



## **2<sup>nd</sup> ORDINARY COUNCIL MEETING**

### **NOTICE OF MEETING**

**TUESDAY, 19 JUNE 2018**

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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## 2nd Ordinary Council Meeting

### 1 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

### 2 OPENING OF MEETING

### 3 APOLOGIES AND LEAVE OF ABSENCE

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

### 4 REQUEST FOR TELECONFERENCE

### 5 DECLARATION OF INTEREST

- 5.1 Elected Members
- 5.2 Staff

### 6 CONFIRMATION OF MINUTES

#### 6.1 Confirmation of Minutes

THAT the Minutes of its Council Meeting held on 5 June 2018 pages 9464 to 9471 be confirmed.

#### 6.2 Business Arising from Previous Meeting

### 7 MAYOR'S REPORT

### 8 DEPUTATIONS AND PRESENTATIONS

### 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

### 10 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.

#### 10.1 Confidential Items

ITEM	REGULATION	REASON
25.2.1	8(c)(iv)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(c)(iv) of the Local Government Administration Regulations, whereby the public may be excluded while business of a kind classified as information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.

#### 10.2 Moving Open Items into Confidential

#### 10.3 Moving Confidential Items into Open

**11** PETITIONS

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**12** NOTICES OF MOTION

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**13** OFFICER'S REPORTS

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13.1 Receive and Note Reports

13.1.1 Financial Report for the Month of May 2018

9/0031

## 2nd Ordinary Council Meeting

**AGENDA ITEM:** 13.1.1

**REPORT TITLE:** Financial Report for the Month of May 2018

**REPORT NUMBER:** 9/0031

**MEETING DATE:** 19 June 2018

**Author:** Acting Finance Manager, Maxie Smith

**Approver:** Director Corporate Services, Chris Kelly

### PURPOSE

The purpose of this report is to present to Council the Financial Report for the Month of May 2018.

### Municipal Plan:

#### 4. Governance & Organisation

##### 4.1 Responsibility

4.1 We are committed to corporate and social responsibility, the sustainability of Council assets and services, and the effective planning and reporting of Council performance to the community.

### KEY ISSUES

- Road asset grant of \$1,000,000 received from the Northern Territory Government for works in Johnston and Zuccoli to be adjusted for in Fourth Budget Review.
- Incomplete capital projects will be reviewed in Fourth Budget Review and assess for roll over and completion in 2018/19 financial year.
- The clean-up from Cyclone Marcus is over \$2,756,000. This additional cost is recommended to be funded through further deferrals in non-urgent capital works.

### RECOMMENDATION

THAT Report Number 9/0031 entitled Financial Report for the Month of May 2018 be received and noted.

### BACKGROUND

At the 2<sup>nd</sup> Ordinary Council Meeting on the 15 May 2018 Council resolved:

12.1.1 *Financial Report for the Month of April 2018* 9/0023

*THAT Report Number 9/0023 entitled Financial Report for the Month of April 2018 be received and noted.*

**CARRIED 9/0062 – 15/05/2018**

In accordance with Section 18 of the *Local Government (Accounting) Regulations* finance officers have prepared the previous months financial report.

## **DISCUSSION**

### Operating Income

Total operating income is at 101% of the current budget. Rates & Charges are showing as 99% for the year as rate income is recognised in full when it is levied.

Grants, Subsidies & Contributions, currently showing as 133% is higher than anticipated due to receipt of unbudgeted funds including \$322,756 more Funds In Lieu Of Construction (FILOC), reimbursement of streetlighting maintenance fees by the Northern Territory Government for the first half of 2017/18 of \$86,739 and an unbudgeted increase in Federal Government Financial Assistance Grants received of \$105,007.

Other Income, at 129% is currently performing above expectations by \$17,935.

### Operating Expenditure

Across all areas, operating expenditure is currently 85% of budget for the full year. The budget is trending and is projected to meet expectations for end of year.

Emergency Operations due to Cyclone Marcus currently shows as 137% of budget after the Third Quarter Budget Review at \$2,756,000. Priority works relating to public access and safety including safety of displaced trees have been completed. Further street tree remedial works are being assessed and will form part of maintenance budgets. Council will make an application to recover the cost of the clean-up through the Natural Disaster Relief and Recovery Arrangement with the Commonwealth. The extent of any reimbursement is still unknown at this stage.

### Capital Income

Capital Income items are generally proceeding as anticipated, showing as 29% of full year budget. The \$5,000,000 budget for Asset Income relates to gifted assets received from developers throughout the year and will be adjusted at end of financial year. A grant of \$1,000,000 was received for road assets in Johnston and Zuccoli from the Northern Territory Government. This grant income will be adjusted in Fourth Budget Review.

### Capital Expenditure

Overall Capital Expenditure is showing at 84% for the year, including Asset Upgrades at 63% for the full year, and Asset Purchases at 88%. Capital works will be reviewed in Fourth Budget Review with a separate report being presented to Council to consider the carry-forward of any unexpended funds for completion of works in the 2018/19 financial year.

## **CONSULTATION PROCESS**

In preparing this report the following City of Palmerston staff were consulted:

- Chief Executive Officer
- Budget Officers

## **POLICY IMPLICATIONS**

There are no policy implications for this report.

## **BUDGET AND RESOURCE IMPLICATIONS**

Budget and resource implications as outlined in the body of the report.

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

The *Local Government (Accounting) Regulations* prescribes that:

### **18 Financial reports to Council**

1. The CEO must, in each month, lay before a meeting of the Council a report, in a form approved by the Council. Setting out:
  - a. The actual income and expenditure of the Council for the period from the commencement of the financial year up to the end of the previous month;
  - b. The forecast income and expenditure for the whole of the financial year.
2. The report must include:
  - a. Details of all cash investments held by the Council (including any money held in trust);
  - b. A statement on the debts owed to the Council including aggregate amount owed under each category with a general indication of the age of the debts;
  - c. Other information required by the Council.

## **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.

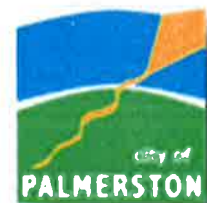
## **ATTACHMENTS**

**Attachment A:** Financial Management Report – May 2018

# Financial Management Reports

May 2018

- ❖ 1. Executive Summary
- ❖ 2. Financial Results



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May 2018

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2.3 Investments Management Report

2.4 Debtor Control Accounts

2.5 Financial Indicators

2.6 Creditor Accounts Paid

2.7 Creditor Accounts Outstanding

2.8 Waste Charges

2.9 Commercial Leases

## Section 2 Financial Results

### 1.1 - Executive Summary as at

% of year passed

31 May 2018

92%

Results	Revised Budget 2018 \$	YTD Actual \$	YTD Committed \$	Budget Forecast \$	% Utilised
<b>Operating Income</b>					
Rates & Charges	26,933,566	26,704,383	0	26,933,566	99%
Statutory Charges	193,000	170,517	0	193,000	88%
User Charges	1,638,219	1,376,598	0	1,638,219	84%
Grants, Subsidies & Contributions	1,726,430	2,289,932	0	1,726,430	133%
Investment Income	846,160	953,314	0	846,160	113%
Other Income	62,150	80,085	0	62,150	129%
<b>Operating Income</b>	<b>31,399,525</b>	<b>31,574,828</b>	<b>0</b>	<b>31,399,525</b>	<b>101%</b>
<b>Operating Expenditure</b>					
Employee Costs	-8,208,035	-7,032,497	-1,321	-8,208,035	86%
Professional Services	-1,707,085	-1,084,181	-270,764	-1,707,085	79%
Auditor's Remuneration	-32,000	-10,178	0	-32,000	32%
Bad and Doubtful Debts	0	0	0	0	0%
Operating Lease Rentals	-206,300	-160,092	-15,961	-206,300	85%
Energy	-1,135,653	-956,418	-7,716	-1,135,653	85%
Materials & Contractors	-14,682,826	-11,796,803	-946,550	-14,682,826	87%
Depreciation, Amortisation & Impairment	-8,820,000	-8,085,000	0	-8,820,000	92%
Elected Members Expenses	-327,959	-203,212	0	-327,959	62%
Legal Expenses	-204,500	-228,169	0	-204,500	112%
Landfill Rehabilitation	0	0	0	0	0%
Other Expenses	-4,405,503	-2,982,689	-147,562	-4,405,503	71%
Finance Charges PAN/Parking Structure	0	0	0	0	0%
<b>Operating Expenditure</b>	<b>-39,729,861</b>	<b>-32,539,241</b>	<b>-1,389,873</b>	<b>-39,729,861</b>	<b>85%</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>-8,330,336</b>	<b>-964,412</b>	<b>-1,389,873</b>	<b>-8,330,336</b>	
<b>Capital Income</b>					
Net gain (loss) on disposal or revaluation of assets	90,985	59,443	0	90,985	65%
Asset Income	5,000,000	0	0	5,000,000	0%
Grants received	686,380	1,639,380	0	686,380	239%
<b>Capital Income</b>	<b>5,777,365</b>	<b>1,698,823</b>	<b>0</b>	<b>5,777,365</b>	<b>29%</b>
<b>Net SURPLUS / (DEFICIT) transferred to Equity Statement</b>	<b>-2,552,971</b>	<b>734,410</b>	<b>-1,389,873</b>	<b>-2,552,971</b>	
<b>Capital Expenditure</b>					
Land Purchase	0	0	0	0	0%
Asset Purchase	-1,113,229	-548,224	-150,626	-1,113,229	63%
Asset Upgrade	-6,892,718	-5,554,500	-488,582	-6,892,718	88%
<b>Capital Expenditure</b>	<b>-8,005,947</b>	<b>-6,102,724</b>	<b>-639,209</b>	<b>-8,005,947</b>	<b>84%</b>
<b>Less Non-Cash Expenditure</b>	<b>-8,820,000</b>	<b>-8,085,000</b>	<b>0</b>	<b>-8,820,000</b>	<b>92%</b>
<b>Plus Gifted Assets</b>	<b>5,000,000</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>	<b>0%</b>
<b>NET CAPITAL SURPLUS/(DEFICIT)</b>	<b>-6,738,918</b>	<b>2,716,687</b>	<b>-2,029,082</b>	<b>-6,738,918</b>	
Borrowings	0	0	0	0	0%
Repayment of Borrowings	0	0	0	0	0%
Reserve Movement	6,738,917	0	0	6,738,917	0%
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>2,716,687</b>	<b>-2,029,082</b>	<b>0</b>	

Reviewed by: Acting Finance Manager

Approved by: Director of Corporate Services

## Section 2

### Financial Results

#### 2.1 - Budget Summary Report as at

31 May 2018

% of year passed

92%

#### Operating Income

	Revised Budget \$	YTD Actuals \$	%
<b>Governance</b>			
Office of the CEO	502,067	607,309	120.96%
<b>Governance</b>	<b>502,067</b>	<b>607,309</b>	<b>120.96%</b>
<b>Corporate Services</b>			
Financial Services	454,850	562,193	123.60%
Office of the Director Corporate Services	5,800	9,677	166.85%
Rates	20,115,426	19,623,522	97.55%
<b>Corporate Services</b>	<b>20,576,076</b>	<b>20,195,392</b>	<b>98.15%</b>
<b>Community Services</b>			
Community Development	0	6,345	0.00%
Events Promotion	0	3,500	0.00%
Library Services	700,856	696,118	99.32%
Senior Citizens	1,500	0	0.00%
Youth Services	5,000	5,000	100.00%
<b>Community Services</b>	<b>707,356</b>	<b>710,963</b>	<b>100.51%</b>
<b>Technical Services</b>			
Animal Management	392,000	333,145	84.99%
Aquatic Centre	77,291	70,850	91.67%
Civic Centre	162,333	166,043	102.29%
Depot	0	3,768	0.00%
Driver Resource Centre	6,600	11,544	174.90%
Gray Community Hall	16,800	12,220	72.74%
Office of the Director Technical Services	43,250	79,633	184.12%
Parking & Other Ranger Services	175,000	160,228	91.56%
Private Works	162,000	108,150	66.76%
Recreation Centre	96,000	123,514	128.66%
Roads & Transport	383,489	469,993	122.56%
Stormwater Infrastructure	0	4,253	0.00%
Subdivisional Works	450,000	669,541	148.79%
Waste Management	6,854,478	7,109,530	103.72%
Odegaard Drive Investment Property	446,160	446,160	100.00%
Durack Heights Community Centre	2,830	909	32.12%
CBD Car Parking	345,795	289,954	83.85%
<b>Technical Services</b>	<b>9,614,026</b>	<b>10,059,433</b>	<b>104.63%</b>
	<b>31,399,525</b>	<b>31,573,097</b>	<b>100.55%</b>

## Section 2

### Financial Results

31 May 2018

#### 2.1 - Budget Summary Report as at

% of year passed

92%

#### Capital Income

	Revised Budget \$	YTD Actuals \$	%
<b>Corporate Services</b>			
Office of the Director Corporate Services	90,985	59,443	65.33%
<b>Corporate Services</b>	90,985	59,443	65.33%
<b>Technical Services</b>			
Open Space	11,000	11,000	100.00%
Roads & Transport	628,380	1,628,380	259.14%
Subdivisional Works	5,000,000	0	0.00%
<b>Technical Services</b>	5,639,380	1,639,380	29.07%
	5,730,365	1,698,823	29.65%

## Section 2 Financial Results

### 2.1 - Budget Summary Report as at

31 May 2018

% of year passed

92%

#### Operating Expenditure

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals plus Commitments \$	%
<b>Governance</b>					
Elected Members	-582,100	-440,651	-3,699	-444,350	76.34%
Office of the CEO	-937,134	-920,653	-7,784	-928,438	99.07%
<b>Governance</b>	<b>-1,519,234</b>	<b>-1,361,304</b>	<b>-11,483</b>	<b>-1,372,788</b>	<b>90.36%</b>
<b>Corporate Services</b>					
Customer Services	-212,945	-150,883	0	-150,883	70.86%
Financial Services	-1,480,988	-1,208,154	-16,800	-1,224,954	82.71%
Human Resources	-230,363	-225,783	-838	-226,621	98.38%
Information Technology	-1,089,738	-791,006	-66,306	-857,312	78.67%
Office of the Director Corporate Services	-9,462,218	-8,560,386	-936	-8,561,323	90.48%
Public Relations and Communications	-365,517	-306,602	-4,811	-311,413	85.20%
Rates	-333,900	-323,498	-1,020	-324,518	97.19%
Records Management	-270,342	-251,586	-13,577	-265,163	98.08%
<b>Corporate Services</b>	<b>-13,446,011</b>	<b>-11,817,898</b>	<b>-104,289</b>	<b>-11,922,187</b>	<b>88.67%</b>
<b>Community Services</b>					
Arts & Culture	-127,000	-45,776	-12,709	-58,485	46.05%
Community Development	-856,228	-701,376	-1,050	-702,426	82.04%
Events Promotion	-273,300	-203,523	-13,245	-216,768	79.32%
Families & Children	-20,000	-16,042	-3,517	-19,559	97.80%
Health and Wellbeing Services	-62,500	-13,019	-15,801	-28,820	46.11%
Library Services	-1,539,299	-1,137,118	-19,753	-1,156,871	75.16%
Senior Citizens	-6,500	-2,625	0	-2,625	40.39%
Youth Services	-50,500	-28,999	-11,729	-40,727	80.65%
Office of the Director Community Services	-283,853	-230,192	-100	-230,292	81.13%
<b>Community Services</b>	<b>-3,219,180</b>	<b>-2,378,670</b>	<b>-77,904</b>	<b>-2,456,575</b>	<b>76.31%</b>
<b>Technical Services</b>					
Animal Management	-111,500	-84,923	-19,938	-104,861	94.05%
Aquatic Centre	-554,378	-507,768	-70,487	-578,255	104.31%
Archer Sports Club	-10,936	-1,663	0	-1,663	15.21%
Civic Centre	-338,645	-258,836	-15,822	-274,658	81.10%
Depot	-69,243	-58,527	-6,098	-64,624	93.33%
Driver Resource Centre	-16,348	-10,776	-626	-11,401	69.74%
Emergency Operations	-2,010,000	-2,618,463	-138,038	-2,756,502	137.14%
Gray Community Hall	-54,976	-37,761	-3,921	-41,682	75.82%
Office of the Director Technical Services	-1,609,228	-1,134,870	-101,185	-1,236,055	76.81%
Open Space	-5,679,112	-3,629,516	-181,523	-3,811,039	67.11%
Parking & Other Ranger Services	-809,465	-670,018	-2,001	-672,019	83.02%
Plant & Equipment	-32,000	-41,059	-3,434	-44,493	139.04%
Private Works	-92,688	-79,371	0	-79,371	85.63%
Recreation Centre	-189,377	-187,879	-14,488	-202,367	106.86%
Roads & Transport	-2,506,704	-1,595,514	-148,189	-1,743,703	69.56%
Stormwater Infrastructure	-281,000	-208,538	-4,381	-212,919	75.77%
Street Lighting	-1,026,169	-880,415	-55,730	-936,145	91.23%
Subdivisional Works	0	-324	0	-324	0.00%
Waste Management	-5,746,297	-4,737,781	-415,261	-5,153,042	89.68%
Odegaard Drive Investment Property	-116,187	-109,180	0	-109,180	93.97%
Durack Heights Community Centre	-35,088	-15,863	-2,713	-18,576	52.94%
CBD Car Parking	-218,584	-95,548	-5,007	-100,555	46.00%
Goyder Square	-37,510	-16,376	-1,355	-17,731	47.27%
<b>Technical Services</b>	<b>-21,545,435</b>	<b>-16,980,968</b>	<b>-1,190,196</b>	<b>-18,171,164</b>	<b>84.34%</b>
	<b>-39,729,861</b>	<b>-32,538,841</b>	<b>-1,383,873</b>	<b>-33,922,714</b>	<b>85.38%</b>

## Section 2

### Financial Results

31 May 2018

### 2.1 - Budget Summary Report as at

% of year passed

92%

#### Capital Expenditure

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals plus Commitments \$	%
<b>Corporate Services</b>					
Information Technology	-62,000	-9,447	-45,723	-55,170	88.98%
Office of the Director Corporate Services	-229,400	-151,283	-80,420	-231,702	101.00%
<b>Corporate Services</b>	<b>-291,400</b>	<b>-160,730</b>	<b>-126,143</b>	<b>-286,873</b>	<b>98.45%</b>
<b>Community Services</b>					
Community Development	-733	-1,806	0	-1,806	246.48%
<b>Community Services</b>	<b>-733</b>	<b>-1,806</b>	<b>0</b>	<b>-1,806</b>	<b>246.48%</b>
<b>Technical Services</b>					
Aquatic Centre	-42,368	-14,079	0	-14,079	33.23%
Civic Centre	-95,200	-78,305	0	-78,305	82.25%
Depot	-4,400	-4,400	0	-4,400	100.00%
Office of the Director Technical Services	-423,746	-104,885	-20,588	-125,472	29.61%
Open Space	-1,433,447	-871,155	-163,863	-1,035,018	72.20%
Recreation Centre	-6,800	-6,800	0	-6,800	100.00%
Roads & Transport	-2,799,256	-1,890,007	-197,767	-2,087,774	74.58%
Stormwater Infrastructure	-60,000	-20,617	-26,898	-47,515	79.19%
Subdivisional Works	0	-231,160	-13,680	-244,840	0.00%
Waste Management	-2,846,594	-2,716,777	-51,270	-2,768,047	97.24%
CBD Car Parking	-2,003	-2,003	0	-2,003	99.98%
<b>Technical Services</b>	<b>-7,713,814</b>	<b>-5,940,188</b>	<b>-474,066</b>	<b>-6,414,254</b>	<b>83.15%</b>
	<b>-8,005,947</b>	<b>-6,102,724</b>	<b>-600,209</b>	<b>-6,702,932</b>	<b>83.72%</b>

## Section 2

### Financial Results

#### 2.2 Reserves Schedule

	Balance as at 01/07/2017	Original Budget \$	TO RESERVES Budget Reviews				Adopted Budget \$	Original Budget \$	FROM RESERVES Budget Review				Adopted Budget \$	Balance as at 30/06/2018
			1st Review \$	2nd Review \$	3rd Review \$				1st Review \$	2nd Review \$	3rd Review \$			
<b>Externally Restricted Reserves</b>														
Unexpended Grants Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Developer Funds in Lieu of Construction*	4,669,920	250,000	0	0	0	250,000	0	0	0	0	0	0	0	4,919,920
	<b>4,669,920</b>	<b>250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,919,920</b>
<b>Internally Restricted Reserves</b>														
Election Expenses Reserve	150,000	0	0	0	0	0	0	0	0	150,000	0	150,000	0	0
Disaster Recovery Reserve	500,000	0	0	0	0	0	0	0	0	0	500,000	500,000	0	0
Strategic Initiatives Reserve	500,000	0	0	500,000	0	500,000	500,000	500,000	0	0	340,000	840,000	160,000	0
Unexpended Capital Works Reserve	3,217,148	0	0	0	0	0	0	0	3,217,148	0	0	3,217,148	0	0
Property Reserve	1,077,343	0	0	500,000	0	500,000	500,000	500,000	155,240	0	0	655,240	922,104	0
Plant and Equipment Reserve	310,442	0	0	0	0	0	0	0	38,810	0	0	38,810	271,632	0
Infrastructure Reserve	4,108,758	500,000	0	3,556,000	50,000	4,106,000	3,500,000	662,149	864,000	0	0	5,026,148	3,188,610	0
Community Grants Reserve	100,000	0	0	0	0	0	0	0	0	0	0	0	100,000	0
Waste Management Reserve	1,313,229	3,430,217	0	0	2,149,069	5,579,286	4,174,069	0	0	2,700,000	0	6,874,069	18,446	0
Streetlighting Reserve	811,063	0	0	0	0	0	500,000	0	0	0	0	500,000	311,063	0
Masterplan Reserve	0	15,545,795	0	14,753,418	0	30,299,213	14,972,002	200,000	15,000,000	0	0	30,172,002	127,211	0
	<b>12,087,982</b>	<b>19,476,012</b>	<b>0</b>	<b>19,309,418</b>	<b>2,199,069</b>	<b>40,984,499</b>	<b>24,146,071</b>	<b>4,273,346</b>	<b>16,014,000</b>	<b>3,540,000</b>	<b>47,973,416</b>	<b>5,099,065</b>		
<b>Total Reserve Funds</b>	<b>16,757,902</b>	<b>19,726,012</b>	<b>0</b>	<b>19,309,418</b>	<b>2,199,069</b>	<b>41,234,499</b>	<b>24,146,071</b>	<b>4,273,346</b>	<b>16,014,000</b>	<b>3,540,000</b>	<b>47,973,416</b>	<b>10,018,985</b>		

Reviewed by: Acting Finance Manager

Approved by: Director of Corporate Services

## Section 2

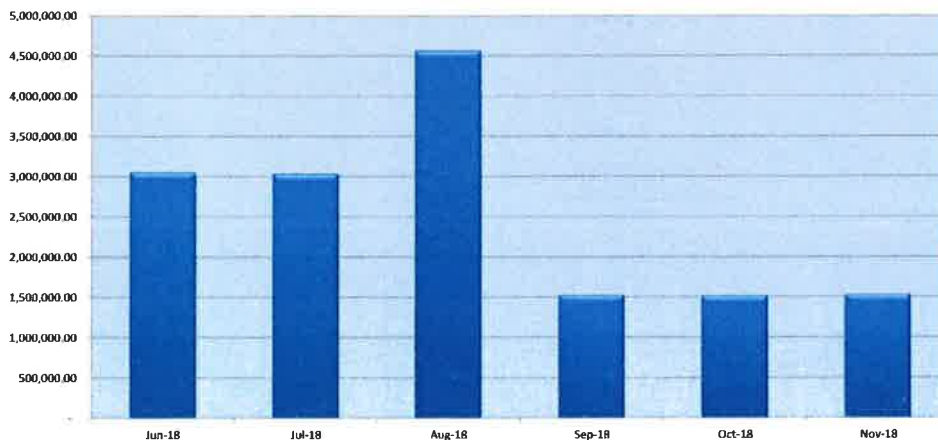
## Financial Results

## 2.3 Investments Management Report

## INVESTMENTS REPORT TO COUNCIL AS AT 31/05/2018

COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS	%COUNTER PARTY
People's Choice Credit Union	S&P A2	\$ 6.79	0.00%			\$ 6.79	0.00%
AMP	S&P A1	\$ 1,500,000.00	2.65%	November 7, 2018	160	\$ 1,500,000.00	9.89%
AMP	S&P A1	\$ 1,500,000.00	2.65%	October 10, 2018	132	\$ 1,500,000.00	9.89%
Bank of Queensland	S&P A2	\$ 1,500,000.00	2.55%	August 1, 2018	62	\$ 1,500,000.00	9.89%
Bendigo & Adelaide Bank	S&P A2	\$ 1,500,000.00	2.70%	July 18, 2018	48		
Bendigo & Adelaide Bank	S&P A2	\$ 1,500,000.00	2.70%	August 15, 2018	76		
Bendigo & Adelaide Bank	S&P A2	\$ 1,500,000.00	2.70%	September 12, 2018	104	\$ 4,500,000.00	29.68%
National Australia Bank	S&P A1+	\$ 7,468.42	2.80%				
National Australia Bank	S&P A1+	\$ 153,382.91	2.80%				
National Australia Bank	S&P A1+	\$ 1,500,000.00	2.60%	June 6, 2018	6		
National Australia Bank	S&P A1+	\$ 1,500,000.00	2.60%	June 20, 2018	20		
National Australia Bank	S&P A1+	\$ 1,500,000.00	2.56%	July 4, 2018	34	\$ 4,660,851.33	30.74%
ME Bank	S&P A2	\$ 1,500,000.00	2.57%	August 28, 2018	90	\$ 1,500,000.00	9.89%
<b>TOTAL SHORT TERM INVESTMENT</b>		<b>\$ 15,160,858.12</b>		<b>Average Days to Maturity</b>	<b>73.00</b>		
<b>% OF TOTAL INVESTMENT PORTFOLIO</b>	<b>A1 (max 100%)</b>	<b>50%</b>	<b>A2/P2 (max 80%)</b>	<b>50%</b>	<b>A3 (max 50%)</b>	<b>0%</b>	<b>100%</b>
<b>Weighted Average Rate</b>	<b>2.63%</b>	<b>BBSW 90 Day Rate Benchmark</b>		<b>1.98%</b>			
<b>GENERAL BANK FUNDS</b>		<b>\$ 6,224,986.83</b>		<b>Total Budget</b>	<b>-\$ 400,000.00</b>		
				<b>Investment Earnings</b>			
<b>TOTAL ALL FUNDS</b>		<b>\$ 21,385,844.95</b>		<b>Year to Date Investment</b>	<b>-\$ 437,579.16</b>		
				<b>Earnings</b>			

Cashflow of Investments



## PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 3%
48 Odegaard Drive, Rosebery	Fair Value	\$ 6,935,502	\$ 446,160	\$ 109,305	\$ 336,855	\$ 190,394

Reviewed by: Acting Finance Manager

Approved by: Director Corporate Services

## Section 2 Financial Results

### 30 April 2018

### 2.4 Debtor Control Accounts

SUNDRY DEBTORS:						
BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS	
	241,433.85	12,648.14	3,127.96	99,202.33	107,841.26	18,614.16
RATES:						
REPORT MONTH	OUTSTANDING \$	OUTSTANDING % OF RATES INCOME	OVERDUE \$	OVERDUE % OF RATES INCOME		
May-18	\$221,728	0.8%	\$1,073,067	3.9%		
May-17	\$162,951	0.6%	\$851,281	3.2%		
TOTAL OVERDUE \$	Charged in 2017/2018	Charged in 2016/2017	Charged in 2015/2016	Charged in 2014/2015	Charged Prior to 2014/2015	
\$1,073,067	\$844,098	\$173,046	\$43,586	\$9,237	\$3,099	
INFRINGEMENTS:		\$				
Animal Infringements		115,951.44				
Public Places		10,033.00				
Parking Infringements		169,352.74				
Litter Infringements		875.00				
Signs		0.00				
Other Law and Order		0.00				
Net Balance on Infringement Debts		<u><u>296,212.18</u></u>				



Reviewed by: Acting Finance Manager



Approved by: Director Corporate Services

## Section 2

### Financial Results

#### 2.5 - Financial Indicators

	Target	2018	2017	2016	2015	2014
<b>Operating Surplus Ratio</b>						
Total Operating Surplus/Deficit	0.00%	-26.53%	-5.16%	-39.40%	-20.18%	-18.22%
Total Operating Income						
This indicator shows the extent to which operational expenses are covered by operational income, and if in surplus, how much is available to use for other purposes such as capital expenses. This has been calculated from the forecast budget.						
<b>Debt Service Ratio</b>						
Net Debt Service Cost	<5%	0:00%	0:00%	0:00%	0:00%	0:00%
Operating Revenue						
A Council's debt service ratio shows Council's debts (principal + interest) in relation to Council's income. Palmerston currently has no loans payable, and therefore the debt ratio is 0:0						
<b>Rate Coverage Percentage</b>						
Rate Revenues	60%-75%	62.07%	59.25%	60.02%	61.53%	61.03%
Total Revenues						
This indicator shows the percentage of total revenue raised through rates income.						
<b>Rates &amp; Annual Charges Outstanding Percentage</b>						
Rates & Annual Charges Outstanding	<5%	1.07%	3.57%	3.16%	3.47%	2.39%
Rates & Annual Charges Collectible						
This percentage shows Council's total rates outstanding against rates payable to Council in this financial year. The rate will decrease as instalment dates pass.						

## SECTION 2

### Financial Results

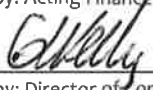
2.6 - Creditor Accounts Paid		May 2018
Creditor No.	Creditor Name	Amount \$
4256	AMP Bank	1,500,000.00
5104	JLM Civil Works Pty Ltd	433,088.83
4816	CS Services NT	218,396.27
639	Cleanaway Pty Ltd.	213,744.39
V00848	Aldebaran Contracting Pty Ltd	183,535.00
2	Australian Taxation Office - PAYG	131,100.00
V01547	Price Family Trust T/A Tree and Earth Industries	130,682.75
V01543	Surfcoast Tree Services	126,445.00
V01537	Ben's Tree Service Pty Ltd	99,000.00
V00318	StatewideSuper Clearing House	92,372.15
V00228	Outback Tree Service	90,816.00
798	YMCA of the Northern Territory	87,826.53
V01592	Sage Constructions Pty Ltd	72,285.68
712	Paradise Landscaping (NT) Pty Ltd	70,793.27
V00773	Akron Group NT Pty Ltd	64,109.10
1607	Sterling NT Pty Ltd	60,862.07
V00682	Leigh Dyson Plumbing	57,486.00
549	City of Darwin	57,160.00
V01602	Humpty Doo Trees	46,827.00
54	Powerwater	43,677.16
938	Nightcliff Electrical	38,826.69
V01596	Darwin Honda	35,500.00
V00719	AIA Australia Limited	30,250.00
4963	Centratech Systems Pty Ltd	25,883.55
3683	Area9 IT Solutions	22,905.12
V00476	Water Dynamics (NT) Pty Limited	21,008.12
87	Industrial Power Sweeping Services Pty	20,888.45
V01431	Gigtek	18,636.89
3971	Pipeline Renovations Pty Ltd trading as RenoFLO	18,337.40
V01540	Reg Bobcat Hire	15,301.00
V00315	HWL Ebsworth Lawyers	15,242.25
3880	PAWS Darwin Limited	14,620.56
2161	GHD Pty Ltd	14,483.70
V01619	Merit Partners Pty Ltd	11,097.32
V01009	Australian Parking and Revenue Control Pty Limited	9,019.56
47	Telstra Corporation Ltd	8,536.03
V00599	Athina Pascoe-Bell	8,390.08
V00295	Jacana Energy	8,076.68
3438	NT Shade & Canvas Pty Ltd	7,579.00
V00964	HD Enterprises Pty Ltd T/a HD Pumps	7,539.73
2977	Security & Technology Services P/L	6,647.30
V00614	RTM - Dept. of the Attorney General and Justice	6,545.00
V00368	iWater NT	6,206.75
V00860	Costojic Pty Ltd	5,880.00
4912	Remote Area Tree Services Pty Ltd	5,832.75
V00101	Bellamack Pty Ltd	5,740.00
26	Viva Energy Australia Ltd	5,651.49
350	IBM Global Financing Australia Limited	5,552.39
V01079	CAP22 Services Pty Ltd	5,418.07
846	Nationwide News NT Division	4,854.18
V00271	Fuji Xerox Business Centre NT	4,303.07
V00193	Amcom Pty Ltd	4,049.76
289	Bolinda Publishing Pty Ltd	3,959.70
V01494	Paul Maher Solicitors	3,575.00
V00166	Diamond International Events T/A Trina's Catering	3,476.00

Creditor No.	Creditor Name	Amount \$
V01166	Shutterstock Inc	3,400.00
5	Australia Post	3,136.45
2336	Flick Anticimex Pty Ltd	3,093.78
V01444	Top End Joinery Pty Ltd	3,049.00
V01579	Damian Hale	2,893.13
4065	Southern Cross Protection Pty Ltd	2,885.01
274	CSG Business Solutions (NT) Pty Ltd	2,623.38
V01569	Benjamin Giesecke	2,531.70
V01570	Sarah Louise Henderson	2,531.70
V01571	Michael Spick	2,531.70
V01572	Lucy Buhr	2,531.70
V01573	Amber Garden	2,531.70
V01627	Michael D'Lemos	2,500.00
V00385	Automobile Association of Northern Territory -AANT	2,499.00
V01170	Darwin Indonesian Women's Association	2,400.00
V01574	Dr Thomas A Lewis OAM	2,381.70
V01555	Northern Territory Communications Pty Ltd	2,136.20
2186	Optus Billing Services Pty Ltd	2,068.00
2965	KIK FM Pty Ltd	1,917.00
256	The Bookshop Darwin	1,884.49
V00299	EPAC Salary Solutions Pty Ltd	1,864.60
V01615	Autopia Management Pty Limited	1,864.56
5127	Asian United Food Service	1,849.41
V01483	OfficeMax	1,803.92
V01345	GreenTec Pty Ltd	1,727.00
5036	Dormakaba Aust P/L T/as Territory Door Services	1,707.20
4562	NT Repairs and Painting	1,650.00
V01232	Mark D Blackburn	1,633.50
3099	Iron Mountain Australia Pty Ltd	1,546.18
V01586	RSEA Safety Pty Ltd	1,540.00
4678	Allabout Party Hire & Events - Darwin Party Hire	1,524.30
V01614	The Governors	1,500.00
V01234	Mulga Security	1,408.00
V01600	Property Council of Australia	1,380.00
V00073	Off the Leash	1,375.00
4007	Ark Animal Hospital Pty Ltd	1,336.55
V01541	Hire Power NT	1,320.00
V01143	Channel Nine Darwin (Territory Television Pty Ltd)	1,293.60
V01584	Salary Packaging Australia	1,290.38
V01274	Darwin Production Services	1,200.00
2199	SBA Office National	1,121.10
V00475	Outback Batteries	1,069.20
V00343	MAGIQ Software Ltd. T/A - NCS Chameleon Ltd	1,056.00
4679	iSentia Pty Ltd	1,024.54
V01612	News Corp Australia	1,000.00
V00258	Real Estate Central	961.47
V00542	Industry Health Solutions	950.00
112	Beaurepaires	934.94
V01118	Wilson Security Pty Ltd	851.62
4561	Bendesigns	815.10
48	Top End Line Markers Pty Ltd	792.00
272	City Wreckers	770.00
4871	Reface Industries	728.88
3428	Bunnings Group Limited	722.57
35	WINC Australia Pty Limited	713.06
V00939	Defend Fire Services Pty Ltd	701.03
399	St John Ambulance (NT) Incorporated	667.96
1276	Tourism Top End	660.00
V01233	Mark Muffler	650.00
V01598	Social Playground Darwin	630.00

Creditor No.	Creditor Name	Amount \$
3313	Zip Print	605.00
V01608	Anthony Cendo	600.00
5272	Greville Fabrication Pty Ltd	572.00
2587	Top End RACE	564.85
3098	Roadshow Films Pty Ltd	550.00
V00200	Hidden Valley Ford (Red Earth Automotive P/L)	545.00
4528	Miranda's Armed Security Officers Pty	541.20
469	Durack School	500.00
V00099	Palmerston Lions	500.00
V01597	Selena May	500.00
V00692	Yellow Rose Cleaning Service	485.00
V00683	Sean Newcombe	463.02
2064	Larrakia Nation Aboriginal Corporation	450.00
V00474	Lane Print & Post	440.00
V01601	Peter McCormack	428.94
3504	Raeco International Pty Ltd	426.07
5122	NT Electrical Group	418.00
V01272	Storytime Pods Pty Ltd	403.04
59	City of Palmerston	366.55
V00902	Coles Motors	360.00
90	Local Government Association of the NT (LGANT)	340.00
4029	Totally Workwear Palmerston	336.30
2294	Modern Teaching Aids Pty Ltd	329.68
V01452	CrossFit Palmerston	320.00
215	Employee Assistance Services NT Inc (EASA)	310.00
5727	Melaleuca Refugee Centre	310.00
V00555	Rydges Palmerston	300.00
V01549	We're The Glue Pty Ltd	273.24
V01420	CENTRELINK (PAYROLL)	252.06
V01501	Ivy Eunice Simeon Magdirila (Church of Christ)	250.00
V00731	Sand Cards NT	242.00
V00943	Northern Territory Pest and Weed Control	242.00
2124	Food'll Do Catering Darwin (Grinners Catering)	229.50
V01324	Leighs Catering	220.00
V01536	M & S Mowing Plus	220.00
5508	Open Systems Technology Pty Ltd - CouncilFirst	214.50
V00678	Luke Gosling	210.00
V00231	Chris's Automotive & Marine Electrics	205.65
V00866	Madeline Ryan	200.00
V01065	Forever Fitness and Training - (AL & MN Dainty)	200.00
V01195	Dorothy Fox	200.00
4508	News 4 U	199.25
5071	Jobfit Health Group Pty Ltd	195.80
4398	Quality Indoor Plants Hire	193.33
4856	Portner Press Pty Ltd	174.00
V01604	Fitness is Within	150.00
V01621	Korina McKenzie	150.00
2017	Signs Plus	138.50
5611	Steelmans Tools and Industrial Supplies	129.00
V00487	Flowers by Elise	125.00
V00534	Church of Christ - Razelyn Laurente	125.00
V01591	Department of Trade, Business and Innovation	125.00
V01625	Calder Branch Country Liberal Party	125.00
V01190	Slimline Warehouse	110.51
V01605	Jeanette Parkin	105.00
V01595	Jared Payne	104.00
V01606	Tim Schroeder	100.00
V01616	Robert Jordan	100.00
V01623	Kris Norrington	100.00
201	Spotless Facility Services Pty Ltd (T/A Ensign)	96.84

Creditor No.	Creditor Name	Amount \$
V01594	Chelsea McNair	85.40
V00994	Frangipani Farm	80.00
5568	Mr E F Gojar	79.99
V00109	Miracle Gomo - Forward in Faith Ministries	70.00
V01582	Palmerston Brake/ATP Power Steering	66.00
V01607	MJ & ML Hall	60.00
V01613	Linda & Neil Pitts	60.00
V00075	Mercury Group of Companies Pty Ltd (T/A Fit2Work)	40.59
3788	HPA Incorporated	35.00
18	Integrated Land Information System	27.40
4120	EnvisionWare Pty Ltd	22.00
V01611	Kate Badard	15.00
V01626	Caitlin Kean	13.00
		4,327,504.31



  
 Reviewed by: Acting Finance Manager

  
 Approved by: Director of Corporate Services

## SECTION 2

### Financial Results

2.7 - Creditor Accounts Outstanding		May 2018
Creditor No.	Creditor Name	Amount \$
V00848	Aldebaran Contracting Pty Ltd	173,047.00
V01537	Ben's Tree Service Pty Ltd	130,849.82
V00228	Outback Tree Service	103,193.75
5104	JLM Civil Works Pty Ltd	100,357.97
46	Downer EDI Works Pty Ltd	70,442.61
V00318	StatewideSuper Clearing House	62,999.83
V01547	Price Family Trust T/A Tree and Earth Industries	55,588.50
V01603	ASAP Tree and Palm Service	54,450.00
V01602	Humpty Doo Trees	53,075.00
V00773	Akron Group NT Pty Ltd	40,437.68
V00682	Leigh Dyson Plumbing	24,420.00
V00582	Ezko Property Services (Aust) Pty Ltd	21,264.34
938	Nightcliff Electrical	19,903.59
1607	Sterling NT Pty Ltd	17,131.10
V00476	Water Dynamics (NT) Pty Limited	16,098.67
V00343	MAGIQ Software Ltd. T/A - NCS Chameleon Ltd	14,614.60
V01592	Sage Constructions Pty Ltd	10,711.40
V00688	Control Track Pty Ltd	9,089.70
V00315	HWL Ebsworth Lawyers	8,775.25
V01459	Tropical Water Solutions P/L	7,826.25
V01620	Project Playgrounds NSW	5,926.25
3438	NT Shade & Canvas Pty Ltd	5,920.00
3313	Zip Print	5,533.00
5452	NNADL Pty Ltd. Trading as NT Advertising and Distr	5,269.00
5640	Think Water - Winnellie & Virginia	4,467.42
3504	Raeco International Pty Ltd	4,376.94
V00271	Fuji Xerox Business Centre NT	3,899.01
2587	Top End RACE	3,680.55
4320	Elton Consulting	3,187.80
2977	Security & Technology Services P/L	2,987.60
274	CSG Business Solutions (NT) Pty Ltd	2,457.84
2124	Food'll Do Catering Darwin (Grinners Catering)	2,341.50
V01540	Reg Bobcat Hire	2,288.00
3787	Total Event Services T/A Top End Sounds P/L	2,200.00
V00101	Bellamack Pty Ltd	2,100.00
798	YMCA of the Northern Territory	2,010.00
256	The Bookshop Darwin	1,876.49
V01615	Autopia Management Pty Limited	1,864.56
V01423	Fusion Exhibition & Hire Services	1,683.00
V00193	Amcom Pty Ltd	1,391.56
4871	Reface Industries	1,175.11
V01079	CAP22 Services Pty Ltd	1,155.75
V00295	Jacana Energy	1,132.08
2238	Hollands Print Solutions Pty Ltd	1,132.00
3098	Roadshow Films Pty Ltd	1,100.00
V01234	Mulga Security	1,089.00
4737	D & L Plumbing & Gasfitting	995.50
1502	Figleaf Pool Products	989.80
35	WINC Australia Pty Limited	940.91
2	Australian Taxation Office - PAYG	934.92
4891	CH Pty Limited T/a Piperight Services	903.10
4561	Bendesigns	840.29
54	Powerwater	650.00
V01584	Salary Packaging Australia	645.19
V01633	C K Wilson	616.62
272	City Wreckers	616.00
V00939	Defend Fire Services Pty Ltd	572.66

Creditor No.	Creditor Name	Amount \$
600	Darwin Human Resource & Computer Academy	550.00
V00730	The Burning Circus	540.00
4065	Southern Cross Protection Pty Ltd	514.78
V01506	XLNT Lawns	440.00
V00943	Northern Territory Pest and Weed Control	407.00
V00085	TR Pty Ltd	379.50
5122	NT Electrical Group	374.00
3788	HPA Incorporated	360.00
V00166	Diamond International Events T/A Trina's Catering	352.00
4029	Totally Workwear Palmerston	329.00
123	Kerry's Automotive Group	324.00
V01617	Karama Indonesian Uniting Church	300.00
V01483	OfficeMax	256.41
V01628	National Disability Insurance Agency (NDIS)	250.00
V01631	Samantha Wood	200.00
4929	Barramundi Group	193.60
4398	Quality Indoor Plants Hire	193.33
V00475	Outback Batteries	182.97
2236	The Top Ender Tri-Services Magazine Inc	160.00
V01065	Forever Fitness and Training - (AL & MN Dainty)	150.00
V00534	Church of Christ - Razelyn Laurente	125.00
V01630	Ramnath Ramamoorthy	125.00
5611	Steelmans Tools and Industrial Supplies	114.00
399	St John Ambulance (NT) Incorporated	100.00
201	Spotless Facility Services Pty Ltd (T/A Ensign)	72.63
V01622	Luke Ruxton	65.00
1625	Precision Engraving	60.00
3428	Bunnings Group Limited	57.00
V00890	Laundryplus	56.00
V01618	Edward Phillip Regan	45.00
V00813	Middys - Middendorp Electric Co Pty Ltd	25.30
		<b>1,082,528.03</b>
		
Reviewed by: Acting Finance Manager		Approved: Director of Corporate Services

## Section 2 Financial Results

### 2.8 - Waste Charges as at 31 May 2018

#### Waste Management

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals plus Commitments \$	%
<b>Income</b>					
Rates & Charges	6,851,860	7,106,292	-	7,106,292	103.71%
<b>Income</b>	<b>6,851,860</b>	<b>7,106,292</b>	<b>-</b>	<b>7,106,292</b>	<b>103.71%</b>
<b>Expenditure</b>					
Professional Services	(60,771)	(45,561)	(14,931)	(60,492)	99.54%
Educational Resources	(15,000)	(14,860)	-	(14,860)	99.07%
Utilities	(15,150)	(8,511)	-	(8,511)	56.18%
Street Sweeping	(268,000)	(208,709)	(458)	(209,167)	78.05%
Litter Collection	(244,000)	(196,767)	(19,267)	(216,034)	88.54%
Domestic Bin Collection	(2,464,376)	(2,056,173)	(165,802)	(2,221,974)	90.16%
Waste Removal	-	(420)	-	(420)	0.00%
Kerb Side Collections	(99,000)	(98,793)	(100)	(98,893)	99.89%
Tip Recharge Domestic Bin collection	(662,000)	(506,631)	(63,369)	(570,000)	86.10%
Transfer Station	(1,575,000)	(1,315,283)	(151,542)	(1,466,825)	93.13%
Loan Repayments	-	-	-	-	0.00%
Tip Recharge Transfer Station	(343,000)	(286,073)	-	(286,073)	83.40%
<b>Expenditure</b>	<b>(5,746,297)</b>	<b>(4,737,781)</b>	<b>(415,469)</b>	<b>(5,153,250)</b>	<b>89.68%</b>
<b>Profit/(Loss)</b>	<b>1,105,563</b>	<b>2,368,511</b>	<b>(415,469)</b>	<b>1,953,042</b>	

Expenditures not included in reconciliation are waste related depreciation, overheads and capital works.



Reviewed By: Acting Finance Manager



Approved By: Director of Corporate Services

## Section 2 Financial Results

### 2.9 - Commercial Leases as at 31 May 2018 Commercial Leases

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals plus Commitments \$	%
<b>Income</b>					
Library Services	30,000	31,841	-	31,841	106.14%
Aquatic Centre	77,291	70,850	-	70,850	91.67%
Civic Centre	162,333	166,043	-	166,043	102.29%
<b>Income</b>	<b>269,624</b>	<b>268,734</b>	<b>-</b>	<b>268,734</b>	<b>99.67%</b>
<b>Expenditure</b>					
Civic Centre	(16,800)	(10,182)	-	(10,182)	60.61%
<b>Expenditure</b>	<b>(16,800)</b>	<b>(10,182)</b>	<b>-</b>	<b>(10,182)</b>	<b>60.61%</b>
<b>Profit/(Loss)</b>	<b>252,824</b>	<b>258,552</b>	<b>-</b>	<b>258,552</b>	

Library Services includes lease held by Mosko's Market

Aquatic Centre includes the lease held by Tang Soo Do

Civic Centre includes leases held by Adult Mental Health and Peter McGrath

McGees Management Fees charged to Civic Centre each month



Reviewed By: Acting Finance Manager



Approved By: Director of Corporate Services

**13.2 Action Reports**

13.2.1	Review of Rating Policy FIN25	9/0029
13.2.2	Domestic Kerbside Collection – Stolen Bin Replacement Fees and	9/0030
13.2.3	Charges 2018/2019	9/0032
13.2.4	Archer Recycling Centre and Waste Transfer Station – Proposed Level of Service	9/0028

**AGENDA ITEM:** 13.2.1

**REPORT TITLE:** Review of FIN25 Rating Policy

**REPORT NUMBER:** 9/0029

**MEETING DATE:** 19 June 2018

**Author:** Finance Manager, Shane Nankivell

**Approver:** Director Corporate Services, Chris Kelly

## PURPOSE

This report seeks Council approval to rescind the Council Policy FIN25 Rating Policy.

### Municipal Plan:

#### 4. Governance & Organisation

##### 4.1 Responsibility

4.1 We are committed to corporate and social responsibility, the sustainability of Council assets and services, and the effective planning and reporting of Council performance to the community.

## KEY ISSUES

- Council Policy FIN25 Rating Policy predominately duplicates contents from both the Local Government Act and Council's Declaration of Rates 2017-2018.
- The Rating Policy is not required by legislation or for operational requirements and is considered superfluous.
- A Rating Strategy with extensive community consultation will be developed in 2018-2019 that will provide a more strategic direction for the application of rates across the municipality.
- The Rating Strategy will inform any requirements for future related policies.

## RECOMMENDATION

1. THAT Report Number 9/0029 entitled Review of Rating Policy FIN25 be received and noted.
2. THAT Council rescind FIN25 Rating Policy being **Attachment A** to Report Number 9/0029 entitled Review of FIN25 Rating Policy.

## BACKGROUND

At the Special Council Meeting on the 25 July 2017 Council resolved:

### 4.2 Review FIN25 Rating Policy

8/1257

1. THAT Council receives Report Number 8/1257.
2. THAT Council adopt the amended FIN25 Rating Policy.
3. THAT an independent review of Council's Rating Strategy be commissioned to inform a review of FIN25 Rating Policy to be undertaken during the 2017/2018 financial year.

## **DISCUSSION**

Council currently has a Rating Policy (FIN25) at **Attachment A**. As part of the process for preparing the Municipal Plan for 2018-2023, the FIN25 Rating Policy was reviewed. Upon review, it was determined that the policy was redundant as the contents of the policy are a duplication of the provisions for rating that are identified in the Local Government Act, as well as a duplication of the information that is already available to the public in Council's Declaration of Rates which is required by legislation. Therefore, the policy does not add any value.

An independent review was undertaken and a report on rating theory was prepared for the City of Palmerston by John Comrie during the current financial year. To further build upon this work Council will be developing a Rating Strategy in the forthcoming financial year with extensive public consultation. This strategy will guide Council in the methodology applied to future rating models to improve both equity and transparency in the rating process.

## **CONSULTATION PROCESS**

It is not recommended to undertake public consultation as there is no impact to the public. Extensive public consultation will be undertaken as part of the Rating Strategy.

## **POLICY IMPLICATIONS**

If recommendation two (2) is adopted, FIN25 Rating Policy will no longer be a policy of Council. Its contents are addressed in legislation and by annual Council decisions relating to rates declarations.

## **BUDGET AND RESOURCE IMPLICATIONS**

There are no budget or resource implications for this report.

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

Council has sought legal advice on the need and the contents of Council's rating policy. The advice suggested that the Policy is not required as it describes what is already in the Local Government Act and what is to form part of the annual Rates Declaration which is required under the Local Government Act.

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

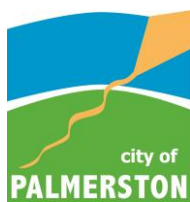
There are no environment sustainability implications for this report.

## **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:** City of Palmerston FIN25 Rating Policy



Name:	Rating Policy		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Finance Manager		
Approval Date:	25/07/2017	Next Review Date:	25/07/2019

## 1 Purpose

The purpose of this policy is to outline Council's approach towards rating its community and to meet the requirements of the Local Government Act Northern Territory (the Act).

## 2 Principles

City of Palmerston is committed to accountability and transparency in the rating structure. City of Palmerston is distributing the rate responsibility equitably across the community. The Rating structure is consistent with Council's strategic, corporate and financial directions and budgetary requirements. Rates are a system of taxation and are not reflective of the services, infrastructure or facilities used by any particular property owner or resident.

## 3 Definitions

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

Term	Definition
The Act	Local Government Act Northern Territory
NT Planning Scheme	Northern Territory Planning Scheme

## 4 Policy Statement

### 4.1 Basis for Rates

- 4.1.1 Council applies rates on the basis of land use and location.
- 4.1.2 Where Council is not aware of the Use of the Land it will deem the Use in line with the Zoning of the land under the NT Planning Scheme.
- 4.1.3 Council, pursuant to Section 149 of the Act, adopts the Unimproved Capital Value method as the basis for determining the assessed value of allotments within the Municipality. The Unimproved Capital Value of land is set by the NT Valuer General.
- 4.1.4 In accordance with section 148(1) of the Local Government Act rates are based on differential valuation-based charges calculated as a proportion of the assessed value of each allotment.
- 4.1.5 The Valuation-based charge may be subject to a specified minimum amount.

### 4.2 Rateable Allotments

- 4.2.1 An allotment is a parcel or part of a parcel of land for which Council makes a separate assessment of rates.
- 4.2.2 For the purpose of residential rates, allotment means a residential part, unit, dwelling house, flat or other substantially self-contained residential unit or building.
- 4.2.3 If a parcel is divided into separate allotments that are adapted for separate rating, a minimum charge will be multiplied by the numbers of separate allotments.

### 4.3 Land Use for Rating Purpose

4.3.1 The following table outlines the Land Use for all Rating Categories:

Rating Category	Land Use
<b>Residential</b>	Caretakers Residence
	Group Home
	Homes Based Child Care Centre
	Home Based Contracting
	Home Based Visitor Accommodation
	Home Occupation
	Independent Unit
	Multiple Dwellings
	Single Dwelling
<b>Commercial</b>	Animal Boarding
	Business Sign
	Caravan Park
	Car Park
	Child Care Centre
	Fuel Depot
	Hostel
	Hotel
	Leisure and Recreation
	Licensed Club
	Medical Clinic
	Medical Consulting Rooms
	Motel
	Office
	Promotional Sign
	Passenger Terminal
	Restaurant
	Retail Agricultural Stall
	Service Station
	Shop
	Showroom Sales
	Supporting Accommodation
	Vehicle Sales and Hire
	Veterinary Clinic
	Warehouse
<b>Industrial</b>	Abattoir
	General Industry
	Light Industry
	Motor Body Works
	Motor Repair Station
	Recycling Depot
	Rural Industry
	Transport Terminal
<b>Vacant</b>	Vacant Land
<b>Other (Special Rate)</b>	City Centre Improvement Special Rate

- 4.3.2 Where Council is not aware of the Use of the Land the Rating Category for rateable land is determined by the Zoning of the land under the NT Planning Scheme:

<b>Rating Category</b>	<b>Zoning</b>
<b>Residential</b>	Single Dwelling Residential (SD)
	Multiple Dwelling Residential (MD)
	Medium Density Residential (MR)
	High Density Residential (HR)
	Community Living (CL)
	Rural (R)
	Rural Residential (RR)
	Rural Living (RL)
<b>Commercial</b>	Central Business (CB)
	Commercial (C)
	Caravan Park (CV)
	Service Commercial (SC)
	Tourist Commercial (TC)
<b>Industrial</b>	Light Industry (LI)
	General Industry (GI)
	Development (D)
<b>Vacant Land</b>	Public Open Space (PS)
	Organised Recreation (OR)
	Horticulture (H)
	Agriculture (A)
	Community Purposes (CP)
	Conservation (CN)
	Heritage (HT)
	Restricted Development (RD)
	Water Management (WM)
	Future Development (FD)
	Township (T)
	Specific Use(SP)
	Main Road (M)
	Proposed Main Road (PM)
	Railway (RW)
	Utilities (U)

- 4.3.3 If a ratepayer believes that a particular property has been wrongly classified by the Council as to its land use, then the ratepayer may object in writing to the Council within 60 days of being notified. The objection must set out the basis for the objection and details of the land use that, in the opinion of the ratepayer, should be attributed to that property. Council will decide over the objection. Lodgement of an objection does not change the due date for the payment of rates.

#### **4.4 Rating Categories**

##### **4.4.1 Residential Use**

With respect to rateable land with a Residential Land Use, two differential rates of the assessed value of such land are declared depending on the location of the land with minimum amounts being payable in the application of that differential rate multiplied by:

- a) the number of separate parts or units that are adapted for separate occupation or use (pursuant to section 148 (4) of the Act) on each allotment of land; or
- b) the number1,  
whichever is greater.

First rate for Residential Use is declared for land within the suburb of Marlow Lagoon.

Second rate for Residential Use is declared for land within all other suburbs of the municipality, other than Marlow Lagoon.

#### 4.4.2 Commercial Use

With respect to all rateable land with a Commercial Land Use, a differential rate of the assessed value of such land is declared with minimum amounts being payable in the application of that differential rate multiplied by:

- a) the number of separate parts or units that are adapted for separate occupation or use (pursuant to section 148 (4) of the Act) on each allotment of land; or
- b) the number1,  
whichever is greater.

#### 4.4.3 Industrial Use

With respect to all rateable land with a Industrial Land Use, a differential rate of the assessed value of such land is declared with minimum allotments being payable in the amounts of that differential rate being \$1,177.00 multiplied by:

- a) the number of separate parts or units that are adapted for separate occupation or use (pursuant to section 148 (4) of the Act) on each allotment of land; or
- b) the number1,  
whichever is greater.

#### 4.4.4 Vacant Land

With respect to all rateable vacant land, a differential rate of the assessed value of such land is declared with minimum amounts being payable in the application of that differential rate multiplied by:

- a) the number of separate parts or units that are adapted for separate occupation or use (pursuant to section 148 (4) of the Act) on each allotment of land; or
- b) the number1,  
whichever is greater.

#### 4.4.5 Special Rate

With respect to all parking shortfalls in the City Centre (as defined in Councils Master Plan), a set rate per parking shortfall space as declared in Council annual declaration of Rates & Charges. The City Centre Improvement Special Rates is levied on all rate-able land assessed to have a parking shortfall in the City Centre. Parking shortfalls will be assessed by the Council in accordance with primary planning principles.

## 5 Associated Documents

### 5.1 City of Palmerston Policies

## 6 References and Related Legislation

- 6.1 Northern Territory Local Government Act
- 6.2 Northern Territory Local Government (Administration) Regulations
- 6.3 Northern Territory Local Government (Accounting) Regulations
- 6.4 Australian Accounting Standards

- 6.5 Ministerial Guidelines
- 6.6 Northern Territory Planning Scheme
- 6.7 Local Government General Instructions

**AGENDA ITEM:** 13.2.2

**REPORT TITLE:** Domestic Kerbside Collection - Stolen Bin Replacement

**REPORT NUMBER:** 9/0030

**MEETING DATE:** 19 June 2018

**Author:** Environmental & Emergency Operations Officer, Rishenda Moss

**Approver:** Director City Growth and Operations, Gerard Rosse

## PURPOSE

This report seeks Council approval to remove the fees and conditions associated with the replacement of stolen domestic kerbside mobile garbage bins to improve customer service.

### Municipal Plan:

3. Environment & Infrastructure

3.3 Waste

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

## KEY ISSUES

- Currently residents who contact Council to have a stolen domestic kerbside mobile garbage bin (MGB) replaced are required to obtain a Police report and provide this to Council to avoid paying a fee.
- The requirement for residents to contact Police to obtain a report number to have the fee waived is considered an unsuitable use of valuable Police resources, an administrative burden and not customer focused.
- Since the introduction of the Police reporting requirement, figures demonstrate that the introduction of the fee has had no significant effect in reducing the number of bins stolen and the process for residents to have a bin replaced is inconvenient and time consuming.
- Council charges an annual domestic Waste Service Charge for provision of related services.
- The replacement of stolen MGB's form part of Council service contract and is undertaken at no additional cost to Council.
- It is recommended that Council remove the requirement for a Police report and any associated fee and charge to the community.

## RECOMMENDATION

1. THAT Report Number 9/0030 entitled Domestic Kerbside Collection - Stolen Bin Replacement be received and noted.
2. THAT Council remove the requirement of a Police Report and additional fees and charges, for the replacement of stolen residential mobile garbage bins.

## BACKGROUND

At the 2<sup>nd</sup> Ordinary Council Meeting on the 20 May 2014 Council resolved:

**11.3.1      *Opportunity for Residents of Single Dwelling (SD) Properties to Purchase an Extra Bin, Exchange of Bin Size from 120L to 240L and Fee for Stolen Bins***

**CCE/0193**

1. THAT Council exchange a 120-litre general waste bin for a 240-litre general waste bin upon written request from the owner of a property with kerbside collection, and the following fees will apply:
  - a. Service Cost \$143 per annum
  - b. Capital Cost \$ 10 (one off fee – non-refundable)
2. THAT Council approves the following charges for extra bin services at properties with kerbside collections:
  - a. Annual Waste Levy Fee; for additional 120-litre General Waste Bin and a 240-litre Recycle Bin.
3. THAT Council introduce a fee for bins being stolen as follows:
  - a. 120L General Waste Bin \$ 60
  - b. 240L General Waste Bin \$ 70
  - c. 240L Recycle Bin \$ 70
4. THAT Council will only provide extra bins at properties with kerbside pickup as a general waste, recycle bin combination.

**CARRIED 8/1076-20/05/2014**

Subsequent to this resolution at the 1<sup>st</sup> Ordinary Council Meeting on the 2 June 2015 Council resolved:

**13.1.8      *Fees and Charges 2015/2016***

**8/0671**

1. THAT Council receives Report Number 8/0671.
2. THAT Council adopts the schedule of Fees and Charges for 2015/2016.

**CARRIED UNANIMOUSLY 8/1552-02/06/2015**

Included in this report was a general outline to changes to the Fees and Charges from the previous year stating that when a bin is reported stolen with NT Police, nil payment fee was added to the fee and charges.

## DISCUSSION

Currently, residents who contact Council to have a stolen MBG replaced are required to complete a form. Certain conditions apply including a replacement fee. To avoid paying a replacement fee, residents are required to contact NT Police on the Police assistance phone number, obtain a report number and provide that number on the form. The alternative to this is to pay a fee for the replacement of a MGB which for 2017/2018 is \$60 for a 120L MGB or \$70 for a 240L MGB.

General feedback from residents when asked to complete the form before being eligible for a bin replacement has been mostly frustration as they feel that:

- a. It is not their fault their bin was stolen and
- b. It is a large inconvenience of having to download or print the form, fill it in, phone police and then send the form to Council for processing.

Since the introduction of the fee and subsequent waiving of the fee if reported to Police, the following number of stolen bins has been recorded.

2015/2016	202
2016/2017	154
2017 to March 2018	163

Council performs the kerbside waste collection service via a contract. The replacement of a damaged or stolen MGB is contained within the contract service fee and is the responsibility of the contractor. There are no additional contractor charges which apply if Council reports a stolen MGB to be replaced. Therefore, the removal of the Council's fee and charge will not adversely impact on Council's budget or cost to the community.

Council staff recently met with Police and from discussions it was highlighted that the requirement for residents to contact Police to obtain a report number to have the fee waived could be considered an unsuitable use of valuable police resources. It is and was acknowledged that crime should be reported.

Other Local Government municipalities have various means to replacing lost or stolen bins. Some require a form to be completed without charging a fee while others have a phone number provided for residents for replacements free of charge.

As part of Council's commitment to improving service delivery to the community, it is recommended that Council remove the requirement to report a stolen bin to Police and amend fees and charges so that no additional charge applies to the resident for replacement of a stolen MGB.

## **CONSULTATION PROCESS**

In preparing this report, the following City of Palmerston Council staff were consulted:

- City of Palmerston Finance Department

In preparing this report the following external parties were consulted:

- Palmerston Police Station – Palmerston and Rural Division

## **POLICY IMPLICATIONS**

There are no policy implications for this report.

## **BUDGET AND RESOURCE IMPLICATIONS**

There are limited budget implications as MGB replacements whether damaged or stolen are included in the current contract and are accounted for under existing budgetary allocations.

Council charges are an annual Waste Service Charge to residential properties for the provision of waste services including domestic kerbside collection via MGB.

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

Removal of the fee and charge may result in an increase in reporting stolen of bins and the need to replace them. The removal of Police reporting will reduce the unnecessary administrative and onerous process of obtaining a replacement MGB for residents and free up Police and Council resources.

Council will continue to monitor this and make recommendations as appropriate.

## **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.

**AGENDA ITEM:** 13.2.3

**REPORT TITLE:** Fees and Charges 2018/2019

**REPORT NUMBER:** 9/0032

**MEETING DATE:** 19 June 2018

**Author:** Finance Manager, Shane Nankivell

**Approver:** Director Corporate Services, Chris Kelly

## PURPOSE

This report seeks Council to adopt the proposed Fees and Charges for 2018/2019.

### Municipal Plan:

#### 4. Governance & Organisation

##### 4.1 Responsibility

- 4.1 We are committed to corporate and social responsibility, the sustainability of Council assets and services, and the effective planning and reporting of Council performance to the community.

## KEY ISSUES

- Council's draft Municipal Plan proposes that the Fees and Charges for 2018/19 remain unchanged to the 2017/18 current charges.
- Council remove the fee for replacement of stolen waste bins that are not reported to the police.
- Fees and Charges represent 4% of Council's total income.
- Fees & Charges should be adopted by Council prior to 1 July 2018 to be able to continue to charge for specific services or products in the following financial year.

## RECOMMENDATION

1. THAT Report Number 9/0032 entitled Fees and Charges 2018/2019 be received and noted.
2. THAT Council adopt Fees & Charges 2018/2019 being **Attachment A**, to Report Number 9/0032 entitled Fees and Charges 2018/2019.

## BACKGROUND

At the 2<sup>nd</sup> Ordinary Council Meeting on the 18 July 2017 Council resolved:

### 13.1.14 Fees & Charges 2017/2018

8/1249

1. THAT Council receives Report Number 8/1249.
2. THAT Council adopt the schedule of Fees and Charges for 2017/2018.

**CARRIED 8/2804 – 18/07/2017**

## **DISCUSSION**

Fees and Charges are reviewed annually as part of the development of the draft Municipal Plan.

It is proposed that the 2018/2019 Fees and Charges remain unchanged from the previously adopted Fees and Charges for the 2017/18 financial year, with the exception of the removal of the fee for replacement of stolen waste bins that are not reported to the police.

A review of Outdoor Dining is being undertaken which will inform future fees. Any amendments will be recommended to Council.

## **CONSULTATION PROCESS**

In preparing this report the following City of Palmerston staff were consulted:

- Executive Leadership Team

The Council was provided with and briefed on the proposed fees and charges for 2018/2019 at a workshop held on Monday 23 April 2018.

## **POLICY IMPLICATIONS**

There are no policy implications for this report.

## **BUDGET AND RESOURCE IMPLICATIONS**

The balanced 2018/2019 budget proposed as part of the draft Municipal Plan 2018-2023 assumed that the fee prices would remain the same and transaction levels would occur as trended over previous years. User fees and charges only account for a total of 4% of Council's total income, so adjustments to the fees and charges will only have minor effects in relation to Council's total income.

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

Under the *Palmerston (Charges) By-Laws*, Council has the authority to determine by resolution the "charges, dues, fares, fees and rents in relation to a property, undertaking, service, matter or thing."

Council must adopt fees and charges prior to 1 July, so that Council can continue to charge for specific services or products provided to those specific users in the forthcoming financial year.

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environmental sustainability implications from 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:** Proposed Fees and Charges 2018/2019.



CITY OF PALMERSTON

# FEES & CHARGES

JUNE 2018



CATEGORY	SERVICE DESCRIPTION	UNIT OF MEASURE	2018 FEE \$	GST
ADMINISTRATION	<b>ANNUAL REPORT</b>			
	Copy ( <i>Black and White</i> )	per copy	Nil for ratepayer	incl. GST
	Perusal of report in Council offices		Nil	incl. GST
	<b>MUNICIPAL PLAN</b>			
	Copy ( <i>Black and White</i> )	per copy	Nil for ratepayer	incl. GST
	Perusal of report in Council offices		Nil	incl. GST
	<b>CHEQUES DISHONoured</b>			
	At first presentation	per cheque	55.00	incl. GST
	At second presentation	per cheque	55.00	incl. GST
	<b>FREEDOM OF INFORMATION</b>			
	Information Act Fees and Charges		As prescribed	
	<b>SALE OF BY-LAWS</b>			
	Copy ( <i>Black and White</i> )	per page	Nil	incl. GST
	<b>TENDERS</b>			
	Copy ( <i>Black and White</i> )	per copy	Nil	incl. GST
ANIMAL MANAGEMENT	<b>DOG REGISTRATION FEES</b>			
	<u>Standard Fee</u>			
	Full Year Fee	per dog	105.00	excl. GST
	Half Year Fee ( <i>From 1st February</i> )	per dog	65.00	excl. GST
	Aged and Disability Pensioner Fee	per dog	25.00	excl. GST
	Trained Dogs for the Blind and Hearing Impaired	per dog	Nil	excl. GST
	Dogs under 3 months of age ( <i>no discounts apply</i> )*	per dog	10.00	excl. GST
	*Under the current By Laws dogs under 3 months do not have to be registered.			
	<b>DISCOUNTS</b>			
	Desexed or Northern Australian Canine Assoc COB Holder	per registration	50%	
	Microchipped	per registration	10%	
	<b>CALCULATED FEES</b>			
	Full Year Fee		105.00	
	Full Year - Desexed/NACA trained		52.50	
	Full Year - Desexed/NACA trained and microchipped		42.00	
	Full Year - microchipped		94.50	
	Half Year Fee ( <i>From 1st February</i> )		65.00	
	Half Year - Desexed/NACA trained		32.50	
	Half Year - Desexed/NACA trained and microchipped		26.00	
	Half Year - microchipped		58.50	
	Pensioner Fee		25.00	
	Pensioner - Desexed/NACA trained		12.50	
	Pensioner - Desexed/NACA trained and microchipped		10.00	
	Pensioner - microchipped		22.50	
	<b>TAG REPLACEMENT</b>			
			10.00	incl. GST
	<b>IMPOUND FEES</b>			
	Fee for unregistered dog	per dog	205.00	excl. GST

CATEGORY	SERVICE DESCRIPTION	UNIT OF MEASURE	2018 FEE \$	GST
ANIMAL MANAGEMENT	<b>IMPOUND FEES CONT...</b>			
	Fee for registered dog	per dog	140.00	excl. GST
	Additional Fee for dog impounded out of hours	per dog	85.00	excl. GST
	Daily charge after day one	per day	55.00	excl. GST
	<b>DOG LICENCE</b>			
	Licence Application including one site inspection (non refundable)	per application	155.00	excl. GST
	Site Inspections	per inspection	115.00	excl. GST
	Licence – Full yearly	per Licence	215.00	excl. GST
	Licence – Half yearly February – July	per Licence	120.00	excl. GST
	<b>BARKING COLLARS</b>			
	Citronella Barking Collars	per collar/per month	40.00	incl. GST
	Refundable Deposit	per collar	50.00	excl. GST
	Citronella Canisters	per canister	35.00	incl. GST
	<b>ANIMAL TRAPS</b>			
	Hire animal traps	per month, per trap	30.00	incl. GST
	Refundable Deposit	per trap	100.00	excl. GST
BUILDING CONSTRUCTION APPLICATIONS	<b>ACCESS AND STORMWATER</b>			
	Application Fee	per application	65.00	excl. GST
	Inspection Fee	per inspection	115.00	excl. GST
	<b>UNIT TITLE SCHEME CLEARANCES</b>			
	Application Fee	per application	65.00	excl. GST
	Inspection Fee	per inspection	115.00	excl. GST
CARPARKING	<b>CBD CARPARKING</b>			
	Annual Permit (Zone B only)	per permit	400.00	incl. GST
	Zone A	per hour (max. 2hrs)	1.80	incl. GST
	Zone B	per hour (capped \$4)	1.00	incl. GST
	The Chief Executive Officer has delegated authority to issue annual parking permits, without charge, to the NT Police to assist with the scheduled shift work rotations at the Palmerston Police Station.			
COMMUNITY FACILITIES	<b>GRAY COMMUNITY HALL</b>			
	<u>Private/Business</u>			
	Rent	per day	200.00	incl. GST
	Rent	per hour	40.00	incl. GST
	<u>Not-for-profit</u>			
	Rent	per day	100.00	incl. GST
	Rent	per hour	20.00	incl. GST
	Booking Deposit - Refundable	per usage	125.00	excl. GST
	Additional Cleaning (if required)	per usage	At cost of cleaning plus GST	incl. GST
	<b>DRIVER FAMILY RESOURCE CENTRE</b>			
	<u>Private/Business</u>			
	Rent	per day	200.00	incl. GST
	Rent	per hour	40.00	incl. GST

CATEGORY	SERVICE DESCRIPTION	UNIT OF MEASURE	2018 FEE \$	GST
COMMUNITY FACILITIES	<b><u>Not-for-profit</u></b>			
	Rent	per day	100.00	incl. GST
	Rent	per hour	20.00	incl. GST
	Booking Deposit - Refundable	per usage	125.00	excl. GST
	Additional Cleaning (if required)	per usage	At cost of cleaning plus GST	incl. GST
	<b>DURACK HEIGHTS COMMUNITY CENTRE CLASS ROOM</b>			
	<b><u>Private/Business</u></b>			
	Rent	per day	200.00	incl. GST
	Rent	per hour	40.00	incl. GST
	<b><u>Not-for-profit</u></b>			
	Rent	per day	100.00	incl. GST
	Rent	per hour	20.00	incl. GST
	Booking Deposit - Refundable	per usage	125.00	excl. GST
	Additional Cleaning (if required)	per usage	At cost of cleaning plus GST	incl. GST
	<b>LIBRARY TRAINING ROOM</b>			
	<b><u>Private/Business</u></b>			
	Rent	per day	200.00	incl. GST
	Rent	per hour	40.00	incl. GST
	<b><u>Not-for-profit</u></b>			
	Rent	per day	100.00	incl. GST
	Rent	per hour	20.00	incl. GST
	Booking Deposit - Refundable	per usage	125.00	excl. GST
	Additional Cleaning (if required)	per usage	At cost of cleaning plus GST	incl. GST
	Laptop Hire	per laptop/per session	25.00	incl. GST
	Digital projector	per session	25.00	incl. GST
	TV Hire	per session	25.00	incl. GST
	<b>LIBRARY COMMUNITY ROOM (INCL. KITCHENETTE)</b>			
	<b><u>Private/Business</u></b>			
	Rent	per day	200.00	incl. GST
	Rent	per hour	40.00	incl. GST
	<b><u>Not-for-profit</u></b>			
	Rent	per day	100.00	incl. GST
	Rent	per hour	20.00	incl. GST
	Booking Deposit - Refundable	per usage	125.00	excl. GST
	Additional Cleaning (if required)	per usage	At cost of cleaning plus GST	incl. GST
	<b>RECREATION CENTRE - COMMUNITY ROOM 1</b>			
	<b><u>Private/Business</u></b>			
	Rent	per day	200.00	incl. GST
	Rent	per hour	40.00	incl. GST
	<b><u>Not-for-profit</u></b>			
	Rent	per day	100.00	incl. GST
	Rent	per hour	20.00	incl. GST
	Booking Deposit - Refundable	per usage	125.00	excl. GST
	Additional Cleaning (if required)	per usage	At cost of cleaning plus GST	incl. GST

CATEGORY	SERVICE DESCRIPTION	UNIT OF MEASURE	2018 FEE \$	GST
COMMUNITY FACILITIES	RECREATION CENTRE - COMMUNITY ROOM 2			
	<u>Private/Business</u>			
	Rent	per day	300.00	incl. GST
	Rent	per hour	60.00	incl. GST
	<u>Not-for-profit</u>			
	Rent	per day	150.00	incl. GST
	Rent	per hour	30.00	incl. GST
	Booking Deposit - Refundable	per usage	125.00	excl. GST
	Additional Cleaning (if required)	per usage	At cost of cleaning plus GST	incl. GST
	RECREATION CENTRE STADIUM HIRE - HOURLY RATE			
	<u>Private/Business</u>			
	Rent	per court	60.00	incl. GST
	Lights	per court	40.00	incl. GST
	Airconditioning	per court	45.00	incl. GST
	<u>Not-for-profit</u>			
	Rent	per court	30.00	incl. GST
	Lights	per court	25.00	incl. GST
	Airconditioning	per court	30.00	incl. GST
	Stadium lights are required prior to 7am and after 6.00pm			
	Out of Hours Staff Charges Monday to Friday prior to 8am and after 7pm	per person per hour	45.00	incl. GST
	Out of Hours Staff Charges Weekends and Public Holidays	per person per hour	75.00	incl. GST
	RECREATION CENTRE SEATING			
	Stadium Seating Hire	Single Unit	300.00	incl. GST
	Stadium Seating Hire	3 Units	600.00	incl. GST
	Stadium Seating Hire	6 Units	800.00	incl. GST
	COMMUNITY BBQ TRAILER (AVAILABLE FOR USE BY MEMBERS OF THE COMMUNITY, LOCAL ORGANISATIONS AND GROUPS)			
	Rent	per usage	Nil	incl. GST
	Booking Deposit - Refundable	per usage	200.00	excl. GST
	MOVIE TRAILER (AVAILABLE FOR USE BY MEMBERS OF THE COMMUNITY, LOCAL ORGANISATIONS AND GROUPS)			
	Rent	per usage	Nil	incl. GST
	Booking Deposit - Refundable	per usage	200.00	excl. GST
	IMAGINATION PLAYGROUND (AVAILABLE FOR USE BY PALMERSTON BASED COMMUNITY ORGANISATIONS, SCHOOLS AND CHILD CARE CENTRES)			
	Rent	per usage	Nil	incl. GST
	Booking Deposit - Refundable	per usage	200.00	excl. GST
CREMATION COSTS CHILDREN	INFANT SUBSIDY TO THORAK CEMETERY			
	<p>This subsidy is applicable for the burial or cremation costs of children up to the age of two years (<i>including stillborn children</i>), with the following conditions:</p> <ul style="list-style-type: none"> <li>■ Parent or legal guardian is a resident within the municipality of Palmerston</li> <li>■ Subsidy is available up to a maximum of 50% of the interment cost or 50% of the cremation cost (<i>not both</i>) or a maximum of \$900.00 (<i>whichever is the lesser value</i>)</li> <li>■ Subsidy will only be paid to individual residents (<i>not to organisation or government agencies carrying out the interments or cremations for children in their care</i>)</li> <li>■ Individuals have to proof residency with photo identification with a current address shown</li> </ul>			

CATEGORY	SERVICE DESCRIPTION	UNIT OF MEASURE	2018 FEE \$	GST
LIBRARY SERVICES	NON TERRITORY RESIDENT BORROWER			
	Refundable Deposit - plus	per resident	45.00	excl. GST
	Non-refundable Administration Fee	per resident	15.00	incl. GST
	LOST BORROWER CARD REPLACEMENT	per card	2.50	incl. GST
	PHOTOCOPYING AND PRINTING BLACK AND WHITE			
	A4 single	per page	0.30	incl. GST
	A4 double	per page	0.60	incl. GST
	A3 single	per page	0.50	incl. GST
	A3 double	per page	1.00	incl. GST
	PHOTOCOPYING AND PRINTING COLOURS			
	A4 single	per page	1.50	incl. GST
	A4 double	per page	3.00	incl. GST
	A3 single	per page	3.00	incl. GST
	A3 double	per page	6.00	incl. GST
	PC USAGE (INTERNET HIRE AND PERSONAL USAGE)			
	15 min		1.00	incl. GST
	<u>Fax Service</u>			
	1st page		3.00	incl. GST
	2nd page onwards		1.00	incl. GST
	Receive incoming fax	per page	1.00	incl. GST
	Inter Library Loan (if charged by host library)	per loan	as charged by host library	excl. GST
	REPLACEMENT OF LOST OR DAMAGED ITEMS			
	Replacement of any library resources	per item	At replacement cost of item plus \$2 administration charge plus GST	incl. GST
	LAMINATING SERVICE			
	A3	per sheet	8.00	incl. GST
	A4	per sheet	6.00	incl. GST
	Wallet size	per sheet	5.00	incl. GST
	BINDING			
	1-40 pages	per binding	5.00	incl. GST
	40-100 pages	per binding	7.00	incl. GST
	100-190 pages	per binding	10.00	incl. GST
	LIBRARY BAGS			
	Calico	per bag	5.00	incl. GST
OUTDOOR DINING LICENCE	OUTDOOR DINING LICENCE			
	Outdoor Dining Licence (Class 1)	per annum	25.00	excl. GST
	Class 1: Up to 4 tables / 8 Seats (whichever is the lesser)			
	Outdoor Dining Licence (Class 2)	per square meter (m <sup>2</sup> ) per annum	177.00	excl. GST
	Class 2: All other applications (with or without a Licence to Serve Alcohol)			

CATEGORY	SERVICE DESCRIPTION	UNIT OF MEASURE	2018 FEE \$	GST
PROPERTY	<b>DAMAGE OR DESTRUCTION TO ANY COUNCIL PROPERTY</b>			
	Damage or destruction to any property of Council will be recovered from the responsible person.			
	This could be either the holder of the permit/licence, the hirer or any other liable person causing damage.	per damaged asset	Cost for replacement or reinstatement to Council	
	Plus 15% administrative charge plus GST			incl. GST
PUBLIC PLACES	<b>PUBLIC OPEN SPACES AND PARKS</b>			
	<b>All deposits shall be lodged with proof of public liability insurance</b>			
	<b>PRIVATE AND NON-FOR PROFIT COMMUNITY GROUPS</b>			
	Key Deposit - Refundable	per key	60.00	excl. GST
	Cleaning Deposit - Refundable	per usage	Nil	excl. GST
	Charity Stalls			
	Additional Cleaning (if required)	per usage	At cost of cleaning plus GST	incl. GST
	<b>COMMERCIAL USE</b>			
	Key Deposit - Refundable	per key	60.00	excl. GST
	Cleaning Deposit - Refundable	per usage	150.00	excl. GST
	Additional Cleaning (if required)	per usage	At cost of cleaning plus GST	incl. GST
	<b>BUSKING PERMIT</b>	per permit	Nil	
RATES	<b>RATES</b>			
	<b>RATE BOOK INSPECTION FEE</b>			
	Perusal at Council office		Nil	
	Written extract	per assessment	50.00	excl. GST
	<b>REPRINT OF ORIGINAL RATES NOTICE</b>			
	<b>Residential Zoning</b>			
	Current Rating Year	per notice	13.00	incl. GST
	Prior Rating Years	per notice	25.00	incl. GST
	<b>OTHER ZONINGS</b>			
	Current Rating Year	per notice	25.00	incl. GST
	Prior Rating Years	per notice	50.00	incl. GST
	<b>RATE DEBT COLLECTION FEE</b>			
	Letter of demand	per letter	20.00	incl. GST
	Field Call	per Field Call	Charge of external contractor	incl. GST
	Statement of Claim	per Statement of claim	Charge of external contractor	incl. GST
	Additional court Costs may apply and are determined by the courts			

CATEGORY	SERVICE DESCRIPTION	UNIT OF MEASURE	2018 FEE \$	GST
REGULATORY SERVICE	DISABILITY PERMITS			
	Permanent Disability ( <i>renewable every 3 years</i> )	per permit	Nil	excl. GST
	Temporary Disability ( <i>time limited</i> )	per permit	Nil	excl. GST
	SHOPPING TROLLEY			
	Shopping Trolley Release Fee	per trolley	Cost to recover plus GST	incl. GST
	LONG GRASS			
	Standard and/or <1200m <sup>2</sup> blocks	per block	350.00	excl. GST
	Non standard and/or >1200m <sup>2</sup> blocks	per block	By quotation	excl. GST
SIGNAGE	Block Inspection fee	per inspection	115.00	excl. GST
	SIGNAGE IN PUBLIC SPACE AND ON PRIVATE LAND			
	<u>Animated Signs</u>			
	Application Fee	per application	45.00	excl. GST
	Annual Fee	per sign	240.00	excl. GST
	SIGNAGE ON PRIVATE LAND			
	<u>Banners for temporary advertising</u>			
	On private land for maximum 2 weeks	per application	45.00	excl. GST
	Banners, Balloons, Blimps and kites on private land	per application	45.00	excl. GST
	Signs on private land viewable from a public place	per application	45.00	excl. GST
	BANNERS/SIGNS ON COUNCIL LAND			
	Weekly fee for Commercial Use	per banner/sign	75.00	excl. GST
	Weekly fee for Non-for-profit organisations	per banner/sign	45.00	excl. GST
	BANNER ON STREET LIGHT POLES			
	Application Fee	per application	45.00	excl. GST
	Weekly fee	per banner	5.00	excl. GST
	Erection and removal of Banners	per banner	At cost for council plus 15% plus GST	incl. GST
	SIGNS OVERHANGING A PUBLIC PLACE			
	Application Fee	per application	45.00	excl. GST
	Annual Fee	per sign	125.00	excl. GST
	PERMANENT SIGNS ON ROAD			
	Application Fee	per application	45.00	excl. GST
	Annual Fee	per sign	125.00	excl. GST
	REMOVABLE SIGNS ON PUBLIC LAND (A FRAME)			
	Application Fee	per application	45.00	excl. GST
	Annual Fee	per sign	25.00	excl. GST
	OTHER SIGNAGE IN OPEN SPACE			
	Bunting	per application	45.00	excl. GST
	Murals	per application	45.00	excl. GST
	Flags	per application	45.00	excl. GST
	Event Signage	per application	45.00	excl. GST
	Blue Finger Signs ( <i>refer below</i> )	per application	45.00	excl. GST

CATEGORY	SERVICE DESCRIPTION	UNIT OF MEASURE	2018 FEE \$	GST
SIGNAGE	<b>GENERAL SERVICE AND COMMUNITY GROUPS</b>			
	<i>(churches, self help groups, childcare centres, schools, public sporting facilities)</i>			
	Application Fee	per application	Nil	excl. GST
	Annual Fee	per sign	Nil	excl. GST
	Cost of erection	per sign	50% of cost plus GST	incl. GST
	<b>EMERGENCY SERVICES</b>			
	<i>(fire brigade, ambulance, etc.)</i>			
	Application Fee	per application	Nil	excl. GST
	Annual Fee	per sign	Nil	excl. GST
	Cost of erection	per sign	Nil	incl. GST
	<b>BUSINESS GROUPS</b>			
	<i>(Shopping Centres, home businesses, vet clinics, medical/dental clinics, commercial childcare, private sporting clubs and community clubs)</i>			
	Application Fee	per application	Nil	excl. GST
	Annual Fee	per sign	Nil	excl. GST
	Cost of erection	per sign	20% of cost plus GST	incl. GST
	<b>REAL ESTATE SIGNS ON FENCES</b>			
	Application Fee	per application	45.00	excl. GST
	Annual Fee	per sign	135.00	excl. GST
	<b>ADVERTISING ON FENCES</b>			
	Application Fee	per application	45.00	excl. GST
	<b>COLLECTION AND RETURN OF MOVABLE SIGNAGE</b>			
	<i>(fee for the collection of moveable signs during a cyclone upon declaration of Stage 2 by the Territory Controller)</i>			
	Return Fee	per sign	112.50	excl. GST
SUBDIVISION	<b>SUBDIVISION APPROVAL</b>			
	Relative to Council area of responsibility roads, footpaths, bicycle tracks etc.			
	1. At time of submission of plans for approval	per approval	0.75% of construction cost of all assets handed to Council	excl. GST
	2. Prior to practical completion / on-maintenance	per approval	0.75% of construction cost of all assets handed to Council	excl. GST
VEHICLE CROSSOVER	<b>VEHICLE CROSSOVER (REINFORCED)</b>			
	100mm Standard	per m <sup>2</sup>	80.00	incl. GST
	150mm Commercial	per m <sup>2</sup>	90.00	incl. GST
	200mm Industrial	per m <sup>2</sup>	105.00	incl. GST
	Footpaths - 100mm (Reinforced)	per m <sup>2</sup>	80.00	incl. GST
WASTE	<b>WASTE MANAGEMENT CHARGE</b>			
	<b>STOLEN BIN REPLACEMENT</b>			
	120l general waste bin	per bin	Nil	excl. GST

CATEGORY	SERVICE DESCRIPTION	UNIT OF MEASURE	2018 FEE \$	GST
WASTE	STOLEN BIN REPLACEMENT CONT...			
	240l general waste bin	per bin	Nil	excl. GST
	240l recycle bin	per bin	Nil	excl. GST
WORK ON COUNCIL RESERVES	WORK ON COUNCIL RESERVES			
	all applications shall be lodged with proof of public liability insurance. Amount of inspections required will be verified after lodgement of application depending on works			
	Application Fee	per application	65.00	excl. GST
	Inspection Fee	per inspection	115.00	excl. GST
	Hoarding Fee	per m <sup>2</sup> per week	2.60	excl. GST
	Car bay hire	per bay per week	55.00	excl. GST
	Private waste bins and containers on road reserves			
	Maximum of 4 day period	per application	28.00	excl. GST

## 2nd Ordinary Council Meeting

**AGENDA ITEM:** 13.2.4  
Archer Recycling Centre and Waste Transfer Station – Proposed Level of Service

**REPORT TITLE:** Archer Recycling Centre and Waste Transfer Station – Proposed Level of Service

**REPORT NUMBER:** 9/0028

**MEETING DATE:** 19 June 2018

**Author:** Manager Infrastructure and Maintenance, Malcolm Jones

**Approver:** Director City Growth and Operations, Gerard Rosse

### PURPOSE

This report seeks Council approval for Archer Recycling Centre and Waste Transfer Station – Proposed Level of Service – Proposed Level of Service and facility name change prior to the calling of public tenders.

### Municipal Plan:

3. Environment & Infrastructure

3.3 Waste

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

### KEY ISSUES

- The current contract to operate the Archer Recycling Centre and Waste Transfer Station on behalf of Council ends in October 2018.
- To inform a new contract, staff have undertaken a review of the existing level of service.
- Minor changes to the existing service levels are being recommended.
- Council endorsement of the proposed key service levels to inform a new contract for the operation of the facility in being sought prior to calling of public tenders.
- To consider renaming the Archer Recycling Centre and Waste Transfer Station to Archer Waste Management Facility.

### RECOMMENDATION

1. THAT Report Number 9/0028 entitled Archer Recycling Centre and Waste Transfer Station – Proposed Level of Service be received and noted.
2. THAT Council endorse the retention of the existing service levels provided at the Archer Recycling Centre and Waste Transfer Station for the purpose of the new tender with the following amendments:
  - a) That the facility be open Christmas Day from 8am to 12pm.
  - b) That the 1 tonne vehicle limit be removed with conditions of use of the facility to be limited to Palmerston domestic residential waste only with proof of residency.

3. THAT Council approve the renaming of the Archer Recycling Centre and Waste Transfer Station to Archer Waste Management Facility.

## BACKGROUND

The Archer Recycling Centre and Waste Transfer Station is currently located at the Archer site located on Elrondie Avenue (south of Chung Wah Terrace).

In 2011 Council awarded a contract for the operation of the Archer Recycling Centre and Waste Transfer Station. The term of the contract was for a period of five years with a two-year extension that was granted in 2016. The current contract will cease on 17 October 2018.

The transfer station currently operates from 8.00am to 6.00pm daily except for Christmas Day. Palmerston residents can access the transfer station and proof of residency is a requirement upon entry to the site. No commercial operators can access the site and there is a limit on the size of residential vehicles to a maximum carrying capacity of 1 tonne.

Council occupies the land the transfer station is situated on under a Crown Lease Term (CLT) as at **Attachment A**. The total area under title is 16 hectares. The activities listed above occupy approximately 3.7 hectares with most of this area being utilised to stockpile green waste and mulch. The remaining area is yet to be developed.

To operate the transfer station, Council has an Environmental Protection Licence 233 (EPL223). This permits the transfer station to accept general household waste and the following recycle streams:

- Cardboard and paper;
- Steel and metals;
- Paint;
- Car batteries;
- White goods;
- Gas bottles;
- Engine oil;
- Cans and aluminium;
- Glass;
- Plastics;
- Small electronics; and
- Green waste.

## DISCUSSION

It is intended that Council will advertise a proposed tender for the operation of the site to begin at the end of the existing contract in October 2018. Earlier this year Council engaged the services of a waste specialist consultant to review operations of the transfer station and assist in drafting tender documents for the new contract. Preliminary advice from the consultant have suggested minimal changes to current operations as they are currently meeting community expectations and good practice.

The Archer Recycling Centre and Waste Transfer Station provides a valuable service to the community. The review identified a number of key elements as described below.

### 1. Hours of Operation and Cost:

Opening hours at the transfer station are currently 8.00am – 6.00pm Monday to Friday including weekends and public holidays, except for Christmas Day. There have been no complaints received from the community that the current operating hours are insufficient. It is recommended that Council expand opening hours to include Christmas Day from 8am to 12pm to improve service delivery to the community. It is also proposed the use of the site remain free for Palmerston residents.

## 2. Green Waste:

Of all the streams of waste and recycling collected at the site, approximately 45% is green waste. Under the current contract it is the responsibility of the contractor to manage and process green waste into mulch which they on-sell to the public. It costs approximately \$5,100 per day to have the machinery attend the site to process the green waste. Depending on the amount of green waste stockpiled, it takes on average between 7-10 days to process.

It is recommended the existing arrangements remain for the proposed three-year contract term. During the new contract term, Council can explore various options and undertake community consultation on how to manage green waste to inform future contracts. These investigations may include consideration of the following options:

- For Council to consider the purchase of machinery to process green waste.
- To provide residents an option to collect mulch after disposing of their own green waste.
- For free mulch giveaways on a regular basis.

## 3. Vehicle Access:

The current contract states that vehicles that have over 1 tonne carrying capacity are prohibited from utilising the Archer Recycling Centre and Waste Transfer Station. This has been quite difficult for the contractor and Council to adjudicate on as most standard 4WD vehicles have a carrying capacity greater than one tonne and as some residents have stated, when teamed with a trailer the carrying capacity exceeds the one tonne limit. There have also been residents who have small trucks as their only vehicles who have been turned away as the vehicles they drive are deemed to be commercial even though the loads they are carrying are only domestic quantities. To manage this at an operational level some residents with these types of vehicles (Domestic trucks etc) have been given an exemption and can now access the transfer station.

It is proposed that the 1 tonne vehicle size limit be removed, and staff manage vehicle size access at an operational level, noting that the utilisation of the site will be for domestic resident uses only.

## 4. Contract Duration:

Current legislation states that Council can award a contract for a period of up to three years without Ministerial approval. It is recommended that this contract term is for a period of three years on the following basis:

- a) Recycling challenges – Over the past five years Archer Recycling Centre and Waste Transfer Station recycling percentages is on average, 12%. This does not include green waste. In recent months significant changes and challenges have emerged in relation to the waste recycling industry. In January 2018 China stopped accepting 24 streams of recyclable products from Australia which is now influencing councils throughout the country. In southern states recyclables are being stockpiled however some councils are looking at other potential uses for recyclables while others are sending it to landfill. Within the next three years there will be a clearer indication of where the recycling industry in Australia is headed. Efforts to increase the Archer Recycling Centre and Waste Transfer Station recycling percentage will be outlined in the new contract and give staff an evaluation period that will demonstrate the effectiveness of these measures.
- b) Land uses of the wider site – Council staff are currently in liaison with the Northern Territory Government regarding the future lease of the balance of the Archer site ultimate intent. The outcomes of discussion will be presented to Council however these discussions are expected to take some time to complete. A three-year contract will provide sufficient time for discussions to occur, investigations to occur and those outcomes presented to Council. Officers note, that a large amount of the wider Archer lease area remains unoccupied at this point in time.

Council are asked to consider renaming the Archer Recycling Centre and Waste Transfer Station to shorten and modernise its title, staff recommend it be retitled to Archer Waste Management Facility. The name is considered to be more reflective and encompassing of current and future services delivered at the site.

## **CONSULTATION PROCESS**

In preparing this report the following external parties were consulted:

- Geoffrey Webster – Waste and Management Services Pty Ltd (Consultant)

As the service levels are remaining unchanged or increasing no community consultation is being proposed at this stage. Once the contract is awarded, Council will undertake a media campaign to inform the community of the services and awarding of the contract.

Should Council approve the renaming of the facilities, Council will amend signage and update the website. No consultation is being recommended for the renaming.

## **POLICY IMPLICATIONS**

Council Policy TECH04 Waste Management

## **BUDGET AND RESOURCE IMPLICATIONS**

Currently the operations of the transfer station are included in the Waste Service Charge.

The Draft Municipal Plan 2018-2013 includes a budget of \$1,595,000 (GST Exclusive) for the Archer Recycling Centre and Waste Transfer Station.

The costs associated with the renaming are considered minor and will be undertaken within existing budget allocations.

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

The operation of the site and awarding of the new contract will be bound by the Waste Management and Pollution Control Act and the Litter Act.

Department of Local Government and Community Services General Instruction No. 4 states;

“Period contracts must not be for a term in excess of Three years (this includes any extension period if there is an option to extend the contract).”

Legal advice will be obtained regarding tender and contractual documentation.

As the value of tender will exceed \$100,000 Council will undertake a public tender process in accordance with the Local Government Act and associated Regulations.

It is noted that the contract period being three years, technical tender and contract requirements are operational matters and will be finalised by staff or delegated to the Chief Executive Officer.

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

The City of Palmerston holds an Environmental Protection Licence (EPL) for the site. There are strict reporting requirements under the EPL and reports are provided to the NT EPA on an annual basis. Within the existing contract and the new one, tenderers will be required to have in place an Environmental Management Plan, Emergency Plan and Traffic Management Plans for the site that align with the EPL.

## **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:** Archer Recycling Centre and Waste Transfer Station Aerial View



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**14 INFORMATION AND CORRESPONDENCE**

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- 14.1 Information
- 14.2 Correspondence

**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 3 July 2018 at 5.30pm in the Council Chambers, First Floor, 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 items of the Agenda.

**20 ADJOURNMENT OF MEETING AND MEDIA LIASION**

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**COUNCIL MEETING  
MINUTES  
TUESDAY, 5 JUNE 2018**

## CITY OF PALMERSTON

**Minutes of Council Meeting  
held in Council Chambers  
Civic Plaza, Palmerston  
on Tuesday 5 June 2018 at 5.38pm.**

### ELECTED MEMBERS

Mayor Athina Pascoe-Bell  
Deputy Mayor Damian Hale  
Alderman Amber Garden  
Alderman Benjamin Giesecke  
Alderman Lucy Buhr  
Alderman Mick Spick  
Alderman Sarah Henderson  
Alderman Tom Lewis

### STAFF

Chief Executive Officer, Luccio Cercarelli  
Director Corporate Services, Chris Kelly  
Director Community Services, Jan Peters  
Director City Growth and Operations, Gerard Rosse  
Media Officer, Samantha Abdic  
Minute Secretary, Alyce Breed

### GALLERY

Melissa Mackay, Nine News  
Will Zwar, NT News  
Solomon Gaturu, Department of Housing and Community  
Development  
David Anthony, Director Zest Projects

## 1 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

*I respectfully acknowledge the past and present Traditional Custodians of this land on which we are meeting, the Larrakia people. It is a privilege to be standing on Larrakia country.*

## 2 OPENING OF MEETING

The Mayor declared the meeting open at 5.38pm.

## 3 APOLOGIES AND LEAVE OF ABSENCE

### 3.1 Apologies

Nil.

## 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 Alderman Lewis for the period of 29 June to 9 July 2018 inclusive be received and noted.
2. THAT the leave of absence received from Deputy Mayor Hale for the period of 17 June to 20 June 2018 inclusive be received and noted.
3. THAT the leave of absence received from Alderman Garden for the period of 26 August to 1 September 2018 inclusive be received and noted.

CARRIED 9/0081 – 05/06/2018

## 4 REQUEST FOR TELECONFERENCING

Moved: Mayor Pascoe-Bell  
Seconded: Deputy Mayor Hale

THAT Council note that pursuant to Section 61 (4) of the Local Government Act and Decision Number 9/0066 – 15/05/2018, the following members request Teleconferencing Meeting Attendance:

- Mayor Pascoe-Bell to attend Council Meeting on 19 June 2018
- Deputy Mayor Hale to attend Council Meeting on 19 June 2018

CARRIED 9/0082 – 05/06/2018

## 5 DECLARATION OF INTEREST

### 5.1 Elected Members

Moved: Alderman Garden  
Seconded: Alderman Lewis

THAT the Declaration of Interest received from Alderman Giesecke for Item 22.1 be received and noted.

CARRIED 9/0083 – 05/06/2018

### 5.2 Staff

Nil.

## 6 CONFIRMATION OF MINUTES

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### 6.1 Confirmation of Minutes

Moved: Alderman Buhr  
Seconded: Alderman Henderson

THAT the minutes of the Council Meeting held Tuesday, 15 May 2018 pages 9451 to 9459, be confirmed.

CARRIED 9/0084 – 05/06/2018

### 6.2 Business Arising from Previous Meeting

Nil.

## 7 MAYOR'S REPORT

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### 7.1 Mayor's Report M9/001

Moved: Mayor Pascoe-Bell  
Seconded: Deputy Mayor Hale

THAT Report Number M9/001 entitled Mayoral Update Report – May 2018 be received and noted.

CARRIED 9/0085 – 05/06/2018

## 8 DEPUTATIONS AND PRESENTATIONS

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Moved: Mayor Pascoe-Bell  
Seconded: Alderman Buhr

THAT this matter be adjourned to the last item of the Open Agenda pending the arrival of the presenters.

CARRIED 9/0086 – 05/06/2018

## 9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

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Nil.

## 10 CONFIDENTIAL ITEMS

### 10.1 Confidential Items

Moved: Alderman Buhr  
Seconded: Alderman Henderson

THAT the following items be confirmed and considered within the Confidential session of the Council meeting held on Tuesday, 5 June 2018.

ITEM	REGULATION	REASON
25.2.1	8(c)(iv)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(c)(iv) of the Local Government Administration Regulations, whereby the public may be excluded while business of a kind classified as information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.
	8(d)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(d) of the Local Government (Administration) Regulations, 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 subject to an obligation of confidentiality at law, or in equity.

CARRIED 9/0087 – 05/06/2018

### 10.2 Moving Open Items into Confidential

Nil.

### 10.3 Moving Confidential Items into Open

Nil.

## 11 PETITIONS

Nil.

## 12 NOTICES OF MOTION

Nil.

## 13 OFFICERS REPORTS

### 13.1 Receive and Note Reports

13.1.1 Community Benefit Scheme - Update 9/0026

Moved: Alderman Buhr  
Seconded: Alderman Garden

THAT Report Number 9/0026 entitled Community Benefit Scheme – Update be received and noted.

CARRIED 9/0088 – 05/06/2018

### 13.2 Action Reports

13.2.1 Outcomes of the 2018 Palmerston Local Government Elections 9/0027

Moved: Alderman Spick  
Seconded: Alderman Henderson

1. THAT Report Number 9/0027 entitled Outcomes of the 2018 Palmerston Local Government Elections be received and noted.

CARRIED 9/0089 – 05/06/2018

Moved: Alderman Lewis  
Seconded: Alderman Spick

2. THAT Council instruct the Northern Territory Electoral Commission to undertake non-voting follow up action following the 2018 City of Palmerston Local Government Election.

CARRIED 9/0090 – 05/06/2018

### 13.3 Confidential Decisions moved into the Open Session

Nil.

## 14 INFORMATION AND CORRESPONDENCE

### 14.1 Information

14.1.1 LGANT Draft Executive Meeting Minutes – 16 May 2018

Moved: Alderman Henderson  
Seconded: Alderman Garden

THAT Item 14.1.1 entitled LGANT Draft Executive Meeting Minutes – 16 May 2018 be received and noted.

CARRIED 9/0091 – 05/06/2018

## 14.2 Correspondence

### 14.2.1 LGANT Nomination to the NT Tobacco Control Action Committee (NTTCAC)

Moved: Alderman Buhr  
Seconded: Alderman Giesecke

1. THAT Item 14.2.1 entitled LGANT Nomination to the NT Tobacco Control Action Committee (NTTCAC) be received and noted.

CARRIED 9/0092 – 05/06/2018

Moved: Mayor Pascoe-Bell  
Seconded: Alderman Spick

2. THAT Council write to LGANT advising that they have no nominations for the NT Tobacco Control Action Committee (NTTCAC).

CARRIED 9/0093 – 05/06/2018

## 15 REPORT OF DELEGATES

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Nil.

## 16 QUESTIONS BY MEMBERS

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THAT the following Questions by Members be received and noted.

### 16.1 City Centre Parking Review

Moved: Alderman Lewis  
Seconded: Deputy Mayor Hale

THAT during the 2018 Election, parking in the City Centre, in particular paid parking, was raised as a concern by the community. Could the Council please have an update on any review of City Centre parking which may be underway, and when may Council expect a report on the matter?

*Response provided by Director City Growth and Operations: "In the coming months Officers will be undertaking a review of paid car parking within the city centre. This review will include consultation and feedback opportunities from the community and local businesses. The outcomes of the review, along with recommendations will be presented back to Council."*

CARRIED 9/0094 – 05/06/2018

## 17 GENERAL BUSINESS

### 17.1 Council Meetings – Community Locations

Moved: Deputy Mayor Hale  
Seconded: Alderman Buhr

THAT a report be presented to Council in August 2018, exploring options including the logistical requirements, possible locations and costs of taking Council to the community by holding up to three Ordinary Council Meetings per financial year within the Palmerston suburbs.

CARRIED 9/0095 – 05/06/2018

### 17.2 Acting Mayor

Moved: Alderman Garden  
Seconded: Alderman Henderson

THAT Alderman Garden be appointed as the Acting Mayor for the period of Sunday 17 June to Wednesday 20 June 2018 inclusive.

CARRIED 9/0096 – 05/06/2018

## 8 DEPUTATIONS AND PRESENTATIONS

### 8.1 Proposed New Cemeteries Legislation

Moved: Deputy Mayor Hale  
Seconded: Alderman Garden

THAT the presentation by Solomon Gaturu, Manager of Legislation and Policy, Department of Housing and Community Development be received and noted.

CARRIED 9/0097 – 05/06/2018

### 8.2 Renewal of 3 Mansfield Street

Moved: Alderman Lewis  
Seconded: Alderman Giesecke

THAT the presentation by David Anthony, Director of Zest Projects be received and noted.

CARRIED 9/0098 – 05/06/2018

## 18 NEXT COUNCIL MEETING

Moved: Deputy Mayor Hale  
Seconded: Alderman Henderson

THAT the next Ordinary Meeting of Council be held on Tuesday 19 June 2018 at 5.30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/0099 – 05/06/2018

## 19 CLOSURE OF MEETING TO PUBLIC

Moved: Alderman Spick  
Seconded: Alderman Garden

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 Items of the Agenda.

CARRIED 9/0100 - 05/06/2018

## 20 ADJOURNMENT OF MEETING AND MEDIA LIASION

Moved: Alderman Giesecke  
Seconded: Alderman Henderson

THAT the meeting be adjourned for 30 minutes for media liaison and meals.

CARRIED 9/0101 - 05/06/2018

The meeting adjourned at 6.46pm.



Athina Pascoe-Bell  
MAYOR

Date: