
Policy Matters - 02 December 2025

ITEM 7.1 Local Orders and Approvals Policies

AUTHOR **Corporate**

SUMMARY

- The purpose of this report is to provide a summary of the submissions received and to seek Council's endorsement of the local policies.
- On 16 September 2025 Council resolved as follows:
 1. *Council endorse the following draft local policies for the purpose of public exhibition:*
 - *Commercial Use of Footways Local Approvals Policy*
 - *Hoarding and Scaffolding Local Approvals Policy*
 - *Local Orders Policy and Schedule*
 - *Markets Local Approvals Policy*
 - *Mobile Food Vending Vehicles Local Approvals Policy*
 - *Street Parklet Program Local Approvals Policy*
 - *Waste in Public Places Local Approvals Policy*
 2. *A further report be submitted to Council, following the conclusion of the public exhibition period.*
- The *Local Government Act 1993* (NSW) (the Act) requires that local policies must be publicly exhibited for 28 days and provide members of the community at least 42 days in which to comment on the policies.
- The public exhibition of these local policies has now concluded. No amendments to the policies are recommended following the consultation.

RECOMMENDATION

That Council adopt the following local policies and associated guidelines:

- Commercial Use of Footways Local Approvals Policy and Guidelines
- Hoarding and Scaffolding Local Approvals Policy and Guidelines
- Local Orders Policy and Schedule
- Markets Local Approvals Policy
- Mobile Food Vending Vehicles Local Approvals Policy
- Street Parklet Program Local Approvals Policy and Guidelines
- Waste in Public Places Local Approvals Policy and Guidelines

ATTACHMENTS

[Click here for attachments](#)

1. Draft Commercial Use of Footways Local Approvals Policy and Guidelines
2. Draft Hoardings and Scaffolding Local Approvals Policy and Guidelines
3. Draft Local Orders Policy and Schedule
4. Draft Markets Local Approvals Policy
5. Draft Mobile Food Vending Vehicles Local Approvals Policy
6. Draft Street Parklet Program Local Approvals Policy and Guidelines
7. Draft Waste in Public Places Local Approvals Policy and Guidelines
8. Report to Council 16 September 2025 Local Orders and Approvals Policies

INTEGRATED PLANNING AND REPORTING ALIGNMENT

- The review and public exhibition of Council's local policies within 12 months of the declaration of the Poll for the 2024 Local Government ordinary election is a requirement under the Act.
- Consideration of the local policies subject of this report ensures Council abides by good governance practices and meets its legislative obligations.

STRATEGIC IMPACT

- The legislated review and public exhibition of local policies ensures Council is compliant with the Act in the delivery of associated strategic imperatives outlined in the Strategic Planning Framework, Community Strategic Plan 2036, Delivery Program 2025-09 and Operational Plan 2025-26.
- The local policies subject of this report provide our community the assurance that relevant policies and practices are in place to ensure that Council meets its obligations under the Act.

DETAILED INFORMATION

Purpose

- The purpose of the report is to advise Council of the outcome of the public exhibition of the draft local policies and associated guidelines and to seek Council's endorsement of the documents.

Background

- Council is required to review and publicly exhibit its local policies within 12 months of the declaration of the poll for the last Council ordinary election in accordance with Section 165 of the Act.
- On 16 September 2025 Council resolved to endorse the draft local policies and to place them on public exhibition as required by the Act.

Discussion

- Local Approvals Policies
 - Local approvals policies are a requirement under Section 68 of the Act for councils to control low-impact activities requiring approval, or for which approval is exempt.
 - The policies specify which activities need an application, what the approval conditions are, and which low-impact activities are exempt from requiring approval.
 - Council's existing local policies have been reviewed and public exhibited in accordance with the Act, and it is recommended that no amendments be made to the policies.
- Detailed information on the purpose of each of the local approvals policies the subject of this report was provided in the report (attached) to the Council meeting on 16 September 2025.

Public Exhibition

- The local policies and their associated guidelines were placed on public exhibition through Council's Community Engagement "Have Your Say" (HYS) platform.
- In accordance with requirements of the Act, engagement for each local policy ran for 28 days with submissions invited for a period of 42 days - commencing September 2025 and concluding in November 2025.
- Further details of the public exhibition for each local policy are provided below.

Key outcomes from community consultation

Commercial Use of Footways Local Approvals Policy and Guidelines			
<i>Total Visitors to HYS Page</i>	<i>Total Survey Responses & Submissions</i>	<i>General Feedback</i>	<i>Council Response</i>
110	1	General feedback suggested changes to the Policy relating to accessibility and vision impairment.	Recommend no changes to the Policy at this time, however, further consultation will be undertaken to determine whether changes are required.

Hoarding and Scaffolding Local Approvals Policy and Guidelines			
<i>Total Visitors to HYS Page</i>	<i>Total Survey Responses & Submissions</i>	<i>General Feedback</i>	<i>Council Response</i>
42	2	One submission supported the Policy and the other noted that AS 4687:2022 <i>Temporary Fencing and Hoardings</i> and AS/NZS 4576-1995 <i>Guidelines for Scaffolding</i> provide a practical standard and the Policy is unnecessary.	The Policy applies to temporary structures erected on, adjacent to, or above Council-owned land. Approvals for these structures are provided by Council in accordance with the Policy and required under s68 and s94 of the <i>Local Government Act 1993</i> and s138 and s139 of the <i>Roads Act 1993</i> . Recommend no changes to Policy.

Local Orders Policy and Schedule			
<i>Total Visitors to HYS Page</i>	<i>Total Survey Responses & Submissions</i>	<i>General Feedback</i>	<i>Council Response</i>
132	1	The Policy should mandate that owners must have their cats desexed.	Council does not have the authority to mandate the desexing of cats – such a mandate can only be made via amendment to the <i>Companion Animals Act 1998</i> (NSW). Recommend no changes to Policy.

Markets Local Approvals Policy			
<i>Total Visitors to HYS Page</i>	<i>Total Survey Responses & Submissions</i>	<i>General Feedback</i>	<i>Council Response</i>
103	1	The submission indicated that the continuation of the Policy was sensible.	Recommend no changes to Policy.

Mobile Food Vending Vehicles Local Approvals Policy			
<i>Total Visitors to HYS Page</i>	<i>Total Survey Responses & Submissions</i>	<i>General Feedback</i>	<i>Council Response</i>
136	4	- Two out of the four submissions were supportive of the Policy noting that: - the Policy was restrictive but served its purpose if it resulted in more food trucks in the area - the Application Fee should be refundable in cases on financial hardship or illness. - One submission noted that food trucks create further demand for car parking and that mobile food vending vehicle operators should ensure their customer's rubbish is removed. - One submission noted that the Policy should ensure the approval sticker is clearly visible.	- Noted. - Car parking in the local government area is not within the scope of the Policy. Section 5.12 of the Policy provides that mobile food vending vehicle operators are responsible for the management of waste throughout operation. - Section 5.1 of the Policy already provides that the approval sticker must be attached and displayed on the approved vehicle in a location clearly visible to the customers whilst in operation. Recommend no changes to Policy.

Street Parklet Program Local Approvals Policy and Guidelines

Total Visitors to HYS Page	Total Survey Responses & Submissions	General Feedback	Council Response
142	8	- Six out of the eight submissions were supportive of the Policy noting the commercial and community benefits of activating kerbside spaces. Of these submissions other comments included: - Simplifying design, implementation and regulatory requirements to increase take up by businesses - making street parklets a permanent feature - aligning fees with the Commercial Use of Footpaths schedule of fees so vendors only pay for space used for seating. - Clarification in the Guidelines regarding license renewal and proposed changes to parklet structure. - One submission was supportive of the goal of creating vibrant streetscape and noted that: - street parklets could reduce the aesthetic quality of the local area if not designed and maintained to a high standard - the loss of parking spaces due to parklets is a significant concern - Council should provide alternative solutions for EV charging, like off-street stations, to support sustainability without sacrificing parking. - One submission noted that street parking restrictions were required in certain pockets of Greenacre.	- Noted with administrative amendment made in Guidelines to Section 2.7 to make clear that, in accordance with the Policy, any proposed changes in the parklet structure from that previously approved must be provided to Council by an applicant seeking renewal of Street Parklet License Agreement. - Council actively enforces compliance to ensure parklets are maintained as per the conditions prescribed in the Policy to safeguard community safety and amenity. - Noted and out of scope for comment. Recommend no changes to Policy.

Waste in Public Spaces Local Approvals Policy and Guidelines

Total Visitors to HYS Page	Total Survey Responses & Submissions	General Feedback	Council Response
155	4	1. Policy is adequate for the safe secure removal of waste, but enforcement is difficult. 2. Council should provide more anti-littering and anti-dumping signage in community languages. 3. Council should provide litter and dumping patrols issuing fines. 4. Council application fees (for households to hire a skip bin and have it on the road on the road) should be removed. This only adds time and cost to household having a clean-up. It should be no cost.	1. Noted 2. Signage and information in community languages are developed and provided where an assessment indicates a likely positive benefit. 3. Council's Clean City Officers and Rangers are proactive in investigating illegal dumping and issuing warnings or fines as appropriate. 4. The application process and fee ensure all skip bins on roadways are labelled, insured and safe. Council provides each household with two pre-booked Bulky Waste Clean-up services each year (up to 3 cubic meters each). Recommend no changes to Policy.

Recommended Approach

- That Council note the submissions received and adopt the following local policies and their associated guidelines:
 - Commercial Use of Footways Local Approvals Policy and Guidelines
 - Hoarding and Scaffolding Local Approvals Policy and Guidelines
 - Local Orders Policy and Schedule
 - Markets Local Approvals Policy
 - Mobile Food Vending Vehicles Local Approvals Policy
 - Street Parklet Program Local Approvals Policy and Guidelines
 - Waste in Public Places Local Approvals Policy and Guidelines