

CITY OF PALMERSTON

**Notice of Council Meeting
To be held in Council Chambers, Civic Plaza, Palmerston
On Tuesday, 3 February 2015 at 6:30pm**

AGENDA

Audio Disclaimer

An audio recording of this meeting is being made for minute taking purposes as authorised by City of Palmerston Policy MEE3 Recording of Meetings, available on Council's Website.

1. PRESENT

2. APOLOGIES

Alderman Carter – Leave of Absence

ACCEPTANCE OF APOLOGIES AND LEAVE OF ABSENCE

3. CONFIRMATION OF MINUTES

RECOMMENDATION

1. THAT the minutes of the Council Meeting held Tuesday, 13 January 2015 pages 7849 to 7857, be confirmed.
2. THAT the Confidential minutes of the Council Meeting held Tuesday, 13 January 2015 pages 165 to 167, be confirmed.

4. MAYOR'S REPORT

M8-07

5. REPORT OF DELEGATES

6. QUESTIONS (WITHOUT DEBATE) FOR WHICH NOTICE HAS BEEN GIVEN

7. QUESTIONS (WITHOUT DEBATE) FOR WHICH NOTICE HAS NOT BEEN GIVEN

8. PETITIONS

9. DEPUTATIONS / PRESENTATIONS

10. CONSIDERATION OF MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

11. COMMITTEE RECOMMENDATIONS

11.1 Governance and Organisation

THAT the minutes from the Special Governance and Organisation Committee meeting held on 28 January 2015 be received and noted and that Council adopts the recommendations made by the Committee and accordingly resolves as follows:

11.1.1 New Financial Policies FIN22, FIN23, FIN24 GOC/0157

1. THAT Council approves FIN22 Grant Income Policy, with reporting to take place quarterly and the policy to be adjusted accordingly.
2. THAT Council approves FIN23 Credit Card Policy, with the formal dispute process with the bank being the responsibility of finance and the policy to be adjusted accordingly.
3. THAT Council approves FIN24 Chart of Accounts Policy.

11.1.2 Expression of Interest Insurance Services GOC/0160

1. THAT the Governance and Organisation Committee be the assessing body for any Expression of Interests or tender process for insurance, and that officers seek quotes from any appropriate insurance advisor.
2. THAT the Chair of the Governance and Organisation Committee be authorised to liaise with staff regarding Council's future insurance requirements.
3. THAT Council approves the release of the Expression of Interest Insurance Services document.

11.2 Economic Development and Infrastructure

Nil

11.3 Community Culture and Environment

Nil

12. INFORMATION AGENDA

12.1 Items for Exclusion

12.2 Receipt of Information Reports

RECOMMENDATION

THAT the information items contained within the Information Agenda, be received.

12.3 Officer Reports

12.3.1	Action Report	8/0616
12.3.2	Technical Services Quarterly Report October – December 2014	8/0617
12.3.3	CoP Library Closure Easter Weekend 2015	8/0619

13. DEBATE AGENDA

13.1 Officer Reports

13.1.1	Appointment of Chair to the Committees of Council	8/0618
13.1.2	City of Palmerston City Centre Car Parking Advisory Group	8/0620

14. CORRESPONDENCE

15. PUBLIC QUESTION TIME

At the invitation of the Chair

16. OTHER BUSINESS – ALDERMAN REPORTS

By-law 14(8) provides that the Chairman must not accept a motion without notice if the effect of the motion would, if carried, be to incur expenditure in excess of \$1,000 unless

- a) the motion relates to the subject matter of a committee's or sub committee's recommendations (as the case may be, or an officer's report that is listed for consideration on the business paper; or*
- b) the matter is urgent*

17. CONFIDENTIAL REPORTS

17.1 Subdivision to create 181 lots over Lot 4251 (575) Roystonea Avenue, Zuccoli 8/0621

RECOMMENDATION

1. THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the Chief Executive Officer, Minute Secretary, Director of Corporate Community Services and Director of Technical Services on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the Committee Recommendations in relation to confidential agenda item 17.1 Subdivision to create 181 lots over Lot 4251 (575) Roystonea Avenue, Zuccoli and that Council is satisfied that the meeting should be conducted in a place open to the public is outweighed in relation to the matter because receiving, considering and discussing the report and associated documentation involves:

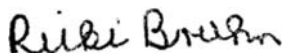
(c) information that would, if publicly disclosed, be likely to:

- (iv) prejudice the interests of the council or some other person

This item is considered confidential pursuant to Regulation 8 (c)(iv) of the Local Government (Administration) Regulations.

2. THAT Council orders that the minutes from the Confidential Council meeting held on 3 February 2015, in relation to confidential item number 17.1 Subdivision to create 181 lots over Lot 4251 (575) Roystonea Avenue, Zuccoli and associated documents remain confidential and not available for public inspection for a period of 12 months from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

18. CLOSURE



Ricki Bruhn
Chief Executive Officer

Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting or a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.

ITEM NO. 4 **Mayor's Report**
FROM: **Ian Abbott**
REPORT NUMBER: **M8-07**
MEETING DATE: **3 February 2015**

Summary:

My report provides Council with an update on recent meetings or events of interest to Elected Members.

General:

Wednesday, 7 January 2015

8.30am – Attended Community, Culture and Environment Committee Meeting

Thursday, 8 January 2015

9.30am – Attended Economic Development and Infrastructure Committee Meeting

Monday, 12 January 2015

8.30am – Attended interviews for the External Chair to the Internal Audit Committee

Tuesday, 13 January 2015

5.00pm – Attended workshop on Rating Policy in regards to Multiple Dwellings

6.30pm – Chaired regular Council meeting

8.30pm – Attended Workshop for the Creation of Subdivisions and Council's Involvement

Thursday, 15 January 2015

9.00am – Attended the Palmerston Safe Communities Committee Meeting

Tuesday, 20 January 2015

3.00pm – Attended meeting with Mick Nowlan and the Director of Corporate and Community Services

Thursday, 22 January 2015

5.00pm – Attended Listening Post with Natasha Griggs

Friday, 23 January 2015

12.30pm – JP Services

Saturday, 24 January 2015

6.30pm – Attended the Australia Day Black Tie Ball at the Darwin Convention Centre

Monday, 26 January 2015

9.00am – Attended Australia Day Committee Event and morning tea at the Palmerston Pool

3.00pm – Conducted ceremonies at the Australia Day Flag Raising and Citizenship Ceremony at the Palmerston Recreation Centre

5.30pm – Attended the Australia Day Ambassador's Reception

Future Schedule:**Thursday, 26 March 2015 - Regional Capitals Australia Regionalism 2.0 Conference**

The RCA Regionalism 2.0 Conference will be held on 26 March 2015 Mackay, Queensland. This event is attended by Local Government and Business leaders who have the ability to impact the future development of Australia's regional capitals.

The expected cost will be \$1400 for flights and accommodation. The conference registration cost has not yet been announced.

Invitations:

Nil

RECOMMENDATION

1. THAT Council receives Report Number M8-07
2. THAT Council approves the Mayor attending the RCA Regionalism 2.0 Conference being held in Mackay on 26 March 2015.

Recommending Officer:

Any queries on this report may be directed to Ian Abbott on telephone (08) 8935 9911 or email ian.abbott@palmerston.nt.gov.au

Schedule of Attachments:

Nil

ITEM NO. 12.3.1 Action Report

FROM: Chief Executive Officer

REPORT NUMBER: 8/0616

MEETING DATE: 3 February 2015

Municipal Plan:

4. Governance & Organisation

4.3 People

We value our people, and the culture of our organisation. We are committed to continuous improvement

Summary:

Provided with this report are individual action items outstanding from previous Council Meetings:

Dec #	Task Date	Matter	Action	Update
8/0104	5/06/2012	NT Planning Scheme	Palmerston CBD Masterplan to be incorporated into the NT Planning Scheme.	Finalised plans by Roberts Day / Elton Consulting were presented at the 9 December 2014 Council Meeting. The public exhibition period for the MP has closed. Meetings have been held with DLP and RND.
8/0738	20/08/2013	Yarrowonga Land Proposal	DTS to conduct a feasibility study for a joint development across Lots 9542 & 9543 with the lessee of Lot 9542.	Cost Estimates have been received. Estimates are to be further staged. Report presented to November EDI meeting which is laying on the table. Report expected to go to March EDI.
8/0787	17/09/2013	Real Housing for Growth Project	Design and project management contract awarded to Thinc. Agreement to lease with the CEO Department of Housing has been executed.	Construction underway.
8/0847	19/11/2013	TC Zone Land	Discuss with NT Government on acquiring the Tourist Commercial (TC) Zone land – Part Lot 8405	Letter received 9 April 2014 advising investigations are currently being undertaken to inform the potential release of this site including servicing and development options.

8/0879	11/12/2013	Development of Lot 10029 and Part Lot 9608	Expression of Interest for the development of Lot 10029 and Part Lot 9608 be prepared for Council approval.	EOI has been released and closes 27 February 2015.
8/0899	14/01/2014	Expression of Interest – Development of Lot 10024 and Part Lot 9609	An EOI to be brought to Council for the development of Lot 10024 and part Lot 9609 with the purpose being for the provision of public car parking combined with a mixed use development comprising of retail, commercial or residential.	Council considering further as part of the car parking strategy. Other potential uses for this site are currently being investigated by staff.
8/0949	18/02/2014	Car Parking Contribution Plan Update	Matter on the table	
8/0976	18/03/2014	Marlow Lagoon Toilet Block	CEO to seek Ministerial dispensation pursuant to Clause 30 (1) (b) of the Local Government (Accounting) Regulations for the requirement to call tenders.	Ministerial dispensation has been obtained. Self cleaning toilet has been placed on order. Expect delivery by early February.
8/1074	20/05/2014	City Centre Parking Strategy and Public Realm Strategy	Roberts Day to undertake the Parking Strategy and Public Realm Strategy in accordance with their fee proposal dated 14 March 2014 subject to funding being identified.	Presented to Council 9 December 2014 for endorsement to go on public exhibition. The public exhibition period for the documents has closed. Meetings have been held with DLP and RND.
8/1126	17/06/2014	Reconstruct Radford Road	Council to enter into a memorandum of understanding regarding the use of any contractor security held by LDC.	Construction work in progress.
8/1169	15/07/2014	Smoke Free Areas	Officers to investigate funding options for the promotion of non-smoking signs.	Report expected to the February EDI meeting.
8/1235	02/09/2014	Palmerston Sporting Grounds	CEO to seek further clarification from the NT Government on their proposal to transfer ownership and management of sporting facilities in Palmerston.	Meeting to be organised for early 2015 with Minister for Sport, Recreation and Racing, awaiting response back.
8/1281 8/1356	7/10/2014 & 09/12/2014	Electoral Review	<ul style="list-style-type: none"> - Council to undertake a further round of public consultation. - Council to recommend to the Minister for Local Government and Regions that; the number of Elected Members (Aldermen) for the City of Palmerston increase to eight (8), that the title of Alderman for the 'elected members' (excluding the Mayor) be changed to 	Final report expected to be received from CL Rowe & Associates late January.

			“Councillor”, a further request to consider Council's proposal to change its municipal boundaries, effective from the next Local Government General Election.	
8/1290	7/10/2014	Quarterly Meetings with NT Government Senior Ministers	Mayor and the chairs or delegate of the three Standing Committees be established to meet with senior Ministers of the NT Government on a quarterly basis to seek financial support and provide updates on projects and initiatives associated with the Palmerston City Centre Master Plan.	Meeting held with Minister Chandler on 24 November 2014. Future meetings to be scheduled.
8/1274	21/10/2014	City Car Parking Advisory Group – Terms of Reference	Chief Executive Officer to recruit for membership of the City Centre Car Parking Advisory Group.	EOI closes 16 January 2015. Report included in agenda.
8/1285	21/10/2014	City Centre Public Open Space – Consultation Proposal	Workshop to be held to discuss the city centre project brand and message.	Consultation period closed. Report to December Council Meeting.
8/1304	18/11/2014	Replacement Shade Canopy – Marlow Lagoon Playground	Meeting to be organised between JLT, TIO and Council representatives to discuss the claim.	Meeting anticipated to be arranged for December.
8/1308	18/11/2014	Social Sustainability Workshop	Social Sustainability Planning Workshop to be held for Elected Members utilising Elton Consulting.	Elton's to be contacted during January to plan for this workshop.
8/1311	18/11/2014	Seniors Advisory Committee	<ul style="list-style-type: none"> - Council to write to the Palmerston Shopping Centre, Oasis Shopping Centre, Palmerston Golf/Bowls Club and the Gateway Shopping Centre Management advocating for the installation of a defibrillator at each centre. - Enter into discussion with St John Ambulance over the placement of defibrillators within the City of Palmerston. 	Letters have been sent and discussions are underway with St Johns.

8/1319	18/11/2014	Draft City Centre Master Plan Package	Following Council endorsement of the Draft City Centre Master Plan package scheduled for the December meeting of Council, that Council immediately commence a public exhibition process for a period of six weeks.	Public exhibition commenced, closing 23 January 2015.
8/1338	09/12/2014	Long Term Financial Plan	Council Officers to provide a report to Council detailing the impact of both committed and proposed capital works in the CBD on the Long Term Financial Plan.	Completed
8/1341	09/12/2014	FlicNics Program 2014/2015	Council to approve either the purchase or refurbishment of an existing trailer to become a Movie Trailer.	Seeking quotes on new trailer.
8/1354	09/12/2014	Draft Palmerston City Centre Master Plan 2014 and associated documents	<ul style="list-style-type: none"> - Draft Palmerston City Centre Parking Strategy to be presented to and considered by the City of Palmerston's Car Parking Committee. - Final documents and application submission to amend the NT Planning Scheme be submitted to Council for endorsement at the Council meeting scheduled 17 February 2015. - Mayor to forward a letter to the Minister for Lands and Planning to inform the NT Government of the public consultation process for the Draft City Centre Master Plan "package", prior to lodgement of the formal rezoning application with the Minister in 2015. 	Letter sent to the Minister to inform the NT Government of the public consultation process for the Draft City Centre Master Plan "package" has been sent.
8/1363	09/12/2014	Maluka Views – Land Development Corporation	Council to request the LDC to produce a Construction Traffic Management Plan with the analysis of the traffic generation and distribution during the construction period.	Completed
8/1372	13/01/2015	Review of the Local Government Act	An initial report to be provided to the GOC which includes suggested changes to legislation which can be considered as part of Council's submission.	
8/1374	13/01/2015	LGANT Nomination to the NT Planning Commission	City of Palmerston to nominate Mark Spangler as a member of the NT Planning Commission.	Completed

8/1378	13/01/2015	Amendments to Palmerston Eastern Suburbs planning principles and plan	Council to write a letter to the Department for Lands and Planning requesting a review of the Palmerston Eastern Suburbs Area Plan and Planning Principles.	Legal opinion regarding the issues related to the area plan has now been obtained.
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RECOMMENDATION

THAT Council receives Report Number 8/0616.

Recommending Officer: Ricki Bruhn, Chief Executive Officer

Any queries on this report may be directed to Ricki Bruhn, Chief Executive Officer on telephone (08) 8935 9902 or email ricki.bruhn@palmerston.nt.gov.au

ITEM NO. 12.3.2 Technical Services Quarterly Report October –
December 2014

FROM: Director Technical Services

REPORT NUMBER: 8/0617

MEETING DATE: 3 February 2015

Municipal Plan:

1. Community & Cultural Wellbeing
2. Economic Development
3. Environment & Infrastructure
4. Governance & Organisation

Summary:

This report summarises outcomes in the key activities undertaken by Council's Technical Services Department during the October to December 2014 quarter.

General:

Council's Technical Services Department reports on key activities relating to the Management Plan outcomes on a quarterly basis.

Key Activities and Issues

During the quarter activities of interest and works undertaken included:

- Council completed its annual Cyclone Clean-Up Program with round 2 on 20th October. The suburbs of Farrar, Gunn, Bakewell, Rosebery, Johnston, Bellamack and Zuccoli were collected during the reporting period.

Workshops held with Elected Members

During the quarter the following workshops were held with the Elected Members:

- City Centre Branding
- City of Palmerston Masterplan, Parking Strategy and Traffic Report

1. COMMUNITY & CULTURAL WELLBEING

1.2 Safe Communities

Animal Management/Regulatory Services

	Work Description	Outcome (Quantity)	Unit	Comment
Customer Complaints	Response to customer complaints <i>Animals</i>	261	Number of Customer Action Requests completed	261 - Animal related
Customer Complaints	Response to customer complaints <i>Public places.</i>	98	Number of Customer Action Requests completed	71 - Vehicle related 27 - Other By-laws
Enforcement By-laws. Traffic Regulations	Infringement notices <i>Parking, Public Places</i>	330	Number of Parking and Public places infringement notices issued	322 - Parking 8 - Public Places
Enforcement Animal Management By-laws	Infringement notices <i>Animals</i>	37	Number of Animal Management infringement notices issued	15 – At large 3 – Attack 15 – Unregistered 4 – Nuisance
Enforcement Traffic Regulations	Abandoned Vehicles	46	Number of Vehicles removed	27 – Removed by owner 19 – Removed by Council
Registration Compliance	Dog registrations for 2014/15	5007	Number of dogs registered by end of second quarter	3646 – De-Sexed animals 1361 – Entire animals registered by end of second quarter
Pound Operations	Dogs impounded	128	Number of dogs impounded	90 - Released to owner 28 – Euthanized 10 – Rehomed

1.2 Safe Communities – *Cyclone, Disaster and Emergency Management*

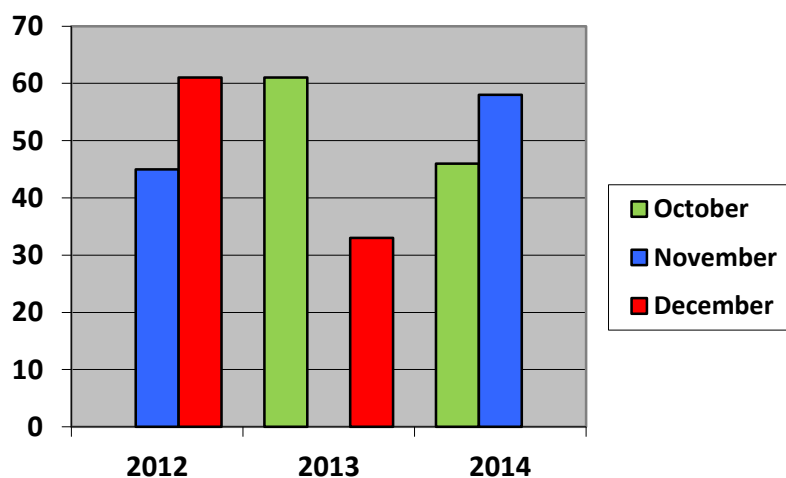
- During this quarterly period, 1 meeting was held with Region 1 Disaster Management.
- Cyclone Counter Disaster Plan has been updated and disseminated.
- A new app has been added to all work mobiles with relevant contact details of staff and CCDP.
- Meetings have been held advising staff of BOM outlook for the season.
- 42.17 tonnes of rubbish was recorded being picked up during the Cyclone Clean-Up program.

Street Lighting

- Light audits throughout the municipality are carried out approximately every six weeks. Lights were inspected twice during the quarter and the results are as follows:

Number of Lights Found not to be Operational after Audits

Year	October	November	December
2012	-	45	61
2013	61	-	33
2014	46	58	-



1.4 Recreation

Walking and Cycling Infrastructure

- 44 m² of concrete footpath path was replaced in Lorna Lim Tce, Driver.
- 7 m² of concrete footpath was replaced in various locations throughout Durack.
- 134 m² of concrete footpath was replaced in various location throughout Gray.
- 9 m² of concrete footpath was replaced in various location throughout Gunn.
- 15 m² of concrete footpath was replaced in Duwun Street Rosebery.
- 27 m² of concrete footpath was replaced in various location throughout Woodroffe.

Parks, Gardens and Playgrounds

- A total of 84 open space/park inspections were carried out during the reporting period (*in addition to contract landscape maintenance personnel reporting observations*).
- 51 locations were visited by staff to inspect areas for compliance under the current contract arrangements in regard to mowing activities.


- 72 safety inspections were undertaken by staff on play equipment *(in addition to contracted playground maintenance service)*.
- 94 requests were received from residents to inspect trees throughout the municipality.
- 96 locations required tree works to be undertaken.
- 45 Customer Action Requests and numerous phone call were received regarding irrigation.
- A total of 214 audit sites and 66 repair sites were carried out on irrigation systems during the reporting period.

Streetscapes and Open Spaces

- Street tree hazard reduction pruning was undertaken in Turnstone Park, Ida Scott Park and Bill Lewis Park.
- Street tree pruning program was carried out in the following suburbs:
 - Gunn
 - Moulden
 - Woodroffe
 - Driver
- Tree planting was completed in Golden Grove Park as per the 2014 /15 Capital Works Program.
- Revegetation of native plants completed at Marlow Lagoon.
- Tree planting around seating and playgrounds in various locations.

3. ENVIRONMENT & INFRASTRUCTURE

The following developments/constructions occurred during the reporting period.

Date Received	PA Number 	Lot No.	Address	Development Description	Development Type	Value
03-Oct-14	PA2014/0757	Lot 12087	Zuccoli	Subdivision to create 415 lots	Subdivision	\$35,100,000
17-Oct-14	PA2014/0805	Lot 11765	62 Hawker Street, Zuccoli	3 x 3 bedroom multiple dwellings in a single storey building	MD	\$800,000.00
17-Oct-14	PA2014/0799	Lot 9231	2 Davis Court, Rosebery	Addition of a shade structure with reduced front and side setbacks	Shade Structure	\$3,800.00
17-Oct-14	PA2014/0791	Lot 6895	14 Surcingle Drive, Marlow Lagoon	Shed addition with a reduced side setback	Shed	\$88,289.00
24-Oct-14	PA2013/0549	Lot 11150	15 Tall Street, Johnston	Variation to permit	Variation	\$0
24-Oct-14	PA2008/0915	Lot 8584	183 Forrest Parade, Rosebery	Variation for Changes to One (1) Carpark off Forrest Parade and access way to Canteen and Gym	Variation	\$0
24-Oct-14	PA2014/0826	Lot 11883	5 Ambon Street, Durack	Unit title schemes subdivision to create 2 units and common property	UTS	\$0
24-Oct-14	PA2014/0829	Lot 5798	4 Moorhen Circuit, Bakewell	Carport addition to an existing single dwelling with a reduced side setback	Carport	\$19,986
24-Oct-14	PA2014/0839	Lot 11770	2 Chipmunk Court, Zuccoli	Single dwelling with a reduced front setback	SD	\$400,000
24-Oct-14	PA2014/0827	Lot 10993, 10994, 11011,	40 & 36 Coffey Street and 35 & 39 Fowleston	Changes to DP13/0601A for minor changes to sebacks and for raising the height of the proposed light industry, warehouse and showroom sales building	Variation	\$2,000,000
31-Oct-14	PA2014/0847	Lot 11821 and Lot 12042	Kooyonga Parade, Durack	Subdivision to create 3 lots	Subdivision	\$0
31-Oct-14	PA2014/0792	Lot 11311	5 Davies Court, Johnston	4 x 3 bedroom multiple dwellings in 3 single storey buildings	MD	\$850,000
31-Oct-14	PA2014/0793	Lot 12211	18 Polglase Circuit, Johnston	17 x 3 bedroom multiple dwellings in 8 single storey buildings	MD	\$4,675,000
31-Oct-14	PA2014/0842	Lot 9608 and Lot 10029	10 and 14 The Boulevard, Palmerston	Subdivision and consolidation to create 2 lots	Subdivision and Consolidation	\$0
07-Nov-14	PA2014/0865	Lot 10002	34 Miller Court, Gunn	Single dwelling with reduced front and side setbacks	SD	\$650,000
14-Nov-14	PA2014/0853	Portion 1690	58 McKinnon Road, Pinelands	Demountable structures with canopy over 8.5m in height	Demountables	\$85,000
18-Nov-14	PA2014/0312	Lot 12447	9 George Street, Johnston	Variation of Development Permit for retaining wall	Variation	\$0
21-Nov-14	PA2014/0841	Lot 11020	164 Forrest Parade, Rosebery	Changes to DP14/0471 to modify the seperation distance between the service station and the gound floor of the development	Changes to DP	\$1,000,000
22-Nov-14	PA2014/0597	PSA	Farrar/Johnston	Rezoning and amend Area Plan	PSA	\$0
21-Nov-14	PA2014/0920	Lot 3806	11 Vernier Circuit, Woodroffe	Carport addition to existing single dwelling with a reduced side setback	Carport	\$40,000
28-Nov-14	PA2014/0933	Lot 10026	1 Palmerston Circuit, Palmerston	Subdivision to create 2 lots	Subdivision	\$0
28-Nov-14	PA2014/0901	Lot 10601	17 Cabrini Street, Bellamack	Unit title schemes subdivision to create 2 lots and common property	UTS	\$8,000
28-Nov-14	PA2014/0886	Lot 12444	3 George Street, Johnston	Unit title schemes subdivision to create 3 units and common property	UTS	\$10,000
28-Nov-14	PA2014/0855	Lot 4705	24 Granites Drive, Rosebery	Unit title schemes subdivision to create three units and common property	UTS	\$8,000
18-Nov-14	PA2014/0878	PSA	Darwin Region	Darwin Regional Land Use Plan 2014	PSA	\$0
03-Dec-14	PA2014/0912	Lot 9628	20 Latram Court, Gunn	Shed addition to an existing single dwelling with reduced side and rear setbacks	Shed	\$30,000
03-Dec-14	PA2014/0939	Lot 2040	11 Schombacher Circuit, Moulden	Carport addition to an existing single dwelling with a reduced side setback	Carport	\$17,000
05-Dec-14	PA2014/0971	Lot 5434	76 Maurice Terrace, Bakewell	3 x 3 bedroom multiple dwelling in 3 x 2 storey buildings	MD	\$1,500,000
05-Dec-14	PA2014/0967	Lot 12414 and Lot 12734	Radford Road, Zuccoli	2 x 3 bedroom multiple dwellings in a single storey building (Proposed Lot 12734)	MD	\$500,000
08-Dec-14	PA2014/0976	Lot 11821 and Lot 12703	Kooyonga Parade, Durack	Changes to DP14/0768 for the purpose of amendments to the layout and road network and an additional 4 new lots	Subdivision	\$0
05-Dec-14	PA2014/0984	Lot 8018	33 Bauldry Avenue, Farrar	13 x 3 bedroom multiple dwellings in 3 x 2 storey buildings	MD	\$3,000,000
					TOTAL	\$50,785,075

3.1 Environmental Sustainability

Staff attended the following workshops, conferences and meetings. Links to Council strategies are shown underlined.

OCTOBER:

- National Climate Change Adaptation Research Facility – 2014 Conference – asked to represent LGANT. Sustainability Strategy Objective 9 'Increase community networks and partnerships to enable community participation in sustainable activities'
- Waste and Recycling Meeting: Quarterly-Half Yearly Meetings: Best practice discussions, tour of Archer. Rishenda, Pam with representatives from City of Darwin and Shire of Litchfield: Sustainability Strategy 6 'Resource recovery, waste and recycling'.
- Keep Australia Beautiful Forum: Parliament House, Minister and LG representatives. (Ref: Objective 6 as in No.2.)
- Environment and Climate Change and Open Spaces meeting with Regional Manager Conservation Volunteers Australia – Development and on-going discussions for potential partnership to cover work in Escarpment. Sustainability Strategy Objective 4 'Local natural environment' and Objective 9 'Sustainable Communities.'
- Keep Australia Beautiful Northern Territory Council. Following submission and review, KABCNT announces City of Palmerston as 2014 Sustainable Cities Awards Winner for the Northern Territory. Presentation and Tour arranged for National Judge when he visited City of Palmerston to see NT Winner. Sustainability Strategy Objective 1: Sustainable policy, leadership and reporting' and Object 9: Sustainable Communities.
- City of Palmerston Conservation and Land Management Scholarship 2014: Co-ordination with CDU - Panel reviewing the nominations and attendance at the Presentation of Scholarship at CDU to 2014 Recipient: Sustainability Strategy Objective 8 'Education and community engagement' and Objective 9 'Sustainable communities'.
- Submission to NTEPA Review of the Waste Management and Pollution Control Act and Litter Act. Sustainability Strategy Objective 1: 'Sustainability policy, leadership and reporting' and Objective 6: 'Resource recover, waste and recycling'.
- Tips, Ideas and Technology for Sustainable Living – Monthly Newsletter. Sustainability Strategy Objective 8 'Education and Community Engagement'

NOVEMBER:

1. Conservation Area Planning (CAP) – Greening Australia, NTG – for NT Planning Commission: Greater Darwin Regional Land Use Plan: Sustainability Strategy Object 3: 'Climate Change, greenhouse and energy' and Objective 9: Sustainable communities.

2. National Recycling Week:

- (a) Power/Water Swop It Campaign, water saving shower heads for old ones – City of Palmerston Mayor at launch and obtained 30 shower heads for replacement at all Council's shower locations.
- (b) Planet Ark – Friday Office Fling Day – City of Palmerston Participation – one of first Council's to apply – Certificate and received Recycle Reflex Printer Paper.

Sustainability Strategy Objective 1: Sustainable policy, leadership and reporting; Objective 5: Water conservation and water quality; Objective 7: Buildings, infrastructure and Planning; Objective 8: Education and community engagement.

- 3. Territory NRM Conference and NT NRM Awards – City of Palmerston Participating Partner. Participation in Meetings, arrangements as Participating Partner, delivery of publicity materials and banner, attendance at Conference and Awards. Sustainability Strategy Objective 9: Sustainable Communities.
- 4. National Climate Change Adaptation Research Facility (NCCARF) Meeting – National Working Group for Local Government – Sustainability Strategy Objective 3: Climate Change, greenhouse and energy; Objective 9: Sustainable communities.
- 5. Keep Australia Beautiful Sustainable Cities Awards – 2014 National Finalist Award – City of Palmerston attendance as NT 2014 Winner. Presentation given to National Board and all State Winners. Mayor and CEO in attendance at presentation and Awards Dinner. Sustainability Strategy Objective 1: Sustainable policy, leadership and reporting' and Object 9: Sustainable Communities.
- 6. Tips, Ideas and Technology for Sustainable Living – Monthly Newsletter. Sustainability Strategy Objective 8 'Education and Community Engagement'
- 7. Meeting with Council Departments re Climate Action Plan. Responses and items received from Pawan, Jan, Silke, Lorraine. Sustainability Strategy Objective 3: Climate Change, greenhouse and energy; Objective 8: Education and community engagement

DECEMBER:

- 1. Waste Recycling Industries Northern Territory (WRINT). Industry Breakfast attended on behalf of CEO and Director. Minister attended and views sought from those attending regarding Waste and Recycling issues in NT. NT at this time the only State/Territory without a WRINT Group with NT currently managed out of Qld Branch. Sustainability Strategy Objective 6: Resource recovery, waste and recycling; Objective 10: Sustainable business.
- 2. Mark Cavanagh - COMMUNITY CHAMPION FOR WASTE MANAGEMENT AND RECYCLING, Certificate of Appreciation, in recognition of his

continuous efforts in keeping his local community pathways clear of general rubbish and green waste. Arrangements made with family, KAB and presentation made by Mayor in Council Chamber, followed by light refreshments.

Sustainability Strategy Objective 6: Resource recovery, waste and recycling; Objective 8: Education and community engagement; Objective 9: Sustainable communities.

3. Cassandra Wadrop, recipient of 2014 Catchment and Land Management Scholarship, presented to Aldermen at December Council Meeting. Sustainability Strategy Objective 8: Education and community engagement; Objective 9: Sustainable communities.
4. Tips, Ideas and Technology for Sustainable Living – Monthly Newsletter. Sustainability Strategy Objective 8 ‘Education and Community Engagement’
5. DRAFT and first cut Climate Action Plan 2013-2018 delivered to Mark for comment. Sustainability Strategy Objective 1: Sustainable policy, leadership and reporting.

3.2 Assets and Infrastructure

Roads

- 41 potholes were patched with hotmix in various locations throughout the municipal.
- Pavement maintenance works completed (locations as follows):
 - A. Strip patch repair on the shoulder of the intersection of Temple Tce and Essington Avenue.
 - B. 5 sqm in Deakin Road, Durack.
- Broken and damaged kerbing was repaired along Odegaard Drive, Woodlake Boulevard & Emery Avenue.
- Investigated and repaired sink hole in the following locations:
 - A. Driver Avenue, Driver.
 - B. Larrakia Road Verge, Rosebery.
 - C. Victoria Drive near Ascension Park entrance.

Line Marking

- New coat of Line marking was completed at the overflow car park, rear of Recreation Centre.
- Line marking was completed at the McKenzie/Yarrowonga Road intersection and Middleton/Yarrowonga Road intersection.

- All the edge line marking was reinstated along Surchingle Drive, Marlow Lagoon.
- Stop line installed at Lowe Court/Dwyer Circuit, Driver intersection.
- New coat of Line marking was completed at the Sanctuary Lake's car park.

Signage

- 94 signs throughout the municipal were reinstated/replaced/removed/maintenance.
- 20 vandalised signs in various locations of the municipal were replace or had maintenance completed on them.
- Installed 6 new safety house signs and removed 7 safety house signs from various location of CoP
- Graffiti was removed from 6 signs in various locations throughout the municipal.

Fencing/Bollards

- 10 posts and 4 fence panels were replaced along Lancewood Drain, Rosebery.
- 3 fence panels and posts were replaced on Temple Tce near Tilston Ave intersection.
- 1 fence panel was replaced along Rosebery drain near Golden Grove Park.
- 4 new bollards were installed at the end of Timpson Court Gray.
- 4 bollards were repair and reinstated in various locations throughout the municipal.

Pathways

- Cleaned the pathway along Hogan Court, Gray.

Bridges

- Anti-slip sheet has been installed at the corner of L-shaped bridge over Lake 6 in Durack.
- Fence panels have been installed on either side of the walkway at both ends of the bridge over Lake -5 in Durack.

Driveways

- 52 new driveways have been constructed in various locations.
- 5 damaged driveways have been replaced in various locations.
- 1 Pram crossing in Durack has been replaced.

Stormwater Infrastructure

- A total amount of 14 stormwater connections were issued.
- Cleaned sand debris, gravel and tree roots from the following locations:
 - a) Stormwater drain in Zenith Circuit, Woodroffe.
 - b) Priore court, Moulden.
 - c) 35-29 Muster Road, Marlow Lagoon.
 - d) Baban Place, Pinelands.
- Reinstated 6 SEP lids, replaced 4 SEP lids and repaired 1 SEP lid in various locations throughout the municipal.
- All the bars on the SEP's along Emery Avenue and Tilston Avenue were repaired and reinstated.
- Cleaned 5 grates and drain inlets in various locations throughout the municipal.
- Cleaned 14 blocked SEP inlets.

Street Sweeping

- 89.1 km of street sweeping of Minor Roads was completed throughout 11 suburbs.
- 31.2km of road sweeping of Major Arterial Roads has been completed.
- All CBD area has been swept once in a week.

Ramps at Various Lakes

- Jack hammered the edge wall at 14 different locations of lake ramps and installed 2 concrete car stoppers at each location.

Council Buildings and Facilities

All sites –

- Asbestos Register for all sites has been prepared.
- A total of 3 monthly audits for Fire Services has been completed.
- A total of 3 monthly audits for Air conditioning works has been completed.

Archer Sporting Complex –

- The clubhouse building including sheds have been demolished.

Aquatic Centre –

- Roof leak in gymnasium area has been repaired.

- Quotation received and sealant replacement works programmed to start in February for the swimming pool.
- Repair works carried out for the pulley of retractable shade.
- Strainer baskets for pool pumps have been replaced.
- Monthly audit of pool and pump house has been completed.

Library –

- Replaced compressor of air conditioner – stage 4 located on roof of the library.
- Walls in toilets re-painted after vandalism.

Civic Plaza –

- Quotes sought to install partitions for new room for Strategic Planning Officer.
- Roof leaks in Chambers have been repaired.
- Quotes sought to install new cassette type air-conditioner in reception area.

Driver Resource Centre –

- All the child locks around the building have been audited and repaired.
- 1 New Air conditioner unit installed in office room.

Gray Community Hall –

- Repair works conducted on air-conditioner.
- Damaged fan has been replaced.

Recreation Centre –

- Air-conditioning fault in plant room has been fixed.
- Graffiti on the external wall has been overpainted.

Marlow Lagoon Toilet –

- Flushes in male urinals and male toilets have been repaired.

Inspection of Secured Stormwater Drains

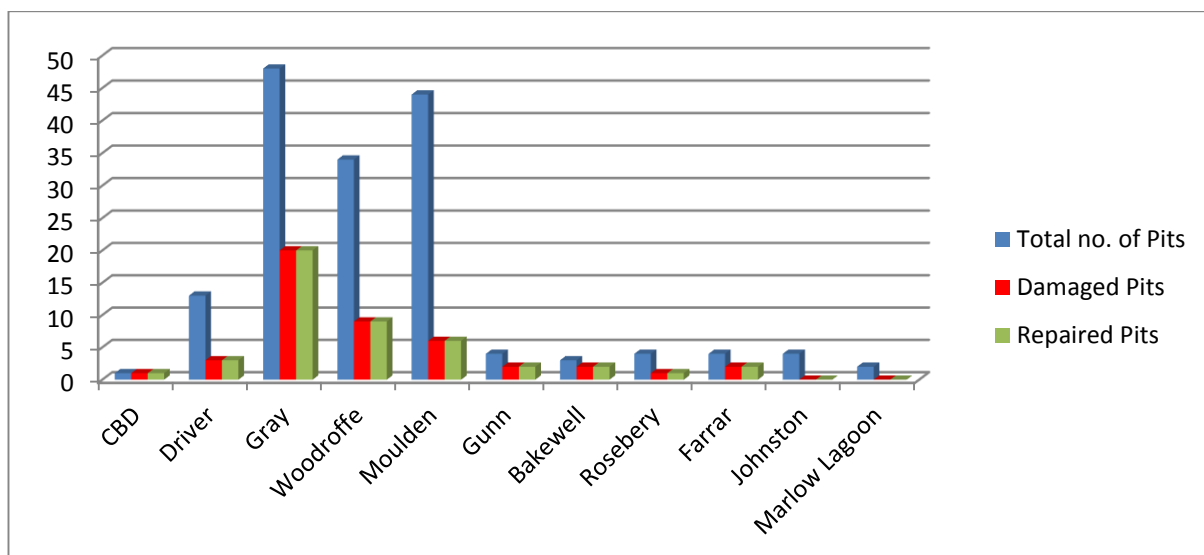
The initial round of inspection of secured stormwater drains in open space and roads across the municipality has been completed in accordance with the recommendations made by the NT Coroner, following the inquest into the death of Richard Baird.

All defects identified in relation to nuts, bolts and straps of secured drains have been repaired. The total number of secured stormwater pits across the municipality is 161.

Table 1: Summary of secured stormwater drains Inspection and repair

Suburb	Total no. of Pits	Damaged Pits	Repaired Pits
Palmerston CBD	1	1	1
Driver	13	3	3
Gray	48	20	20
Woodroffe	34	9	9
Moulden	44	6	6
Gunn	4	2	2
Bakewell	3	2	2
Rosebery	4	1	1
Farrar	4	2	2
Johnston	4	0	0
Marlow Lagoon	2	0	0

Graph 1: Summary of secured stormwater drain inspection and repair

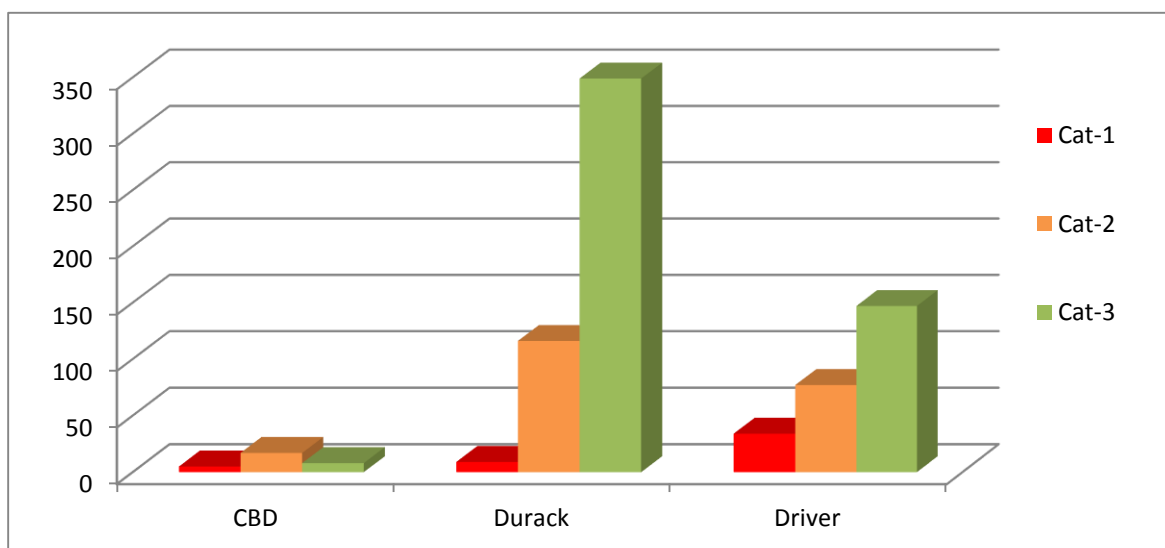


Note: Secured drains have been defined as those fitted with metal straps, nuts and bolts.

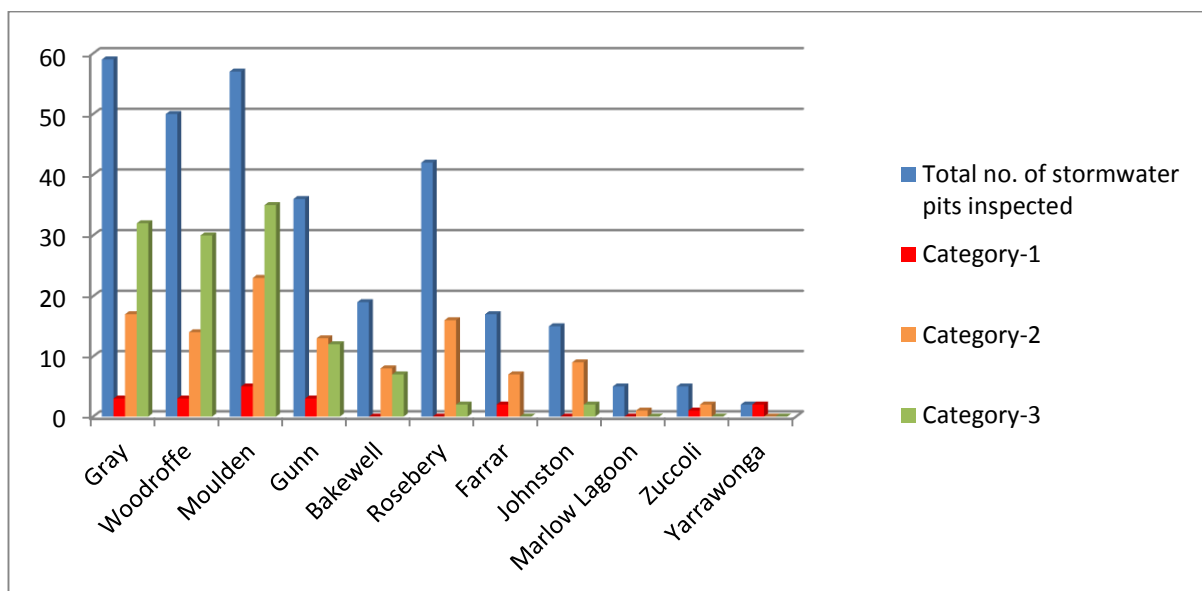
Inspection of Stormwater Drains in accordance with Council's Risk Based Infrastructure Inspection Manual

1,335 stormwater pits (in Durack, Driver and the CBD area) and all of the open drains across the municipality were inspected during the quarter. This included both secured and unsecured stormwater drains. Category 1 defects (that required immediate action to make them safe as prescribed in the Risk Based Infrastructure Inspection Manual) have been fixed.

Graph 2: Summary of stormwater drain inspection reports suburb wise



Graph 3: Summary of additional stormwater inspections



Note:

Category 1 – Defects requiring immediate action.

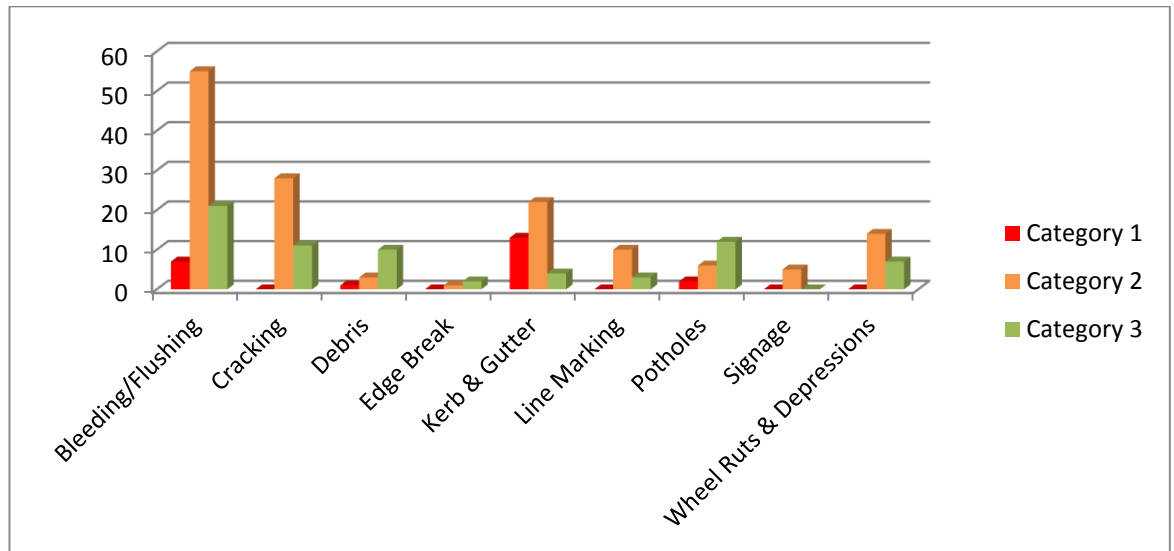
Category 2 – Defects not posing immediate hazards to users but need to be monitored if they escalate to the Category 1.

Category 3 – Safe and fit for purpose

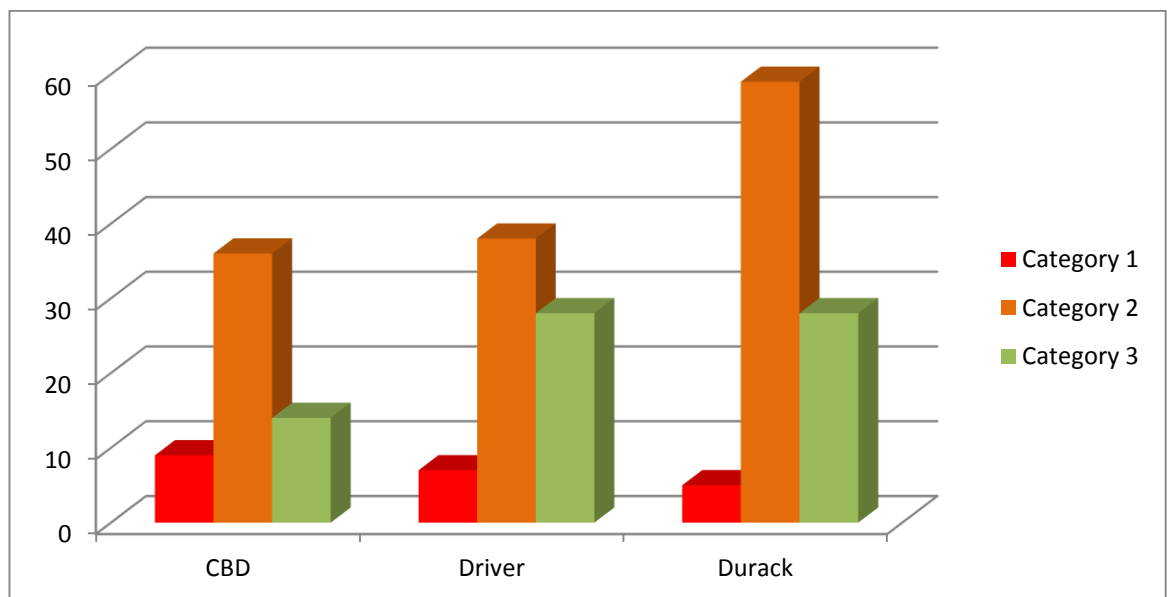
Road Inspections

Road inspections have been completed in Durack, Driver and the CBD. All category 1 defects in relation to roads in the above suburbs have been repaired.

Graph 4: Summary of road inspection reports by defect type



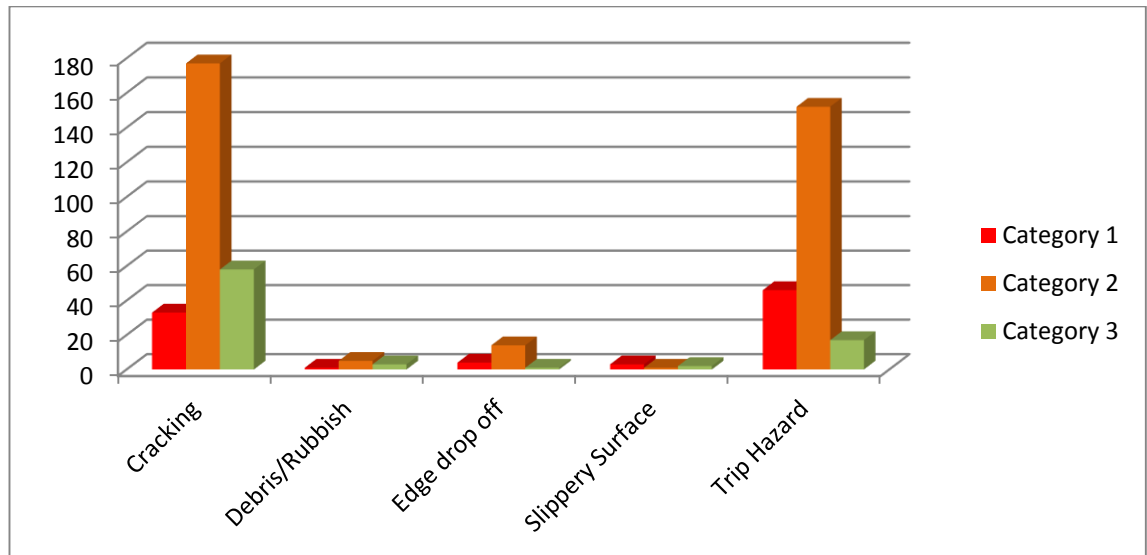
Graph 5: Summary of road inspections suburb wise



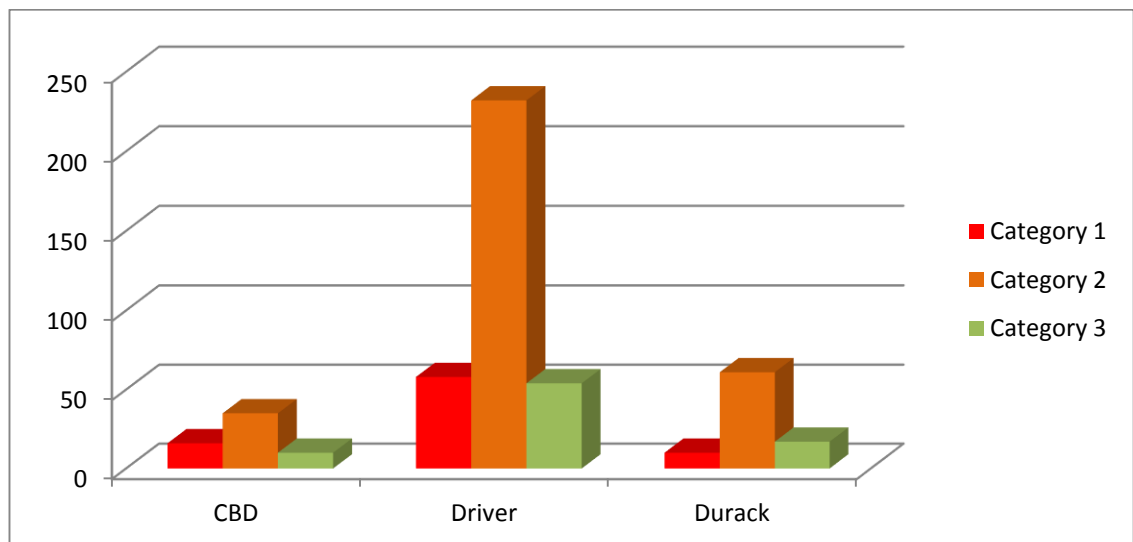
Footpath Inspections

During the quarter, inspections of footpaths were carried out in Driver, Durack and the CBD area. All category 1 defects have been repaired.

Graph 6: Summary of footpath inspections by defect type



Graph 7: Summary of footpath inspections suburb wise



3.3 Waste

Kerbside Waste Collection and Recycling

- 1948 tonnes of domestic waste was recorded.
- 456.5 tonnes of recyclable waste was recorded.
- There were 104 requests for new bin services, 38 stolen bins and 180 damaged bins.

Hard and Green Waste Facilities

Breakup recorded

- 12.5 tonnes of paper/cardboard.
- 156 tonnes of steel/metal.
- 14.8 tonnes of batteries.
- 0.13 tonnes of aluminium cans.
- 16 bins (240L) of clear glass.
- 13 bins (240L) of brown glass.
- 14 bins (240L) of green glass.
- 18 bins (240L) of plastic containers.
- 25 bins (240L) of small electronics.
- 7000 litres of oil.
- 162 litres of paint.

Green Waste

- Breakup recorded
 - 2071m³ of mulch was sold during the reporting period.

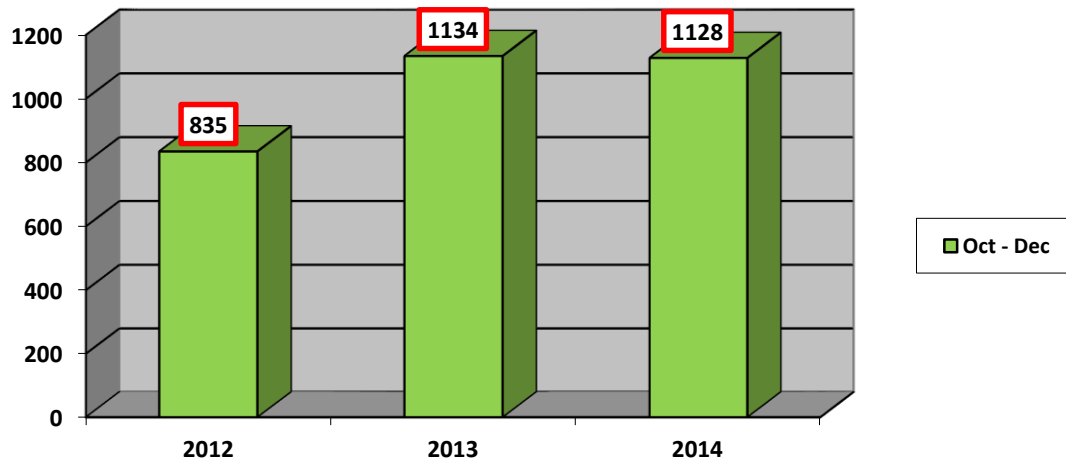
GOVERNANCE & ORGANISATION

4.1 Service

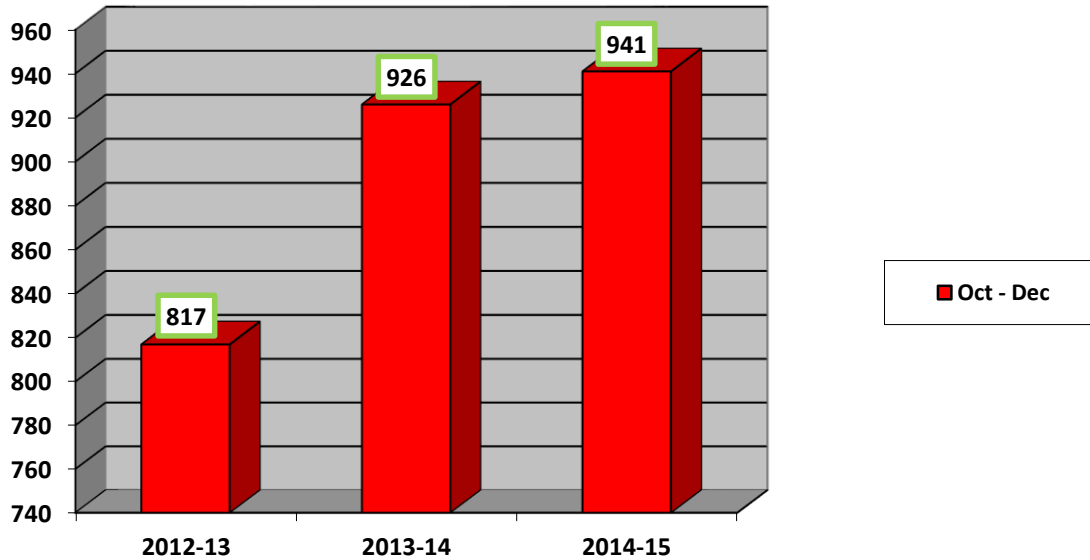
Customer Service Standards

A total of 1128 requests/complaints were received within Technical Services and recorded in NAV throughout the reporting period. *These figures do not include all general phone call enquiries received by staff or requests/complaints recorded in InfoXpert.*

**Total Number of Customer Action Requests Recorded
October to December**



**Total Number of Instructions to Contractors issued
October to December**



4.2 People

Technical Services Human Resources and Workforce Development

- Number of staff members who are currently undertaking work related study.

Nothing to report

- Number of staff who attended training and what course.
 - One staff member completed their third module of Senior Executive MBA.
- Number of staff members employed/resigned during the period.
 - Civil Operations Team Leader resigned.
 - Two positions were filled:
 - Civil Operations Team Leader
 - Facilities and Structures Officer

Financial Implications:

Nil

Legislation / Policy:

Nil

RECOMMENDATION

THAT Council receives Report Number 8/0617.

Recommending Officer: Mark Spangler, Director Technical Services.

Any queries on this report may be directed to Mark Spangler, Director Technical Services on telephone (08) 8935 9958 or email mark.spangler@palmerston.nt.gov.au.

Schedule of Attachments:

Nil

ITEM NO. 12.3.3 **CoP Library Closure Easter Weekend 2015**

FROM: Director of Corporate and Community Services

REPORT NUMBER: 8/0619

MEETING DATE: 3 February 2015

Municipal Plan:

4. Governance & Organisation

4.3 People

4.3 We value our people, and the culture of our organisation. We are committed to continuous improvement and innovation whilst seeking to reduce the costs of Council services through increased efficiency

Summary:

This report provides advice of the City of Palmerston's Library hours of operation over the 2015 Easter period.

Background:

In 2015, Sunday 5 April falls between public holidays, therefore the City of Palmerston Library will close for the entire Easter weekend.

General:

The City of Palmerston Library will close from close of business Thursday 2 April 2015, reopening on Tuesday 7 April 2015.

Good Friday	3 April 2015 – Closed (public holiday)
Easter Saturday	4 April 2015 – Closed (public holiday)
Sunday	5 April 2015 – Closed
Easter Monday	6 April 2015 – Closed (public holiday)

Note: Public Holiday information has been taken from the Office of the Commissioner for Public Employment NT.

Financial Implications:

Nil

RECOMMENDATION

THAT Council receives Report Number 8/0619.

Recommending Officer: Ben Dornier, Director of Corporate and Community Services

Any queries on this report may be directed to Ben Dornier, Director of Corporate and Community Services on telephone (08) 8935 9976 or email ben.dornier@palmerston.nt.gov.au.

Schedule of Attachments:

Nil

ITEM NO. 13.1.1 **Appointment of Chair to the Committees of Council**

FROM: Chief Executive Officer

REPORT NUMBER: 8/0618

MEETING DATE: 3 February 2015

Municipal Plan:

4. Governance & Organisation

4.2 Service

We value and encourage participation in Council activities by the community, and are committed to delivering the highest possible levels of service and community engagement

General:

In accordance with Council Policy 'MEE02 Committees of Councils' a Chair is to be appointed to the Standing Committees of Council for a 12 month period.

At present Deputy Mayor Malone holds appointment of Chair to the Community, Culture & Environment, Alderman Byrne holds appointment of Chair to the Governance & Organisation and Alderman Bunker holds appointment of Chair to the Economic Development & Infrastructure Committee. A 12 month term would have been served on 18 February 2015 and it is up to Council to determine the next appointments.

Financial Implications:

Nil

Policy / Legislation:

MEE02 Committees of Council

- 4.1.3 The membership of each Standing Committee shall consist of 4 Aldermen (excluding the Mayor), with the Chair being appointed for a 12 month period by Council pursuant to Section 64(1)(b) of the Local Government Act.

Section 64(1)(b) of the Local Government Act

64 Procedure at meeting

- (1) The Chair of a meeting of a local board or council committee will be:
- (b) in the case of a council committee – a member appointed by the council as Chair of the committee; or

RECOMMENDATION

1. THAT Council receives Report Number 8/0618.
2. THAT _____ be appointed as Chair to the Community, Culture & Environment Committee for a period of 12 months taking effect from 18 February 2015.
3. THAT _____ be appointed as Chair to the Economic Development & Infrastructure Committee for a period of 12 months taking effect from 18 February 2015.
4. THAT _____ be appointed as Chair to the Governance & Organisation Committee for a period of 12 months taking effect from 18 February 2015.

Recommending Officer: Ricki Bruhn, Chief Executive Officer

Any queries on this report may be directed to Ricki Bruhn, Chief Executive Officer on telephone (08) 8935 9902 or email ricki.bruhn@palmerston.nt.gov.au.

Schedule of Attachments:

Nil

ITEM NO. 13.1.2 **City of Palmerston City Centre Car Parking Advisory Group**

FROM: Director of Technical Services

REPORT NUMBER: 8/0620

MEETING DATE: 3 February 2015

Municipal Plan:

2. Economic Development

2.3 City Planning

2.3 We are committed to effective and responsible city planning which balances and meets both residential and commercial needs in our community

Summary:

At the ordinary Council Meeting dated 21 October 2014 council resolved that;

11.1.2 City Car Parking Advisory Group – Terms of Reference GOC/0143

1. THAT Council adopt the Terms of Reference in Attachment B to Report Number GOC/0069.

2 THAT the Chief Executive Officer recruits for membership of the City Centre Car Parking Advisory Group.

CARRIED 8/1274–21/10/2014

A call for nominations has now been made and all positions have been filled.

General:

A call for nominations for membership of the new City of Palmerston City Centre Car Parking Advisory Group has now been closed. Nominations for the following positions were received.

Building Owners

- Mr Paolo Randazzo (Randazzo Properties)
- Mr Brendan Dunn (Property Council of Australia NT Division)

Building Developers

- Mr Ross Finocchiaro (Territory Property Group)
- Mr Adam Marcon

Retail Customer

- Ms Kylie Wilson (Resident of Palmerston)
- Ms Margaret Rose Schoenfisch (Resident of Palmerston)

Employees working within the City Centre

- Mr Matthew Stone
- Ms Bonnie Copley

All nominations comply with the Group Terms of Reference.

Financial Implications:

Nil.

Legislation / Policy:

This is an advisory group and the group has no direct decision making powers under legislation.

RECOMMENDATION

1. THAT Council receives Report Number 8/0620.
2. THAT Council endorses the following members of the City of Palmerston City Centre Car Parking Advisory Group.
 - Mr Paolo Randazzo
 - Mr Brendan Dunn
 - Mr Ross Finocchiaro
 - Mr Adam Marcon
 - Ms Kylie Wilson
 - Ms Margaret Rose Schoenfisch
 - Mr Matthew Stone
 - Ms Bonnie Copley

Recommending Officer: Mark Spangler, Director of Technical Services

Any queries on this report may be directed to Mark Spangler, Director of Technical Services on telephone (08) 8935 9958 or email mark.spangler@palmerston.nt.gov.au.

Schedule of Attachments:

Attachment A: City of Palmerston City Centre Car Parking Advisory Group Terms of Reference.

**City of Palmerston City Centre Car Parking Advisory Group
Terms of Reference**

1. TITLE

The name of the group shall be **City Centre Carparking Advisory Group**.

2. GOAL

Provide advice and recommendations to Council on the provision and management of car parking in the city centre

3. MEMBERSHIP

3.1 Group membership will be made up of a maximum of 10 members.

3.2 Membership shall consist of the following

Council Elected Member	2
Retailer	2
Building Owner / Developer	2
Employee working within the City Centre	2
Retail Customer	2

3.3 A quorum of members must be present before a meeting can proceed. At least Five (5) members and a Council officer must be present for the meeting to proceed.

3.4 Internal or external persons may be invited to attend the meetings at the request of the Chairperson on behalf of the group to provide advice and assistance with the decision making process. These people have no voting rights and may be requested to leave the meeting at any time by the Chairperson.

3.5 Term of membership is annually (one year). Members may reapply for membership for a further period of time should council not receive a sufficient number of new nominations.

3.6 Group members will cease to be a member if they:

- resign from the group
- fail to attend 2 consecutive meetings without providing apologies to the chairperson
- breach confidentiality

3.7 Membership shall be reviewed annually.

4. VOTING

4.1 Decisions will be made by: Majority vote with consideration of sustainable outcomes

4.2 The Group has power of recommendation only.

5. VACANT POSITIONS

5.1 Any vacant Elected Member positions will be nominated/elected at the next available Council meeting. Any vacant community members will be sought through nominations and appointed by Council.

6. CHAIRPERSON

The Chairperson shall be an elected member of the City of Palmerston and be elected by Council One (1) year. The Responsibilities include:

- Guiding the meeting according to the agenda and time available;
- Ensuring all discussion items end with a decision, action or definite outcome; and
- Review and approve the draft agenda and minutes before distribution.

7. MINUTE TAKER SECRETARY

A minute taker will be present at each meeting. The minute taker will be appointed by the Chief Executive Officer. Roles and responsibilities include:

- Prepare and disseminate minutes and agendas according to Council policy;
- Schedule meetings and notify group members; and
- Invite specialists to attend meetings when requested by the group.
- Recording any decisions made by the group.

8. DURATION AND FREQUENCY OF MEETINGS

Meetings will be held quarterly or as required by the Chief Executive Officer.

9. FUNCTIONS

The functions of the **City Centre Carparking Advisory Group** are:

- To manage and maintain Councils car parking financial model.
- Review the City Centre Carparking Strategy on an annual basis
- Advise Council on any matter pertaining to or impacting on Councils car parking within the City Centre

10. REVIEW

A review of the Groups functions will be conducted annually.
Terms of Reference will be reviewed annually.