

# ATTACHMENT C

## ATTACHMENT C

**PUBLIC CONSULTATION TIMETABLE AND  
PROJECT PLAN FOR ALCOHOL FREE  
ZONE ESTABLISHMENT**

## CONSULTATION

Under Section 644A, 1993 Local Government Act, Council is required to undertake a consultation process with key stakeholders regarding the location of all proposed Alcohol Free Zones (AFZ). The following table documents Council's requirements and actions that require completion to meet these requirements.

Council is required to endorse the "Council Consultation with Interested Parties" process as specified by the Ministerial Guidelines on Alcohol Free Zones.

STAGE	REQUIREMENT	ACTION	DATE
Identify Stakeholders	<p>Council is required to consult the following stakeholders:</p> <ul style="list-style-type: none"> <li>NSW Police</li> <li>NSW Anti-discrimination Board</li> <li>Aboriginal and Ethnic Communities</li> <li>Licensed venues adjacent to proposed AFZ.</li> </ul>	<p>List prepared for targeted consultation:                      NSW Police Commands where AFZ are proposed                      NSW Anti-Discrimination Board                      Aboriginal and Torres Strait Islander services                      Ethnic services                      Licensed premises adjacent to AFZ</p> <p>Additional agencies will be consulted. Council is not required to consult with the following but elects to do so:</p> <ul style="list-style-type: none"> <li>Homelessness Services</li> <li>Accommodation Services</li> <li>Drug and Alcohol Services</li> <li>Licensing Accords</li> <li>Youth Services</li> </ul>	
Notification to stakeholders	<p>Key stakeholders must be advised in writing of the proposal to establish AFZ</p> <p>Letters must include a complete list of proposed AFZ.</p>	<p>Letters sent to stakeholders including complete lists and maps indicating proposed AFZ.</p> <p>Metropolitan Land Council                      Aboriginal Medical Service</p>	

# ATTACHMENT C

STAGE	REQUIREMENT	ACTION	DATE
		<p>Oasis Youth Support Network  Mission Australia National Office  Housing NSW  Foster House  Mathew Talbot Hostel  Samaritan House  MSIC  KRC/K2  Langton Centre  Albion Lodge  Albion Street Clinic  Haymarket Foundation  Gorman House Detoxification Service  Caritas Psychiatric Services  City Women's Hostel</p>	
Public Notification	<p>Council is required to notify the public of the proposed AFZ and must advertise in local newspapers.</p> <p>The advertisements must provide the exact location of the proposed AFZ, list where and when the proposal can be inspected and invite representations or objections.</p>	<p>Advertisements to be placed in the following local media publications:  Sydney Central  City News  Sydney Star Observer</p> <p>The proposal and maps to be viewed at  OSS  City Libraries  Community Centres  NSC</p> <p>City of Sydney website</p>	
Review Period	<p>Council is required to undertake a review period to allow for representations or objections. The following time</p>	<p>Public notification period undertaken and completed.  NSW Anti-Discrimination Board notification</p>	

# ATTACHMENT C

STAGE	REQUIREMENT	ACTION	DATE
	<p>periods apply:</p> <ul style="list-style-type: none"> <li>14 days - Public notification of proposal.</li> <li>40 days - NSW Anti-Discrimination Board</li> </ul> <p>30 days - Police, Aboriginal, ethnic groups, licensed premises and any other agencies.</p>	<p>period undertaken and completed.</p> <p>Police Commanders, Aboriginal, Ethnic Services and other agencies notified, and review process completed.</p> <p>Licensed premises notified, and review process completed.</p>	

## ESTABLISHMENT

The table below details actions to be undertaken following council endorsement of the AFZ, and the process for establishing AFZ in the City Central, Kings Cross, Newtown, Redfern and Surry Hills Local Area Commands.

STAGE	REQUIREMENT	ACTION TAKEN	DATE
1. Seek quotes for AFZ signage	-	Three quotes sought from signage manufacturers.	
2. Prepare draft artwork for AFZ signage	To comply with signage standards outlined in the <i>Ministerial Guidelines on Alcohol Free Zones</i> .	Signage to be consistent with Ministerial Guidelines and existing AFZ signage in the LGA.	
3. Report to Council	Report to Council to adopt Proposal to establish Alcohol Free Zones.	Report presented to Council	

# ATTACHMENT C

4. Identify AFZ signage locations	A council is required to consult with the local police regarding placement of signs.	Council officer and local police to identify signage locations.	
5. Signage production	-	Production of signage and delivery to Bay Street depot estimated to take up to 4 weeks. Timeline to be created to ensure that the public notification of the establishment of AFZ can be advertised close to the commencement of signage installation.	
6. Inform Interested Parties of AFZ establishment	After resolution of Council, interested parties must be informed.	<p>Letter of notification to be sent to interested parties and stakeholders.</p> <ul style="list-style-type: none"> <li>• Licensed premises</li> <li>• Aboriginal and ethnic groups</li> <li>• Anti-Discrimination Board</li> <li>• Local Police Commanders.</li> </ul>	
7. Public notification of establishment of AFZ	Council must publicly advertise the establishment of the new Alcohol Free Zones by notice published in a local newspaper. The AFZ is activated 7 days after this notice and signage installed.	Advertisements prepared and placed in local print media and posted on City of Sydney website.	Week commencing 07/05/07
8. Installation of AFZ signs	The AFZ is activated after the AFZ are signposted.	Council crews to commence AFZ signage installation using the instruction of local police and council officers.	Week commencing 14/05/07
9. Activation of AFZ	AFZ in operation 7 days after notification and installation of signage.	Local Police are contacted to confirm activation of AFZ.	21/05/07