



# **1st ORDINARY COUNCIL MEETING**

## **NOTICE OF MEETING**

**TUESDAY, 7 MAY 2019**

The Ordinary Meeting of the City of Palmerston will be held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston commencing at 5.30pm.

A handwritten signature in black ink, appearing to read "Luccio Cercarelli".

**LUCCIO CERCARELLI**  
**CHIEF EXECUTIVE OFFICER**

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## 1st Ordinary Council Meeting

### 1 ACKNOWLEDGEMENT OF COUNTRY

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### 2 OPENING OF MEETING

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### 3 APOLOGIES AND LEAVE OF ABSENCE

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- 3.1 Apologies
- 3.2 Leave of Absence Previously Granted
- 3.3 Leave of Absence Request

### 4 REQUEST FOR TELECONFERENCE

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### 5 DECLARATION OF INTEREST

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- 5.1 Elected Members
- 5.2 Staff

### 6 CONFIRMATION OF MINUTES

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#### 6.1 Confirmation of Minutes

THAT the Minutes of its Council Meeting held on 16 April 2019 pages 9728 to 9737 be confirmed.

#### 6.2 Business Arising from Previous Meeting

### 7 MAYORAL REPORT

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#### 7.1 Mayoral Update Report – April 2019

M9/010



**AGENDA ITEM:** 7.1

**REPORT TITLE:** Mayoral Update Report – April 2019

**REPORT NUMBER:** M9/010

**MEETING DATE:** 7/05/2019

**AUTHOR:** Mayor, Athina Pascoe-Bell

## COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

## PURPOSE

This report provides a highlight summary of some recent activities.

## KEY MESSAGES

- General collaboration with Australian and Northern Territory Governments.
- Exploring opportunities for funding.
- Strengthening collaborations with Australian Local Governments.
- Attendance at various activities and services in Palmerston.

## RECOMMENDATION

THAT Report Number M9/010 entitled Mayoral Update Report – April 2019 be received and noted.

## DISCUSSION

### Local Economic Plan – Community Consultation

During the first week of April 2019, Council undertook a number of “Pop Up Stalls” as part of the public consultation to promote community engagement as part of the development of the Palmerston Local Economic Plan. Council staff also surveyed local businesses on their concerns, challenges, opportunities and ideas that can made part of the plan.

### LGANT Conference

The Deputy Mayor, Chief Executive Officer and myself travelled to Katherine early in the month to attend the LGANT Conference, which was well attended by local and regional councils. Whilst in Katherine we visited the Katherine Youth Outreach and Engagement Centre.

### ANZAC Day

There were several events hosted by the Palmerston RSL to honour present and past members of our Defence Force including the Gunner’s Breakfast, the Dawn Service, Breakfast, the Veteran March followed by 2 Up as part of ANZAC Day celebrations. All of the events were well attended by the community to help commemorate this special day.

## Masterbrand Population Advisory Committee

I was invited to be part of the Masterbrand Population Advisory Committee which met for the first time this month. The committee has been established to draw together a range of locally-based experts and stakeholders with differing perspectives and experiences to provide consensus, independent advice to the Chief Minister on the strategic direction of the Masterbrand and the Population Strategy.

## Palmerston Markets

The first Palmerston Markets for the 2019 season was held on Friday 26 April. Elected Members again had a stall and will continue to do so on the last Friday of every month.

## **POLICY IMPLICATIONS**

There are no policy implications for this report.

## **BUDGET AND RESOURCE IMPLICATIONS**

There are no budget or resource implications relating to this report.

## **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

There are no risk, legal and legislative implications relating to this report.

## **ATTACHMENTS**

There are no attachments for this report.

**8 DEPUTATIONS AND PRESENTATIONS**

Nil.

**9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)****10 CONFIDENTIAL ITEMS****10.1 Moving Confidential Items into Open****10.1.1 City Centre Parking Strategy and Implementation Plan****C9/0197**

1. THAT Report Number C9/0197 entitled City Centre Parking Strategy and Implementation Plan be received and noted.
2. THAT Council endorse the following draft documents with minor changes relating to branding, formatting and administrative amendments for Level 2 public consultation as described in Report Number C9/0197 entitled City Centre Parking Strategy and Implementation Plan:
  - a. Palmerston City Centre Parking Study: Background Report, March 2019 (**Attachment A**)
  - b. Palmerston City Centre Parking Study: Parking Strategy, March 2019 (**Attachment B**)
  - c. Palmerston City Centre Parking Study: Implementation Plan, March 2019 (**Attachment C**).
3. THAT a report be prepared with the outcomes and findings from the public consultation of the City Centre Parking Strategy and Implementation Plan and include the final City Centre Parking Study documents for Council adoption.
4. THAT Council receive and note the tabled updated Attachment G to Report Number C9/0197 entitled City Centre Parking Strategy and Implementation Plan.
5. THAT the Council decisions of Report Number C9/0197 entitled City Centre Parking Strategy and Implementation Plan be moved to Open on Council's formal announcement of the commencement of the public consultation on the City Centre Parking Study documents.

**CARRIED 9/0550 – 19/03/2019****10.2 Moving Open Items into Confidential****10.3 Confidential Items**

THAT pursuant to Section 65(2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the following confidential items.

ITEM	REGULATION	REASON
25.2.1	8(c)(iv)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act</i> and 8(c)(iv) of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.

25.2.2	8(c)(iv)	This item is considered 'Confidential' pursuant to <i>Section 65(2)</i> of the <i>Local Government Act</i> and 8(c)(iv) of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.
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## 11 PETITIONS

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Nil.

## 12 NOTICES OF MOTION

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### 12.1 Electronic Rate Reminders

Moved: Alderman Spick

THAT a report be prepared on options and implementation of a system whereby ratepayers could nominate their preferred communication method to allow for electronic notifications (SMS/emails) of the next and/or outstanding rates instalment, including the amount, date and time due, and to have the ability for an additional reminder to be sent for overdue payments, to be presented at the Second Ordinary Council Meeting in June 2019.

**COUNCIL MEETING DATE:** 7 May 2019

**TOPIC:** Electronic Rate Reminders

**BACKGROUND:**

Council currently issues rate notices and installment reminders through three distinct methods.

Firstly, is the traditional mailout notice. These notices are printed and mailed to the postal address on file of the ratepayer 21 days before each installment is due. Reminder letters are then issued if the installment amount remains overdue past the due date.

The second method on offer is BPAY View. A ratepayer may opt into BPAY View and have their rates notice and reminder notices sent directly to their online banking portal. Depending on the banking institution used by the customer they can receive emails, SMS and alerts to remind them that their rates are due. This method also allows for the convenience of paying their rates with a 'single click,' the ability to automatically pay their bills and finally the ability to schedule a future payment.

The final method of delivery of rates notices and reminders was introduced at the beginning of 2018/19. This method is through Ezybill. Ezybill is also an opt in service for a ratepayer. They elect to receive their rate notices and installment reminders electronically, directly to their email account rather than through traditional post. It differs from BPAY View as the notice or reminder is sent direct to the ratepayers nominated email address rather than through the ratepayers online banking portal.

With increase use of technology and ensuring improved customer service it is considered timely that Council consider if other notification methods could be implemented for rates reminders, namely SMS. This will provide Palmerston ratepayers with greater choice of how they wish to be communicated with.

**OBJECTIVE:**

This motion will call for a report to investigate and implement possible systems to provide ratepayers with additional option of electronic reminders on how much and when rate installments are due. This will provide an improved level of service for the customer and may assist in timelier collection of rate payments.

**NOTICE OF MOTION:**

THAT a report be prepared on options and implementation of a system whereby ratepayers could nominate their preferred communication method to allow for electronic notifications (SMS/emails) of the next and/or outstanding rates instalment, including the amount, date and time due, and to have the ability for an additional reminder to be sent for overdue payments, to be presented at the Second Ordinary Council Meeting in June 2019.



Signature

Alderman Mick Spick  
Print Name

30/04/2019  
Date

## 13 OFFICER REPORTS

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### 13.1 Receive and Note Reports

13.1.1	Governance and Regulatory Services Quarterly Report January - March 2019	9/0211
13.1.2	Lifestyle and Community Quarterly Report January – March 2019	9/0216
13.1.3	Palmerston Safe Communities Committee Meeting Minutes 4 April 2019	9/0217

<b>AGENDA ITEM:</b>	13.1.1
<b>REPORT TITLE:</b>	Governance and Regulatory Services Quarterly Report January – March 2019
<b>REPORT NUMBER:</b>	9/0211
<b>MEETING DATE:</b>	7/05/2019
<b>AUTHOR:</b>	Director Governance and Regulatory Services, Chris Kelly
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

## PURPOSE

This report summarises the key activities undertaken by Governance and Regulatory Services in the January to March quarter 2019.

## KEY MESSAGES

- Each quarter, Council will be provided with a report on the activities of the Governance and Regulatory Services Department.
- For this financial year, as at 31 March 2019, 12 tenders had been awarded, with three under consideration and zero in market.
- To date 19 Council policies have been reviewed, with six being reviewed in this quarter.
- Rangers have issued 1,558 infringements this year.
- Council's initiatives to increase microchipping have been successful with 75% of registered dogs microchipped, compared to 25% this time last year.
- As at the end of March 2019 there are 5,298 registered dogs in the Palmerston municipality, up from 5,234 last year.

## RECOMMENDATION

THAT Report Number 9/0211 entitled Governance and Regulatory Services Quarterly Report January – March 2019 be received and noted.

## BACKGROUND

Council is provided with a quarterly report on the activities of Governance and Regulatory Services.

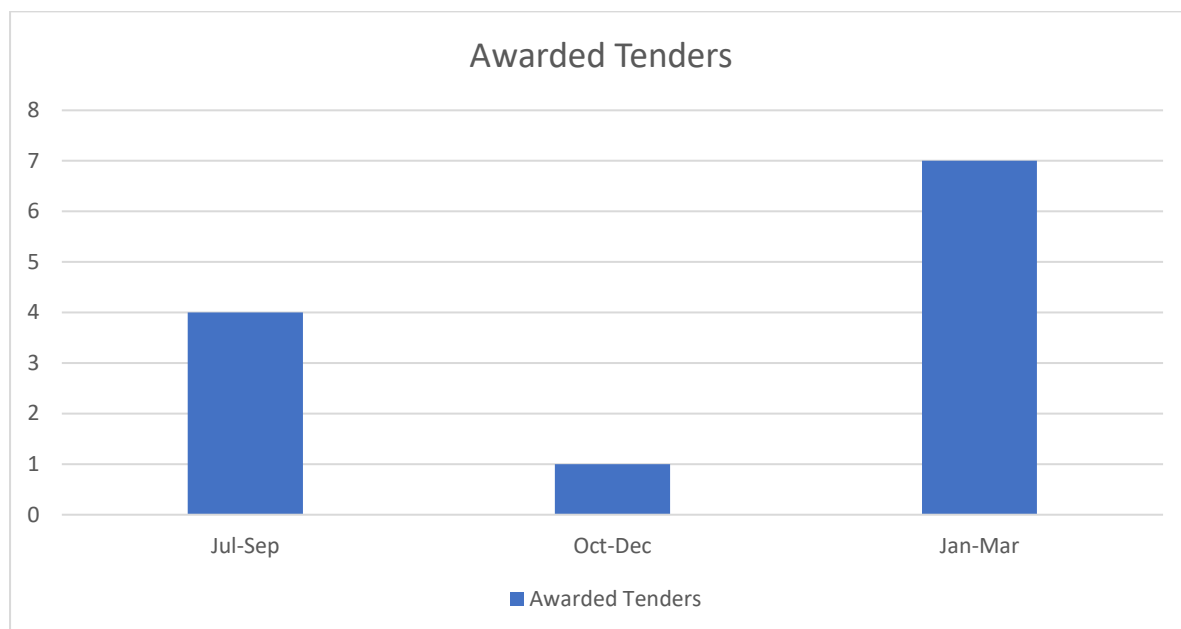
## DISCUSSION

Highlights from the Governance and Regulatory Services Department include:

### Procurement

Council seeks tender submissions for various activities to achieve the best outcome for the Palmerston community. For this financial year, as at 31 March 2019, Council had awarded 12 tenders, with three

under consideration and zero in market. Ten of the 12 were awarded to local businesses. The details of the tenders awarded are at **Attachment A**.



### Economic Development

Public consultation to assist in drafting the Palmerston Local Economic Plan commenced in late March with a launch event attended by approximately 35 local business leaders, Elected Members and representatives of the Northern Territory Government. Further information will be provided as the project progresses.

### Council Policies

Council has adopted a Policy Review Schedule. Council will undertake 44 Policy Reviews over the term of the Council. To date 19 policies have been reviewed, with six being reviewed in this quarter, namely:

- *RS02 Place Names*
- *RS01 Works on Council Verge*
- *AD03 Liquor Licence*
- *FIN27 Related Part Disclosure*
- *FIN06 Investment*
- *RS03 Playground Risk Management*

The following Council policies are due for review in the 2<sup>nd</sup> Quarter of 2019 and will be presented to Council for adoption:

- *EM02 Elected Members Benefit and Support Policy*
- *FIN17 Rate Concession*
- *FIN18 Grants, Donations, Scholarships and Sponsorships*
- *FIN22 Grant Income*



### Animal Management

Council records indicate that there was a marked increase in microchipped registered dogs this quarter compared to the same period last year, with 75% of registered dogs now microchipped compared to the 2018 period where only 25% were microchipped. This indicates that a proactive approach with Council's 'Brekkie in the Park' Animal Awareness Day, registration concessions and promotional signage is having a positive impact.

Council is also undertaking proactive patrols in areas identified as having high rates of non-compliance with Council's By-Laws. Overall registrations are on par, with the year to date showing 5,298 registered dogs and last year for the same period 5,234 dogs were registered.

### Community Engagement

The Palmerston Indigenous Village Dog Health Day was held during March in partnership with Animal Management in Remote and Rural Indigenous Communities (AMRRIC), Ark Animal Hospital and Yilli Housing. The volunteers, vets and Rangers worked closely together on the day with 17 dogs and 16 cats de-sexed, vaccinated and registrations, microchipping and various health treatments carried out. The de-sexing rates for the animals in the village are very high sitting at approximately 80%. At the completion of the program there were 22 dogs registered with Council.



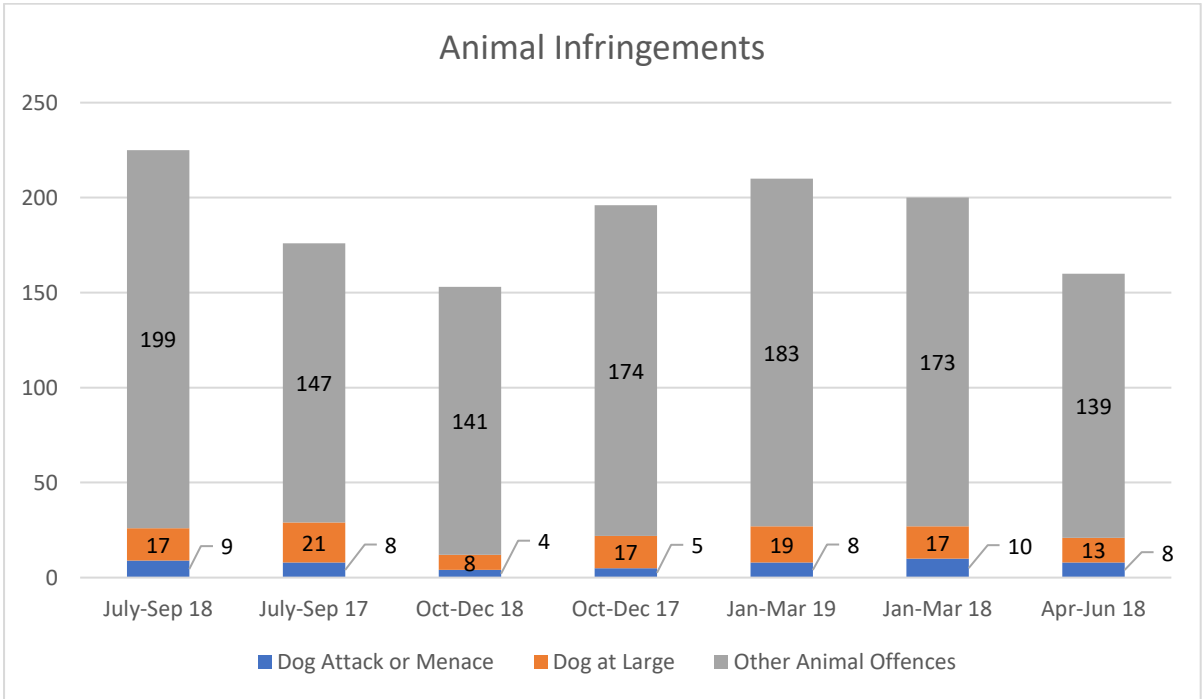
The Defence Force Expo was held in the Convention Centre at the Waterfront Precinct during February. Rangers and Community Services staff attended the event to provide information on services and functions provided by Council. Various businesses, community organisations, government and non-government organisations, and defence force support agencies were present to welcome newly arrived defence force members to the top end. The event was well attended and will continue to be a feature event on our calendar moving forward.

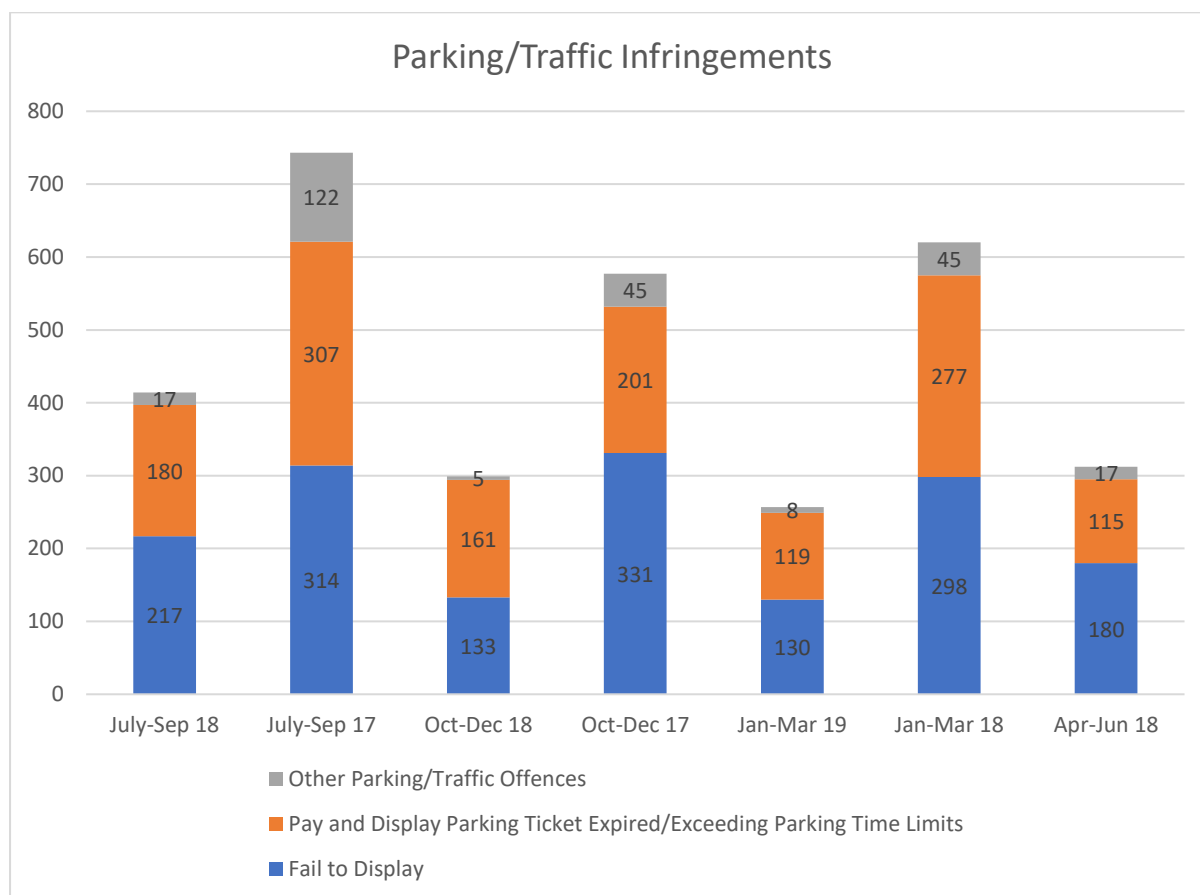


The Palmerston Animal Management Advisory Committee (PAMAC) met three times this quarter.

### Infringements

Rangers have issued 1,558 infringements year to date, 588 for animal infringements and 970 for parking/traffic infringements. A breakdown of animal and parking/traffic infringements is provided in the graphs below.





## Long Grass

Council's Long Grass Program commenced this quarter. This program previously commenced at the end of Wet Season. It has the objective of removing overgrown vegetation from lots to improve amenity and reduce the occurrence of pests and vermin.

As part of our commitment to improving service levels, this year Council has commenced transitioning this initiative to all year round. The program will be more proactive. This will ensure property owners that do not adequately maintain their properties are required to keep them at an acceptable standard throughout the year. Council has placed additional information on the website and will use social media to promote messaging about responsible property ownership and how to make complaints. As well as action complaints, Council staff will undertake a regular audit at the end of Wet Season, usually late March, early April combined with observation during routine patrols.

Council also works with Territory Housing to ensure compliance by Territory Housing tenants.

Council has received 42 complaints as at the end 31 March 2019, and a proactive audit has identified another 28 properties. A follow up audit will be conducted at the beginning of May to ensure compliance. Council has also undertaken verge maintenance to ensure amenity and safety, particularly where it obscures traffic.

The process that is followed for Long Grass enforcement is outlined in the *Palmerston (Public Places) By-Laws*. It involves issuing an initial notice with 21 days to comply, followed by a further notice with 7 days to comply. After that stage, Council has the option to enter the lot and pursue the property owner for the cost. The table below summarises the program as at 31 March 2019:

Number of Complaints	42
Number of First Letters Issued	70
Number of Second Letters issued	6
Number of sites cleared by Council	31 verges

### CONSULTATION PROCESS

The following City of Palmerston staff were consulted in preparing this report:

- Ranger Services Manager
- Senior Ranger
- Strategic Procurement Advisor
- Ranger Services Administration Officer

### POLICY IMPLICATIONS

There are no policy implications for this report.

### BUDGET AND RESOURCE IMPLICATIONS

There are no budget or resource implications relating to this report.

### RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There are no risk, legal and legislative implications relating to this report.

### ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

### COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

### ATTACHMENTS

**Attachment A:** 2018/19 Tender Register

**2018/19 TENDER REGISTER**

<b>Contract Number</b>	<b>Contractor Name</b>	<b>Description</b>	<b>Date Awarded</b>	<b>Contract Awarded</b>	<b>Lump Sum/ Schedule of Rates</b>
TS2018-03	Industrial Power Sweeping Services	Street Sweeping	6/07/2018	\$306,611.11	Schedule of Rates
TS2018-05	Alderbaran Contracting	Archer Landfill Rehabilitation Stage 3	2/08/2018	\$1,774,080.00	Lump Sum
TS2018-04	Class A Energy Solutions	Library PV System	7/08/2018	\$99,900.00	Lump Sum
TS2018-06	Veolia	Management of the Archer Waste Transfer Facility	5/10/2018	\$1,101,705.01	Schedule of Rates
TS2018-10	Asphalt Co Pty Ltd	Reseal Various Roads 2018-2019	13/12/2018	\$696,866.63	Schedule of Rates
TS2018-12	Delta Water Nt Pty Ltd	Irrigation Refurbishment	11/02/2018	\$212,250.00	Schedule of Rates
TS2019-02	LightSource Solutions, Orangetek and Philips	LED Luminare Supply	22/03/2019	\$1,554,059.75	Schedule of Rates
TS2019-03	ESPEC	LED Luminare Installation	22/03/2019	\$614,503.28	Schedule of Rates
TS2019-04	NC Electrical and Air Conditioning	Rec Centre PV System	26/02/2019	\$95,925.00	Lump Sum
TS2019-05	NT Shade and Canvas	Playground Refurbishment - Various Locations	1/03/2019	\$180,000.00	Lump Sum
TS2019-06	NT Shade and Canvas	Supply and Installation of Shade Sails	12/03/2019	\$123,290.00	Lump Sum
TS2019-07	Downer EDI	Reseal Various Roads 2018-2019	12/03/2019	\$751,351.00	Schedule of Rates
2018-021	Telensa Systems	Smart Controls Tender - Collaborative Procurement, Darwin, Palmerston and Litchfield Councils	11/01/2019	\$662,700.00	Schedule of Rates

<b>AGENDA ITEM:</b>	13.1.2
<b>REPORT TITLE:</b>	Lifestyle and Community Quarterly Report January - March 2019
<b>REPORT NUMBER:</b>	9/0216
<b>MEETING DATE:</b>	7/05/2019
<b>AUTHOR:</b>	Executive Assistant to Acting Director Lifestyle and Community, Tree Malyan
<b>APPROVER:</b>	Acting Director Lifestyle and Community, Amelia Vellar

## COMMUNITY PLAN

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

## PURPOSE

This report summarises the key activities undertaken by the Department of Lifestyle and Community in the quarter January – March 2019.

## KEY MESSAGES

- Lifestyle and Community provide a summary of its activities for the previous quarter.
- New Radio Frequency Identification Device (RFID) installed in the Library.
- Successful funding received from Northern Territory Government and Australian Sports Commission.
- New look 45 week ACTIVATE 2019 program commenced.
- Inaugural International Women's Week Events held in Palmerston.
- Double Citizenship Ceremony held in the Recreation Centre.

## RECOMMENDATION

THAT Report Number 9/0216 entitled Lifestyle and Community Report January – March 2019 be received and noted.

## BACKGROUND

Lifestyle and Community provides a quarterly report to Council on key activities undertaken during the past quarter.

## DISCUSSION

The activities report for the January to March quarterly report is, provided as **Attachment A**.

Highlights include:

- **UPTOP Music Project** - Council received \$50,000 from the Northern Territory Government's Palmerston Youth Activities Grant. Skinny Fish Music have been engaged to facilitate a hip-hop music project, held in the Palmerston Shopping Centre, aimed at enthusiastic and at risk young people.

- **Radio Frequency Identification (RFID)** – RFID was installed in the Palmerston Library, offering a modernised library service, increased staff efficiency and value, improved patron experience, and better item circulation.
- **International Women's Week** - City of Palmerston has collaborated with local businesses, organisations, community groups, and elected members for the first time this year, to coordinate a series of events held in Palmerston to celebrate International Women's Week.
- **Citizenship Ceremonies** - Two Citizenship Ceremonies were held at the Recreation Centre. One hundred and thirty-four new Australians affirmed their commitment to Australia, with certificates presented by the Mayor, Athina Pascoe-Bell. This was the largest Citizenship Ceremony ever held in Palmerston.

## CONSULTATION PROCESS

The following City of Palmerston staff were consulted in preparing this report.

- Manager Library
- Manager Community Services
- Community Development Officer Health and Wellbeing
- Community Development Officer Children and Families
- Community Development Officer Youth Sport and Recreation
- Community Development Officer Art and Culture
- Events Coordinator

## POLICY IMPLICATIONS

There are no policy implications for this report.

## BUDGET AND RESOURCE IMPLICATIONS

There are no budget or resource implications relating to this report.

## RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There are no risk, legal and legislative implications relating to this report.

## ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

## COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

## ATTACHMENTS

**Attachment A:** Lifestyle and Community Quarterly Report January – March 2019

## **1. Family and Community**

**Palmerston is a safe and family friendly community where everyone belongs.**

### UPTOP Music Project - January to July 2019

City of Palmerston was successful in receiving \$50,000 from the Northern Territory Government's Palmerston Youth Activities Grant. The funds will be used to coordinate a hip-hop music projection project. The project is aimed at enthusiastic and at-risk young people.

City of Palmerston has engaged Skinnyfish Music to deliver the technical facilitation of the project. The name 'Uptop' comes from the long-time local nickname for the Palmerston Shopping Centre. The Centre have kindly offered an empty shop front without charge for the duration of the project.

The first six week block consisted of two afternoons per week, three hours each. One afternoon working in partnership with NAAJA (the Northern Australian Aboriginal Justice Association) and Saltbush. NAAJA and Saltbush youth workers provided transport and food for the participating young people.

Fridays were open to any young people between ten and seventeen who are interested in music. Numbers varied between two and ten for the first few weeks. It has proved difficult to maintain the attention of this demographic.

Following review and assessment of the project, we are offering a four day holiday intensive workshop in April. The workshop will build on the work already started with the young people and get them excited for two more six week blocks.

One exciting element of the project was the development and production of a song by a local teenager. Skinnyfish Music have expressed an interest to license the song in order to share more broadly. Any profits from the song will be returned to the young person involved.

### Neighbour Day - 31 March 2019

Neighbour Day is Australia's annual celebration of community. Neighbour Day encourages people to connect with those who live around them. Promoting safe, healthy and well-connected neighborhoods.

In 2019, Neighbour Day fell on Sunday 31 March. The City of Palmerston promoted the national campaign via:

- social media
- website and
- through posters placed around the community

Promotions encouraged community members to come together and host their own Neighbour Day event. The City of Palmerston created a short, thirty second video, containing five ways for people to be more connected with those that live around them. The video received two hundred and forty-four views on our Facebook page.



Activate – January to March 2019

A small change was made to the program format this year. The number of blocks were reduced from five to three. The number of weeks within each block has increased from nine to fifteen. Creating longer blocks, increases the potential to turn that activity into a habit.

Over nine hundred people participated in the first '45 week' year of Activate in 2019. There was an overwhelmingly positive response to the extended version of the program. We received some very positive feedback from this year's survey:

- 45% of participants were new to Activate in 2019
- an overwhelming 94% expressed that they enjoyed the extended version

This is really pleasing as it means it keeps attracting new people.

Some feedback included:

- 'I'd like to thank everyone involved, it's absolutely marvellous to have access to such a program and for free. Well done for thinking outside the square'.
- 'I now exercise two days a week and feel much better'.
- 'Have lost 3.5 kgs attending the last block of Activate'.
- 'Has improved my quality of life and relationships at home'.
- 'It was great to feel supported by Council'.
- 'I quit smoking for a month and a half now. Activate classes have been a place to go for alternative activity and lifestyle, including the social side of life.'

The first block of Activate in 2019 has been a busy one. Half way through block 1, we reached 1000 registrations. This is more than the total participants in 2018.



Activate members participating in a HIIT class

Activate - Nutrition Sessions - 23 February 2019



Louise Ellen Nutrition and Everlasting Health held a supermarket tour at IGA Zuccoli. The fully booked tour helped attendees learn how to read food labels in order to make healthy choices. This was followed by a cooking demonstration with a tasting session enjoyed by all.

Activate Cooking demonstration – IGA Zuccoli

Activate KIDS School Holiday program -17 December to 25 January 2019

The Activate KIDS School Holiday Program from three to sixteen year old, was held during the Christmas School Holidays. One activity was held each day with nine suppliers offering different activities. Most activities were broken up into smaller age groups to ensure they were age appropriate.

Almost five hundred children registered for the program. Attendance at each session ranged between two and thirty-five. The highest attendance was achieved between Zumba, Peewees basketball skills and Circus Skills.

At the completion of the program, an evaluation was carried out which will help inform the direction of Activate KIDS in the future. Thirty-nine parents completed the survey and one lucky participant (pictured) received a \$100 Event Cinema voucher.

Overall, we received very positive feedback on the program. Children between the ages of five and seven were most represented. Most participated in two to three sessions throughout the three week period.



Prize Winner Renee Robinson

QUARTERLY REPORT/January to March 2019

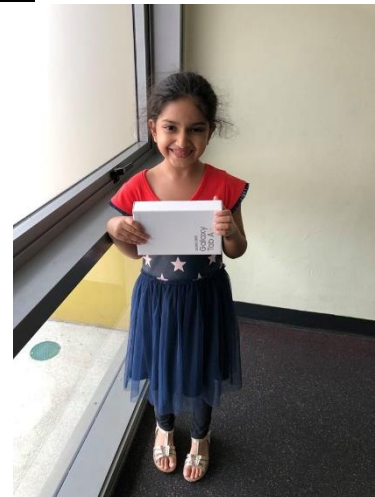
'TEAM FUN' at the Palmerston Library – 8 to 24 January 2019



The City of Palmerston Library engaged Team Fun to run activities for the January School Holiday Program. Three hundred and eighty attendees participated in activities including; interactive storytelling, magic shows, crafts, a disco party and more! The Team Fun facilitators were fantastic, and everyone had a great time.

Summer Reading Club – December - January 2019

The Summer Reading Club, is a national reading program aimed at keeping children engaged in reading over the long six week school holiday. A prize was awarded to one avid reader, Anabia Ali, who was thrilled to be chosen as the winner.



Anabia Ali

Author Visit – Sean Guy - 26 January 2019



Local Author Sean Guy debuted his new book 'Malediction: The Cursed Play' at the City of Palmerston Library.

Sean enthralled the audience by talking about his book and gave away freebies at the event.



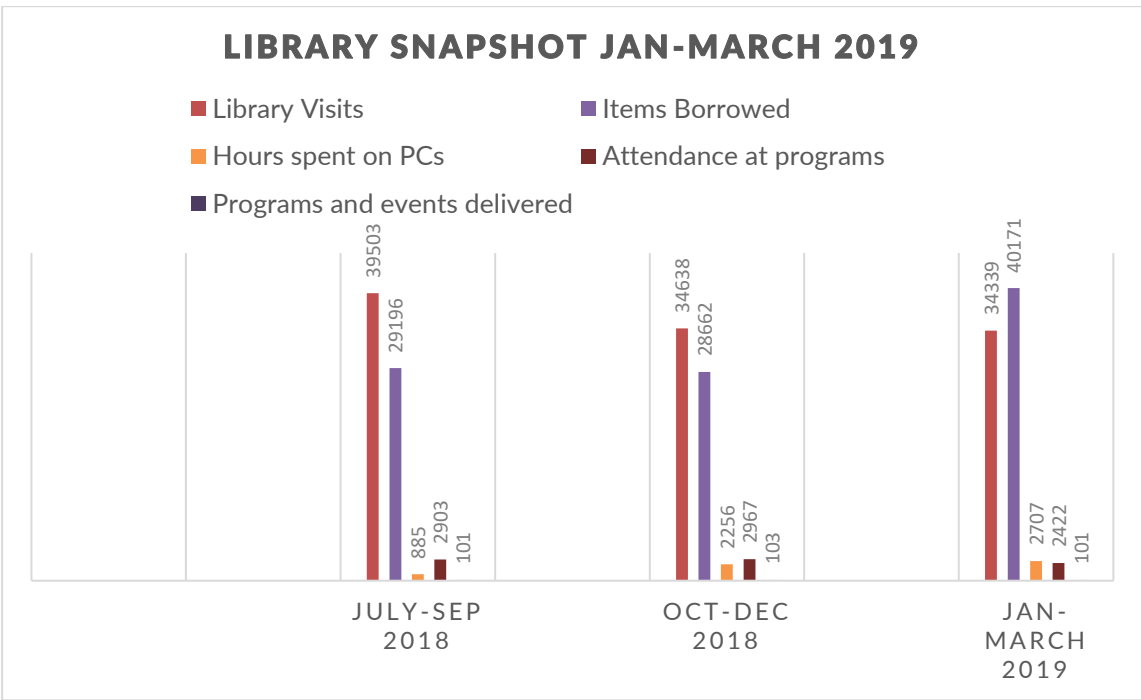
### Library Lovers' Day - 14 February 2019



The Australian Library and Information Association Library Lovers' Day is a national celebration of libraries. It is celebrated annually on Valentine's Day, 14 February, and the theme for this year was 'Library Love Stories'. Palmerston Library celebrated by encouraging patrons to go on a 'Blind Date with a Book' and to enter the flash fiction competition with their library love stories.

### Library Snapshot – January-March 2019

- 34,339 people visited the library
- 40,171 library items were borrowed
- 2,707 hours were spent on public PCs
- 2,422 people attended library programs
- 101 programs and events were delivered



# LIFESTYLE AND COMMUNITY

## QUARTERLY REPORT/January to March 2019

Programs/Services	Number	Attendances				
		Pre School	School	Youth	Adults	Totals
Holiday	9	42	210		130	382
Life Long learning	32	19	177	36		232
Story Time Sessions	23	538	16		468	1022
Nursery Time	11	266	6		283	555
Youth	12		1	134	1	136
Digital Literacy Training	8				42	42
Home Service	4				23	23
Author Talks	1	1		1	13	15
Orientations	1				15	15
<b>Totals</b>	<b>101</b>	<b>866</b>	<b>410</b>	<b>171</b>	<b>975</b>	<b>2422</b>

### Pancake Day – 5 March 2019

To celebrate International Women's Week and Pancake Day, Foodbank NT, Gateway and City of Palmerston worked together to provide a free pancake breakfast.

The breakfast was held in Goyder Square with male staff from Gateway and City of Palmerston cooking the pancakes for all to enjoy. Foodbank NT supplied the pancakes and Gateway donated the toppings. Across the morning over 200 pancakes were cooked and donations made to Foodbank NT.



Attendees enjoying Pancake Day breakfast

Welcome to the Top End Expo 2019 – 9 February 2019

The Welcome to the Top End Expo organised by Defence Community Organisation (DCO) and held at the Darwin Convention Centre on Saturday 9 February 2019. The Expo is targeted at Australian Defence Force (ADF) members and families that have recently moved to the Top End. City of Palmerston Community Development and Ranger Services Team held a joint booth, promoting events and services that Council has to offer.

Youth Drop-In Sports

Youth Drop-In Sports (YDIS) is a daily youth sports program held at Palmerston Recreation Centre. The program aims to provide sport and active recreation, in a positive, fun and safe environment for young people of all backgrounds to participate in, at no cost.

This program is a joint initiative between City of Palmerston, Northern Territory Government and Palmerston and Regional Basketball Association (PaRBA).

The partnership delivers an after-school sports program between 3pm and 5pm, Monday to Thursday and 6pm to 8pm Fridays, including school holidays.

Number of Attendees Per Month – January to March 2019

January	February	March	<b>Total</b>
2320	1570	2003	<b>5983</b>

### 3. Cultural Diversity

**In Palmerston we celebrate our cultures in a way that values our diversity.**

International Women's Week in Palmerston – 4 to 7 March 2019

A series of fantastic events were held in the week leading up to 2019 International Women's Day. This is the first time City of Palmerston has been involved in coordinating a series of events locally. The collaborations between businesses, organisations, community groups, elected members and council staff were something to be proud of.

These partnerships developed over time, following relationships formed at the Women's Morning Tea with the Mayor series. Interested women met regularly, and with a long lead time, developed and shared the coordination of these initiatives.

Partners included:

- STEPS Education and Training Palmerston
- Larrakia Nation
- The Baha'i Community
- Mulligas and Cudjeries
- City of Palmerston Library
- Gateway Shopping Centre

- Quest Palmerston
- Grassroots Action Group Palmerston
- Food Bank and
- Suzie Whitfield Training and Coaching

The events held were:

Monday 4 March	Women's Art Exhibition Launch and Morning Tea
Tuesday 5 March	Women's Pancake Breakfast
	Conversation – Gender, Equity and the Family
	Introduction to Women's Self Defense
Wednesday 6 March	Seminar – Self-development coaching
Thursday 7 March	Yarn Up! – Yarning Circles and BBQ
Saturday 9 March	International Women's Day March–CoP Equal Partner Sponsorship

#### Palmerston in HARMONY- 23 March 2019

For the last few years, City of Palmerston have celebrated Harmony Day with a Football and Family Festival. In 2018 the event was cancelled several days out due to the fallout of Cyclone Marcus.

Early this year, a 'Harmony Day Collective' was formed in order to seek community direction for the day. A Community 'bring a plate' Dinner to seek ideas from the community was held and the idea emerged to hold a day of celebration; where the community would learn and either sing or dance to a song followed by a multicultural dinner.

City of Palmerston contracted a choreographer, a choirmaster and a videographer to teach and film the song and dance by members of the community who took part.

Twenty-four hours prior to the event, the location was changed from Goyder Square to the Palmerston Recreation Centre, due to the pseudo-cyclonic rains. Fortunately, between one hundred and fifty to two hundred people still attended on the day, and enjoyed a dry and friendly afternoon inside the Recreation Centre.

An incredible feast was provided by a range of multicultural groups, including:

- China Australia Friendship Society
- Vietnamese Society
- Thai Association
- Islamic Community
- Satay House (Gateway Shopping Centre) and
- Meow Waffles

## QUARTERLY REPORT/January to March 2019

### Australia Day Awards Presentation - 22 January 2019

Australia Day Local Government Awards Official Reception was held in Council Chambers hosted by the Mayor, Athina Pascoe-Bell. All nominees were acknowledged for their contribution to the multiplicity of Palmerston. The winners for the three categories were announced:

- Peta Preo, Citizen of the Year
- Denique Stewart, Young Citizen of the Year and
- Come Walk with Me NT, Community Event of the Year

The winners collected their certificate and pin at the Australia Day Flag Raising, Citizenship and Awards Ceremony on Saturday 26 January 2019.

### Australia Day 2019 - 26 January 2019

Australia Day Flag Raising, Citizenship and Awards Ceremony was held at the Palmerston Recreation Centre. This special event attracted approximately two hundred guests and the Ceremony included:

- Welcome to Country by Jeanneen McLennan
- Australian Defence Force traditional raising of the Australian Flag
- Australian National Anthem sung by Helen Wallace
- Two dances celebrations by NT Dance Company and
- Crocodile Country band entertained guests during the ceremony

Forty-two new Australians affirmed their commitment to Australia and received their citizenship certificates. The Australia Day Ambassador for City of Palmerston, Rachel Fosdick gave a moving speech based on her life experiences and voluntary work in the Palmerston community.

Seven Student Citizen Awards were presented by the Hon. Michael Gunner, Chief Minister of the Northern Territory and Mr Bob Shewring, Vice Chair of the Australia Day Council. Students from Driver Primary School, Sattler Christian College, Palmerston Christian School, Woodroffe Primary School and Rosebery Primary School were presented with Student Citizen Awards.

Palmerston Citizen, Young Citizen of the Year and Event of the Year Awards were presented by the Mayor Athina Pascoe-Bell and 2018 Citizen of the Year, Serena Dalton.

### Citizenship Ceremonies - 16 March 2019

Two Citizenship Ceremonies were held at the Recreation Centre on Saturday 16 March at 10.00 am and 2.00 pm. One hundred and thirty-four new Australians affirmed their commitment to Australia receiving their citizenship certificates. The conferees came from India, United Kingdom, Philippines, Wales, Republic of Ireland, Zimbabwe, New Zealand, Vietnam, Nigeria, Iran, Papua New Guinea, Congo, Greece, Kazakhstan, Nepal, Germany, Thailand, Afghanistan, Czechia, Slovakia, Pakistan, Brazil, Sudan, Bangladesh, China and Indonesia

2019 Young Citizen of the Year, Denique Stewart, 2019 Community of the Year – Come Walk with Me, Vanessa Lowe and Australia Day Ambassador, Rachael Fosdick, assisted during the ceremonies presenting the conferees certificates to the Mayor and handing out gift bags to the conferees.



#### **4. A Future Focus**

Palmerston is an innovative city that sustains itself through the challenges of the future.

##### Think U Know 21 February 2019

The City of Palmerston hosted a free *Think U Know* session at the Palmerston Library. The session was aimed at parents, carers and teachers. The session provided information about what technologies young people use, the challenges they may face, and importantly, how they can be overcome.

The session was hosted by two school-based constables with seventeen registered for the session. Several attendees provided feedback the following day via email stating:

- "I really appreciated the opportunity to attend last night. I got a lot out of it"
- "Thought I knew! Thanks for organising that event yesterday"
- "I really enjoyed it"

##### Radio Frequency Identification at the Palmerston Library

The Radio Frequency Identification (RFID) project at the City of Palmerston Library was completed on 29 January 2019 and is now up and running.

- RFID, or Radio Frequency Identification is technology commonly used in around 85% of public libraries across Australia, and around the world
- RFID security tags and sensors communicate with the integrated library management, ensuring the security and accurate tracking of library stock
- RFID readers can check the entire collection within minutes with near 100 percent detection rates, making stock take processes more efficient and simpler, with no need for library closures
- RFID self-loan stations allow ease of access for patrons and lower wait times for checkout, as well as freeing up staff time to focus on assisting patrons with other needs, such as IT issues, research and programs and events.

Overall this leads to:

- Modernised library service
- Increased staff efficiency and value
- Improved patron experience
- Better item circulation
- RFID self-loan stations can be translated into 20 different languages, including Greek, Mandarin, Japanese, French and even 'Pirate' language for kids (and big kids alike)!

Along with new equipment such as self-loan stations and smart gates, the library also removed the large existing circulation desk and moved the main service point to in front of the café area.



Mayor Athina Pascoe-Bell and Library staff member Paige Setter with the new RFID

#### Department of Human Services Information Sessions at the Palmerston Library

The City of Palmerston Library hosted four free Department of Human Services (DHS) information sessions for the public throughout January. Topics included Child Support, Debt Prevention, Financial Information and MyGov.

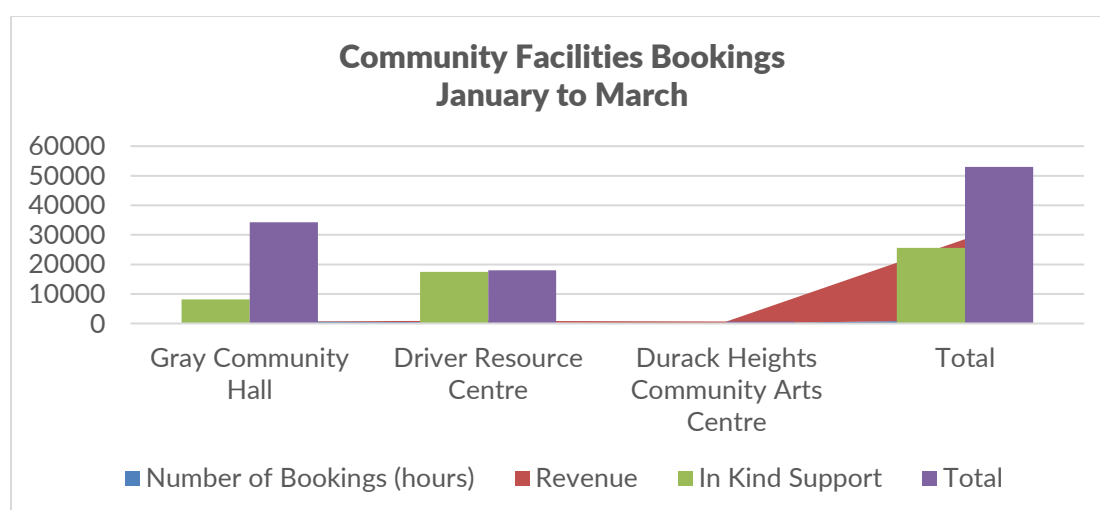
#### Multipurpose Community Facilities

- Gray Community Hall continues to support the community with several long-term bookings and one-off celebratory bookings. Recent issues with air conditioning have been resolved and improved and LED lighting has been installed to illuminate the carpark.
- Driver Family Resource Centre has long-term bookings across six days, and a growing base of one-off users. This facility is well suited for groups of children.
- Joy Anderson Centre has been leased by Council from Territory Housing for many years. Joy Anderson Centre has been provided by Council to Dementia Australia NT Division to run programmes for adults with dementia in a home-like, safe environment. Dementia Australia have notified Council of their intention to vacate the facility. Council has investigated options for use of this facility and recently resolved to return the facility to the NT Government.
- Durack Heights Community Arts Centre provides a practical work space for performing and visual artists. A range of features, both fixed and mobile, support practitioners to encourage cultural growth, social interaction, creativity and participation in the arts. Users include practicing and emerging artists, community groups and individuals.

QUARTERLY REPORT/January to March 2019

Gray, Driver and Durack – January to March

	Gray Community Hall	Driver Resource Centre	Durack Heights Community Arts Centre	Total
Number of Bookings (hours)	826	302	13	1141
Revenue	\$ 26,110.00	\$ 600.00	\$680.00	\$27,390.00
In Kind Support	\$ 8,130.00	\$17,420.00	NIL	\$25,550.00
Total	\$34,240.00	\$18,020.00	\$680.00	\$52,940.00

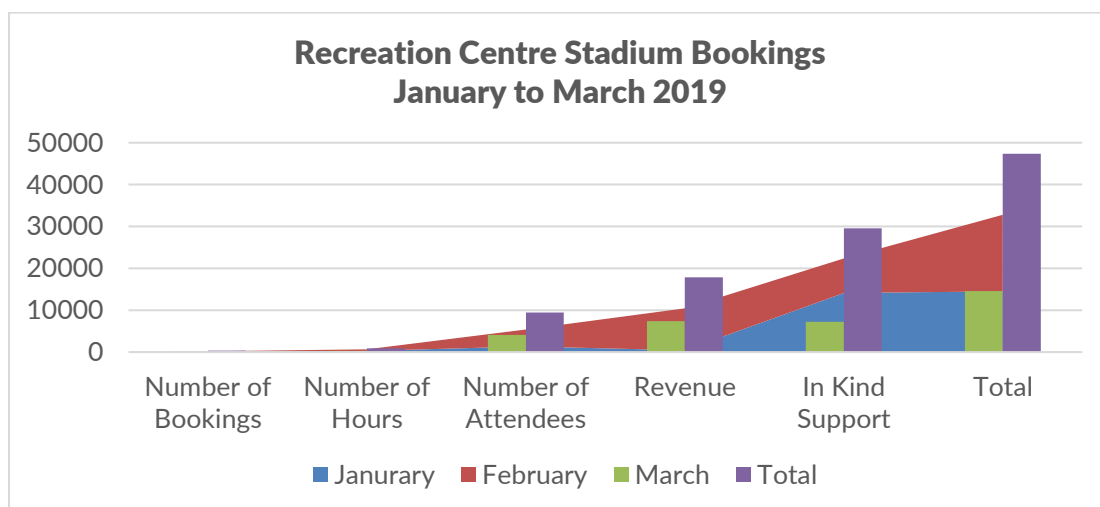


- Recreation Centre facilities are continually used for meetings, activities, events and private bookings.
  - City of Palmerston received funding from the Australian Sports Commission to assist with Centre Improvements. The Foyer and Stadium were painted, and work will begin in April to refurbish the Stadium Floor.
  - The recently installed LED lighting and a fresh coat of paint has brightened up the Centre, with users commenting on the big difference it has made.
  - The installation of solar panels on the roof of the Recreation Centre begins in March and due to be completed in April.

Recreation Centre – January to March

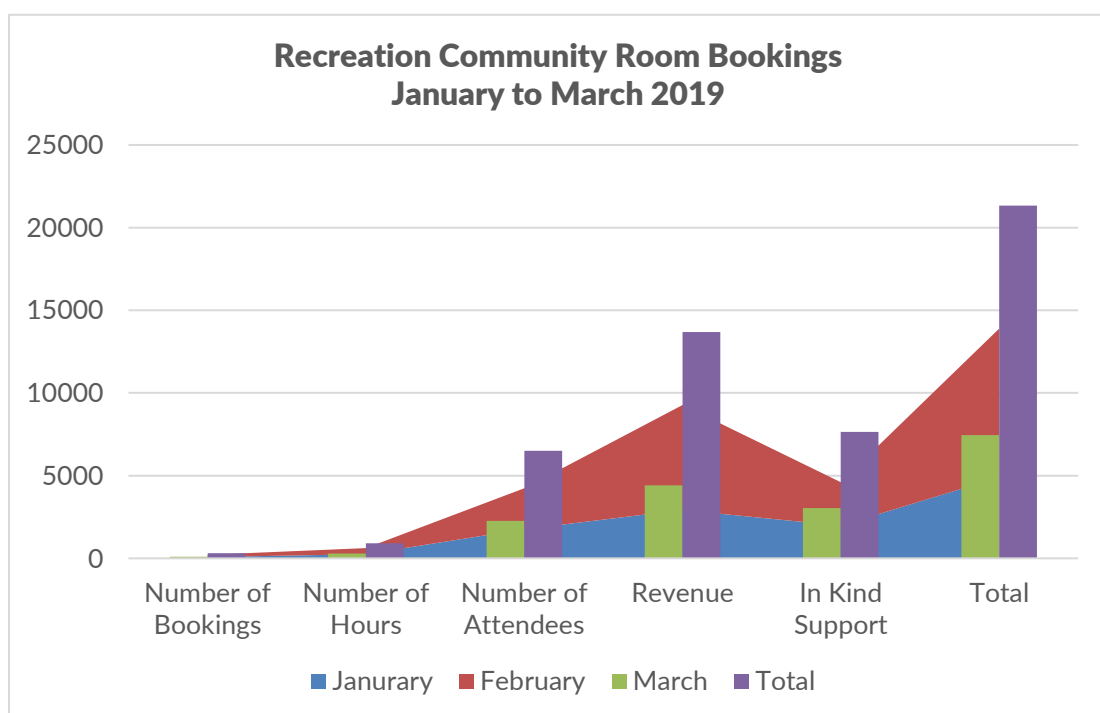
Stadium

Month	January	February	March	Total
Number of Bookings	51	177	131	359
Number of Hours	304.5	343.5	267	915
Number of Attendees	1356	4008	4083	9447
Revenue	\$ 420.00	\$10,040.00	\$ 7,377.50	\$17,837.50
In Kind Support	\$14,092.50	\$ 8,237.50	\$ 7,227.50	\$29,557.50
Total	\$14,512.50	\$18,277.50	\$14,605.00	\$47,395.00



#### Community Rooms

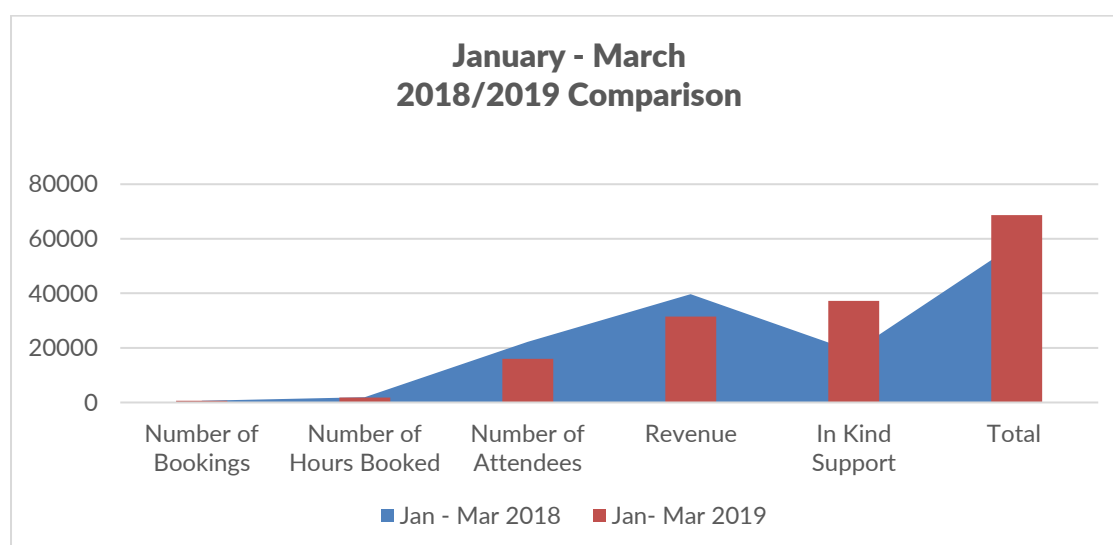
Month	January	February	March	Total
Number of Bookings	77	137	104	318
Number of Hours	259.5	361	297.5	918
Number of Attendees	1761	2482	2268	6511
Revenue	\$2,925.00	\$6,355.00	\$4,415.00	\$13,695.00
In Kind Support	\$1,980.00	\$2,630.00	\$3,035.00	\$7,645.00
Total	\$4,905.00	\$8,985.00	\$7,450.00	\$21,340.00



QUARTERLY REPORT/January to March 2019

A comparison of total Recreation Centre bookings, hours booked and attendees from the same time last.

	Jan-Mar 2018	Jan-Mar 2019
Number of Bookings	635	677
Number of Hours Booked	1878	1833
Number of Attendees	22276	15958
Revenue	\$39,685.00	\$31,532.50
In Kind Support	\$18,725.00	\$37,202.50
Total	\$58,410.00	\$68,735.00



### In-Kind Support

The City of Palmerston offers in-kind support to users of its Community Facilities.

#### Driver Resource Centre

Driver Resource Centre's lead tenant Red Cross receives in-kind support to off set the weekly hire cost as well as the other four user groups; Playgroup NT, Save the Children, Tumbledown Tots and Palmerston Seventh Day Adventist Church.

#### Gray Community Hall

Each month, in-kind support is provided to eight groups conducting activities at Gray Community Hall. These include Busy Bees Bingo, Seniors Dancing, Mulligas and Cudjeries Social Group, Palmerston 50+ Club, Palmerston Line Dancers, Light and Life in Jesus Church, Simply Craft and NuLine Dance

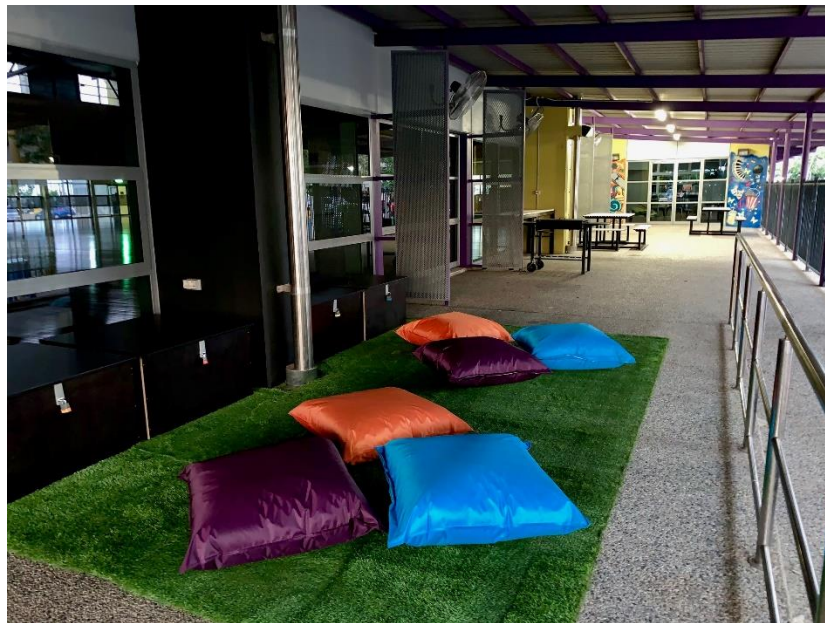
#### Recreation Centre

The main recipient of in-kind support at the Recreation Centre, is the partnership between PaRBA, City of Palmerston and Department of Chief Minister to deliver the Youth Drop in Sports program. Seniors Croquet, Church of Christ, Northern Light Pentecostal and Community Meetings such as; Grow Well Live Well, Youth Local Action Group, Palmerston Safe Communities, NTG School Holiday Coordination meetings, Seniors Advisory Committee, Palmerston Kids Network Meetings, Local Drug Action Team, Palmerston Rural Seniors, also receive in-kind support, through free or reduced room hire.

### Recreation Centre Outdoor Verandah Space

A community space has been created on the outdoor verandah at the Recreation Centre. The space includes:

- new seating and tables
- new cooking space with work bench
- grassy seating area with large cushion
- wooden seating boxes and
- fresh artwork



Recreation Centre Outdoor Verandah Space

The long term aim of the space is to provide community organisations an additional social area where programs can take place. PaRBA Youth Drop in Sports will access the space for afternoon tea and run activities alongside the sports program they provide to the young people of Palmerston.

### Palmerston Youth Festival – 13 to 20 July 2019

Significant time during the past quarter has been spent on the planning and coordination of the inaugural Palmerston Youth Festival. The Palmerston Youth Festival is scheduled for 13 to 20 July 2019. The funding agreement between the City of Palmerston and the Northern Territory Government has been finalised.

The Festival program will include nine events over eight days, including three major events. Planning for the major events is well underway and includes:

- Saturday 13 July 2019      Geekfest Top End, a celebration of everything geek culture
- Thursday 18 July 2019      Rookie Cooks Finale, a youth cooking competition with special guest Hayden Quinn and

- Saturday 20 July 2019      The Palmy Street Party, an urban party celebrating everything street; street dance, street art, hip hop music and street food

The Festival program will also include five more boutique style events as follows:

- Sunday 14 July 2019      The Stones, a popular teenage play held in Palmerston Skate Park
- Monday 15 July 2019      Anime-a-thon, an Anime movie Marathon at event cinemas
- Tuesday 16 July 2019      No Lights, No Lycra, a disco with a difference
- Wednesday 17 July 2019      Comedy Gold, youth comedy night and
- Friday 19 July 2019      Suburb of Origin, 3 on 3 Basketball finale

A major part of the festival are the competitions. We will be running seven major competitions with major prizes on offer including:

- Cosplay competition
- E Games tournament
- Rookie Cooks
- Song Writing competition
- Break the Floor, Dance competition
- Rush, photography competition.

The Festival program launch is planned for May, At that time all details on all events and competitions will be available to the community on our website.

## **5. Environmental Sustainability**

**Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability.**

### Moulden Community Garden - 27 March 2019

The Moulden Community Garden is an Edible Pocket Garden, which received grant funding from the Stronger Communities Program to install water access to the garden site. This water access will benefit the site and ensure it is a much more useable space into the future. Another Community Garden meeting was held on 27 March at Palmerston Recreation Centre. This meeting was a final call out to gauge interest in establishing a community garden in Moulden.

Promotions of the meeting included:

- a mail box drop throughout Moulden
- signs erected throughout the garden space
- poster and DL promotions and
- event sharing across our Facebook pages

Unfortunately, only one member of the community attended the meeting.



### Parks Week - 9 to 17 March 2019

Every March, Parks Week highlights the vital role parks play in creating liveable cities, thriving communities and promoting community wellbeing.



This year, Council celebrated Parks Week by adorning a tree with colourful ribbons filled with wishes, hopes or a friendly tip from community members.

The tree was located outside of the Palmerston Recreation Centre and was displayed for the duration of Parks Week. Over 100 ribbons were completed by students from Palmerston College, Asthma NT and Kentish Lifelong Learning and other community members. Information was also provided on the City of

Palmerston website about the benefits of using local parks and open spaces and the special features of many of our local parks.

### Polite Pets Month

March is a month dedicated to celebrating and promoting responsible pet ownership. Palmerston has around six thousand registered dogs, and all are required to be good canine citizens. Good dogs are a direct result of good dog ownership, and the foundation of this is to be aware of responsibilities regarding their care and wellbeing; requirements such as registration, containment and identification; as well as training.

To assist dog owners with this awareness we used two promotion tools throughout the month:

- The Companion Animal Management Plan (CAMP) infographics were used to make a second short infographic video sharing a range of important snippets of advice for dog owners
- The infographic video was shared on Council's Facebook page and for hourly viewing on Goyder Square TV throughout March

## **6. Governance**

**Council is trusted by the community and invests in things that the public value.**

### Palmerston Safe Communities Committee

Palmerston Safe Communities Committee (PSCC) works in partnership with Council and the NT Government, businesses and the community to reduce and prevent injuries, accidents and crime. The PSCC is committed to promoting the safety and wellbeing of Palmerston residents and visitors. Meetings are held bi-monthly with membership of over sixty people.

One PSCC meeting was held during this quarter, on Thursday 7 February 2019 at the



## QUARTERLY REPORT/January to March 2019

Palmerston Recreation Centre. The February meeting was attended by twenty-one members. The meeting included a presentation from the Executive Director – Top End Region, Department of Chief Minister on Northern Territory Government initiatives including; Breaking the Cycle of Crime and the Back on Track program.

### Palmerston Kids Network

Palmerston Kids Network (PKN) is a committed network of workers representing organisations who provide services and programs to children up to twelve years old and their families living in Palmerston. Meetings are held bi-monthly with a membership of over one hundred Community Services providers and attendees to the meeting. One PKN meeting was held during the quarter, on Thursday 12 February and was attended by twenty-four people. The meeting included attendees from Australian Breastfeeding Association, Defence Community Organisation, Kentish Family Day Care, Top End Health Service and Red Cross.

### Systems Inquiry into Childhood Obesity in Palmerston

Almost one in four children in the Territory have become overweight or obese. In Palmerston, this means some children are underweight, overweight or obese. Being above or below a healthy weight can cause trouble focusing and doing well in school, and lead to more serious health issues.

In collaboration with Department of Health and many other organisations in Palmerston, this new group has been formed. City of Palmerston's Health and Wellbeing Officer is a member of the group that will work on supporting and influencing the community to lead action in this area. We are working together to ensure that Palmerston kids are able to live their best lives.

### Palmerston and Rural Youth Services Network

Palmerston and Rural Youth Services Network (PARYS) is a committed network of workers representing organisations who provide services and programs to Youth twelve to twenty-five years old living in Palmerston. Meetings are held bi-monthly with a membership of over three hundred and seventy Community Services providers and attendees to the meeting. Two PARYS meetings were held during the quarter, the first, Tuesday 5 February and the second, Tuesday 26 March. The February meeting was attended by twenty-nine people and the March meeting was attended by forty. The February meeting welcomed members back and gave opportunity to introduce the new Community Development Officer for Youth, Sports and Recreation. The March meeting highlighted upcoming National Youth Week and School Holiday Activities and Programs.

<b>AGENDA ITEM:</b>	13.1.3
<b>REPORT TITLE:</b>	Palmerston Safe Communities Committee Meeting Minutes 4 April 2019
<b>REPORT NUMBER:</b>	9/0217
<b>MEETING DATE:</b>	7/05/2019
<b>AUTHOR:</b>	Community Development Officer, Liz Middleton
<b>APPROVER:</b>	Acting Director, Lifestyle and Community, Amelia Vellar

## COMMUNITY PLAN

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

## PURPOSE

This report presents the unconfirmed minutes from the Palmerston Safe Communities Committee (PSCC) meeting held on Thursday 4 April 2019.

## KEY MESSAGES

- PSCC members provide program updates, advice and feedback in relation to safety issues that affect Palmerston residents and businesses.
- Palmerston Safe Communities Committee meeting was held on 4 April 2019 and minutes are presented.
- The Palmerston Safe Communities Committee received a presentation from Larrakia Nation, Night Patrol.

## RECOMMENDATION

THAT Report Number 9/0217 entitled Palmerston Safe Communities Committee Meeting Minutes 4 April 2019 be received and noted.

## BACKGROUND

PSCC is convened on a bi-monthly basis. The PSCC works in partnership with Council, the Northern Territory Government, businesses and the community. The core committee objectives are to reduce and prevent injuries, accidents and crime. The committee meets at the Palmerston Recreation Centre. PSCC is comprised of representatives from over 30 organisations.

## DISCUSSION

The unconfirmed minutes of the PSCC held on Thursday 4 April 2019 are attached. **Attachment A.**

The following points of interest were discussed during the meeting by committee members:

- Council Policy AD03 Alcohol Management is open for consultation
- Current crime statistics were presented by Northern Territory Police.
- Jesuit Social Services are conducting Youth Justice Group Conferences.

- Youth Action Plan is complete, pending approval from Territory Families.
- Northern Territory Council of Social Services (NTCOSS) is seeking feedback for their Social Services Directory.
- Young Womens Christian Association (YWCA) is seeking referrals for individuals experiencing Domestic Violence.

## **CONSULTATION PROCESS**

There was no consultation required during the preparation of this report.

## **POLICY IMPLICATIONS**

There are no policy implications for this report.

## **BUDGET AND RESOURCE IMPLICATIONS**

There are no budget or resource implications relating to this report.

## **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

There is no risk, legal and legislative implications relating to this report.

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this report.

## **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

## **ATTACHMENTS**

**Attachment A:** Palmerston Safe Communities Committee Meeting Minutes 4 April 2019

# PALMERSTON SAFE COMMUNITIES COMMITTEE MINUTES

## CITY OF PALMERSTON

**Minutes of Palmerston Safe Communities Committee Meeting**  
**held in Community Room 1,**  
**Palmerston Recreation Centre, 11 The Boulevard**  
**on Thursday 4 April 2019 at 01:30 pm**

### COMMITTEE MEMBERS

Mayor Athina Pascoe-Bell (Chair)  
 Kathy Bannister, Red Cross  
 Rachael Hart, YWCA  
 Michael Maclean, NT Police CCTV  
 David Boustead, Department of Chief Minister  
 Lorraine Paddick, Catholic Care NT  
 Carrie Osborne, Victims of Crime NT  
 Elle Jackson, Jesuit Social Services

### GUESTS

Joseph Peterson, Larrakia Nation  
 Robert Overall, NT Police

### STAFF

Amelia Vellar, A/Director - Lifestyle & Community  
 Liz Middleton, CDO, Lifestyle & Community (Minutes)

## 1 OPENING OF MEETING

The Chair declared the meeting open at 1:40 pm.

## 2 APOLOGIES AND LEAVE OF ABSENCE

Alderman Damian Hale	City of Palmerston
Alderman Lucy Buhr	City of Palmerston
Jan Peters	City of Palmerston
Amanda Stevenson	City of Palmerston
Aimee Tagell	Department of Infrastructure, Planning & Logistics
Ian George	Department of Infrastructure, Planning & Logistics
Davina Pickwick	Department of Human Services
Kirby Bolton	Member for Drysdale (Representative)
Olga Dalrymple	Member for Brennan (Representative)
Angie Walker	Member for Spillett (Representative)
Erin Plumb	Melaleuca Refugee Centre
Amanda Foord	Fire, Rescue & Emergency Services
Andrew Pike	NT Government
David Kurnoth	Larrakia Nation

Initials: \_\_\_\_\_

# PALMERSTON SAFE COMMUNITIES COMMITTEE MINUTES

Alison Warwick

Department of Local Government, Housing &  
Community Development

Gemma Bellenger

NT Police, Fire and Emergency Services

Tony Deutrom

NT Police

Nathan Finn

NT Police

Sandra Schmidt

Department of Chief Minister

Serena Dalton

Grassroots Action Palmerston

## 3 CONFIRMATION OF MINUTES

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### 3.1 Confirmation of Minutes

Moved: Michael MacLean

Seconded: Kathy Bannister

THAT the minutes of the Palmerston Safe Communities Committee meeting held on Thursday 7 February 2019, be confirmed.

Carried

## 4 PRESENTATIONS

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- 4.1 Presentation: Joseph Peterson from Larrakia Nation provided details about the Larrakia Nation Night Patrol Service.

## 5 BUSINESS ARISING FROM PREVIOUS MEETINGS

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Nil.

## 6 PALMERSTON NETWORKS UPDATE

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### 6.1 Palmerston Kids Network (PKN):

The next Palmerston Kids Network meeting will be held on Thursday 11 April 2019 from 9.30am to 11.00am. The network is open to representatives from organisations working with or for children aged 0 – 12 years in Palmerston. Territory FACES will be providing a short overview of their telephone hotline that offers information about referrals to support services throughout the whole of the NT.

### 6.2 Palmerston and Rural Youth Services (PARYS):

The next PARYS meeting will be held on Tuesday 30 April. NT Youth Week runs from Monday 8 until Thursday 18 April 2019, coinciding with Term 1 school holidays. A calendar of events for Palmerston will shortly be available on the Office of Youth Affairs website and distributed through the PARYS network.

Initials: \_\_\_\_\_

# PALMERSTON SAFE COMMUNITIES COMMITTEE MINUTES

## 6.3 Palmerston Seniors Advisory Committee (PSAC):

The next PSAC meeting will be held on Monday 13 May 2019. The last meeting was held in March and included a detailed discussion about planning for the 2019 Palmerston Seniors Forum. Members were also provided the opportunity to sign up to participate in an interesting interactive training session about dementia.

## 7 NEW BUSINESS

Nil.

## 8 STAKEHOLDER UPDATES

### 8.1 YWCA

8.1.1 YWCA are currently seeking referrals for people in the community who are experiencing, or have been affected by, Domestic Violence. They currently have one safety house available and can also assist with security upgrades to existing homes.

### 8.2 Grow Well, Live Well (GWLW)

8.2.1 GWLW are seeking community members and organisational representatives to join the three Actions Groups. These groups focus on three areas including Working with Community, Strengthening Service Delivery and Empowering Parents and Families.

### 8.3 Department of Chief Minister

8.3.1 The Youth Action Plan has been finalised and is currently pending endorsement from the Chief Executive Officer of Territory Families.

### 8.4 NT Police

8.4.1 The new Palmerston Police Station is still projected to be completed by June 2019.

8.4.2 Commercial properties have continued to experience an increase in property crime, when compared to the previous year.

8.4.3 Updated crime figures were provided for the current period, when compared to the same time last year.

Offence Type	2017/18	2018/19	Variance
Offences against the Person	840	692	-17.62%
Offences against Property (Residential)	3077	2721	-11.57%

Initials: \_\_\_\_\_

# PALMERSTON SAFE COMMUNITIES COMMITTEE MINUTES

## 8.5 NT Police CCTV

- 8.5.1 The roll out of Police CCTV upgrades and new camera installations in Palmerston is nearing completion. The Police CCTV Manager plans to meet with City of Palmerston in May to discuss the project.
- 8.5.2 One of the mobile CCTV units allocated to Palmerston will be redeployed during the Arafura Games to monitor various events and activities for the duration of the games - Friday 26 April to Saturday 4 May 2019.

## 8.6 Jesuit Social Services

- 8.6.1 Jesuit Social Services team are focusing on Youth Justice Group Conferencing. The referral process was explained to the Committee, with referrals received from the Courts. Jesuit staff work with the alleged offenders to prepare a Court Report for the Judge prior to sentencing. They are currently working with people in Darwin, Katherine and Palmerston.

## 8.7 Catholic Care NT

- 8.7.1 The DAISY Program is open to referrals for young people affected by drugs and alcohol, and their families, by providing information, counselling and case management.
- 8.7.2 Catholic Care NT are currently working with other organisations through the LDAT (Local Drug Action Team) to develop and deliver a program for adults on how to speak to their children about drugs. The program will be delivered at the Palmerston College Roseberry Campus.

## 8.8 City of Palmerston, Mayor Athina Pascoe-Bell

- 8.8.1 Council is commencing works in April to upgrade existing lighting to LED lights across all suburbs. Moulden will be the first suburb to receive the upgrades.
- 8.8.2 Council is continuing to review the closure of selected laneways between 9.30pm and 6.30am. Feedback from the community regarding the treatments has been received and Council will continue to monitor.
- 8.8.3 The City of Palmerston Community Plan has been adopted by Council after a three-month community consultation process. The Community Plan provides the community, business and individuals with a sense of what they can expect from the Council over the next ten years.
- 8.8.4 Council is seeking community feedback for the draft Council Policy AD03 Alcohol Management. The policy provides staff with direction regarding the assessment of applications for the operation of licensed venues seeking a liquor licence. (In addition to guidance concerning Council's management of alcohol provision on Council premises). Submissions close 5.00pm on Friday 12 April 2019.

**ACTION:** A/Director – Lifestyle and Community to advise NT Police CCTV Manager if the lighting upgrades will permit 24-hour power to each lighting pole.

Initials: \_\_\_\_\_

# PALMERSTON SAFE COMMUNITIES COMMITTEE MINUTES

## 8.9 City of Palmerston, Community Development Officer - Safe Communities

8.9.1 The Northern Territory Council of Social Service (NTCOSS) launched their online directory in 2018 to provide a space for social and community services to list their various programs and contact details. NTCOSS is wanting to enhance or reinvent the directory and provide an opportunity to provide an opportunity for service providers to give feedback on what they would like to see included. Those wishing to take part in the forum are encouraged to email [tessa@ntcoss.org.au](mailto:tessa@ntcoss.org.au) by Wednesday 10th April 2019.

## 8.10 Victims of Crime NT (VOC NT)

8.10.1 Carrie Osborne has recently commenced work at VOC NT. She is currently working with several teachers in schools that have experienced violence from students or young people.

## 9 CORRESPONDENCE

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Nil.

## 10 NEXT MEETING

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Thursday 30 May 2019, 1:30pm – 3:00pm, Palmerston Recreation Centre, 11 The Boulevard.

## 11 CLOSURE

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The Palmerston Safe Communities Committee meeting, held in Palmerston Recreation Centre, 11 The Boulevard, Palmerston on Thursday 04 April 2019 closed at 2:30 pm

## ATTACHMENTS:

Nil.



Initials: \_\_\_\_\_



**13 OFFICER REPORTS**

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**13.2 Action Reports**

13.2.1	Review of Council Policy <i>AD04 Lease of Council Property</i>	9/0198
13.2.2	Review of Council Policy <i>TECH04 Waste Management</i>	9/0218
13.2.3	Request for Laneway Closure - Politis Court and Strawbridge Crescent	9/0219
13.2.4	Dual Naming of Geographical Features and Places in Aboriginal Language	9/0220
13.2.5	Adoption of the City Centre Parking Strategy and Implementation Plan	9/0227

<b>AGENDA ITEM:</b>	13.2.1
<b>REPORT TITLE:</b>	Review of Council Policy AD04 <i>Lease of Council Property</i>
<b>REPORT NUMBER:</b>	9/0198
<b>MEETING DATE:</b>	7/05/2019
<b>AUTHOR:</b>	Director Governance and Regulatory Services, Chris Kelly
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

Vibrant Economy: Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and grow.

## PURPOSE

This report seeks Council approval to adopt the reviewed Council Policy AD04 *Lease of Council Property* for the purposes of 21 days public consultation.

## KEY MESSAGES

- Council Policy AD04 *Lease of Council Property* was adopted in September 2017 in response to the recommendations from the NT Ombudsman following a complaint regarding a leasing process.
- This policy has been reviewed and changes have been recommended.
- These changes are consistent with the intent of the Independent Investigator's Report (2017).
- Changes have been made to provide Council with greater flexibility and to provide policy guidance to Council staff and future tenants.
- Council consulted with the NT Ombudsman, who advised they had no objections to the draft policy.
- It is recommended that the draft policy be released for 21 days public consultation.

## RECOMMENDATION

1. THAT Report Number 9/0198 entitled Review of Council Policy AD04 *Lease of Council Property* be received and noted.
2. THAT Council endorse Draft Council Policy AD04 *Lease of Council Property* at **Attachment B** to Report Number 9/0198 entitled Review of Council Policy AD04 *Lease of Council Property* for the purposes of 21 days public consultation.
3. THAT a further report with the outcomes of the public consultation be presented to an Ordinary Council Meeting by the end of June 2019.

## BACKGROUND

Council Policy AD04 *Lease of Council Property*, provided at **Attachment A**, was adopted in September 2017 in response to the recommendation from the NT Ombudsman following a complaint regarding a leasing process.

At the time it was recommended that Council develop a policy and that the policy include:

1. *"Public advertising – through a real estate agent, on the Council's website or by other suitable means.*
2. *Clear delineation of the factors to be taken into account in making a decision, ideally with some indication of the weighting of each factor.*
3. *Provision for identifying potential conflicts of interest and an alternate decision-making process if the usual decision-maker has a conflict of interest or potential conflict of interest, for example referral to the CEO or Council."*

At the 2<sup>nd</sup> Ordinary Council Meeting of 19 September 2017, Council resolved:

### 13.1.4 Leasing of Council Property

8/1305

1. *THAT Council receives Report Number 8/1305.*
2. *THAT Policy AD04 – Lease of Council Property, Attachment A to Report Number 8/1305 be adopted by Council, subject to Clause 4.1.1.1 being amended to read "... a minimum of three weeks" not a minimum of two weeks.*

**CARRIED 8/2885 – 19/09/2017**

It is good governance for policies to be reviewed during the term of a Council. Council has adopted a Policy Review Schedule. This report presents the review of Council Policy AD04 *Lease of Council Property* for consideration.

## DISCUSSION

Policies are clear, simple statements of how Council intends to conduct its services, actions or business. Policies do not need to be long or complicated and they are meant to add value to what is already required or empowered under legislation.

Council Policy AD04 *Lease of Council Property* has been reviewed in accordance with Council's adopted review schedule. Several amendments have been recommended and the amended policy is included at **Attachment B**.

The purpose of the policy has been updated to state that the policy is administering leases in a way that is accountable, consistent and transparent. It also acknowledges that Council has a role to play in supporting both commercial and community leases.

The principles of the policy have been expanded to advise the community of the basis of Council's approach to managing land. These include:

- Lessees will be required to enter into a written lease agreement with Council.
- Council is prepared to offer community and commercial leases and where commercial leases are appropriate, Council will apply commercial principles and conduct.
- All leases will be by written agreement.
- Commercial activities on community lease sites will be approved in certain circumstances.

Section 4.1 has been revised to ensure that Council direction is sought when considering a site for lease and the purpose of that lease. This will then provide clear intention, requirements and empower staff to secure a tenant and finalise the lease. If this is done under an open market process, then the lease can be awarded under delegation. If an alternative process is being considered, then that must be specifically approved either at initial assessment, or prior to finalising the lease. It will also no longer be a requirement

to use an agent to advertise a property, and Council can instead use an internally managed process, such as Expressions of Interest if it wishes.

There will be situations, particularly in the current economy, where it is in Council's best interests to retain the incumbent tenant and not risk going to open market. To give Council this flexibility, a section has been included at to give Council the option of offering an incumbent tenant a new lease without going to market. This requires a Council Decision, however, can be considered where Council is satisfied with factors such as the tenant's history, financial position and the likely prospects and costs if the site was opened to the market. Given the challenging economic climate, having the flexibility to offer incumbent commercial tenants security and not risk them leaving due to the uncertainty created by a tender process will be beneficial to Council. Reducing the risk of vacant Council tenancies may also assist Council's alternative income streams and discourage anti-social behaviour by retaining active places.

Policy guidance has also been provided endorsing the use of commercial activities on community lease sites at section 4.3. The applicant will have to demonstrate that there is not an unacceptable impact on the community and how the proceeds will be used to support and enhance the continued provision of community services. Similarly, a section has also been added about sub-leasing at section 4.4. Council recognises that over the course of a lease, the tenant may wish to sublease for alternative income or other reasons. Tenants must obtain Council's consent for sub-leasing, however they must take on the administrative responsibility and cost of managing the sub-lease. Once again, any sub-lease will have to be consistent with Council's values.

The factors to be considered when awarding a commercial lease have been reviewed, and it is recommended that local employment outcomes be broadened to local economic impact as it reflects the benefit or detriment to the broader economy of a particular land use, not merely the number of people it employs. The type of offering has also been included as Council may be looking to achieve a specific outcome to complement surrounding businesses or land use. The fixed weightings have been removed to allow Council the flexibility to apply different weightings depending on the outcome trying to be achieved. For example, if Council was looking for a strictly commercial outcome, the rental yield would be high, however if Council was activating a space, or supporting new business initiatives, rental yield may not be as high a factor. These weightings will be determined internally prior to any market exercise.

### CONSULTATION PROCESS

It is recommended that this policy be released to the community for 21 days public consultation in accordance with *COMM003 Community Consultation*.

In preparing this report, Council consulted with the following external parties:

- NT Ombudsman, who have advised that whilst they are not in a position to endorse the document, they felt it provided reasonable guidelines. They also had no objection to removing the weighting scores.
- Informal discussions were had with the Department of Local Government, Housing and Community Development who advised that they had no concerns with the proposed policy

### POLICY IMPLICATIONS

If adopted, proposed Council Policy *AD04 Lease of Council Property* will replace the current policy.

Consultation will occur in accordance with Council Policy *COMM003 Community Consultation*.

### BUDGET AND RESOURCE IMPLICATIONS

Any costs from community consultation will be accommodated within existing budget.

## **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

The additional sections of the policy provide guidance on commercial activities in community leased sites and sub-leasing. No guidance exists in the current policy, and there is a risk that if matters arise that need addressing, there is currently no policy guidance from Council.

The Department of Local Government, Housing and Community Development have clarified that there was no legislated maximum term for a lease, however Council must give careful consideration to any leases beyond three years.

There will be no impact on existing lease arrangements as they are subject to pre-existing lease agreements. As part of future leases, Council will seek legal advice and prepare a new lease template.

The draft Policy has taken into consideration findings of the City of Palmerston Investigators Report (2017).

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this report.

## **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

## **ATTACHMENTS**

**Attachment A:** Current Council Policy AD04 Lease of Council Property

**Attachment B:** Proposed Council Policy AD04 Lease of Council Property

## AD04

Name:	Lease of Council Property		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Corporate Services		
Approval Date:	19/09/2017	Next Review Date:	1/07/2019
Records Number:	365878	Decision Number:	8/2885

### 1 PURPOSE

This policy establishes the processes related to the long term leasing of Council real estate to other parties.

### 2 PRINCIPLES

City of Palmerston is committed to open and transparent processes across all Council activities. This policy ensures long term leases with third parties are established under considered, fair and transparent processes, and that Council obtains the best possible outcomes and price.

### 3 DEFINITIONS

*For the purposes of this Policy, the following definitions apply:*

Term	Definition

### 4 POLICY STATEMENT

#### 4.1 General Policy

- 4.1.1 As a general rule, Council (as custodian of public assets) would provide a long term lease on all property through an open market format to ensure due probity of process and optimal financial return (and minimal risk).
  - 4.1.1.1 Properties available for lease will be publicly advertised for a minimum of three weeks via an appropriate real estate agent, as well as via Council's website and social media.
  - 4.1.1.2 A current independent valuation of the market value shall be prepared and act as a benchmark for returns on the property.
  - 4.1.1.3 The Chief Executive Officer is delegated the authority to determine the awarding of leases.
- 4.1.2 However, one of Council's roles of participating in the marketplace via property ownership is to facilitate desired goals and objectives to ensure the growth and prosperity of the City, which if left to the private marketplace alone, may not be achievable. In such cases, an alternative process is more appropriate.
  - 4.1.2.1 Leases under the General Policy shall be carried out under delegation.
  - 4.1.2.2 Leases for which an alternative process is recommended shall be brought to Council for its approval.

## AD04

### 4.2 Alternative Process

- 4.2.1 Council may undertake an alternative process for the long term lease where in Council's opinion, an alternative lease approach will achieve greater benefits to the ratepayers than could be achieved through a public process and will entertain direct negotiations to the exclusion of a public process.
- 4.2.2 The circumstances which give rise to an alternative approach include:
- 4.2.2.1 Where the total cost of the public process will exceed the expected community benefit. For example, where the annual lease has no significant commercial value.
  - 4.2.2.2 Where there is only one identifiable lessee. For example where a site is not large enough for development or lease in its own right and is surrounded by public roads on all sides other than the adjoining owner
  - 4.2.2.3 Where Council is bound by a contractual obligation. For example, a tenant with a first right of refusal
  - 4.2.2.4 Where a long term lease is nearing the end of its term and implementing an open market process would impose either:
    - A significant and commercially undesirable reversionary cost (or risk of such cost) to Council; or
    - An unsatisfactory capital investment scenario which will impact (or is at risk of impacting) the achievement of the Goals and Objectives of Council.

the term of the extension of lease should be commensurate with a period required to satisfactorily reduce such risks or costs to Council.
  - 4.2.2.5 The sitting lessee has a special interest in the land and no other similar party can be identified (i.e. a unique community based club, education use etc).
  - 4.2.2.6 Long term lease to adjoining owners or persons with an option over adjoining land where Council's land is required as part of a larger scheme of development.
  - 4.2.2.7 Long term lease of land to the NT Government to facilitate a strategic project.
  - 4.2.2.8 Long term lease to a government or utility authority for the purpose of infrastructure provision.
  - 4.2.2.9 Where a public marketing process which has been undertaken in accordance with this Policy has failed to achieve the desired outcome.
  - 4.2.2.10 In response to a proposal which achieves specific policy goals of Council. This exclusion aims to allow Council to respond to an approach for the development of a unique project. Any such proposal must comprise a concept plan and description of the project and clear demonstration of the achievement of specific policy and strategic goals and objectives of Council.
  - 4.2.2.11 Where a sitting lessee or adjoining occupant propose a commercial arrangement which is of benefit to Council. Council may take into consideration current market conditions, future investment commitments, the pre-existing relationship with the lessee and other associated risk profiles.

### 4.3 Conflict of Interest

- 4.3.1 Where it is considered by the Chief Executive Officer that a conflict of interest may exist in the exercising of delegation under this policy, the decision will be referred to Council.



## AD04

### 4.4 Factors to be taken into account

- 4.4.1 Key factors to be taken into account, including their weightings, when making a decision on awarding a lease include:
- Rental yield 50%
  - Business experience 20%
  - Employment outcomes 10%
  - Support of Municipal Plan 10%
  - Support of and linkages with City Centre Master Plan 10%

## 5 ASSOCIATED DOCUMENTS

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## 6 REFERENCES AND RELATED LEGISLATION

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- 6.1 Section 182(1) of the Local Government Act

Name:	Lease of Council Property		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Governance and Regulatory Services		
Approval Date:	7/05/2019	Next Review Date:	2/05/2023
Records Number:		Decision Number:	[Policy Code]

## 1 PURPOSE

The purpose of this policy is to ensure that leases are awarded and administered in a way that is fair, consistent and transparent in accordance with Council's legislative obligations. Council is also committed to promoting development of Palmerston and the ongoing provision of community services.

## 2 PRINCIPLES

The following are key considerations in the administration of leasing by Council and apply in conjunction with Council's legislative obligations:

- Council land is a valuable public asset.
- All occupiers of Council land and/or facilities will, as a condition of occupancy, enter into a written legally binding lease agreement with Council.
- All leases are granted for a specific term and are subject to lease conditions.
- Leases can be granted where appropriate to enable community or commercial activities where they are not inconsistent with Council's values.
- Where Council has determined commercial leases are appropriate, Council will apply commercial principles.
- Commercial activities on community lease sites will be approved in certain circumstances.
- Whilst there is no legislative restriction on the term of a lease, Council needs to carefully consider transparency and value when committing assets for a long term period of greater than three years.
- Compliance with legislation and probity requirements are essential to all dealings on Council land. All lease administration processes must be fair, open and impartial.

## 3 DEFINITIONS

*For the purposes of this Policy, the following definitions apply:*

Term	Definition

## 4 POLICY STATEMENT

### 4.1 General Policy

4.1.1 When Council is considering the future use of a property, Council decisions will be sought on the following issues:

- whether the site will be available for sale or lease;
- whether any lease will be commercial or community purpose;
- any objectives of the leasing exercise;
- process for procuring tenants;
- length of lease agreement (including options);

- amount of rental income; and
  - any other matters where Council direction is required.
- 4.1.2 As a general rule, Council will provide a long-term lease on all property through an open market format to ensure due probity of process, optimal financial return and minimal risk. Should Council choose to follow an open market process:
  - 4.1.2.1 Properties available for lease will be publicly advertised for a minimum of three weeks.
  - 4.1.2.2 A current independent valuation of the market value shall be prepared and act as a benchmark for returns on the property.
  - 4.1.2.3 The Chief Executive Officer is delegated the authority to determine the awarding of leases.
- 4.1.3 However, one of Council's roles of participating in the marketplace via property ownership is to facilitate desired goals and objectives to ensure the growth and prosperity of the City. In such cases, an alternative process may be more appropriate.
  - 4.1.3.1 Any use of an alternative process for procuring tenants must have been considered by Council.
  - 4.1.3.2 Leases where the lease period is longer than three years shall be brought to Council for its approval.
- 4.2 **Alternative Process**
  - 4.2.1 Council may undertake an alternative process for the long-term lease where in Council's opinion, an alternative lease approach will achieve greater benefits and minimal risk to the Palmerston community than could be achieved through a public process and will entertain direct negotiations to the exclusion of a public process.
  - 4.2.2 The circumstances which give rise to an alternative approach include:
    - 4.2.2.1 Where an occupied property has reached the end of a lease and it is commercially sound to offer a lease to the incumbent tenant. Factors that must be considered include:
      - the tenant's history, including any defaults or breaches of previous lease agreements;
      - the tenant is financially secure;
      - any change of use to the property;
      - rental income on the property;
      - market prospects and likely interest in the property;
      - length of new lease;
      - valuation advice; and
      - risk to council, including from the current tenant vacating.
    - 4.2.2.2 Where the total cost of the public process will exceed the expected community benefit. For example, where the annual lease has no significant commercial value.
    - 4.2.2.3 Where there is only one identifiable lessee. For example, where a site is not large enough for development or lease in its own right and is surrounded by public roads on all sides other than the adjoining owner.
    - 4.2.2.4 Where Council is bound by a contractual obligation, for example, a tenant with a first right of refusal.
    - 4.2.2.5 Where a long-term lease is nearing the end of its term and implementing an open market process would impose either:
      - a significant and commercially undesirable reversionary cost (or risk of such cost) to Council; or

- an unsatisfactory capital investment scenario which will impact (or is at risk of impacting) the achievement of the Goals and Objectives of Council.

the term of the extension of lease should be commensurate with a period required to satisfactorily reduce such risks or costs to Council.

- 4.2.2.6 The sitting lessee has a special interest in the land and no other similar party can be identified (i.e. a unique community-based club, education use etc).
- 4.2.2.7 Long term lease to adjoining owners or persons with an option over adjoining land where Council's land is required as part of a larger scheme of development.
- 4.2.2.8 Long term lease of land to the NT Government to facilitate a project.
- 4.2.2.9 Long term lease to a government or utility authority for the purpose of infrastructure provision.
- 4.2.2.10 Where a public marketing process which has been undertaken in accordance with this Policy has failed to achieve the desired outcome.
- 4.2.2.11 In response to a proposal which achieves specific policy goals of Council. This exclusion aims to allow Council to respond to an approach for the development of a unique project. Any such proposal must comprise a concept plan and description of the project and clear demonstration of the achievement of specific policy and strategic goals and objectives of Council.
- 4.2.2.12 Where a sitting lessee or adjoining occupant propose a commercial arrangement which is of benefit to Council. Council may take into consideration current market conditions, future investment commitments, the pre-existing relationship with the lessee and other associated risk profiles.

#### 4.3 Community Leasing

Lessees for community purposes may be granted approval to undertake complementary commercial uses where there is not an unacceptable impact on the surrounding community and where any proceeds are used to support or enhance the continued provision of community services. Any activity will have to be consistent with Council's values.

#### 4.4 Sub-Leasing

Tenants must obtain Council's written consent to any subleasing arrangements. If consent is granted, the management of the sublease is the sole responsibility of the head lessees (Council's tenant). Any sub-lease will have to be consistent with Council's values.

#### 4.5 Conflict of Interest

Where it is considered by the Chief Executive Officer that a conflict of interest may exist in the exercising of delegation under this policy, the decision will be referred to Council.

#### 4.6 Factors to be taken into account

- 4.6.1 Key factors to be taken into account, including their weightings, when making a decision on awarding a commercial lease include:
  - Rental yield
  - Business experience
  - Local economic impact
  - Type of offering

- Support of Community Plan Outcomes
- 4.6.2 Council will determine the weightings for a community lease at the time of the leasing process as they may vary depending on the outcome Council is trying to achieve.

## **5 ASSOCIATED DOCUMENTS**

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## **6 REFERENCES AND RELATED LEGISLATION**

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- 6.1 *Local Government Act*

DRAFT

<b>AGENDA ITEM:</b>	13.2.2
<b>REPORT TITLE:</b>	Review of Council Policy <i>TECH04 Waste Management</i>
<b>REPORT NUMBER:</b>	9/0218
<b>MEETING DATE:</b>	7/05/2019
<b>AUTHOR:</b>	Manager Growth and Sustainability, Rebecca de Vries
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

Environmental Sustainability: Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability.

## PURPOSE

This report seeks Council approval to rescind Council Policy *TECH04 Waste Management*.

## KEY MESSAGES

- Council Policy *TECH04 Waste Management* has been reviewed.
- Policies are not required if they simply restate statutory obligations, provide operational information or do not add any value to Council's decision-making process.
- Council Policy *TECH04 Waste Management* is superfluous as it almost exclusively contains operational information which is not recommended in Council policy.
- Council will continue with its waste management procedures; however, it is being recommended that the policy be rescinded.

## RECOMMENDATION

1. THAT Report Number 9/0218 entitled Review of Council Policy *TECH04 Waste Management* be received and noted.
2. THAT Council rescind Council Policy *TECH04 Waste Management* being **Attachment A** to Report Number 9/0218 entitled Review of Council Policy *TECH04 Waste Management*.

## BACKGROUND

It is good governance for policies to be reviewed during the term of a Council. Council has adopted a Policy Review schedule.

At the 1<sup>st</sup> Ordinary Council Meeting August 2018 Council resolved to review its policies.

In accordance with this decision, Council Policy *TECH04 Waste Management* was scheduled to be reviewed in the fourth quarter of 2018.

The review was delayed to allow completion of a significant body of work relating to a new contract for the management of the Archer Waste Management Facility, and the Domestic Kerbside Waste Collection contract.

Now that Council has resolved the level of service to be provided for its waste collection and management, and award relevant contracts, staff have been able to review Council Policy *TECH04 Waste Management* with these in mind.

This report presents the review of Council Policy *TECH04 Waste Management* for consideration.

## **DISCUSSION**

Policies are clear, simple statements of how Council intends to conduct its services, activities or business. Policies do not need to be long or complicated and are only needed if they add value to what is already required or empowered under legislation.

The existing Council Policy *TECH04 Waste Management* (the Policy) outlines Council's service relating to residential waste collection and bin allocation. It also provides a guideline for commercial and industrial waste management, design criteria for bin storage in new developments, and information about the service provided by the Archer Waste Management Facility.

Council has resolved the service level to be provided for residential uses as part of awarding the new contract for residential waste collection. Other information included in the policy is for operational guidance.

The policy is operational in nature. Based on this, the Policy is superfluous, therefore it is being recommended that the Policy be rescinded. Council will ensure relevant operational information is provided in operational policies, procedures and guidelines.

## **CONSULTATION PROCESS**

There was no consultation required during the preparation of this report.

It is not being recommended that Council undertake public consultation as the community will see no change to existing Council operations as a result of rescinding the Policy.

## **POLICY IMPLICATIONS**

If rescinded, the policy will no longer be a policy of Council. Relevant information will continue to be provided and communicated by other means including the Council website.

## **BUDGET AND RESOURCE IMPLICATIONS**

There are no budget or resource implications relating to this report.

## **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

There are no risks, legal and legislative implications relating to this report.



## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this report.

## **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

## **ATTACHMENTS**

**Attachment A:** Council Policy *TECH04 Waste Management*

## TECH04

Name:	Waste Management		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director City Growth and Operations		
Approval Date:	19/06/2018	Next Review Date:	1/10/2018
Records Number:	365986	Council Decision:	9/0116

### 1 PURPOSE

The purpose of this policy is to ensure that residential, commercial and industrial premises within the City of Palmerston Municipality provide appropriate facilities for waste bin and recycling storage and collection.

The application of this policy applies to all premises within the City of Palmerston Municipality and aims to provide specifications regarding waste / recycling bin services and waste / recycling bin storage and enclosure requirements. The policy promotes the provision of adequately sized, serviceable and hygienic bin storage enclosures which are secure and screened to limit amenity impacts on the general public and surrounding properties.

### 2 PRINCIPLES

The Municipal Plan outlines the City of Palmerston's strategic priorities and directions.

Of relevance to the Waste Management Policy is the Strategic Direction for Item 3, *Environment & Infrastructure* which among other items includes Council's commitment to waste management services whereby the Municipal Plan outlines the following:

#### 3. *Environment & Infrastructure*

##### 3.3 *Waste*

*We are committed to providing comprehensive and effective waste management services to our community.*

The Waste Management Policy seeks to advance the strategic direction of the City of Palmerston.

### 3 DEFINITIONS

For the purposes of this Policy, the following definitions apply:

Term	Definition
Waste	Any waste that cannot be recycled such as food waste, clothes and shoes, plastic bags, nappies, polystyrene, paper towels and tissues and green waste.
Recyclables for waste bin collections	Glass bottles and jars (no lids), plastic bottles and jars (no lids), paper, cardboard and junk mail, aluminium and steel cans and empty aerosols (no lids) milk and juice cartons (no lids or silver lined cartons).
Residential Dwelling	Means a dwelling house, flat or other substantially self-contained residential unit or building on residential and includes a unit within the meaning of the Unit Titles Act.

## 4 POLICY STATEMENT

### PART A – WASTE BIN COLLECTION SERVICES

#### 4.1 Residential Waste and Recycling Bins

All residential premises, including Single Dwellings and Multiple Dwellings (flats, units etc.) are entitled to Councils waste and recycling services as follows:

- 4.1.1 All Single Dwellings and Multiple Dwellings (flats, units etc.) with 3 or less dwellings per lot will be provided with Councils kerbside collection services. Each dwelling will be provided with one (1) x 120 litre general waste bin collected twice weekly and one (1) x 240 litre mobile bin collected fortnightly. The resident will be responsible for placing the bins on the kerbside on collection days and returning the bins inside the premises no later than 24 hours after the contents have been collected. The resident will be responsible for storing the bins within the premises.
- 4.1.2 All Multiple Dwellings (flats, units etc.) with 4 or more dwellings per lot must have dedicated onsite waste bin and recycling storage enclosures that comply with the requirements of PART B of this Policy. General waste bins are to be provided at a rate of one (1) x 240 litre general waste bin per four dwellings collected four times per week and recycle bins are to be provided at one (1) x 240L bin per two (2) dwellings collected weekly. Councils waste bin contractor will enter each property and service the bins from the designated bin enclosure. For unit complexes that do not have a bin compound collection will occur from the kerbside.
- 4.1.3 Premises that are not zoned as residential but include residential living i.e. mixed-use residential / commercial properties are referred to in Part B of this policy.

The allocation of the number of 240 litre general waste bins for multiple dwellings is in accordance with the table below. Recycle bins equal half the number of units (i.e. a unit complex with 10 units will receive 3 x 240 litre general waste bins and 5 recycle bins).

<b>Number of units</b>	<b>Number of bins</b>	<b>Number of units</b>	<b>Number of bins</b>	<b>Number of units</b>	<b>Number of bins</b>
<b>1</b>	N/A	<b>11</b>	3	<b>21</b>	6
<b>2</b>	N/A	<b>12</b>	3	<b>22</b>	6
<b>3</b>	N/A	<b>13</b>	4	<b>23</b>	6
<b>4</b>	1	<b>14</b>	4	<b>24</b>	6
<b>5</b>	2	<b>15</b>	4	<b>25</b>	7
<b>6</b>	2	<b>16</b>	5	<b>26</b>	7
<b>7</b>	2	<b>17</b>	4	<b>27</b>	7
<b>8</b>	2	<b>18</b>	5	<b>28</b>	7
<b>9</b>	3	<b>19</b>	5	<b>29</b>	8
<b>10</b>	3	<b>20</b>	5	<b>30</b>	8

Where a property has more than twenty-five (25) units, the property is entitled to make their own waste collection service arrangements. To receive a reduction in the annual waste levy fee the body corporate/owners will need to demonstrate to Council that the waste collection service arrangements comply with this policy.

By-Law 27 - Provision and Maintenance of Garbage Receptacles outlines the regulations for all Council owned bins.

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Should a waste bin and/or waste bin enclosure be left in an unclean or unhygienic state, Council has the authority to serve a notice under By-Law 11 to the owner (body corporate or owner of a parcel of land) requiring the area to be cleaned to a suitable state. If that notice is not complied with Council may cease to collect bins and/or undertake cleaning works itself and recover the cost under By-Law 12 of doing so from the applicable owner.

### 4.2 Commercial and Industrial Waste and Recycling

Council does not provide a waste collection service to commercial and industrial premises. Council requires all commercial and industrial premises to arrange for private waste and recycling collection services and to have dedicated onsite waste bin and recycling storage enclosures that comply with the requirements of PART B of this Policy. Council requires all commercial and industrial premises to practice recycling in their waste disposal activities.

The frequency of waste and recycling collection for commercial and industrial premises must comply with the requirements of the relevant legislation which includes but is not limited to the *Northern Territory of Australia Public and Environmental Health Act* and Associated regulations and guidelines.

All commercial and industrial premise garbage services must be approved by Council in accordance with Bylaw 26.

#### 4.2.1 Commercial Waste Bin Requirements

##### Small-Medium Commercial Development

Including medical consulting room, shops (up to 300m<sup>2</sup>), offices (up to 300m<sup>2</sup>), restaurants and child care centres.

- Minimum 1x 240-litre waste bin and 1x 240-litre recycling bin per 100m<sup>2</sup> net floor enclosure.
- Bin storage enclosure should provide a minimum of 1m<sup>2</sup> per bin.

##### Medium-Large Commercial

Including caravan parks, indoor recreation, licensed clubs, hotels, motels, motor body works, motor repair station, offices (exceeding 300m<sup>2</sup>), shops and showrooms (exceeding 300m<sup>2</sup>), service stations and schools.

- Minimum 1x 3 m<sup>3</sup> bulk storage bin.
- Minimum bin storage enclosure for one bin should have dimensions approximately 2.5 m x 2.5 m.

##### Industry and Warehouses

- Minimum 1x 5 m<sup>3</sup> bulk storage bin or 2 x 3m<sup>3</sup> bulk store bins.

Minimum bin storage enclosure should have dimensions approximately 5.0m x 2.5 m.

## **PART B – WASTE BIN ENCLOSURES**

### 4.3 Design

All residential, commercial and industrial developments shall provide on-site, dedicated secure enclosure/s for the storage of waste bins and recycling bins. The design of the enclosures is to be unobtrusive to ensure adverse impacts on neighbouring properties are mitigated. The following requirements apply:

- 4.3.1 The storage enclosure/s are to be of sufficient size to store the number and type of bins required to service the land use associated with the property. Storage enclosures are to be secure and unless otherwise demonstrated, residential, commercial and

## TECH04

industrial bin enclosures should have sufficient area to accommodate the number of bins required under this policy.

- 4.3.2 The storage enclosures will be of adequate space to allow for easy access by residents, maintenance staff and collection contractors and to allow room for a person to stand while accessing the bins. A corridor of minimum 1-metre width in front of or in between bins will be allowed for access purposes. Bins must not be stored in front of one another in order to fit the bins in the enclosure.
- 4.3.3 A level sealed path should be provided both into and out of the enclosure for the waste contractor and the occupants of the premises. Enclosure openings such as gates and doors should be secure and also wide enough to facilitate movement of people and bins.
- 4.3.4 The bin storage enclosure/s shall have ready access to a fresh water supply, be imperviously sealed with a hard level base and include associated bunding along with suitable drainage to facilitate the cleaning of both the waste bins and the enclosure.
- 4.3.5 In high-rise residential developments of more than 6-storeys, separate waste and recycling chute facilities must be provided on each floor. A designated waste / recycling storage room with commercial bulk bins is to be located at the end of the chutes, with private arrangements made by the building's Body Corporate management for waste and recycling storage and collection services. The waste bin rooms should be negatively pressured to avoid bin odours travelling back up the waste chutes to the apartments.
- 4.3.6 In mixed-use residential and commercial developments, two separate waste bin enclosures are required, one for the residential units and one for the commercial units. Signs should be placed to clearly identify the separate enclosures.

### 4.4 Location

Bin storage enclosures must be conveniently located for the occupants of the premises and for the collection contractor. The following requirements apply:

- 4.4.1 The bin storage enclosure should be located to minimise the amount of manual manoeuvring of the bins required by collection contractors. Waste bin and recycling contractor's vehicles must be able to service the development efficiently and effectively with the bin enclosure located near an appropriate access road. The bin must not be wheeled over steps or steep inclines.
- 4.4.2 Basement bin compounds must be of sufficient height to accommodate the waste or recycling collection truck including free and unobstructed movement of the bin lifting arms.
- 4.4.3 For unit and cluster housing developments with a locked security gate, a separate unimpeded access to the bin enclosure from the adjoining road should be provided. If a separate unimpeded access road is not available, it is the responsibility of the owner or body corporate to provide and deliver remotes/access keys to the security gate to the collection contractor and replace any remote/access keys that may be faulty or broken as a matter of urgency.
- 4.4.4 If the access road to a bin compound is impeded in any way, it is the responsibility of the owner or body corporate to arrange for the bins to be placed on the verge for collection by the contractor until such time that access can be provided and return them to the enclosure as soon as practicable, but not later than twenty-four (24) hours after the contents have been collected by the contractor.

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- 4.4.5 Should the collection vehicle need to enter the property, for high rise flats or industrial / commercial developments, the access layout should permit the vehicle to enter and exit in a forward gear with minimal need to reverse.
- 4.4.6 The bin storage enclosure should be within reasonable walking distance of the premises being serviced. Clear and unobstructed access to the bin storage area must be provided from the premises being serviced.
- 4.4.7 The bin storage enclosure should not block the sightlines for vehicles and pedestrians entering or leaving the property.
- 4.4.8 Bin storage enclosures must not be located on public land without the owner's approval in writing.

### 4.5 Screening

Appropriate screening must be provided to conceal the bin enclosure from adjoining property and from public roads and footpaths. Measures should also be taken to screen the enclosure from view from within the premises. Appropriate fencing, walls or landscaping can be used to screen the waste bin enclosure.

## **PART C – ARCHER WASTE MANAGEMENT FACILITY**

### 4.6 Archer Waste Management Facility

The City of Palmerston's waste transfer station is currently located at the Archer Waste Management Facility, off Elrundie Avenue (south of Chung Wah Terrace). Domestic waste drop-off is a free service for Palmerston residents.

#### 4.6.1 Users and Waste Acceptance

Users are required to show proof of Palmerston residency, such as a driver's licence, rates notice or household mail with your name and address. Due to the limited capacity of the site waste from outside the municipality is not accepted nor are commercial operators.

#### 4.6.2 Waste Type

The transfer station has a number of waste and recycling facilities available for the responsible disposal of items including:

- General household waste
- Green waste
- Whitegoods
- Cardboard and paper
- Gas bottles
- Paint
- Oil
- Steel/metal
- Glass
- Aluminium cans
- Batteries

In accordance with the City of Palmerston's Environmental Protection Licence, the transfer station does not accept the following:

- Car bodies
- Tyres
- Toxic/hazardous substances

- Sewerage effluent
- Asbestos

## **5 ASSOCIATED DOCUMENTS**

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- 5.1 City of Palmerston Municipal Plan 2017-2022
- 5.2 Environment Protection Licence EPL233

## **6 REFERENCES AND RELATED LEGISLATION**

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- 6.1 City of Palmerston Public Places By-laws
- 6.2 Waste Management and Pollution Control Act
- 6.3 Northern Territory of Australia Public and Environmental Health Act
- 6.4 Northern Territory Local Government Act



<b>AGENDA ITEM:</b>	13.2.3
<b>REPORT TITLE:</b>	Request for Laneway Closure - Politis Court and Strawbridge Crescent
<b>REPORT NUMBER:</b>	9/0219
<b>MEETING DATE:</b>	7/05/2019
<b>AUTHOR:</b>	Manager Growth and Sustainability, Rebecca de Vries
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

## PURPOSE

This report assesses the request for the temporary full-time closure of the laneway between Politis Court and Strawbridge Crescent.

## KEY MESSAGES

- On 2 October 2018, Council resolved to trial different treatments in a number of laneways to discourage anti-social behaviour whilst maintaining connectivity within the community. This trial includes the laneway between Politis Court and Strawbridge Crescent.
- Consultation on the trial was undertaken between 14 February 2019 and 11 March 2019.
- Following consultation, Council commenced trialling the night time closure of the laneway between Politis Court and Strawbridge Crescent on 2 April 2019 between 9:30pm and 6:30am.
- A petition was tabled at the Council meeting of 2 April 2019 requesting a six month full-time trial closure of the laneway between Politis Court and Strawbridge Crescent instead of a night-time only trial closure.
- It is recommended that Council continue with the night-time only trial closure of the laneway between 9:30pm and 6:30am to fully investigate its effectiveness prior to considering alternatives.
- A second round of Consultation will be undertaken after treatments have been in place for three months.
- A report with outcomes of the trial will be presented to Council at the completion.

## RECOMMENDATION

1. THAT Report Number 9/0219 entitled Request for Laneway Closure – Politis Court and Strawbridge Crescent be received and noted.
2. THAT Council advise the petition author that it will continue with the night-time closure trial for the laneway between Politis Court and Strawbridge Crescent to support an evidence based assessment.

### BACKGROUND

At the 1<sup>st</sup> Ordinary Council Meeting of 2 October 2018, a petition was presented to Council seeking the permanent closure of the laneway between Politis Court and Strawbridge Crescent. At this meeting Council decided to address the petition by including it in the trial of laneway treatments.

This trial of laneway treatments is currently underway and involves lighting upgrades and temporary closures across 11 laneways in Palmerston. The purpose of the trial is to investigate treatments that will assist with discouraging anti-social behaviour whilst maintaining connectivity within the community.

A petition for the temporary closure of the laneway between Politis Court and Strawbridge Crescent, Moulden was tabled at the 1<sup>st</sup> Ordinary Council Meeting held on 2 April 2019 where Council made the following decision:

#### *Closure of Laneway – Politis Court to Strawberry Crescent Laneway*

1. *THAT the petition received from Mr C Walton regarding the proposed night time only Closure of the Politis to Strawberry Crescent Laneway be tabled at the Council Meeting held on Tuesday, 2 April 2019.*
2. *THAT Council receives and notes the petition received 30 March 2019 by Mr C Walton regarding the proposed night time only Closure of the Politis to Strawberry Crescent Laneway.*
3. *THAT a report be presented to the first Ordinary meeting of Council in May 2019 regarding the proposed night time only Closure of the Politis to Strawberry Crescent Laneway.*

**CARRIED 9/0557 – 02/04/2019**

### DISCUSSION

Laneways within the municipality facilitate the movement to and between facilities. In the past Council has received a number of complaints relating to antisocial behaviour occurring in laneways. This, combined with spatial data obtained from NT Police, has led to Council's decision to undertake a trial of laneway treatments, including lighting upgrades and temporary closures to investigate ways to improve public safety and amenity within neighbourhoods, whilst ensuring community connectivity and walkability.

To support and inform decisions, consultation was undertaken to investigate laneway issues and to get a better understanding on the use of laneways. This consultation was undertaken for three weeks between 14 February 2019 and 11 March 2019.

This feedback has provided some baseline data for Council about laneway use and issues. A second round of consultation will be undertaken after the treatments have been in place for three months. The results of the feedback will be compared to evaluate the effect the treatments had in laneways, and considered in conjunction with data from NT Police and technical assessments. This will support Council in making evidence based assessments at the conclusion of the trial.

A full-time closure of the laneway will impact the collection of evidence required to evaluate treatments options for laneways that continue to support movement and connection through the community. Aside from not supporting the outcomes sought in this trial, a full-time closure also poses issues which may include but are not limited to:

- Maintenance of a space that no longer provides a public benefit.
- Reduced opportunity for passive surveillance as a result of the restricted access, which may encourage the occurrence of antisocial behaviour.

It is recommended that Council continue with the 9:30pm to 6:30am night-time closure trial in the laneway between Politis Court and Strawbridge Crescent to allow for an evidence based assessment of the treatments at the conclusion of the trial.

## CONSULTATION PROCESS

The resident who raised the petition will be contacted, Pending Council's decision and advised of the following:

- The decision to continue with the trial, which involves the night-time closure of the laneway between Politis Court and Strawbridge Crescent between 9:30pm to 6:30am to support an evidence based assessment of the treatments.

## POLICY IMPLICATIONS

Council is currently installing/has installed the trial treatments in a number of laneways. It is recommended that Council continue with the trial to investigate appropriate treatments to reduce the occurrence of anti-social behaviour in laneways, prior to endorsing any further closure of laneways on an ad-hoc basis.

## BUDGET AND RESOURCE IMPLICATIONS

There are no budget or resource implications relating to this report.

## RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There is a risk that the residents that have signed the petition will not be satisfied with the response of Council to trial the night-time only closure of the laneway. However, a full-time closure of the laneway will impact the collection of evidence required to evaluate treatments options.

If Council was to support the full-time closure of the laneway without first investigating alternative treatment options, there is a risk that a precedent would be set for the full-time closure of laneways where a petition has been received. There is also a risk that if the laneway was closed, it would adversely impact other residents which have not signed the petition.

## ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

## COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

## ATTACHMENTS

There are no attachments for this report.

<b>AGENDA ITEM:</b>	13.2.4
<b>REPORT TITLE:</b>	Dual Naming of Geographical Features and Places in Aboriginal Language
<b>REPORT NUMBER:</b>	9/0220
<b>MEETING DATE:</b>	7/05/2019
<b>AUTHOR:</b>	Manager Growth and Sustainability, Rebecca de Vries
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

Cultural Diversity: In Palmerston we celebrate our cultures in a way that values our diversity.

## PURPOSE

This report seeks Council consideration of a request from the Place Names Committee to develop dual naming for select geographic features and places. The intent is to elevate Aboriginal language and history within the Northern Territory.

## KEY MESSAGES

- The Place Names Committee (the Committee) is in the process of enhancing Aboriginal place naming practices across the Northern Territory, which is proposed through the dual naming of features and places.
- The Committee is seeking Council's feedback in relation to opportunities for dual naming a number of features and places within Palmerston.
- Of the features and places identified, one is owned and managed by Council, being Marlow Lagoon.
- Any proposal to officially name a feature or place within Palmerston with a dual name will require the Committee to consult with the local Aboriginal community and Council.
- The Committee will decide the naming for features and will make this decision in consultation with relevant stakeholders.
- A dual name for Marlow Lagoon has not been proposed at this point in time.
- The Committee will require Council's support for any changes proposed to the name for Marlow Lagoon.

## RECOMMENDATION

1. THAT Report Number 9/0220 entitled Dual Naming of Geographical Features and Places in Aboriginal Language be received and noted.
2. THAT Council supports the Place Names Committee proposal for the dual naming of geographical features and places within NT including Marlow Lagoon, Palmerston.

## BACKGROUND

Correspondence has been received from the Committee seeking Council's feedback in relation to an opportunity to dual name geographic features and places within the municipality of Palmerston.

## DISCUSSION

The City of Palmerston acknowledges the traditional owners of Palmerston being the Larrakia People.

The Northern Territory Government is committed to elevating Aboriginal language and history through the formal recognition of Aboriginal place names and languages.

The Committee is progressing a body of work to enhance Aboriginal place naming practices across the Northern Territory which includes the consideration of dual naming opportunities. Dual naming is where a geographic feature or place is officially given a name which includes both an Aboriginal (or Torres Strait Islander) name or word and a non-Aboriginal name. A place with a dual name is to be referred to in official documents and publications by its official dual name (eg: 'Uluru / Ayers Rock'), however unofficial documents can use either the Aboriginal or non-Aboriginal name.

An Aboriginal place name is not intended to be a translation of the existing name, but a name that is given in Aboriginal language which may have local cultural significance. The Committee has not yet begun consultation with the local Aboriginal community on potential Aboriginal names.

The Committee has identified the following geographic features and places within the municipality of Palmerston that present an opportunity for dual naming (listed below). However, Marlow Lagoon is the only place that Council has jurisdiction over.

- Packards Knob
- Beaufort Creek
- Short Creek
- Brooking Creek
- Elizabeth River
- Mitchells Creek
- Marlow Lagoon
- Myrimdon Creek

It is noted that the places identified by the Committee each have names with historical meaning. To preserve this history, it is recommended that the current names be maintained. However, Council has committed to supporting and acknowledging the diverse culture of its community in the Community Plan. Supporting dual naming opportunities would show Council's commitment to delivering in accordance with its Community Plan, whilst preserving the history associated with the current name.

If Council supports the opportunity for dual naming, the Committee will consult with the local Aboriginal community to identify an Aboriginal name for the features and places listed above. Once an appropriate Aboriginal name has been determined, Council will be further consulted with on the proposed dual name, before this is presented to the Minister for approval.

It should be noted that dual naming cannot be applied to the naming of roads or suburbs (localities) due to forming a part of the address for properties which are required by national policies and standards to be unique and unambiguous to ensure integrity of emergency, postal and other services.

## CONSULTATION PROCESS

Following Council's advice to the Committee on its support for the dual naming of features and places within the municipality, the Committee will progress with consulting with the local Aboriginal community as part of developing options for dual naming of the identified geographic features and places.

The Committee is responsible for undertaking consultation in accordance with the *Place Names Act*. This will involve further consultation with Council once a dual name has been proposed for any feature or place within the municipality.

## **POLICY IMPLICATIONS**

There are no policy implications as a result of this report.

## **BUDGET AND RESOURCE IMPLICATIONS**

There are no budget or resource implications as a result of this report. No change to place names are proposed at this time.

Should Marlow Lagoon be allocated a dual name, Council would consider updating signage to reflect this change. The cost of updating signage can be accommodated within existing budgets.

## **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

The *Place Names Act* requires that the Committee seek the views of any interested parties before making any recommendations to the Minister in relation to the naming of, or altering the name of a place.

Changing the name of select features or places within the municipality to have a dual name is expected to low risk, as it is adding an Aboriginal (or Torres Strait Islander) name in addition to the existing name. This is seen as a positive step forward in recognising Aboriginal culture in our community.

There is a risk that if Council was to choose not to support opportunities for dual naming, it could be perceived by the community that Council is not committed to the delivery of the outcomes in the Community Plan which support and promote the culture of our community.

There is also a risk of residents being confused by dual names being applied to features and places. This can be managed through clear promotion via Council's media outlets.

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this report.

## **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

## **ATTACHMENTS**

**Attachment A:** Correspondence from Place Names Committee for the Northern Territory, dated 14 March 2019.



# PLACE NAMES COMMITTEE

for the Northern Territory

Ref: PNEP (DN)

Mr Luccio Cercarelli  
Chief Executive Officer  
City of Palmerston  
PO Box 1  
PALMERSTON NT 0831

via email: [palmerston@palmerston.nt.gov.au](mailto:palmerston@palmerston.nt.gov.au)

Dear Mr Cercarelli

**Re: Identification of opportunities for dual naming of geographic features and places in the Municipality of Palmerston**

As you may be aware the Northern Territory Government is committed to elevating Aboriginal language and history into the everyday. An important way of doing this is through the formal recognition of Aboriginal place names and languages that formed, and continue to form, an integral part of Aboriginal culture and history.

The Place Names Committee (the Committee) is therefore progressing a body of work to enhance Aboriginal place naming practices across the Northern Territory which includes consideration of dual naming opportunities.

I am writing to you to seek feedback from the City of Palmerston Council in relation to opportunities to dual name geographic features and places within the Municipality of Palmerston.

Dual naming is where a geographic feature or place is officially given a name which includes both an Aboriginal (or Torres Strait Islander) name or word and a non-Aboriginal name. Official documents and publications must use the official dual name, however unofficial documents and other publications can use either the Aboriginal or non-Aboriginal name.

Dual naming cannot be applied to the naming of roads, suburbs (localities) etc. due to them forming a part of the address for properties which are required by national policies and standards to be unique and unambiguous to ensure integrity of emergency, postal and other services.

The Place Names Committee (the Committee) has identified a range of geographic features and places within the Municipality of Palmerston that have either:

- official 'registered' names given under the *Place Names Act*; or
- 'recorded' names that have not been officially given under the *Place Names Act* but have been included in the Place Names Register as a result of them having been used in documents from a variety of sources, e.g. historic topographic maps.

A copy of the list of names is at Attachment A.



Geographic features and places identified in the list with 'registered' names may be appropriate for dual naming while those with 'recorded' names may be appropriate for either dual naming or alternatively official naming using only their Aboriginal name.

Your advice on whether the City of Palmerston Council would be interested in seeing the progression of dual or Aboriginal naming of one or more of these places would be appreciated, and if so your advice on which particular place names it would wish to see prioritised is also sought.

The Committee has forwarded similar correspondence to peak Aboriginal organisations operating in the Palmerston area including the Northern Land Council, Larrakia Nation Aboriginal Corporation and the Larrakia Development Corporation to seek their input on places that they would wish to see dual or Aboriginal named as a priority.

In order to provide sufficient time for Council to consider this request your advice would be appreciated by Friday 3 May 2019.

Once advice has been received from all stakeholders, the Committee will be in a position to determine a priority list and the specific detailed consultation to identify an appropriate Aboriginal name for each will be able to be progressed.

The *Place Names Act* requires that the Committee seek the views of interested parties before making any recommendation that the Minister for Infrastructure, Planning and Logistics officially name, or alter the name, of a place.

Any proposal to officially name a particular geographic feature or place with a dual name or using an Aboriginal name will therefore require extensive consultation with the local Aboriginal community to ensure that the name appropriately reflects the local Aboriginal language and culture. The views of the broader community will also need to be sought, along with the views of the City of Palmerston Council.

If you would like to discuss this project, please contact me on 0448 622 617. If you have further queries or require additional information to assist Council in giving consideration to this request please contact Mr Richard Smith, Senior Director Land Information on telephone 8999 6711 or email [richard.smith@nt.gov.au](mailto:richard.smith@nt.gov.au) or Ms Kirrily Chambers, Land Services Reform Program Manager on telephone 8924 7232 or email [kirrily.chambers@nt.gov.au](mailto:kirrily.chambers@nt.gov.au).

Yours sincerely



Dr Samantha Wells

Chairperson

14 March 2019

<b>AGENDA ITEM:</b>	13.2.5
<b>REPORT TITLE:</b>	Adoption of the City Centre Parking Strategy and Implementation Plan
<b>REPORT NUMBER:</b>	9/0227
<b>MEETING DATE:</b>	7/05/2019
<b>AUTHOR:</b>	Manager Growth and Sustainability, Rebecca de Vries
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

## COMMUNITY PLAN

Vibrant Economy: Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and grow.

## PURPOSE

This report seeks Council's adoption of the City Centre Parking Study documents following public consultation.

## KEY MESSAGES

- Council previously endorsed the City Centre Parking Study documents for public consultation.
- Public consultation was undertaken for three weeks between 27 March and 17 April 2019 on the City Centre Parking Study documents and proposed parking changes.
- Consultation targeted stakeholders that would be most affected and interested in the proposed changes.
- Feedback received was generally supportive of the proposed changes, with strong support for the free timed parking and comments on the positive impact this is expected to have on the City Centre.
- Council will be seeking to give effect to the parking changes on 1 July 2019.

## RECOMMENDATION

1. THAT Report Number 9/0227 entitled Adoption of the City Centre Parking Strategy and Implementation Plan be received and noted.
2. THAT Council adopt:
  - a. Palmerston City Centre Parking Study: Background Report, April 2019 at **Attachment A**;
  - b. Palmerston City Centre Parking Study: Parking Strategy, April 2019 at **Attachment B**; and
  - c. Palmerston City Centre Parking Study: Implementation Plan, April 2019 at **Attachment C**;

to Report Number 9/0227 entitled Adoption of the City Centre Parking Strategy and Implementation Plan.

3. THAT Council note the creation of a new 12 month limited tenure part-time Ranger position to supplement resourcing for parking regulation.

## BACKGROUND

Council has investigated parking in the City Centre through undertaking parking surveys, reviewing the policy framework, parking principles and best practice, with the following significant findings:

- Behaviour is not measurably altered by pricing changes at the current levels.
- The greatest demand is generally in locations where all day parking is available.
- There appears to be an opportunity to consolidate and amend parking zones to improve utilisation and better meet actual, observed demand.

These findings informed the development of the Palmerston City Centre Parking Study documents. As part of this body of work the following immediate changes are proposed:

- Roylat Street, Maluka Drive and Wilson Street: change from 2 hour to 4 hour parking.
- South-west end of Palmerston Shopping Centre: change from 2 hour to all day, 1 hour, and 2 hour parking.
- Frances Drive and Hillson Street: change from 2 hour to 1 hour parking.
- Northwest of Palmerston Recreation Centre: change from 1 hour to 2 hour parking.
- Hillson Street car park: retain as all-day parking but introduce charge of up to \$4.00.
- Parking in time restricted areas will be free subject to having a valid ticket.
- All day parking will retain the existing charge of up to \$4.00 per day.
- The regulated hours for all day parking be changed from 8am to 5pm to 8am to 4pm.
- Parking on weekends and public holidays will remain free and no time limits enforced.

At the 1<sup>st</sup> Ordinary Council Meeting held on 7 May 2019 the following resolution was moved to Open:

### 25.2.2 City Centre Parking Strategy and Implementation Plan

1. *THAT Report Number C9/0197 entitled City Centre Parking Strategy and Implementation Plan be received and noted.*
2. *THAT Council endorse the following draft documents with minor changes relating to branding, formatting and administrative amendments for Level 2 public consultation as described in Report Number C9/0197 entitled City Centre Parking Strategy and Implementation Plan:*
  - a. *Palmerston City Centre Parking Study: Background Report, March 2019 (Attachment A)*
  - b. *Palmerston City Centre Parking Study: Parking Strategy, March 2019 (Attachment B)*
  - c. *Palmerston City Centre Parking Study: Implementation Plan, March 2019 (Attachment C).*
3. *THAT a report be prepared with the outcomes and findings from the public consultation of the City Centre Parking Strategy and Implementation Plan and include the final City Centre Parking Study documents for Council adoption.*
4. *THAT Council receive and note the tabled updated Attachment G to Report Number C9/0197 entitled City Centre Parking Strategy and Implementation Plan.*

5. *THAT the Council decisions of Report Number C9/0197 entitled City Centre Parking Strategy and Implementation Plan be moved to Open on Council's formal announcement of the commencement of the public consultation on the City Centre Parking Study documents.*

This report presents the outcomes of the public consultation.

### DISCUSSION

Public consultation was undertaken from 27 March to 17 April 2019, with a specific focus on the immediate changes, to obtain community feedback prior to any parking changes being recommended for adoption. The public consultation involved a range of communication approaches to reach a wide audience, including:

- **A media event** with public announcement on 27 March 2019 was attended by NT News.
- **Facebook posts** which reached a wide audience, with one of the posts reaching 5550 people. The below table shows the extent of reach of the three Facebook posts used for consultation:

Date of Facebook post	People reached	Comments	Likes
27 March 2019	2738	23	31
3 April 2019	5550	25	50
16 April 2019	4105	0	13

- **Three pop up stalls** in the Palmerston Shopping Centre where feedback about the parking changes was generally positive. These stalls were as follows:

Date and time of stall	Number of visitors
Wednesday, 4 April 2019 from 12:00pm to 2:00pm	12
Wednesday, 4 April 2019 from 4:00pm to 6:00pm	12
Saturday, 6 April 2019 from 10:00am to 2:00pm	25

- **Door-knocking** 27 businesses in the City Centre.
- **Informational emails and meeting offers** were sent to 32 stakeholders promoting the consultation, including a number of large government office buildings.
- **Meetings** were taken up by 2 stakeholders in response to the emails offering a meeting.
- **Factsheets** being posted within government offices, being available at the pop up stalls and handed out at local businesses.
- **The City of Palmerston website and 'Have Your Say' platform** provided information and an opportunity to provide feedback. There were 16 responses received via the have your say platform and 8 emails received directly by Council, making a total of 24 written responses being received.
- **A full page advertisement** was in the NT News on 3 April 2019.
- **Radio segments** with the Mayor were aired on ABC 105.7 News Hour on 27 March 2019, Mix FM 104.9 on 28 March 2019, and ABC 105.7 Drive on 28 March 2019.
- **Stickers** placed on all 52 parking metres advertising the consultation.

The results of the consultation found:

- There is general support for parking arrangements to change in Palmerston's city centre to support local business and the economy.
- The strongest support is for the introduction of free parking.
- Despite the support expressed for the proposed changes and the introduction of more free parking, there is an undercurrent of resentment for the existing requirement to pay for parking.

The full consultation report is available in **Attachment D**.

Feedback received included some suggested changes or matters for consideration as part of the City Centre Parking Strategy and Implementation Plan. The themes of the changes suggested are summarised and considered in the table below:

Feedback received	Council assessment
The 12 month parking permits should remain available in addition to the new 3 month parking permit.	The adopted plans include Council maintaining 12 month parking permits along with 3 month parking permits being made available.  No change is being recommended to plans.
Parking in the central business district should be free (no all-day parking charge). Local business owners should have free all day parking.	Based on evidence and data collected, and to manage parking behaviour and the cost of providing parking spaces, it is recommended that the all-day parking charge remain. Further parking surveys will be used to observe changes in parking behaviour following the implementation of free timed parking spaces, with reports to Council as required.  No change is being recommended to plans.
More 15 minute and 30 minute parking bays should be available close to the post office.	There are existing short term bays which are underutilised near the post office. Better signage and promotion is proposed for these short term parking spaces to increase occupancy. This will be monitored through additional parking surveys to determine if additional changes are required. There will also be greater availability of free parking near the post office with the change in regulated parking hours being reduced to 8am to 4pm. This will allow visitors to the post office to park for free between 4pm and 5pm in the all-day parking area.  No change is being recommended to plans.
Changes to time limits in some areas in the city centre were requested.	Changes were requested by one submitter to time limits in the car park adjacent to Coles. The submitter was seeking to have the all-day parking spaces relocated to a different area within the Water Tower Car Park. This was considered, however when reviewing the design of the car park, the area proposed to provide all day parking was identified as the furthest from access points (requiring a greater amount of vehicle manoeuvring to be accessed). It is understood that the request was to provide greater convenience to shoppers of Palmerston Shopping Centre,



	<p>however, when considering the convenience of other spaces in the Water Tower Car Park, there was no significant difference in convenience for shoppers if the all-day parking area was to be relocated. This will be monitored as part of the additional parking surveys to be conducted.</p> <p>No change is being recommended.</p>
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Based on the above assessment, the City Centre Parking Study documents are recommended for adoption with no changes.

Subject to adoption, Council will be seeking to implement the immediate changes for commencement on 1 July 2019. This will involve having new signage fabricated and installed and programming changes to the parking meters. Additional parking surveys being undertaken quarterly to monitor the changes and suitability of the time limits imposed across the City Centre.

## CONSULTATION PROCESS

The public consultation targeted stakeholders considered to be most affected by the changes and expected to have the most interest. These stakeholders included: local businesses in the city centre, the general public who visit the city centre, staff from Highway House, Goyder Building and Palmerston Police Station.

A Communication Plan will be implemented as part of the introduction of the charges.

The following City of Palmerston staff were also consulted in preparing this report:

- Manager Ranger Services.
- Manager Infrastructure and Maintenance.

In preparing this report, the following external parties were consulted:

- True North Strategic Communication.

## POLICY IMPLICATIONS

Council Policy REG03 *City Centre Parking* articulates the rules applicable to parking in all Council owned or controlled parking areas of the City Centre. This policy will need to be amended and given effect upon commencement of the parking changes planned to commence on 1 July 2019.

## BUDGET AND RESOURCE IMPLICATIONS

The cost for making the changes required to parking signs and meters is able to be accommodated within the existing budget. The estimated direct cost of implementing the charges is \$50,000.

There will be changes to Council's revenue for parking, with the loss of paid parking income from timed parking areas. This has been considered and factored into the draft budget for the next financial year.

A part time 12 month limited Ranger officer will be required to assist with the additional parking regulation required to ensure the changes to parking in the City Centre are effective and the desired parking behaviour is achieved.

## **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

There could be unknown adverse impacts as a result of any changes to the zones or rates charged for car parking. To mitigate this, further car parking surveys will be undertaken quarterly for the first year following the implementation of the changes to monitor impacts. This will allow Council to make appropriate adjustments accordingly.

There is also a risk that there may be confusion initially with the commencement of free timed parking, that users will not understand that a ticket is still required. New signage will be installed to assist with mitigating this risk. Council will also have an initial warning period to help educate the community on the changes and the requirement for a ticket to be granted the free parking.

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

Part of the outcomes sought through the strategy and implementation plan are to encourage trip-linking, where users will remain parked and walk across the City Centre as opposed to driving to the end destination. The change proposed to parking zones seeks to encourage this trip linking, which subsequently also results in reduced vehicle use. This in turn encourages more walking through the City Centre, supporting a healthier community and creating a more active City Centre.

Further investigation will be required on other approaches, in conjunction with changing parking zones, to encourage pedestrian activity.

## **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

We the author and approving officer declare that we do not have a conflict of interest in relation to this matter.

## **ATTACHMENTS**

**Attachment A:** The draft Palmerston City Centre Parking Study: Background Report, April 2019.

**Attachment B:** The draft Palmerston City Centre Parking Study: Parking Strategy, April 2019.

**Attachment C:** The draft Palmerston City Centre Parking Study: Implementation Plan, April 2019.

**Attachment D:** Car Parking Strategy Consultation Report, April 2019.



2019

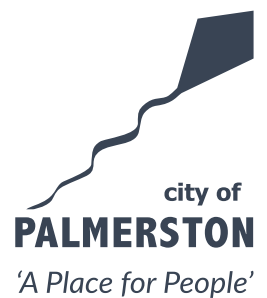
PALMERSTON CITY CENTRE

# PARKING STUDY

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BACKGROUND REPORT

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[WWW.PALMERSTON.NT.GOV.AU](http://WWW.PALMERSTON.NT.GOV.AU)

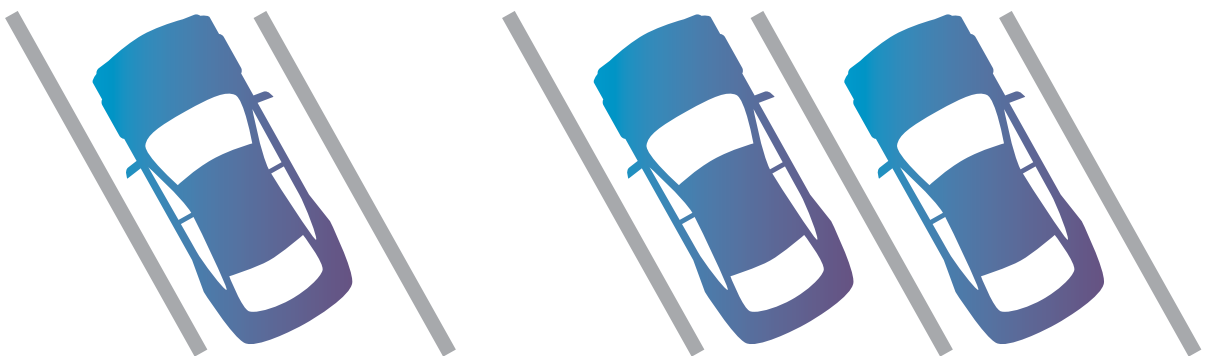


## Document History & Status

Rev	Description	Author	Reviewed	Approved	Date
A	For adoption following consultation	RD			26 April 019

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# 1 INTRODUCTION

The City of Palmerston is the fastest growing municipality in the Northern Territory. Second only to Darwin in size. The City of Palmerston has a population of more than 35,000 and is projected to increase to 42,000 by 2021<sup>1</sup>. Palmerston City Centre is the heart of this regional centre and provides several shopping centres, office and commercial spaces, as well as recreational and community facilities.

The City of Palmerston has identified the need to revise the previous (2015) Parking Strategy and develop an Implementation Plan to provide a clear pathway to parking goals by developing a clear set of objectives and an implementation plan of targeted short, medium and long-term outcomes. This document forms the Background Report.

## 1.1 Structure of Study

### 1.1.1 Methodology Outline

The methodology generally consisted of the following:

- Parking survey data was collected in October 2018, December 2018 and February 2019 to inform the development of the Strategy and the Plan.
- A Background Report was prepared, which provided supporting, relevant information regarding the Study.
- A Parking Strategy and Implementation Plan was developed in consultation with City of Palmerston.

It is envisaged that the Strategy and plan will be reviewed periodically, in line with actions outlined in the Plan.

### 1.1.2 Deliverables

The deliverables of this Study comprised of:

**Background Report,**  
**Parking Strategy ('the Strategy'), and**  
**Implementation Plan ('the Plan').**

**The Background Report** incorporated the following:

- An assessment of the existing framework for managing parking within Palmerston City Centre (including the NT Planning Scheme, the existing Palmerston City Centre Parking



Strategy (2015), the existing Contributions Plan and the City of Palmerston Community Plan.

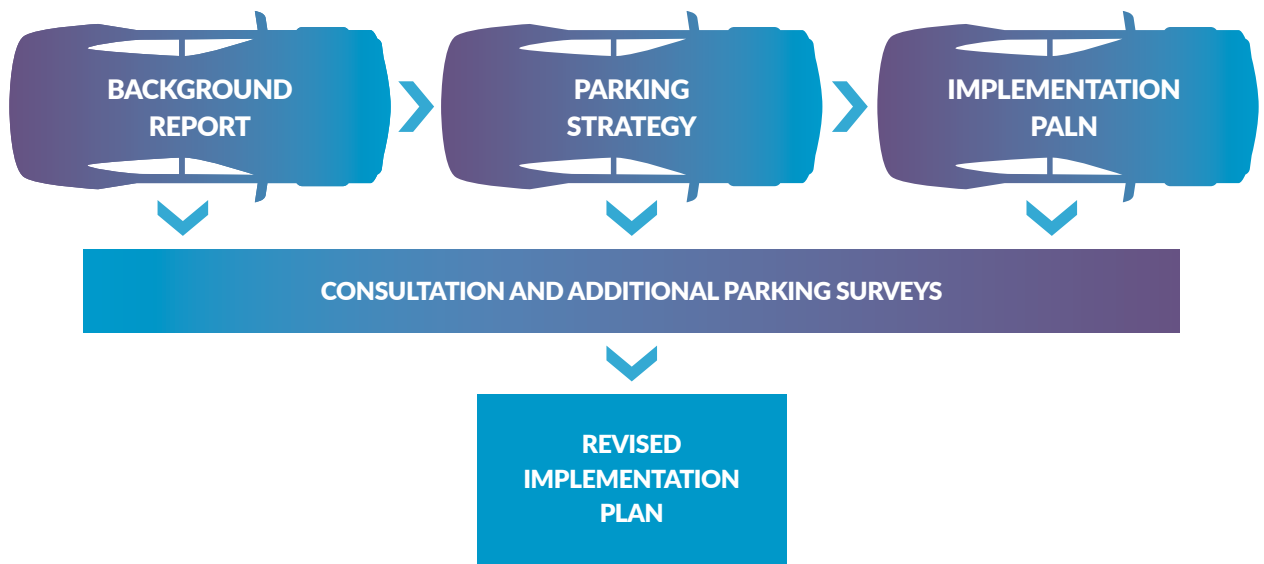
- Guidance regarding principles associated with developing a parking hierarchy and effectively establishing pricing for parking.
- A review of the parking stock and layout in the City of Palmerston City Centre.
- A description of parking surveys undertaken, including an assessment of the results, identification of issues, as well as recommendations.

**The Parking Strategy** described the foundation upon which parking outcomes were developed, as well as the objectives themselves. The Strategy sets out the following:

- The Aim for parking within the City of Palmerston,
- Key Outcomes to achieve the Aim,
- Guiding Principles.

**The Implementation Plan** set out the following:

- A series of Objective Statements to achieve Key Outcomes,
- Strategies to deliver the Objective Statements, with proposed timeframes.



To achieve the Strategy Aim, a number of key outcomes have been identified in conjunction with the Strategy and Implementation plan. The Implementation Plan provides Objectives and Strategies that sit under each identified Outcome, to allow the controlled implementation of the Parking Strategy. The structure of the Strategy and Plan is shown in Figure 2.

<sup>1</sup>[https://www.palmerston.nt.gov.au/sites/default/files/uploads/files/2018/FINAL\\_CoP\\_Comm\\_Infrastructure\\_Plan\\_2016.pdf](https://www.palmerston.nt.gov.au/sites/default/files/uploads/files/2018/FINAL_CoP_Comm_Infrastructure_Plan_2016.pdf)



Figure 2: Structure of Strategy and Plan



## 2 BACKGROUND

### 2.1 Relevant Documents

A summary of documents relevant to the development of this Parking Study are presented in Section 2.1, including a state government guiding document (NT Planning Scheme) and local government strategic planning documents (the existing Palmerston City Centre Parking Strategy 2015, the existing Car Parking Contribution Plan and the City of Palmerston Community Plan).

#### 2.1.1 NT Planning Scheme

The NT Planning Scheme describes the number of parking spaces required by a particular development, depending on the intended land use. The NT Planning Scheme applies to all of the Northern Territory, including Palmerston City Centre, where the minimum number of car parking spaces required is outlined in Clause 6.5.1.

The Palmerston City Centre Area Plan is shown in Figure 3. It should be noted that NTG are currently undertaking a review of the City Centre Area Plan.

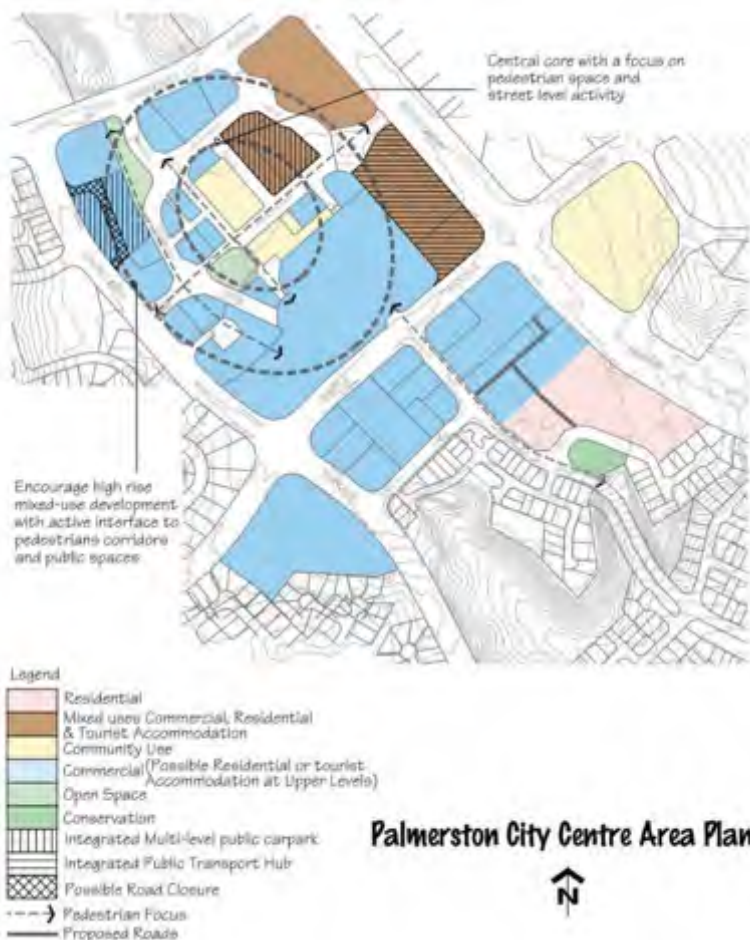


Table 2.1 summarises the rates applicable for developments within Palmerston City Centre. As outlined in the table, parking rates are variable and dependent on the type and characteristics of the proposed development. These parking rates are minimums to be provided with all new developments in Palmerston City Centre and applicable to all developments within the NT, excluding those in the Darwin CBD (CB Zone).

It is also possible to reduce the parking requirements for developments, where guidance is provided in Clause 6.5.2 of the Planning Scheme. A proposed development with fewer car parking spaces may be approved by the consent authority if the reduction is appropriate when considering the following items:

Figure 3: Palmerston City Centre Area Plan, NT Planning Scheme (note some land use changes have occurred since this City Centre Area Plan)



- a) the zoning of the land, the use or development or proposed use or development of the land and the possible future use or development of the land;
- b) the provision of car parking spaces in the vicinity of the land; and
- c) the availability of public transport in the vicinity of the land; or
- d) the use or development relates to a heritage place and the Minister responsible for the administration of the Heritage Act supports the reduced provision of car parking spaces in the interest of preserving the significance of the heritage place.

Where the Development Consent Authority (DCA) does not grant a reduction, monies can be made payable to Council through a contributions plan for the theoretical short-fall.

Table 2.1 also contains parking rates for the Darwin CB Zone. A comparison has been drawn to the rates for Palmerston and Darwin, noting that both zones function as a City Centre, however it is acknowledged that there are marked differences between the two locations.

There are similarities in the number of parking spaces required for the Palmerston City Centre and the Darwin CBD for some development types. However, for several development types there is a substantially reduced parking requirement when utilising the parking rates generated for Darwin CBD. For a hypothetical new licensed club comprised of 100m<sup>2</sup> lounge area and 20m<sup>2</sup> bar area, CB zone parking rates require only 4 parking spaces be provided, compared to the 14 parking spaces required in Palmerston. The requirement to provide more parking may influence on the overall economic viability of a proposed development.

It may be appropriate to consider adopting alternative rates or an alternative rate structure (*eg consideration of rates for shared/mixed use development types*). This will be informed by additional parking survey data, as well as an in-depth review of specific land uses and comparing theoretical, provided and actual parking demand.

It should be noted that the NT Planning system is currently under review, which will include a review of the Planning Scheme. As part of this, there may be an opportunity to seek change as it relates to Palmerston.



The Implementation Plan should involve the development of triggers to guide the timing and implementation of rate changes.



Table 2.1 NT Planning Scheme parking rates

Development Type	Palmerston City Centre (NT general)	Darwin CB Zone
Community Centre	5 per 100 m2 net floor area	2 per 100m2 net floor area
Hotel	16 for every 100m2 of net floor area used as a lounge bar or beer garden plus 50 for every 100m2 of net floor area used as a bar plus 10 for a drive-in bottle shop (if any) for cars being served or awaiting service plus 1 for every guest suite or bedroom plus 3 for every 100m2 used for dining	16 for every 100m2 of net floor area plus 0.4 for every guest suite or bedroom
Leisure and Recreation	For indoor spectator facilities (if any) 1 for every 4 seats plus 5 for every 100m2 of net floor area used as a club house otherwise than specified above, 10 for every 100m2 of net floor area	3 for every 100m2 of net floor area
Licenced Club	10 for every 100m2 of net floor area used as a lounge area or beer garden plus 20 for every 100m2 of net floor area used as a bar plus 3 for every 100m2 of net floor area used for dining	3 for every 100m2 of net floor area
Office	2.5 for every 100m2 of net floor area	3 for every 100m2 of net floor area
Restaurant	6 for every 100m2 of net floor area and any alfresco dining areas plus 10 for drive-through (if any) for cars being served or awaiting service	3 for every 100m2 of net floor area and any alfresco dining areas
Service Station	2 for every 100m2 of net floor area, or 5 whichever is the greater (not including parking serving bowsters)	2 for every 100m2 of net floor area or 5 whichever is the greater (not including parking serving bowsters)
Serviced Apartments	1 for every dwelling plus 3 for every 100m2 of net floor area not within a dwelling	1 for every dwelling plus 3 for every 100m2 of net floor area not within a dwelling
Shop	6 for every 100m2 of net floor area	3 for every 100m2 of net floor area
Showroom Sales	4 for every 100m2 of net floor area plus 1 for every 250m2 used as outdoor storage	4 for every 100m2 of net floor area plus 1 for every 250m2 used as outdoor storage

### 2.1.2 Palmerston City Centre Parking Strategy (2015)

The Palmerston City Centre Parking Strategy was developed in 2015 and is the current parking strategy document for the City of Palmerston. It provides a framework for the management of parking throughout the Palmerston City Centre. Developed largely in line with the City Centre Master Plan 2030, while it contains a series of high-level, categorised principles, there are several deficiencies discussed in this Section. The principles of the 2015 Strategy are summarised in Table 2.2.

**Table 2.2 Palmerston City Centre Parking Strategy (2015) - Principles**

Category	Principles
Sustainable Growth and Resilience	<ul style="list-style-type: none"> <li>Gradually replace surface car parks in the center with multi-storey car parks around the edges</li> <li>Shift from inefficient private multi-storey car parks that are shared across residential, retail and commercial uses.</li> </ul>
Strategic Relation of Anchors and Parking	<ul style="list-style-type: none"> <li>Shift from a car park city center, to a city centre for people</li> <li>Maximise street activity by separating anchors and parking</li> <li>Create a high quality public realm along key pedestrian routes</li> <li>Provide vehicle access and loading along secondary pedestrian routes</li> </ul>
Sustainable Transport	<ul style="list-style-type: none"> <li>Promote walking and cycling</li> <li>Accelerate a modal shift towards sustainable transport</li> <li>Ensure sustainable transport is user friendly and that wayfinding is clear for all</li> </ul>
Multi-storey car parks	<ul style="list-style-type: none"> <li>Design multi-storey car parks as people places</li> <li>Activate the ground floor of car parks</li> <li>Promote events and other activities</li> <li>Design for long term adaptability to other uses, such as residential</li> </ul>
On-Street Parking	<ul style="list-style-type: none"> <li>Utilise on-street parking</li> <li>Price the most proximate and sought after on-street parking at the highest rate</li> </ul>
Smart Parking	<ul style="list-style-type: none"> <li>Use demand-responsive pricing to free up parking on each block to reduce circling and double parking</li> <li>Design multi-storey car parks to adapt to technological change</li> </ul>
Parking Controls	<ul style="list-style-type: none"> <li>Provide market-responsive parking controls</li> <li>Improve housing and lifestyle affordability, by reducing the requirement to own a car*</li> </ul>
* The Palmerston City Centre Parking Strategy 2015 outlines recommendations for new parking rates; adjusting the minimum to new maximums (see Appendix A)	

In general, the following comments are provided:

- Although the principles identified within the 2015 Strategy are somewhat useful as general, i.e. long-term policy directions, there is a need to provide clear, defined actions as well as timeframes to guide implementation.

- The steps between the current situation and future vision need to be clearly identified. This would provide achievable and measurable targets that can be implemented by City of Palmerston to reach the desired objectives and can be achieved with an Implementation Plan.
- The 2015 Strategy is not clear as to whether changes to the Car Parking Contribution Plan are required.
- While some forward-thinking principles are adopted, consideration has not been given to planning for technological advancements (eg. Mobility as a Service, electric vehicles, autonomous vehicles).
- The 2015 Strategy incorporated adjusting minimum parking rates to maximum parking rates, however it was unclear as to how these rates were identified.
- It is recommended that any changes proposed to parking rates are based on parking survey data. It is also noted that City of Palmerston do not have direct control over the application of parking rates.
- The principles describe ideals that are generally appropriate for City of Palmerston in the long term, for example:
  - In the absence of a comprehensive public transport system, it is likely there will be a continued need for cars. The suggestion of multi-storey car parking on the city fringe is suitable and reflective of current best practice in industry.
  - The reduction of the number of parking spaces required per development (parking rates) is in line with current best practice, i.e. converting minimums to maximums.

### 2.1.3 Car Parking Con

The City of Palmerston's Car Parking Contribution Plan – Central Business (2009), outlines the methodology for calculating contributions required by developers in the case that minimum parking requirements are not met.

Where there exists a shortfall in the parking provided by a developer, they may provide a contribution in lieu of parking infrastructure. Contributions for parking obtained through this framework are utilised by Council to construct multi-storey car parking to 'ensure adequate provision is made'. The Contribution Plan notes that 'ground level facilities may, in the short term, be provided on land which is designated for future multi-level development in the longer term'.

The Contribution Plan outlines that the staging of car parking infrastructure investment associated with these developments will be based on:

- Rate of growth/take up of development sites
- Car parking occupancies
- Land acquisition processes/site availability, and
- Funding availability.

The contribution amount required to be paid by a development is calculated through a formula, which is adjusted annually to account for increasing costs of construction in Palmerston (*determined by a suitably qualified Quantity Surveyor*).

The timing of payments depends on the development proposed. As outlined in the Contribution Plan:

- Where a development is associated with a change of use to which the land may be put or is a new

development (other than a subdivision), payment is required prior to commencement of the new use or occupation. A Certificate of Occupancy will not be acceded to until all contribution payments have been received by Council.

- Where payment is associated with a subdivision, payment is required on completion of physical infrastructure and prior to issue of titles. Council will not support the issue of a Certificate of Completion or clear its conditions within the Development Permit until all contribution payments are received.
- If the payment of car parking contributions is a condition on a Development Permit, then payment is due at the completion stage of the project and before commencement of use. City of Palmerston will not clear its conditions within the Development Permit until all contribution payments are received.



The following is highlighted, with respect to the Car Parking Contribution Plan:

- The Car Parking Contributions Plan is predicated on the idea that more development equates to more demand for car parking facilities (the 'predict and provide' approach), and that City of Palmerston is required to provide for this shortfall through the provision of additional parking spaces.
- There are several flaws with this. This underlying principle has been shown in other jurisdictions to result in an oversupply of parking, leading to excessive parking taking up valuable City Centre land.
- This approach also fundamentally lacks flexibility in responding to change. There appears to be little flexibility in the way that funds from the Contribution Plan can be used; ie they are to be used for the construction of new (multi-level) car parks. Flexibility can be valuable in responding to factors that may affect current and future demand (eg significant changes in economic activity).
- There have been several fundamental infrastructure changes since 2009; the policy map may need updating to reflect this.

- There is an opportunity to adjust the future spending of any funds received for uses that are more suitable for the expected level of revenue generated.

#### 2.1.4 City of Palmerston Community Plan

The City of Palmerston Community Plan is a strategic document developed with the local Community and provides direction for the development of the City, where a series of priorities are highlighted over a 10-year period. Several key outcomes are highlighted in the Community Plan and are as follows.

##### OUTCOME 1: Family and Community

Palmerston is a safe and family friendly community where everyone belongs

##### OUTCOME 2: Vibrant Economy

Palmerston is a destination city. For employment it is a place where businesses are encouraged to set up and grow.

##### OUTCOME 3: Cultural Diversity

In Palmerston we celebrate our cultures in a way that values our diversity

##### OUTCOME 4: A Future Focus

Palmerston is an innovative city that can sustain itself through the challenges of the future.

##### OUTCOME 5: Environmental Sustainability

Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability.

##### OUTCOME 6: Governance

Council is trusted by the community and invests in things that the public value.

For each of these outcomes, an objective and a series of strategies is identified. In addition to this, several measures of success are identified. Those measures of success considered particularly important for the

Parking Strategy are as follows.

- Council is committed to ensuring local business and industry receive the support they need in order to grow and prosper within our region – measured through the Community Satisfaction Survey.
- Increase the canopy coverage (*percentage of areas shaded by trees*).
- Performance in actively protecting and enhancing the environmental assets and infrastructure of the City of Palmerston, while supporting local businesses and industry in sustainable land use, is improved.
- Community are satisfied that Council is committed to ensuring that the systems and processes of Council support the organisation in delivering the best possible services to the community.



### 2.1.5 Summary

Documents relevant to parking in City of Palmerston were reviewed:

- **The NT Planning Scheme** outlines parking rates to be adopted by new developments within the City Centre. Adopting an amended rate structure for Palmerston may be appropriate, through reviewing additional parking survey data and comparing theoretical parking demand associated with various developments.
- **The Palmerston City Centre Parking Strategy 2015** that was previously developed also has several limitations, most notably that it lacks a series of measurable targets or actions that will enable City of Palmerston to implement the Strategy. This Parking Study includes a Parking Strategy that will supersede the 2015 Strategy, such that these limitations are addressed.
- **The Car Parking Con** describes a framework for City of Palmerston to provide parking infrastructure, however is reasonably prescriptive in nature and where funds are used only for the construction of additional parking. There is scope for the review of this Plan to include better outcomes and reflect this Study.
- **The City of Palmerston Community Plan** describes where the City of Palmerston is headed, with respect to community, economic, cultural, technological, environmental and governance outcomes. A parking strategy should reflect the aspirations of the community.

## 2.2 Current Best Practice

### 2.2.1 Other Jurisdictions

Historically, parking has been provided on a 'predict and provide' approach whereby parking is generally provided based on an appreciation of the following fundamental principles:

- More parking is better
- Each destination must satisfy its own parking needs
- Car parks should never be full and should always have some capacity
- Parking should always be free or subsidized or incorporated into building costs.

In recent years, however this standard approach has been challenged, whether driven by improved sustainability outcomes or in reaction to increased population and therefore parking demand.



There is a need to develop a strategy that will appropriately enable City of Palmerston to transition from the current 'demand satisfaction' approach towards a 'demand management' philosophy.







Parking management is shifting from demand satisfaction to demand management. Several cities and regional centres throughout Australia are now approaching parking through the lens of managing demand.



The following are examples of strategies used elsewhere, where there is mindset shift towards demand management:

- **Unbundling of parking with developments:** parking spaces are sold independent of developments, increasing the flexibility and efficiency of this space (City of Ipswich)
- **Encouraging sustainable transport modes and reducing reliance on the private vehicle:** lobbying State Government for improved public transport and shuttle bus services (Penrith City)
- **Amendments of parking rates:** Car parking rates that more accurately reflect demand with consideration given to 10% reduction subject to incorporating other initiatives (City of Greater Bendigo)
- **Smart initiatives for efficient parking:** Providing real time information about availability of parking (City of Melbourne)

The Palmerston City Centre Parking Strategy (2015) contains principles that are generally in line with best practice thinking, with a focus on sustainable transport modes and amendments to parking rates suggested.

### 2.2.2 Northern Territory

It is a general observation that there has been a slower uptake of best practice parking management techniques in the Northern Territory, when compared to other Australian cities. Where other local governments have already implemented pricing restrictions to control parking demand, pricing was only introduced to Darwin in 2003 and even more recently in the City of Palmerston.

This slower uptake can perhaps be attributed to a generally high reliance on private vehicles, where demand satisfaction has continued, and parking supply has increased without negative impacts felt yet. These impacts are generally associated with high population growth and parking demand.

Although the Palmerston City Centre Parking Strategy (2015) provides long term goals with demand management in mind, it does not provide the intermediate steps that will enable the City of Palmerston to push through this transition to achieve these goals.

## 2.3 Parking Hierarchy

### 2.3.1 General Principles

Guidance to effective parking management is provided in the Austroads Guide to Traffic Management Part 11 – Parking (AGTM: 11), in which effective parking management can be achieved by developing a defined parking hierarchy. Different time limits and parking prices should then be allocated to parking spaces across the area based on the hierarchy to achieve the desired outcome.

The Austroads Guide describes the allocation of kerb-side (on-street) spaces to those users requiring high levels of access and the allocation of off-street parking for the mass storage of vehicles, as shown in Figure 4.



Figure 4: Parking hierarchy,  
Austroads Guide to Traffic  
Management Part 11

The guidance provided by Austroads is useful to consider in the development of an appropriate strategy for the City of Palmerston. This provides guidance regarding the function of parking spaces, for on-street parking and off-street parking areas.

Table 2.3 describes intended functions for each parking type as suggested by Austroads.

Table 2.3 Guidance for zoning function (Austroads)

Parking Type	Intended Function
5 minute parking	Areas with very high arrival rate ( <i>where passengers dropped off but where waiting is required</i> ). For example near cinemas, post offices, hotels, potentially business districts and schools
10 minute parking or 15 minute parking	Quick pick-up and set-down outside schools and for high turnover. Only appropriate for motorists going to one address. For example outside commercial facilities providing high level of convenience such as banks, post offices, newsagents.
30 minute parking	Can be applicable directly outside local shops that rely on providing reasonably high level of convenience to maintain competitive market position. Usually high demand and 1 hour parking would result in inadequate turnover.
1 hour parking	Appropriate outside major shopping centres and in other locations where there is demand for parking and the activity will likely take longer than 0.5 hour. This type of parking is able to be diverted into off-street locations but parking access needs to be clearly visible from road frontage.
2 hour parking	Can be appropriate outside major shopping centres although it can result in enforcement difficulties with some motorists staying excessively long times. It is more likely to be applicable in areas with development containing professional and personal services.  Can be diverted into off-street car parks. Access to the car park can be provided via other streets but the access arrangements need to be clearly identifiable from the arterial road.
4 hour parking	Appropriate where it is desired to stop all-day commuter parking but allow parking by other local people.  Can be diverted into off-street car parks. While it is desirable that car park access is identifiable from the arterial road it will often be acceptable to assume that motorists are relatively well-informed regarding the access arrangements for the site.
Untimed parking	Usually generated by employees or park-n-ride motorists and will occur across all types of development. Does not require signs to be used to indicate that parking is permitted where there is no time limit or no user limitation. However, a "Parking" sign may be necessary where the method of parking ( <i>eg angle parking</i> ) or the method of parking ( <i>eg voucher</i> ) has to be indicated on a sign. Also a "Parking" sign will be necessary where the parking area is available only for certain classes of users ( <i>eg motorcycles only</i> ).

In general, the following principles may be useful for the City of Palmerston:

- A clear hierarchy of parking and what is trying to be achieved should be developed.
- On-street parking should be highly accessible and restricted to short term parking only, guided by the timing outlined within the Austroads Guide.
- Off-street parking should be used for mass storage of vehicles and be utilised for long-term parking, guided by the time limitations outlined by Austroads.

## 2.4 Pricing for Management of Parking

Circumstances that may warrant the introduction of paid parking are provided in Australian Standards (AS2890.5) as follows:

- Where there is insufficient turnover of short term parkers, where vehicles are staying longer than desired
- Where there is high demand indicated by continuous usage of at least 70 percent of available parking spaces during business hours
- Where there is insufficient off-street parking provided within walking distance of high short term parking demand.

Objectives for the implementation of paid parking as outlined within the Australian Standard (AS2890.3) and the Austroads Guide may include:

- Encouraging turnover (*to provide more available spaces for parking*)
- Encouraging drivers to park in designated long term parking areas in preference to the higher demand (*most convenient*) parking spaces
- Defining an accurate time check on parking duration to assist in enforcement (*which may reduce staffing requirements*)
- Encouraging modal shift (*bus, bicycle or walking instead of driving/parking*)
- Providing a value on parking spaces to recoup costs.

It is important to note that any scheme (*paid or unpaid*) requires effective enforcement to ensure that time limits and fees are being adhered to.

Key measures to efficient pay parking pricing are also identified in the Austroads Guidelines and includes:

- Charge higher fees and provide shorter time periods at the most convenient spaces (*on-street*) to encourage high churn.
- Use incremental price structures in certain car parks to favour short-term users, e.g. \$1 for the first hour then \$1.50 for the second hour etc.
- Daily rates should be set at more than 6 times the hourly rate, and monthly rates at more than 20 times the daily rate.
- Ensure that fee structures are flexible and can be amended up or down in order to manage demand. It is inefficient to review fees only once a year in accordance with budget timetables.
- Encourage businesses to price parking and offer discounts or refunds to their bona fide clients.
- Provide discount parking to multi-passenger vehicles (*car sharing*).
- Ensure a high level of compliance by means of regular and unpredictable enforcement which will require increased staffing and technology resources.
- Implement different parking fees in the evening and on weekends in some precincts.
- Minimise the exceptions to pay parking e.g. all residents, ratepayers, loading vehicles, couriers and disabled parkers using public parking spaces should pay.

## 3 PARKING IN PALMERSTON TODAY

### 3.1 Parking Supply

Over 3500 parking spaces are provided throughout the Palmerston City Centre in on and off-street parking areas. This consists of 23% provided by City of Palmerston and 77% provided within privately-owned parking lots.

A summary of the overall parking supply is provided in Table 3.1.

**Table 3.1 Parking Supply**

Parking Type	Total number of spaces
City of Palmerston	865 spaces
Private	2685 spaces
Total	3550 spaces

The City of Palmerston managed parking throughout the City Centre is generally divided into “Zones”, described as follows:

- Zone A: 2-hour parking (*priced at \$1.80 per hour*)
- Zone B: All day parking 4+ hours (*\$1.00 per hour to maximum of \$4.00*)
- Additional restrictions: Various parking areas have time limits of 1 hour, 30 minutes, 15 minutes, untimed
- Other: Disabled parking, taxi and loading zones, motorcycle parking, reserved

**Table 3.2 Current Parking Supply**

Parking Zone	City of Palmerston Spaces	Private Spaces	Total Spaces
15 minute	15	0	15
30 minute	13	0	13
1 hour	79	27	106
2 hour	287 (Zone A: 2hr)	357	644
3 hour	0	704	704
4 hour	0	341	341
All Day	357 (Zone B: 4+)	1253	1610
Reserved (for specific users)	114	3	117

City of Palmerston also offers annual parking permits, at a cost of \$400 per annum commencing from the new financial year. Permits are also able to be purchased at a pro-rata rate at each quarter (*ie. \$300 from October, \$200 from January, \$100 from April*).

Permit users are to display the permit and can park all day within Zone B (*in off-street parking areas*). Table 3.3 shows that the largest proportion of permit uptake occurs at the beginning of the financial year.

**Table 3.3 Parking Permits Issued**

Financial Year	Issued Jun/Jul-Sep	Issued Oct-Dec	Issued Jan-Mar	Issued Apr-Jun
2017/2018	138	18	20	28
2018/2019	152	12	NA	NA

Users electing to park within priced zones are required to purchase a parking ticket from nearby ticketing machines.

Parking is typically enforced through regular parking inspections undertaken by City of Palmerston staff. City of Palmerston currently has entered into agreements to enforce parking compliance in some private parking areas as well.









## 3.2 Parking Arrangement

### 3.2.1 Spa Arrangement

There are several factors that make City of Palmerston unique with respect to how parking is provided within the City Centre. These must be key considerations in developing an appropriate Strategy and Plan.

- The level of development and consequently the arrangement of parking in the Palmerston City Centre does not reflect that of typical City Centres. Typically, the clear distinction between on-street and off-street parking results in a clear parking hierarchy, which governs the designation of parking controls and pricing in line with the Austroads Guide. Within the Palmerston City Centre, several off-street areas are allocated for short-term parking, rather than long-term parking.
- City Centre areas are also typically defined by a core centre, where commercial activity and demand for parking is generally highest. This is not characteristic of the Palmerston City Centre where development is lower density and generally spread across a larger area.
- The Palmerston City Centre is somewhat disconnected in function. Parking is firmly linked to the end destination with little trip-linking. For example, a driver will park at Bunnings to shop and then drive to another destination within the City Centre (*for example Palmerston Tavern*), rather than walking.
- There is a large quantity of parking provided throughout the City Centre. Observing an aerial of the City Centre, it is clear that almost 30% of the total land in the City Centre is dedicated solely to at grade parking (Figure 5).

Given parking is currently firmly tied to end destinations, the Strategy and Plan must consider this relationship between parking and land-use in the short, medium and long term. The encouragement of trip-linking will form an important part of the Strategy.





### 3.2.2 Parking Controls

#### 3.2.2.1 Zoning

As outlined in Section 2.2, on-street areas are typically suited for short-term parking and off-street areas should be reserved for long-term parking. Any parking provided should be timed appropriately, to reflect the intended function of the parking.

Within the Palmerston City Centre there is currently no clear distinction between the locations of long-term and short-term parking. Several off-street areas provide short-term parking (*eg 1-hour parking for the Palmerston Recreational Centre*) and the timing of some on-street areas is the same as or longer than nearby off-street areas.

There is currently limited delineation of a central city core, as parking supply and demand remains firmly tied to land use.

It is proposed that the intended function of each parking area is clearly defined within a parking hierarchy. The hierarchy will need to be staged to acknowledge that the City of Palmerston only has control over a portion of the available parking.



There is an opportunity to create a parking hierarchy and consolidate parking to improve the efficiency of existing parking. In doing this Palmerston can begin to transition toward a centric model, where change will be guided by transitions in land use.



#### 3.2.2.2 Pricing

As outlined in Section 2.4, there may be several goals when implementing paid parking, including to encourage turnover to provide more free spaces for parking. At the same time, enforcement is critical in effective management of time limits and fees.

In the Palmerston City Centre, pricing has been set at relatively low rates; the maximum fee charged for 2 hour parking is \$3.60 and the maximum fee charged for all day parking is \$4.00. Where the goal is to encourage turnover, fees should be priced sufficiently high enough to encourage behavioral change. As discussed further in Section 3.3, data was collected in Round 1 of parking surveys to observe behavioral change in response to pricing change (*free parking in December*). It appeared that pricing at existing levels had minimal impact on parking demand and turnover in most areas.



It appears that the current pricing scheme is based on defining an accurate time check on parking duration and enabling enforcement of the parking time limits; the current parking costs are not set at a high enough level to encourage behavioral change or recoup costs.



Several scenarios could be examined to determine an appropriate pricing structure to be adopted, including:

1. Increasing parking charges to recoup costs (*a user pays system*). It is unclear what the current costs of maintaining and enforcing parking are to City of Palmerston. If charging is to cover costs, it is recommended that further investigation is undertaken to determine the true cost of providing, maintaining and enforcing parking over the full lifecycle of the parking infrastructure.
2. Retain pricing at low levels (*or ticketed no charge*) to facilitate enforcement. This may include the following scenarios;
  - 2.1. Retain existing parking controls, no changes to pricing structure
  - 2.2. Remove charging on short term (2 hours or less), retain charging on long term (*All day*). Time limits enforced through meter retention/pay and display.
  - 2.3. Don't charge at all, given existing charging has minimal effect on parking behaviour. Time limits enforced through meter retention/pay and display.

It is not recommended that charges for parking be increased in the short term as:

- In all day parking areas, while demand is high, increasing charges would serve to discourage long term parking in fringe locations and may encourage all-day parking in private parking areas.
- In timed parking areas, as demand is typically low, off-street parking is accessible and parking areas having lower turnover can be managed with increased enforcement and through local amendments to parking controls.

### 3.3 Observed Current Parking Demand

#### 3.3.1 Parking Survey methodology

The methodology of the parking surveys undertaken in this Parking Study is described as follows:

- Round 1: Parking surveys were conducted in 2018, both in October and December for City of Palmerston -controlled parking in the Study Area.

The October parking surveys gave an understanding of motorist parking behaviour under normal conditions where parking was controlled by pricing. The December parking surveys examined how this behaviour changed during the free Christmas trial period, where pricing was removed and parking uncontrolled. This information is useful in understanding the suitability (*or otherwise*) of the existing pricing controls in managing parking behaviour.

Details of these surveys are shown in Table 3.4.

Following a review of the Round 1 parking surveys it was found that, while an understanding of City of Palmerston parking hotspots could be obtained, it would be useful to obtain a broader picture to determine if there are overflow impacts on adjacent private parking, as well as opportunities that may exist with these areas. Consequently, a second round of parking surveys was undertaken in February 2019 (*Round 2*) to improve the understanding of the parking operation across the whole of the Palmerston City Centre.

- Round 2: Parking surveys were conducted in 2019 in February, for both City of Palmerston and private parking areas.



These surveys expanded on the number of parking areas surveyed to include private parking areas. Given the large supply of private parking available throughout the City Centre, it is important to understand how these areas currently function in terms of demand and whether there are impacts on City of Palmerston provided parking.

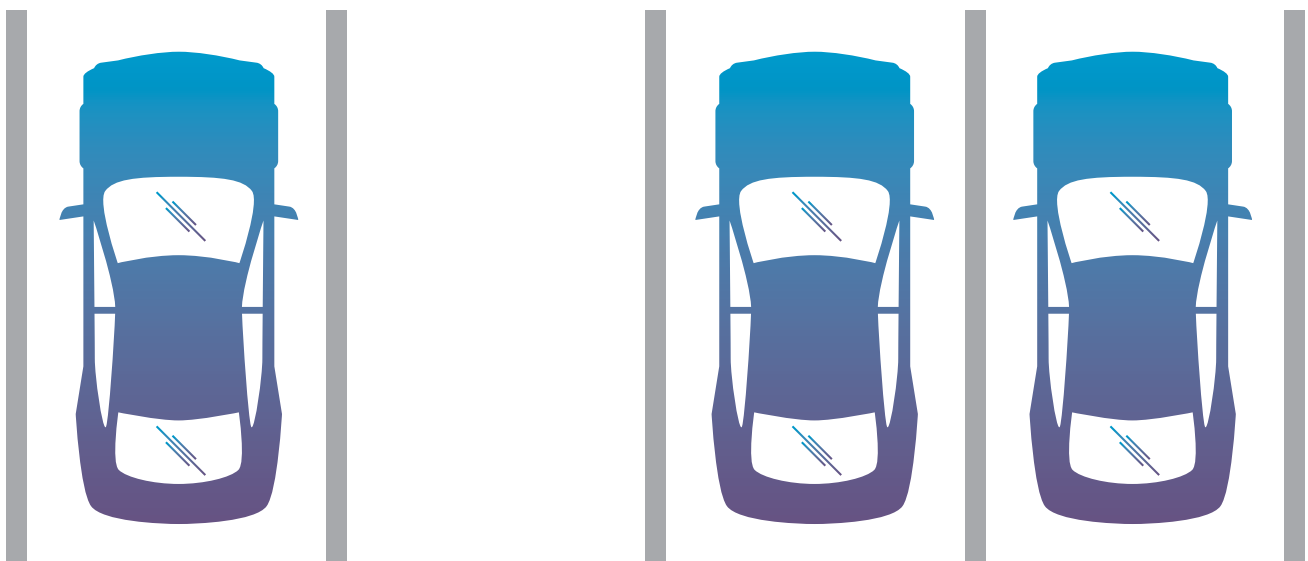
The number of days surveyed was increased to include the weekend. The number of surveys undertaken each day was also increased to provide a comprehensive picture of parking during that day.

Details of these surveys are also shown in Table 3.4.

**Table 3.4 Parking survey details (Round 1 and Round 2)**

Round	Type	Days Surveyed	Time Slots
Round 1	Paid (October)	Wednesday 17th October Thursday 18th October Friday 19th October	9am, 12pm, 4pm 9am, 12pm, 4pm 9am, 12pm, 5pm
	Unpaid* (December)	Wednesday 12th December Thursday 13th December Friday 14th December	9am, 12pm, 4pm 9am, 12pm, 4pm 9am, 12pm, 5pm
Round 2		Wednesday 13th February Thursday 14th February Friday 8th February Saturday 9th February Sunday 10th February	All day – 2 x (9.30am, 2.30pm) 3/4 hr – 2 x (9.00am, 2.00pm) 1/2 hr and less – 4 x (8.00am, 10.30am, 1.00pm, 3.30pm)
*time limits remained in place and were enforced in this scenario			

It is envisaged that further rounds of surveys (*matching the areas surveyed in Round 2*) will be undertaken into the future to continue to develop the understanding of how parking functions within the Palmerston City Centre.



### 3.3.2 Parking Survey Results

#### 3.3.2.1 General

The results of the Round 1 and Round 2 parking surveys are discussed in this section for areas of notably high or low average occupancy, for parking areas in the inner City Centre and the outer City Centre. The standard benchmark indicating excessive occupancy is 85% utilisation, where occupancy higher than this suggests that significant demand exists at that location.

Other approximate indicators of demand are summarized as follows:

- Low: ~10%-25%
- Low medium: ~ 25%-40% (significant capacity still remaining)
- Medium: ~40%-60% (high capacity still remaining)
- Medium-high: ~60%-85% (capacity still remaining)
- High: >85%

On weekends, parking demand was generally very low. On weekdays, there are notable hotspots where the parking demand was consistently high and the average occupancy exceeded 85%. The same general areas were observed to have high demand across the surveys undertaken in October, December and February; the Northwestern Lot (near the City of Palmerston offices) and the large Northeastern Lot (Table 3.5).

There were also several parking areas that are being significantly underutilised and where demand was low medium, less than 40% average occupancy (Figures 6 to 9) including;

- City of Palmerston: Hillson Street (at grade) – 2 hours
- City of Palmerston: Kilgour Lane Alley (at grade) – 2 hours
- City of Palmerston: Adjacent Coles (at grade) – 2 hours
- City of Palmerston: Rolyat Street (at grade) – 2 hours
- City of Palmerston: Maluka Drive (at grade) – 2 hours and 1 hour
- City of Palmerston: Adjacent Rydges (at grade) – 2 hours
- Private: Palmerston Shopping Centre (*Target Underground*) – 4 hours
- Private: Palmerston Shopping Centre East (*at grade*) – 3 hours
- Private: Hub Complex, now largely vacant (*underground*) – All Day



- Private: Dollars Sense, now vacant (underground) – All day

Several other areas were observed to have remaining capacity during the times surveyed (Figures 6-9):

- City of Palmerston: Adjacent water tower – 2 hours
- City of Palmerston: Adjacent BWS – 2 hours
- City of Palmerston: Palmerston Rec Centre – 2 hours
- Private: Palmerston Shopping Centre South (at grade) – 2 hours
- Private: Palmerston Shopping Centre North (at grade) – 2 hours
- Private: Bunnings – All day
- Private: Oasis Shopping Centre – 3 hours
- Most other private parking offered

It is apparent that, while there are hotspots where parking demand is higher, there is also a significant over-supply of parking offered throughout the Palmerston City Centre. The average weekday occupancy is 43% for the entire City Centre and 25% on the weekend. There is an opportunity to consolidate and more effectively use the parking infrastructure already provided, to more appropriately match the demand observed.

It was also found that pricing at current levels had minimal influence on parking demand in general, particularly where there was high demand in long term parking areas (Figures 8 and 9). Pricing at current levels in short term areas also appeared to have limited influence and there is scope to address this through improved enforcement.

**Table 3.5 Parking Areas With An Average Of ~85% Weekday Occupancy Or More**

Round 1 (City of Palmerston Only)				Round 2 (Including Private)	
October (paid)		December (unpaid)		February (paid)	
Location	Parking Control	Location	Parking Control	Location	Parking Control
Northwestern lot, western portion	All Day Parking	Northwestern lot, western portion	All Day Parking	Northwestern lot, western portion	All Day Parking
Northwestern lot, eastern portion	All Day Parking	Northwestern lot, eastern portion	All Day Parking	Northwestern lot, eastern portion	All Day Parking
Northwestern lot, northern portion (83%)	All Day Parking	Northwestern lot, northern portion	All Day Parking	Northeastern lot (84%)	All Day Parking
Northeastern lot	All Day Parking	The Boulevard, western end	1 hour	Bus Interchange	All Day Parking
				ANZ	All Day Parking

*Note: December was unpaid as City of Palmerston were incorporating free parking for the Christmas period.*



Figure 6: Occupancy Weekday Average (February - Paid)





Figure 7: Occupancy Weekend Average (February - Paid)





Figure 8: Occupancy Weekday Average (October - Paid)





Figure 9: Occupancy Weekday Average (December - Unpaid)





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## PALMERSTON PARKING STRATEGY PARKING AREAS

- |                                 |                                     |                                     |                                  |
|---------------------------------|-------------------------------------|-------------------------------------|----------------------------------|
| 1 Waterpark                     | 15 Northeastern Lot                 | 29 Palmerston Shopping Centre East  | 43 Maluka Drive                  |
| 2 Northwestern Lot              | 16 The Boulevard                    | 30 Target Under Cover               | 44 KFC                           |
| 3 Goyder Centre                 | 17 Palmerston Library               | 31 Coles Under Cover                | 45 Hungry Jacks                  |
| 4 Palmerston Circuit            | 18 Adjacent Hog's Breath            | 32 Palmerston Shopping Centre South | 46 Hub Complex and Surrounds     |
| 5 McDonalds                     | 19 Quest (Underground)              | 33 Cazalys                          | 47 Hub Front                     |
| 6 Palm Plaza                    | 20 Quest (At Grade)                 | 34 Bus Interchange                  | 48 Hub Complex Underground       |
| 7 Beaurepaires                  | 21 Vacant Block                     | 35 Service Station                  | 49 Rydges Undercover (Ground)    |
| 8 Arch Rival                    | 22 Kilgour Lane Alley               | 36 Red Rooster                      | 50 Rydges Multilevel (2nd Level) |
| 9 Bunnings                      | 23 Highway House                    | 37 Toyota                           | 51 Rolyat Street                 |
| 10 ANZ                          | 24 Adjacent BWS                     | 38 Rolyat Street Complex            | 52 Adjacent Rydges               |
| 11 Mansfield Street             | 25 Adjacent Water Tower             | 39 Centrelink                       | 53 Oasis Shopping Village        |
| 12 Frances Drive                | 26 Adjacent Elders                  | 40 Dollars Sense (vacant)           |                                  |
| 13 Palmerston Recreation Centre | 27 Adjacent Coles                   | 41 Vinnies                          |                                  |
| 14 Hillson Street               | 28 Palmerston Shopping Centre North | 42 Medical Block                    |                                  |

### 3.3.2.2 Inner City Centre

A summary of findings for each parking area within the general Inner City Centre area is shown in Table 3.6. For typical cities, these areas would typically be characterised by high commercial activity and high parking demand.

**Table 3.6 Parking Areas in Inner City**

Parking Area (refer map)	Comments
City of Palmerston	
Northwestern Lot (2)	Weekday demand high, weekend demand low. Acts as storage of vehicles and appears to be largely used for all-day parking; occupancy decreases after 5pm. The all-day parking services staff for City Centre businesses; 2-hour parking services Police; 15-minute parking services Post Office; 1-hour parking services City of Palmerston. Pricing has little influence on demand here.
Palmerston Recreation Centre (13)	1 hour: weekday demand average, weekend demand low 2 hour: weekday demand very low, weekend demand low-medium Short-term parking services Recreation Centre. Turnover in 1 hour parking area low, potentially employees.
Palmerston Circuit (4)	Weekday demand very low, weekend demand very low. Underutilised.
Northwestern Lot - Post Office (2)	Gated; used for employees only. Weekday demand medium, weekend demand very low.
Frances Drive (12)	Weekday demand medium, weekend demand medium. Low turnover; used by employees of nearby businesses.
Northeastern Lot (9)	Weekday demand high for public access areas, medium for reserved parking. Weekend demand very low. Currently used for long term parking, however it is located within the inner City Centre. With the opening of the new development (Boulevard Plaza), there may need to be a change in parking to encourage turnover. All day parkers will need to be shifted elsewhere.
Hillson Street (14)	Weekday demand very low. Weekend demand low-medium. It is likely that sufficient capacity is provided elsewhere in unpaid areas (in the Northeastern Lot and Palmerston Rec Centre), minimal incentive to pay for parking at this location. This is underutilised and there is an opportunity to free up this space.
The Boulevard (16)	Weekday and weekend demand medium. Turnover reasonable. Services local shops and businesses.
Palmerston Library (13)	Weekday demand low, weekend demand medium. Services local library.
Kilgour Lane Alley (22)	Weekday demand very low, weekend demand low-medium. This area appears to be underutilised.



Parking Area (refer map)	Comments
City of Palmerston	
Adjacent BWS (24)	Weekday and weekend occupancy medium. Some lack of turnover which could be affected by parking permits. It is likely that some employees park in this area and walk to work; NTG vehicles were observed to be parking consistently at this location. This area also services the BWS and Palmerston Tavern, where turnover is required.
Adjacent Water Tower (25)	Weekday occupancy medium, weekend demand low-medium. Some lack of turnover which could be affected by parking permits. It is likely that some employees park in this area and walk to work; NTG vehicles were observed to be parking consistently at this location.
Adjacent Coles (27)	Weekday occupancy very low, weekend occupancy low-medium. This area is underutilised, particularly the southern half (near Chung Wah Terrace).
Adjacent Elders (26)	15 minute: Weekday demand and weekend demand low. 30 minute: Weekday demand medium, weekend demand low. Turnover for these spaces is required for the local shops. Turnover appears to be functioning.
Adjacent Hog's Breath (18)	Weekday demand low-medium, weekend demand very low. Parking is all-day at this location.
Mansfield Street (43)	Weekday and weekend capacity medium. Parking demand for local businesses serviced on-site.
Private	
Quest - at Grade (20), Goyder Centre (3), Vacant lot (15)	There is minimal private parking within the heart of the City Centre: - Parking provided by Quest and Goyder Centre is secured - Informal parking provided on the vacant lot near Quest is untimed and generally medium during the weekdays and low on the weekend.

### 3.3.2.3 Outer City Centre

A summary of findings for each parking area within the general outer City Centre area is shown in Table 3.7. For typical cities, these areas would typically be characterised by high commercial activity and high parking demand.

Table 3.7 Parking areas in outer city

Parking Area (refer map)	Comments
City of Palmerston	
Northwestern Lot	<p>Weekday demand high, weekend demand low.</p> <p>Acts as storage of vehicles and appears to be largely used for all-day parking; occupancy decreases after 5pm.</p> <p>The all-day parking services staff for City Centre businesses; 2-hour parking services Police; 15-minute parking services Post Office; 1-hour parking services City of Palmerston.</p> <p>There was minimal difference in the occupancies observed during December (when parking was untimed), suggested that pricing adjustments of that magnitude had little influence on demand here.</p>
Maluka Drive	Very low utilisation at all times. Underutilised; there is sufficient capacity in free parking provided by businesses so there is little incentive to pay for this time limited parking.
Rolyat Street	Very low utilisation at all times. Underutilised; there is sufficient capacity in free parking provided by businesses so there is little incentive to pay for this time limited parking.
Adjacent Rydges	Very low utilisation at all times. Underutilised; this parking is paid and located some distance away from most end destinations. Free parking is provided at those end destinations nearby.
Private (Key areas)	
Bunnings	The weekday occupancy for Bunnings was generally medium and slightly higher on the weekend, and occupancy never reached capacity. It is noted that a portion of the parking (nearest The Boulevard) always remained empty.
Palmerston Shopping Centre North	The weekday occupancy was medium and weekend occupancy medium-low. Low turnover with some parking all day. Employees were observed to be parking in this area. It is noted that the northern most portion was nearly always empty.
Palmerston Shopping Centre South	<p>Weekday and weekend occupancy was medium. This area services the Palmerston Shopping Centre.</p> <p>Additional capacity was always observed.</p>
Coles Under Cover, Target Under Cover	<p>Weekday occupancy was medium and weekend occupancy low nearest Coles.</p> <p>Weekday and weekend occupancy was very low nearest Target, where a significant number of parking spaces were never occupied.</p>
Palmerston Shopping Centre East	Weekday and weekend occupancy was very low, where a significant number of parking spaces were never occupied.
Oasis Shopping Centre	<p>Occupancy was generally medium-low, where there was always additional capacity.</p> <p>Turnover was low in some areas, particularly on eastern side – likely employees.</p>
Hub Complex and Surrounds	Occupancy was low, where there was always additional capacity.

Parking Area (refer map)	Comments
Private	
Hub Complex Underground	Weekday and weekend occupancy was very low, where a significant number of parking spaces were never occupied. It is noted that this building is largely vacant and therefore has minimal demand associated with it.
Waterpark	Weekday and weekend occupancy was very low, where a significant number of parking spaces were never occupied.

### 3.3.2.4 Summary

The parking survey data identifies the following:

- Supply for the City Centre as whole currently exceeds observed demand; the observed average occupancy for the City Centre is 43% (weekdays) and 25% (weekends).
- For areas of all day parking, the average occupancy for the City Centre was 49% (weekdays) and 18% (weekends).
- For areas of timed parking, the average occupancy for the City Centre was 35% (weekdays) and 31% (weekends).
- Demand for privately managed areas can typically be catered for by the parking currently provided by that development.
- Supply is sufficiently high within each of the privately managed areas which appear to have minimal increase in demand on City of Palmerston operated parking areas.
- Behavior is not measurably altered by pricing changes at the current levels.
- There are notable hotspots where demand is highest, typically where all day parking is required in the northwestern lot and northeastern lot. It is likely many of these parkers are employees of nearby businesses.
- There appears to be an opportunity to consolidate and amend the parking, such that utilisation better matches actual, observed demand.

### 3.3.3 Survey Conclusions



Overall, while there are notable hotspots, overall utilisation across the City Centre was generally low and there appears to be an oversupply of parking. This suggests there is an opportunity to improve the efficiency of parking spaces, through timing/pricing control adjustments, addressed through the Parking Strategy and Implementation Plan.



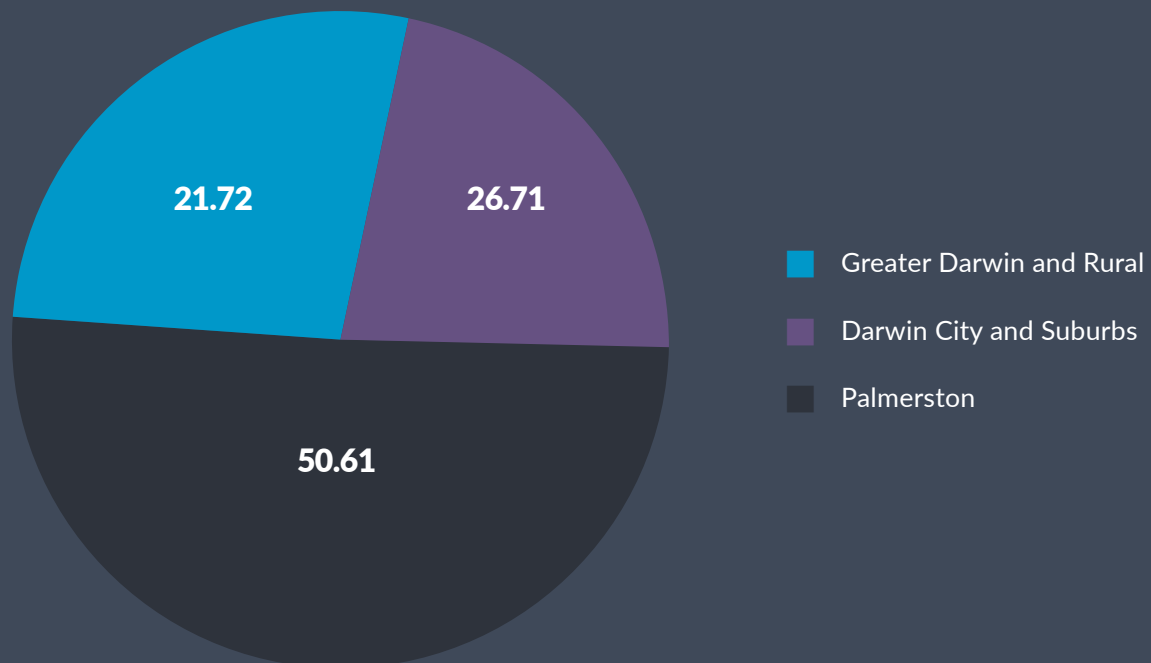
### 3.3.4 Vehicle Origin

Data was collected from the Australian Bureau of Statistics (ABS) 9 August 2016. This data is represented in Figure 10 and summarises the origin of drivers travelling to Palmerston.

Approximately half of drivers travelling to Palmerston are local residents of Palmerston, where the balance is comprised of those travelling from Darwin City and from the Greater Darwin region.

It should be noted that this number does not directly correspond to the number of drivers parking in the City Centre, however can be a useful indicator. .

Figure 10: Journey to work indicating driver origin



## 4 KEY MESSAGES

Through a review of existing planning documents and parking survey data, the following key messages are highlighted:

- The Strategy and Plan must provide clear direction and timing regarding policies and actions, backed with appropriate data. This will enable City of Palmerston to move forward confidently in implementing progressive parking changes to achieve desired outcomes.
- There are several factors that make City of Palmerston unique. These must be key considerations in developing an appropriate Strategy and Plan.
  - The arrangement of parking in the Palmerston City Centre does not reflect that for typical City Centres. Typically, the clear distinction between on-street and off-street parking results in a clear parking hierarchy, which governs the designation of parking controls and pricing in line with the Austroads Guide. In Palmerston City Centre, several off-street areas are allocated for short-term parking, however turnover is not being appropriately achieved.
  - City Centre areas are also typically defined by a core centre, where commercial activity and demand for parking is generally highest. This is not characteristic of the Palmerston City Centre where development is lower density and generally spread across a larger area.
  - Palmerston City Centre is somewhat disconnected in function. Parking is firmly linked to the end destination with little trip-linking. For example, a driver will park at Bunnings to shop and then drive to another destination within the City Centre (for example Palmerston Tavern), rather than walking.
- The parking survey data indicates:
  - Supply for the City Centre as whole currently exceeds observed demand; the observed average occupancy for the City Centre as a whole is 43% (weekday) and 25% (weekend).
  - For areas of all day parking, the average occupancy for the City Centre was 49% (weekday) and 18% (weekend).
  - For areas of timed parking, the average occupancy for the City Centre was 35% (weekday) and 31% (weekend).
  - Demand for privately managed areas can typically be



catered for by the parking currently provided by that development.

- Supply is sufficiently high within each of the privately managed areas which appear to have minimal increase in demand on City of Palmerston operated parking areas.
- Behaviour is not measurably altered by pricing changes at the current levels.
- There are notable hotspots where demand is highest, typically where all day parking is required in the Northwestern Lot and Northeastern Lot. It is likely many of these parkers are employees of nearby businesses.
- There appears to be an opportunity to consolidate and amend the parking, such that utilisation better matches actual, observed demand.
- The results of the parking surveys indicate that there are some immediate parking control/pricing changes that can be implemented through the Plan.
- Given parking is currently firmly tied to end destinations, the Strategy and Plan must consider this relationship between parking and land-use in the short, medium and long term. The encouragement of trip-linking forms an important part of the Strategy.

## APPENDIX A – PARKING SURVEY DATA





























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Job Number: 20181283  
 Filename: 20181283G00014  
 Revision: Rev A  
 Date: 2019-02-08 10:46  
 Drawn: Travis Moon

0 100 200 300 m  
 EPSG: 28352

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

**Occupancy (%)**

<span style="color: darkgreen;">■</span> 0 - 20%	<span style="color: yellow;">■</span> 40 - 60%
<span style="color: lightgreen;">■</span> 20 - 40%	<span style="color: orange;">■</span> 60 - 80%
<span style="color: red;">■</span> 80 - 100%	

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - FRIDAY  
 19TH OCTOBER 2018 - 9AM**





**tonkin**

Job Number: 20181283  
 Filename: 20181283G00014  
 Revision: Rev A  
 Date: 2019-02-08 10:43  
 Drawn: Travis Moon

0 100 200 300 m  
 EPSG: 28352

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

**Occupancy (%)**

<span style="display: inline-block; width: 15px; height: 15px; background-color: #006400; border: 1px solid black;"></span> 0 - 20%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #ffff00; border: 1px solid black;"></span> 40 - 60%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #90ee90; border: 1px solid black;"></span> 20 - 40%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #ffa500; border: 1px solid black;"></span> 60 - 80%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #ff0000; border: 1px solid black;"></span> 80 - 100%	

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - FRIDAY  
 19TH OCTOBER 2018 - 12PM**













tonkin

0 100 200 300 m  
EPSG: 20362

City of Palmerston

Job Number: 20181283  
Filename: 20181283GQ003A  
Revision: Rev A  
Date: 2019-01-30 20:06  
Drawn: Travis Moan

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

Occupancy (%)

0 - 20%	40 - 60%
20 - 40%	60 - 80%
	80 - 100%

**PALMERSTON PARKING  
STRATEGY - WEDNESDAY  
12TH DECEMBER 2018 - 12PM**

















**tonkin**

Job Number: 20181283  
 Filename: 20181283GQ001A  
 Revision: Rev A  
 Date: 2019-02-08 10:54  
 Drawn: Travis Moon

0 100 200 300 m  
 EPSG: 28352

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

**Occupancy (%)**

<span style="color: darkgreen;">■</span> 0 - 20%	<span style="color: yellow;">■</span> 40 - 60%
<span style="color: lightgreen;">■</span> 20 - 40%	<span style="color: orange;">■</span> 60 - 80%
<span style="color: red;">■</span> 80 - 100%	

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - FRIDAY  
 14TH DECEMBER 2018 - 9AM**





**tonkin**

Job Number: 20181283  
 Filename: 20181283G00014  
 Revision: Rev A  
 Date: 2019-02-08 10:53  
 Drawn: Travis Moon

0 100 200 300 m  
 EPSG: 28352

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

**Occupancy (%)**

<span style="display: inline-block; width: 15px; height: 15px; background-color: #006400; border: 1px solid black;"></span> 0 - 20%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #ffff00; border: 1px solid black;"></span> 40 - 60%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #90ee90; border: 1px solid black;"></span> 20 - 40%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #ffa500; border: 1px solid black;"></span> 60 - 80%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #ff0000; border: 1px solid black;"></span> 80 - 100%	

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - FRIDAY  
 14TH DECEMBER 2018 - 12PM**





Job Number: 20181283  
 Filename: 20181283G0001A  
 Revision: Rev A  
 Date: 2019-02-08 10:54  
 Drawn: Travis Moon



Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

Occupancy (%)	
0 - 20%	40 - 60%
20 - 40%	60 - 80%
	80 - 100%

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - FRIDAY  
 14TH DECEMBER 2018 - 5PM**









tonkin

0 100 200 300 m  
EPSG: 28352

City of Palmerston

Job Number: 20181283  
Filename: 20181283G0002A  
Revision: Rev A  
Date: 2019-02-25 14:39  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

**Occupancy (%)**

<span style="display: inline-block; width: 15px; height: 15px; background-color: #006400; border: 1px solid black;"></span> 0 - 20%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #ffff00; border: 1px solid black;"></span> 40 - 60%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #90ee90; border: 1px solid black;"></span> 20 - 40%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #ffa500; border: 1px solid black;"></span> 60 - 80%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #ff0000; border: 1px solid black;"></span> 80 - 100%	

**PALMERSTON PARKING  
STRATEGY - WEDNESDAY 13TH  
FEBRUARY 2019 LATE AM  
PARKING OCCUPANCY**









**tonkin**

Job Number: 20181283  
 Filename: 20181283G0002A  
 Revision: Rev A  
 Date: 2019-02-25 14:42  
 Drawn: Travis Moon

0 100 200 300 m  
 EPSG: 28352

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

**Occupancy (%)**

<span style="display: inline-block; width: 15px; height: 15px; background-color: #006400; border: 1px solid black;"></span> 0 - 20%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #FFD700; border: 1px solid black;"></span> 40 - 60%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #90EE90; border: 1px solid black;"></span> 20 - 40%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #FF8C00; border: 1px solid black;"></span> 60 - 80%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #FF0000; border: 1px solid black;"></span> 80 - 100%	

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - WEDNESDAY 13TH  
 FEBRUARY 2019 LATE PM  
 PARKING OCCUPANCY**









1 and 2 hour parking captured at 10:30am

**tonkin**

0 100 200 300 m  
EPSG: 28352



City of Palmerston

Job Number: 20181283  
Filename: 20181283G0002A  
Revision: Rev A  
Date: 2019-02-25 15:09  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

**Occupancy (%)**

<span style="display: inline-block; width: 15px; height: 15px; background-color: #006400; border: 1px solid black;"></span> 0 - 20%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #ffff00; border: 1px solid black;"></span> 40 - 60%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #90ee90; border: 1px solid black;"></span> 20 - 40%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #ffa500; border: 1px solid black;"></span> 60 - 80%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #ff0000; border: 1px solid black;"></span> 80 - 100%	

**PALMERSTON PARKING  
STRATEGY - THURSDAY 14TH  
FEBRUARY 2019 LATE AM  
PARKING OCCUPANCY**









tonkin

0 100 200 300 m  
EPSG: 28352



City of Palmerston

Job Number: 20181283  
Filename: 20181283G0002A  
Revision: Rev A  
Date: 2019-02-25 15:12  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastral and Parking data from  
Palmerston Council, 2018

**Occupancy (%)**

<span style="display: inline-block; width: 15px; height: 15px; background-color: #006400; border: 1px solid black;"></span> 0 - 20%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #ffff00; border: 1px solid black;"></span> 40 - 60%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #90ee90; border: 1px solid black;"></span> 20 - 40%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #ffa500; border: 1px solid black;"></span> 60 - 80%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #ff0000; border: 1px solid black;"></span> 80 - 100%	

**PALMERSTON PARKING  
STRATEGY - THURSDAY 14TH  
FEBRUARY 2019 LATE PM  
PARKING OCCUPANCY**









1 and 2 hour parking captured at 10:30am



City of Palmerston

Job Number: 20181283  
 Filename: 20181283G0002A  
 Revision: Rev A  
 Date: 2019-02-25 13:16  
 Drawn: Travis Moon

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

Occupancy (%)	
<span style="color: darkgreen;">■</span>	0 - 20%
<span style="color: lightgreen;">■</span>	20 - 40%
<span style="color: yellow;">■</span>	40 - 60%
<span style="color: orange;">■</span>	60 - 80%
<span style="color: red;">■</span>	80 - 100%

**PALMERSTON PARKING  
 STRATEGY - FRIDAY 8TH  
 FEBRUARY 2019 LATE AM  
 PARKING OCCUPANCY**





1 and 2 hour parking captured at 1:00pm  
3 and 4 hour parking captured at 2:00pm  
Private/Council - Untimed and Reserved captured at 2:45pm

tonkin

0 100 200 300 m  
EPSG: 28352

City of Palmerston

Job Number: 20181283  
Filename: 20181283G0002A  
Revision: Rev A  
Date: 2019-03-04 16:08  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

Occupancy (%)

0 - 20%	40 - 60%
20 - 40%	60 - 80%
60 - 80%	80 - 100%

PALMERSTON PARKING  
STRATEGY - FRIDAY 8TH  
FEBRUARY 2019 EARLY PM  
PARKING OCCUPANCY





1 and 2 hour parking captured at 3:30pm

City of Palmerston

tonkin

Job Number: 20181283  
Filename: 20181283GQ002A  
Revision: Rev A  
Date: 2019-02-25 11:18  
Drawn: Travis Moon

**Data Acknowledgement:**  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

**Occupancy (%)**

0 - 20%	40 - 60%
20 - 40%	60 - 80%
	80 - 100%

**PALMERSTON PARKING  
STRATEGY - FRIDAY 8TH  
FEBRUARY 2019 LATE PM  
PARKING OCCUPANCY**









1 and 2 hour parking captured at 10:30am

**tonkin**

0 100 200 300 m  
EPSG: 28352



City of Palmerston

Job Number: 20181283  
Filename: 20181283G0002A  
Revision: Rev A  
Date: 2019-02-25 15:44  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

**Occupancy (%)**

<span style="display: inline-block; width: 15px; height: 15px; background-color: #006400; border: 1px solid black;"></span> 0 - 20%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #FFD700; border: 1px solid black;"></span> 40 - 60%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #90EE90; border: 1px solid black;"></span> 20 - 40%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #FF8C00; border: 1px solid black;"></span> 60 - 80%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #FF0000; border: 1px solid black;"></span> 80 - 100%	

**PALMERSTON PARKING  
STRATEGY - SATURDAY 9TH  
FEBRUARY 2019 LATE AM  
PARKING OCCUPANCY**





tonkin

Job Number: 20181283  
Filename: 20181283GQ002A  
Revision: Rev A  
Date: 2019-03-04 16:09  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

**Occupancy (%)**

0 - 20%	40 - 60%
20 - 40%	60 - 80%
	80 - 100%

**PALMERSTON PARKING  
STRATEGY - SATURDAY 9TH  
FEBRUARY 2019 EARLY PM  
PARKING OCCUPANCY**





tonkin

0 100 200 300 m  
EPSG: 28352



City of Palmerston

Job Number: 20181283  
Filename: 20181283G0002A  
Revision: Rev A  
Date: 2019-02-25 15:49  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

Occupancy (%)

0 - 20%	40 - 60%
20 - 40%	60 - 80%
	80 - 100%

**PALMERSTON PARKING  
STRATEGY - SATURDAY 9TH  
FEBRUARY 2019 LATE PM  
PARKING OCCUPANCY**





tonkin

Job Number: 20181283  
Filename: 20181283G0002A  
Revision: Rev A  
Date: 2019-03-04 16:10  
Drawn: Travis Moon

0 100 200 300 m  
EPSG: 28352

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

Occupancy (%)

0 - 20%	40 - 60%
20 - 40%	60 - 80%
	80 - 100%

City of Palmerston

**PALMERSTON PARKING  
STRATEGY - SUNDAY 10TH  
FEBRUARY 2019 EARLY AM  
PARKING OCCUPANCY**





1 and 2 hour parking captured at 10:30am

**tonkin**

0 100 200 300 m  
EPSG: 28352

City of Palmerston

Job Number: 20181283  
Filename: 20181283G0002A  
Revision: Rev A  
Date: 2019-02-25 16:09  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

**Occupancy (%)**

<span style="display: inline-block; width: 15px; height: 15px; background-color: #006400; border: 1px solid black;"></span> 0 - 20%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #ffff00; border: 1px solid black;"></span> 40 - 60%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #90ee90; border: 1px solid black;"></span> 20 - 40%	<span style="display: inline-block; width: 15px; height: 15px; background-color: #ffa500; border: 1px solid black;"></span> 60 - 80%
<span style="display: inline-block; width: 15px; height: 15px; background-color: #ff0000; border: 1px solid black;"></span> 80 - 100%	

**PALMERSTON PARKING  
STRATEGY - SUNDAY 10TH  
FEBRUARY 2019 LATE AM  
PARKING OCCUPANCY**









1 and 2 hour parking captured at 3:30pm

City of Palmerston

tonkin7

Job Number: 20181283  
 Filename: 20181283GQ002A  
 Revision: Rev A  
 Date: 2019-02-25 16:15  
 Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

**Occupancy (%)**

	0 - 20%		40 - 60%
	20 - 40%		60 - 80%
			80 - 100%

**PALMERSTON PARKING  
STRATEGY - SUNDAY 10TH  
FEBRUARY 2019 LATE PM  
PARKING OCCUPANCY**





**tonkin**

0 100 200 300 m  
EPSG: 20362

City of Palmerston

Job Number: 20281283  
Filename: 20181283GQ003A  
Revision: Rev A  
Date: 2019-02-05 12:17  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

**Turnover**

- New
- From 9am

**PALMERSTON PARKING  
STRATEGY - WEDNESDAY  
17TH OCTOBER 2018  
PARKING TURNOVER - 12PM**





**tonkin**

Job Number: 20181283  
 Filename: 20181283GQ001B  
 Revision: Rev B  
 Date: 2019-03-04 19:30  
 Drawn: Travis Moon

0 100 200 300 m  
 EPSG: 28352

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

**Turnover**

- New
- From 12pm
- From 4pm

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - WEDNESDAY  
 17TH OCTOBER 2018  
 PARKING TURNOVER - 4PM**





tonkin

0 100 200 300 m  
EPSG: 20362

City of Palmerston

Job Number: 20281283  
Filename: 20181283GQ001A  
Revision: Rev A  
Date: 2019-02-05 12:33  
Drawn: Travis Moen

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastral and Parking data from  
Palmerston Council, 2018

Turnover

New

From 9am

**PALMERSTON PARKING  
STRATEGY - THURSDAY  
18TH OCTOBER 2018  
PARKING TURNOVER - 12PM**





tonkin

Job Number: 20181283  
 Filename: 20181283G0001B  
 Revision: Rev B  
 Date: 2019-03-04 19:11  
 Drawn: Travis Moon

0 100 200 300 m  
 EPSG: 28352

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

Turnover

- New
- From 12pm
- From 3pm

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - THURSDAY  
 18TH OCTOBER 2018  
 PARKING TURNOVER - 4PM**









tonkin

Job Number: 20181283  
 Filename: 20181283G0001B  
 Revision: Rev B  
 Date: 2019-03-04 19:11  
 Drawn: Travis Moon

0 100 200 300 m  
 EPSG: 28352

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

Turnover

- New
- From 12pm
- From 5pm

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - FRIDAY  
 19TH OCTOBER 2018  
 PARKING TURNOVER - 5PM**





tonkin

0 100 200 300 m  
EPSG: 20362

City of Palmerston

Job Number: 2021283  
Filename: 20181283GQ003A  
Revision: Rev A  
Date: 2019-02-05 13:00  
Drawn: Travis Moen

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

Turnover

Blue New  
Green From 9am

**PALMERSTON PARKING  
STRATEGY - WEDNESDAY  
12TH DECEMBER 2018  
PARKING TURNOVER - 12PM**





tonkin

0 100 200 300 m  
EPSG: 20362

City of Palmerston

Job Number: 20281283  
Filename: 20181283GQ001A  
Revision: Rev A  
Date: 2019-02-05 13:04  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

Turnover

- New
- From 9am

**PALMERSTON PARKING  
STRATEGY - THURSDAY  
13TH DECEMBER 2018  
PARKING TURNOVER - 12PM**





**tonkin**

Job Number: 20181283  
 Filename: 20181283G0001B  
 Revision: Rev B  
 Date: 2019-03-04 19:32  
 Drawn: Travis Moon

0 100 200 300 m  
 EPSG: 28352

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

**Turnover**

- New
- From 12pm
- From 4pm

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - THURSDAY  
 13TH DECEMBER 2018  
 PARKING TURNOVER - 4PM**





tonkin

0 100 200 300 m  
EPSG: 20362

City of Palmerston

Job Number: 20281283  
Filename: 20181283GQ001A  
Revision: Rev A  
Date: 2019-02-05 13:00  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

Turnover

New  
From 9am

**PALMERSTON PARKING  
STRATEGY - FRIDAY  
14TH DECEMBER 2018  
PARKING TURNOVER - 12PM**





**tonkin**

Job Number: 20181283  
 Filename: 20181283GQ001B  
 Revision: Rev B  
 Date: 2019-03-04 19:32  
 Drawn: Travis Moon

0 100 200 300 m  
 EPSG: 28352

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

**Turnover**

- New
- From 12pm
- From 5pm

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - FRIDAY  
 14TH DECEMBER 2018  
 PARKING TURNOVER - 5PM**





**tonkin**

Job Number: 20181283  
 Filename: 20181283GQ002A  
 Revision: Rev A  
 Date: 2019-03-05 06:07  
 Drawn: Travis Moon

0 100 200 300 m  
 EPSG: 28352

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

**Turnover**

■ New  
 ■ From 8:00am



City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - WEDNESDAY 13TH  
 FEBRUARY 2019 10:30AM  
 PARKING TURNOVER**





tonkin

0 100 200 300 m  
EPSG: 28352



City of Palmerston

Job Number: 20181283  
Filename: 20181283GQ002A  
Revision: Rev A  
Date: 2019-03-05 05:54  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

**Turnover**

- New
- From 10:30am
- From 8:00am

**PALMERSTON PARKING  
STRATEGY - WEDNESDAY 13TH  
FEBRUARY 2019 1:00PM  
PARKING TURNOVER**





tonkin

0 100 200 300 m  
EPSG: 28352



City of Palmerston

Job Number: 20181283  
Filename: 20181283GQ002A  
Revision: Rev A  
Date: 2019-03-05 05:55  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

Turnover

Blue New

Green From 9:00am

**PALMERSTON PARKING  
STRATEGY - WEDNESDAY 13TH  
FEBRUARY 2019 2:00PM - 3 & 4  
HOUR PARKING TURNOVER**





tonkin

0 100 200 300 m  
EPSG: 28352



City of Palmerston

Job Number: 20181283  
Filename: 20181283GQ002A  
Revision: Rev A  
Date: 2019-03-05 05:56  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

Turnover

New From 10:30am  
From 1:00pm From 8:00am

**PALMERSTON PARKING  
STRATEGY - WEDNESDAY 13TH  
FEBRUARY 2019 3:30PM  
PARKING TURNOVER**





**tonkin**

Job Number: 20181283  
 Filename: 20181283GQ002A  
 Revision: Rev A  
 Date: 2019-03-05 05:56  
 Drawn: Travis Moon

0 100 200 300 m  
 EPSG: 28352

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

**Turnover**

■ New  
 ■ From 8:00am

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - THURSDAY 14TH  
 FEBRUARY 2019 10:30AM  
 PARKING TURNOVER**





tonkin

Job Number: 20181283  
 Filename: 20181283GQ002A  
 Revision: Rev A  
 Date: 2019-03-05 05:57  
 Drawn: Travis Moon

0 100 200 300 m  
 EPSG: 28352

Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

#### Turnover

- New
- From 10:30am
- From 8:00am



City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - THURSDAY 14TH  
 FEBRUARY 2019 1:00PM  
 PARKING TURNOVER**





**tonkin**

Job Number: 20181283  
 Filename: 20181283GQ002A  
 Revision: Rev A  
 Date: 2019-03-05 05:58  
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Data Acknowledgement:  
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**Turnover**

- New
- From 9:00am

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - THURSDAY 14TH  
 FEBRUARY 2019 2:00PM - 3 & 4  
 HOUR PARKING TURNOVER**





**tonkin**

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**Turnover**

New From 10:30am  
 From 1:00pm From 6:00am

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - THURSDAY 14TH  
 FEBRUARY 2019 3:30PM  
 PARKING TURNOVER**





**tonkin**

Job Number: 20181283  
 Filename: 20181283GQ002A  
 Revision: Rev A  
 Date: 2019-03-05 06:00  
 Drawn: Travis Moon



City of Palmerston

**Turnover**

- New
- From 8:00am

**PALMERSTON PARKING  
 STRATEGY - FRIDAY 15TH  
 FEBRUARY 2019 10:30AM  
 PARKING TURNOVER**





**tonkin**

Job Number: 20181283  
 Filename: 20181283G0002A  
 Revision: Rev A  
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 Drawn: Travis Moon

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Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

**Turnover**

- New
- From 10:30am
- From 8:00am

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - FRIDAY 15TH  
 FEBRUARY 2019 1:00PM  
 PARKING TURNOVER**





tonkin

0 100 200 300 m  
EPSG: 28352



City of Palmerston

Job Number: 20181283  
Filename: 20181283GQ002A  
Revision: Rev A  
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Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

Turnover

- New
- From 9:00am

**PALMERSTON PARKING  
STRATEGY - FRIDAY 15TH  
FEBRUARY 2019 2:00PM - 3 & 4  
HOUR PARKING TURNOVER**





tonkin

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City of Palmerston

Job Number: 20181283  
Filename: 20181283GQ002A  
Revision: Rev A  
Date: 2019-03-05 06:01  
Drawn: Travis Moon

Data Acknowledgement:  
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#### Turnover

New From 10:30am  
From 1:00pm From 6:00am

**PALMERSTON PARKING  
STRATEGY - FRIDAY 15TH  
FEBRUARY 2019 3:30PM  
PARKING TURNOVER**





**tonkin**

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Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

**Turnover**

■ New  
 ■ From 8:00am

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - SATURDAY 9TH  
 FEBRUARY 2019 10:30AM  
 PARKING TURNOVER**





tonkin

0 100 200 300 m  
EPSG: 28352



City of Palmerston

Job Number: 20181283  
Filename: 20181283GQ002A  
Revision: Rev A  
Date: 2019-03-05 06:02  
Drawn: Travis Moon

Data Acknowledgement:  
Aerial from Palmerston Council, 2016  
Cadastre and Parking data from  
Palmerston Council, 2018

**Turnover**

- New
- From 10:30am
- From 8:00am

**PALMERSTON PARKING  
STRATEGY - SATURDAY 9TH  
FEBRUARY 2019 1:00PM  
PARKING TURNOVER**





tonkin

Job Number: 20181283  
 Filename: 20181283GQ002A  
 Revision: Rev A  
 Date: 2019-03-05 06:03  
 Drawn: Travis Moon

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Data Acknowledgement:  
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Turnover

New  
 From 9:00am

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - SATURDAY 9TH  
 FEBRUARY 2019 2:00PM - 3 & 4  
 HOUR PARKING TURNOVER**





tonkin

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City of Palmerston

Job Number: 20181283  
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Turnover

New From 10:30am  
From 1:00pm From 6:00am

**PALMERSTON PARKING  
STRATEGY - SATURDAY 9TH  
FEBRUARY 2019 3:30PM  
PARKING TURNOVER**





**tonkin**

Job Number: 20181283  
 Filename: 20181283GQ002A  
 Revision: Rev A  
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 Drawn: Travis Moon

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Data Acknowledgement:  
 Aerial from Palmerston Council, 2016  
 Cadastre and Parking data from  
 Palmerston Council, 2018

**Turnover**

■ New  
■ From 8:00am

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - SUNDAY 10TH  
 FEBRUARY 2019 10:30AM  
 PARKING TURNOVER**





tonkin

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EPSG: 28352



City of Palmerston

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Filename: 20181283GQ002A  
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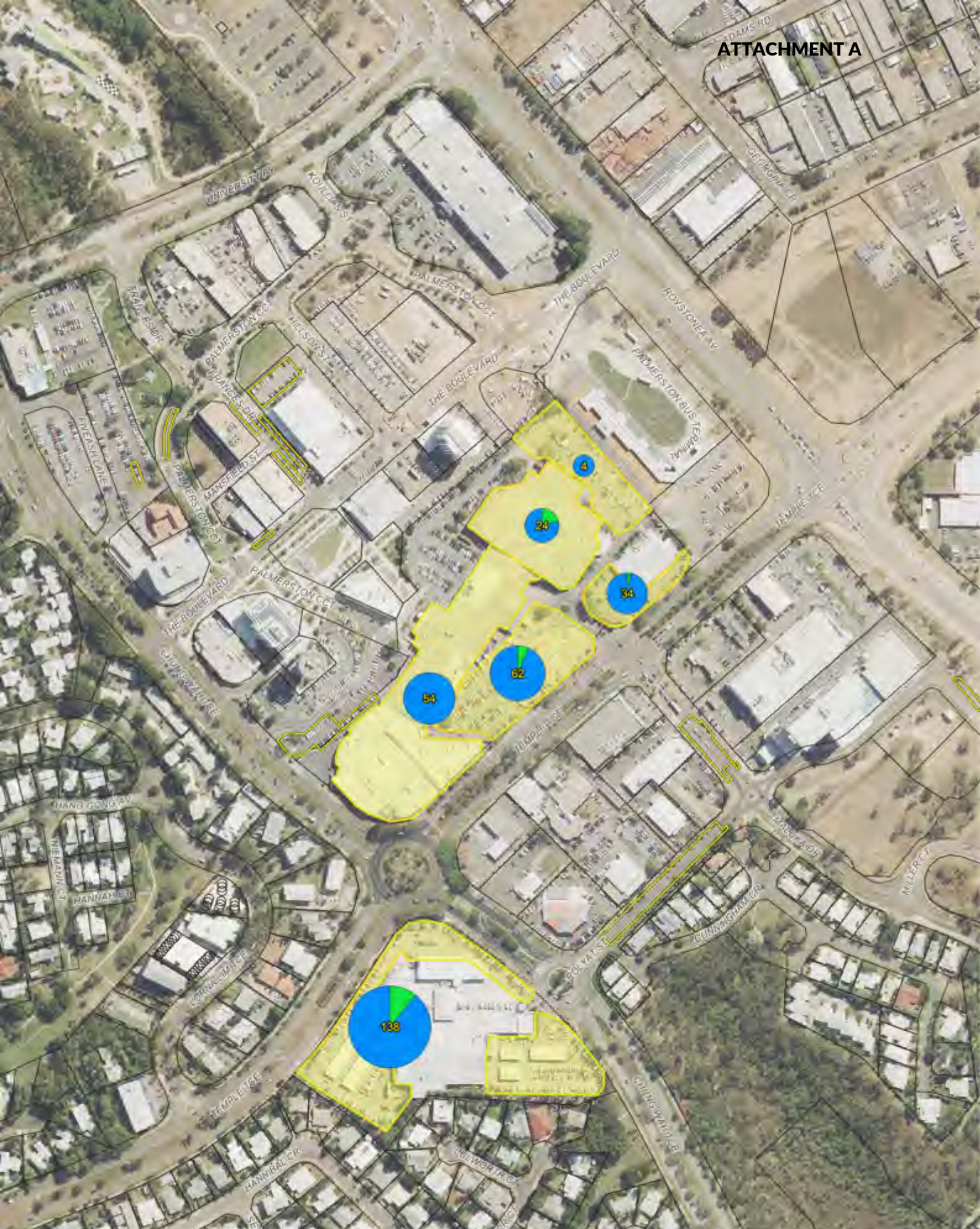
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- From 8:00am

**PALMERSTON PARKING  
STRATEGY - SUNDAY 10TH  
FEBRUARY 2019 1:00PM  
PARKING TURNOVER**





**tonkin**

Job Number: 20181283  
 Filename: 20181283GQ002A  
 Revision: Rev A  
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 Drawn: Travis Moon

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Data Acknowledgement:  
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 Palmerston Council, 2018

**Turnover**

New  
 From 9:00am

City of Palmerston

**PALMERSTON PARKING  
 STRATEGY - SUNDAY 10TH  
 FEBRUARY 2019 2:00PM - 3 & 4  
 HOUR PARKING TURNOVER**





tonkin

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EPSG: 28352



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#### Turnover

New From 10:30am  
From 1:00pm From 6:00am

**PALMERSTON PARKING  
STRATEGY - SUNDAY 10TH  
FEBRUARY 2019 3:30PM  
PARKING TURNOVER**





## CONTACT US



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2019

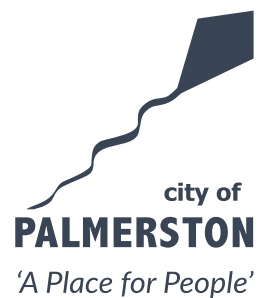
PALMERSTON CITY CENTRE

# PARKING STUDY

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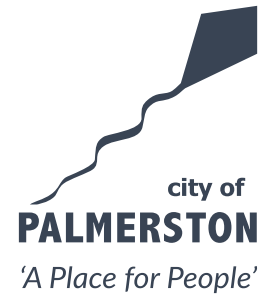
PARKING STRATEGY

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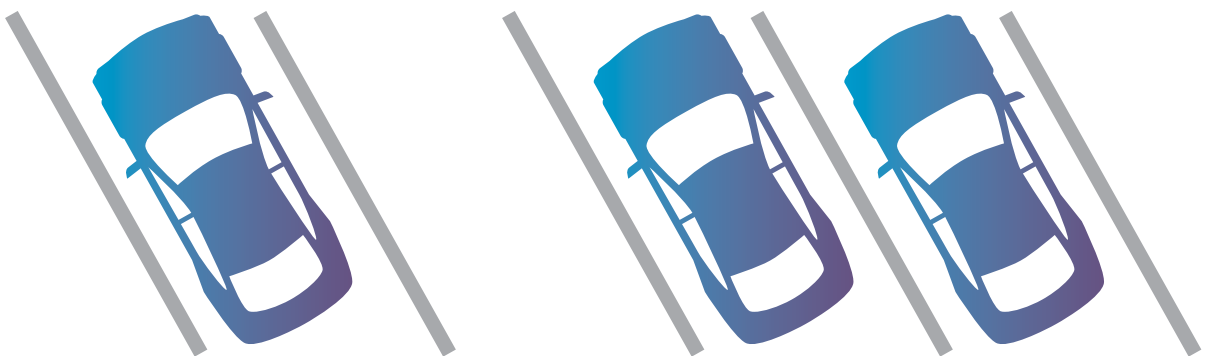
## Document History & Status

Rev	Description	Author	Reviewed	Approved	Date
A	For adoption following consultation	RD			26 April 2019



# THE CONTENTS

INTRODUCTION	04
PARKING STRATEGY AIM & OUTCOMES	06
PARKING PRINCIPLES	08
REVIEW OF STRATEGY	13





# 1 INTRODUCTION

The City of Palmerston has identified the need to revise the previous (2015) Parking Strategy and develop an Implementation Plan to provide a clear pathway to long term parking goals by developing a clear set of objectives and strategies of targeted short, medium and long term outcomes.

**This document forms the Implementation Plan.**

## 1.1 Related Documents

The Study deliverables comprised of:

**Background Report,**  
**Parking Strategy ('the Strategy'), and**  
**Implementation Plan ('the Plan').**

**The Background Report** incorporated the following:

- An assessment of the existing framework for managing parking within Palmerston City Centre (including the NT Planning Scheme, the existing Palmerston City Centre Parking Strategy (2015), the existing Contributions Plan and the Draft City of Palmerston Community Plan.
- Guidance regarding principles associated with developing a parking hierarchy and effectively establishing pricing for parking.
- A review of the parking stock and layout in the City of Palmerston City Centre.
- A description of parking surveys undertaken, including an assessment of the results, identification of issues, as well as recommendations.

**The Parking Strategy** described the foundation upon which parking outcomes were developed, as well as the objectives themselves. The Strategy sets out the following:

- The Aim for parking within the City of Palmerston,
- Key Outcomes to achieve the Aim, and





- Guiding Principles.

The Implementation Plan set out the following:

- A series of Objective Statements to achieve Key Outcomes,
- Strategies to deliver the Objective Statements, with proposed timeframes.

To achieve the Strategy Aim, a number of Key Outcomes have been identified. The Plan provides Objectives and Strategies that sit under each identified Key Outcome, to allow the controlled implementation of the Parking Strategy. The structure of the Strategy and Plan is shown in Figure 1.

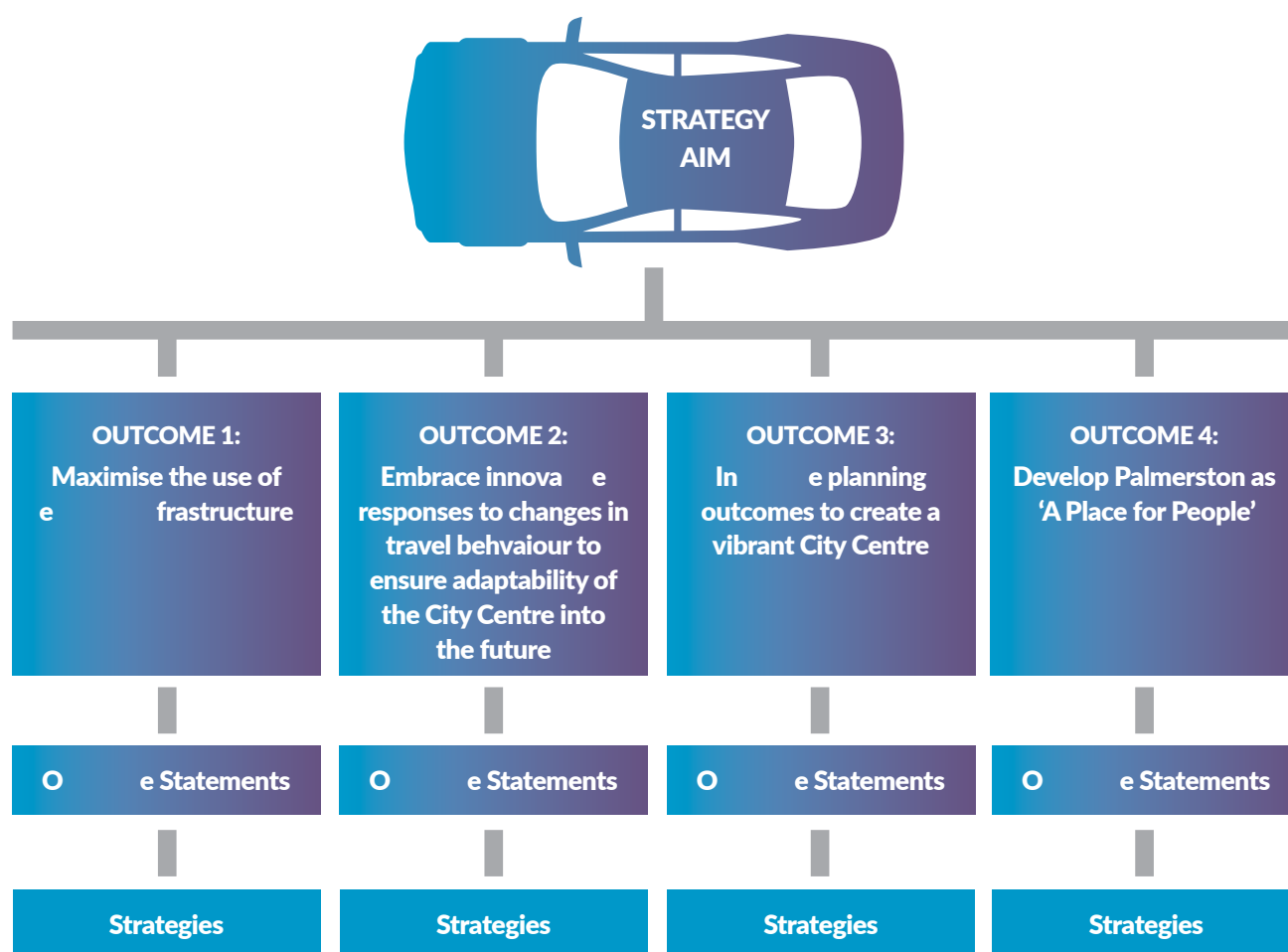


Figure 1: Structure of Strategy and Plan



## 2 PARKING STRATEGY AIM & OUTCOMES

City of Palmerston will create a 'Place for People' through developing a vibrant and active City Centre by managing parking to balance movement, community and business needs, place-making and growth.

### OUTCOME 1: MAXIMISE THE USE OF EXISTING INFRASTRUCTURE

#### Objective Statements:

- Develop a hierarchy for off-street and on-street parking areas.
- Ensure regular enforcement of parking across all City Centre area including private parking lots to promote compliance and turnover.
- Ensure pricing for off-street and on-street parking is reflective of the Strategy Aim and Outcomes
- Identify opportunities to improve the use of underutilised parking areas.

**Strategies support each Objective (refer Implementation Plan)**

### OUTCOME 2: EMBRACE INNOVATIVE RESPONSES TO CHANGES IN TRAVEL BEHAVIOUR TO ENSURE ADAPTABILITY FOR THE CITY CENTRE INTO THE FUTURE.

#### Objective Statements:

- Build relationships with industry and other jurisdictions (*both within and external to the NT*) to share information and improve readiness in the uptake of emergent, relevant new technologies.
- Facilitate the adoption of new operational smart technologies as appropriate.
- Incorporate long-term adaptability in design considerations for parking lots.

**Strategies support each Objective (refer Implementation Plan)**



### OUTCOME 3: INFLUENCE PLANNING OUTCOMES TO CREATE A VIBRANT CITY CENTRE

#### Objective Statements:

- Build relationships with the Northern Territory Government to ensure that there is cohesion between the NT Planning Scheme requirements, and the needs of the City.
- Ensure there is cohesion between the Strategy and relevant strategic planning documents, including the City Centre Masterplan.
- Explore new parking rates and their integration with the NT Planning Scheme.
- Review and update the Parking Contributions Plan to build in flexibility for the management of parking.
- Explore and assign suitable locations for the construction of city-fringe off-street parking.
- Unlock the potential of existing parking spaces and convert to economically valuable development.

Strategies support each Objective (refer Implementation Plan)

### OUTCOME 4: DEVELOP PALMERSTON AS 'A PLACE FOR PEOPLE'

#### Objective Statements:

- Reduce reliance on the private vehicle by supporting the provision of alternative transport modes.
- Foster 'trip-linking' (*encouraging users to park and visit multiple destinations*) by facilitating parking within City Centre fringe areas

Strategies support each Objective (refer Implementation Plan)



# 3 PARKING PRINCIPLES

## 3.1 Parking Supply

The provision of a mix of short and longer term parking across the City Centre is important to support an active city centre and facilitate business and trade.

Presently, a significant proportion of City Centre surface area is devoted to parking. Vast expanses of low-value surface level parking consumes high-value space in the city centre, that could otherwise be dedicated to activating the city, providing opportunity for commercial development. It appears that parking consumes approximately 40% of Palmerston City Centre surface area.

There is also limited connectivity between different areas of the City Centre, where parking is often provided at or near the destination. This facilitates reliance on private vehicles for transport within the City Centre and decreases active transport such as walking and cycling. Through the management of parking, we can begin to support the uptake of alternative transport options and change the focus of the City Centre from car focussed to people focussed. At the least, we can achieve parking behaviour that is equitable for our City Centre.

Through the management of parking, there is an opportunity to create more attractive, pleasant and dynamic community spaces - *'A Place for People'*.

It has also been shown that large areas of asphalt and concrete act as 'heat sinks' and can be up to several degrees higher than the surrounding surface. In the Northern Territory, we should be looking to mitigate these heat contributors.

This Strategy – and the management of parking in the city centre – are supported by evidence. Understanding the data enables effective decision-making and monitoring. Based on the surveys undertaken, there are several areas where parking supply significantly exceeds demand. This presents an opportunity to make better use of the existing parking supply through encouraging trip-linking, encouraging use of lesser-used parking areas and potentially reducing the number of parking spaces provided.

It is acknowledged that the surveys completed to date provide only a snapshot of parking across the City Centre and further data should be collected to inform the parking management throughout the City Centre.







Figure A1: Changed Parking Time Limits



### 3.2 Parking Hierarchy and Time Limits

In outlining a set of parking principles, a new parking hierarchy and times limits are proposed.

The parking hierarchy defines the intended function of each parking area based on the location within the area and the land uses that the parking serves. In line with the Austroads Guide to Traffic Management: Part 11 Parking (AGTM: 11), on-street areas should be reserved for short-term parking and off-street areas should be primarily for longer term parking.

It is proposed to provide following zones:



#### 3.2.1 Zone A – 15 or 30 Minute Parking

This short-term parking is intended to be on-street or off-street directly facing land uses where customers need only a short period of time and to encourage turnover in high demand areas. This limit should be applied to land uses such as Post Offices and banks.



### 3.2.2 Zone B – 1 Hour Parking

1 hour parking should be provided for short-term on-street parking. This parking should be used outside commercial and shopping areas where longer than 15 minutes would be required.

It is proposed that this generally be adopted for all on-street parking within the core of the city centre, where activity is highest.

### 3.2.3 Zone C – 2 Hour Parking

This parking should be adopted for off-street car parking areas that service professional and personal services and shopping areas. The 2 hour limit should generally be used in off street car parking but in city-fringe areas outside the core area, this parking may be used on-street.

### 3.2.4 Zone D – 4 Hour Parking

In private shopping centre car parks where significant trip-linking is likely, more than 2 hours may be required. To restrict all-day parking from workers or commuters, a 4 hour limit may be employed.

### 3.2.5 Zone E – All Day Parking

All-day parking should be provided for employees to park within the city centre. This parking should be provided in off-street car parking areas.

Over time, all day parking should be transitioned to city fringe areas.

## 3.3 Parking Enforcement

Parking enforcement provides a key component of the Strategy; while limitations can be placed on parking through timing and pricing, effective enforcement is critical in helping ensure compliance and effect change in behavior.

Several tools are useful in assisting with parking enforcement,

particularly where parking supply is high. Parking meters (*without associated charging*) may be utilised as a time check on parking duration. This may reduce staffing requirements for Council.

It is important to note that any scheme (*paid or unpaid*) requires effective enforcement to ensure that time limits are being adhered to. A small number of vehicles overstaying time limits can have a significant impact on the availability of spaces within the area. Effective enforcement (*with or without charging*) will still encourage compliance within timed areas such that the desired turnover is achieved.





### 3.4 Parking Pricing

Pricing of parking should reflect the parking hierarchy. Objectives for the implementation of paid parking, as outlined within the Australian Standard (AS2890.3) and the Austroads Guide, may include:

- Encourage turnover (*to provide more free spaces for parking*)
- Encourage drivers to park in designated long-term parking areas in preference to short term parking spaces
- Defining an accurate time check on parking duration to assist in enforcement
- Encouraging modal shift (*drivers using alternative transport options in preference to driving and parking*)
- Providing a value on the parking space to recoup costs.

It is critical that the pricing is at a level where it reflects the desired change in behavior. Rates should also be easy to change to reflect changing parking behaviors.

Within the City of Palmerston, there is a large supply of uncharged parking across both public and private areas which would allow drivers to relocate to an uncharged area if the parking charge is set too high. Over the long term, bringing more private parking under the management of City of Palmerston will allow better control of these movements as a consistent approach to parking management could be applied across the City Centre.

In the short-medium term, the most important aspects of charging for parking in City of Palmerston are:

- Ensuring pricing is set appropriately to achieve desired outcomes
- The facilitation of accurate enforcement of parking time limits, to encourage compliance and turnover to support local businesses.



## 4 REVIEW OF STRATEGY

Parking demand isn't static - it reflects the land uses and activity within the area. It is clear that there are currently buildings which are underutilised and future changes in land use or tenants will influence the demand for parking.

This Strategy has been developed based on surveys of the current parking demand across three time periods, all of which are within either build-up or wet-season. Parking surveys are yet to be undertaken during dry-season, in line with the Plan.

It is relevant for the City of Palmerston to continue to collect data on parking behaviour and regularly review this Strategy, the parking hierarchy and parking management to ensure that the parking supports a vibrant city centre.

It is recommended that this Strategy is reviewed at the following minimum intervals:

- 12 months after the initial acceptance of the Strategy.
- Every 4 years, or when major changes occur.

The parking hierarchy and parking charges should be reviewed on a more regular basis following additional data collection rounds.







## CONTACT US



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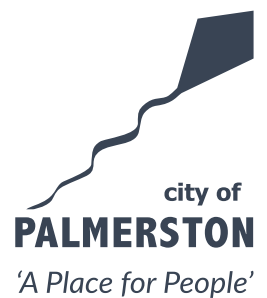
PALMERSTON CITY CENTRE

# PARKING STUDY

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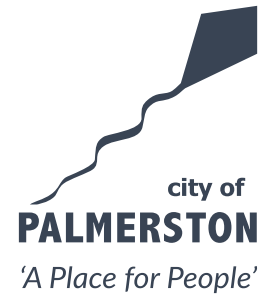
IMPLEMENTATION PLAN

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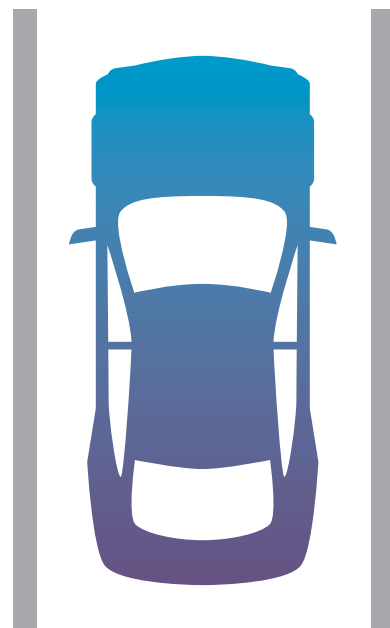
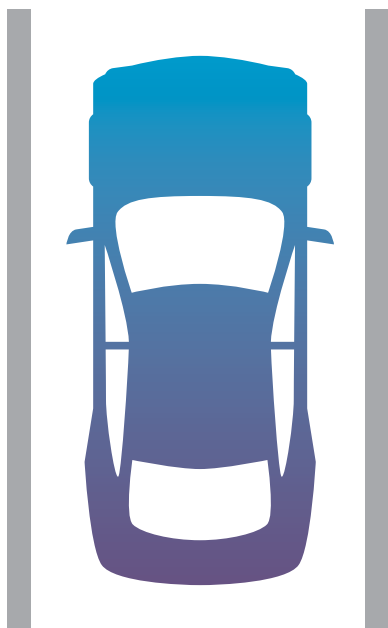
## Document History & Status

Rev	Description	Author	Reviewed	Approved	Date
A	For adoption following consultation	RD			26 April 2019



# THE CONTENTS

INTRODUCTION	04
OUTCOME TIMEFRAMES	06
REVIEW OF IMPLEMENTATION PLAN	07
IMPLEMENTATION PLAN	08
APPENDIX A	12
APPENDIX B	18





# 1 INTRODUCTION

The City of Palmerston has identified the need to revise the previous (2015) Parking Strategy and develop an Implementation Plan to provide a clear pathway to long term parking goals by developing a clear set of objectives and strategies of targeted short, medium and long term outcomes.

**This document forms the Implementation Plan.**

## 1.1 Related Documents

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- The Aim for parking within the City of Palmerston,
- Key Outcomes to achieve the Aim, and
- Guiding Principles.





The Implementation Plan sets out the following:

- A series of Objective Statements to achieve Key Outcomes,
- Strategies to deliver the Objective Statements, with proposed timeframes.

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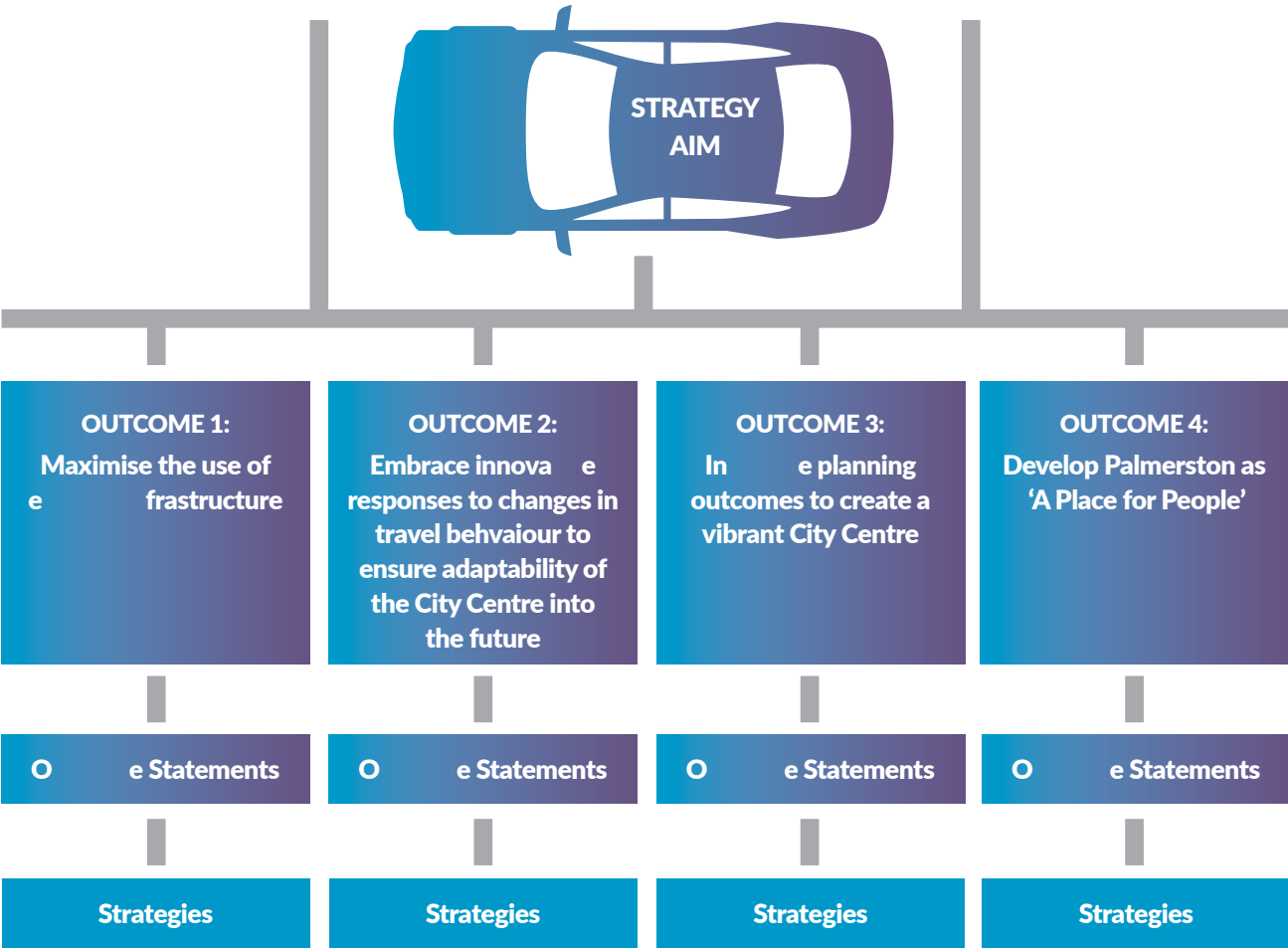


Figure 1: Structure of Strategy and Plan

## 2 OUTCOMES TIMEFRAMES

To maintain progress in a structured manner, each Key Outcome has a series of Objective Statements and Strategies which have been given priorities and defined timeframes as follow:

### IMMEDIATE

Develop and implement within the first 3 months

### HIGH

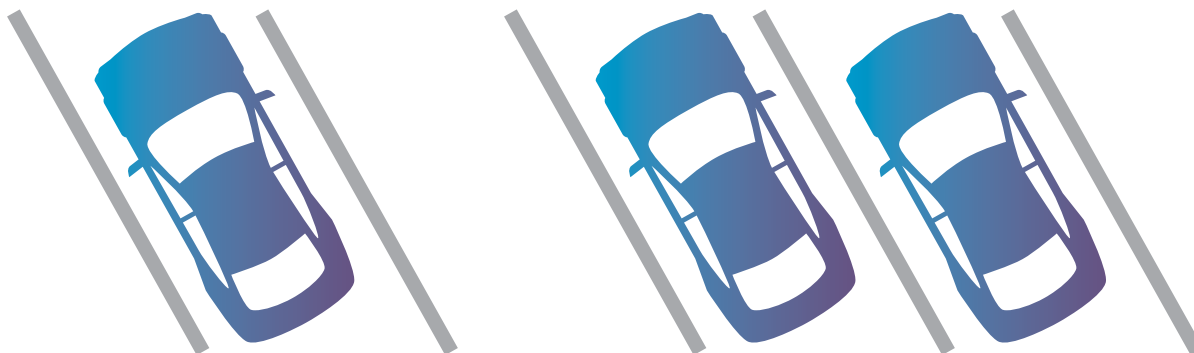
Develop and implement within 12 months

### MEDIUM

Develop and implement within 3 years

### LOW

Review, develop and set timeframes for implementation within 5 years. It is noted that long term outcomes may not include implementation until defined triggers are met.





### 3 REVIEW OF IMPLEMENTATION PLAN

A key recommendation is the continued collection and analysis of data on the use of parking within the Palmerston City Centre. As additional information becomes available on parking behaviour and the impacts of immediate and high priority actions are assessed, the Plan will need to be reviewed and revised.

It is recommended that the Plan is reviewed as follows:



On a 3 monthly basis in the first 12 months, and



Every 4 years, or when major changes occur.

# 4 IMPLEMENTATION PLAN

OUTCOME 1: MAXIMISE THE USE OF EXISTING INFRASTRUCTURE			
Objective Statement	Priority	Council Role	Strategies
1.1. Develop a hierarchy for off-street and on-street parking areas.	Immediate	Implement/ Collaborate	<p>1.1.1. Identify key parking hierarchy criteria (eg proximity to parking generators) and develop a proposed parking hierarchy.</p> <p>1.1.2. Review current demand (based on surveys) to identify areas where occupancy does not correspond with current parking time limits.</p> <p>1.1.3. Identify immediate changes to Council parking that may be required (including mapping of proposed changes). Implement and review periodically over 12 months.</p> <p>1.1.4. Review permits issued within the City Centre and the impact they have on the parking hierarchy.</p> <p>1.1.5. Encourage private parking areas to implement 4 hour timed parking.</p> <p>1.1.6. Periodically review parking hierarchy (on a 3 monthly basis for the first 12 months, then every 4 years or when major changes occur), where any proposed changes are evidence-based and reflect outcomes of parking survey data and observations.</p>
1.2. Ensure regular enforcement of Council parking spaces.	High/Medium	Implement/ Collaborate	<p>1.2.1. Undertake regular enforcement of parking across the City Centre to maintain the effectiveness of parking regions. Ensure adequate resourcing is available to effectively undertake enforcement.</p> <p>1.2.2. Utilise parking meters to facilitate enforcement for areas longer than 1 hour.</p>
1.3. Ensure pricing for parking is reflective of the desired outcomes.	Immediate	Implement	<p>1.3.1. Identify key drivers to pricing of parking based on the Strategy and Council objectives.</p> <p>1.3.2. Undertake a financial review of the current pricing structure and alternatives based on the identified parking hierarchy.</p> <p>1.3.3. Implement pricing changes based on the outcomes of the financial review.</p> <p>1.3.4. Review the effectiveness of pricing changes regularly (on a 3 monthly basis for the first 12 months, then every 4 years or when major changes occur).</p>
1.4. Identify opportunities to improve the use of underutilised parking areas (public and private).	High/Medium	Implement/ Collaborate	<p>1.4.1. Discuss parking management with land holders/tenants with a view to putting agreements in place for private parking to adopt the identified parking hierarchy under Council enforcement.</p> <p>1.4.2. Mark all 15 minute parking bays with artwork to make them stand out and encourage use. There is a potential to use local artists (or an art competition) to design the artwork.</p> <p>1.4.3. Provide signage in areas of high parking demand, directing motorists to other parking areas if needed. Provide signage directing motorists to areas of free parking also.</p> <p>1.4.4. Identify and action opportunities to lease parking from underutilised private parking areas to provide long-term parking within the City Centre.</p> <p>1.4.5. Identify connections, links, gaps and barriers which currently restrict trip-linking resulting in low use of some parking areas.</p> <p>1.4.6. Identify specific projects to facilitate improved use of existing parking stock (both public and private). This may include streetscaping improvements, covered walkways to connect parking areas to local businesses, safer road crossings and better signage of parking areas, in line with the Palmerston City Centre Masterplan and Palmerston City Centre Public Realm and Subdivision Great Streets Strategy.</p> <p>1.4.7. Identify alternative uses for underutilised car parking spaces. Short term uses may include pop-up parks, street food vendors or temporary tree plantings to increase the number of planter boxes already employed by the City of Palmerston. Longer term uses include redevelopment of the at-grade parking into other land uses that may include parking provision onsite.</p>

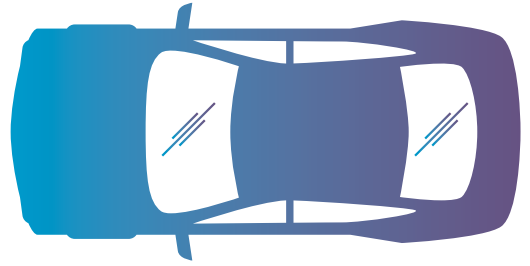
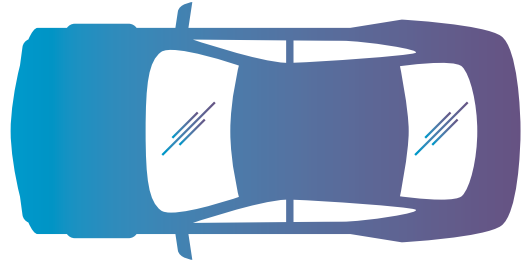
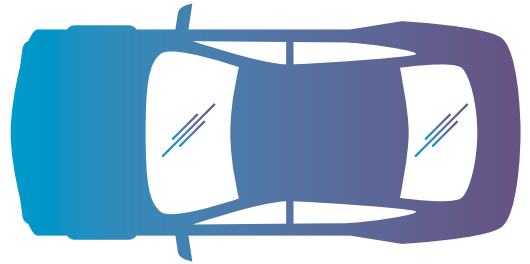


2. OUTCOME 2: EMBRACE INNOVATIVE RESPONSES TO CHANGES IN TRAVEL BEHAVIOUR TO ENSURE ADAPTABILITY OF THE CITY CENTRE INTO THE FUTURE				
Objective Statement	Priority	Council Role	Strategies	
2.1. Build relationships with industry and other jurisdictions (both within and external to the NT) to share information and improve readiness in the uptake of emergent, relevant new technologies.	Low	Collaborate	2.1.1. Participate in, and collaborate with, industry bodies such as TOPROC.	
2.2. Facilitate the adoption of new operational smart technologies as appropriate	Immediate/High	Implement	2.2.1. Investigate the implementation of a mobile payment to support parking management. 2.2.2. Implement proven technology that will benefit parking management, enforcement and/or data collection. 2.2.3. Review available technology at regular intervals (at a minimum yearly) to meet the identified Strategy outcomes. 2.2.4. Identify potential areas of change to allow flexibility in adopting appropriate technology, clearly articulate the expectations for the technology prior to any implementation. 2.2.5. Continually explore suitability of other technology, with respect to potential uptake in the City of Palmerston, including charging stations for electric vehicles, vehicle autonomy, shuttle vehicles to parking areas etc.	
2.3. Incorporate long-term adaptability in design considerations for parking lots.	Low	Implement	2.3.1. Identify potential areas of future change which may influence parking demand or required layouts (ie autonomous vehicles, electric vehicle charging, increased use of taxi/Uber). 2.3.2. Identify methods to facilitate future changes within design of parking lots.	

3. OUTCOME 3: INFLUENCE PLANNING DOCUMENTATION TO ACHIEVE THE CITY OF PALMERSTON'S PARKING GOALS				
Objective Statement	Priority	Council Role	Strategies	
3.1. Build relationships with the Northern Territory Government to ensure that there is cohesion between the NT Planning Scheme requirements, and the needs of the City.	Medium	Collaborate	3.1.1. Clearly state and reinforce the goals that City of Palmerston has for parking at all levels of government. 3.1.2. Include parking as a regular topic at meetings with NTG at various levels	
3.2. Ensure there is cohesion between the Strategy and relevant strategic planning documents, including the Central Palmerston Area Plan.	High	Collaborate	3.2.1. Provide formal feedback during the development of strategic planning documents to ensure alignment with the Plan.	
3.3. Investigate need for new parking rates and their integration with the NT Planning Scheme.	Medium	Collaborate	3.3.1. Undertake comprehensive surveys across all times of year - ie wet season/ dry season/ school term/ school holiday/ market times to accurately gauge peak and off peak parking demand. 3.3.2. Review specific land uses identifying theoretical (ie NT Planning Scheme rate) parking demand, parking provision and observed parking demand. 3.3.3. Identify preferred rates for discussion with NTG to inform the Planning Scheme.	
3.4. Rewrite the Parking Contributions Plan to build in flexibility for the management of parking.	High	Implement	3.4.1. Review cost estimates to identify how many parking spaces would need to have contributions paid to enable construction of parking alternatives (ie amount of contributions per space not built to allow construction of a multi-level car park). 3.4.2. Develop the Contributions Plan to allow flexibility in the use of the funds, this may include projects to facilitate the use of existing infrastructure rather than the construction of new infrastructure.	
3.5. Explore and assign suitable locations for the construction of city-fringe off-street parking.	Medium	Collaborate	3.5.1. Determine development triggers to identify when more parking supply is required. 3.5.2. Identify suitable locations, including barriers that would need to be removed as part of the development of new parking infrastructure.	
3.6. Unlock the potential of existing parking spaces and convert to economically valuable development.	Medium	Implement	3.6.1. Undertake an economic review of the existing Council owned at-grade parking areas with a view to identifying suitable development to transitioning the existing parking into sheltered/undercover parking and stimulate people focused growth within the City Centre. 3.6.2. Identify suitable locations, constraints, economic arguments for/against development including models for both the development and the final ownership/management of the land. 3.6.3. Develop proposals for a staged rollout of potential sites (including clear economic triggers).	



4. OUTCOME 4: DEVELOP PALMERSTON AS 'A PLACE FOR PEOPLE'				
Objective Statement	Priority	Council Role	Strategies	
4.1. Reduce reliance on the private vehicle by supporting the provision of alternative transport modes	Medium	Advocate/ Collaborate	<p>4.1.1. Deliver discrete projects with a view to the staged development of the key routes to ensure connectivity is maintained. It is envisaged that projects may include wider pathways, covered walkways, provision of wayfinding signage, pedestrian crossing points.</p> <p>4.1.2. Support local businesses to provide end-of-trip facilities to their staff to facilitate walking and cycling to work.</p> <p>4.1.3. Identify locations for on-street cycle parking.</p> <p>4.1.4. Discuss the provision of more frequent bus services and appropriate bus routes with NTG.</p> <p>4.1.5. Identify key routes within the City Centre to facilitate walking/cycling to major destinations.</p> <p>4.1.6. Provide suitable wayfinding and signage for effective alternative transport modes.</p> <p>4.1.7. Identify gaps/barriers to walking/cycling along identified key routes within the City Centre (including both public and private land).</p> <p>4.1.8. Develop partnerships with NTG and private land owners to provide continuous walking and cycling routes along the identified key routes.</p> <p>4.1.9. Deliver discrete projects with a view to the staged development of the key routes to ensure connectivity is maintained. It is envisaged that projects may include wider pathways, covered walkways, provision of wayfinding signage, pedestrian crossing points.</p>	
			<p>4.2.1. Identify locations for on-street cycle parking.</p> <p>4.2.2. Discuss the provision of more frequent bus services with NTG.</p> <p>4.2.3. Identify key routes within the City Centre to facilitate walking/cycling to major destinations.</p> <p>4.2.4. Provide suitable wayfinding and signage for effective alternative transport modes.</p> <p>4.2.5. Identify gaps/barriers to walking/cycling along identified key routes within the City Centre (including both public and private land).</p>	



# APPENDIX A - CHANGES TO PARKING TIME LIMITS

The following changes to parking time limits will be implemented within 3 months to deliver Objective 1.1:

- Roylat Street, Maluka Drive and Wilson Street: change from 2hr to 4hr parking.
- South-west end of Palmerston shopping centre: change from 2hr to split into three different time zoned areas (All day, 1hr, and 2hr) parking.
- Frances Drive and Hillson Street: change from 2hr to 1hr parking.
- Northwest of Palmerston Recreation Centre: change from 1hr to 2hr parking.
- Hillson Street car park: retain as all day parking, however implement parking management that is consistent with the management of all-day parking across the City Centre (*such as charging*).
- The regulated hours for all day parking be changed from 8am to 5pm to 8am to 4pm
- Parking will not be regulated on weekends and public holidays. This means that there will be no parking charges for all day parking spaces and no time limits enforced.

How the strategies have supported the delivery of the above changes is discussed in more detail below.

## Strategy 1.1.1 Identify key parking hierarchy criteria (eg proximity to parking generators) and develop a proposed parking hierarchy.

In defining a parking hierarchy, the following key criteria were identified, as they are primary influencers of parking behaviour and determining appropriate parking controls for the City of Palmerston:

1. Proximity to nearby land use: refer Table 2.3 Guidance for zoning function (Austroads) in the Background Report
2. General location in City Centre (Core vs Fringe): refer Appendix B Parking Region Map and Proposed Changes
3. Current parking time limits reflective of use (*demand/turnover*): refer Table 3.6 Parking Areas in Inner City and Table 3.7 Parking areas in outer city in the Background Report.

The three key criteria have been used to develop two regions, Area 1 (Core) and Area 2 (Fringe).

These areas are based on similarities in existing characteristics



and desired short to medium term outcomes. The introduction of zoning also begins to enable parking to transition towards longer term goals. It is envisaged that the hierarchy and parking time limits will be adjusted based on future changes in land use through the continued development of the Palmerston City Centre. In the long term, all day parking should transition towards being consolidated, or being located on the fringe of the city.

General principles are adopted for each region as outlined in the following table.

Table 1 Parking Region

Area	Parking Character	Desired Short to Medium Term Outcomes	General Parking Principles
Area 1: Core	<p>Parking located within the core or heart of the CBD, which consists largely of active community, retail and commercial spaces.</p> <p>Parking is generally not tied to individual developments.</p> <p>Parking is generally short term with high turnover.</p>	<p>Long term goals for this are centred around developing the heart.*</p> <p>Encourage turnover and accessibility of short term parking in this region.</p>	<ul style="list-style-type: none"> <li>On-street parking to be consistently short term (15 minute or 1 hour) to maintain turnover.</li> <li>Off-street parking to transition to 2 hours or less.</li> </ul>
Area 2: Fringe	<p>Parking is not located within the core of the city centre. Land use consists of a mix of retail, commercial and government spaces.</p> <p>Parking is generally heavily tied to individual developments.</p> <p>Parking turnover is generally long term with low turnover.</p>	<p>Retain functionality of parking – long term mass storage of vehicles.</p>	<ul style="list-style-type: none"> <li>On-street parking does not need to be short term given lower activity levels in fringe area.</li> <li>Off-street parking to be mixed based on land use (either 4 hours or All-Day).</li> </ul>

\*The Palmerston City Centre Master Plan includes opportunities to build the heart of the city around The Boulevard, the water tower and Goyder Square

### Strategy 1.1.2 Review current demand (based on surveys) to identify areas where occupancy does not correspond with current

The parking survey data reflected in the Background Report, indicates that there is an opportunity to consolidate parking through the adjustment of existing parking controls. These changes can be implemented immediately. Table 2 summarises the areas where this opportunity exists, and the functionality of existing parking can be improved.

**Strategy 1.1.3** **Identify immediate changes to Council parking that may be required (including mapping of proposed changes). Implement and review periodically over 12 months.**

Following the identification of the Core and Fringe areas, the results from the parking surveys were considered to identify where improvements could be made to the allocated parking time limits. The changes to parking time limits in the City Centre will be as follows:

- Roylat Street, Maluka Drive and Wilson Street: change from 2hr to 4 hr parking.
- South-west end of Palmerston shopping centre: change from 2hr to split into three different time zoned areas (All day, 1hr, and 2hr) parking.
- Frances Drive and Hillson Street: change from 2hr to 1hr parking.
- Northwest of Palmerston Recreation Centre: change from 1hr to 2hr parking.
- Hillson Street car park: retain as all day parking, however implement parking management that is consistent with the management of all-day parking across the City Centre (such as charging).

Refer Table 2 and Figure 1 below for more details on the changes to parking. Figure 2 shows the parking time limits as at march 2019 for context on the changes.

The regulated hours for all day parking will be changed from 8am to 5pm to 8am to 4pm, to better align with staffing hours of various administrative offices in the City Centre.

In addition to the above, parking will not be regulated on weekends, in response to the low occupancy across the City Centre. This means that there will be no parking charges for all day parking spaces and no time limits enforced.







Figure A1: Changed Parking Time Limits



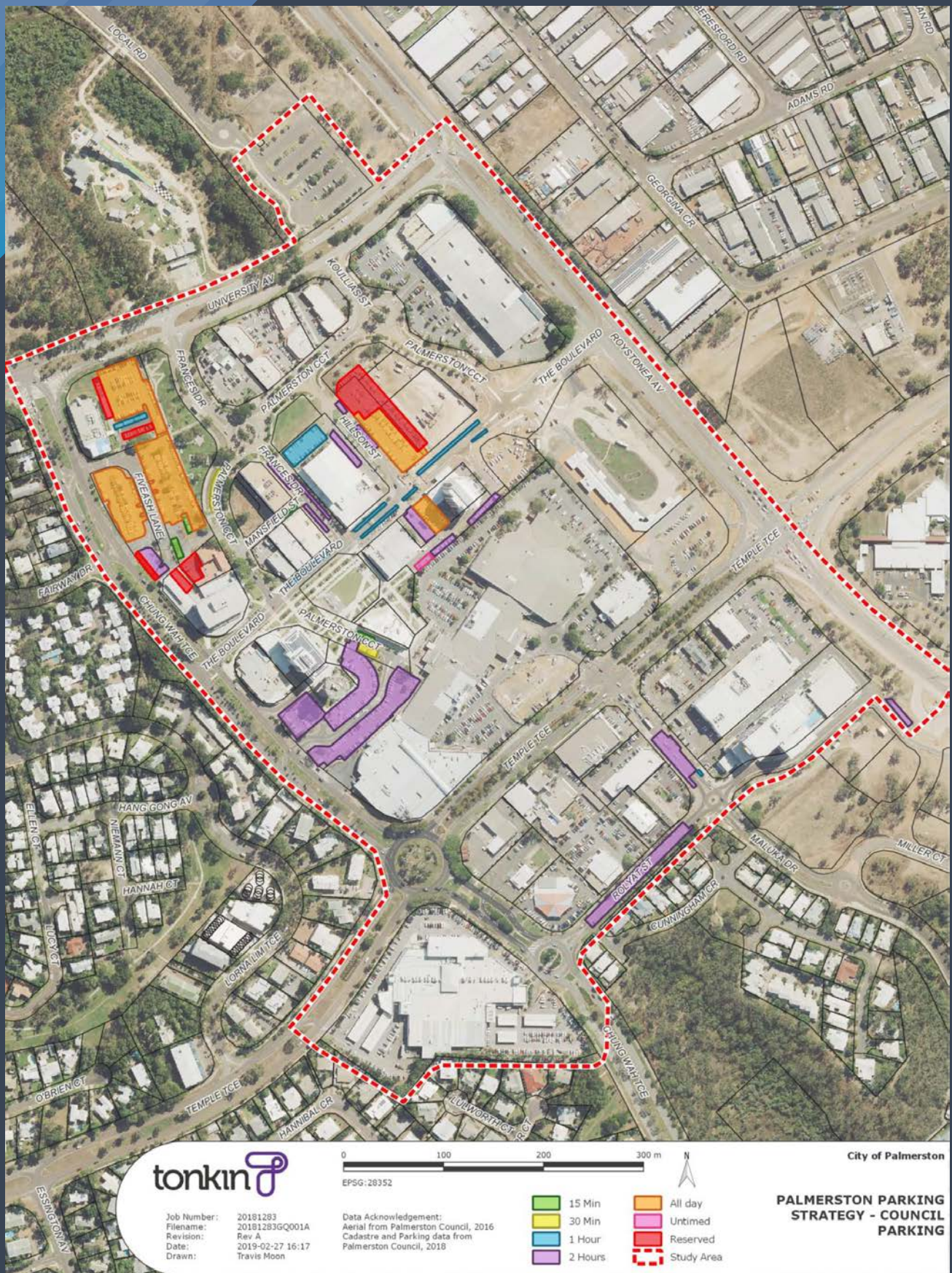


Figure A2: Parking Time Limits Effective as at March 2019



Table 2 Parking Changes Summary

Parking Area	Parking Loca	Parking Type	Currently Paid?	Land Uses Serviced		Proposed Change/ F
12	Frances Drive	On-Street	Yes	Local businesses, potentially Palmerston Rec Centre	Functions as long-term parking as there is lack of turnover (potentially staff for local businesses). Encourage all-day parking in either of Northwestern Lot or Northeastern Lot. Encourage short-term parking on-street.	Convert to short-term 1-hour parking to encourage turnover and parking within longer term areas.
13	Palmerston Rec Centre	Off-Street	Partial	Palmerston Rec Centre, local shops	Currently predominantly functions as short-term parking.	Convert 1 hour parking to 2-hour parking; this also provides sufficient time for sporting matches and visiting local shops.
14	Hillson Street	On-Street	Yes	Palmerston Rec Centre	Very low usage, suggesting control or pricing not appropriate. Likely a preference to park in free parking (either in Northeastern Lot or Palmerston Rec Centre).	Convert to short-term 1-hour parking.
15	Northeastern Lot (off Hillson Street)	Off-Street	No	Local businesses, Palmerston Rec Centre	>85% occupancy, high usage throughout the day. Suggests location and usage for long-term storage appropriate.	Pricing structure to be made consistent with all day areas.
27	Adjacent Coles	Off-Street	Yes	Palmerston Shopping Centre	Very low occupancy, has turnover. Impact of pricing minimal. Significant capacity available.	Allocate underutilised area to all-day parking. Introduce short term 1 hour bay to support shops. Low occupancy may provide the potential to reduce parking to improve amenity
43	Maluka Drive	On-Street	Yes	Various commercial destinations	Very low occupancy. Existing shops have sufficient off-street capacity; likely the preference is to not pay for parking here.	Convert to 4 hour parking as underutilised and can encourage usage. Time limit prevents all-day parking.
51	Rolyat Street	On-Street	Yes	CBD Fringe (adjacent residential streets, various commercial destinations)	Very low occupancy and low turnover (likely due to staff of nearby businesses).	Convert to 4 hour parking as underutilised and can encourage usage. Time limit prevents all-day parking.
52	Adjacent Rydges	On-Street	Yes	Rydges	Very low occupancy, underutilised.	Convert to 4 hour parking as underutilised and can encourage usage. Time limit prevents all-day parking.

# APPENDIX B - CHANGES TO PARKING FEES AND CHARGES

The following will be implemented within 3 to 6 months to deliver Objective 1.3:

- Free parking will be introduced in timed parking areas, subject to a valid ticket being displayed.
- The charge of \$4.00 for all day parking will be retained.
- Free parking will be permitted on weekends and public holidays with no daily time limit.
- Changes will be made to parking meter programming to restrict a new ticket from being issued within a timed parking area if a ticket has already been obtained. This will be linked to the vehicle registration number.
- The introduction of a Parking App will be investigated.
- Parking permits will be made available for three month periods.

How the strategies have supported the delivery of the above changes is discussed in more detail below.

## Strategy 1.2.1 Identify key drivers to pricing of parking based on the Strategy and Councils.

Two factors for Council to consider when reviewing the pricing are:

- The impact to business in the City Centre if parking is not regulated and turn over not achieved.
- Whether Council wishes to subsidise parking or deliver a user-pays system.

It is noted that parking is provided and managed at a cost to Council, and to justify this cost, Council should seek to maximise the use of its parking infrastructure. This would involve implementing measures to increase occupancy whilst achieving turn over to support City Centre business.

Observations on parking occupancy across the City Centre are relevant if trying to achieve an increase in occupancy and turn over to support local business. Some key matters observed in relation to occupancy are as follows:

- Council parking spaces which provide all day parking are at a high capacity.
- There is low occupancy in Council parking spaces which are time restricted.



All day parking spaces do not provide the opportunity for customers to visit City Centre businesses, generally being taken up by City Centre employees.

Parking surveys found there was little change in parking behaviour when a price was charged for parking when compared to when parking was made free. Meaning that regardless of the pricing allocated for all day parking, there is still a high occupancy for this parking type. There is an opportunity for pricing to be used to encourage all day parking users to consider alternative modes of transport. There is also the opportunity for pricing to be used to encourage occupancy and turn over in timed parking spaces.

### **Strategy 1.2.2 Undertake a review of the current pricing structure and alternatives based on the identified hierarchy.**

With respect to the changes presented in Appendix A, identifying the Core and Fringe areas of the City Centre, Council seeks to provide better alignment in the time limits on parking spaces.

As part of improving the alignment of on street and off street parking through changes to parking time limits, the following has been observed:

- Behaviour is not significantly altered by pricing changes at current levels.
- On a weekday, all day parking areas are generally at a high capacity, typically with an occupancy exceeding 85%.
- The average parking occupancy on weekends across the City Centre is about 25%.

To adjust parking behaviour and to achieve the desired outcomes of increased turnover and occupancy in the timed parking areas, free parking will be introduced.

Noting the occupancy and cost to Council to provide parking, the charge of \$4.00 for all day parking is being retained.

To provide a more convenient service, all day parking permits will be made available for three month periods to supplement the current all day parking permit which is aligned with the financial year.

In light of the low occupancy across the City Centre on weekends, free and unrestricted parking is permitted across the entire City Centre on weekends and public holidays.

The fees and charges applied to parking will be subject to a review on an annual basis.

### **Strategy 1.2.3 Implement pricing changes based on the outcomes of the review.**

Implementation of the pricing change reflected in 1.3.2 will involve the following:

- Additional parking enforcement activity undertaken by Council staff.
- Changes to parking meter programming to ensure parking complies with designated time limits. This will be achieved through the entry of the vehicle registration number when collecting the ticket from the parking meter. This programming will restrict a new ticket from being issued within a parking area to the designated registration number if a ticket has already been obtained.

The implementation of a Parking App will be investigated within 6 months. The Parking App will be to improve efficiency for use of parking spaces.



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# City of Palmerston Car Parking Strategy

## Consultation Report

Prepared by True North Strategic Communication  
April 2019

Version No.	Issue Date	Prepared by:	Approved by:	Approval Date
V1	23/04	J Madin & B McCue		
V2				

*Recipients are responsible for eliminating all superseded documents in their possession*

### **Consultation statement**

True North Strategic Communication is guided by the principles of good community engagement, based on people's level of interest and concern as outlined by the International Association for Public Participation (IAP2).

Our role is to provide stakeholders and the general public with objective information so they can provide informed feedback on consultation projects. We give people the opportunity to provide input that is balanced and reflective of the range of community views to independently provide the best possible guidance to decision makers.

Our practice reflects professional standards and ethical standards for human research including anonymity, confidentiality, record storage and keeping people informed.

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## Executive summary

City of Palmerston commissioned a study of Council operated and maintained car parks in Palmerston's central business district to determine occupancy rates of metered and unmetered car parks. Council engaged True North Strategic Communication (True North) to consult with the community and stakeholders and seek feedback on Council's draft City Centre Parking Study and the recommendations arising from it, including **changes to the cost of parking and parking time limits**.

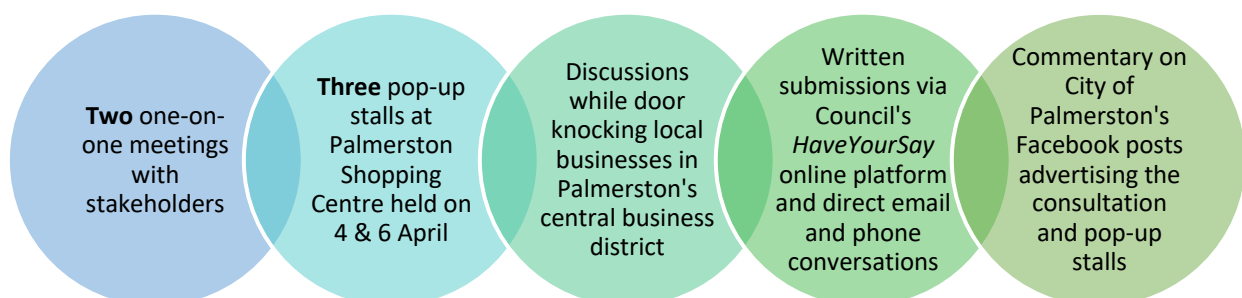
This report outlines the consultation process and the feedback received during the consultation and provides some analysis and recommendations based on the feedback received.

The consultation ran for three weeks, from **27 March to 17 April 2019** and was targeted to stakeholders identified as being interested or affected by the changes to car parking in the central business district, including the general public, retail and service based businesses located in the central business district, government offices and services located in the central business district and industry groups.

The consultation involved several communication tools and techniques including:

- media release and event
- City of Palmerston *HaveYourSay* online platform
- Facebook promotion
- pop-up stalls at the Palmerston Shopping Centre
- stickers on parking metres in the central business district
- door knocking businesses
- emails and meeting offer to stakeholders
- meeting with stakeholders.

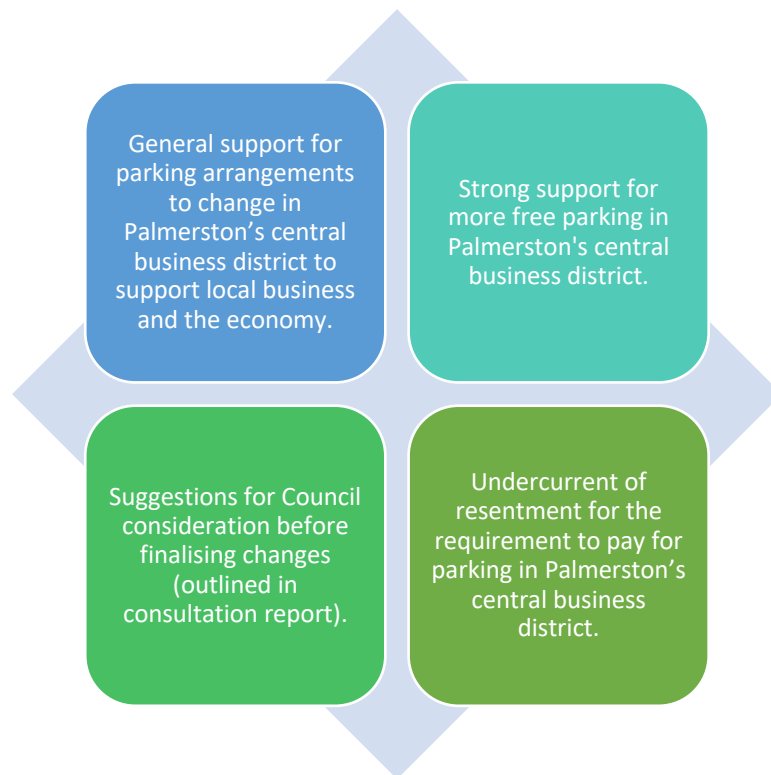
Feedback was received in the following ways:



The feedback received indicated general support for changes to be made to the parking arrangements in Palmerston's central business district with many people referencing the tough circumstances that businesses are experiencing at present. Many felt that paid parking did not help local business or residents in an already challenging period. The introduction of free parking is generally welcomed as a result with a number of stakeholders believing the changes will positively impact local businesses.

Some people expressed frustration at the introduction of parking metres in the past with many appearing unlikely to move from this position.

Notwithstanding that general frustration exists for many on having to pay for parking in Palmerston's central business district, there was support for the proposed changes on the grounds that the changes will benefit local business. The key themes from the consultation are below:



Some suggestions from stakeholders included:

- parking in the central business district should be free (no all-day parking charge)
- local business owners should have free all-day parking
- 12-month parking permits should remain available in addition to the new 3-month parking permit
- more 15 minute and 30 minute parking bays close to the post office
- changes to time limits in some areas in the central business district.

It is recommended that:

- Council consider the feedback received from stakeholders, businesses and residents when finalising the proposed changes including the detailed suggestions outlined in this report.
- Council note the following key points from the consultation:
  - There is general support for parking arrangements to change in Palmerston's central business district to support local business and the economy.
  - The strongest support is for the introduction of free parking in Palmerston's central business district.
  - Despite the support expressed for changes and the introduction of more free parking, there is an undercurrent of resentment for the existing requirement to pay for parking in Palmerston's central business district.



- Council release the consultation report to the public on City of Palmerston's website, and authorise True North to provide a copy to those who made a submission or requested to be kept informed.

## Background

### Context

Currently, City of Palmerston offer various timed parking options in the Palmerston central business district. These vary from 15 minutes to all-day parking. City of Palmerston commissioned a study of Council operated and maintained car parks in Palmerston's central business district to determine occupancy rates of metered and unmetered car parks. This included parking surveys, review of the current policy framework, and best practice parking principles based on the Australian Standards.

The investigation found:

- Parking behaviour is not measurably altered by pricing changes across the central business district. It appears to be linked to end destination and the convenience.
- The greatest demand is generally in locations where all-day parking is available.
- There is an opportunity to consolidate and amend parking zones to improve utilisation and better meet actual, observed demand.

Recommendations from the investigation have been made to better align some of the car parks to Australian Standards. The findings have informed the development of the Palmerston City Centre Parking Study: Background Report, Parking Strategy and Implementation Plan.

The Implementation Plan recommends two objectives be implemented immediately. These are to:

- Develop a hierarchy for off street and on street parking areas.
- Adopt appropriate pricing for off street and on street parking.

It has been recommended that pricing be changed to provide free timed parking and paid all-day parking spaces, and the timing allocated to particular parking spaces in the city centre be changed.

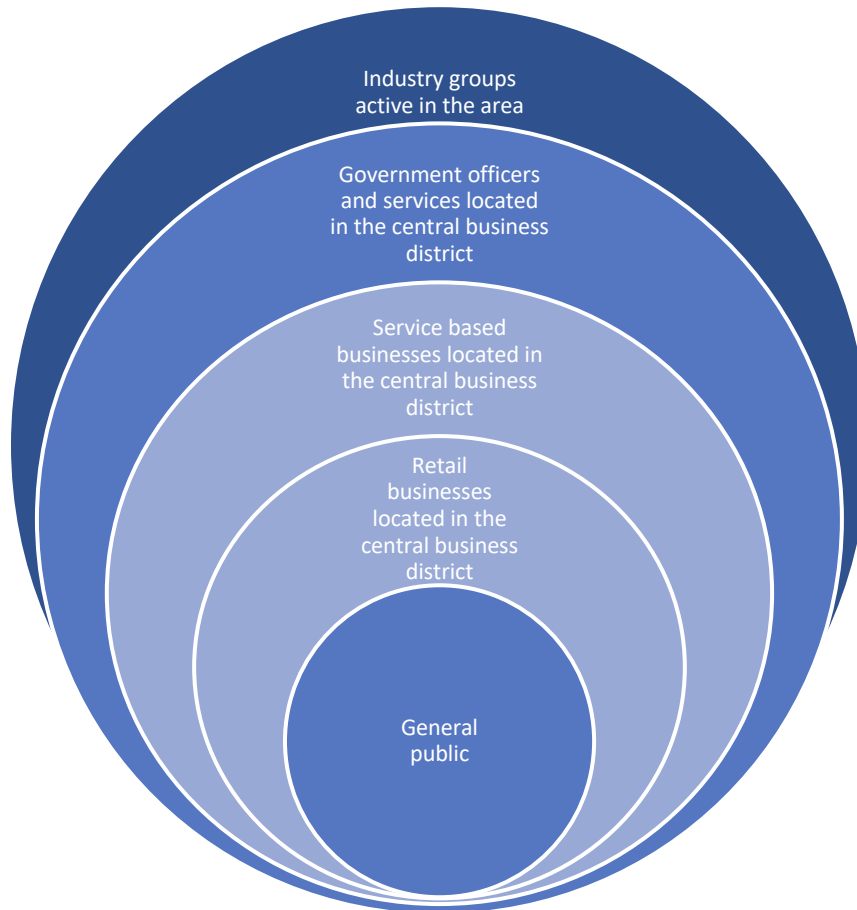
### Proposed changes

The following changes to parking are proposed:

- Roylat Street, Maluka Drive and Wilson Street: change from 2 hour to 4 hour parking.
- South-west end of Palmerston Shopping Centre: change from 2 hour to all-day, 1 hour, and 2 hour parking.
- Frances Drive and Hillson Street: change from 2 hour to 1 hour parking.
- Northwest of Palmerston Recreation Centre: change from 1 hour to 2 hour parking.
- Hillson Street car park: retain as all-day parking but introduce \$4.00 all-day charge.
- The regulated hours for all-day parking be changed from 9am to 5pm to 8am to 4pm.
- Parking on weekends and public holidays will remain free and no time limits enforced. Tickets are not required on weekends or public holidays.

From **27 March to 17 April 2019**, True North consulted with the community on behalf of the City of Palmerston on the proposed changes. Local businesses in the central business district, the general public who visit the central business district, staff from Highway House, Goyder Building and Palmerston Police Station were identified as being the most affected by the changes.





**^ Stakeholders**

## Methodology

### Consultation goal

The goal of this community engagement was to seek feedback on City of Palmerston's draft City Centre Parking Study with a focus on the immediate changes proposed for the central business district.

The objectives of the consultation were to:

- Give stakeholders the opportunity to have their say on the draft City Centre Parking Study
- Seek additional information on the current parking behavior of stakeholders in the area
- Promote the proposed changes to parking.

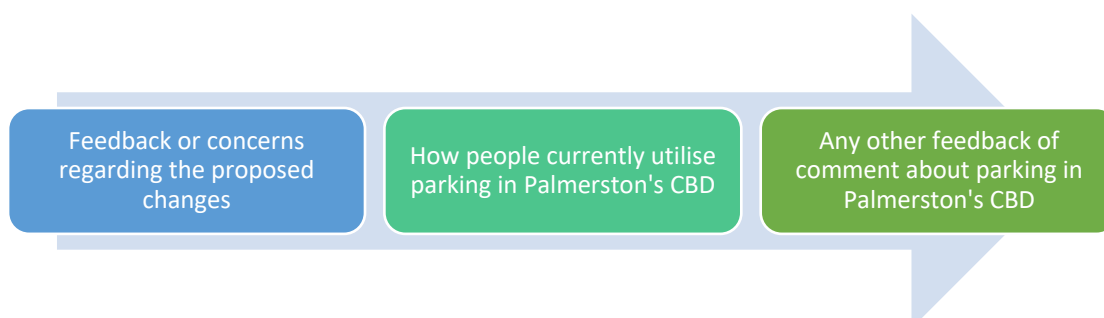
### Level of engagement

Using the International Association for Public Participation (IAP2) principles that guide good community engagement, this consultation was conducted at the **inform** and **consult** level of engagement.

Level of engagement	Promise to the public
Inform	We will keep you informed
Consult	We will keep you informed, listen to your concerns and provide feedback on how the public's input influenced the decision
Involve	We will work with you to ensure your concerns are reflected in the alternatives developed, and provide feedback on how the public's input influenced the decision
Collaborate	We will look to you for advice, ideas and solutions and incorporate those into the decisions as much as possible
Empower	We will implement what you decide
©International Association of Public Participation <a href="http://www.iap2.org">www.iap2.org</a>	

### Approach

The **information sought** during the consultation included the following:

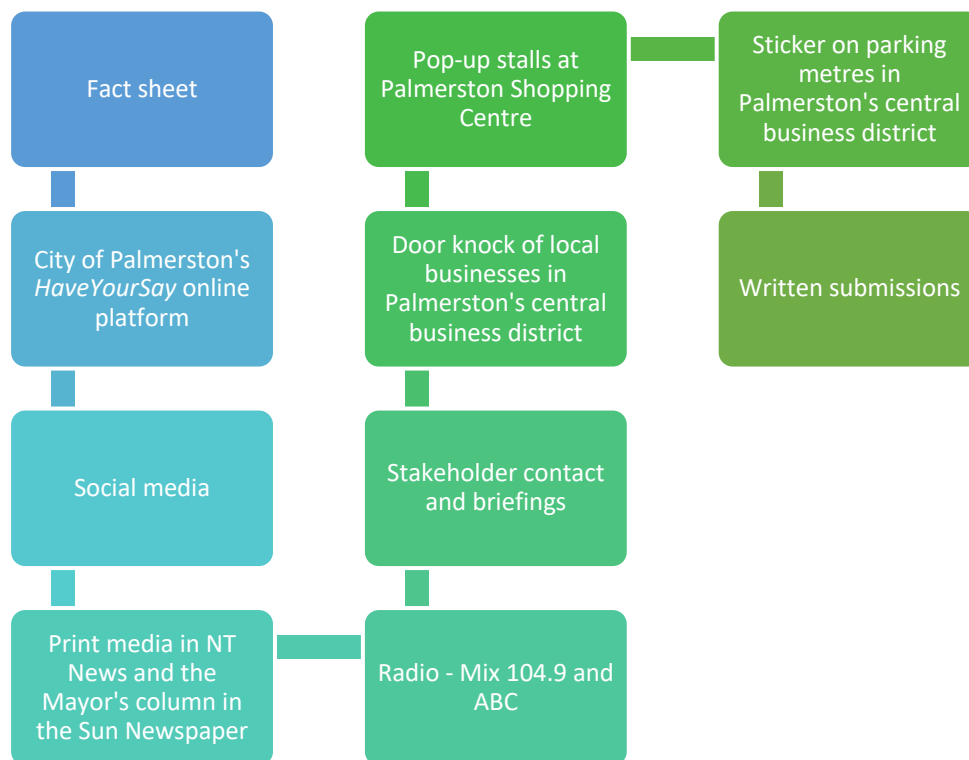




## Tools and tactics

The consultation incorporated several tools and tactics to maximise engagement with stakeholders and the community.

The tools and tactics included:



### ^ Tools and tactics

#### Fact sheet

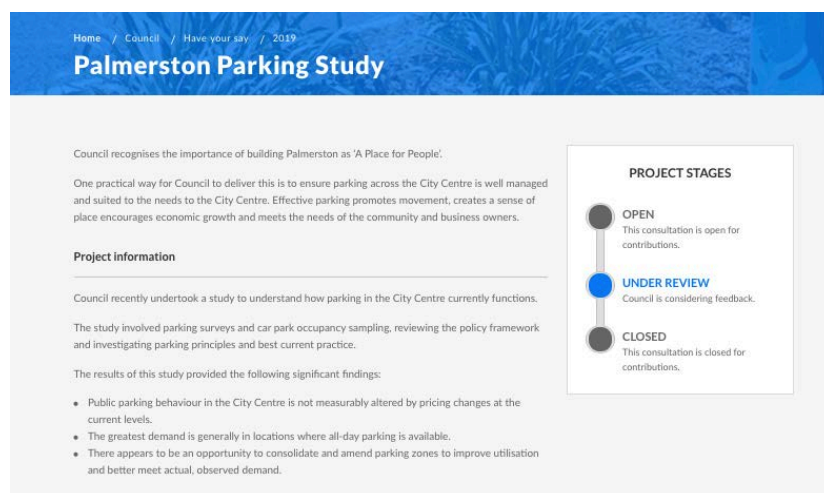
A **fact sheet** was prepared by Council and dropped at local businesses, placed on the City of Palmerston webpage and available at the pop-up stalls.



< Fact sheet

## HaveYourSay online platform

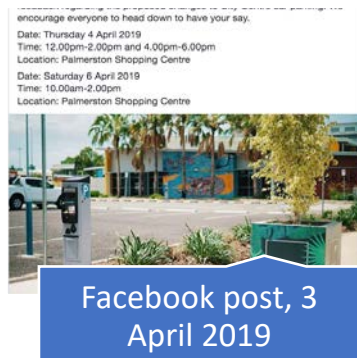
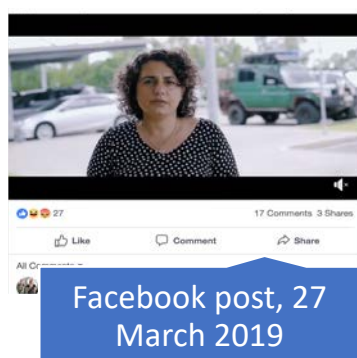
The project was included on City of Palmerston's *HaveYourSay* online platform and included project information, information on the proposed changes, the ways to provide feedback and next steps.



< Consultation web page

## Social media

There were three social media posts regarding the consultation on Council's Facebook page during the consultation period. The first was on 27 March 2019 **announcing the start of the consultation** and was in the form of a Mayor's Talk. As at the 11 April, this post attracted 27 comments and 3 shares. The second social media post was on 3 April and provided **information on the two pop-up stalls** that were held. As at the 11 April this post attracted 16 comments and 17 shares. The third social media post was on 17 April and reminded people to have their say before the consultation closed. As at 18 April this post attracted no comments and 6 shares.



^ Facebook promotion



## Print media

A full page advertisement was taken out in the NT News on 3 April 2019 to promote the consultation.



< NT News full page advertisement

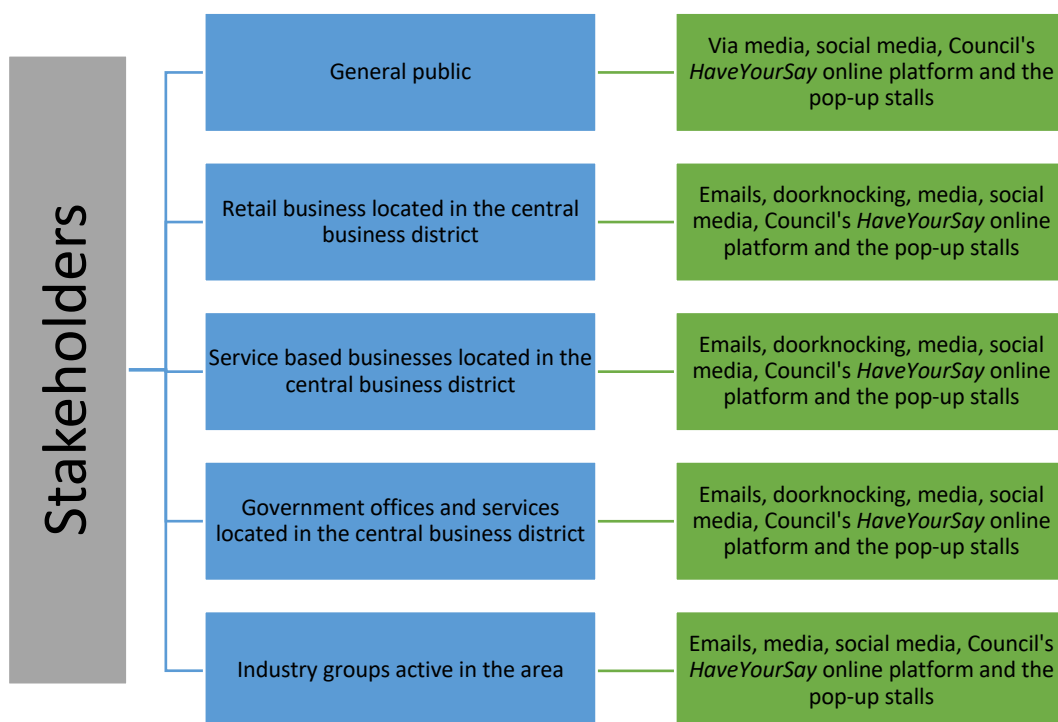
## Radio

The consultation was promoted by the Mayor during regular radio spots, including:

- 105.7 ABC Radio - ABC news hour
- 104.9 Mix FM – 360 with Katie Woolf
- 105.7 ABC Radio – ABC Drive

## Stakeholders and briefings

The stakeholders targeted in the consultation and how they were targeted is as follows:



An email with information on the proposed changes and the consultation was sent to stakeholders during the consultation. An email was sent to the following organisations and their staff:

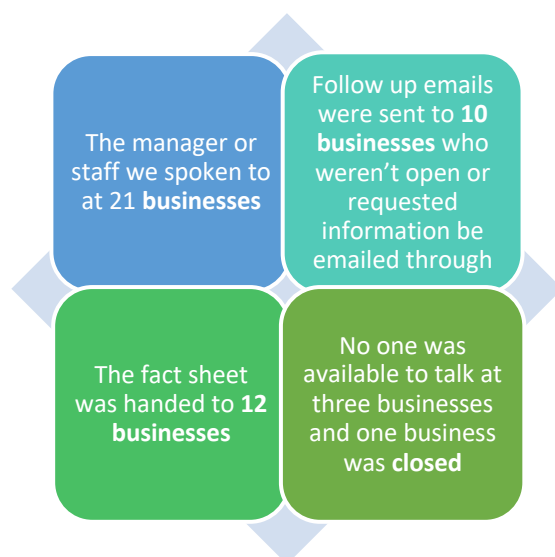
- Department of Corporate Information Services
- Department of Education
- Department of Infrastructure, Planning and Logistics
- Territory Families
- Community Corrections (via Department of the Attorney General)
- Department of Local Government, Housing and Community Services
- Industry organisations such as Hospitality NT, Palmerston Regional Business Association and Palmerston and Rural Markets Association
- CBD businesses.

Due to the amount of information being consulted on and existing sensitivity surrounding car parking in Palmerston, meetings were offered and available to all stakeholders. Two stakeholders took up the meeting offer during the consultation. The key points of the discussion are included below with further information provided in Appendix A.

Organisation	Date	Key points
CBD business, general manager	2 April 2019	<ul style="list-style-type: none"> <li>• Support the proposed changes.</li> <li>• Does not affect the business.</li> </ul>
CBD business, business owner and general manager	3 April 2019	<ul style="list-style-type: none"> <li>• In general support for the introduction of free car parking for the first 2 hours.</li> <li>• Some concerns and suggestions outlined in written submission dated 17 April 2019, see below for further detail.</li> </ul>

#### Door knocking of local businesses

Door knocking of local businesses took place on 28 March and 10 April 2019 to promote the proposed changes to parking and the consultation process. Of the 57 businesses located in the central business district (not including government offices or services). There were approximately 27 properties door knocked and in summary:





### Pop-up stalls

Pop-up stalls at Palmerston Shopping Centre provided people with the opportunity to learn more and provide feedback about the draft car park strategy and the proposed changes. Materials used at the displays included the fact sheet, maps showing the current car parking arrangements and the proposed changes and copies of the Draft Background Report, Draft City Centre Parking Strategy and Draft Implementation Plan.

Three pop-up stalls were held over two days as follows:

- Thursday 4 April from 12pm to 2pm and 4pm to 6pm
- Saturday 6 April from 12pm to 2pm.

On 4 April, 24 people attended the two pop-up stalls and on 6 April, 25 people attended the one pop-up stall. There was varying levels of interest about the proposed changes. Most people approached the stand to ask what it was about or they provided feedback on a non-related Council issue. Some examples of other matters raised included waste management, bus services and lawn maintenance.

However once learning about the proposed changes to parking in Palmerston's CBD, the majority of people who attended the pop-up stalls supported the proposed changes.

Appendix B includes the notes taken from the pop-up stalls which provides further information on the issues raised and comments received.

### Stickers on parking meters in Palmerston's central business district

Stickers were placed on parking meters in Palmerston's central business district to further promote the consultation to people already parking in the area and provide details on where people can have their say.



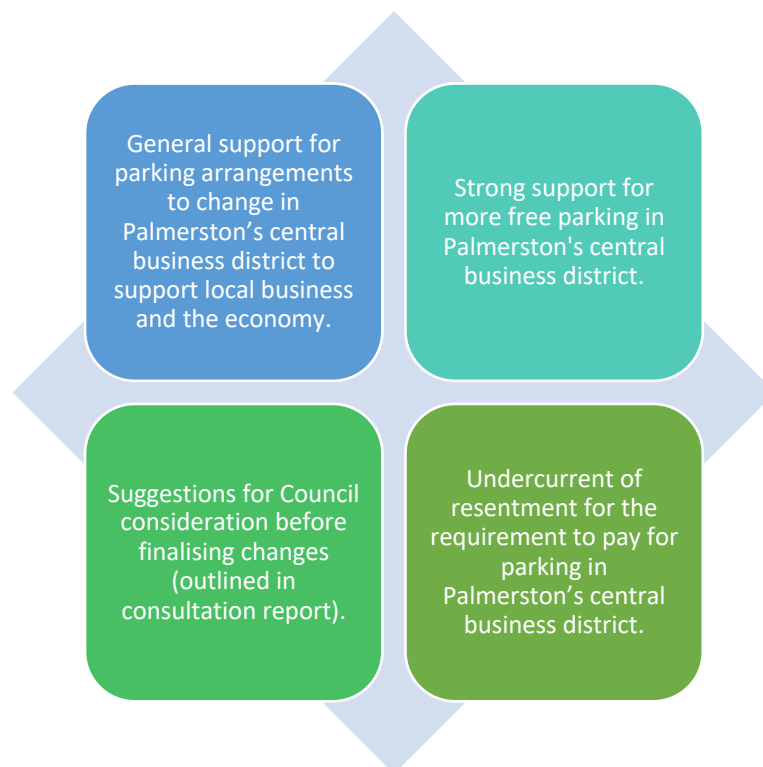
### Written submissions

Stakeholders and the general public were invited to provide feedback either via Council's *HaveYourSay* online platform or email. There were 16 written submissions received.

## Feedback and analysis

Feedback was captured through a number of means. The overall feedback received indicated support for changes to be made to the parking arrangements in Palmerston's central business district with many people feeling that paid parking did not help local business or residents during an already challenging period. The introduction of free parking is welcomed as a result.

Some people expressed frustration at the introduction of parking metres in the past with many appearing unlikely to move from this position. Appendix A provides further information and detail. The key points from the consultation are as follows:



### Feedback relating to the proposed changes

#### **Parking zones/time allocations/charges**

- *Please consider the local businesses that suffer from paid parking, if you want local Palmerston Businesses to thrive get rid of the paid parking!!!*
- *Disagree that charging should be introduced to the all-day car park located on Hillson street... reduction in the regulated hours for all-day parking would be handy for those quickly dropping into the shops for groceries after work/picking up children from school.*
- *The parking for free outside the library is great. It is a shame you reduced the number of spaces in order to widen the pavement as now there are never any free spaces and I feel it is harder to park so I don't bother going so much and never think to go into the City centre... I also think the free parking proposals are a great idea.*
- *We need more 15 min parking for mail pick-ups.*



- *There should be more short term bays (30 min) close to the Post office pickup. There is a high churn rate during the day.*
- *I would urge the council to consider the problem in terms practical resolution of all day parking needs by means of allocation and zoning and abandon paid parking for the benefit of local business and convenience of the public.*

#### **Parking permits**

- *Please keep the option for all day parkers to buy a 12-month pass so that we can take advantage of the same discounts we currently have.*
- *I really like the idea of the proposed 3 month parking permits, as I'm a field worker and only would require it in the wet season. My concerns are I'm aware of people holding 12 month permits that have not been able to get a near by park due to car parks being full, and have had to park elsewhere. Perhaps there should be reserved car parks for people that have pre-paid permits for 3-months or more.*
- *The change to 3-month permits is great, hoping that a yearly option will still be available.*

#### **Parking app**

- *PayStay should be introduced in Palmerston car parks.*
- *The main parking I use is all day parking \$4.00 a day, the introduction of a car parking app is an excellent idea. The one used by Darwin City Council, Pay Stay, works effectively if you are still researching this.*

#### **Paid parking**

- *I am opposed to all paid parking it is literally driving my customers away potential customers have contacted me several times annoyed by having to find a free park for a 5 minute visit to my shop the free parking is constantly taken up by the government vehicles. Not good for business here.*
- *Please consider the local businesses that suffer from paid parking, if you want local Palmerston Businesses to thrive get rid of the paid parking!!!*
- *I urge Council to subsidise parking. Carparking was a major issue at the last Council election however the meters remain and parking continues to be charged, as a ratepayer I do not feel I have been listened to regarding carparking.*
- *The cost of parking is a huge part of some peoples weekly income so thank you for reviewing this and supporting the people of Palmerston.*

#### **Parking meters**

- *The paid meters are a joke! They are ugly, take up space and just a nuisance for Palmerston people.*

#### Feedback on parking in the Palmerston central business district

#### **Disabled and motorcycle parking**

- *Highway House has considerable staffing numbers of which there are 4-5 staff with disabled passes. Disabled people need to be able to park within close proximity to the buildings they are working in and able to park for full 8-9 hrs not have to move after 4 hrs.*
- *A motorcycle can't reliably display a ticket to park in a paid area as the ticket can either blow away, get stolen or wet from the rain as they are not enclosed like a car cabin. I understand that there are some free areas for motorcycles but the signage is a bit unclear in regards to needing a ticket and time limits so I'm hesitant to park in those. Due to motorcycle not being*

*able to use paid areas, I would suggest all motorcycle parking to be free with an unlimited duration, as Darwin city and other larger cities.*

#### **Current behaviour**

- *I live in Palmy, but only ever go in to Palmerston and Oasis shopping centres occasionally as can get everything else from Gateway and Woolies Bakewell. I never go to the other shops e.g. along the Boulevard (only found out the name of it looking at this parking map).*

#### **Other**

- *More parking for when the markets are on would be good.*
- *There is no suitable option for another mode of public transport available at this stage and this needs to be honestly recognised.*
- *I also feel the need to add that there is no draw card to the City Centre for anyone who does not work there, the shopping centre is run down and security substandard, the grassed areas encourage people to lay around, argue and yell abuse to those just walking by minding their own business, the water tower area is a haven for antisocial behaviour and congregation.*
- *I would also like to congratulate the council on providing December as free parking in the all-day parking bays. I do not have a yearly pass as my work is across the NT but I certainly appreciated this gesture.*

#### Other feedback (received via door knock, pop-up stalls)

Notwithstanding that general frustration exists for many on having to currently pay for parking in Palmerston's central business district, there was general support for the proposed changes, with some notable **viewpoints in support** as follows:

- A local medical centre supports the change from 2 to 4 hours on Royalt Street as their patients sometimes have to wait a few hours after procedures before they can drive.
- A local veterinary clinic supports the change, noting that when paid on-street parking was introduced previously, people were parking in their free customer parking spaces.
- A shop supports the changes, also citing that when paid on-street parking was introduced, people were parking in their free customer parking spaces. Also, free on-street parking will encourage more visits to the shop. A comment was made that their business has suffered because of paid parking.
- A local worker supported the changes and hopes free on-street parking will encourage more people to pop into stores and shop.
- The president of a local industry association thought the changes 'looked good'.
- Palmerston Police Station said they are unlikely to be affected by changes given that they have annual parking permits.
- The majority of people who attended the pop-up stalls were in support of the proposed changes, although some expressed frustrations at other non-related Council matters.
- There was some support for introducing the PayStay app.

#### Summary

- Some people want to see the 12-month parking permit remain in place.
- One person suggested there be some reserved bays for people who have permits for 3-months or more.



- A local worker commented that people should not have to pay for parking in Palmerston at all. However, it was noted that the proposed changes will hopefully encourage more people to come into the central business district and shop.
- A local business supports the changes except for the 30 minute parking outside of their business. Treatments at this business are from 45 minutes to 1 hour, therefore 1 to 2 hour parking would be more appropriate and consistent with the other timed parking on the Boulevard. One person commented that they no longer go into the Palmerston CBD to get their hair done or have a facial as they do not want to be fined and the proposed changes mean the time allocation will be less.
- There was some concern about the introduction of an all-day charge at Hilson Street as the car park is further away from shops and is not maintained to the same standard as the Fiveish Lane car park. One person queried who owns the land and whether Council could charge for parking.
- There were suggestions that there be more 30 and 15 minute bays close to the post office pick up area.
- One person suggested that business owners should have to pay for all-day parking given the pressure they are currently under.
- Council should consider free parking outside the library and more parking for the markets.
- More consideration should be given to disabled parking, with the proposed changes not considering 8 hour disabled parking.
- In a detailed submission by a local business owner, some suggestions were provided on the water tower car park and the move to change it from a 2 hour paid car park to a combination of 1 hour, 2 hour and all-day parking:
  - Any car park area near retail and services should not be assigned as all-day parking. This would be a waste of car parks as they would not be turned over frequently enough to be used by customers who wish to access the retail and services.
  - The car parking study found there was low usage of some of the areas of the water tower car park and that having all-day parking might be a good solution for these car parks. However, the local business owner suggests that the reason for the low usage is that this area has been designated as a paid car park area and no one will use this when they can park in Palmerston Shopping Centre's car park which is free.
  - All-day parking in the city centre should be in car parks which are secondary locations so as to allow the car parks in prime areas to have continuous turnover of their spaces. If the goal is for commercial activity to be reactivated in the town centre Council need's to make it easier for users to access car parks close to the services they want to use.
  - The recommendation of one and two hour free car parking may lead to confusion and it would be far easier for customers to use and understand the regulations if time limits were all uniform. It would also be far easier for Council to manage this area if all the car parks had uniform time limits.
  - There should not be an increase in the numbers of all-day parking until we have seen what the impact of free car parking has on the use of this area.

Some **broad**er commentary on parking in Palmerston's CBD was as follows:

- Abandon paid parking for the benefit of local business and convenience of the public.
- The cost of parking is a huge part of some people's weekly income.
- Congratulations to the Council for providing December as free parking in the all-day parking bays.

The social media posts on 27 March and 11 April 2019 confirm the broader sentiment and commentary on parking in Palmerston's CBD. The first post on 27 March announcing the start of the consultation was in the form of a Mayor's Talk segment. The general consensus on these posts was one of frustration with the paid parking in Palmerston's CBD with some notable comments as follows:

- *Remove the parking metres*
- *I don't shop anywhere I have to pay for parking, You should have listened to people before. You put all the parking stations in and businesses lost customers. Things are hard enough up here without parking fines*
- *Should be paying for parking in Palmerston full stop*
- *B!!DY good idea, about time*

The second social media post on 3 April provided information on the three pop-up stalls that were held. Again, the general consensus on this post was one of frustration with paid parking in Palmerston's CBD with some notable comments as follows:

- *When are you going to place a parking meter in front of council car parks. Everyone pays or no one*
- *Get rid of them*
- *I refuse to shop there since the meters were installed, small businesses must be hurting big time*

## Recommendations

It is recommended that the next steps are:

- Council consider the feedback received from stakeholders, businesses and residents when finalising the proposed changes including the detailed suggestions outlined in this report.
- Council note the following key points from the consultation:
  - There is general support for parking arrangements to change in Palmerston's central business district to support local business and the economy.
  - The strongest support is for the introduction of free parking in Palmerston's central business district.
  - Despite the support expressed for changes and the introduction of more free parking, there is an undercurrent of resentment for the existing requirement to pay for parking in Palmerston's central business district.
- Council release the consultation report to the public on City of Palmerston's website, and authorise True North to provide a copy to those who made a submission or requested to be kept informed.



## Appendices

Appendix A – Engagement summary

Appendix B – Pop-up stall summaries

**14 INFORMATION AND CORRESPONDENCE**

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**15 REPORT OF DELEGATES**

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**16 QUESTIONS BY MEMBERS**

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**17 GENERAL BUSINESS**

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**18 NEXT ORDINARY COUNCIL MEETING**

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THAT the next Ordinary Meeting of Council be held on Tuesday 21 May 2019 at 5.30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

**19 CLOSURE OF MEETING TO PUBLIC**

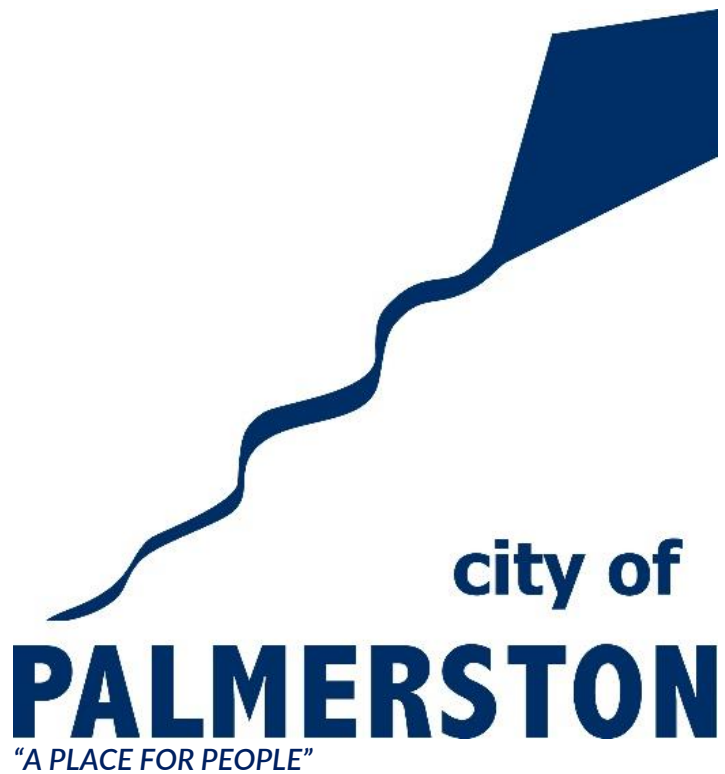
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THAT pursuant to Section 65(2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations, the meeting be closed to the public to consider the Confidential item of the Agenda.

**20 ADJOURNMENT OF MEETING AND MEDIA LIAISON**

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**COUNCIL MEETING  
MINUTES  
TUESDAY, 16 APRIL 2019**

## CITY OF PALMERSTON

**Minutes of Council Meeting  
held in Council Chambers  
Civic Plaza, Palmerston  
on Tuesday 16 April 2019 at 5:30pm.**

### ELECTED MEMBERS

Mayor Athina Pascoe-Bell  
Deputy Mayor Sarah Henderson  
Alderman Lucy Buhr  
Alderman Amber Garden  
Alderman Benjamin Giesecke  
Alderman Damian Hale  
Alderman Mick Spick

### STAFF

Chief Executive Officer, Luccio Cercarelli  
Director Governance and Regulatory Services, Chris Kelly  
Acting Director Lifestyle and Community, Amelia Vellar  
Executive Manager Finance, Shane Nankivell  
Communications Officer, Samantha Abdic  
Minute Secretary, Alexandra Briley

### GALLERY

Three members of the public

## 1 ACKNOWLEDGEMENT OF COUNTRY

*I respectfully acknowledge the traditional owners of the land on which we are meeting – the Larrakia People – and pay my respects to their elders, past, present and future.*

## 2 OPENING OF MEETING

The Mayor declared the meeting open at 5:30pm.

Initials: \_\_\_\_\_



## **3** APOLOGIES AND LEAVE OF ABSENCE

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### 3.1 Apologies

Moved: Alderman Spick  
Seconded: Alderman Garden

THAT the apology received from Alderman Lewis for 16 April 2019 be received and noted.

CARRIED 9/0574 – 16/04/2019

### 3.2 Leave of Absence Previously Granted

Nil.

### 3.3 Leave of Absence Request

Moved: Alderman Spick  
Seconded: Alderman Garden

1. THAT the leave of absence received from Mayor Pascoe-Bell for 18 April to 22 April 2019 inclusive be received and noted.
2. THAT the leave of absence received from Alderman Hale for 22 April to 29 April 2019 inclusive be received and noted.
3. THAT the leave of absence received from Alderman Spick for 19 April to 28 April 2019 inclusive be received and noted.
4. THAT the leave of absence received from Alderman Lewis for 11 April to 17 April 2019 inclusive be received and noted.

CARRIED 9/0575 – 16/04/2019

## **4** REQUEST FOR TELECONFERENCING

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Nil.

Initials: \_\_\_\_\_

## 5 DECLARATION OF INTEREST

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5.1 Elected Members

Nil.

5.2 Staff

Nil.

## 6 CONFIRMATION OF MINUTES

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6.1 Confirmation of Minutes

Moved: Alderman Giesecke

Seconded: Alderman Buhr

THAT the minutes of the Council Meeting held on Tuesday, 2 April 2019 pages 9715 to 9723, be confirmed.

CARRIED 9/0576 - 16/04/2019

6.2 Business Arising from Previous Meeting

Nil.

## 7 MAYORAL REPORT

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Nil.

## 8 DEPUTATIONS AND PRESENTATIONS

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Nil.

## 9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

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Nil.

Initials: \_\_\_\_\_



## 10 CONFIDENTIAL ITEMS

### 10.1 Confidential Items

Moved: Alderman Buhr  
Seconded: Alderman Hale

THAT pursuant to Section 65(2) of the *Local Government Act* and Regulation 8 of the *Local Government (Administration) Regulations* the meeting be closed to the public to consider the following confidential items:

ITEM	REGULATION	REASON
25.2.1	8(c)(iv)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act</i> and 8(c)(iv) of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.

CARRIED 9/0577 – 16/04/2019

### 10.2 Moving Open Items into Confidential

Nil.

### 10.3 Moving Confidential Items into Open

#### 10.3.1 Reappointment of Independent Chair of the Risk Management and Audit Committee C9/0200

1. THAT Report Number C9/0200 entitled Reappointment of Independent Chair of the Risk Management and Audit Committee be received and noted.
2. THAT Council reappoint Mr Iain Summers as Independent Chair of Council's Risk Management and Audit Committee until 31 December 2020.
3. THAT Council Decisions relating to Report Number C9/0200 entitled Reappointment of Independent Chair of the Risk Management and Audit Committee be moved to the Open Minutes following Council's formal notification to Mr Iain Summers.

CARRIED 9/0571 – 02/04/2019

Initials: \_\_\_\_\_

**Minute Book Page 9732**  
**2nd Ordinary Council Meeting**

**10.3.2 Rates Strategy Update and Proposed Consultation**

**C9/2019**

6. THAT Council write to members of the community reference group and provide community messaging regarding the commencement of community consultation on the Rates Strategy in August 2019.
7. THAT Council Decisions 6 to 7 relating to Report Number C9/0209 entitled Rates Strategy Update and Proposed Consultation be moved to the open minutes of the 2<sup>nd</sup> Ordinary Council Meeting of 16 April 2019.

**CARRIED 9/0595 – 16/04/2019**

**11 PETITIONS**

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Nil.

**12 NOTICES OF MOTION**

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Nil.

**13 OFFICERS REPORTS**

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**13.1 Receive and Note Reports**

**13.1.1 Community Benefit Scheme April 2019 Update**

**9/0194**

Moved: Alderman Spick  
Seconded: Deputy Mayor Henderson

THAT Report Number 9/0194 entitled Community Benefit Scheme April 2019 Update be received and noted.

**CARRIED 9/0578 – 16/04/2019**

**13.1.2 Palmerston Seniors Advisory Committee March 2019**

**9/0203**

Moved: Deputy Mayor Henderson  
Seconded: Alderman Spick

THAT Report Number 9/0203 entitled Palmerston Seniors Advisory Committee March 2019 be received and noted.

**CARRIED 9/0579 – 16/04/2019**

**Initials:**

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**Minute Book Page 9733**  
2nd Ordinary Council Meeting

13.1.3 Financial Report for the Month of March 2019 9/0195

Moved: Alderman Garden  
Seconded: Deputy Mayor Henderson

THAT Report Number 9/0195 entitled Financial Report for the Month of March 2019 be received and noted.

CARRIED 9/0580 – 16/04/2019

13.1.4 Organisational Services and Finance Departments Quarterly Report  
January – March 2019 9/0212

Moved: Deputy Mayor Henderson  
Seconded: Alderman Giesecke

THAT Report Number 9/0212 entitled Organisational Services and Finance Departments Quarterly Report January – March 2019 be received and noted.

CARRIED 9/0581 – 16/04/2019

13.1.5 City Growth and Operations Quarterly Report January – March 2019 9/0215

Moved: Deputy Mayor Henderson  
Seconded: Alderman Buhr

THAT Report Number 9/0212 entitled City Growth and Operations Quarterly Report January – March 2019 be received and noted.

CARRIED 9/0582 – 16/04/2019

13.1.6 *Próject* – Smart Cities Update April 2019 9/0214

Moved: Alderman Buhr  
Seconded: Alderman Garden

THAT Report Number 9/0214 entitled *Próject* – Smart Cities Update April 2019 be received and noted.

CARRIED 9/0583 – 16/04/2019

Initials: \_\_\_\_\_

## 13.2 Action Reports

### 13.2.1 Review of Council to the Communities Meetings Trial 9/0193

Moved: Alderman Buhr  
Seconded: Alderman Hale

1. THAT Report Number 9/0193 entitled Review of Council to the Community Meetings Trial be received and noted.
2. THAT Council approve the following Council to the Community Meetings:
  - First Ordinary Meeting on 5 August 2019;
  - Second Ordinary Meeting on 19 November 2019; and
  - First Ordinary Meeting on 3 March 2020, to be held in suburban locations around Palmerston.

CARRIED 9/0584 – 16/04/2019

### 13.2.2 Expansion of Gray Community Hall 9/0206

Moved: Deputy Mayor Henderson  
Seconded: Alderman Garden

1. THAT Report Number 9/0206 entitled Expansion of Gray Community Hall be received and noted.
2. THAT Council endorse Gray Community Hall Expansion project as a major project for further development and consideration as outlined in Report Number 9/0206 entitled Expansion of Gray Community Hall.
3. THAT Council endorse the design concept of the Gray Community Hall expansion for the purpose of community and stakeholder engagement as outlined in Report Number 9/0206 entitled Expansion of Gray Community Hall.
4. THAT a further report on the consultation outcomes of the Gray Community Hall expansion be presented to Council on conclusion of consultation.

CARRIED 9/0585 – 16/04/2019

Initials: \_\_\_\_\_



**Minute Book Page 9735**  
**2nd Ordinary Council Meeting**

**13.2.3 National Redress Scheme**

**9/0207**

Moved: Alderman Spick  
Seconded: Alderman Garden

1. THAT Report Number 9/0207 entitled National Redress Scheme be received and noted.
2. THAT Council declares the City of Palmerston's participation in the National Redress Scheme as part of the Northern Territory Government Jurisdiction as outlined in Report Number 9/0207 entitled National Redress Scheme.

**CARRIED 9/0586 – 16/04/2019**

**13.2.4 Palmerston Animal Management Advisory Committee Meeting –  
March 2019**

**9/0208**

Moved: Alderman Garden  
Seconded: Alderman Spick

1. THAT Report Number 9/0208 entitled Palmerston Animal Management Advisory Committee Meeting – March 2019 be received and noted.
2. THAT Council consider the establishment of a grant to an external agency to administer a de-sexing program as part of the development of the 2019/2020 Municipal Plan and Budget with the following conditions:
  - Grant of \$15,000 per year for three years;
  - All animals must be microchipped prior to release;
  - All dogs to be registered prior to release;
  - All microchipping and registration details for dogs are to be provided to Council;
  - Person presenting animal must reside in Palmerston; and
  - Access to the program to be means tested with criteria to be determined.
3. THAT Council approve the reviewed Palmerston Animal Management Advisory Committee Terms of Reference at **Attachment B** to Report Number 9/0208 entitled Palmerston Animal Management Advisory Committee Meeting – March 2019 with minor amendment to the ordering of the Responsibilities of the Chairperson in section 3.2.

**CARRIED 9/0587 – 16/04/2019**

Initials: \_\_\_\_\_

13.2.5 Adoption of Draft Long Term Financial Plan 2020 - 2029

9/0210

Moved: Alderman Garden

Seconded: Alderman Buhr

1. THAT Report Number 9/0210 entitled Adoption of Long Term Financial Plan 2020-2029 be received and noted.
2. THAT Council adopts the City of Palmerston Long Term Financial Plan 2020-2029 being **Attachment A** to Report Number 9/0210 entitled Adoption of Long Term Financial Plan 2020-2029.

CARRIED 9/0588 – 16/04/2019

## 14 INFORMATION AND CORRESPONDENCE

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Nil.

## 15 REPORT OF DELEGATES

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Nil.

## 16 QUESTIONS BY MEMBERS

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16.1 Lake Management Plan

Moved: Alderman Buhr

Seconded: Alderman Giesecke

THAT the question asked by Alderman Buhr regarding Lake Management Plan, and the response provided by the Chief Executive Officer be received and noted.

CARRIED 9/0589 – 16/04/2019

16.2 Local Content Sub-Contractors

Moved: Alderman Spick

Seconded: Alderman Garden

THAT the question asked by Alderman Spick regarding assessment of local content in contracts relating to sub-contractors, and the response provided by the Chief Executive Officer be received and noted.

CARRIED 9/0590 – 16/04/2019

Initials: \_\_\_\_\_



## 17 GENERAL BUSINESS

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### 17.1 Safe Access Gateway Shopping Centre Bus Stop

Moved: Alderman Giesecke  
Seconded: Deputy Mayor Henderson

THAT Council write to the Gateway Shopping Centre regarding community concerns about unsafe access to the shopping centre bus stop seeking what actions they may or are taking regarding this matter.

CARRIED 9/0591 – 16/04/2019

## 18 NEXT COUNCIL MEETING

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Moved: Alderman Garden  
Seconded: Alderman Giesecke

THAT the next Ordinary Meeting of Council be held on Tuesday, 7 May 2019 at 5:30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/0592 – 16/04/2019

## 19 CLOSURE OF MEETING TO PUBLIC

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Moved: Alderman Hale  
Seconded: Deputy Mayor Henderson

THAT pursuant to Section 65(2) of the *Local Government Act* and Regulation 9 of the *Local Government (Administration) Regulations* the meeting be closed to the public to consider the Confidential Items of the Agenda.

CARRIED 9/0593 – 16/04/2019

## 20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

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Nil.



Athina Pascoe-Bell  
MAYOR

Date: