

Street Furniture and Asset Policy 2024

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Position title of responsible business unit Manager:	Manager City Futures
Approved by:	Council
Internal external or both:	Internal and External

STREET FURNITURE and ASSET POLICY

1. AIM

This policy aims to provide clarity and guidance to the community on the request process for the installation, relocation, and removal of street furniture.

This policy has been developed to provide:

- Standards and guidelines for Council relating to the installation, removal and relocation of street furniture.
- Procedures and guidelines relating to requests by the community for the installation, removal or relocation of Council street furniture and assets.

2. OBJECTIVE

The objective of the Street Furniture and Asset Policy is to set out the principles used by Glen Eira City Council to determine when, where and how to provide and locate suitable Council street furniture, and privately owned and maintained street furniture, with consideration of the following:

- Ensuring adequate provision and placement of waste and recycle bins, benches, seats, bicycle hoops, stands and pedestrian infrastructure to ensure a high standard of amenity for the community.
- To clarify Council's position and procedure for requests to install, modify, remove or relocate Council provided street furniture.
- Ensuring footpaths and nature strips are for broader community benefit.
- Whether the placement of permanent street furniture provides a community benefit.
- Australian Standards, Council policies and strategies.
- Universal Access principles

3. SCOPE

The Policy applies to Council owned street furniture, private street furniture and other assets in commercial areas, activity centres, public building forecourts, public streets, urban spaces and Council owned car parks.

Council assets are highly valued by the community and any decision to place, relocate or remove any Council asset in the public realm will be considered based on the provisions contained within this policy.

Requests for permanent private street furniture are not supported by Council.

The removal of street trees, nature strips and garden beds are not supported by Council, unless risk is posed to the community or property.

4. DEFINITIONS AND ABBREVIATIONS

For the purpose of this Policy, the following definitions and abbreviations apply.

Term	Meaning
Street Furniture	Any Council owned and managed asset including but not limited to waste and recycle bins, benches, picnic tables, seats, bicycle hoops and stands.
Other Assets	Any Council owned and managed permanent and semi-permanent assets including but not limited to footpaths, garden beds, trees, signage, public lighting, public art, physical design elements, pedestrian infrastructure such as fencing.
Private Street Furniture and other non-Council assets	Any privately owned street furniture and non Council owned assets, including but not limited to tables, chairs, umbrellas, heating units, barriers, bollards and plants.
Public Place	<ol style="list-style-type: none">1. any bridge, footpath, public forecourt, laneway, pathway or thoroughfare open to or used by the public; or2. any open place (plazas, urban squares) to which the public has or is permitted to have access (excluding parks)
Road/Street	A road is a right of way between boundaries of adjoining property as defined in the Road Management Plan 2021.
Activity Centre	Major, Neighbourhood and Local shopping strips.
DDA	Disability Discrimination Act.
Universal Access	Universal Access principles for people of all abilities

5. PUBLIC STREET FURNITURE

5.1 Public Street Furniture Framework

The following are Council's requirements for the placement of street furniture in activity centres.

Council assets in the public realm (seating, bicycle hoops/ racks and bins) must:

- be placed so that they would have adequate clearance of shopfronts (minimum of 1800mm width) and pedestrian crossings, other street furniture, infrastructure - existing and proposed (e.g., pits and underground services) and the road environment.
- not encroach upon clear zones, kerb zones, pedestrian zones, the footpath/nature strip or public transport stops, or adversely affect public transport assets or users' circulation.
- ensure alignment with minimum footpath widths and accessibility to meet the objectives of the Disability Discrimination Act (DDA).
- be placed so that it would maintain adequate sightlines for road users (motorists and cyclists) and pedestrians.
- be placed having regard to existing outdoor trading so as not to create or contribute to a continuous or near-continuous barrier along/near the road edge.
- be placed to provide adequate pedestrian circulation.
- be kept clear of trees, especially around the tree base

Street furniture should:

- be located in the footpath trading zone, as outlined in Council's Footpath Trading Guidelines and free from the clear path of travel.
- be located close to or central to the dividing wall between shops so no furniture is located near shop entrances.
- be setback 0.6m minimum from the face of the kerb (bike hoops may require a greater minimum setback).
- be located with other street furniture and street infrastructure for convenience and reduction of clutter.
- be in high volume pedestrian areas such as activity centre streetscapes, outside public buildings, or areas of high amenity.

Public seating should:

- ideally be near shade and shelter, like that provided by street trees, to create a comfortable space all year round.
- be placed at a frequency that is reflective of the existing use. Where a higher frequency of seating is required to respond to higher pedestrian numbers, seats should be spaced at a minimum of 60 metres, in major activity centres
- Contain backrests and armrests to ensure universal access

Bicycle hoops and racks should:

- be located at key destinations such as major transport hubs, key intersections, community facilities, as well as throughout all activity centres.
- be easily accessible with ample space permitting access from footpath, bike path and parking lane.
- Pole vault bike parking should be located throughout all activity centres and should be placed on poles that are clear of:
 - Intersections
 - Loading zones
 - Disability parking bays
 - Parents with pram parking bays
 - Senior's parking bays
 - Bus stops
 - Tram stops
 - Shop access
 - Footpath trading

Waste and Recycle Bins should:

- be positioned to provide simple and easy access for waste recovery and maintenance.
- be considerate of existing bin locations and numbers in the area.
- be considerate of context and should not block accessibility and access to other street furniture and public transport stops
- be located near street corners and crossing points (where people congregate)
- be located near litter sources such as tourist destinations, community facilities, takeaway food outlets and along main streets, particularly near street corners.
- be placed more frequently in areas of higher pedestrian activity.

5.2 Private Street Furniture

The installation of permanent privately owned street furniture is not supported by Council due to a range of issues, including but not limited to:

- Private use of public space
- Potential loss of nature strip or planting areas
- Potential impact on existing street trees, particularly at the base
- Inhibiting opportunities for new street trees
- Potential damage to footpaths and kerbs.
- Potential inconsistencies with Council's streetscape design proposals
- Visual impacts to heritage areas or buildings.
- Impeding access to footpaths, garden beds and other streetscape elements for cleaning, repairs and maintenance.
- Impeding Council's ability to change the streetscape or public assets as required.
- Public liability and public safety issues.
- Conflicts of land management including land managed by other entities including privately owned land or government (state / federal) owned land, particularly where the private use of Crown land (e.g., Crown Roads) would not be consistent with the reservation of the land.
- Council may be required to remove private furnishings at Council cost, if business is no longer trading.

5.3 Semi-permanent Street Furniture

The installation of semi-permanent street furniture, including tables, chairs, screens / windbreaks / awnings is covered by Council's *Footpath Activity Guideline*, and Footpath Trading Permit process. Requests for standard Footpath Trading Permits can be made through Council's website.

6. REQUESTS FOR NEW STREET FURNITURE

6.1 New Request

Requests to install Council street furniture must be made through Council's website.

Request to install Council street furniture will be assessed against the provisions contained in this policy and in conjunction with Council's:

- Street Design Guidelines
- Footpath Trading Guidelines
- Structure Plans
- Existing and proposed streetscape designs
- Onsite conditions and the location of other assets as outlined in this section

All requests must clearly outline the following:

- Proposed furniture type and location
- Purpose and scope of the proposal, including but not limited to; the benefits to the trader or community and/or impacts (is there an impact of the installation on the community, neighbouring properties, other stakeholders, streetscape, and public realm).
- Support in writing from the traders in neighbouring/adjoining properties if in an activity centre.

All approved requests for new street furniture will be paid for by Council.

Please Note: Requests for standard Footpath Trading Permits can be made through Council's website.

6.2 Removal / Relocation Requests

All Council assets in the public realm should remain in their current location and only be relocated or removed based on this policy and relevant strategic plans as assessed by Council. Relocations are recommended over removals.

Removals or relocations may only occur where there is no impact to the community that uses the assets, or where a suitable alternative location is identified prior to the asset's removal.

Additionally, all requests must clearly outline:

- The purpose and scope of the proposal (relocation or removal).
- If a relocation request is being made, a suitable alternative location is required to be identified (on a plan or by address) prior to the asset's removal.
- Why it is considered not required.
- Submission of an impact statement (what the expected impact of the removal or relocation will be to the community, neighbouring properties, other stakeholders, streetscape, and public realm).
- If a relocation, support in writing from the property owner where the relocation is being sought, and written confirmation from neighbouring traders.
- If a removal, written support from the property owner.

Approved requests for relocation of a Council asset must be paid for by the requester where the existing asset is considered to already be in a suitable location and/or aligns with the siting guidelines in this policy (as per the table of charges in Appendix 1). Where the existing asset is not in a suitable location and not located in accordance with the siting guidelines in this policy, then Council will meet the cost of the relocation.

Council aims to respond to all requests within 14 working days.

7. CLIMATE EMERGENCY RESPONSE STRATEGY ALIGNMENT

This Policy supports Council's target to reduce Council's corporate emissions and achieve net zero by 2025 as set out in the Climate Emergency Response Strategy.

8. HUMAN RIGHTS CHARTER COMPATIBILITY

This Policy has been assessed as being compatible with the *Charter of Human Rights and Responsibilities Act 2006* (Vic).

9. ASSOCIATED INTERNAL DOCUMENTS

- Our Climate Emergency Response Strategy 2021 - 2025 Dhumbali Wurrungi-biik Parbin-ata
- Urban Forest Strategy 2021
- Road Management Plan
- Footpath Trading Guidelines
- Street Design Guidelines
- Placemaking Strategy

10. APPENDIX 1.

10.1 Fees and Charges

Any approved request for the removal, relocation or modification of street furniture will incur a charge payable by the requester.

Below are minimum costs.

Council bench	\$360.00*
Council street bin (standard)	\$360.00*
Bicycle hoop	\$360.00*
Other assets	Cost on Application

*Additional charges may apply depending on surface types and underground infrastructure and services

Traffic and pedestrian management costs may also apply.

Each request will be considered and assessed based on Councils relevant strategic plans, guidelines, and frameworks.

Requests for the installation of new street furniture are at Council's discretion and if approved will be paid for by Council.

Please note: Standard Footpath Trading Permit fees are charged separately.