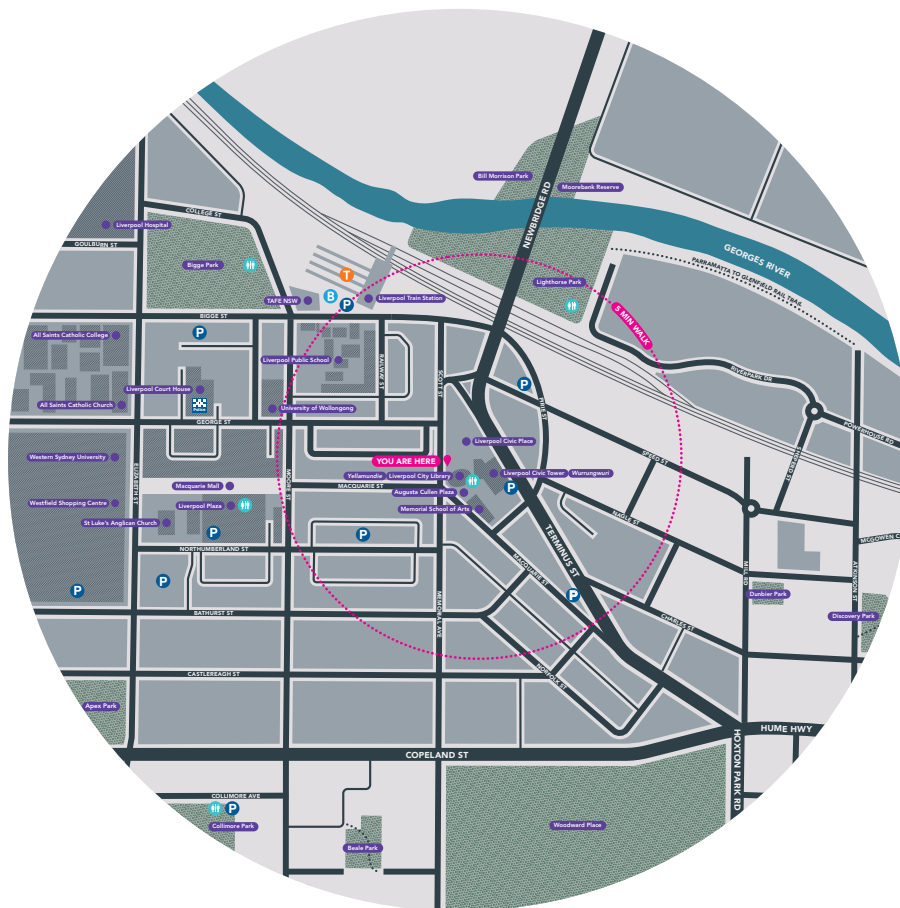
Sign Code: DIR03



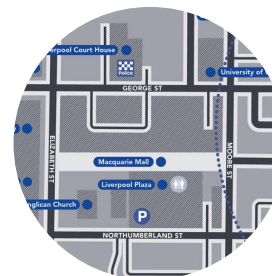


# Pedestrian Wayfinding Map

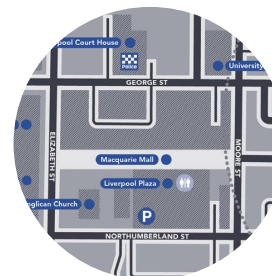
### DIR03 (Detail)



### Colour Blindness Test - Protanopia



### Colour Blindness Test - Deuteranopia



## Design Elements

### Colour Palette



### Street Naming



## Pedestrian Trail



### Green Space



### Waterways



### Identified Buildings



### Toilets

Train  
Station

### Bus Interchange



## Parking



Police Station



## Location Tag



'You are here' Indicator



## Walking Distance Indicator



# Pedestrian Wayfinding Map

Scale 1:1



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PROJECT  
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DATE  
**19.06.23**

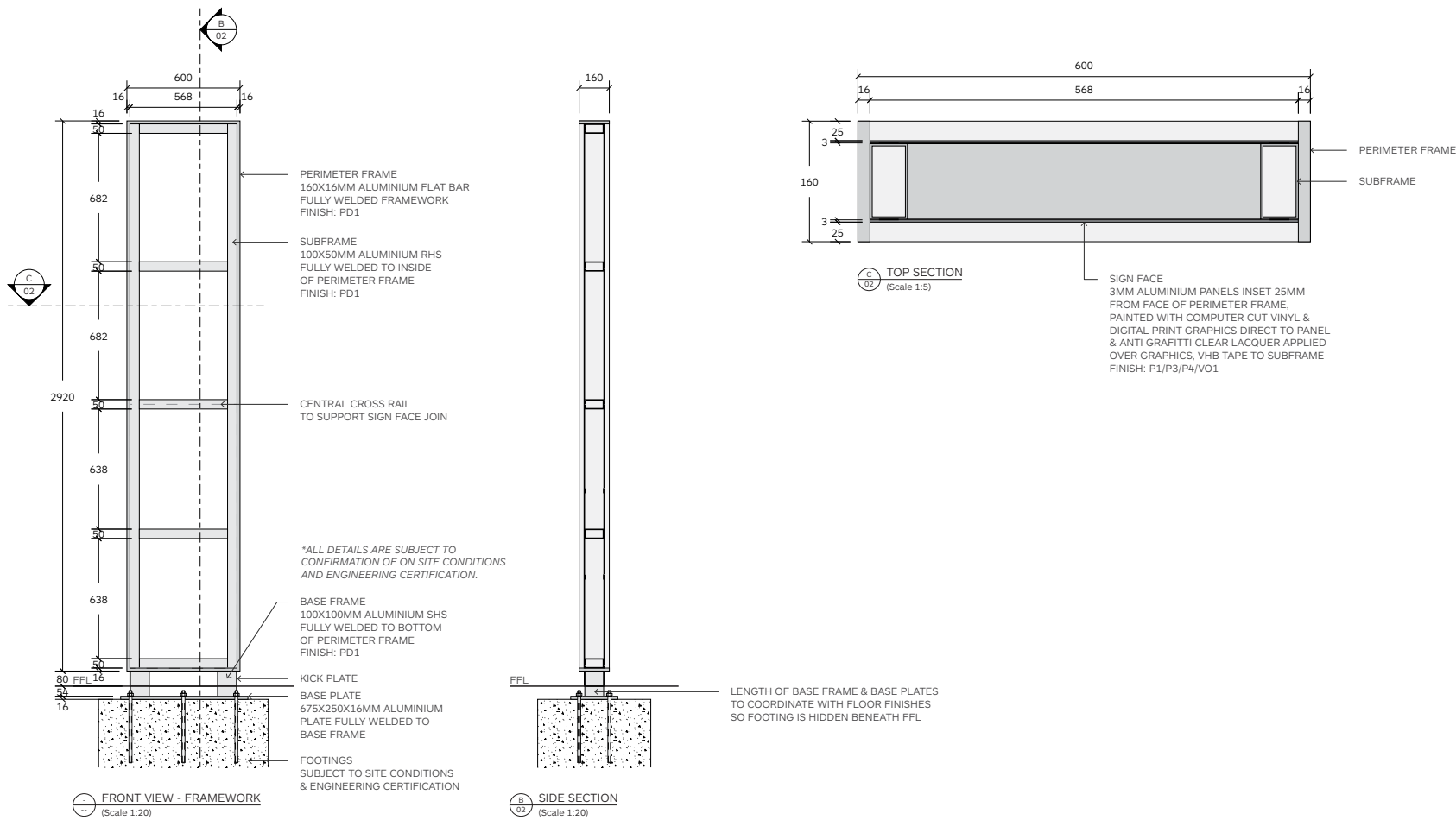
DRAWING TITLE  
**DIR03 - SHEET 3**

ISSUE  
**C**

PAGE NUMBER  
**15 of 22**

# Pedestrian Directional Magnet – Freestanding

Sign Code: DIR03



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Richmond, Victoria 3121  
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DATE  
**19.06.23**

DRAWING TITLE  
**DIR03 - SHEET 4**

ISSUE  
**C**

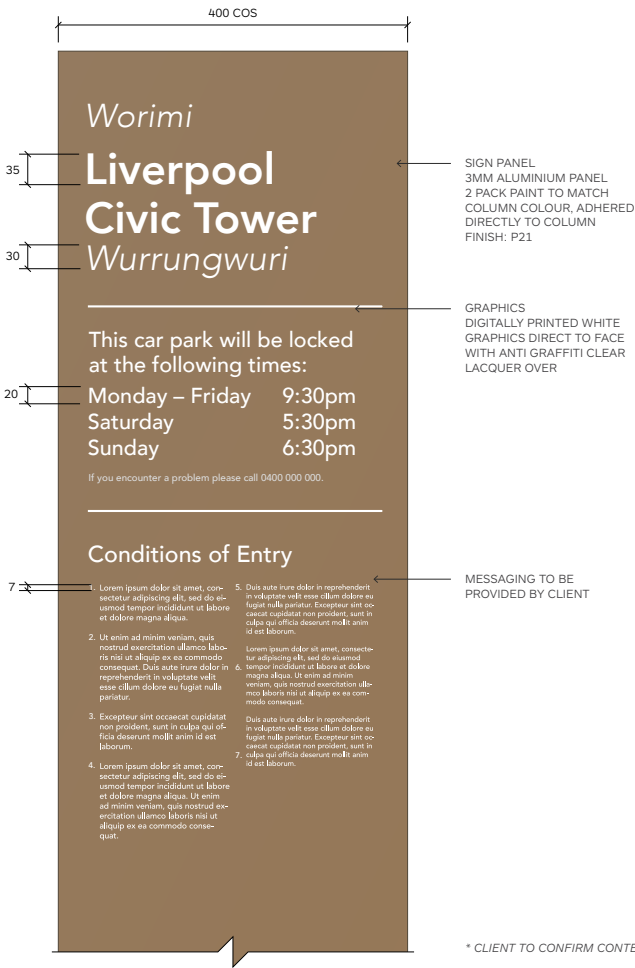
PAGE NUMBER  
**16 of 22**

# Car Park Conditions of Entry

Sign Code: INF01



FRONT ELEVATION  
(Scale 1:25)



FRONT VIEW  
(Scale 1:5)

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Richmond, Victoria 3121  
Telephone 03 9957 8800  
info@strategicspaces.com.au  
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DATE  
19.06.23

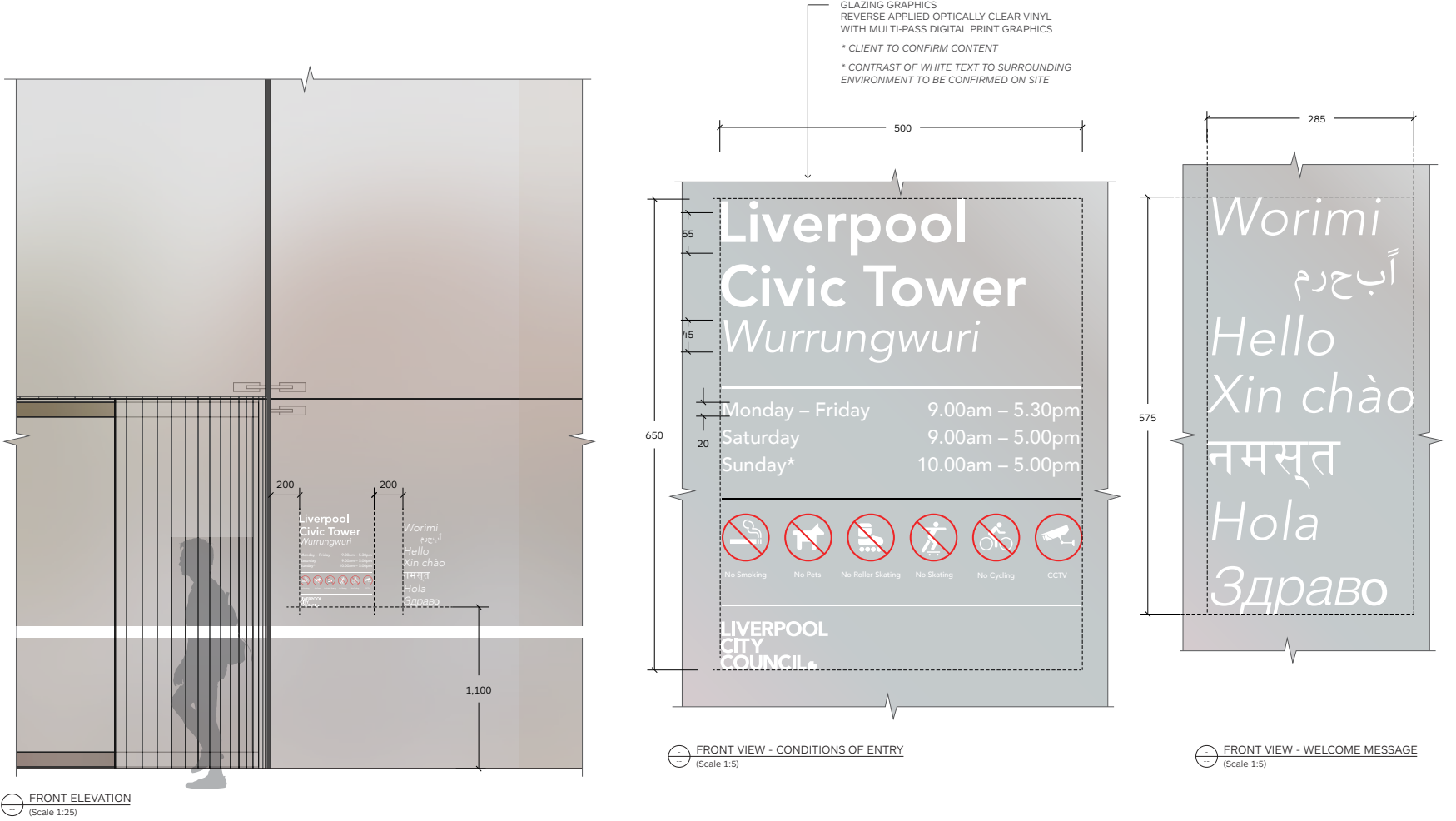
DRAWING TITLE  
INF01 - SHEET 1

ISSUE  
C

PAGE NUMBER  
17 of 22

# Building Entry Information - Glazing Mounted

Sign Code: INF02

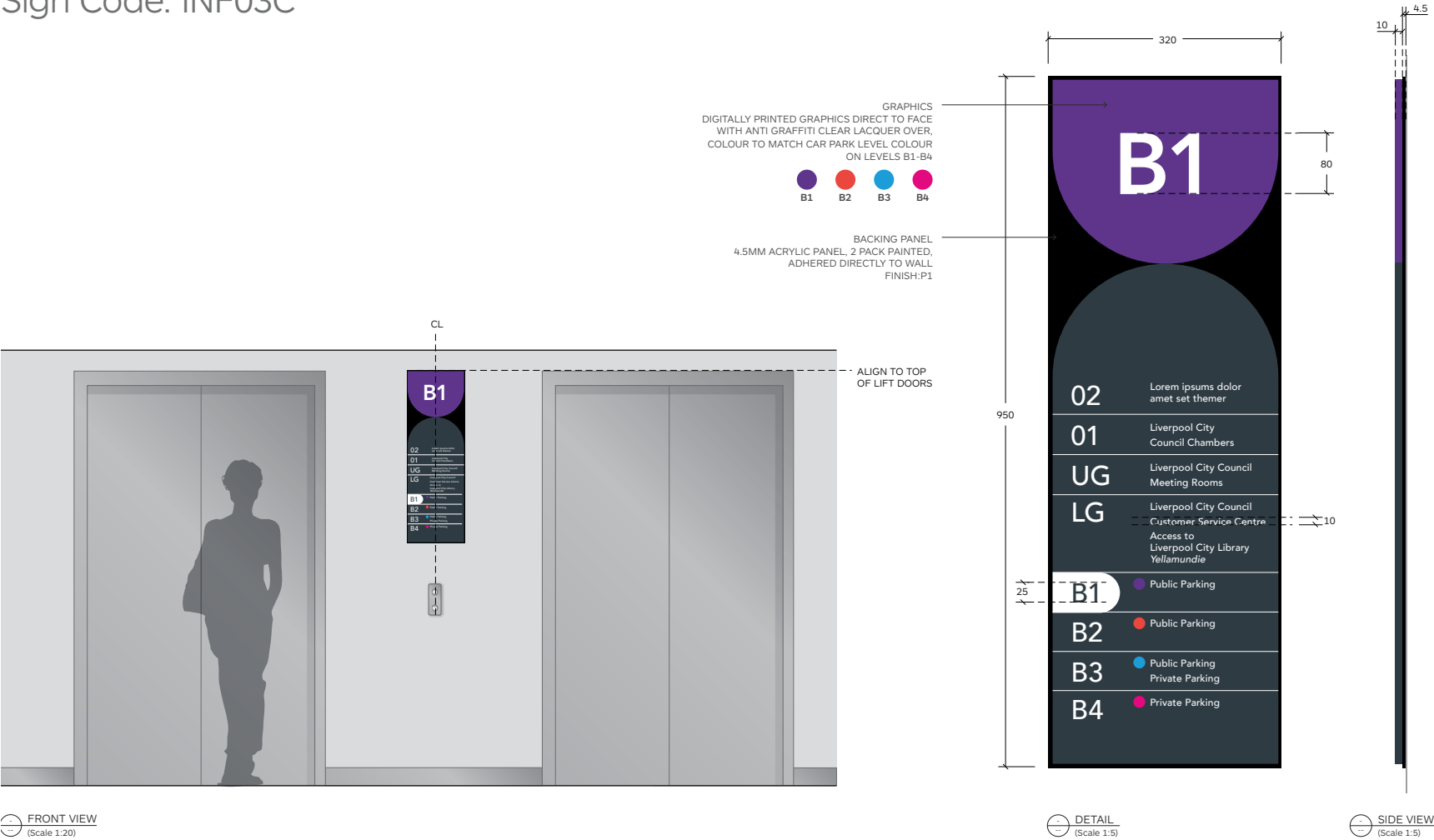


Sign Code: INF03B



# Lift Directory - Public Lobby (Car Park)

Sign Code: INF03C





# Performance Specification

## 1 of 2

1. General Specifications

1.1 Scope

This document is to be read in conjunction with the package provided by The Client. The following clauses shall be read in conjunction with the drawings, specifications and all relevant clauses are applicable.

The Subcontractor is to ensure that referencing to the drawings is carried out prior to all works and throughout the duration of the project.

The Client and Strategic Spaces require a conforming bid; however, we will also consider a separate alternative bid, provided the cost and or time savings are clearly defined. Failure to provide all information required in this scope of works which adheres to the conditions of tendering for the subcontract and the specification may result in the exclusion of the tender.

1.2 Knowledge of the Site

The Subcontractors who are not familiar with the site or its conditions are required to visit site prior to submitting their quotation. No consideration will be given to The Subcontractors who are unaware of site conditions.

Subcontractor to ensure a site audit is conducted prior to manufacturing.

Subcontractor to confirm site measurements, existing site conditions and required electrical works.

2. Applicable Documents

2.1 Standards

All work and materials shall comply with the applicable local standards and building codes (NCC/BCA, AS, DDA and UEB). Compliance with standards does not relieve The Subcontractor from fully meeting the operating, interface, ownership, support, and operating environment requirements specified or reasonably expected. Disparities between standards and requirements require a written approval from The Client.

2.2 Order of Precedence

In the case of ambiguity between any of the documents then the more stringent conditions will apply. Any ambiguity should be clearly noted in the tender. Nothing in this document, however, supersedes applicable laws and regulations unless a specific exemption from The Client has been obtained.

2.3 Intent of the Technical Drawings and Specifications

The intent of the schedules and specifications set out herein is to describe nominal dimensions, materials and finishes of the items consistent with the design intent.

Details may be refined or modified provided that such refinement or modification is consistent with the operating, interface, ownership, support, and environment requirements specified. All modifications require The Client's & Strategic Spaces approval.

In all cases The Subcontractor shall be responsible for ensuring that the finished product is structurally and aesthetically sufficient for the service conditions and of a quality which would be reasonably expected. This shall include any structural computations as required.

3. Design Requirements

3.1 Copyright

Upon settlement of contractual fees, in full, The Client will hold the Copyright to all work, including, but not limited to design and shop drawings.

3.2 Publicity

During and after completion of the project, The Subcontractor, or any of its sub-contractors, shall not advertise or issue any information, publication, document or article concerning the project or any matter associated therewith in any media without the prior written consent of The Client & Strategic Spaces. The Subcontractor shall refer to The Client any inquiries concerning the project or any of the aforementioned matters from the media.

3.3 Design, Materials and Manufacturing Processes

Unless otherwise specified, the design, materials, and manufacturing process selection is the prerogative of The Subcontractor as long as all items submitted to The Client & Strategic Spaces fully meet the qualitative, operating, interface, ownership, support, and operating environment requirements specified.

3.4 Operating Requirements

Each item shall provide qualitative, functional, operational and performance capabilities that are to be expected for items in the environment they will be used in.

4. Project Management

4.1 Work Programme

The Subcontractor will provide a works programme, clearly showing the commencement and completion of all activities, including engineering, prototyping, shop drawings, structural provisions to install signs and required approvals, before commencement of the project.

This programme must be in accordance with The Client's construction programme.

4.2 Site Measurements

Whilst all care has been taken in the preparation of this work, it is the responsibility of the proprietor to ensure that all information is correct. The Subcontractors are to verify dimensions prior to commencement of work. Written dimensions take precedence over scale. Refer all discrepancies back to The Client and Strategic Spaces before commencing works.

4.3 Shop Drawings and Detail Development

Shop drawings for all signs, indicating the relevant text and artwork and fabrication details of the signs as well as any joins or fixings, shall be submitted to The Client and Strategic Spaces for examination and approval. The Subcontractor is to read this document in conjunction with the allocation plans and message schedule during preparation of shop drawings.

The date for the submission of shop drawings shall allow for ample time for review (minimum 5 business days), amendment and re-submission before fabrication commences.

Shop drawings not approved and/ or approved with comments require amendments and re-submission.

The Subcontractor Shall Allow:

For any design input as necessary to clarify details, improve the build-ability or identify savings or improvements to the finished product and be submitted for approval by The Client and Strategic Spaces.

To co-ordinate and develop as built drawings of completed works with the consultants and suppliers.

To develop details for all movement and finish junctions, for The Client's and Strategic Spaces approval.

For any design and detailing of secondary steel or structural elements not included in this specification and required to support signage elements.

5. Artwork

5.1 Digital Files Supplied by The Client and Strategic Spaces

Digital files in Adobe Creative Suite format, showing graphic applications only will be supplied to The Subcontractor for unique items only. Files other than above requested by The Subcontractor from The Client will be charged to the Subcontractor.

The Subcontractor should make provision for some modification in the design, detail and graphic application of signs within each sign type and the redistribution of sign quantities accordingly. Modification to the graphic set out and format of information will not constitute a variation to the scope of work.

5.2 Font

Purchasing of fonts are the responsibly of contractor, unless prior agreement with client and Strategic Spaces.

6. Verification

6.1 The Client's Quality Assurance

The Client reserves the right to execute its own quality assurance methods to any materials, manufacturing methods and processes, supply and installation in the project.

The Client's quality assurance decisions are not negotiable. Any cost associated with rejection of items, including, but not limited to, project management time, travel costs and administration costs, will be charged to The Subcontractor.

The Subcontractor will nominate in the works programme any instances where The Clients quality inspections are requested. Any cost associated with quality requests that are not part of the works programme, including, but not limited to, project management time, travel cost and administration cost, are charged to The Subcontractor.

The Client's quality assurance does not relieve The Subcontractor of its responsibility to carry out the work in accordance with the intent of the specifications.

6.2 Warranties

The Subcontractor shall provide warranty statements for all products and works in the project, consistent with the intended use of the item during the life of its application and be back to back with the Managing Contractor.

6.3 Inspections

All material and work is subject to inspection. This includes scheduled and unscheduled inspection during manufacturing. The Subcontractor is to provide reasonable access to the items being manufactured upon request by The Client.



# Performance Specification

## 2 of 2

Inspection of works in the shop or on-site does not relieve The Subcontractor of its responsibility to carry out the work in accordance with the drawings and the specifications.

6.4 Certification

Upon completion of the installation, The Subcontractor is to certify that all items meet specified requirements. Any supplier certifications required for the completion of the signage installation, are to be obtained directly from the supplier by The Subcontractor.

6.5 Rectification

The Subcontractor is responsible for the rectification of damaged works, the removal of all protection, and a final trade clean (to the satisfaction of The Client) on a return visit, at a time to be nominated by The Client.

7. Applied Graphics

7.1 Vinyl

Only cast vinyl shall be used, with a minimum externally rated durability of up to 7 years. Vinyl gloss level to match sign face surface unless otherwise specified. The Subcontractor to provide certification of the materials used.

Edges of profile cut vinyl shall be sharp, crisp and free from any tearing and associated defects.

Application is to be straight and true on the sign face, free from air bubbles, dust and any other defects.

Samples must be provided for all vinyl types and colours specified for approval.

Clear coat should be applied to all internal and external signs with the computer cut vinyl application.

7.2 Screen Printing

Screen print shall be sharp, crisp and without registration errors. Print shall be opaque and of the same gloss level as the sign face unless otherwise specified. All screen printed panels to receive 2 pack clear coat finish post printing.

7.3 Digital Printing

Digitally printed graphics shall be applied using appropriate inks, printing methods, printed medium and laminates for the environment, interior or exterior, the item is to be used in and the expected quality level of the item. Colours must not fade over time, and be as vibrant as possible. Opaque inks must be used.

Screen printed text and graphics to be sharp, crisp and without registration errors. All text and graphic edges to be defined and free of bleeding and blurring. All acrylic wall paints are to be Teflon coated unless specified.

The Subcontractor is to provide certification of the materials and printing systems used.

7.4 Vitreous Enamel

Vitreous enamel coating to be an accurate colour matched to specified colour. Coating to be free of chips, cracks and discolouration.

8. Durability

8.1 IP Rating

All sign types with enclosed electrical components will meet or exceed IP54 dust and water ingress.

8.2 Vandal Resistance

Signs installed below 2100AFFL shall be finished with Dulux APP Surfaceshield S optically clear Anti-Graffiti coating.

Refer Dulux Specification sheet PC5951, for surface preparation and application procedures.

8.3 Tamper Resistance

All signs installed below 2100AFFL shall use tamper resistant fixings to prevent removal or partial de-mounting of sign faces.

9. Production Techniques

9.1 Welding

All welding shall be carried out in accordance with applicable local standards.

Welded, brazed or soldered joints on exposed surfaces shall be ground flush, buffed or polished as applicable to the material and specified finish. There shall be no buckling or visible surface colour variations in exposed metal finishes.

9.2 Double Sided Tape

Only 3M double sided tape will be used where approved. Apply tapes according to the manufacturer's instructions, using the specified tools and materials. The Subcontractor to provide certification of the tapes and application systems used.

9.3 Adhesives / Sealants

Neat continuous bead of white Sikaflex-Pro to be applied on open cell PU backing rod where applicable. Surface preparation and application to manufacturers recommendations.

9.4 Fastenings

Fastenings including, anchors, screws, lugs, rivets, bolts, double sided tape and the like shall be appropriate to the work, capable of transmitting the loads and stresses imposed and sufficient to ensure the rigidity of the assembly.

Fastenings shall not be exposed unless specifically detailed on shop drawings and approved.

Where a fastener is 'structural' in nature and transmitting significant loads and forces, eg. sign anchor bolts, engineering design and certification is required to be arranged by The Subcontractor. Where possible countersunk screws should be used, flush with the sign face. All exposed fixings should be painted to match sign face finish, unless otherwise specified.

9.5 Laser / Water Jet / Router Cutting

All corners and edges of cut items shall be sharp and true to the selected typeface or artwork with accurate, even curves and serifs where applicable. Finished items will not show overheating.

9.6 Joints

The Subcontractor to show all visible joints on shop drawings for approval by Strategic Spaces and/or Managing Contractor. Joints that were not approved on the shop drawings shall not appear on the finished product.

9.7 Illuminated Letter Forms

Illuminated letter forms shall be profile cut and the front face finished with a pencil radius. Embedded LED backlight detail to be provided for approval, letter forms must illuminate fully without hot spots or shadowing.

All illuminated letter forms must receive a light sandblast to ensure a even 'matte' surface finish to each exposed face.

9.8 - Lighting

All lighting noted are indicative. Contractor to confirm and specify proposed lighting to Strategic Spaces on submitted shop drawings.

All backlit signs to use Light Emitting Diodes (LED's) from reputable manufacturers / suppliers for illumination.

Ensure even light distribution without hotspots or shadowing to the entire sign face and edges (if lit) without light leakage.

LED's shall be mounted on a surface or provided with heat sinking to exceed the manufacturers recommendations.

LED lighting shall be suitable for 24/7 operation for the life span of the signage. If this is not achievable with the chosen system please note replacement in whole of life costs.

9.9 Proprietary Products

Where proprietary products are used the manufacturer's instructions and specifications shall be strictly adhered to.

9.10 Braille and Tactile

Specification D3.6 of the Building Code of Australia (BCA 96 Amendment 11) should form the basis for designing, manufacturing and installing Raised Tactile Signs as required by this standard.

All Braille and tactile signs must comply with the National Construction Code, Australian Standard AS1428.1-2002 and Unified English Braille Code.

Braille and tactile function must be manufactured in a way that will not diminish over time.



# Change Register

Issue	Date	Details / changes	Drawn	Checked
A	24.10.22	Draft tender for coordination	SP	SW
B	07.11.22	For Tender	SP	SW
C	16.11.22	For Tender Updated finishes schedule Performance specification added	SW	SW
D	22.11.22	Bill of Quantities updated	SW	SW
E	14.03.23	Plans, quantities and drawings updated to accomodate art gallery.	SP	NH
F	21.03.23	Base plans updated to accomodate art gallery.	SP	NH
G	19.06.23	Dual naming extract	SP	AS

# Graphic Language

## Typography (Civic)

Avenir Heavy

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890

Avenir Medium

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890

Avenir Light Oblique

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890

Avenir Medium

Hegit 123

Ascender  
Cap Height  
X Height  
Descender

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SPACES**

170 Lennox Street  
Richmond, Victoria 3121  
Telephone 03 9957 8800  
info@strategicspaces.com.au  
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FOR TENDER

CLIENT  
BUILT

PROJECT  
LIVERPOOL CIVIC PLACE - FIT OUT

DATE  
19.06.23

DRAWING TITLE  
GRAPHIC LANGUAGE - SHEET 1

ISSUE  
F

PAGE NUMBER  
3 of 17

# Graphic Language

## Typography (Library)

Gilroy Bold

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890

Gilroy Medium

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890

Gilroy Medium

Heggit 123

Ascender  
Cap Height  
X Height  
Descender

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Richmond, Victoria 3121  
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FOR TENDER

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LIVERPOOL CIVIC PLACE - FIT OUT

DATE  
19.06.23

DRAWING TITLE  
GRAPHIC LANGUAGE - SHEET 2

ISSUE  
F

PAGE NUMBER  
4 of 17

# Graphic Language

## Pictograms & Arrows

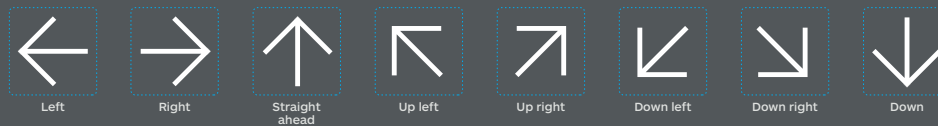
### Stylised pictograms



### Regulatory & Statutory



### Arrows



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Richmond, Victoria 3121  
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FOR TENDER

CLIENT  
BUILT

PROJECT  
LIVERPOOL CIVIC PLACE - FIT OUT







DATE  
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DRAWING TITLE  
GRAPHIC LANGUAGE - SHEET 3

ISSUE  
F

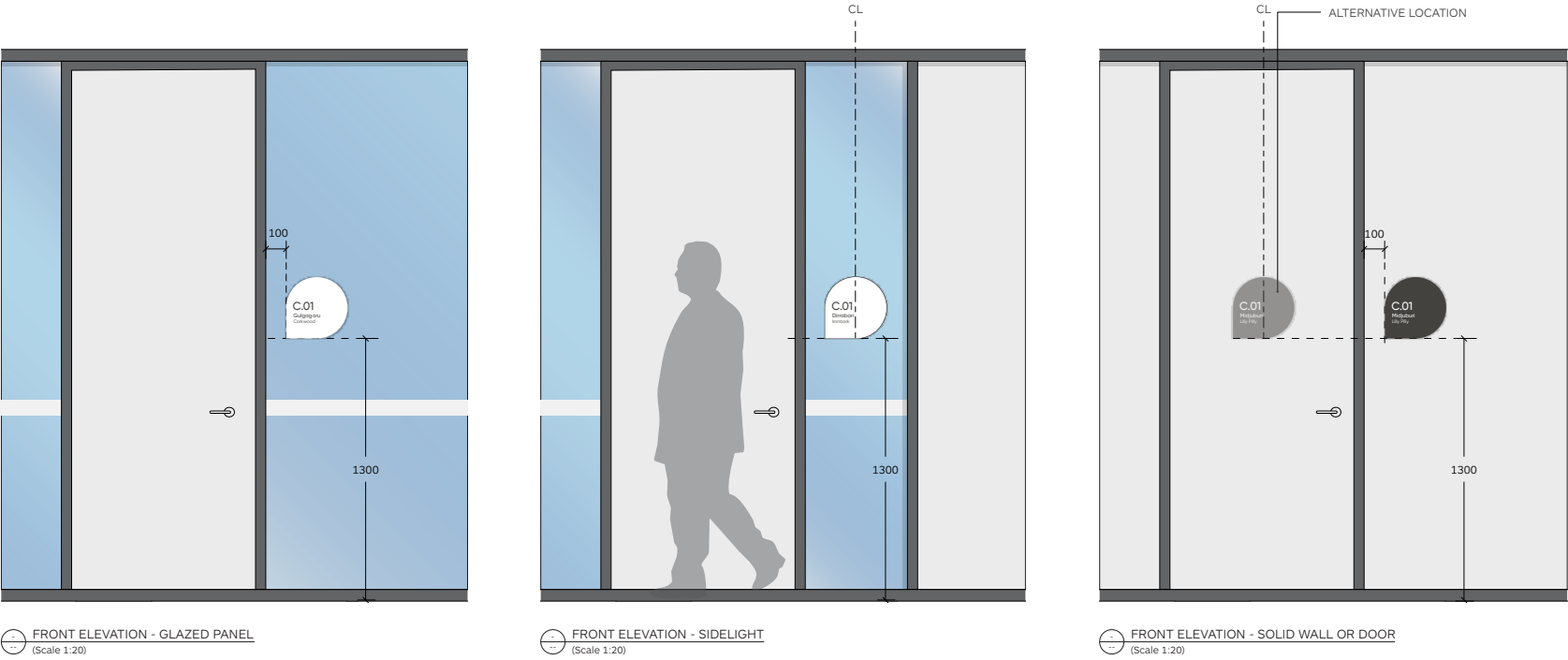
PAGE NUMBER  
5 of 17

Finishes Schedule

COLOUR		PAINT 2 PACK POLYURETHANE (P)	VINYL OPAQUE (VO)	POWDERCOAT (PD)
	BLACK	<b>P1</b> DULUX - AS2700 RANGE GRAPHITE GREY - N65 LOW SHEEN	<b>VO1</b> AVERY 900 SUPER CAST RANGE MATT BLACK (921)	<b>PD01</b> -
	WHITE	<b>P2</b> DULUX - AS2700 RANGE WHITE - N14 LOW SHEEN	<b>VO2</b> AVERY 900 SUPER CAST RANGE MATT WHITE (920)	<b>PD02</b> DULUX ELECTRO FLAT WHITE (9061200F)
	DARK BLUE / GREY	<b>P3</b> DULUX ANCHORMAN (S36A9) LOW SHEEN	<b>VO3</b> -	<b>PD03</b> -
	DARK GOLD	<b>P17</b> DULUX WARM SPICE (S13E8) LOW SHEEN	<b>VO17</b> -	<b>PD17</b> -
	CHARCOAL	<b>P18</b> DULUX HARDENED STEEL (SG6HB) LOW SHEEN	<b>VO18</b> AVERY DENNISON 700 PREMIUM FILM KOMATSU GREY (759-01)	<b>PD18</b> -
	GOLD	<b>P19</b> -	<b>VO19</b> -	<b>PD19</b> DULUX ELECTRO SENSATIONAL CHAMPAGNE FLAT (9063187K)

# Room Identification (Library)

Sign Code: ID09



**STRATEGIC  
SPACES**

170 Lennox Street  
Richmond, Victoria 3121  
Telephone 03 9957 8800  
info@strategicspaces.com.au  
www.strategicspaces.com.au

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**FOR TENDER**

CLIENT  
**BUILT**

PROJECT  
**LIVERPOOL CIVIC PLACE - FIT OUT**

DATE  
**19.06.23**

DRAWING TITLE  
**ID09 - SHEET 1**

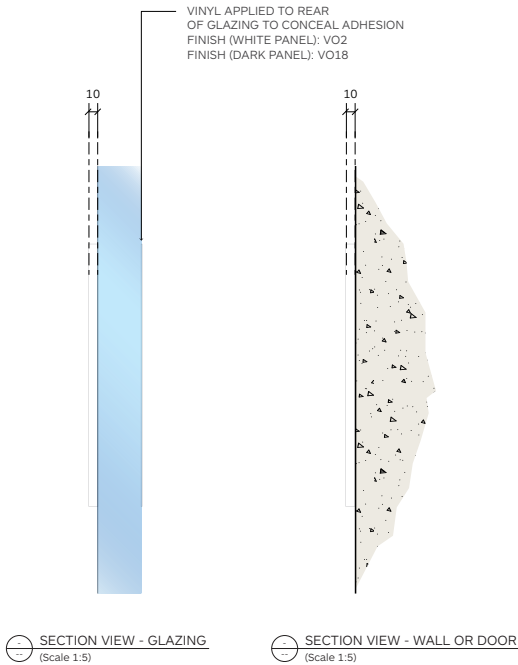
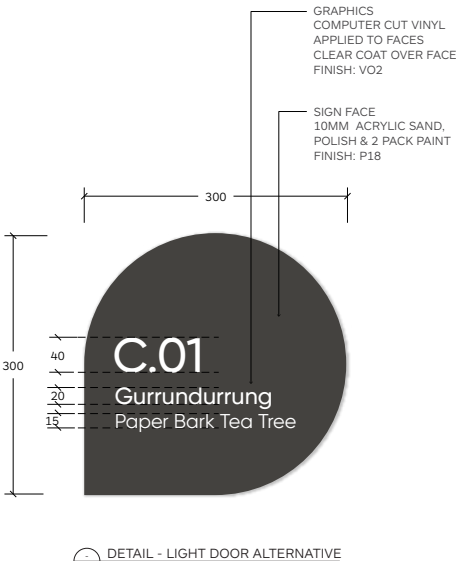
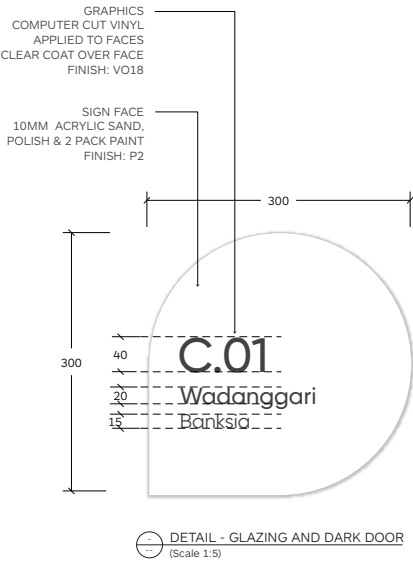
ISSUE  
**G**

PAGE NUMBER  
**7 of 17**



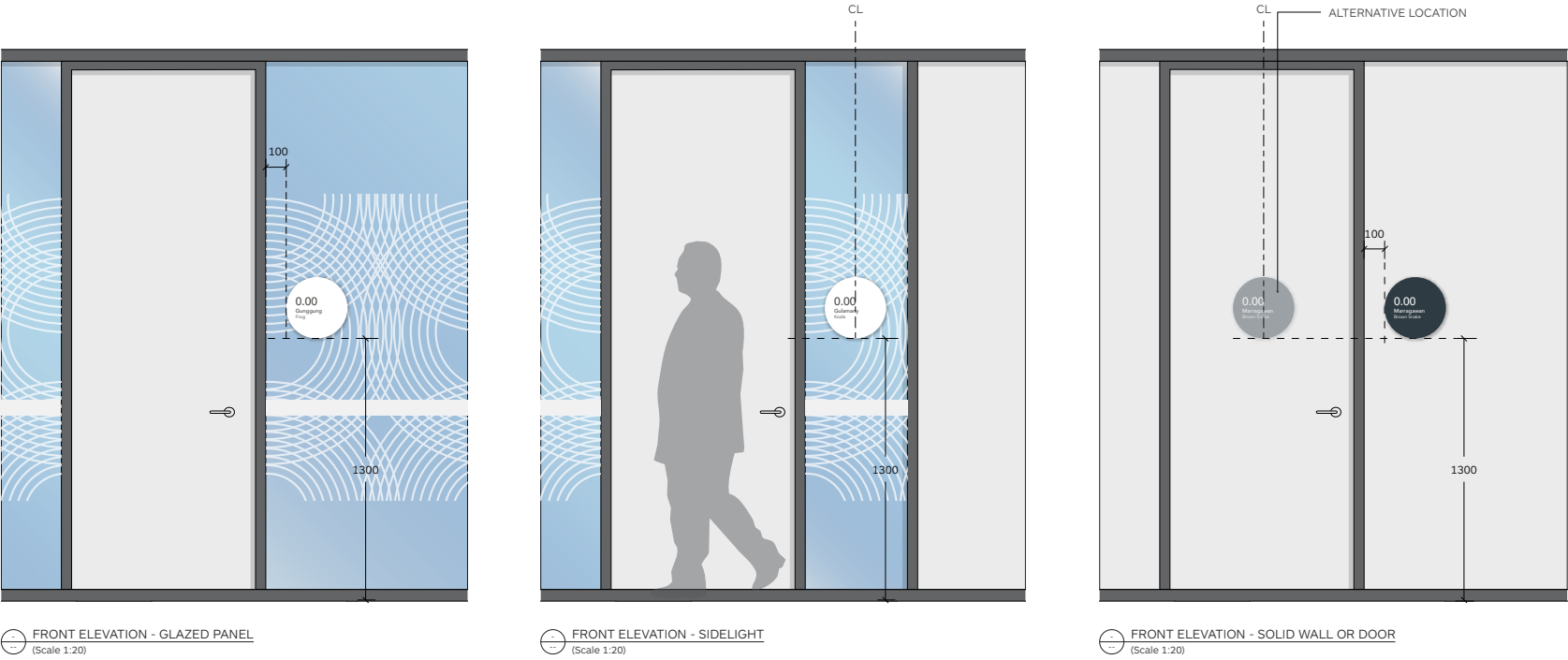
# Room Identification (Library)

Sign Code: ID09



# Room Identification (Civic)

Sign Code: ID09



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**LIVERPOOL CIVIC PLACE - FIT OUT**

DATE  
**19.06.23**

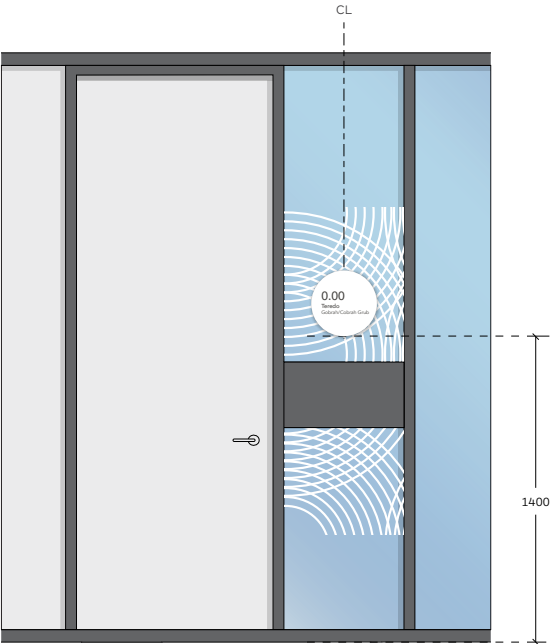
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**ID09 - SHEET 4**

ISSUE  
**G**

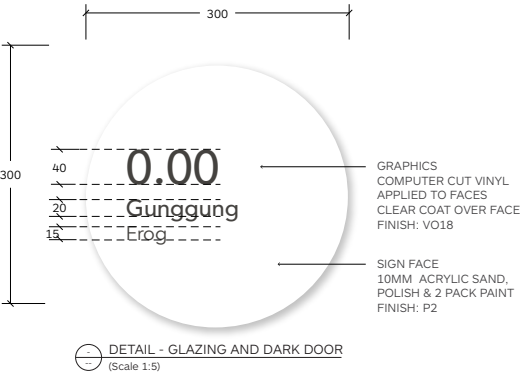
PAGE NUMBER  
**9 of 17**

# Room Identification (Civic)

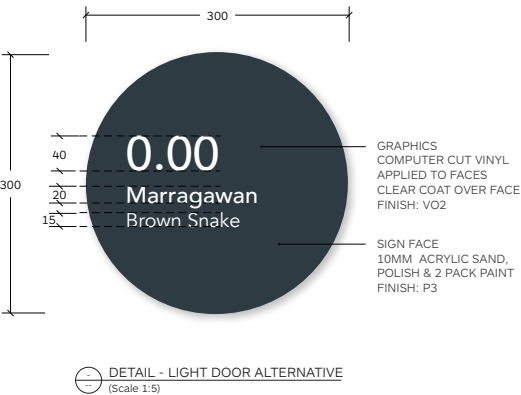
Sign Code: ID09



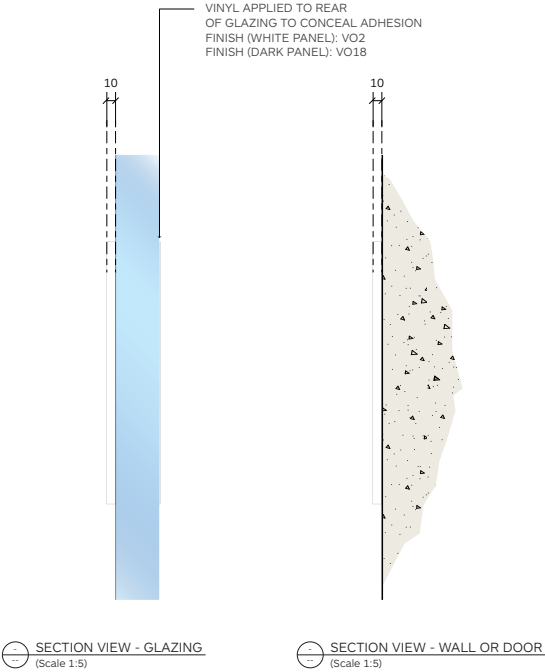
FRONT ELEVATION - SIDELIGHT - CIVIC LEVEL UG  
(Scale 1:20)



DETAIL - GLAZING AND DARK DOOR  
(Scale 1:5)



DETAIL - LIGHT DOOR ALTERNATIVE  
(Scale 1:5)



SECTION VIEW - GLAZING  
(Scale 1:5)

SECTION VIEW - WALL OR DOOR  
(Scale 1:5)

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Richmond, Victoria 3121  
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info@strategicspaces.com.au  
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DATE  
**19.06.23**

DRAWING TITLE  
**ID09 - SHEET 5**

ISSUE  
**G**

PAGE NUMBER  
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# Lift Directory - Wall Mounted (Library)

Sign Code: INF03



FRONT ELEVATION  
(Scale 1:20)

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CLIENT  
**BUILT**

PROJECT  
**LIVERPOOL CIVIC PLACE - FIT OUT**

DATE  
**19.06.23**

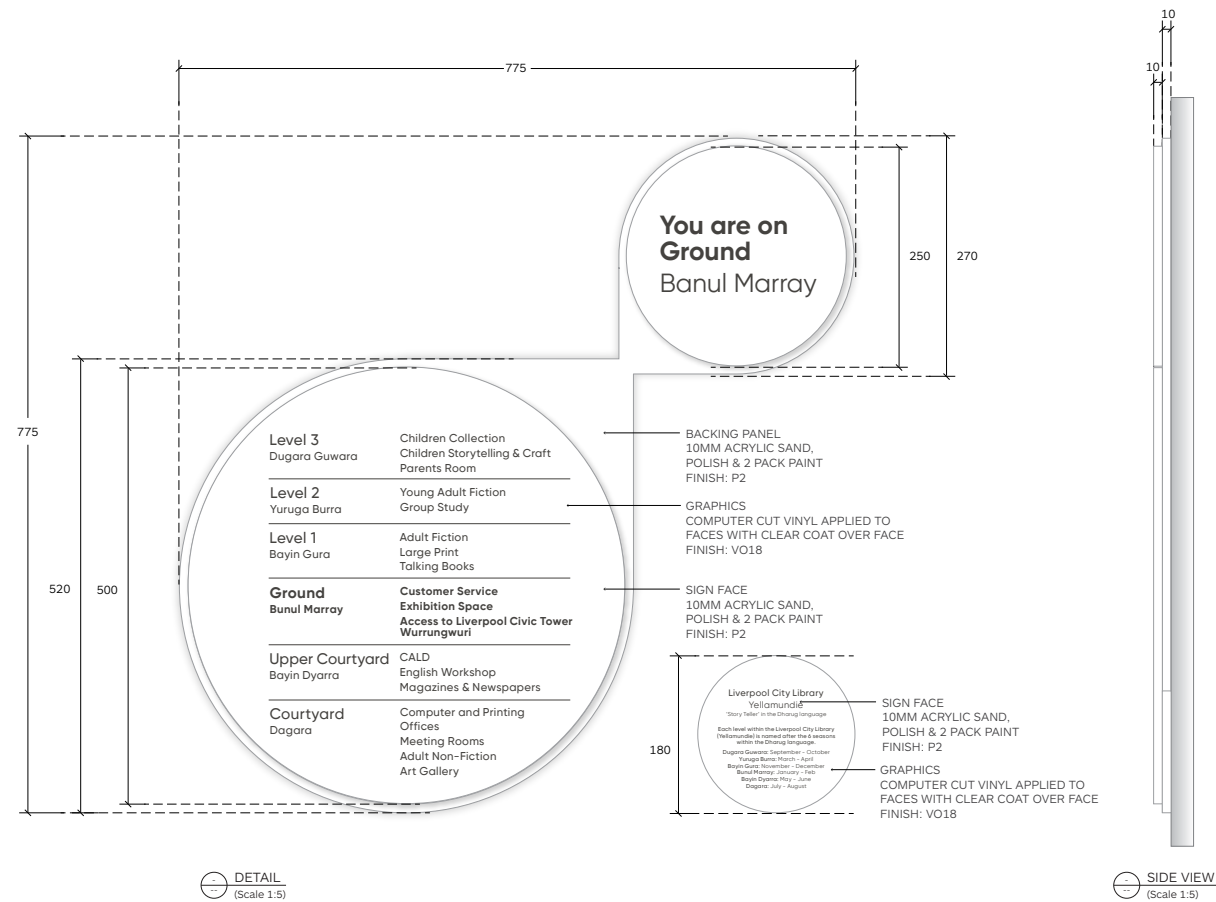
DRAWING TITLE  
**INF03 - SHEET 1**

ISSUE  
**G**

PAGE NUMBER  
**11 of 17**

# Lift Directory - Wall Mounted (Library)

Sign Code: INF03



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**DATE**  
**19.06.23**

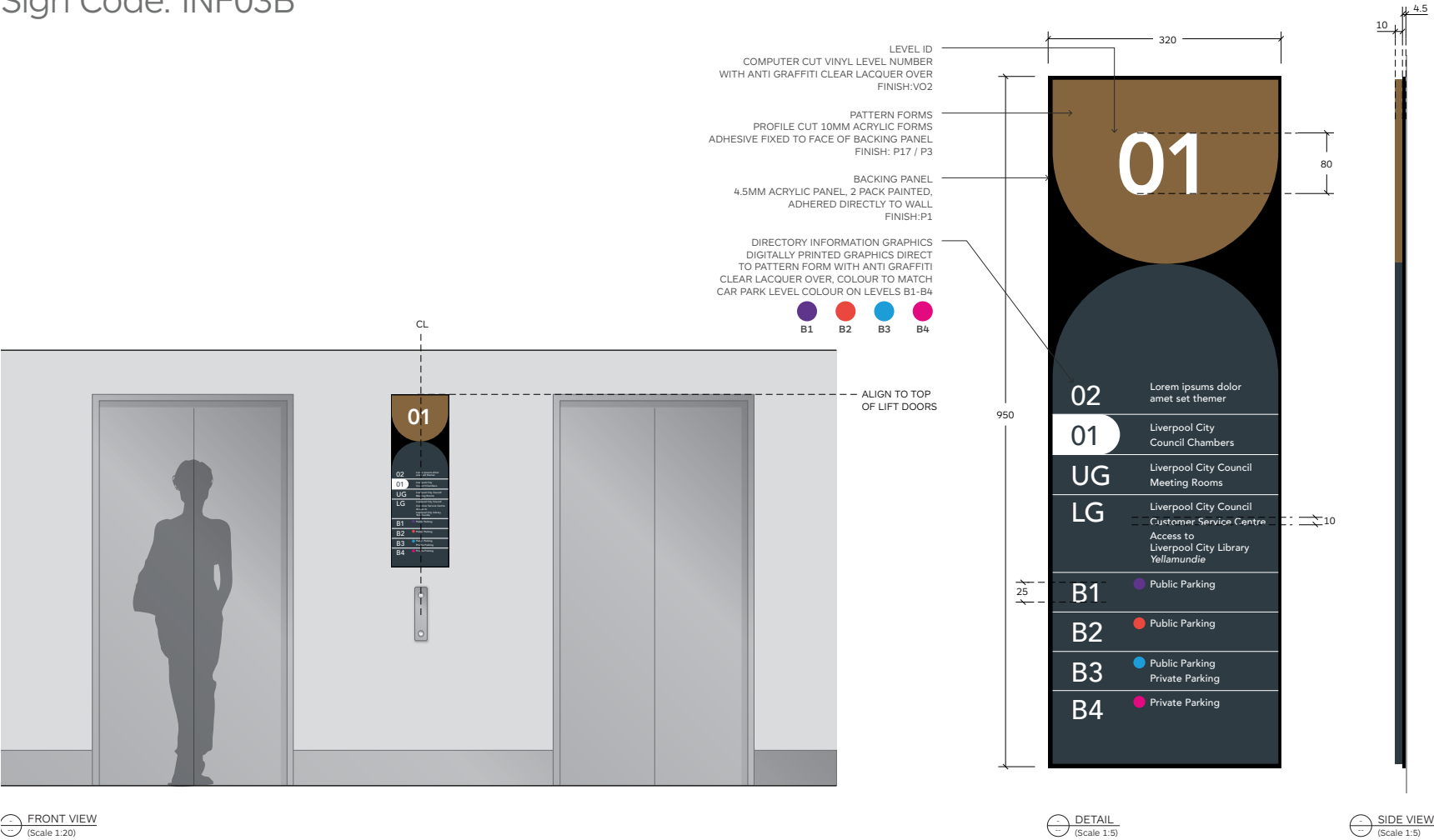
**DRAWING TITLE**  
**INF03 - SHEET 2**

**ISSUE**  
**G**

**PAGE NUMBER**  
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# Lift Directory - Wall Mounted (Civic)

Sign Code: INF03B



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**DATE**  
**19.06.23**

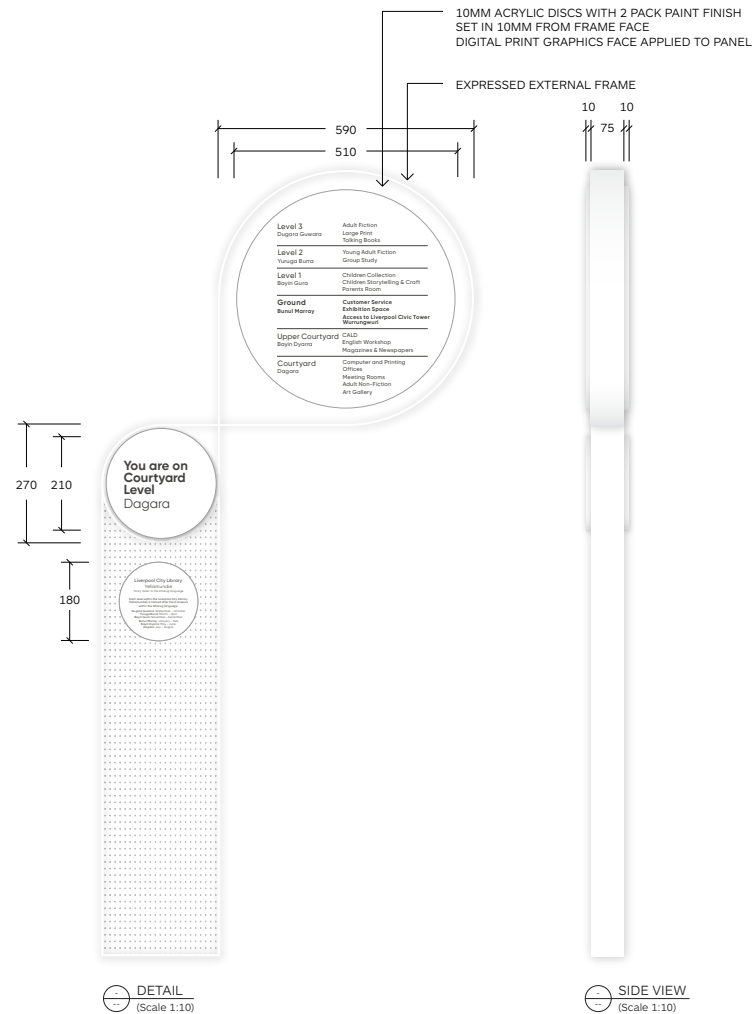
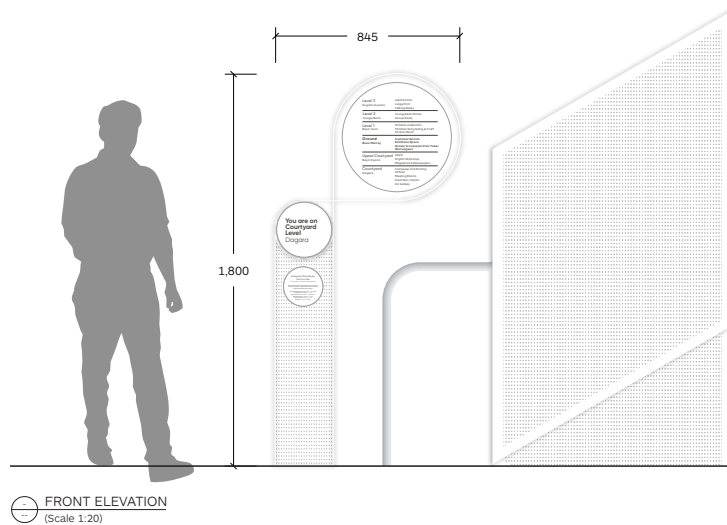
**DRAWING TITLE**  
**INF03B - SHEET 1**

**ISSUE**  
**G**

**PAGE NUMBER**  
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# Level Directory - Freestanding

Sign Code: INF04



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Richmond, Victoria 3121  
Telephone 03 9957 8800  
info@strategicspaces.com.au  
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PROJECT  
**LIVERPOOL CIVIC PLACE - FIT OUT**

DATE  
**19.06.23**

DRAWING TITLE  
**INF04 - SHEET 1**

ISSUE  
**G**

PAGE NUMBER  
**14 of 17**

# Performance Specification

## 1 of 2

1. General Specifications

1.1 Scope

This document is to be read in conjunction with the package provided by The Client. The following clauses shall be read in conjunction with the drawings, specifications and all relevant clauses are applicable.

The Subcontractor is to ensure that referencing to the drawings is carried out prior to all works and throughout the duration of the project.

The Client and Strategic Spaces require a conforming bid; however, we will also consider a separate alternative bid, provided the cost and or time savings are clearly defined. Failure to provide all information required in this scope of works which adheres to the conditions of tendering for the subcontract and the specification may result in the exclusion of the tender.

1.2 Knowledge of the Site

The Subcontractors who are not familiar with the site or its conditions are required to visit site prior to submitting their quotation. No consideration will be given to The Subcontractors who are unaware of site conditions.

Subcontractor to ensure a site audit is conducted prior to manufacturing.

Subcontractor to confirm site measurements, existing site conditions and required electrical works.

2. Applicable Documents

2.1 Standards

All work and materials shall comply with the applicable local standards and building codes (NCC/BCA, AS, DDA and UEB). Compliance with standards does not relieve The Subcontractor from fully meeting the operating, interface, ownership, support, and operating environment requirements specified or reasonably expected. Disparities between standards and requirements require a written approval from The Client.

2.2 Order of Precedence

In the case of ambiguity between any of the documents then the more stringent conditions will apply. Any ambiguity should be clearly noted in the tender. Nothing in this document, however, supersedes applicable laws and regulations unless a specific exemption from The Client has been obtained.

2.3 Intent of the Technical Drawings and Specifications

The intent of the schedules and specifications set out herein is to describe nominal dimensions, materials and finishes of the items consistent with the design intent.

Details may be refined or modified provided that such refinement or modification is consistent with the operating, interface, ownership, support, and environment requirements specified. All modifications require The Client's & Strategic Spaces approval.

In all cases The Subcontractor shall be responsible for ensuring that the finished product is structurally and aesthetically sufficient for the service conditions and of a quality which would be reasonably expected. This shall include any structural computations as required.

3. Design Requirements

3.1 Copyright

Upon settlement of contractual fees, in full, The Client will hold the Copyright to all work, including, but not limited to design and shop drawings.

3.2 Publicity

During and after completion of the project, The Subcontractor, or any of its sub-contractors, shall not advertise or issue any information, publication, document or article concerning the project or any matter associated therewith in any media without the prior written consent of The Client & Strategic Spaces. The Subcontractor shall refer to The Client any inquiries concerning the project or any of the aforementioned matters from the media.

3.3 Design, Materials and Manufacturing Processes

Unless otherwise specified, the design, materials, and manufacturing process selection is the prerogative of The Subcontractor as long as all items submitted to The Client & Strategic Spaces fully meet the qualitative, operating, interface, ownership, support, and operating environment requirements specified.

3.4 Operating Requirements

Each item shall provide qualitative, functional, operational and performance capabilities that are to be expected for items in the environment they will be used in.

4. Project Management

4.1 Work Programme

The Subcontractor will provide a works programme, clearly showing the commencement and completion of all activities, including engineering, prototyping, shop drawings, structural provisions to install signs and required approvals, before commencement of the project.

This programme must be in accordance with The Client's construction programme.

4.2 Site Measurements

Whilst all care has been taken in the preparation of this work, it is the responsibility of the proprietor to ensure that all information is correct. The Subcontractors are to verify dimensions prior to commencement of work. Written dimensions take precedence over scale. Refer all discrepancies back to The Client and Strategic Spaces before commencing works.

4.3 Shop Drawings and Detail Development

Shop drawings for all signs, indicating the relevant text and artwork and fabrication details of the signs as well as any joins or fixings, shall be submitted to The Client and Strategic Spaces for examination and approval. The Subcontractor is to read this document in conjunction with the allocation plans and message schedule during preparation of shop drawings.

The date for the submission of shop drawings shall allow for ample time for review (minimum 5 business days), amendment and re-submission before fabrication commences.

Shop drawings not approved and/or approved with comments require amendments and re-submission.

The Subcontractor Shall Allow:

For any design input as necessary to clarify details, improve the build-ability or identify savings or improvements to the finished product and be submitted for approval by The Client and Strategic Spaces.

To co-ordinate and develop as built drawings of completed works with the consultants and suppliers.

To develop details for all movement and finish junctions, for The Client's and Strategic Spaces approval.

For any design and detailing of secondary steel or structural elements not included in this specification and required to support signage elements.

5. Artwork

5.1 Digital Files Supplied by The Client and Strategic Spaces

Digital files in Adobe Creative Suite format, showing graphic applications only will be supplied to The Subcontractor for unique items only. Files other than above requested by The Subcontractor from The Client will be charged to the Subcontractor.

The Subcontractor should make provision for some modification in the design, detail and graphic application of signs within each sign type and the redistribution of sign quantities accordingly. Modification to the graphic set out and format of information will not constitute a variation to the scope of work.

5.2 Font

Purchasing of fonts are the responsibly of contractor, unless prior agreement with client and Strategic Spaces.

6. Verification

6.1 The Client's Quality Assurance

The Client reserves the right to execute its own quality assurance methods to any materials, manufacturing methods and processes, supply and installation in the project.

The Client's quality assurance decisions are not negotiable. Any cost associated with rejection of items, including, but not limited to, project management time, travel costs and administration costs, will be charged to The Subcontractor.

The Subcontractor will nominate in the works programme any instances where The Clients quality inspections are requested. Any cost associated with quality requests that are not part of the works programme, including, but not limited to, project management time, travel cost and administration cost, are charged to The Subcontractor.

The Client's quality assurance does not relieve The Subcontractor of its responsibility to carry out the work in accordance with the intent of the specifications.

6.2 Warranties

The Subcontractor shall provide warranty statements for all products and works in the project, consistent with the intended use of the item during the life of its application and be back to back with the Managing Contractor.

6.3 Inspections

All material and work is subject to inspection. This includes scheduled and unscheduled inspection during manufacturing. The Subcontractor is to provide reasonable access to the items being manufactured upon request by The Client.



# Performance Specification

## 2 of 2

Inspection of works in the shop or on-site does not relieve The Subcontractor of its responsibility to carry out the work in accordance with the drawings and the specifications.

6.4 Certification

Upon completion of the installation, The Subcontractor is to certify that all items meet specified requirements. Any supplier certifications required for the completion of the signage installation, are to be obtained directly from the supplier by The Subcontractor.

6.5 Rectification

The Subcontractor is responsible for the rectification of damaged works, the removal of all protection, and a final trade clean (to the satisfaction of The Client) on a return visit, at a time to be nominated by The Client.

7. Applied Graphics

7.1 Vinyl

Only cast vinyl shall be used, with a minimum externally rated durability of up to 7 years. Vinyl gloss level to match sign face surface unless otherwise specified. The Subcontractor to provide certification of the materials used.

Edges of profile cut vinyl shall be sharp, crisp and free from any tearing and associated defects.

Application is to be straight and true on the sign face, free from air bubbles, dust and any other defects.

Samples must be provided for all vinyl types and colours specified for approval.

Clear coat should be applied to all internal and external signs with the computer cut vinyl application.

7.2 Screen Printing

Screen print shall be sharp, crisp and without registration errors. Print shall be opaque and of the same gloss level as the sign face unless otherwise specified. All screen printed panels to receive 2 pack clear coat finish post printing.

7.3 Digital Printing

Digitally printed graphics shall be applied using appropriate inks, printing methods, printed medium and laminates for the environment, interior or exterior, the item is to be used in and the expected quality level of the item. Colours must not fade over time, and be as vibrant as possible. Opaque inks must be used.

Screen printed text and graphics to be sharp, crisp and without registration errors. All text and graphic edges to be defined and free of bleeding and blurring. All acrylic wall paints are to be Teflon coated unless specified.

The Subcontractor is to provide certification of the materials and printing systems used.

7.4 Vitreous Enamel

Vitreous enamel coating to be an accurate colour matched to specified colour. Coating to be free of chips, cracks and discolouration.

8. Durability

8.1 IP Rating

All sign types with enclosed electrical components will meet or exceed IP54 dust and water ingress.

8.2 Vandal Resistance

Signs installed below 2100AFFL shall be finished with Dulux APP Surfaceshield S optically clear Anti-Graffiti coating.

Refer Dulux Specification sheet PC5951, for surface preparation and application procedures.

8.3 Tamper Resistance

All signs installed below 2100AFFL shall use tamper resistant fixings to prevent removal or partial de-mounting of sign faces.

9. Production Techniques

9.1 Welding

All welding shall be carried out in accordance with applicable local standards.

Welded, brazed or soldered joints on exposed surfaces shall be ground flush, buffed or polished as applicable to the material and specified finish. There shall be no buckling or visible surface colour variations in exposed metal finishes.

9.2 Double Sided Tape

Only 3M double sided tape will be used where approved. Apply tapes according to the manufacturer's instructions, using the specified tools and materials. The Subcontractor to provide certification of the tapes and application systems used.

9.3 Adhesives / Sealants

Neat continuous bead of white Sikaflex-Pro to be applied on open cell PU backing rod where applicable. Surface preparation and application to manufacturers recommendations.

9.4 Fastenings

Fastenings including, anchors, screws, lugs, rivets, bolts, double sided tape and the like shall be appropriate to the work, capable of transmitting the loads and stresses imposed and sufficient to ensure the rigidity of the assembly.

Fastenings shall not be exposed unless specifically detailed on shop drawings and approved.

Where a fastener is 'structural' in nature and transmitting significant loads and forces, eg. sign anchor bolts, engineering design and certification is required to be arranged by The Subcontractor. Where possible countersunk screws should be used, flush with the sign face. All exposed fixings should be painted to match sign face finish, unless otherwise specified.

9.5 Laser / Water Jet / Router Cutting

All corners and edges of cut items shall be sharp and true to the selected typeface or artwork with accurate, even curves and serifs where applicable. Finished items will not show overheating.

9.6 Joints

The Subcontractor to show all visible joints on shop drawings for approval by Strategic Spaces and/or Managing Contractor. Joints that were not approved on the shop drawings shall not appear on the finished product.

9.7 Illuminated Letter Forms

Illuminated letter forms shall be profile cut and the front face finished with a pencil radius. Embedded LED backlight detail to be provided for approval, letter forms must illuminate fully without hot spots or shadowing.

All illuminated letter forms must receive a light sandblast to ensure a even 'matte' surface finish to each exposed face.

9.8 - Lighting

All lighting noted are indicative. Contractor to confirm and specify proposed lighting to Strategic Spaces on submitted shop drawings.

All backlit signs to use Light Emitting Diodes (LED's) from reputable manufacturers / suppliers for illumination.

Ensure even light distribution without hotspots or shadowing to the entire sign face and edges (if lit) without light leakage.

LED's shall be mounted on a surface or provided with heat sinking to exceed the manufacturers recommendations.

LED lighting shall be suitable for 24/7 operation for the life span of the signage. If this is not achievable with the chosen system please note replacement in whole of life costs.

9.9 Proprietary Products

Where proprietary products are used the manufacturer's instructions and specifications shall be strictly adhered to.

9.10 Braille and Tactile

Specification D3.6 of the Building Code of Australia (BCA 96 Amendment 11) should form the basis for designing, manufacturing and installing Raised Tactile Signs as required by this standard.

All Braille and tactile signs must comply with the National Construction Code, Australian Standard AS1428.1-2002 and Unified English Braille Code.

Braille and tactile function must be manufactured in a way that will not diminish over time.

Thank you

STRATEGIC  
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Melbourne  
Sydney  
Brisbane

170 Lennox Street  
Richmond, Victoria 3121  
03 9957 8800  
info@strategicspaces.com.au  
www.strategicspaces.com.au

Sydney: 43 / 20-40 Meagher Street  
Chippendale, NSW 2008  
02 9190 8486

Brisbane: 59 Duggell Street  
Newstead, QLD 4006  
07 3268 9524

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