

Name:	Lighting Up Palmerston		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	General Manager Community and Culture		
Approval Date:	7/02/2023	Next Review Date:	9/02/2027
Records Number:	5278024	Council Decision:	10/687

1 PURPOSE

The purpose of this policy is to enable requests for lighting be activated on City of Palmerston's infrastructure assets to highlight a special event or cause.

2 PRINCIPLES

City of Palmerston has the ability to light up infrastructure at night to create vibrancy in our CBD as well as highlight special events and causes in our community.

This Policy applies to City of Palmerston's current infrastructure at the time of endorsement by Council, as well as any new Council facilities into the future.

3 DEFINITIONS

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

Term	Definition
Elected Members	All Elected officials including the Mayor
Eligibility criteria	The standards by which the applicant must meet in order to be eligible
Conditions	The conditions that apply to all applications received

4 POLICY STATEMENT

4.1 Eligibility criteria

- 4.1.1 Lighting of Council assets will only be considered in honour of significant local and regional events, historic events, and extraordinary events/occurrences of City, Territory, and National or International significance.
- 4.1.2 Lighting will not be considered for commercial entities, to promote a political party or campaign or personal occasions.
- 4.1.3 Requests for illumination to commemorate or honour an individual will not be eligible and would only be permitted by exception.
- 4.1.4 Any annual events must be applied for and assessed each year; there will not be automatic renewals.
- 4.1.5 Requests will be subject to availability and responded to on a first-come, first -served basis.
- 4.1.6 Requests for illumination in Memorial Park, Palmerston must also be approved by the Palmerston RSL Sub-Branch.
- 4.1.7 Duration would typically be for a day, lasting up to a week if applicable.
- 4.1.8 The event or awareness campaign must have a community benefit that aligns with outcomes in the Community Plan.

4.1.9 To be eligible for consideration as a not-for-profit organisation, the organisation must provide a Registered Charity or Not-For-Profit Certificate from an Australian government charity and not-for-profit register, or the equivalent overseas register/body. Priority will be given to local organisations and events. Should there be conflicting dates with two or more applications, a decision will be made at the discretion of the Chief Executive and the Mayor.

4.1.10 Applications will not be considered for individuals for their own purposes.

4.2 *Responsibilities of the Chief Executive Officer*

4.2.1 All requests that meet the above criteria are at the discretion of the Chief Executive Officer and the Mayor.

4.2.2 Where a request is received which does not comply with the criteria outlined above and is deemed to have merit by the Chief Executive Officer and the Mayor, the request will be referred, with recommendation to Council for consideration and determination.

5 ASSOCIATED DOCUMENTS

5.1 Terms and Conditions apply and are available on Council's website.

6 REFERENCES AND RELATED LEGISLATION

6.1 Community Plan