

Parks and Open Spaces Guidelines for MacDonnell Regional Council Working toward Best Practice 2020 - 2023



Effective August 2012

Review conducted January 2020

Next Review due January 2022

Parks and Open Spaces six (6) level implementation program

2020-2023

The MacDonnell Regional Council has developed a Parks and Open Spaces Guidelines, providing the basis for a six (6) level implementation plan for parks and open spaces. This outlines the service level standards that we will aim to achieve within the various timeframes, taking into account the Council's Goals of Developing Communities and Healthy Communities; and, also in accordance with the *NT Local Government Act* and *Australian Standards*.

Intent: to achieve best practice in parks and open spaces across the Region.

In commencing this six (6) level development plan, it should be noted that all Regional Council Service Delivery Centres (SDCs) do not start with equal parks and open spaces facilities and infrastructure. Additionally, there have not been any documented practices and standards for staff to adhere.

Some SDCs have made significant advancements in improving parks and open spaces over the past twelve (12) years. This is in part due to initiatives by MRC; Special Purpose Grants from the NT Government; having reasonable infrastructure and assets to work with; and, Local Authority project funding.

In outlining the targets of the six (6) level plan, we note that some SDCs have already achieved some of the targets for various levels. These sites will be required to continue implementing acceptable standards and practices that have not yet been met. The objective is for all SDCs to meet each service level's targets for parks and open spaces. Achieving the next level's targets is encouraged.

Fifteen (15) priority actions have been identified for all communities in the Region. These actions are to be achieved in every community by the end of the six (6) service level periods that this plan applies.

Priority Actions

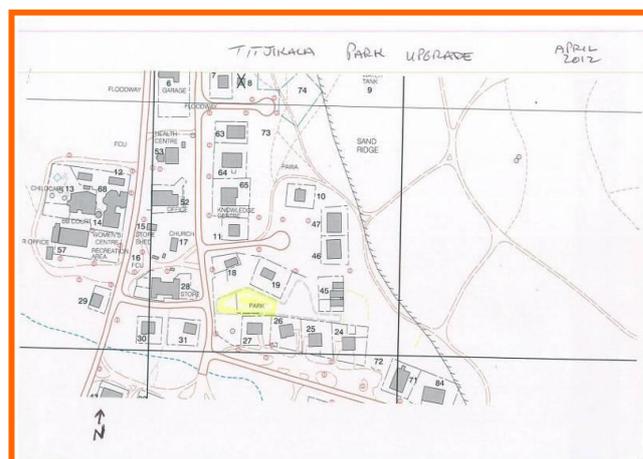
1. Location identified - Site cleared	SL1	9. BBQ	SL4
2. Fenced or bollards	SL2	10. Lighting	SL5
3. Car park	SL2	11. Pathways	SL5
4. Shade shelter	SL3	12. Landscaping - trees & shrubs	SL5
5. Wheelie bins	SL3	13. Playground equipment	SL5
6. Signage - Park name (Consult LB)	SL4	14. Irrigation	SL6
7. Water bubbler	SL4	15. Grassed	SL6
8. Table w/seating	SL4		

Note: Long term service levels subject to sustainable funding

Service Level One: Site identification and clearing

Actions are to be taken to commence and complete Service Level One requirements in the timeframes below.

Service Level One Targets	Anticipated Time Frame	Completed (Y/N)
Site identification		
Consultation with Local Authority and other community members to determine site	3 months	
Seek assistance from Technical Services to obtain appropriate site/land clearances from relevant authorities.	12 months	
Plan park and/or open space large enough to allow for all facilities, including an area for car parking.	6 months	
Clear and level the site, removing any old equipment but retaining any existing trees, where possible.	12 months	
Staff Management		
Long term plan of park and/or open space to include capacity building with appropriate skills for civil workers	On –going	



Service Level Two: Fence or Install bollards/Carpark

Once the site has been identified and cleared, planning should have resulted in an area appropriate for either fencing or installing bollards. An area being fenced should include a suitable area for parking of motor vehicles. Actions should be dealt with in months, rather than deadlines.

Service Level Two Targets	Anticipated Time Frame	Completed (Y/N)
Fencing and/or bollards		
Order fencing and/or bollards	12 months	
Install fencing and/or bollards in accordance with Technical Services specifications	12 months	
Carpark		
Develop a carpark with the assistance of Technical Services specifications	12 months	
Staff Management		
PPE (safety wear) for all staff	On-going	
Staff are trained in the safe digging of holes, concreting, levelling and other appropriate skills	12 months	



Service Level Three: Shade Structure and Wheelie Bins

Actions at this level will include installing an appropriate shade structure (usually 6m x 6m with a gable roof) and constructed to standard by competent personnel. Waste bins are to be placed adjacent to the shade structure and regularly emptied as a part of routine waste management. Actions should be dealt with in months, rather than deadlines.

Service Level Three Targets	Anticipated Time Frame	Completed (Y/N)
<i>Shade Shelter</i>		
Source an appropriate sized shade structure	12 months	
Erect the shade shelter	12 months	
<i>Wheelie Bins</i>		
Install a double wheelie bin holder adjacent to shade shelter and supply two wheelie bins	3 months	
<i>Staff Management</i>		
PPE (safety wear) for all staff	On-going	
Staff are trained in construction and concreting, using appropriate plant and equipment and other skills	12 months	



Service Level Four: Signage, Water Bubbler, Table with seating, BBQ

At this level, actions are aimed at improving the facilities in parks and/or open spaces to encourage usage by community members. Actions should be dealt with in months, rather than deadlines.

Service Level Four Targets	Anticipated Time Frame	Completed (Y/N)
Signage		
Consider an appropriate Park name by consulting with community members and the Local Authority	12 months	
Water Bubbler		
Install a Water bubbler with concrete slab	12 months	
Table with Seating		
Install a Table w/seating on concrete slab	12 months	
BBQ		
Install BBQ on concrete slab (if required)	12 months	
Staff Management		
PPE (safety wear) for all staff	On-going	
Staff are trained in basic plumbing, concreting and other appropriate skills	12 months	



Service Level Five: Lighting, Pathways, Landscaping, Playground Equipment

At this level, actions are initially aimed at improving the community safety in parks and/or open spaces by installing lighting in the shade structures and creating pathways. Additionally, landscaping and eventual installation of playground equipment will further encourage usage by community members. Actions should be dealt with in months, rather than deadlines.

Service Level Five Targets	Anticipated Time Frame	Completed (Y/N)
Lighting		
Install low energy or solar lighting in shade structure and park/open space area	12 months	
Pathways		
Install appropriate pathways	12 months	
Landscaping		
Plant appropriate trees & shrubs for arid zones	12 months	
Playground Equipment		
Source funding for Playground equipment	12 months	
Install playground equipment to standard	12 months	
Staff Management		
PPE (safety wear) for all staff	On-going	
Staff are trained in basic horticultural and landscaping techniques and other appropriate skills	12 months	



Service Level Six: Irrigation, Grassed

Appropriate actions are to be taken to commence and complete Service Level One actions as per time allocations below. Actions should be dealt with in months, rather than deadlines.

Service Level Six Targets	Anticipated Time Frame	Completed (Y/N)
<i>Irrigation</i>		
Investigate the options for irrigating parks and open spaces	Long term	
<i>Grassed</i>		
Investigate the options whether it is feasible to grass any of the parks and open spaces	Long term	
<i>Staff Management</i>		
PPE (safety wear) for all staff	3 months	
Staff are trained in the use of plant and equipment and other appropriate skills	12 months	



Council Service Coordinators will be required to report progress and outcomes in their Service Delivery Reports in the Parks and Open Spaces section.

Full cooperation and support with the parks and open spaces plan will deliver better and consistent standards of parks and open spaces across the Region. It will provide residents and visitors with better public facilities, adding to a safer, healthier and liveable environment.