



10 March 2021

Creating New and Improved Open Spaces in the Inner West

Project Plan

- Cahill Street Reserve, Annandale**
- Lewis Herman Reserve, Ashfield**
- Bay Run Lighting Upgrade, Lilyfield & Rozelle**

Project details

Project name: Creating new and improved open spaces in the Inner West

Project locations: Cahill Street Reserve (and surrounds), Annandale.
Lewis Herman Reserve, 84-88 Holden Street, Ashfield.
Bay Run Lighting Upgrade, Lilyfield & Rozelle.

Local Government Area: Inner West Council

Applicant Organisation Inner West Council

Contact Information: PO Box 14
Petersham
NSW 2049

ABN: 19 488 017 987

Applicant Lead Contact Officer: Alistair Foggo
Inner West Council
Recreation Coordinator
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recreation@innerwest.nsw.gov.au

Project Anticipated Start Date: April 2021

Project Anticipated End Date: December 2022

Attachments:

- A. Risk Register
- B. Project Budget
- C. Stakeholder & Engagement Plan
- D. Project Schedule
- E. Marrickville Rd East Project Plan
- F. Marrickville Rd East Project Staging Plan
- G. Marrickville Rd East Community Consultation Plan
- H. [Marrickville Rd East Public Domain Master Plan](#)
- I. Excerpt Bay Run lighting report
- J. Lewis Herman Reserve Plan of Management
- K. [Parramatta Rd UAIP Public Domain Master Plan](#)

1 Project definition

<p>1.1 Description and Background</p>	<p>This project incorporates three different sites where open space creation and improvements will be undertaken:</p> <ul style="list-style-type: none"> <p><i>Cahill St Reserve, Annandale:</i> This site represents a unique opportunity to create an open space (Cahill St Reserve) and active transport corridor as identified in the Johnstons Creek section (p. 28) of the Parramatta Rd UAIP Public Domain Master Plan. Council purchased 3 Cahill St in 2020 to be developed into public open space in conjunction with the adjacent council-owned playground at 5 Cahill St to form the core of Cahill St Reserve. This project incorporates works to the surrounding areas which include the identified active transport linkages along Johnsons Creek. The works at this site include concept and detailed design of the open space area and active transport corridor, the construction of a new playground, the conversion of two local streets to shared zones, and the acquisition of 1 Cahill St* (currently a carpark, zoned RE1 and identified in 2013 Leichhardt LEP for land acquisition) for future inclusion into the Cahill St Reserve.</p> <p><i>Lewis Herman Reserve, Ashfield:</i> The site will be designed and delivered as a new park under this project. The care, control and management of this site has been licensed to Council by RMS. The site is not currently publicly accessible and requires embellishment to enable safe community use of the site.</p> <p><i>Bay Run lighting upgrade (Lilyfield and Rozelle):</i> This site will see the upgrade of lighting along the very popular Bay Run active recreation trail. Lighting in sections not currently meeting P2 standards will be upgraded to fill in the 'missing links' of suitable lighting along the Inner West Council section of the Bay Run.</p> <p>* Note: Due to the inherent risks of property acquisition and PLSP timeframes, should the Project Control Group not be satisfied by November 2021 that the acquisition timeframe can be achieved, acquisition will be removed from the project scope and replaced by delivery of Marrickville Rd East site. Please see attachment E for proposed schedule, scope and budget should this be necessary. Attachments F, G, and H provide further supporting documentation for the Marrickville Rd East Site.</p>
<p>1.2 Scope and Exclusions</p>	<p>The scope of the project includes:</p> <p><u>Cahill Street Reserve (and surrounds), Annandale</u></p> <p>The proposed works include:</p> <ul style="list-style-type: none"> <p>Concept and detailed design of the open space area and corridor (see figure 1 for areas included)</p>

- Upgrade and expansion of existing playground, including inclusive playground design, accessible play equipment and nature play
- New pathways and seating areas
- Bicycle racks
- Negotiation and acquisition of easement on 11 Mathieson St to allow for shared path and connection of open spaces
- Negotiation and acquisition of No1 Cahill Street, Annandale (for future conversion to open space)
- Conversion of sections of Cahill Street (west of Mathieson St) and Cahill Lane to shared zones (including appropriate surface treatments)
- Corridor early works such as retaining wall renewal and site preparation.

Exclusions:

Construction of 1 Cahill Street improvements and corridor pathway (to be completed by Inner West Council 2023 following completion of detailed design under PSL program).

Lewis Herman Reserve

The proposed works include:

- Construction of a new park
- Inclusive playground design including accessible play equipment and nature play
- Inclusive park design for all ages including aged and dementia friendly provisions
- New pathways and furniture
- Dog off leash area
- Bicycle racks

Exclusions:

- Park Lighting

Bay Run Lighting Upgrade

The proposed works include:

- Removal of existing solar powered lighting - Noncompliant to lighting category P2 from AS1158.3.1
- Installation of new pathway LED lighting to lighting category P2 from AS1158.3.1

Please see Figure 2 detailing the areas of the Bay Run where upgrade works will be completed. They include an 830m section of the Bay Run between Glover St and Lilyfield Rd, Lilyfield; and a 180m section of the Bay Run between the Iron Cove Bridge and King George Park, Rozelle. An excerpt of a Bay Run lighting report has also been included in Attachment I to provide further details of the areas and works included in the scope of this project.

Exclusions:

- Pathway upgrade works

Appendix 15 - Council Project Plan Cahill Street Reserve

1.3 Assumptions	Project assumptions include: Works can be completed under Infrastructure SEPP and Part 5 Environmental Planning and Assessment Act approval process
1.4 Constraints	No constraints have been identified.
1.5 Interfaces and Dependencies	<p>The project is a stand-alone project that does not have a dependency on other projects or programs. It is dependent on Council funding part of the project; however, this budget has been confirmed.</p> <p>The Cahill St, Annandale site interfaces with a development proposed at the adjacent 1-13 Parramatta Rd, Annandale. The approval of any development at this site will require a through-site public link along Johnstons Creek from Parramatta Rd to McCarthy Lane and Cahill St Reserve as per approved Parramatta Road UAIP Public Domain Master Plan in order to articulate an active and recreational corridor along Johnstons Creek.</p> <p>The Bay Run (Lilyfield and Rozelle) site interfaces with lighting upgrade works associated with the Green Way between the UTS Haberfield Club and Lilyfield Rd to be completed in 2022. This project will see the upgrade of lighting beyond this work to Glover St, resulting in continuous P2 lighting to meet with the proposed lighting works in Callan Park by DPIE.</p>
1.6 Risks	Please refer to Attachment A for a complete risk register, including mitigation strategies.



Figure 1 – Proposed extent of concept and detailed design for Cahill St Reserve (and surrounds)



Figure 2 – Proposed extent for delivery of construction (pink) for Cahill St Reserve and surrounds



Figure 3 – Indicative lighting upgrade locations for the Bay Run (in blue). Please see Attachment I (Bay Run lighting report excerpt) for further detail.



LEGEND

BOUNDARIES

--- Site Boundary

KEY FEATURES

☀ Entrance/Gateway

~ Landscape Buffer

//// Fenceline

●●● Vehicle Path/Accessway

■ Odour Control Facility

■ Adjoining Vacant Space

Figure 4 - Lewis Herman Reserve, Ashfield

2 Project approach

<p>2.1 Stakeholder Management</p>	<p>Please refer to Attachment C for a detailed stakeholder communication plan.</p>
<p>2.2 Procurement Management</p>	<p>Procurement will be managed in accordance with Inner West Council Procurement Policies and Procedures. These policies and procedures are based on the principles of:</p> <ul style="list-style-type: none"> • Efficient and effective operations • Value for money • Legislative compliance • Probity, transparency and accountability • Social sustainability with positive outcomes for the local community • Sustainable outcomes along the whole supply chain • Comprehensive risk management
<p>2.3 Risk Management</p>	<p>Please see Attachment A for a detailed risk register, including mitigation strategies.</p>
<p>2.4 Key Milestones/Schedule</p>	<p>Key Milestones/Schedule provided in Attachment D.</p>
<p>2.5 Publicity and Media</p>	<p>This project will deliver a number of excellent media and publicity opportunities throughout, including:</p> <ul style="list-style-type: none"> • Sod turning at commencement of construction works • Opening event at completion (Pending Covid-19 Restrictions)

3 Commercial delivery and resourcing

3.1 Project Team, Skills and Resources	<table border="1"> <thead> <tr> <th>Specified Personnel</th> <th>Position/Role</th> <th>Internal/Engaged External</th> </tr> </thead> <tbody> <tr> <td>In house Project Managers and designers</td> <td>Project management - design and construction</td> <td>Internal</td> </tr> <tr> <td>Morna Scott</td> <td>Manager Capital Projects</td> <td>Internal</td> </tr> <tr> <td>Consultants</td> <td>Landscape, park and playground designs Lighting designs Structural engineering Road design and approvals</td> <td>External/Internal</td> </tr> <tr> <td>IWC support staff (various)</td> <td>Parks Planning and Engagement, Public Domain Planning, Community Engagement Roads and Parks Operations, Urban Forest and Ecology and Procurement teams</td> <td>Internal</td> </tr> </tbody> </table>	Specified Personnel	Position/Role	Internal/Engaged External	In house Project Managers and designers	Project management - design and construction	Internal	Morna Scott	Manager Capital Projects	Internal	Consultants	Landscape, park and playground designs Lighting designs Structural engineering Road design and approvals	External/Internal	IWC support staff (various)	Parks Planning and Engagement, Public Domain Planning, Community Engagement Roads and Parks Operations, Urban Forest and Ecology and Procurement teams	Internal
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IWC support staff (various)	Parks Planning and Engagement, Public Domain Planning, Community Engagement Roads and Parks Operations, Urban Forest and Ecology and Procurement teams	Internal														
<p>The project will be delivered by experienced capital works project managers within Council's Infrastructure directorate. The project is well within the capacity of the division which delivers an annual capital works program of \$80m including an annual park upgrade works program of up to \$20m.</p>																
3.2 Estimated Project Budget	<p>The total estimated budget for this project is \$5,320,000. Please see Attachment B for a detailed budget.</p> <p>The project is applying for \$4.75m in funding under the Public Spaces Legacy Program, with Inner West Council contributing \$570,000.</p>															
3.3 Financial Management	<p>All budgets and finances will be managed as part of Council's capital budget in accordance with legislation and procedures and Local Government Integrated Planning and Reporting.</p>															
3.4 Ongoing Financial Sustainability	<p>The upgraded facility will be managed by Council's Parks Assets, Parks Operations and Roads Operations teams within existing budgets.</p>															
3.5 Insurances	<p>Inner West Council holds all insurances required by legislation, including Workers Compensation Insurance and \$20m Public Liability insurance (attached to this application).</p>															

4 Project legal and governance

<p>4.1 Land, Consents and Assets</p>	<p>No DA is required for these projects, which will be completed under the Part 5 approval process under the infrastructure SEPP.</p> <p>Land ownership of each of the project sites is as follows:</p> <p><i>Annandale:</i> Playground and roads areas are owned by Inner West Council; corridor reserves are managed by Inner West Council (ownership is Council and DPIE). Council intends to acquire lot 1 Cahill St as part of this project.</p> <p><i>Bay Run (Lilyfield):</i> Crown Land under the care, control and management of Inner West Council.</p> <p><i>Ashfield:</i> Care, control and management of this land has been licensed by RMS to Inner West Council in 2018.</p>
<p>4.2 Governance and Project Assurance</p>	<p>The project will be delivered in line with Council's Project Management Framework and Methodology. Project governance will include an internal project specific working group and monthly internal progress reporting. Community engagement will be managed in accordance with Council's Community Engagement Framework under a project specific community engagement plan.</p>

4.3 Stages

Project Stage	Deliverables	Start/end
Initiation Stage		
	Funding Agreement Issued	April 2021
	Project Plan Prepared and Endorsed, Project Control Group established	April – May 2021
Planning Stage		
	Funding Agreement Executed	May 2021
	Valuation of 1 Cahill St & 11 Mathieson St easement	May 2021
	Design procurement	June 2021
	Design consultants appointed	July 2021
	Concept design and community engagement	August – September 2021
	Detailed design and tender documentation	September – December 2021
	Parks and Lighting Designs Finalised	December 2021

Appendix 15 - Council Project Plan Cahill Street Reserve

	Cahill Street design only areas Sydney Water approval and shared zone Transport for NSW approval	December 2021 – June 2022
	1 Cahill Street acquisition & 11 Mathieson St easement negotiation (allowance)	June 2021 – November 2022
Execution Stage		
	Parks and lighting construction procurement	January – February 2022
	Construction contractor appointed	March 2022
	Construction period	March - November 2022
	Cahill Street shared zone procurement	June – July 2022
	Shared zone construction (coordinated with Cahill Street park works)	August – November 2022
	Works completed	November 2022
Project Closure		
	Works as executed and operational manuals handover including staff Opening event or communications	December 2022

Please see attachment D for a more detailed project schedule.

4.4 Quality management

Inner West Council requires that all contractors and consultants have a quality management plan, which requires Council approval prior to commencement of works. Adherence to the quality management plan is monitored by Council Project Managers. This is supported by the clear specification of all required standards and specifications in Council tender documentation, which requires approval from the Project Control Group and Council's Procurement team.

Attachment A – Risk Register

Risk Category	Risk Description	Risk Mitigation
Schedule	Approvals processes delay design or construction.	Commence approvals and agency and other consultations as early as possible.
Schedule	Materials lead times (e.g. light fittings, play equipment) delays schedule	Source materials locally where appropriate. Allow for expected lead times and contingency. Order materials early.
Financial and schedule	Latent conditions increase scope, cost and delay delivery	Complete detailed investigations, scoping and QS const reports at design phase to minimise latent conditions found.
Financial	Design and construction costs exceed available budget.	Plan for milestone cost reviews throughout design process including pre-tender estimate. Include independent QS review. Manage scope at tender prior to contract award if required.
Safety	Construction or end user safety issues arise during or after construction resulting potential injury and compensation claims.	Complete Safety in Design reviews for all designs during design. Contractor must prepare and implement Work Health and Safety Management Plans and procedures during construction. IWC project management is to include ongoing monitoring of safety provisions.
Community	Reputational damage and community dissatisfaction due to inadequate community engagement and/or notification during design and construction.	Plan and implement community and stakeholder engagement activities and provide ready access to information including on Council's website
Stakeholder engagement	Stakeholder input increases scope and delays delivery.	Plan stakeholder engagement. Communicate scope and budget limitations and required input timeframes. Escalate issue resolution where required.
Environmental, financial and schedule	Contaminated soil management requirements increase scope, cost and delaying delivery.	Minimize excavation works and use appropriate barriers and edge protection around excavation. Comply with IWC Long term Environmental Plan for Parks and Playgrounds (EMP). Prepare Construction Environmental Management Plan to clarify site specific requirements.
Schedule	Possible access restrictions may delay Bay Run lighting delivery as the Bay Run is used 7 days a week year-round	Consistent communication with stakeholders to ensure they are well informed, and conflicts are minimised.

Appendix 15 - Council Project Plan Cahill Street Reserve

Schedule	1 Cahill St acquisition cannot be completed within scheduled time frame due to factors outside Council control (i.e. issues with landowner)	If PCG cannot be satisfied by November 2021 that acquisition timeframe can be achieved, acquisition will be removed from project scope and replaced by delivery of Marrickville Rd East site. Please see attachment E for proposed schedule, scope and budget should this be necessary.
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Attachment B – Project Budget

ITEM	\$
A. INCOME	
PSLP Funding	4,750,000
Inner West Council Funding	570,000
Total Income	5,320,000
B. EXPENDITURE – CAPITAL RELATED COSTS	
Cahill Street Reserve (and surrounds), Annandale	
Design – construction scope and future corridor works	250,000
Construction – road and laneway 810m2, new pavement, line marking, signs, drainage.	365,000
Construction – playground upgrade and expansion 730m2 including playground works, retaining wall terracing, furniture, landscaping	380,000
Corridor early works – retaining wall renewal, site preparation	80,000
Contingency 15%	120,000
Land acquisition 1 Cahill St, Annandale – valuation, purchase, severance claim allowance, disturbance costs, legal fees	2,000,000
Easement negotiation and acquisition (11 Mathieson St, Annandale)	120,000
Bay Run Lighting Upgrade, Leichhardt & Rozelle	
Design	25,000
Construction	875,000
Contingency 15%	120,000
Lewis Herman Reserve, Ashfield	
Design	80,000
Construction – inclusive playground and passive recreation facilities 1200m2 approx	540,000
Construction – informal recreation and dog off leash area 1,800m2 approx, including surfacing, paths and furniture.	270,000
Contingency 15%	95,000
Total Expenditure	5,320,000

Attachment C – Stakeholder & Engagement Plan

External Stakeholders	Needs, issues, opportunities
Agencies: Sydney Water Transport for NSW Department Planning	Approval of works over or near Sydney Water assets (ie Johnston Creek, Cahill Street) Approval of shared zone Cahill Street and Cahill Lane Coordination with Callan Park Bay Run lighting works
Landowners (1 Cahill St & 11 Mathieson St)	Acquisition and easement
Park users Neighbouring residents Local community Local businesses	Community engagement on design, particularly playground designs and traffic changes (shared zone). Notification of overall design, construction program and changed conditions during construction.
Ashfield Baptist Homes	Residential Aged Care - Use of adjoining Lewis Herman Reserve by residents

Internal Stakeholders (Group/team)	Needs, issues, opportunities
Legal	<ul style="list-style-type: none"> • Contracts • Land acquisition • Easements and agreements • Part V Assessment
Trees Parks & Sports Fields: Park Assets Park Operations Park Planning and Engagement Urban Forest	<ul style="list-style-type: none"> • Park assets condition, records, renewal programs, capitalisation • Park maintenance • Urban Forest Policy & Strategy • Plans of Management / masterplan – Lewis Herman Reserve and Leichhardt Park • Recreation strategies • Park bookings
Procurement & Fleet	<ul style="list-style-type: none"> • Procurement planning and support
Sustainability & Environment	<ul style="list-style-type: none"> • Biodiversity Strategy • Natural area maintenance • Climate Change Strategic Plan • Climate Change Strategic Plan • Rethink Waste Strategic Plan • Bin servicing / provision • Use of LED lighting to improve energy efficiency
Footpaths, Roads , Traffic & Stormwater	<ul style="list-style-type: none"> • Traffic Management Committee approvals – shared zone, construction traffic management plans.

Appendix 15 - Council Project Plan Cahill Street Reserve

Internal Stakeholders (Group/team)	Needs, issues, opportunities
	<ul style="list-style-type: none"> • Footpath programs, PAMP, Walkability • Sub catchment Management Plan / WSUD strategies / drainage • Bicycle / cycle plans • Floodplain Management Plans and stormwater
Development Assessment & Regulatory Services	<ul style="list-style-type: none"> • Heritage advice • Pets In Parks Strategy/ Companion Animals Action Plan
Strategic Planning and Public Domain Planning	<ul style="list-style-type: none"> • Parramatta Road Urban Amenity Improvement Masterplan • Public Domain Design Guide • • Development proposals
Community Services & Culture	<ul style="list-style-type: none"> • Inclusion Action Plan • Community Development Programs • Healthy Ageing Plan • Aboriginal projects • Crime Prevention Strategy and Action Plan • Living Arts • Events
Communication, Engagement	<ul style="list-style-type: none"> • Detailed engagement planning and support (see below)

Engagement Overview (Detailed Engagement Plan to be Prepared)		
Project Stage	External Engagement	Comment
Completed Engagement	Urban Amenity Improvement Program Masterplan (Cahill Street)	
Design	Community Engagement – Yoursay Innerwest / Newsletter	Playground designs Cahill Street / Lane shared zones
	Community Engagement – other	Acquisition 1 Cahill Street Easement 11 Mathieson Street
	External stakeholder engagement	Agency approvals
	Internal Engagement	Project Control Group, Project Working Group and internal stakeholders as needed

Appendix 15 - Council Project Plan Cahill Street Reserve

Construction	Community notification– IWC website / newsletter / park notice	
	External stake holder engagement - other	Agency notifications
	Internal Engagement / Notification – PCG/PWG, others as needed	Parks and roads operations, traffic
General	Opening event/s if required	