Acknowledgement of Country

The NSW Government acknowledges and pays tribute to the unique cultural and spiritual relationship that Aboriginal communities have to the land and water known as New South Wales.

Find out more:
www.dpie.nsw.gov.au

Title: Your High Street Guideline
First published: November 2020
Last Updated: December 2020
Cover image: Destination New South Wales

© State of New South Wales through Department of Planning, Industry and Environment 2020. You may copy, distribute, display, download and otherwise freely deal with this publication for any purpose, provided that you attribute the Department of Planning, Industry and Environment as the owner. However, you must obtain permission if you wish to charge others for access to the publication (other than at cost); include the publication in advertising or a product for sale; modify the publication; or republish the publication on a website. You may freely link to the publication on a departmental website.

Disclaimer © State of New South Wales through Department of Planning, Industry and Environment 2020. You may copy, distribute, display, download and otherwise freely deal with this publication for any purpose, provided that you attribute the Department of Planning, Industry and Environment as the owner. However, you must obtain permission if you wish to charge others for access to the publication (other than at cost); include the publication in advertising or a product for sale; modify the publication; or republish the publication on a website. You may freely link to the publication on a departmental website.
Contents

Acknowledgement of Country
Introduction
Your High Street Overview
Purpose of funding
Grant program objectives
Must be specifically related to the high street identified in application
Funding eligibility
Funding is available to all NSW councils.
Insurance requirements
Application process
Timeframes
Assessment
Assessment of eligible applications
Ineligible Applications
Approvals
Criteria used to assess applications:
Alignment to Government policy
Organisational Context
Premier’s Priorities
Successful projects
Project management
Monitoring, reporting and evaluation
Project opening event and promotion
Payment of grants
Your application 14

How to apply 14
Need advice? 14
Resources 14
Complaints Procedure 14
Privacy policy 14
Disclaimer 14

Appendix A: Glossary of Terms 15

Appendix B: Application Checklist 17

Appendix C – Policy Context 18

List of table

Timeframes 7

Project Merit 40% 9

Project Deliverability 25% 9

Value for Money 35% 10

Alignment with NSW Government strategies and policies 18

Alignment with NSW local government strategies and policies 20
Introduction

The Department of Planning Industry and Environment (the Department) is inviting local councils to apply for up to $1 million in grants as part of the $15 million Your High Street program to make permanent changes that improve the amenity of a high street in their area.

Great public spaces are vital to communities. They provide places for social interaction, can improve health and wellbeing, and offer communities a sense of identity and character. Great public spaces are also safe and accessible for all to use and enjoy. COVID-19 has highlighted the value and benefit of public spaces as we re-equip our cities and towns to be safe and attractive places and support recovery.

Streets, paths and plazas make up an essential part of our network of public spaces. Whether people use them for travelling, walking, cycling, outdoor dining, socialising or doing business, streets are crucial infrastructure for successful and healthy urban areas. Streets are public spaces and have become a focal point during the COVID-19 pandemic. Communities and businesses are looking at using streets differently, to ensure safe physical distancing and the ability to exercise.

Sometimes referred to as main streets, high streets are important to the function of a strategic centre (also known as a strategic neighbourhood centre, see Glossary of Terms) in what they offer and as economic drivers. More than just a street for the movement of motor vehicles, these are principal streets providing vitality to the local neighbourhoods, supporting the local area with jobs and services such as shopping, dining, entertainment, health and personal services to meet the daily and weekly needs of the local community. This grant program follows the success of the Streets as Shared Spaces grant program in May 2020. This provided grants to councils for the delivery of demonstration and pilot projects to support communities to physically distance and test longer term ideas for improving streets. Streets as Shared Spaces funded the delivery of 48 projects across NSW.
Your High Street Overview

Purpose of funding

Your High Street is a $15 million grants program being delivered as part of the NSW Planning Reform Action Plan. The purpose is to support councils across NSW to enhance high streets in strategic centres (see glossary) by providing grant funding for projects that improve amenity and high street functionality to support local business trading by June 2022.

All councils in NSW are eligible to apply for up to $1 million to deliver a project that supports a single high street in their local government area within a year of funding approval.

Your High Street funding will be used by councils to implement permanent change in a high street to boost economic recovery for local businesses by improving high street amenity and attractiveness, walkability, expanding public space, and contributing to local character.

Grant program objectives

Must be specifically related to the high street identified in application

1. Improve/increase number of uses over day and night period
2. Improve people’s safety and comfort
3. Improve local accessibility and connections
4. Improve business capacity for increased functionality

Example projects could include space for dining outdoors, wider footpaths, tree planting, traffic calming, lighting or public art.

Funding eligibility

Funding is available to all NSW councils.

Councils are invited to submit one application, valued up to $1 million for a single high street to be delivered within a year of funding approval.

The funding amount may only be requested for elements within a single high street location that council can demonstrate will address the problem and have positive economic impacts for local business and the community.

The following works are not eligible for funding under this program:

- Projects outside of NSW
- Planning projects (feasibility studies, masterplans)
- Purchase or lease of land
- Funding of personnel or staff positions
- Product branding, advertising or promotion
- Projects requiring ongoing funding from the NSW Government
- Retrospective funding to cover any project component that is already complete/underway
- Projects already allocated for in councils’ future asset and maintenance plans
- Projects that are not on council owned/managed land or on a state road

Insurance requirements

Councils applying for funding via this program are required to have a minimum Public Liability Insurance cover of $20 million.

It is recommended, but not a condition of funding, that applicant councils have Personal Accident and Professional Indemnity insurance. Councils that employ staff must comply with the Workplace Injury Management and Workers Compensation Act 1998 (NSW).
## Application process

### Timeframes

The assessment process and timeframes for the Your High Street grants are outlined below.

<table>
<thead>
<tr>
<th>Date</th>
<th>Milestone</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 November 2020</td>
<td>Applications Open</td>
<td>Councils notified</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Online application available for almost 3 months</td>
</tr>
<tr>
<td>29 January 2021</td>
<td>Applications close</td>
<td>Councils submit application in Smarty Grants by 5pm on Friday 29 January 2021</td>
</tr>
<tr>
<td>February-March 2021</td>
<td>Assessment</td>
<td>Independent Assessment Panel meets</td>
</tr>
<tr>
<td>April 2021</td>
<td>Announcements and notifications</td>
<td>Councils formally advised on outcome of applications.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ministerial announcement of successful projects.</td>
</tr>
<tr>
<td>May 2021</td>
<td>Contracting and projects commence</td>
<td>Funding Agreements and first milestone payment.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ongoing monitoring of projects commences.</td>
</tr>
<tr>
<td>May 2022</td>
<td>Expected completion of projects</td>
<td>Project completion and acquittal</td>
</tr>
</tbody>
</table>
Assessment

Assessment of eligible applications

Eligible applications (including a sketch or concept plan and any supporting documentation) will be assessed via the Smarty Grants platform by an expert assessment panel of NSW Government representatives that may include:

- Department of Planning Industry and Environment
- Transport for NSW
- Treasury NSW
- NSW Health
- Office of Local Government
- Government Architect NSW
- Create NSW
- Committee for Sydney (as independent expert assessor)

Ineligible Applications

The Department will perform a pre-eligibility check of received applications and will assess and, where appropriate, seek to remedy eligibility issues with council.

Where an application is still deemed ineligible, the applicant will be notified by the Department within 21 days of the application closing following the assessment pre-eligibility checks. Any late or incomplete applications will be deemed ineligible. It is at the Department’s discretion to accept late applications if there are extenuating circumstances.

Approvals

Endorsement/provision of a grant under this program does not negate the need for council to obtain all necessary/required approvals such as road changes and/or traffic facilities under the Roads Act, Transport Administration Act, and Local Government Act. A development application may also be required.

Councils are strongly encouraged to ensure they are aware of all approvals required, and can demonstrate they have consulted with local Transport for NSW representatives, the local Chamber of Commerce and affected businesses.

Proposed projects are not required to have received approvals prior to applying (for example, traffic committee approval). However, they must demonstrate an approach to achieve these in the project plan, and proposals with prior approvals will be ranked higher for Project Deliverability.

Councils may apply for funding for projects occurring on a state road. An in-principle written agreement from Transport for NSW must be provided as part of the application, with formal landowner’s consent provided prior to funding release.

Council grant submissions must include a letter from the General Manager that demonstrates council’s commitment to deliver all elements of the project for which funding has been sought.
Criteria used to assess applications:

**Project Merit 40%**

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Evidence example</th>
<th>Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curation of outputs which align with the intended program outcomes</td>
<td>Clear problem statement and alignment of suggested intervention</td>
<td>Mandatory</td>
</tr>
<tr>
<td></td>
<td>Locations and spatial maps to identify where the improvements will occur</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Photographic evidence</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Artist impression of output</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Technical information of output</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(measurements/cost/materials)</td>
<td></td>
</tr>
<tr>
<td>Strategic alignment to a NSW Government strategy or government commitment (See Appendix C).</td>
<td>Description of alignment within application</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Project location is a high street within a strategic centre also known as a strategic neighbourhood centre</td>
<td>Strategic centres, or strategic neighbourhood centres, should be identified in council’s strategic plans, that could include strategic centres identified in District Plans and Regional Plans or economic development plans, or community plans.</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Partnership with local businesses and community groups, and general community and stakeholder support for proposal</td>
<td>Approved partnership proposals with local businesses and councils</td>
<td>Desirable</td>
</tr>
<tr>
<td></td>
<td>Data and insights from community/stakeholder survey</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Letters of support from local business or Chambers of Commerce</td>
<td></td>
</tr>
<tr>
<td>Deliver enablers to improve activities both day and night by reducing barriers in processes (e.g. liquor licensing, busking approvals, events approval)</td>
<td>Evidence of proposed changes to processes relevant to type of intervention occurring</td>
<td>Desirable</td>
</tr>
</tbody>
</table>

**Project Deliverability 25%**

<table>
<thead>
<tr>
<th>Criteria Description</th>
<th>Evidence example</th>
<th>Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial viability of the project, including a project budget, project plan and risk assessment</td>
<td>Project Budget Breakdown</td>
<td>Mandatory</td>
</tr>
<tr>
<td></td>
<td>Risk Assessment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Project Plan</td>
<td></td>
</tr>
</tbody>
</table>
### Project Deliverability 25%

<table>
<thead>
<tr>
<th>Criteria Description</th>
<th>Evidence example</th>
<th>Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council commitment to deliver, technical ability and resources to effectively deliver the project</td>
<td>Project Budget Breakdown&lt;br&gt;Risk Assessment&lt;br&gt;Project Plan</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Identification and/or receipt of necessary approvals (e.g. traffic, environmental assessment checklist)</td>
<td>Traffic committee approvals&lt;br&gt;List of local traffic representatives who were consulted&lt;br&gt;Environmental assessment checklist</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Demonstrate innovative initiatives to progress road safety goals of NSW Government Road Safety Plan 2021</td>
<td>Alignment to be outlined within project description in application form&lt;br&gt;List of local traffic representatives that were consulted with</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Ability to demonstrate how any negative impacts on local businesses and community from the implementation of the project will be minimised and/or mitigated to the maximum extent possible</td>
<td>Consultation with local businesses - Letters of support&lt;br&gt;Spatial mapping</td>
<td>Desirable</td>
</tr>
</tbody>
</table>

### Value for Money 35%

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Evidence example</th>
<th>Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highlight strategies for economic revitalisation (Return on Investment)</td>
<td>Cost/Benefit analysis for the high street&lt;br&gt;Quadruple bottom line report (cultural, social, environmental and economic)</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Project budget impact on the $15 million grant budget</td>
<td>Budget Breakdown</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Demonstrate council’s current community consultation specific to the ‘Your High Street’ project to enable boosting the local economy.</td>
<td>Community feedback (surveys/letters of support)</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Stimulating local employment during the implementation of the project and ongoing once project has been completed (e.g. art and creative industries, consultants, contractors, local businesses)</td>
<td>Project employment records&lt;br&gt;Local business reporting</td>
<td>Desirable</td>
</tr>
</tbody>
</table>
Alignment to Government policy

Organisational Context

The Department of Planning, Industry and Environment creates thriving environments, communities and economies for the people of NSW. We focus on some of the biggest issues facing our state. We deliver sustainable water resource and environment management, secure our energy supply, oversee our planning system, maximise community benefit from government land and property, and create the conditions for a prosperous state. We strive to be a high-performing, world-class public service organisation that celebrates and reflects the full diversity of the community we serve and seek to embed Aboriginal cultural awareness and knowledge throughout the Department.

Our Place, Design and Public Spaces Group exists to make people’s lives better by making NSW a great place to live and work. The Group is also focused on delivering better and greener public spaces that bring people together and to enhance, maintain and cultivate the unique local character and identity of places, creating a better living environment for people and communities.

Premier’s Priorities

All applicants should provide guidance as to how their application aligns, where required, with the Premier’s Priorities.

Greener Public Spaces: Increase the proportion of homes in urban areas within 10 minutes’ walk of quality green, open and public space by 10 per cent by 2023. Quality green, open and public space is for everyone – these spaces include parks, green spaces, plazas, libraries, streets, landscapes, museums and public transport. Great public spaces that delight communities are especially important in growing cities and towns. Walkable, connected and accessible public spaces promote healthier lifestyles and bring people together. A network of welcoming and connected public spaces will create communities where people love to live.

Greening our City: Increase the tree canopy and green cover across Greater Sydney by planting one million trees by 2022. Trees play an important role in creating great open spaces for communities, enhancing the experience of outdoor recreation and exercise. Green canopy enhances the amenity of local parks and streets and is crucial in providing vital shade that reduces ambient temperatures and mitigates the urban heat island effect. Trees improve local character and enhance property values. They extend habitat, increasing the biodiversity of cities serving as a home for animals and birds. Air quality is improved by removing fine particles from the air and trees mitigate the impact of climate change, acting as a storehouse for carbon dioxide.

All trees planted in Greater Sydney will be required to be registered as part of the Greening our City Premier’s Priority which aims to increase the tree canopy and green cover across Greater Sydney by planting one million trees by 2022.

For more information visit dpie.nsw.gov.au/premiers-priorities
Successful projects

Project management

Councillors are asked to nominate a project manager for each application and notify the Department in writing of any changes in project management. Councillors are responsible for project management and budgetary control.

The project must be complete within 12 months of execution of the funding agreement. Grant funding will lapse after 12 months unless there is prior approval for extension.

Within two months the recipient must provide an updated concept plan or sketch (to that provided at the application stage) with an updated project plan that reflects agreed milestones. This is to satisfy the Department that the project continues to align with the program objectives.

The project must not commence until the Department has confirmed in writing its acceptance of the concept plan. The project must be conducted in accordance with the accepted concept plan or sketch.

Monitoring, reporting and evaluation

Grant recipients are required to:

1. Collect data both before and after using the Public Space and Public Life Evaluation Tool.
2. Provide an updated concept sketch and project plan within 2 months.
3. Input quarterly progress reports via Smarty Grants.
4. Complete a final acquittal report at the completion of project. This report must report on the grant program’s core indicators and be accompanied by photographs, pre project launch and evidence of project completion.
5. Greater Sydney Councils are required to register all trees as part of the Greening our City Premier’s Priority. For more information visit www.dpie.nsw.gov.au/premiers-priorities.

Project opening event and promotion

A communication pack will be provided to grant recipients to provide approved key messages, branding, logos and multimedia to help promote the project and acknowledge the funding contribution. It is a condition of grant funding that the Minister for Planning and Public Spaces, NSW Government and officials from the Department be:

- acknowledged for their funding contribution in all communications and media for the project.
- invited to attend any formal launch event (including commencement and completion ceremonies with prior consultation on available dates where practicable).
- provided no less than 30 business days’ notice prior to any formal event.

To make the invitation, a council should access the Minister’s web form at: www.nsw.gov.au/your-government/ministers/minister-for-planning-and-public-spaces. It is for council to decide if there is to be an opening event. Council should invite the Minister, the Department and other dignitaries and consult on a preferred date. If the invitation is accepted a Department media officer will work with council on the arrangements and media protocols.

Payment of grants

Payments will be made at milestones, with timing and phasing of payments to be confirmed in funding agreements.

A financial acquittal and project report will be required within three months of completion of the project. The project report will address the program core indicators: with four evaluation themes (outcomes) information provided by the applicant.

Applicants that do not provide a financial acquittal and project report by the required date will be ineligible for future Department funding. Successful applicants will also need to provide photographs of the completed project. Projects must be completed within 12 months of the date of accepting the funding terms and conditions.
Your application

How to apply

2. Read the Your High Street grant guidelines to familiarise yourself with the grant requirements.
   - a sketch or more detailed concept plan that highlights the four outcomes (key themes of evaluation).
   - a photo/s of the project location
   - a project budget breakdown, risk assessment, project plan
   - a recent, signed, project specific cover letter of support from the council’s General Manager, to confirm that council is committed to the deliver all elements of the project in the 12-month timeframe

NB. The completed application must be received in Smarty Grants by 5pm on 29 January 2021. Acknowledgement of receipt of application will be via return email

Need advice?

The Department is available to provide information to potential applicants on interpretation of these guidelines, including types of projects eligible for funding. The Department can also provide advice on the online application process.

For inquiries or more information email: publicspace@planning.nsw.gov.au

Resources

Resources to help strengthen your application are available on the Streets as Shared Spaces website. This includes FAQs, case studies, guidelines and webinars designed to help you to address the Streets as Shared Spaces grant guideline in your project.

Resources currently available include:

- Street Treatments Guide
- Case Studies


Complaints Procedure

Any complaints about a grant process must be provided in writing. Any questions you have about grant decisions for this grant opportunity should be sent to publicspace@planning.nsw.gov.au. If you do not agree with the way the Department has handled your complaint, you may complain to the NSW Ombudsman. The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the relevant Department. Visit the NSW Ombudsman at ombro.nsw.gov.au.

Privacy policy

The Department is required to comply with the Privacy and Personal Information Protection Act 1988. The Department collects the minimum personal information you voluntarily provide to enable it to contact an organisation and to assess the merits of an application. Any information provided by you will be stored on a database that will only be accessed by authorised personnel and is subject to privacy restrictions. The information will only be used for the purpose for which it was collected. Applicants must ensure that people whose personal details are supplied with applications are aware that the Department is being supplied with this information and how this information will be used.

Disclaimer

Submission of an application does not guarantee funding. The costs of preparing an application are borne by the applicant.
Appendix A: Glossary of Terms

For the purpose of the grant program the following terms have been provided to be drawn upon when applying:

**Curation** means how council coordinates activities to achieve a clear vision, character statement or identity that creates a sense of place that has been generated through effective stakeholder participation to optimise positive economic and community outcomes. This should apply equally across the design, implementation and operation of a place.

**Enablers** means policy changes, community consultation, trialling (testing/piloting) initiatives to make changes described in glossary item ‘Improve business capacity for increased functionality’ such as amending and/or adding additional development standards to existing types of exempt and complying development. It may also include adding new types of exempt and complying development. Enablers may be achieved by aligning priorities across internal teams, identifying great public space champions, capacity building within council and partnerships with industry and or community.

**Evaluation Tool for Public Space and Public Life** means a two-page resource (developed by DPIE and publicly released in October 2020), that helps evaluate the quality of public space and public life. The tool can give a ‘before’ and ‘after’ snapshot of the public space. It can identify a public space’s positive attributes and areas for improvement. It can measure change throughout the project.

**High streets** means a main street or shopping strip, that is the beating heart of the neighbourhood: where we meet friends, buy daily necessities, people-watch, use services, dine out or have a cup of coffee. They are a source of neighbourhood pride and identity. Sometimes referred to as main streets, they are important to the function of strategic neighbourhood centres. More than just a street for the movement of motor vehicles, these are principal streets providing vitality to the local neighbourhoods.

The High Street is identified as an area with a quantity and combination of local businesses not limited to retailers, businesses services, restaurants, cafes, pharmacies, supermarkets, medical centres, banks, and post offices to meet the daily and weekly needs of the local community.

**High street amenity** means the features that provide safety and comfort for people of all abilities to enjoy easy experiences, stay, play and participate and connect as referenced in ‘outputs’

**High street specific parameters** means anything that supports people’s safety and comfort that is council owned or managed, or on a state road, within the high street in a main street and directly adjacent that is aligned with boosting the local business economy, excluding road surface improvements unless specifically addressing new or improved bicycle lane. NB. If Your High Street location includes Transport for NSW (TfNSW) land, then TfNSW approval in principle must be included in your application, with formal landowner’s consent provided prior to funding release.

**Improve local accessibility and connections** means improving access to the high street location for people of all abilities to have quality experience to the high street location through connected and accessible walking, cycling and public transport options. Such as wide footpaths designed and maintained to ensure that it has the highest possible level of accessibility. Quality access improvements to connections should encourage a culture of walking and cycling.

**Increase employment** means improving opportunities for the type and number of hours for local paid work opportunities during project implementation and beyond project delivery completion.

**Increase functionality** means changes that make it easier for the community to connect and access services, also easier for businesses to trade and allow flexible uses of streets as public space.
Local character means the character of what makes the neighbourhood distinctive and is the identity of a place. It encompasses the way it looks and feels. It is created by a combination of land, people, the built environment, history, culture and tradition including Aboriginal and non-Aboriginal, and looks at how they interact to make a distinctive character of an area. Local character is distinctive, it differentiates one area apart from another. It includes the sense of belonging a person feels to that place, the way people respond to the atmosphere, how it impacts their mood, their emotional response to that place and the stories that come out of people’s relationship with that place. [local character and place guideline 2019 https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/Local-character-and-place-guideline-2019-05-21.pdf]

Outdoor dining means the use of public space to allow the community to dine outdoors, including additional public space to enjoy takeaway, and extending the services of premises whose main function is for the provision of food and beverages to the public.

Outputs means interventions to improve local high street amenity. Examples are listed below but, not limited to (refer to great public spaces guide for further examples to enhance your high street at www.dpie.nsw.gov.au/__data/assets/pdf_file/0010/326386/Great-Public-Spaces-Guide.pdf)

• Footpath widening or extensions, and easy crossing points
• Place infrastructure including places to sit, outdoor furniture, public art and clear wayfinding
• Lighting
• Trees/Plants and/or planter boxes
• Smart city approaches
• Lower traffic speeds
• Integration of natural features and ecosystem
• Visual permeability
• Natural surveillance

Permanent changes means features and activation that are intended to remain unchanged indefinitely to improve the high street amenity.

Planning reform means the Department’s work with councils, industry and the community to improve the planning system but shortening time frames, getting rid of blockages and providing more transparency to the community, see www.planning.nsw.gov.au/Policy-and-Legislation/Planning-reforms/Planning-Reform-Action-Plan.

Project location means street name, between xx and xx, east, west, south or north and with any connected feature as defined under “High Street specific parameters”.

Public space means all places publicly owned or of public use, accessible and enjoyable by all for free and without a profit motive. This includes:

• Open spaces: active and passive (parks, gardens, playgrounds, public beaches, riverbanks and waterfronts, outdoor playing fields and courts, bushland)
• Public facilities: libraries, museums, galleries, civic/community centres, showgrounds and indoor public sports facilities
• Streets: streets, avenues and boulevards, squares and plazas, pavements, passages and galleries, and bicycle paths

Smart city approaches means embedding sensors and communications technology in high street infrastructure, to capture information on the asset or local environment. The data is analysed to help people and governments to make better, evidence-based decisions about how to improve the productivity, liveability and resilience of cities, towns and communities.
**Strategic centre** also known as a strategic neighbourhood centre, means an area of important economic activity and employment for an LGA that supports a combination and agglomeration of local businesses that meet community and local business needs. They must be identified in council’s strategic plans that could include strategic centres identified in District Plans and Regional Plans. It can also be any other important economic activity and employment centre that is identified in Council plans including economic development plans, community plans etc.

### Appendix B: Application Checklist

Council is required to submit the following documentation with their application:

1. letter from General Manager with council’s commitment to deliver all elements of grant funding request
2. sketch or concept plan
3. high resolution image of project location
4. a minimum of $20 million insurance
5. project plan
6. budget breakdown
7. risk assessment
8. receipt of necessary approvals available at time of submission
9. if any elements of the project are on a state or regional road then an in-principle written agreement from Transport for NSW must be provided as part of the application, with formal landowner’s consent provided prior to funding release.

NB. items 2 and 3 may be used by the Department in media and/or webpage.
## Appendix C – Policy Context

### Alignment with NSW Government strategies and policies

<table>
<thead>
<tr>
<th>Policy Area</th>
<th>Agency</th>
<th>Goals, Strategies and Plans</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Premier’s Priorities</td>
<td>Department of Planning, Industry and Environment</td>
<td>Premier’s Priority 11: Greener Public Spaces</td>
<td>Premier’s Priority 11 is a commitment to increase the proportion of homes in urban areas within 10 minutes’ walk of quality green, open and public space by 10 percent by 2023.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Premier’s Priority 12: Greening Our City</td>
<td>Premier’s Priority 12 aims to increase the tree canopy and green cover across Greater Sydney by planting one million trees by 2022.</td>
</tr>
<tr>
<td>Planning</td>
<td>Department of Planning, Industry and Environment</td>
<td>Greater Sydney Metropolitan Plan</td>
<td>The Greater Sydney Region Plan: A Metropolis of Three Cities sets out the spatial planning framework for Sydney.</td>
</tr>
<tr>
<td>District Plans</td>
<td></td>
<td>District Plans</td>
<td>District Plans are a guide for implementing the Greater Sydney Region Plan at a district level and are a bridge between regional and local planning. They inform local environmental plans, community strategic plans and the assessment of planning proposals. The District Plans also help councils to plan and deliver for growth and change, and to align their local planning strategies to place-based outcomes.</td>
</tr>
<tr>
<td>Regional Plans</td>
<td></td>
<td>NSW Regional Plans</td>
<td>NSW Regional Plans set the framework, vision and direction for strategic planning and land use across NSW’s regions, as well as plan for the future housing, environmental, infrastructure and community needs.</td>
</tr>
<tr>
<td>COVID Safe Summer Plan</td>
<td></td>
<td>The COVID Safe Summer Plan</td>
<td>The COVID Safe Summer Plan supports the latest public health orders including practical ideas, case studies, tools, resources and a guide to help keep NSW’s public spaces COVID safe.</td>
</tr>
<tr>
<td>Draft Public Spaces Charter</td>
<td></td>
<td>The Draft Public Spaces Charter</td>
<td>The Draft Public Spaces Charter is a formal statement describing the rights of NSW communities to have access to quality public space and a NSW Government commitment to principles guiding planning, delivery and management of public space.</td>
</tr>
<tr>
<td>24 Hour Economy Strategy</td>
<td></td>
<td>The 24 hour Economy Strategy</td>
<td>The 24 hour Economy Strategy intends to enhance and develop the night-time economy to realise its social and economic potential.</td>
</tr>
</tbody>
</table>
### Alignment with NSW Government strategies and policies

<table>
<thead>
<tr>
<th>Policy Area</th>
<th>Agency</th>
<th>Goals, Strategies and Plans</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design</td>
<td></td>
<td>Better Placed: An integrated design policy for NSW Greener Places Guides relating to streets, incl: Aligning Movement and Place Urban Design for Regional NSW</td>
<td>Government Architect NSW has produced policies and a range of guidance, manuals and advisory notes – some relevant guides are listed here. Better Placed sets out the five characteristics of a well-designed built environment – Healthy, Responsive, Integrated, Equitable and Resilient and 7 objectives for assessing good design including Better Fit, Better Performance, Better for People, Better for Community, Better Working, Better Value and Better Look and Feel.</td>
</tr>
<tr>
<td>Cultural Infrastructure</td>
<td>Create NSW</td>
<td>Cultural Infrastructure Plan</td>
<td>The Cultural Infrastructure Plan is the NSW Government’s strategic framework to support the delivery of cultural infrastructure, including public spaces such as libraries, community centres and museums that facilitate community access to participate in culture.</td>
</tr>
<tr>
<td>Transport</td>
<td>Transport for NSW</td>
<td>Future Transport NSW</td>
<td>Future Transport is the long-term strategy for planning transport in NSW until 2056. The Strategy recognises the critical role that transport plays in enabling – or inhibit – successful places.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Road Safety Plan 2021</td>
<td>The Road Safety Plan 2021 sets out priority areas to address recent increases in the road toll and to move us towards achieving the NSW Government’s State Priority Target to reduce fatalities by 30 percent by 2021.</td>
</tr>
<tr>
<td>Aboriginal Communities</td>
<td>Aboriginal Affairs</td>
<td>OCHRE Plan</td>
<td>OCHRE aims to support strong Aboriginal communities in which Aboriginal people actively influence and participate fully in social, economic and cultural life.</td>
</tr>
</tbody>
</table>
## Alignment with NSW Government strategies and policies

<table>
<thead>
<tr>
<th>Policy Area</th>
<th>Agency</th>
<th>Goals, Strategies and Plans</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outdoor Dining</td>
<td>Cross-agency including:</td>
<td>Outdoor Dining Taskforce</td>
<td>This taskforce brings NSW government agencies together to activate the State's outdoor hospitality spaces, making approvals for alfresco dining and drinking easier and faster to get.</td>
</tr>
<tr>
<td></td>
<td>• NSW Health</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Liquor &amp; Gaming NSW</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• The Office of Local Government</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• The Office of the Small Business</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Commissioner</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• NSW Police</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Department of Planning, Industry</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• and Environment</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Transport for NSW</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• NSW Food Authority</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Alignment with NSW local government strategies and policies

<table>
<thead>
<tr>
<th>Policy Area</th>
<th>Goals, Strategies and Plans</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning</td>
<td>Community Strategic Plans</td>
<td>The Greater Sydney Region Plan: A Metropolis of Three Cities sets out the spatial planning framework for Sydney.</td>
</tr>
<tr>
<td></td>
<td>Local Strategic Planning</td>
<td>Every Council in NSW will be required to prepare a Local Strategic Planning Statement which sets out the 20-year vision for land use in the local area, the special character and values that are to be preserved and how change will be managed into the future.</td>
</tr>
<tr>
<td></td>
<td>Contributions Plan</td>
<td>Councils can levy contributions towards the cost of providing local infrastructure. Contributions plans set out the local infrastructure required to meet the demand from new development, and the contributions a council can levy on developers to fund the necessary land and works. These works include open space, parks, community facilities, local roads, footpaths, stormwater drainage and traffic management.</td>
</tr>
<tr>
<td>Sector Plans</td>
<td>Cultural plans</td>
<td>Councils may have developed sector-specific plans designed to support specific policy areas.</td>
</tr>
<tr>
<td></td>
<td>Social plans</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sustainability strategies</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Economic development</td>
<td></td>
</tr>
</tbody>
</table>