



1ST ORDINARY COUNCIL MEETING

NOTICE OF MEETING

TUESDAY, 2 OCTOBER 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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1st Ordinary Council Meeting

1 ACKNOWLEDGEMENT OF COUNTRY

2 OPENING OF MEETING

3 APOLOGIES AND LEAVE OF ABSENCE

- 3.1 Apologies
- 3.2 Leave of Absence Previously Granted
- 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 18 September 2018 pages 9555 to 9564 be confirmed.

6.2 Business Arising from Previous Meeting

7 MAYORAL REPORT

7.1 Mayoral Update Report – September 2018

M9/005

AGENDA ITEM: 7.1

REPORT TITLE: Mayoral Update Report – September 2018

REPORT NUMBER: M9/005

MEETING DATE: 2 October 2018

Author: Mayor, Athina Pascoe-Bell

PURPOSE

The purpose of this report is to provide a highlight summary of some recent activities.

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

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

RECOMMENDATION

THAT Report Number M9/005 entitled Mayoral Update Report – September 2018 be received and noted.

DISCUSSION

The following is a highlight summary of some of the recent activities. I will provide some further verbal updates at the meeting.

MEETING WITH SENATOR NIGEL SCULLION

I met with the Hon. Nigel Scullion, Minister for Indigenous Affairs and Leader of The Nationals in the Senate on Monday 3 September 2018. We discussed a variety of issues including the general progress of Council, Smart City initiatives, development of Social Infrastructure, greening and cooling opportunities.

BUILDING THE TERRITORY CONFERENCE

On the 5 and 6 September 2018, both the CEO and I attended The Building the Territory Conference in Darwin, which focused on the economic outlook for the Northern Territory including opportunities for growth and updates of major projects.

The following items were focused on as part of the conference:

- NT Government updates and economic outlook for the construction industry
- Updates on major committed, planned and proposed construction projects
- Looking beyond defence projects providing opportunities for businesses of all sizes
- Improving access, transport and infrastructure in the Territory
- What's being done to stimulate private sector investment to free up limited taxpayers' funds for essential services?
- Construction capacity to spare – what's being done to bridge the gaps?
- Plans for pastoral assets in the NT
- Bigger and better Home Improvement Scheme
- What can be done to further position the NT as a globally recognised region offering huge potential and investment opportunities.
- Regional and urban strategic planning and generational infrastructure
- Power and utilities construction for growth in NT
- The potential for large scale solar in the NT – lessons learned from other states

This conference provided an opportunity for networking, promotion of Palmerston, exchanging of ideas and understanding of potential opportunities.

FACING NORTH - CANBERRA

On Wednesday 17 September 2018, I attended the Facing North event in Canberra, hosted by the NT Government, the Territory Leadership Network and the Darwin Major Business Group at Parliament House.

The evening showcased everything amazing that the Top End Region and the Northern Territory has to offer and the importance of Facing North. The event included exhibits from Parrtjima Festival, Darwin Aboriginal Art Fair, Darwin Festival, Landbridge, Red Centre Devil, Menzies School of Health Research, Darwin Turf Club and Karen Sheldon Catering. Also, on display were iconic Territory fashion and accessories from Paspaley Pearls, Albertini Couture, Vervain crocodile products and Maria Koko head wear.

The event was attended by many Federal Parliamentarians including the Prime Minister Hon. Scott Morrison MP, Opposition Leader Hon. Bill Shorten MP, Minister for Indigenous Affairs Senator the Hon. Nigel Scullion, Senator for the Northern Territory Ms Malarndirri McCarthy, Federal Member for Solomon Mr Luke Gosling MP,

MEETINGS WITH MEMBERS OF THE FEDERAL PARLIAMENT

Whilst in Canberra for the Facing North event, we organised a number of meetings so that I could present Council's case for project funding on behalf of the Palmerston community for consideration in any Federal budget's development and in anticipation.

Meetings where held included:

- The Office of the Deputy Prime Minister, The Hon. Michael McCormack MP
- The Office of the Shadow Minister for Trade and Investment, for Resources and Northern Australia, The Hon. Jason Clare MP
- The Office of Minister for Cities, Urban Infrastructure and Population, The Hon. Alan Tudge MP
- The Office of Minister for Energy, The Hon. Angus Taylor MP
- The Office of Minister for Veteran's Affairs, Minister for Defence Personnel, The Hon. Darren Chester MP

The presentation of Council's case for funding partnerships was well received and we will continue to work with the Australian Government and Opposition to deliver for the Palmerston community.

CITIZENSHIP CEREMONY

Australian Citizenship Day is September 17, active citizens strengthen Australia by working to improve their local community. Australian Citizenship Day is a day to recognise the contributions of inspiring citizens in our community.

To celebrate this day Council hosted a Citizenship Ceremony, where we welcomed 27 new citizens from a wide range of countries including the Philippines, Kenya, United Kingdom, Argentina, Thailand and India.

Council is holding a number of additional ceremonies this year to ensure that our community members receive their Australian Citizenship in a timely period.

RATING STRATEGY COMMUNITY FORUM

The first Rating Strategy Community Forum was held on Thursday 20 September 2018 with approximately 20 community members attending. The purpose of the forum is to articulate interest, ideas, concerns and perspectives that will help shape the Rating Strategy, plus also reviewing the draft Rating Strategy once compiled. Broad community consultation on the draft Rating Strategy will be undertaken to ensure all the community have an opportunity to have their say.

I would like to thank all of the residents that participated in the forum and look forward too seeing them all again at the next one.

MEETING WITH THE CHIEF MINISTER

I met with the Chief Minister, the Honourable Michael Gunner MLA, on Thursday 27 September 2018. I provided him with a briefing of Council's Projects and discussions were held in relation to working in collaboration with the Northern Territory Government to progress these projects.

Following this presentation, the Chief Minister and I attended Storytime at the Palmerston Recreation Centre where we participated in the morning's activities.

PALMERSTON RURAL MARKETS

The last Friday of every month, the Elected Members have been holding a market stall at the Palmerston Rural Markets. Giving residents the opportunity to meet the members of Council and raise any issues or concerns that they may have. The last market stall will be held on Friday 26 October 2018 and it would be great to see all of the elected members there.

POLICY IMPLICATIONS

There are no policy implications relating to this report.

BUDGET AND RESOURCE IMPLICATIONS

There are no budget implications relating to this report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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

ATTACHMENTS

There are no attachments to this report.

8 DEPUTATIONS AND PRESENTATIONS

- 8.1 Triennium Funding Sponsorship 2019-2021
Presentation by The Palmerston and Rural Seniors Committee

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

10 CONFIDENTIAL ITEMS

- 10.1 Confidential Items
10.2 Moving Open Items into Confidential
10.3 Moving Confidential Items into Open

11 PETITIONS

12 NOTICES OF MOTION

12.1 Palmerston Recreation Lake Idea

Moved: Alderman Hale

THAT the Mayor, accompanied by the Deputy Mayor and/or Alderman Hale, meet with the Chief Minister to discuss the idea of a recreational lake in Palmerston and to determine if the Northern Territory Government has any interest in progressing this matter and how it might occur.

COUNCIL MEETING DATE: 2 October 2018
TOPIC: Palmerston Recreation Lake Idea

BACKGROUND:

Council is committed to positioning itself as 'A Family City' of the Northern Territory and 'A Place for People'. Given our geographic location we function as a regional hub that is connected, inclusive, safe and a friendly place to live.

Council currently offers a wide range of services despite being bordered by the Elizabeth River and containing a number of small suburban lakes, there are limited opportunities in Palmerston or the regional area for recreational water activities.

The idea of a recreation lake could provide a number of benefits to Palmerston and the surrounding regional community, such as:

- Recreation / water sports
- Active and inactive leisure opportunities
- Environmental reserves
- Walking trails
- Family friendly environment
- Local job creation
- Economic uplift
- Tourism opportunities

It is acknowledged and encouraged that this idea needs to be tested with the community prior to progressing.

A potential location has been identified in the future suburb of Mitchell. It is understood that this area has been identified as future residential development, namely rural residential allotments due to land and development constraints. A conceptual image is provided as **Attachment A**.

The lake could be in the order of 100 hectares of surface water, with the entire open space area and lake being enclosed by a fence.

A project of this scale would require partnerships with the Australian and Northern Territory Governments, Council, private industry and most importantly significant community engagement.

OBJECTIVE:

Prior to progressing this idea, it is important to gauge and understand the community and stakeholders' views.

The development of a recreation lake requires significant preliminary work such as, environmental impact assessments, feasibility study, design testing, capital and operational financial modelling.

In addition, the land is currently owned by the Northern Territory Government (NTG) and would require their support.

This proposal will call on the Council to approach the NTG to determine interest in the idea of a recreational lake in Palmerston and determine how to progress the proposal.

NOTICE OF MOTION:

THAT the Mayor, accompanied by the Deputy Mayor and/or Alderman Hale, meet with the Chief Minister to discuss the idea of a recreational lake in Palmerston and to determine if the Northern Territory Government has any interest in progressing this matter and how it might occur.



Signature

Alderman Damian Hale

Print Name

26/09/2018

Date

NOTE: NOTICES OF MOTION MUST BE RECEIVED BY THE CHIEF EXECUTIVE OFFICER 5 CLEAR DAYS PRIOR TO THE MEETING AT WHICH THE MOTION IS TO BE MOVED.

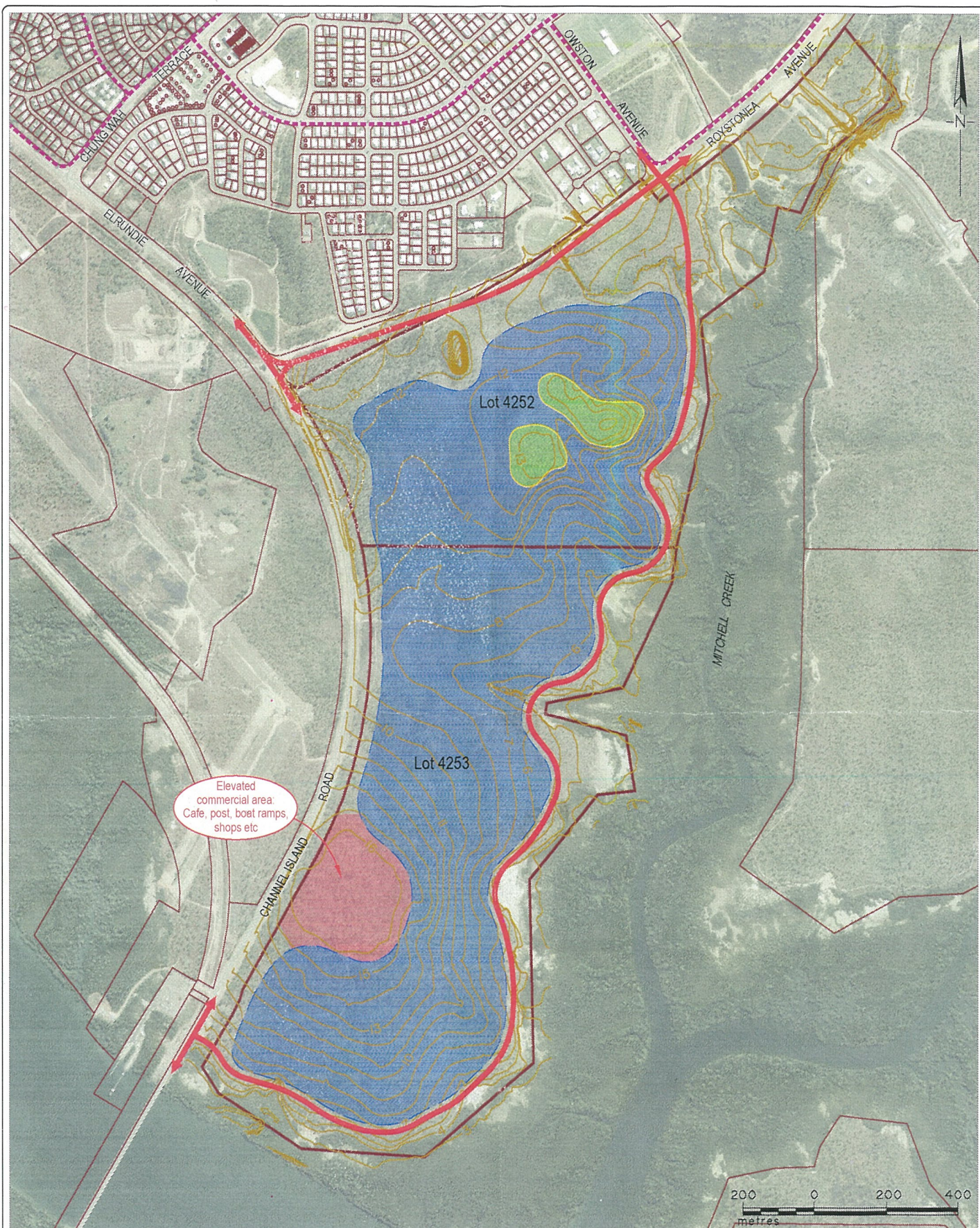
For office use only

26/09/2018

Date Received

02/10/2018

Agenda meeting to be included



Note
 This plan has been prepared for discussion purposes only
 Aerial image and contours obtained from DIPL
 Contour interval = 1.0 metre

Legend

— Access road / walking and riding path
 - - - Existing cycling and pedestrian network

— Island
 — Lake
 — Commercial area

eja
 earl james & associates

**SURVEY & PLANNING
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**LOTS 4252 AND 4253
 TOWN OF PALMERSTON**

SITE PLAN

Client: **CITY OF PALMERSTON**

.....
 Licensed Surveyor:
 Date:
 Drawn by: SH
 Date: 9/6/2018
 Cad File:
 10813-1.DWG

Scale: 1:10 000 (A3)

Datum: AHD

Drawing No:

18/10813/1

13.1 Receive and Note Reports

- 13.1.1 Palmerston Seniors Advisory Committee September Minutes and 2018 Seniors Forum**

9/0090

AGENDA ITEM: 13.1.1

REPORT TITLE: Palmerston Seniors Advisory Committee September Minutes and 2018 Seniors Forum

REPORT NUMBER: 9/0090

MEETING DATE: 2 October 2018

Author: Director of Community Services, Jan Peters

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

This report presents the minutes from the most recent Palmerston Seniors Advisory Committee (PSAC) meeting held on 10 September 2018 and an overview of the 2018 Seniors Forum held on 20 August 2018.

Municipal Plan:

4. Governance & Organisation

4.2 Service

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

KEY ISSUES

- Summary of PSAC meeting held on 10 September 2018.
- Summary of the 2018 Palmerston Seniors Forum.

RECOMMENDATION

THAT Report Number 9/0090 entitled Palmerston Seniors Advisory Committee September Minutes and 2018 Seniors Forum be received and noted.

BACKGROUND

PSAC is an Advisory Committee to Council, providing advice and feedback in relation to issues that affect Palmerston and rural seniors who access services, businesses, events and activities in Palmerston.

The Seniors Advisory Committee is comprised of 15 seniors, most residing in Palmerston, as well as rural-living seniors. PSAC meets bi-monthly.

DISCUSSION

The Committee facilitates a Senior's Forum each year in conjunction with Council staff. All feedback and issues from workshops during the forum are collected and compiled into a priority action table. This action table is the focus of Seniors Advisory Committee discussions.

Following the 2018 Palmerston Seniors Forum, the Advisory Group met on 10 September to begin discussing the issues that arose at the forum; determining which should be included in the working action table. The PSAC minutes and Draft Action Table is included in **Attachment A**.

Seniors Forum 2018

75 Seniors attended the event, which was held at Cazaly's Palmerston Club.

City of Palmerston was represented by Mayor Athina Pascoe-Bell, who opened the event and participated in workshops as well as addressing issues raised; Alderman Henderson who facilitated at the workshop session; and the Chief Executive Officer who also addressed issues raised. Staff from Council's Community Services Development and Communications teams facilitated the event.

Catherine O'Connell, General Manager Operations, Palmerston Regional Hospital presented information and answered questions about the new hospital structure and services, scheduled to open the following week. This timely session was very well received and initiated a lot of discussion afterwards.

Also, in attendance and available for informal discussion and reporting were two representatives from the NT Police Force, Superintendent Antony Deutrom and Senior Sergeant Nathan Finn; Litchfield Council Community Development Officer, Jessica Watts and MLAs Lia Finocchiaro and Terry Mills.

A function of this event is consultative; workshopping in small groups, attending seniors contribute ideas and suggestions for action table items for the PSAC to work on at their bi-monthly meetings. The participants were pleased to have Mayor Pascoe-Bell and Alderman Henderson assist at this section of the program, as well as address issues that arose.

CONSULTATION PROCESS

Palmerston Seniors Forum is an annual community consultation activity.

Palmerston Seniors Advisory Committee is a regular contributor to Council's consultation process.

POLICY IMPLICATIONS

There are no policy implications relating to this report.

BUDGET AND RESOURCE IMPLICATIONS

Seniors Advisory Committee meetings are funded completely by Council and included in the 2018/2019 Budget.

Council contributed \$217 and 47 staff hours, to run the Palmerston Seniors Forum.

2018 Seniors Forum was supported by funding from NT Governments' Seniors Month Grant Program to the value of \$1500.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Attachment A: DRAFT Palmerston Seniors Advisory Committee September Meeting Minutes and Attachments

CITY OF PALMERSTON
Palmerston Seniors Advisory Committee (PSAC)
Community Room 1, Palmerston Recreation Centre
Monday 10 September 2018, Commencing 12 Noon

MINUTES

1. PRESENT

Mary Oliffe	member
Avril Smith	member
Dot Chapman	member
Margaret Moore	member
Sandra Parker	member
Barb Crane	member
Marg Lee	member
Lillian Mann	member
Neville Driver	member
Anne Coutts	member
Pam Smith	member
Ann Brown	member
Trevor Miller	member
 Alderman Sarah Henderson	 Acting Chairperson
 Jan Peters	 Director of Community Services City of Palmerston
Tess Riches	City of Palmerston
 Kirby Bolton	 for Electorate of Drysdale
Olga Dalrymple	for Electorate of Brennan
Angie Walker	for Electorate of Spillett

2. APOLOGIES

Mayor Athina Pascoe-Bell	Ex-Officio member, City of Palmerston
Alderman Tom Lewis	Chairperson
Alderman Lucy Buhr	City of Palmerston alternate member
Anna Durbridge	member

3. CONFIRMATION OF MINUTES

THAT the amended minutes of the Palmerston Seniors Advisory Committee Meeting held Monday, 2 July 2018, be confirmed.

Moved: Ann Brown

Seconded: Marg Lee

Carried unanimously.

4. INTRODUCTION of members

Tess reminded participants about the decision last meeting to start emailing all members to allow the email addresses to be seen (rather than BCC). All present agreed.

5. BUSINESS ARISING FROM PREVIOUS MEETING

- 5.1 Action Table Items collated from the Seniors Forum, held 20 August, were discussed to determine those that members consider should be revisited or warrant further actions by the committee. These have been added to the existing Action Table.
Updated table attached.

Immediate determinations from the Action Table this meeting:

Continue to promote to the community via all possible methods to encourage reporting of issues, to the appropriate authority, whether Council, NT Gov, other.

- 5.2 2018 Seniors Forum feedback:

- Handheld microphone quality/use inconsistent – better instructions to be given next year, also possibly use the events' team handheld microphone
- Conditions improved – more comfortable temperature
- Food – serving of meals by the 'Red Shirts' of Palmerston & Rural Seniors Committee was excellent
- Food – prefer less fried food, but acknowledge choices limited at this venue (and vegetables, sandwiches, fruit not popular previously at this event)
- Timing was good – shortened program agreeable and allowed more socialising and informal networking
- Excellent guest speaker – happy having just one main speaker and topic
- MC Marg Lee was again very professional
- Poems by Sandra Parker were very entertaining
- Alderman Henderson expressed her gratitude to Marg Lee, Sandra Parker and members of PRSC for their assistance, as well as the PSAC members who attended and supported the Seniors Forum.

6. CHAIR'S REPORT – Nil

The incoming Chairperson was unable to attend this meeting.

7. NEW BUSINESS

- 7.1 PSAC Terms of Reference Review
Following its presentation to Council the TOR was amended at point 3.11 to include reference to The Local Government Act, Schedule 2; and remaining references to disability were removed. (Attached.)
- 7.2 PSAC Meeting dates and times
Jan advised that the PSAC Chairperson, Alderman Tom Lewis, found himself unable to attend meetings during weekday work hours. Members of the committee declined to alter their long-established meeting time (noon on Mondays), and requested Jan convey their request for an alternative Chair to Council.
- 7.3 Angie advised that despite a lot of effort, and goodwill from AusPost, the post box that had been under discussion for Bakewell shopping centre will not go ahead. A future possible location is Zuccoli shopping centre and Spillett Electorate office will keep the group updated.

8. CORRESPONDENCE – nil

CLOSE: 1.25pm

Next Meeting: 12 November 2018 – Recreation Centre Community Room 1

2018

Attachment A: Draft Action Table – Palmerston Seniors Advisory Committee September Meeting

	Focus Area	Issues contributed by Palmerston Seniors	Possible solution ideas provided by public/ PSAC	Action	Responsibility	When	Status
1	Community Centre	"Suitable space required for Palmerston seniors to meet, to socialise, and source information"	Continue to liaise with Council on a purpose-built community centre suitable for seniors	<ol style="list-style-type: none"> 1. Provide update on progress of Marlow's Lagoon Land Use Plan. 2. Invite relevant CoP speaker to PSAC Meeting – or hold an additional PSAC Meeting - to consult re Marlow Lagoon Land Use Plan. 	Director Community Services/ Chair Director Community Services	Each meeting: As available ASAP	Ongoing Waiting on feedback on progress of Marlow's Lagoon Land Use Plan
2	General City Planning	"Paid Parking in CBD means seniors are forced to shop elsewhere."	Seek feedback from Council re: possible amendments to parking strategy: e.g. Extend time, better policing of disabled parking, cancel parking meters	<ol style="list-style-type: none"> 1. Provide Feedback to Council Rangers, Re: disability parking misuse. 2. Consider issues following Council review of paid parking in the City Centre. As per Council Minutes 9/0094 – 05/06/2018 	Director Community Services PSAC	ASAP ASAP	Ongoing Chair to report back to PSAC outcome of Council review
3	Transport	"Concerns about safe access to Gateway shopping Centre from bus stops and on foot."	See what the new entrance plans are, Stage Two is nearing completion; this may answer concerns	<ol style="list-style-type: none"> 1. PSAC meeting - Invite speaker from Dept of Transport re Gateway bus parking and pedestrian access 2. Put new access info into Grey Goss 	Community Services Officer Community Services Officer	When Stage 2 and new entry/exit open As available	Ongoing Review issue when stage 2 of Gateway Shopping Centre opens
4	DISABILITY / SENIORS FREE SERVICES	"Living support for seniors in their own homes required."	Gardening service for seniors – any available?	Find out options and promote in Grey Goss	Community Services Officer	Ongoing Input into Grey Goss as information is obtained	Ongoing

	Focus Area	Issues contributed by Palmerston Seniors	Possible solution ideas provided by public/ PSAC	Action	Responsibility	When	Status
5	AMENITY	Fences* – “Supposed to be no fences and now being put up – who is responsible for enforcing rules?”	Promote whom members of the public may report specific complaints to, if possible	Find out about covenants, who enforces them after developer moves on. Report in Grey Goss.	Community Services Officer	November Grey Goss	Ready for inclusion – Nov issue
6	SAFETY	<p>“Laneway* safety – need Council security cameras”</p> <p>Gray Hall – “Cars broken into in carpark, possible thief access via laneway?”</p>	<p>Council review Laneways for appropriate safety initiatives.</p> <p>Improved lighting at council Carpark</p>	<p>1. Consider options following current Council review of laneways</p> <p>2. Possible LED lighting installation – Laneway Review will suggest options if flagged for action</p>	<p>Director Community Services/ Chair</p> <p>Director Community Services</p>	ASAP	<p>Ongoing</p> <p>Chair to report back to PSAC outcome of Council review</p>

Removed from Table AND TO BE INCLUDED IN REGULAR GREY GOSS ARTICLES: (400 copies of Grey Goss to be printed for distribution)

1. HOW PUBLIC MAY REPORT CONCERNS TO COUNCIL

Site-specific issues such as:

- illegal parking in CBD disabled car parks*
- overhanging trees*
- parking on footpaths*
- problem dogs* – barking, whining, roaming
- road gutters* blocked with leaves
- disability access issues on Council controlled property*

2. HOW PUBLIC MAY REPORT CONCERNS TO OTHER AUTHORITIES:

Site specific/incident specific issues such as:

- loud music and other *noise disturbances**
- road gutters* blocked with leaves
- identified Palmerston hot spots* for mobile camera units to be placed in
- issues with tenants/visitors of Territory Housing*

3. PROMOTE SERVICES AND ADVICE FOR SENIORS:

- bus service info as available (Hospital Bus, new service to Durack Retirement Village)
- Volunteer Drivers Scheme (PRSC – MLA initiative)
- Council initiatives that benefit seniors, including library seniors' technology initiatives - Computer Access and Skills
- PSAC meeting outcomes
- home safety advice
- contact details for services such as VICTIMS OF CRIME

Removed from Table and forwarded to MLA's to consider:

- Durack Retirement village lacks active bus stop.
- No bus/Bus stop at Oasis and Gateway shopping centres – no shelter

** General issue reported without clarifying details to enable Council to identify specific location.*

City of Palmerston Seniors Advisory Committee
Terms of Reference – revised July 2018

1. TITLE

The name of the committee shall be **Palmerston Seniors Advisory Committee**.

2. PURPOSE

The committee is an advisory committee to the City of Palmerston and an advocacy body for the community, regarding issues relating to seniors in the Palmerston Municipality.

3. MEMBERSHIP

- 3.1 One or more Elected Members nominated/elected by Council.
- 3.2 The Mayor is an ex officio member of the committee.
- 3.3 Council Officers (3 maximum) will have representation in the committee with representatives appointed by the Director of Community Services. The composition of representation shall be, where appropriate, the Community Services Manager/Director, Community Services Officer as Secretary and other members to be recommended by the committee.
- 3.4 Committee membership will be made up of a maximum of sixteen (16) members. Majority of membership must be held by Palmerston Residents (60%) with minority memberships open to residents residing in the rural area that meet the membership eligibility criteria.
- 3.5 Classified as a senior member of the community (50+) but must reside in the Palmerston or rural municipality and rural members also must demonstrate connections or involvement in Palmerston Groups.
- 3.6 Committee membership nominations will be presented to Council for approval.
- 3.7 A quorum of members must be present before a meeting can proceed. At least Eight (8) members and One (1) Council officer must be present for the meeting to proceed.
- 3.8 Term of membership is 2 years. Members may reapply for membership for a further period of time should Council not receive a sufficient number of new nominations within the two-year period.
- 3.9 Committee members will cease to be a member if they:
 - o resign from the committee
 - o fail to attend two (2) consecutive meetings without providing apologies to the chairperson
 - o breach confidentiality
- 3.10 Membership shall be reviewed bi-annually (every 2 years).
- 3.11 Members must abide by the provisions of the Local Government Act, Schedule 2 which constitutes a Code of Conduct for all committee members.

4. INVITED GUESTS

- 4.1 Internal or external persons may be invited to attend the meetings at the request of the Chairperson on behalf of the committee to provide advice and assistance with the decision-making process. They have no voting rights and may be requested to leave the meeting at any time by the Chairperson.
- 4.2 Each Palmerston electorate office may be represented by one Member of Legislative Assembly (MLA) or their representative. They have no voting rights and may be requested to leave the meeting at any time by the Chairperson.

5. VOTING

- 5.1 Decisions will be made by: Majority vote with consideration of sustainable outcomes (budget constraints and stakeholder consultation).
- 5.2 The committee has no power to make decisions on behalf of Council, however may make recommendations for Council consideration.

6. VACANT POSITIONS

- 6.1 Any vacant Council Elected Member positions will be nominated/elected at the next available Council meeting.

- 6.2 Any vacant staff representative positions will be appointed by the Director of Community Services.
- 6.3 Any vacant community committee members will be sought through nominations and approval considered by Council.

7. CHAIRPERSON

The Chairperson shall be an Elected Member of Council nominated/elected at a Council meeting for a period of up to one (1) year. Responsibilities include:

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

8. SECRETARY

A secretary will be present at each meeting. Roles and responsibilities include:

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

9. DURATION AND FREQUENCY OF MEETINGS

Meetings will be scheduled on Mondays (if possible) and Bi-Monthly. Additional meetings may be held by agreement of the committee.

10. FUNCTIONS

The functions of the Palmerston Seniors Advisory Committee are:

- To facilitate discussions around Palmerston Seniors in the Palmerston municipality, and sometimes greater regions.
- To provide advice and make recommendations to Council.
- Identify and progress strategies for addressing the issues explored and discussed at the annual Seniors Forum.
- Inform and involve all key stakeholders to promote partnerships addressing issues.
- Actively and informally consult with peers, tabling any issues/concerns at Palmerston Seniors Advisory Committee Meetings.
- Gathering and disseminating relevant information to seniors and
- Assist in convening an annual Senior's Forum for Palmerston seniors and stakeholders.

11. REVIEW

A review of the Committee functions will be conducted annually.

Terms of Reference will be reviewed bi-annually and presented to Council for approval.

LGA Schedule 2

Code of conduct – core provisions section 78

1 Honesty and integrity

A member must act honestly and with integrity in performing official functions.

2 Care and diligence

A member must act with reasonable care and diligence in performing official functions.

3 Courtesy

A member must act with courtesy towards other members, council staff, electors and members of the public.

4 Conduct towards council staff

A member must not direct, reprimand, or interfere in the management of, council staff.

5 Respect for cultural diversity

A member must respect cultural diversity and must not therefore discriminate against others, or the opinions of others, on the ground of their cultural background.

6 Conflict of interest

A member must, if possible, avoid conflict of interest between the member's private interests and official functions and responsibilities. Where a conflict in fact exists, the member must comply with the member's statutory obligations of disclosure.

7 Respect for confidences

A member must respect the confidentiality of information obtained in confidence in the member's official capacity. A member must not make improper use of confidential information obtained in an official capacity to gain a private benefit or to cause harm to another.

8 Gifts

A member must not solicit or encourage gifts or private benefits from any person who might have an interest in obtaining a benefit from the council.

9 Accountability

A member must be prepared at all times to account for the member's performance as a member and the member's use of council resources.

10 Interests of municipality, region or shire to be paramount

A member must act in what the member genuinely believes to be the best interests of the municipality, region or shire. In particular, a member must seek to ensure that the member's decisions and actions are based on an honest, reasonable, and properly informed judgment about what will best advance the best interests of the municipality, region or shire.

13.2 Action Reports

13.2.1	Community Satisfaction Survey Results and Response	9/0094
13.2.2	Trial of Laneway Treatments	9/0091
13.2.3	Council Policy Review – GSTV01 Goyder Square TV Screen Content and Usage	9/0092
13.2.4	Council Policy Review – EM03 Conflict of Interest	9/0093

AGENDA ITEM: 13.2.1

REPORT TITLE: Community Satisfaction Survey Results and Response

REPORT NUMBER: 9/0094

MEETING DATE: 2 October 2018

Author: Director Corporate Services, Chris Kelly

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

This report seeks to inform Council of the results of the 2018 Community Satisfaction Survey and Council's response.

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 commissioned Enhance Research to conduct the 2018 Community Satisfaction Survey, which occurred over July/August.
- Participants were asked to rate the importance of Council services and facilities, Council's performance in delivering those services and facilities, Council's influence in improving safety and quality of life and awareness of Council's planning and policy.
- Scores of 100 indicate that the community is "satisfied" with Council. A score below this indicates Council needs further improvement and a score above this indicates the community is happy with Council's performance.
- Council saw an improvement in 11 of 14 performance areas, with a decline in 3.
- 4 out of 14 performance areas were rated "satisfactory" or higher.
- Council is undertaking a number of initiatives to improve performance across all areas.
- The structure, content and scoring methodology will be reviewed for the 2019 Community Satisfaction Survey.
- The outcomes from this workshop will be presented in a report to the next Ordinary Council meeting.

RECOMMENDATION

1. THAT Report Number 9/0094 entitled Community Satisfaction Survey Results and Response be received and noted.
2. THAT Council note that actions, initiatives and programs that are underway to improve customer satisfaction as part of the 2018/19 Municipal Plan that are outlined in this report entitled Community Satisfaction Survey Results and Response and that any actions requiring new or additional funding will be referred to future Budget Reviews and 2019/20 Municipal Plan and Budget development.
3. THAT a future report will be provided to Council in February 2019 outlining the results of the review of the structure, content and scoring methodology of the Community Satisfaction Survey and any recommended changes.

BACKGROUND

At the 1st Ordinary Council Meeting of 5th September 2017 Council made the following decision/s:

13.1.7 City of Palmerston Community Satisfaction Survey 8/1297

1. THAT Council receives Report Number 8/1297.
2. That the results of the Community Satisfaction Survey for 2016/2017 be incorporated into Council's Annual Report.

CARRIED 8/2868 – 05/09/2017

Each year Council commissions the Community Satisfaction Survey (the survey) to determine the overall performance of Council against 14 service areas. Following an independent procurement process, Enhance Research was commissioned to conduct the survey which occurred across July and August and a report was provided to Council staff with the results. This was done through a mix of telephone and online surveys advertised on Facebook and added to the City of Palmerston Facebook page.

At the workshop on 25th September 2018, Council considered the survey outcomes, current and future recommended actions to improve levels of customer satisfaction. This report reflects the outcomes of that workshop.

DISCUSSION

As part of the survey, participants were asked to rate the importance of Council services and facilities, Council's performance in delivering those services and facilities, Council's influence in improving safety and quality of life and awareness of Council's planning and policy. The results of this survey which form the workshop presentation are at **Attachment A**.

Participants were asked to provide a score of 1-10 to a series of questions with 7 being deemed as "satisfactory", though this is unknown to the respondent. The answers provided are then used to calculate a score for each category. Scores of 100 indicate that the community is "satisfied" with Council in that category. A score below this indicates where Council needs further improvement and a score above this indicates the community is happy with Council's performance.

Waste collection, disposal and recycling services is the most important attribute, with over four in five saying it is extremely important. Other attributes of high importance include supporting local crime prevention and the provision of safe public places. Residents feel that tourism is the least important area.

Positively, the most important area, waste collection, is also the highest performing, with three in four rating Council's performance in providing waste collection, disposal and recycling services as 'good' or 'excellent'.

Council's support for local crime prevention is seen as the lowest performing attribute, with just under half rating performance as 'poor'. Council is also perceived as performing poorly in making the community aware of its long term or strategic objectives.

There is a disparity between the influence residences feel the Council should have and does have when it comes to improving safety and security and quality of life within the community. Most believe that Council should have at least some influence in improving safety and security and quality of life, but perceive Council as having had little to no influence.

Half of residents surveyed have had contact with City of Palmerston about a specific issue in the last year, mostly via the phone. Just under half of residents obtain Council information via the Council website.

Council scored over 100 in 4 of 14 performance areas. There was an increase in the majority of performance areas, with reductions in 3 as per the table below.

Performance Area	2017	2018	Change
Waste	125.89	127.57	↑
Assets and Infrastructure	104.48	106.34	↑
Recreation	100.87	105.28	↑
Arts and Culture	105.58	104.47	↓
Environmental Sustainability	94.62	96.76	↑
Healthy Communities	91.09	96.00	↑
Tourism	81.28	86.42	↑
City Planning	74.89	83.15	↑
People	76.01	82.45	↑
Local Business and Industry	77.91	78.09	↑
Systems	76.12	76.95	↑
Responsibility	66.02	73.73	↑
Service	67.50	67.23	↓
Safe Communities	65.38	65.10	↓

Council should focus on the following attributes as they will have the greatest impact on improving community satisfaction: providing safe public places, facilities for the aged, disabled and special needs groups, and supporting local crime prevention.

Top Performers

Among the best performing indices (scores over the benchmark, 100) are Waste, Arts and Culture, Assets and Infrastructure, and Recreation. With the exception of Arts and Culture, all of these indices have seen an increase in 2018.

In order to maintain or improve these scores, Council is undertaking the following initiatives:

- **Waste**
 - Council has increased the level of service at the Archer Waste Management Facility by removing the one tonne restriction and opening Christmas Day morning.
 - Council is currently seeking feedback on two options for future kerbside services, being twice weekly collections of 120 litre general and fortnightly collections of 240 litre recycling and one weekly collection of 240 litre general waste and fortnightly collections of 240 litre recycling. Once these tenders have been received, Council can then undertake fully informed consultation where the community has all the implications of both options.
 - Council staff will be recommending increased education for the community in waste management as part of the 19/20 Municipal Plan.
- **Assets and Infrastructure**
 - Council is accelerating the delivery of electronic speed safety signs at each Palmerston school with the first signs to be installed prior to the beginning of Term 4 2018.
 - Council is currently undertaking landscaping in Zuccoli Parade and Farrar Boulevard which will improve the amenity of this arterial.
 - Council will also improve engagement with the community by creating a page on its website to inform residents on important projects and works occurring.
- **Recreation**
 - The Recreation Centre continues to grow in popularity with over 72,000 visitors in 2017/18 and recent events include a visit by NASA scientists, the 2018 Seniors Expo and Top End Geekfest.
 - Council has commenced planning for an upgraded free/low cost family friendly aquatic facility at the Palmerston Fitness and Aquatic Centre.
- **Arts and Culture**
 - The Library is well supported by the community, with the following usage in 17/18:
 - Over 150,000 visits
 - Over 10,000 hours of PC usage
 - Over 13,000 members
 - Over 256,000 items borrowed.
 - Council is expanding the service offering of the Palmerston Library by trialling the addition of job application and resume writing sessions to its ongoing digital literacy and coding sessions.
 -

- Council has increased support for those without residential addresses to access library digital resources by introducing a new membership category.
- Council has also undertaking consultation on the introduction of pop-up dining in Palmerston.

Moderate Performers

Among the moderate performers, both Environmental Sustainability and Healthy Communities remain close to the benchmark. There are some promising increases this year, with all of these indices increasing this year.

In order to improve these scores, Council is undertaking the following initiatives:

- **Healthy Communities**

- Council has increased the all ages Activate program from an 8-week program to a 45-week program and is continuing to collaborate with various sectors of the community through Youth Drop-In Sports, Children's and Families Weeks.
- Council increased parking entitlements for disability permit holders following lobbying from the Palmerston Seniors Advisory Group. Council provide opportunities for seniors to consult and provide feedback directly to Council by hosting the Palmerston Seniors Forum.
- Council also provides \$50,000 per year in dedicated funding for works to increase access to community facilities for those with a disability.
- Council has commenced a Community Garden in Moulden and is encouraging residents to create Edible Pocket Gardens.

- **Tourism**

- This year Council will leverage tourism, and investment attraction opportunities by preparing an Economic Development Plan in conjunction with local businesses and stakeholder organisations.
- Council will also continue to attract major events, such as the Northern Territory PGA Championship held at the Palmerston Golf Club, by investing \$30,000 which assists in generating an estimated \$1.5 million in economic benefits from visiting competitors, officials, families and friends.

- **City Planning**

- This score has increased significantly, and Council will continue to sustainably manage growth whilst providing family-friendly infrastructure by working collaboratively with the Northern Territory Government and the local development industry.
- Council has commenced planning for new community facilities in Zuccoli, including a community hub, dog park, community garden/kitchen and digital hub.

- **Environmental Sustainability**

- Council is growing its urban forest to increase shading and heat mitigation by doubling funding for tree planting to \$150,000.
- Council is reducing carbon emissions and energy costs by rolling out solar panels on Council facilities including recently awarding the tender for the installation of solar panels on the Library.

- Council has also commenced planning for new initiatives to increase landscaping tree planting and façade improvements with local building owners.

- **People**

- City of Palmerston is investing over \$140,000 in training and professional development for staff and Elected Members to be an employer of choice.
- Council also offers a supportive workplace including counselling services, study assistance and leave options such as Parental Leave, Community Service Leave and Domestic and Family Violence Leave.

Underperformers

Among the lowest performing indices, Responsibility appears to be showing the most promising trend, increasing by 7.71; while the other underperforming categories remained stable.

In order to improve these scores, Council is undertaking the following initiatives:

- **Safe Communities**

- Council will provide brighter and focused lighting to fight crime and discourage anti-social behaviour through the recently approved \$3.65 million Smart LED Lighting Replacement Program.
- Elected Members have called for a report on a laneway improvement trial which may include lighting upgrades and safety assessments.
- Council has committed \$500,000 as part of a Smart Cities application currently being considered by the Federal Government and a decision is expected by the end of October 2018. Proposed Smart City initiatives including improved and increased HD CCTV, Smart waste management and information sharing with NT Police.
- Council also hosts or supports a number of diversionary programs that engage at risk youth such as Youth Drop In Sports, Sports Nights, Art Program with Palmerston Re-engagement Centre students.
- Council has submitted a motion to LGANT calling for standardised animal management legislation which will ensure consistency and information sharing.
- Council Rangers will also continue with initiatives to encourage responsible pet ownership including micro-chipping and registration for dogs.

- **Local Business and Industry**

- Council has increased its support for local business by revising Council Policy *FIN04 Procurement* to include a local supplier weighting of at least 20% to any assessment process.
- Council also supports local businesses by procuring 81% of its good and services from the Northern Territory in the 17/18 financial year.

- As part of the Smart Cities Initiative, Council is partnering with professional associations such as the Urban Development Institute, Palmerston Regional Business Association and Charles Darwin University.

- **Responsibility**

- Council has committed to increasing engagement with the community.
- Council has commenced the Strategic Plan drafting in conjunction through extensive consultation including a representative forum, a public survey and feedback on the draft Strategic Plan.
- Council has also appointed KPMG as internal auditors to improve risk management effectiveness, control and governance processes.
- Council will also continue to review its Long-Term Financial Plan which will ensure financial sustainability over the next ten years, including managing Reserves more effectively.

- **Systems**

- Council's website was recently audited by the Northern Territory Government and was compliant with disclosure requirements.
- Council has recently upgraded the website to a new mobile and tablet responsive platform and has introduced Smart PDFs which can be filled out and emailed without the need for printing and postage. 48% of residents obtain information from Council's website.
- Council has increased channels for rate payments to improve customer convenience. Council has also introduced Ezybill which send rates notices and reminders through email. Council will continue to look for ways to improve the website to meet customer requirements.

- **Service**

- Council has increased its level of engagement with the community starting with the Municipal Plan which was available for public consultation 7 days longer than the required period.
- As part of the continued drive towards enhancing customer service, Council will soon commence a review of the Customer Service Strategy and complaints management policies and procedures.
- Council is increasing its online service presence through the new customer streetlighting interface and online graffiti reporting.
- Approximately 48% of residents have had contact with Council on a specific issue in the last year, of which 66% was by phone. In future surveys, Council will seek information on customer satisfaction with service provided by Council.

Council's Impact

Perceptions surrounding the influence Council 'should have' and 'has had' on improving the community's safety, security and quality of life have remained consistent with 2017. Participants continue to rate the influence Council "should have" far higher than the influence Council "has had". Council needs to more clearly articulate its role in community safety and quality of life, whilst taking every opportunity to communicate projects that it is undertaking, eg. Smart LED lighting, diversionary programs for youth as well as more aggressively advocate on behalf of the community.

Awareness

Half of residents are aware that Council has a Code of Practice on public access to information, documents and meetings. Approximately two in five are also aware of Council's Public Consultation Policy. Less are aware of Council's long term or strategic objectives. Again, this shows that Council needs to more clearly and effectively communicate with the community through existing and emerging communication channels. This may be addressed through the proposed Community Council meetings in November and March.

Moving Forward

Council staff will be reviewing the structure, content and scoring methodology for the 2019 Community Satisfaction Survey. Some initial observations are that:

- The importance scores do not provide much value as participants tend to score all Council's functions highly when asked in isolation. Priority or comparative scoring would provide more value.
- The current survey does not ask why residents chose a certain score or how they feel that service could be improved.
- The current scoring methodology has been used since 2012 and requires a review to see if it is still relevant.
- The current survey also does not capture any testing of how Council is performing against community values such as trust, honesty, transparency, nor undertakes any comparison with other levels of government.
- There is currently no free text component where the community can provide feedback outside predetermined questions.
- Finally, the content of the survey will need to be updated to ensure that Council is measuring its performance against the outcomes of the Strategic Plan currently being developed by the community.

This review will be part of a report to be presented to Council in February 2019.

CONSULTATION PROCESS

There was no consultation required in preparing this report.

The survey results will be included in the 2018/19 Annual Report.

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

Provision has been made in the 2018/19 Municipal Plan to fund the work being undertaken by Council as outlined in this report. Some of these initiatives also receive funding from the Northern Territory Government.

Where it is required, future funding will be sought as part of budget considerations in future years.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Whilst Council's performance ratings have improved, only 4 of 14 performance areas rate "satisfactory" or higher so there is a risk that the community may not be supportive of Council. This risk can be mitigated by communicating what Council is doing to address the concerns raised and improve its performance.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications from this report, however several initiatives being undertaken by Council will reduce carbon emissions and create renewable energy.

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: Community Satisfaction Survey Insights Report

Community Satisfaction Survey

Insights Report
September 2018

Project Approach



WHO

The target market for this survey is **all residents aged 18 or more in the Palmerston Local Government Area**

Where the channel allows, quotas will be set in terms of age and gender to ensure a representative spread.

The survey will allow for a range of demographics to be collected including (but not limited to):

- ▶ **Employment status**
- ▶ **Income**
- ▶ **Time spent living in the LGA.**



HOW

A mixed methodology approach was used to collect data.

- ▶ **Computer Assisted Telephone survey (CATI)**
- ▶ **Online survey advertised on Facebook and added to the Palmerston City Council Website**

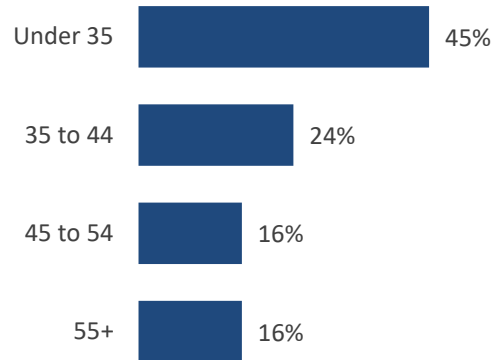
Survey participants were asked to rate:

- ▶ **Importance of Council services and facilities**
- ▶ **Performance of Council in delivering those services and facilities**
- ▶ **Council's impact in certain areas**
- ▶ **Participant awareness of certain aspects of Council**

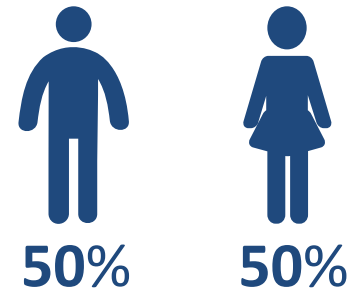
Participants were then asked to provide information on their contact with Council.

DEMOGRAPHICS (1)

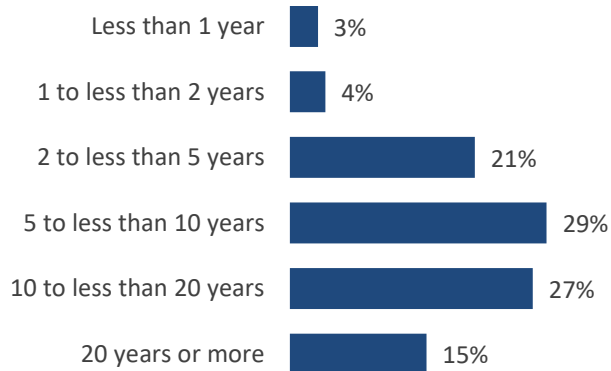
AGE



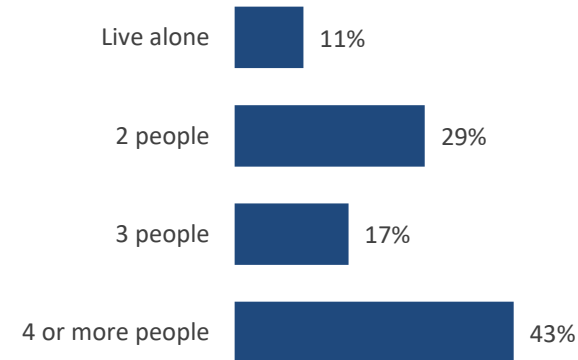
GENDER



TIME IN PALMERSTON COUNCIL AREA



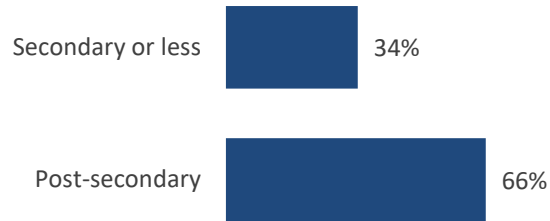
NO. OF PEOPLE IN HOUSEHOLD



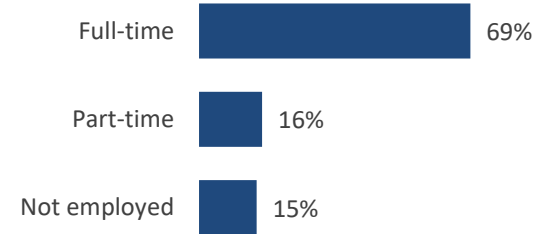
DEMOGRAPHICS (2)

ATTACHMENT A

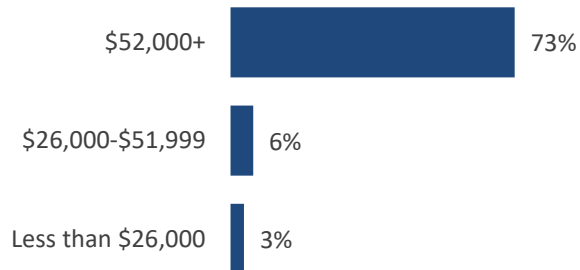
LEVEL OF EDUCATION



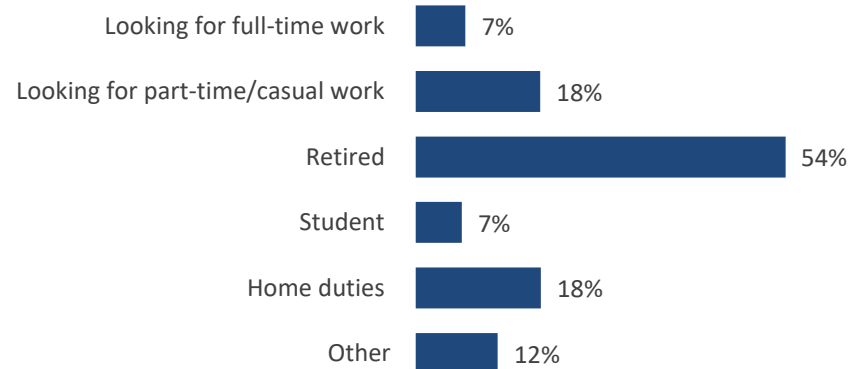
WORK STATUS



INCOME



TYPE OF WORK (UNEMPLOYED RESPONDENTS n=106)



TOP TAKE OUTS

ATTACHMENT A



Waste collection, disposal and recycling services is the most important attribute, with over four in five saying it is extremely important. Other attributes of high importance include supporting local crime prevention and the provision of safe public places. Residents feel that tourism is the least important area



Positively, the most important area, waste collection, is also the highest performing, with three in four rating Council's performance in providing waste collection, disposal and recycling services as 'good' or 'excellent'.



Council's support for local crime prevention is seen as the lowest performing attribute, with just under half rating performance as 'poor'. Council is also perceived as performing poorly in making the community aware of its long term or strategic objectives.



There is a disparity between the influence residents feel the Council should have and does have when it comes to improving safety and security and quality of life within the community. Most believe that Council should have at least some influence in improving safety and security and quality of life, but perceive Council as having had little to no influence.



TOP TAKE OUTS

ATTACHMENT A



Awareness of Council's community programs is moderate, with around half aware of the Code of Practice on public access to information, documents and meetings and two in five aware of Council's Public Consultation Policy.



Half of residents have had contact with Palmerston City Council about a specific issue in the last year, mostly via the phone. Just under half of residents obtain Council information via the Council website



Key Performance Indices have, in general, improved from the previous year, with Waste remaining the top performing index and Service remaining the lowest performing index. City Planning and People showed the greatest improvement this year.



Council should focus on the following attributes as they will have the greatest impact on improving community satisfaction: providing safe public places, facilities for the aged, disabled and special needs groups, and supporting local crime prevention.



SATISFACTION SCORES

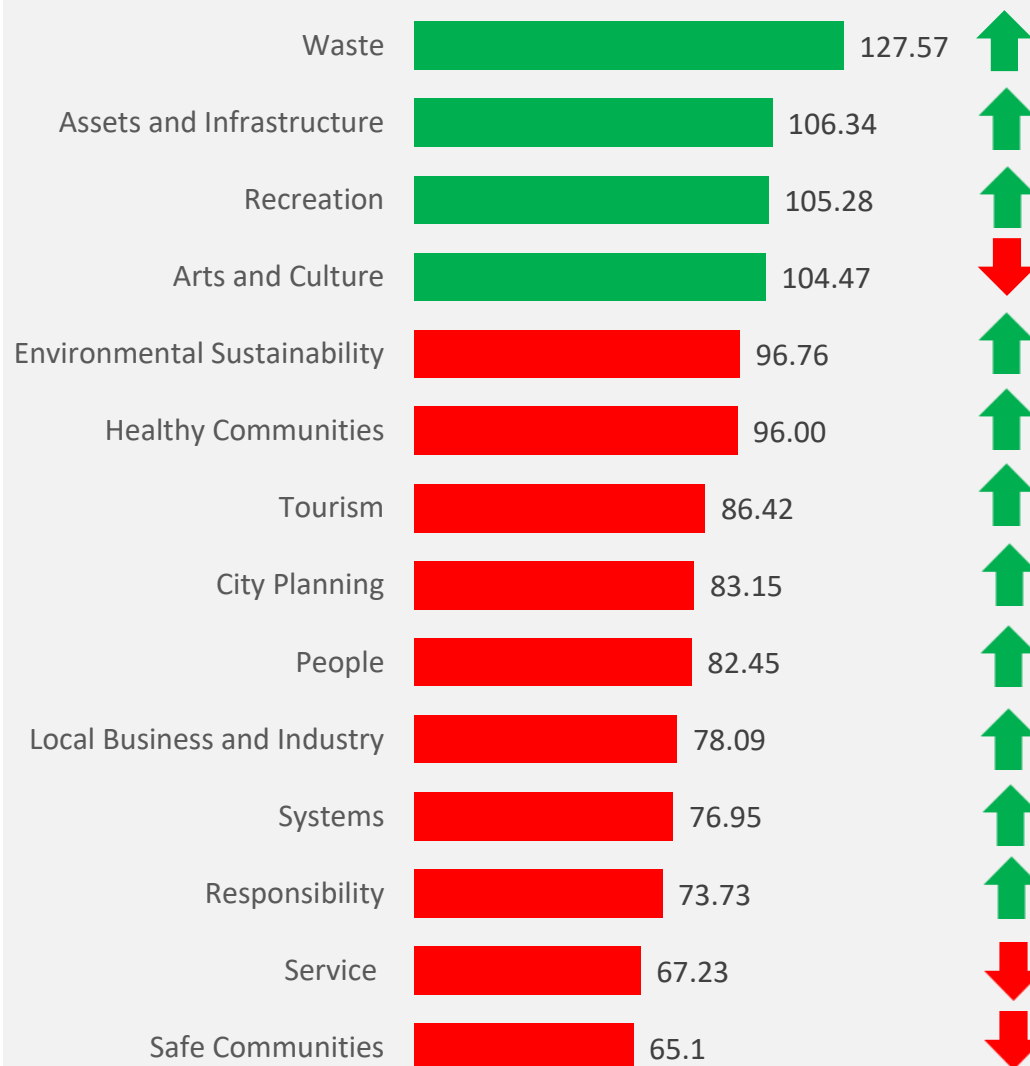
ATTACHMENT A



PERFORMANCE INDEX

Among the various performance indices, Waste is a clear winner, scoring +27.57 above the benchmark (100). On the other hand, Safe Communities is underperforming, scoring -34.9 below the benchmark.

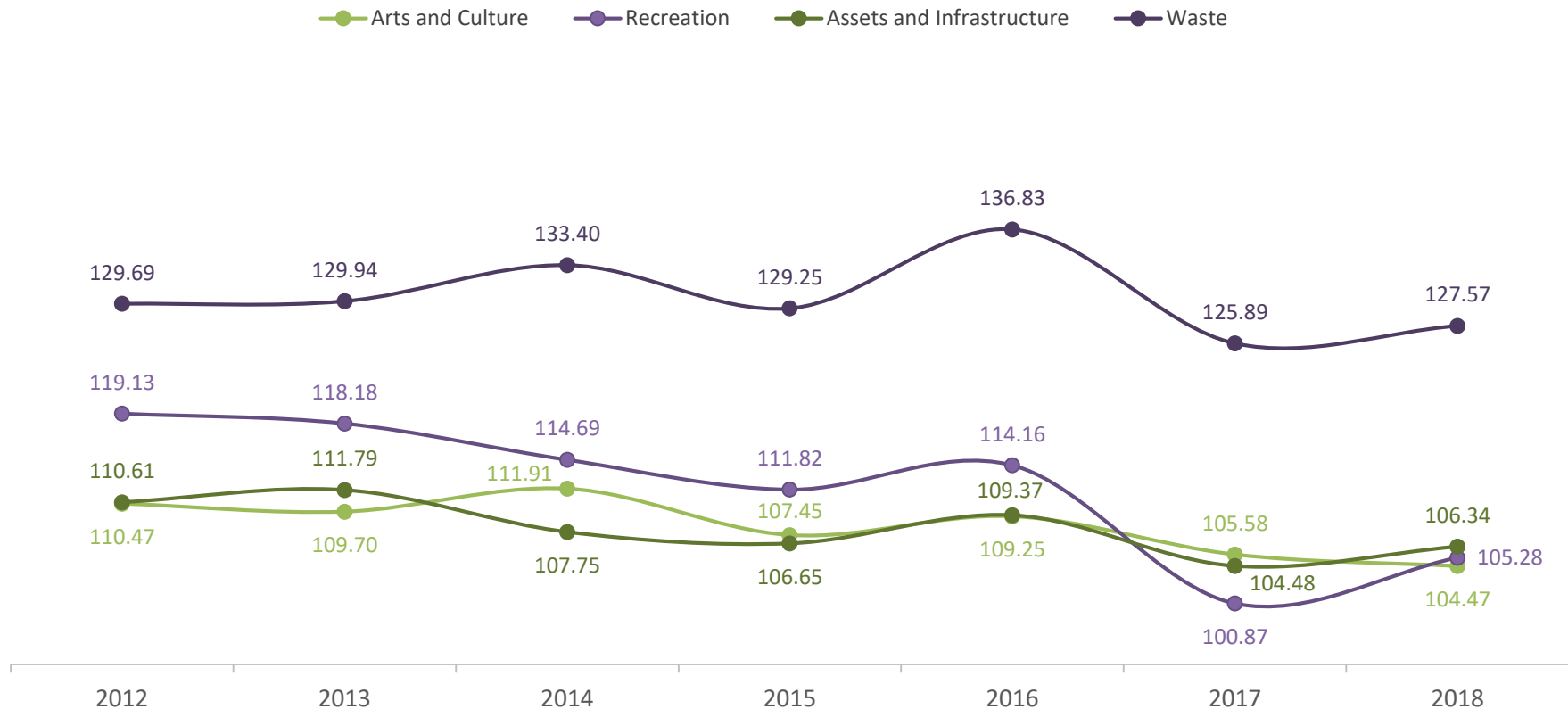
ATTACHMENT A



PERFORMANCE INDEX OVER TIME

Among the best performing indices (scores over the benchmark, 100) are Waste, Arts and Culture, Assets and Infrastructure, and Recreation. With the exception of Arts and Culture, all of these indices have seen an increase in 2018.

Top Performers



COUNCIL'S RESPONSE

Top Performers

In order to maintain or improve these scores, Council is undertaking the following initiatives:

- **Waste**

- Council has increased the level of service at the Archer Waste Management Facility by removing the one tonne restriction and opening Christmas Day morning.
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- **Assets and Infrastructure**

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- Council is currently undertaking landscaping in Zuccoli Parade and Farrar Boulevard which will improve the amenity of this arterial.
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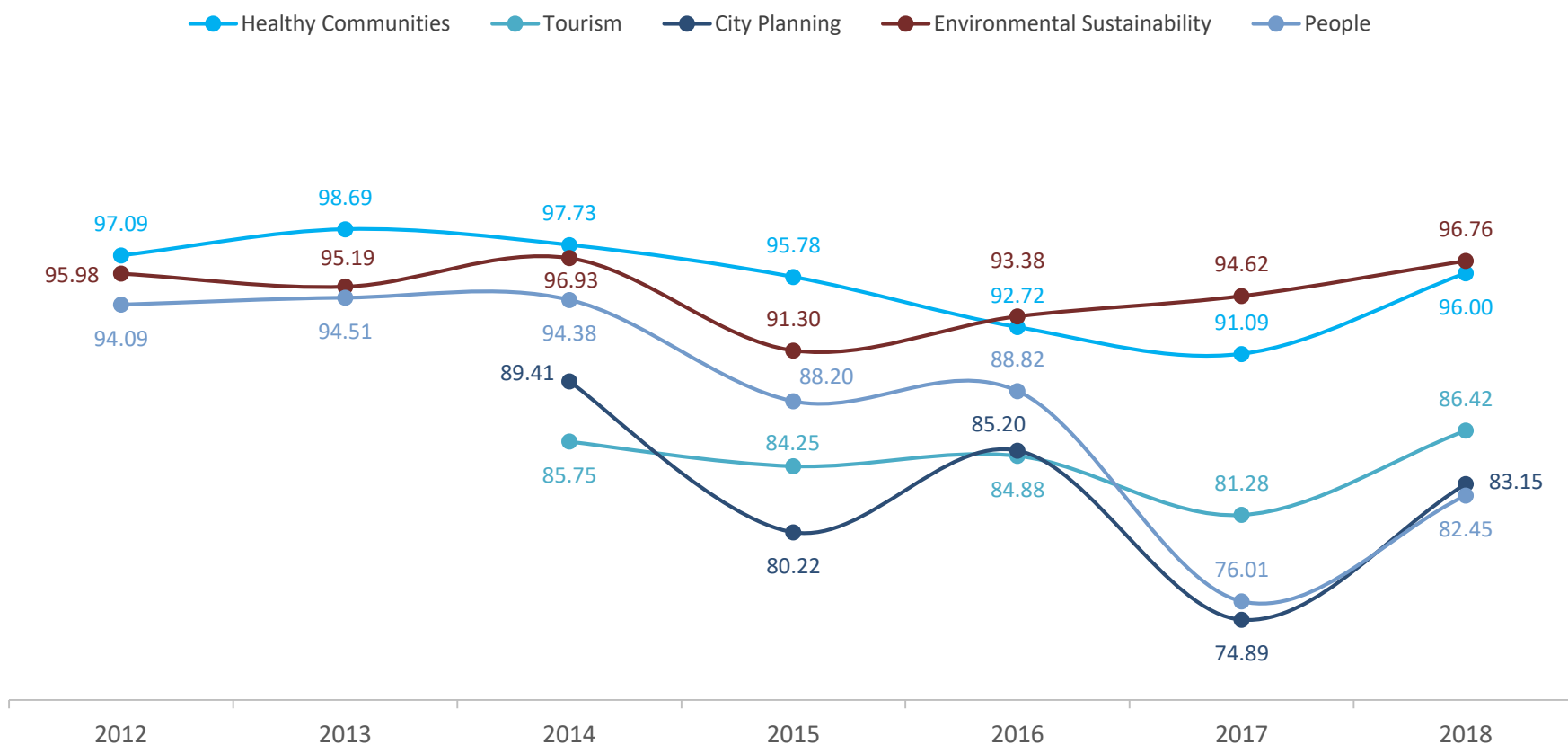
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Moderate Performers



COUNCIL'S RESPONSE

Moderate Performers

In order to improve these scores, Council is undertaking the following initiatives:

- **Healthy Communities**
 - Council has increased the all ages Activate program from an 8-week program to a 45-week program and is continuing to collaborate with various sectors of the community through Youth Drop-In Sports, Children's and Families Weeks.
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COUNCIL'S RESPONSE

Moderate Performers

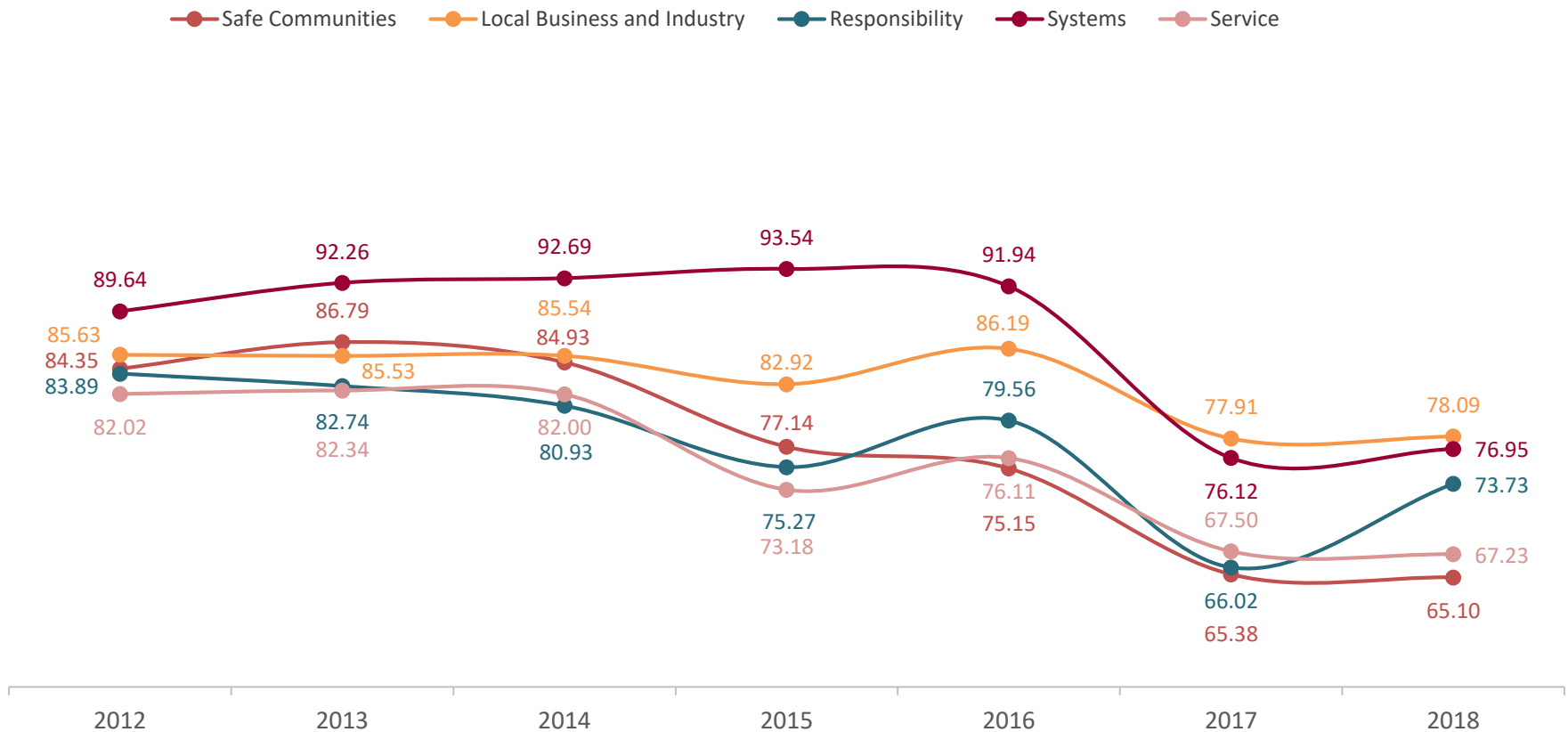
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- **Environmental Sustainability**
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 - Council is reducing carbon emissions and energy costs by rolling out solar panels on Council facilities including recently awarding the tender for the installation of solar panels on the Library.
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 - Council also offers a supportive workplace including counselling services, study assistance and leave options such as Parental Leave, Community Service Leave and Domestic and Family Violence Leave.

PERFORMANCE INDEX OVER TIME

Among the lowest performing indices, Responsibility appears to be showing the most promising trend, increasing by +7.71; while the other underperforming categories remained stable.

Underperformers



COUNCIL'S RESPONSE

Underperformers

In order to improve these scores, Council is undertaking the following initiatives:

- **Safe Communities**

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- Elected Members have called for a report on a laneway improvement trial which may include lighting upgrades and safety assessments.
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- Council also supports local businesses by procuring 81% of its good and services from the Northern Territory in the 17/18 financial year.
- As part of the Smart Cities Initiative, Council is partnering with professional associations such as the Urban Development Institute, Palmerston Regional Business Association and Charles Darwin University.

COUNCIL'S RESPONSE

Underperformers

In order to improve these scores, Council is undertaking the following initiatives:

- **Responsibility**
 - Council has committed to increasing engagement with the community.
 - Council has commenced the Strategic Plan drafting in conjunction through extensive consultation including a representative forum, a public survey and feedback on the draft Strategic Plan.
 - Council has also appointed KPMG as internal auditors to improve risk management effectiveness, control and governance processes.
 - Council will also continue to review its Long-Term Financial Plan which will ensure financial sustainability over the next ten years, including managing Reserves more effectively.
- **Systems**
 - Council's website was recently audited by the Northern Territory Government and was compliant with disclosure requirements.
 - Council has recently upgraded the website to a new mobile and tablet responsive platform and has introduced Smart PDFs which can be filled out and emailed without the need for printing and postage. 48% of residents obtain information from Council's website.
 - Council has increased channels for rate payments to improve customer convenience. Council has also introduced Ezybill which send rates notices and reminders through email. Council will continue to look for ways to improve the website to meet customer requirements.

COUNCIL'S RESPONSE

Underperformers

In order to improve these scores, Council is undertaking the following initiatives:

- **Service**

- Council has increased its level of engagement with the community starting with the Municipal Plan which was available for public consultation 7 days longer than the required period.
- *Elected Members have increased community engagement by:*
 - *Monthly stall at the Palmerston Markets*
 - *30 minute Public Forum prior to every Ordinary Council Meeting*
 - *Trial of Community Council meetings*
 - *Reviewed Public Question Time Policy*
- As part of the continued drive towards enhancing customer service, Council will soon commence a review of the Customer Service Strategy and complaints management policies and procedures.
- Council is increasing its online service presence through the new customer streetlighting interface and online graffiti reporting.
- Approximately 48% of residents have had contact with Council on a specific issue in the last year, of which 66% was by phone. In future surveys, Council will seek information on customer satisfaction with service provided by Council.

SIGNIFICANT DIFFERENCES

PERFORMANCE RATINGS



Females gave significantly higher performance ratings across the following attributes: Healthy living services, waste collection, disposal and recycling services, animal management, libraries and library services, and community and cultural services.



Males are significantly more likely to rate Council's performance in providing 'environmental management services' as excellent, when compared with females.



Significantly more Over 55s rate Council's performance in providing and maintaining recreation facilities as excellent. They also rate Council's performance in providing facilities for the aged, community halls and cultural buildings higher.



Under 35s rate Council's performance in providing 'waste collection, disposal, and recycling services', 'libraries and library services' and 'customer service delivery' significantly lower.

IMPORTANCE RATINGS

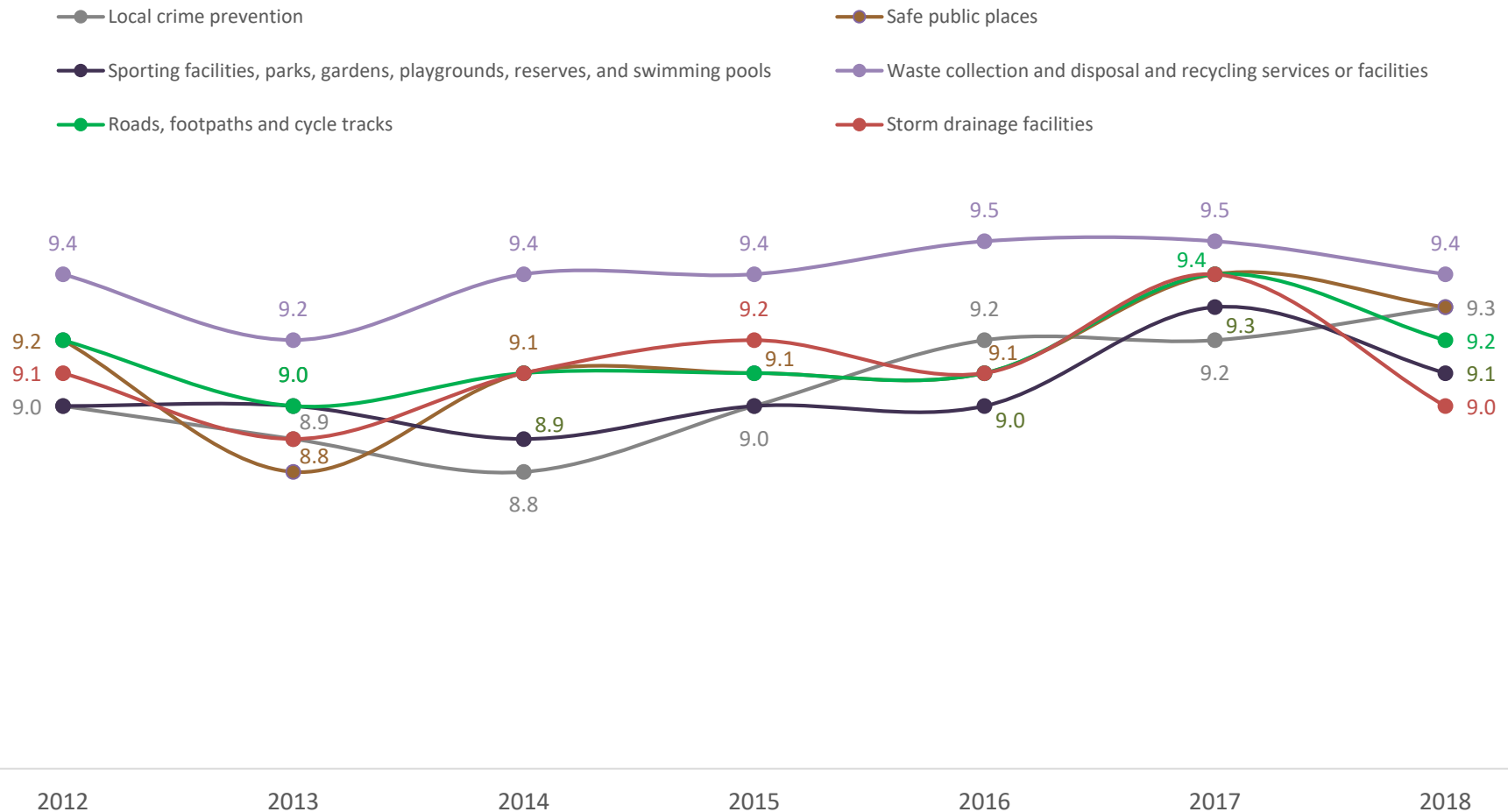
ATTACHMENT A



ATTRIBUTE IMPORTANCE (1) OVER TIME

ATTACHMENT A

In general, importance ratings have remained consistent. Waste collection, disposal and recycling services/facilities is the most important attribute.



Base: All respondents (2018 n=682, 2017 n=601, 2016 n=354, 2015 n=400, 2014 n=402, 2013 n=407, 2012 n=401)

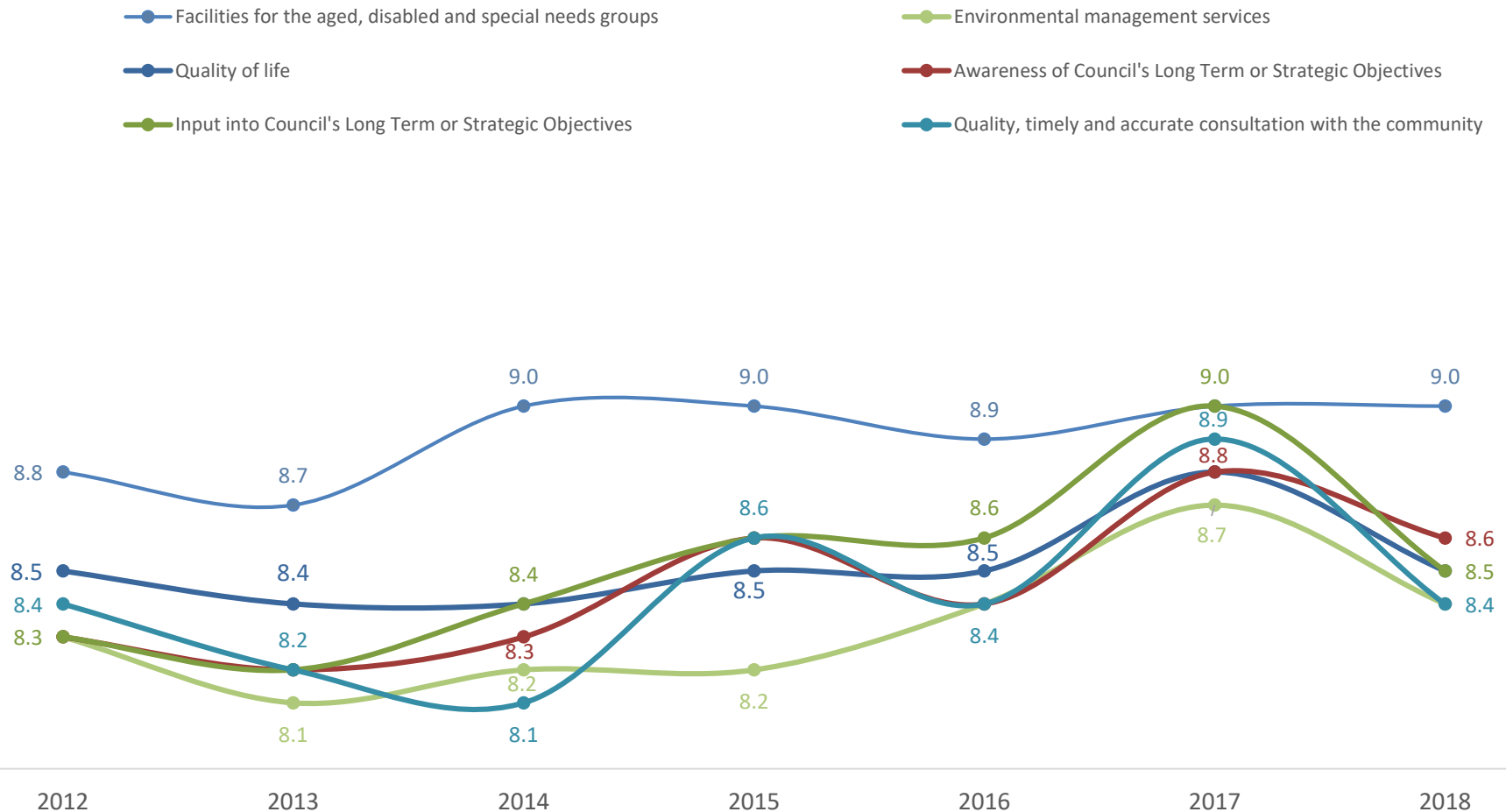
Q8. The next set of questions relate to how IMPORTANT it is TO YOU that your local Council conducts or provides services, facilities and information.

Out of 10 how IMPORTANT to you is it that...

ATTRIBUTE IMPORTANCE (2) OVER TIME

ATTACHMENT A

Facilities for the aged, disabled and special needs groups remain steady in their perceived importance. Other categories in this subsection tend to fluctuate more over time, with most other attributes having declined in importance.



Base: All respondents (2018 n=682, 2017 n=601, 2016 n=354, 2015 n=400, 2014 n=402, 2013 n=407, 2012 n=401)

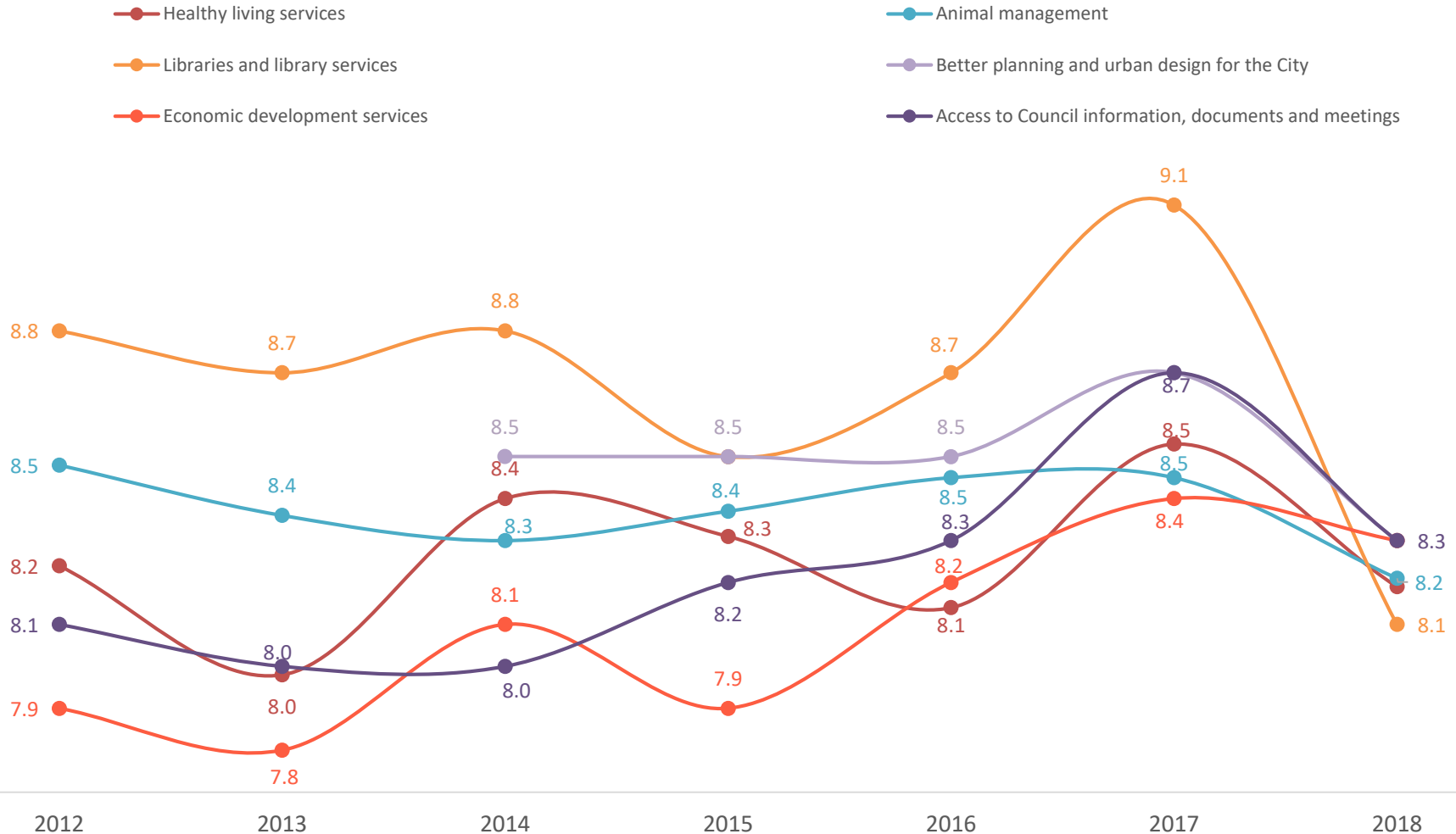
Q8. The next set of questions relate to how IMPORTANT it is TO YOU that your local Council conducts or provides services, facilities and information.

Out of 10 how IMPORTANT to you is it that...

ATTRIBUTE IMPORTANCE (3) OVER TIME

ATTACHMENT A

Libraries and library services have declined most heavily in importance. Better planning and urban design for the city; access to council information, documents and meetings; healthy living services, economic development services, and animal management have all similarly declined in importance.



Base: All respondents (2018 n=682, 2017 n=601, 2016 n=354, 2015 n=400, 2014 n=402, 2013 n=407, 2012 n=401)

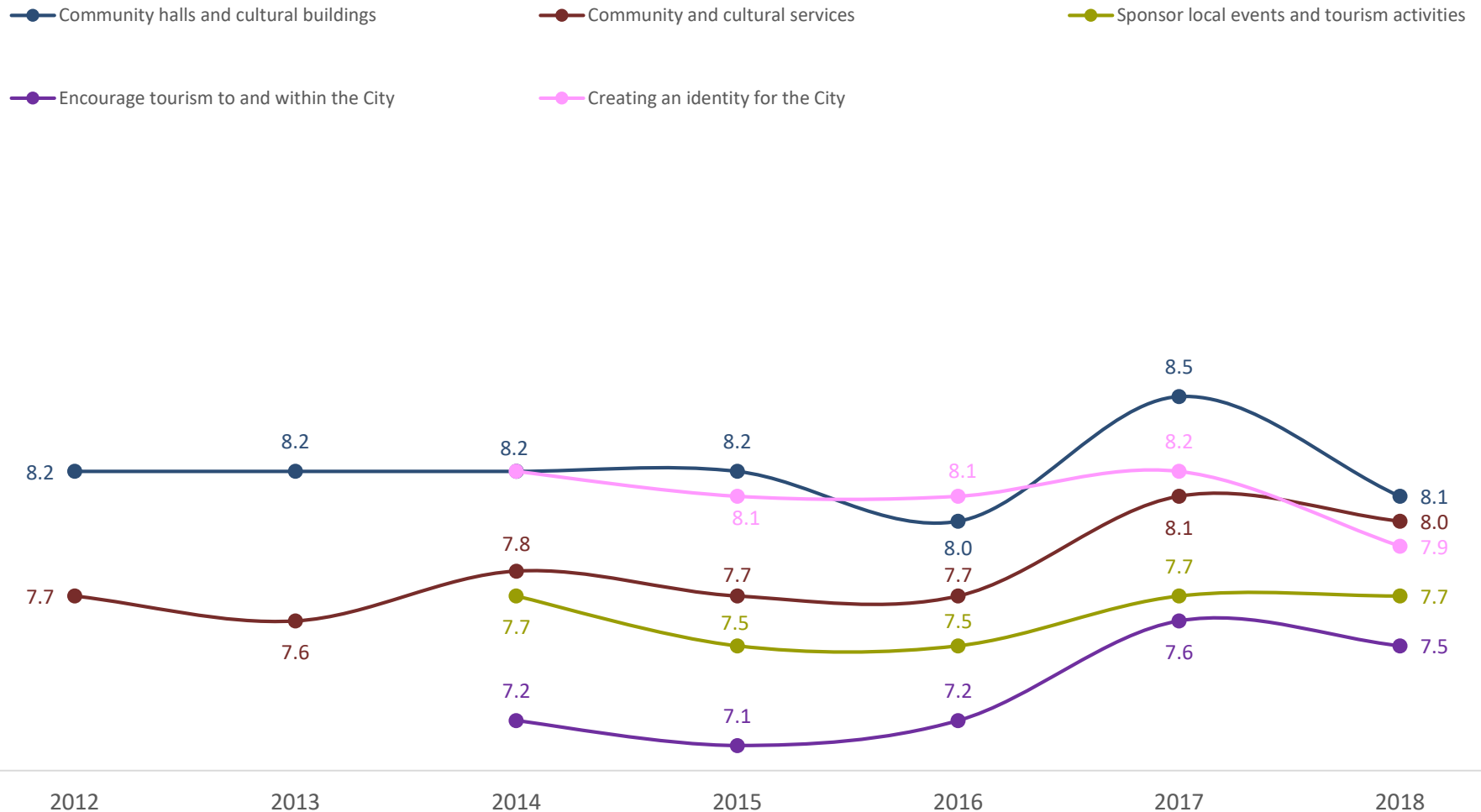
Q8. The next set of questions relate to how IMPORTANT it is TO YOU that your local Council conducts or provides services, facilities and information.

Out of 10 how IMPORTANT to you is it that...

ATTRIBUTE IMPORTANCE (4) OVER TIME

ATTACHMENT A

Of the attributes with lowest importance, most have remained similar in their importance. Encouraging tourism to, and within the city is perceived as the least important attribute.



Base: All respondents (2018 n=682, 2017 n=601, 2016 n=354, 2015 n=400, 2014 n=402, 2013 n=407, 2012 n=401)

Q8. The next set of questions relate to how IMPORTANT it is TO YOU that your local Council conducts or provides services, facilities and information.

Out of 10 how IMPORTANT to you is it that...

SIGNIFICANT DIFFERENCES

IMPORTANCE RATINGS



Females gave significantly higher importance ratings across the following indicators: Safe communities, healthy communities, assets and infrastructure, waste, environmental sustainability, recreation, local business and industry, service, and arts and culture.



Females are also more likely to rate 'access to Council information, documents and meetings', and 'improving quality of life in the community' as more important.



Significantly less Under 35s believe that attributes related to 'arts and culture' are extremely important compared to those aged 55+.



Significantly more Over 55s rate 'animal management' as extremely important.

COUNCIL IMPACT AND AWARENESS

ATTACHMENT A



COUNCIL'S IMPACT OVER TIME

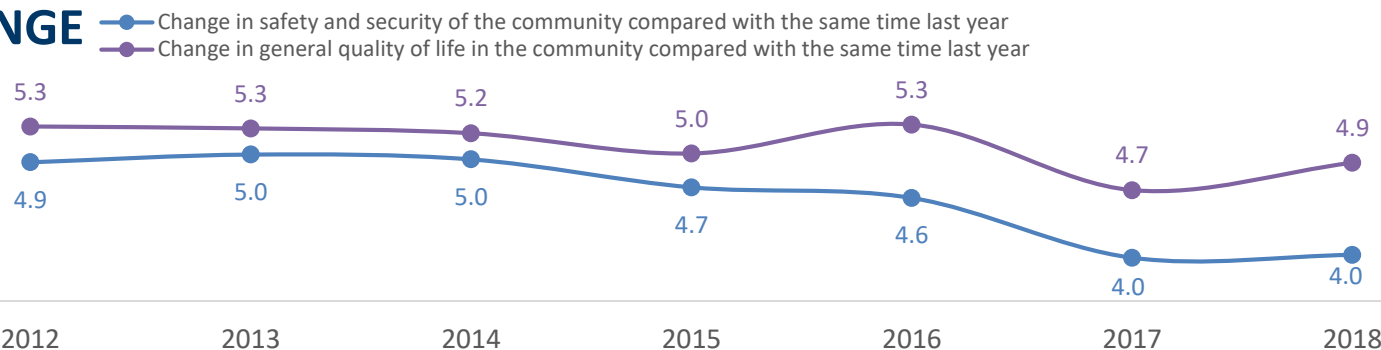
ATTACHMENT A

Perceptions surrounding the influence Council 'should have' and 'has had' on improving the community's safety, security and quality of life have remained consistent with 2017. Similarly, the rate of change in safety and security and quality of life remains stable.

INFLUENCE



CHANGE



Base: All respondents (2018 n=682, 2017 n=601, 2016 n=354, 2015 n=400, 2014 n=402, 2013 n=407, 2012 n=401). How much INFLUENCE do you consider your Local Council... Q1A. HAS HAD in IMPROVING QUALITY OF LIFE in your community over the last year? Q1B. SHOULD HAVE in IMPROVING THE QUALITY OF LIFE in your community? Q3. SHOULD HAVE in IMPROVING THE SAFETY AND SECURITY in your community? Q1C. How much better or worse is the general QUALITY OF LIFE of your community, compared with the same time last year? Q2. HAS HAD in IMPROVING SAFETY AND SECURITY in your community over the last year? Q4. How much better or worse do you consider the general SAFETY AND SECURITY of your community is, compared with the same time last year?

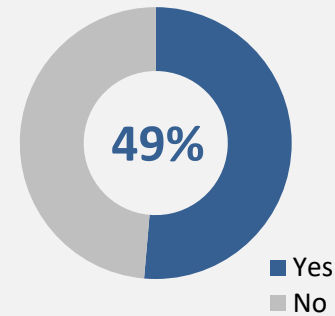
AWARENESS

Half of residents are aware that Council has a Code of Practice on public access to information, documents and meetings.

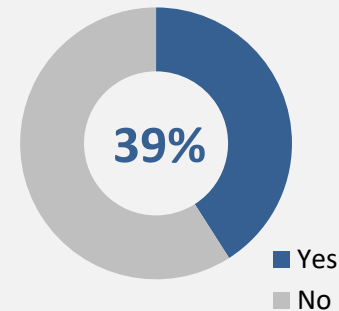
Approximately two in five are also aware of Council's Public Consultation Policy.

Less are aware of Council's long term or strategic objectives.

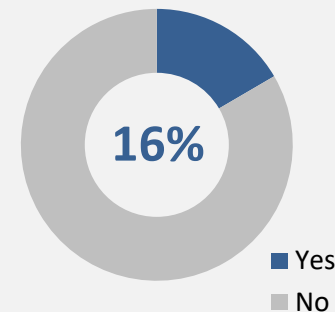
AWARE THAT COUNCIL HAS A CODE OF PRACTICE ON PUBLIC ACCESS TO INFORMATION, DOCUMENTS AND MEETINGS (RESPONSIBILITY) **ATTACHMENT A**



AWARE THAT COUNCIL HAS A PUBLIC CONSULTATION POLICY (SERVICE)



AWARE OF COUNCIL'S LONG TERM OR STRATEGIC OBJECTIVES (RESPONSIBILITY)



Base: All respondents (n=682)

Q6. And before today, were you AWARE that your Council has a Code of Practice on public access to information, documents and meetings?

Q5. Before today, were you AWARE that your Council has a Public Consultation Policy?

Q7. Are you AWARE of any of your Council's long term or strategic objectives?

SIGNIFICANT DIFFERENCES

INFLUENCE, AWARENESS AND COUNCIL CONTACT



Females are significantly more likely to believe that Council should have a lot of influence in improving the quality of life and safety and security in their community compared to males.



Significantly more females are not aware that Council has a Public Consultation Policy.



Over 55s are significantly more aware of Council's long term or strategic objectives.



Significantly less Under 35s have personally had contact with Council in the last year.

COUNCIL CONTACT

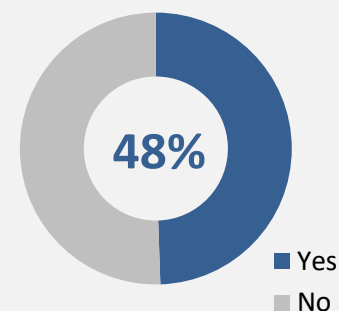
ATTACHMENT A

CUSTOMER SERVICE DELIVERY

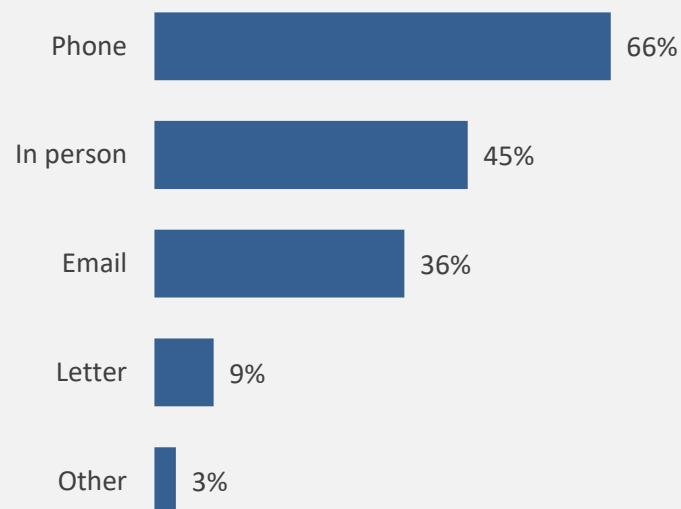
Half of residents have had contact with Palmerston City Council about a specific issue in the last year.

Of those who have had contact, the majority did so via the phone (66%). Just under half (45%) interacted with Palmerston City Council in person, while a third (36%) did so via email.

HAD CONTACT WITH COUNCIL ON A SPECIFIC ISSUE IN THE LAST YEAR



METHOD OF CONTACT WITH COUNCIL IN THE LAST YEAR



Base: All respondents (n=682)

NEWQ9J2. Have you personally made or had contact with Council on a specific issue in the last year? Base: Respondents who personally had contact with Council in the last year (n=358) NEWQ9J2A. In the last year have these contacts been in person, by phone, via email

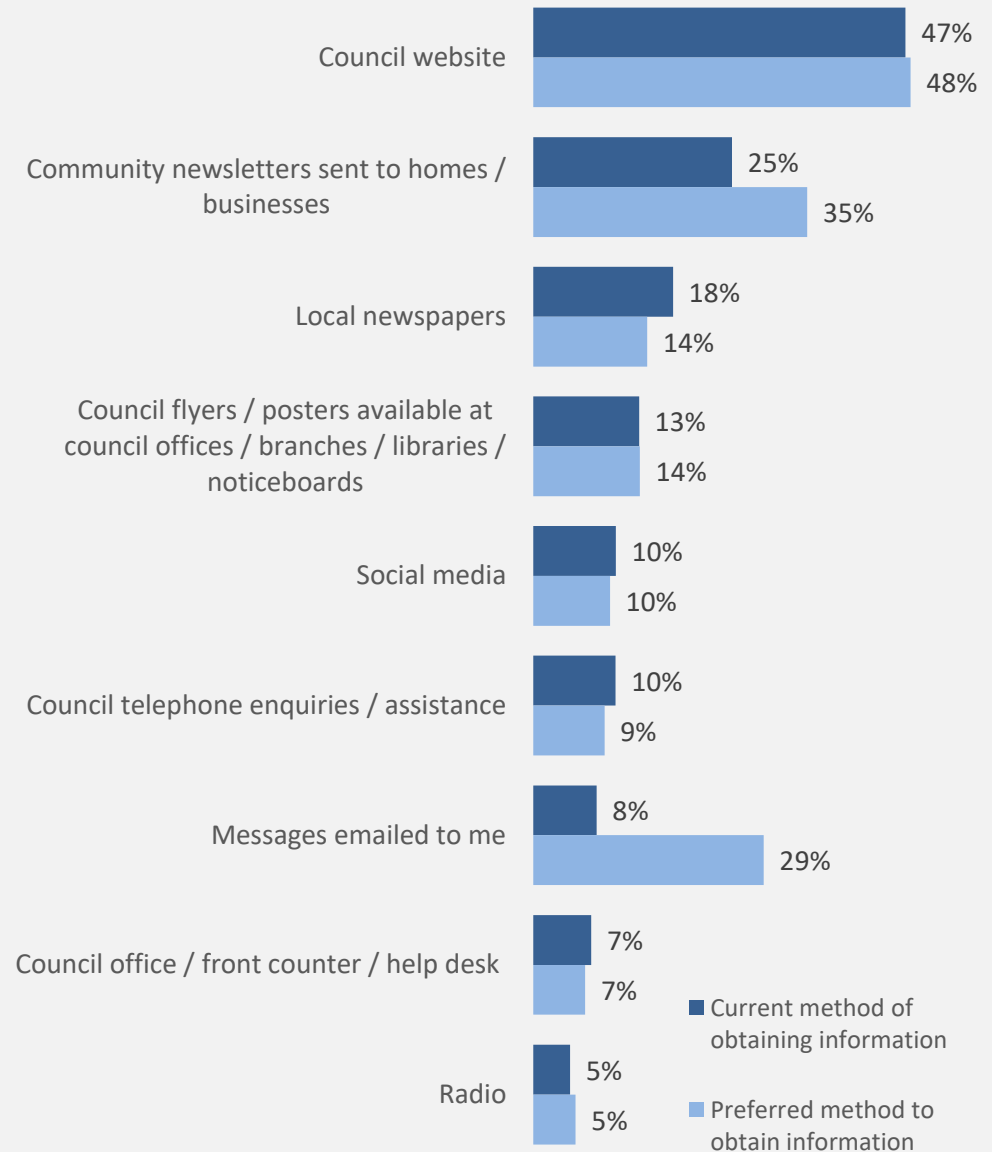
or letter?

INFORMATION SYSTEMS

Half of residents obtain Council information via the Council website. Other common methods include community newsletters and local newspapers.

The most preferred methods of obtaining Council information include the Council website, community newsletters and email messages.

ATTACHMENT A METHOD OF OBTAINING INFORMATION FROM COUNCIL



Council staff will be reviewing the structure, content and scoring methodology for the 2019 Community Satisfaction Survey. Some initial observations are that:

- The importance scores do not provide much value as participants tend to score all Council's functions highly when asked in isolation. Priority or comparative scoring would provide more value.
- The current survey does not ask why residents chose a certain score or how they feel that service could be improved.
- The current scoring methodology has been used since 2012 and requires a review to see if it is still relevant.
- The current survey also does not capture any testing of how Council is performing against community values such as trust, honesty, transparency, nor undertakes any comparison with other levels of government.
- There is currently no free text component where the community can provide feedback outside predetermined questions.
- Finally, the content of the survey will need to be updated to ensure that Council is measuring its performance against the outcomes of the Strategic Plan currently being developed by the community.

This review will be part of a report to be presented to Council in February 2019.

AGENDA ITEM: 13.2.2

REPORT TITLE: Trial of Laneway Treatments

REPORT NUMBER: 9/0091

MEETING DATE: 2 October 2018

Author: Director City Growth and Operations, Gerard Rosse

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

This report actions a decision of Council to present a report outlined options for the trial of laneway improvement treatment in response to antisocial behaviour in laneway and seeks Council endorsement to undertake a number of trial measures in several laneways.

Municipal Plan:

1. Community & Cultural Wellbeing
 - 1.2 Safe Communities
 - 1.2 We are committed to ensuring the safety and security of our community.
3. Environment & Infrastructure
 - 3.2 Assets and Infrastructure
 - 3.2 We are committed to maintaining and developing community assets and infrastructure which meet the needs of our community.

KEY ISSUES

- Laneways within the municipality facilitate the movement of pedestrians and cyclists to, and between, facilities. Council has historical policy relating to laneways and the process for enacting laneway closures.
- A review of data has been undertaken to understand the operation and location of laneways and anti-social behaviour that occurs within laneway localities.
- A total of eleven laneways across three (3) suburbs have been identified as laneways that will be recommended to form part of a laneway treatment and improvement trial which includes lighting upgrades and temporary closure measures.
- If the trial measures are endorsed, staff will consult with the community and document the outcomes of the trial to report back to Council on the outcomes in June 2019.

RECOMMENDATION

1. THAT Report Number 9/0091 entitled Trial of Laneway Treatments be received and noted.
2. THAT Council endorse implementing trial laneway treatments as identified in Report Number 9/0091 entitled Trial of Laneway Treatments and summarised as follows:

Laneway Location	Suburb	Summary of Trial Details
Six (6) laneways that connect Bonson Terrace, Staghorn Court, Gumnut Way and Melastoma Drive	Moulden	<ul style="list-style-type: none"> - Laneway lighting upgrades - Crime Prevention Through Environment Design (CPTED) Assessment
Two (2) laneways that connect Politis Court and Strawbridge Crescent	Moulden	<ul style="list-style-type: none"> - Laneway closure trial - Consultation to occur - Consultation and Technical assessment to inform closure type
One (1) laneway that occurs at Helio Court Cul-de-sac head	Woodroffe	<ul style="list-style-type: none"> - Laneway closure trial - Consultation to occur - Consultation and Technical assessment to inform closure type
Phineaus Court and Priest Circuit	Gray	<ul style="list-style-type: none"> - Laneway lighting upgrades - Crime Prevention Through Environment Design (CPTED) Assessment

3. THAT a report outlining the outcomes and findings of the trial laneway treatments be presented to Council at the 2nd Ordinary Meeting in June 2019.

BACKGROUND

At the 1st Ordinary Council Meeting held on 3 July 2018 the following was raised:

12.1 Anti-Social Behaviour in Laneways

THAT a report be prepared outlining options for the trial of laneway treatments including costs, temporary closure, process performance indicators and public consultation, to improve public safety and amenity within neighbourhoods whilst ensuring community connectivity and walkability, to be presented to the 2nd Ordinary Council Meeting in September 2018.

CARRIED 9/0134 - 03/07/2018

Laneways within the City of Palmerston

Laneways within the municipality facilitate the movement of pedestrians and cyclists to, and between, facilities. Although not considered best practice when compared to contemporary subdivision design, they have historically been included to improve connectivity across and within a residential catchment by linking education facilities, connectivity to public transport, shops, and commercial and open space

for pedestrians and cyclists outside of the traditional road footpath network. In the context of the above commentary, laneways have a stronger occurrence in the older Palmerston suburbs.

Policies and Practices:

Council has historically had policies relating to laneways and laneway closures. Council has the power to permanently or temporary close laneways and details that where there are road reserves this must be done in accordance with legislative requirements.

In regard to Laneways and for the purposes of this report, laneways are identified as “..... a narrow pedestrian thoroughfare under the care and control of Council between adjacent properties. They are generally designated road reserve but maybe part of the park held of freehold title. It does not include the ‘open space’ areas, which are considered parks and reserves.”

Although a ‘laneways’ does not directly include ‘open space’ areas which are considered parks and reserves, laneway connectivity has historically been provided to link in with open space footpaths and general pedestrian and cyclist connectivity.

Historically the process to action a request for closure of a laneway includes the lodgement of customer request, a technical assessment on the function and operation of the laneway, community consultation requirements and reporting requirements for both permanent and temporary (night-time) closure requests on a final decision.

Antisocial behaviour in laneways:

In the past 12 months Council has received a number of complaints relating to antisocial behaviour occurring in laneways. This data has been included in the consideration of this report and data analysis.

DISCUSSION

With regards to the request for this particular report to investigate the trial of laneway treatments including costs, temporary closure, process performance indicators and public consultation, to improve public safety and amenity within neighbourhoods whilst ensuring community connectivity and walkability, a number of elements have been considered.

The challenge with the operation of laneways is between ensuring laneways are safe and appropriate but also acknowledging they provide options for shortened pedestrian and cyclist trip which can improve the safety of users by directing them through off street walking paths along with a shortened distance to travel.

The historical design of laneways (being narrow and between lots), whilst not ideal has seen them evolve over time where permeable fencing adjacent to laneways that increased passive survive has now been replaced will solid fencing that results in many laneways being darkened areas out of sight that have now attached antisocial behaviour.

Figure 1 - an example of solid fencing abutting a laneway which results in many laneways being darkened areas at night



A Place for People

The initial work undertaken was to identify all laneways and connectivity routes in the context of the motion raised. All laneways within the municipality are identified in the below image.



Figure 2 – laneway locations across the municipality

Data Analysis

To understand the operation and location of laneways staff have undertaken the following:

- Mapping of all laneways in Councils GIS system. This has enables staff to better understand the location of laneways and the connectivity they provide.

- Mapped location data has been overlayed with street and park lighting to understand if inadequate lighting occurs within laneways that may contribute to the occurrence of antisocial behaviour and a need for Crime Prevention Through Environment Design (CPTED) improvements.
- Liaison with NT Police (Palmerston) has occurred to gather spatial data on the occurrence of reported anti-social behaviour. This data has been overlayed and mapped to understand and investigate whether a correlation or relationship exists in the context of laneways.
- A review of customer reports to Council of laneway issues has occurred and these occurrences have also been spatially mapped to understand the relationship between laneway locations, design and lighting.
- A physical inspection of a number of laneways has occurred to review the condition of laneways and noted aspects such as solid fencing etc and other aspects identified via field inspections.



Figure 3 – laneway locations across the municipality with antisocial behaviour hotspots and complaint locations

All of the above data and research has allowed staff to identify several laneways that would be ideal to trial a pilot laneway improvement program. It is highlighted that the majority of laneways where anti-social behaviour occurs, or complaints have been received are located within the older Palmerston suburbs. This is partially reflective of changes in the way connectivity is achieved in newer suburbs through urban design.

A reoccurring element that the assessment process has highlighted is a lack of lighting in laneways. This is also compounded with many laneways now having solid fencing on either side whereby lighting and constant surveillance from adjacent lots is limited and consideration to the installation of appropriate lighting would vastly improve the visibility and improve perception of safety in the laneway. Effective and appropriate laneway lighting design will be critical to improving safety in identified areas.

Council will continue to collect pre and past data including usage data to inform future decisions.

There are also several laneways where it is recommended that Council follow appropriate process and trial the temporary closure of the identified laneways. This may be temporary in terms of durations (closure at night) or could be for an extended temporary period (Closure for a 2-month period etc). Both of these options would provide the opportunity to receive community feedback and also gauge the effectiveness of a closure. The exact type of temporary closure measure should be informed via public consultation and a technical assessment on potential impacts relating to connectivity to key services and facilities.

The program would allow Council to trial various treatments including for a number of selected laneways outlined below:

<i>Laneway Location</i>	<i>Assessment Summary</i>	<i>Proposed trial details</i>
<i>Six (6) laneways that connect Bonson Terrace, Staghorn Court, Gumnut Way and Melastoma Drive (MOULDEN)</i>	<ul style="list-style-type: none"> - Six (6) laneways in locality - Deficient in lighting - Provide key connectivity across suburb linking with Open space pathways and nearby bus stop on Bonson Terrace 	<ul style="list-style-type: none"> - Laneway lighting upgrades - CPTED Assessment



Figure 4 - Identified Laneways for improvement (Bonson Terrace, Staghorn Court, Gumnut Way, Melastoma Drive - Moulden)

Laneway Location	Assessment Summary	Proposed trial details
Two (2) laneways that connect Politis Court and Strawbridge Crescent (MOULDEN)	<ul style="list-style-type: none"> - Two (2) laneways that connect with Politis Court - Connectivity available through park footpath and road paths that are well lit - Antisocial behaviour viewed as site inspection - Opportunity to trial closure that will not disadvantage users as connectivity can be achieved via nearby pathways that have suitable lighting 	<ul style="list-style-type: none"> - Laneway closure trial - Consultation to occur - Consultation and Technical assessment to inform closure type



Figure 5 - Identified Laneways for possible Closure (Politis Court, Strawbridge Crescent - Moulden)

Laneway Location	Assessment Summary	Proposed trial details
One (1) laneway that occurs at Helio Court Cul-de-Sac Head (WOODROFFE)	<ul style="list-style-type: none"> - One (1) laneway that occurs at Helio Court Cul-de-Sac Head that connects to Open Space Pathway - Multiple reports of this particular laneway from residents - Connectivity available through park footpath, road paths and other laneway with improved lighting 	<ul style="list-style-type: none"> - Laneway closure trial - Consultation to occur - Consultation and Technical assessment to inform closure type

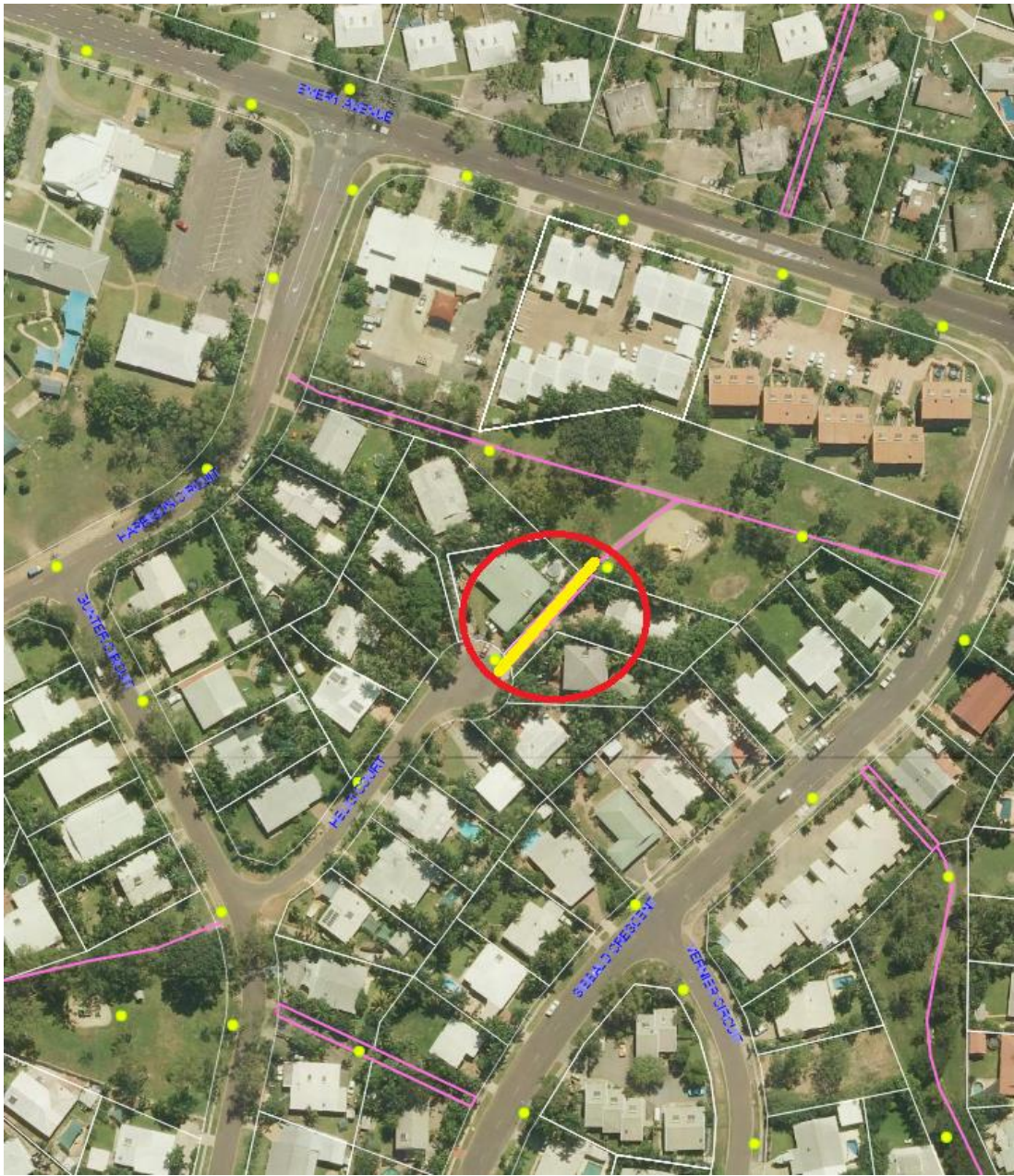


Figure 6 - Identified Laneways for possible Closure (Helio Court, Woodroffe)

Laneway Location	Assessment Summary	Proposed trial details
Phineas Court and Priest Circuit (GRAY)	<ul style="list-style-type: none">- Two (2) laneways connecting Phineas Court to Priest Circuit and Priest Circuit to Emery Avenue- Long laneways deficient in lighting- Provides key connectivity across suburb	<ul style="list-style-type: none">- Laneway lighting upgrades- CPTED Assessment

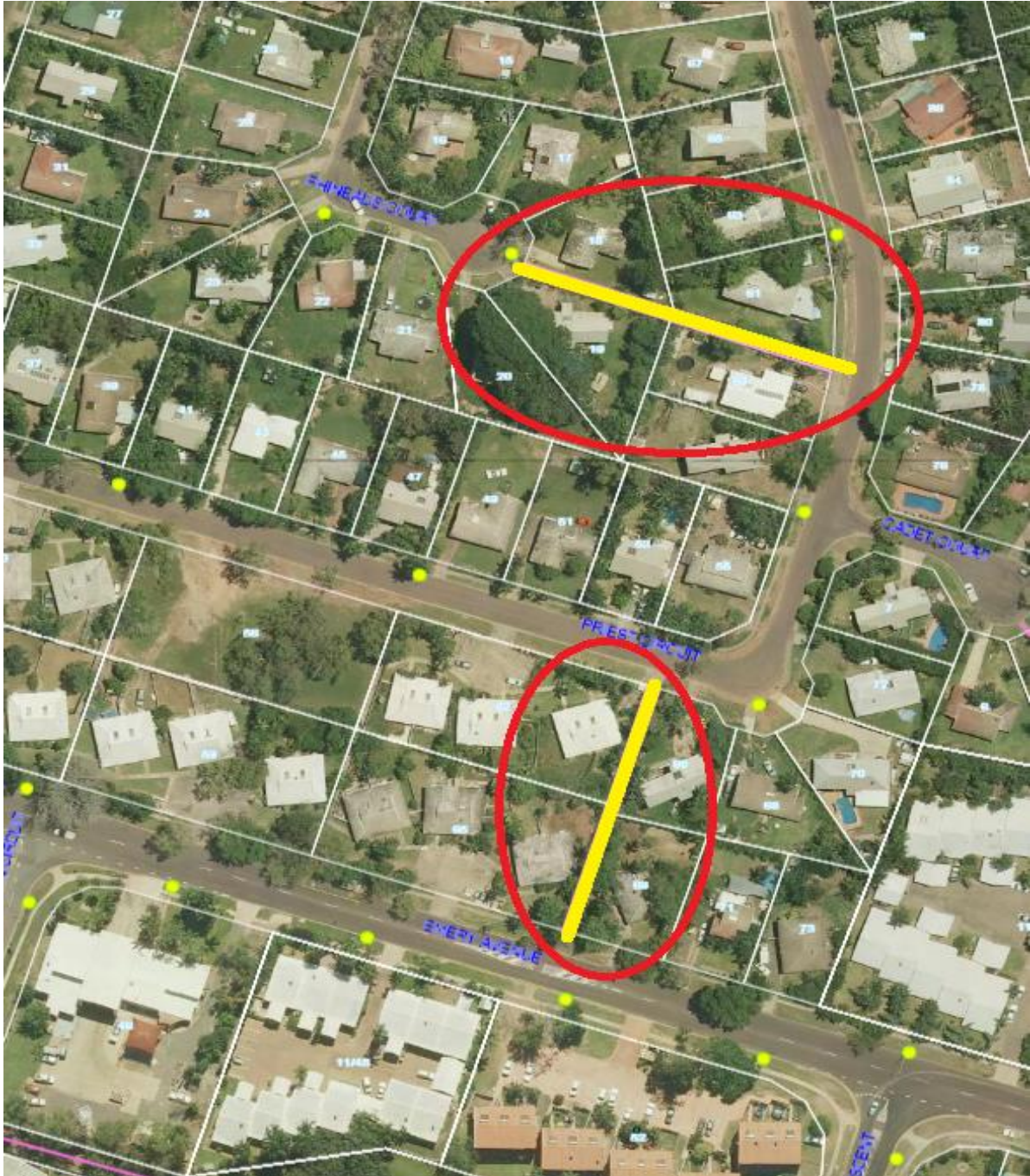


Figure 7 - Identified Laneways for improvement Phineas Court and Priest Circuit, GRAY

The time frame for the trial period will vary but once lighting is installed and closure activities occur it is anticipated an update report to Council will be presented at 3 months and at 6 months into the trial.

It is anticipated that if this trial is endorsed, the program will be implemented as per the indicative time table below.

<i>Item</i>	<i>Activity</i>	<i>Timeframe</i>
1	Project endorsement	October 2018
2	Consultation activities and technical assessments	November – December 2018
3	Lighting Design undertaken (Subject to Staff member appointment)	November - January 2019
4	Closure measures enacted	January – February 2019
5	Lighting installation (subject to availability)	January – March 2019
6	Update report to Council	March 2019
7	Outcomes report to Council	June 2019

Summary:

It must be highlighted that the proposed trial measures represent a small sample of laneways across the municipality. It must be made clear that this trial will not solve all issues associated within laneways but provide insights into possible improvement measures that could lead to a larger laneway improvement program. As per the nature of a trial, proposed trial measures will be implemented to be tested and challenged and ultimately learnings of both success and unsuccessful elements will be the value to Council from this trial program.

The above proposed trial measures will enable Council to evaluate and review the effectiveness of various laneways improvement treatments. It would also enable effective and informed consultation with residents and stakeholders (Police, laneway users etc) to understand both the effectiveness of the treatments and also issues that may occur, such as disadvantages that may occur to users resulting from closure measures.

CONSULTATION PROCESS

Public consultation is required for this project and will be undertaken. A consultation plan will be developed.

The process for temporary closure which is applied by Council is considered appropriate and is not dissimilar to other municipalities. Public consultation is a requirement for temporary or permanent closures of laneways.

Consultation will also occur with residents adjoining laneways that are subject to proposed lighting upgrades.

Any consultation will require consultation.

Consultation activities will occur in accordance with City of Palmerston Community Consultation Policy COMM003.

POLICY IMPLICATIONS

Councils existing process for temporary closures is considered appropriate and is not dissimilar to other municipalities. Pending the outcome of this trial, a review of laneway management will occur, and any policy implications presented to Council making the need for relevant policy.

BUDGET AND RESOURCE IMPLICATIONS

The undertaking of a trial program will require significant targeted consultation, community liaison and stakeholder engagement with various key stakeholders including NT Police, Northern Territory Government (NTG) and technical experts (lighting designers etc).

It is highlighted that as part of ongoing negotiations with the NTG, Council has recently secured a \$200,000 grant to install LED lighting into crime hotspots in the municipality. This grant was aimed at improving lighting to reduce crime and improve the Crime Prevention Through Environmental Design (CPTED) aspects of the municipality. It is proposed that Council utilise this funding to undertake laneway lighting upgrades within this trial program with any remaining balance funds to be rolled out as part of wider lighting improvements.

The cost for closure measures (gates and closure of gates etc) can initially be accommodated within existing Open Space and pathway budgets.

Effective and thorough community consultation will be vital to ensure the effective rollout of this trial program. To ensure Council engages with the community on the matter, collate feedback pre, during and post trial Council will engage an external consultation expert to undertake the consultation and documentation. This resource can be accommodated within existing budgets.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Although antisocial behaviour and associated crime is primarily a matter for police, it must be acknowledged that Council can contribute to improve public safety through initiatives such as the proposed laneway trial improvements and collaborating with police. There is a greater risk to a negative impact on the wider community by not exploring ways to improve safety and reduce antisocial behaviour in the from of improving and managing Councils laneways.

As per the nature of a trial, proposed trial measures will be implemented to be tested and challenged and ultimately learnings of both success and failure will be the value to council from this trial program. It must be highlighted that there is a risk that improvement measure may not be effective, however learnings from these occurrences (if they do occur) will give Council valuable insight into the treatments for laneways.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Opportunities for energy efficient LED lighting and solar lighting will be explored to reduce any electricity costs and reduce emissions form new infrastructure.

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: Council Policy Review – GSTV01 Goyder Square TV Screen Content and Usage

REPORT NUMBER: 9/0092

MEETING DATE: 2 October 2018

Author: Director Corporate Services, Chris Kelly

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

This report seeks Council approval to rescind Council Policy GSTV01 Goyder Square TV Screen Content and Usage.

Municipal Plan:

4. Governance & Organisation

4.4 Systems

4.4 We are committed to ensuring the systems and processes of Council support the organisation in delivering the best possible services to the community.

KEY ISSUES

- Policies are not required if they simply restate statutory obligations, outline operational procedures or do not add any value to Council's decision-making process.
- Council Policy GSTV01 Goyder Square TV Screen Content and Usage is superfluous as it almost exclusively contains operational procedures, technical information and guidelines which are not required in Council Policy.
- Relevant information is readily available on Council's website and on the application form for usage of the television.

RECOMMENDATION

1. THAT Report Number 9/0092 entitled Council Policy Review – GSTV01 Goyder Square TV Screen Content and Usage be received and noted.
2. THAT Council rescind Council Policy GSTV01 Goyder Square TV Screen Content and Usage at **Attachment A** to Report Number 9/0092 entitled Council Policy Review – GSTV01 Goyder Square TV Screen Content and Usage.

BACKGROUND

At the 2nd Ordinary Council Meeting of 17 February 2015 Council made the following decisions:

11.1.1 Goyder Square TV Policy

GOC/0164

1. *THAT Council approves Policy Number GSTV01 – Goyder Square TV screen Content and Usage with the inclusion of reference to applicable legislation.*
2. *THAT Council consider fees and charges for commercial business advertising and other costs relating to the Goyder Square TV screen in the budget planning process for 2015/16.*

CARRIED 8/1411 – 17/02/2015

Council installed the large screen Goyder Square Television in 2014. It was designed to achieve the following:

- To communicate and engage residents and visitors regarding activities and events taking place in Palmerston;
- To provide a stimulating, educational, comfortable and entertaining viewing experience for residents and visitors to Palmerston's Central Business District;
- To represent the City of Palmerston as a leading city for the arts, cultural pursuits and sporting events, and to encourage innovation and creativity;
- To promote Goyder Square and the Central Business District as a focal point for festivals, sporting events and important civic events and commemoration;
- To promote local community groups, activities, events, and businesses to residents and visitors; and
- To encourage community and cultural wellbeing, economic development, the sustainability of our environment and infrastructure, and good governance of the City of Palmerston.

The screen is currently used for a variety of Council events, including the Dry Season FlicNics program and is available for advertising by community groups and not-for-profit organisations. When it is not being utilised for any other purpose, it defaults to free-to-air programming with sporting fixtures generally taking precedence. The current policy does permit commercial advertising that is consistent with Council's values and community expectations, however there is little demand for commercial advertising and Council does not currently prescribe commercial rates in the Schedule of Fees and Charges.

This report outlines the recommendations from the review of this policy by Council staff.

DISCUSSION

In line with the policy review schedule recently adopted by Council, Council Policy GSTV01 *Goyder Square TV Screen Content and Usage* has been reviewed.

Policies are not required if they simply restate statutory obligations, outline operational procedures or do not add any value to Council's decision-making process.

This policy is superfluous as it almost exclusively contains operational procedures, technical information and guidelines which are not required in Council Policy. This information is readily available on Council's website and on the application form for usage of the television. Rescission of the policy will also allow

Council more flexibility in programming, as applications that Council may be willing to support do not have to meet strict criteria.

The current policy allows for commercial use of the Goyder Square television, however as there has been minimal commercial interest in use of the screen in the last 12 months and no fee structure in place, Council will be no longer offering the opportunity to apply for commercial advertising.

As part of the development of the Economic Development Plan, Council will look for opportunities to support local businesses across all of Council's communication channels including the Goyder Square television.

APRA AMOCS is a music rights organisation representing over 95,000 members who are songwriters, composers and music publishers. They license organisations to play, perform, copy, record or make available their member's music, and in turn distribute the royalties to their members. Council pays an annual licence fee to APRA AMCOS for the rights to use any copyrighted music on the Goyder Square television. For FlicNics and other movie events, Council licences the movies individually.

It is noted that the current policy places the responsibility on users to ensure that they have the appropriate licencing for any material that is being shown on the screen. Council will continue to require separate licensing as the licence from APRA AMCOS only extends to music, not film or other material.

CONSULTATION PROCESS

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

- Media Projects Officer

Council staff also consulted with APRA AMCOS who license organisations to play, perform, copy, record or make available their member's music, and in turn distribute the royalties to their members to ensure that Council was meeting its copyright and licencing obligations.

POLICY IMPLICATIONS

If rescinded, this policy will no longer be a policy of Council, however a procedure has been prepared to capture this information and relevant material is readily available on Council's website and on the application form for usage of the television to inform users and other stakeholders.

BUDGET AND RESOURCE IMPLICATIONS

There are no budget or resource implications from this report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There are no risk, legal or legislative implications from this report.

ENVIRONMENT SUSTAINABILITY IMPLICATION

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.



A Place for People

ATTACHMENTS

Attachment A: Council Policy GSTV01 Goyder Square TV Screen Content and Usage

GSTV01

Name:	Goyder Square TV Screen Content and Usage		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Corporate Services		
Approval Date:	17/02/2015	Next Review Date:	1/10/2018
Records Number:	356679	Decision Number:	8/1411

1 PURPOSE

The Goyder Square Television (GSTV) is a large format screen mounted on the Library which plays a strategic role in communicating with and attracting residents and visitors to Palmerston's Central Business District. The screen also provides the City of Palmerston with a unique opportunity to link the city with other parts of Australia for a national experience, and with the wider international community to celebrate global events of cultural and community significance and entertainment value. The screens also provide a commercial opportunity for the City of Palmerston to raise revenue to supplement or sponsor multiple content programs and to cover basic operational costs.

City of Palmerston Policy GSTV01 Goyder Square TV Screen Content and Usage is a policy governing the content and usage of the screen, and is intended to provide consistency across all community, sponsor, event and advertising activities.

2 PRINCIPLES

In alignment with City of Palmerston's Municipal Plan, this Policy ensures that screen content adheres to the following principles:

- To communicate and engage residents and visitors regarding activities and events taking place in Palmerston;
- To provide a stimulating, educational, comfortable and entertaining viewing experience for residents and visitors to Palmerston's Central Business District;
- To represent the City of Palmerston as a leading city for the arts, cultural pursuits and sporting events, and to encourage innovation and creativity;
- To promote Goyder Square and the Central Business District as a focal point for festivals, sporting events and important civic events and commemoration;
- To promote local community groups, activities, events, and businesses to residents and visitors; and
- To encourage community and cultural wellbeing, economic development, the sustainability of our environment and infrastructure, and good governance of the City of Palmerston.

3 DEFINITIONS

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

Term	Definition

4 POLICY STATEMENT

4.1 The Goyder Square Television

- 4.1.1 The Goyder Square Television is a 5.2m wide x 3.2m high large screen LED television with a display aspect of 16:9 and capable of broadcasting video content during both day and night. It incorporates a sound system, and is centrally controlled from the Civic Centre.
- 4.1.2 The normal operating hours of the screen are between 7:00am and 10:00pm, although bookings can be made for content to be displayed out of hours.

4.2 Screen Content Guidelines

- 4.2.1 Programming content wherever possible must adhere to the assessments provided by the Office of Film & Literature Classification rating scheme.
- 4.2.2 Programming content between 7:00am and 6:00pm is required to be classified no higher than G ("General Viewing").
- 4.2.3 Programming content between 6:00pm and 10:00pm is required to be classified no higher than PG ("Parental Guidance").
- 4.2.4 Programming content shall not incite, encourage or present violence or brutality in any form; simulate news or event in such a way to mislead or alarm viewers; depict distasteful or highly controversial material; depict explicit sexual activity or crude or indecent language; present as desirable the misuse of drugs including alcohol, narcotics and tobacco; stereotype, incite, vilify or perpetuate hatred against, or attempt to demean, any person or group on the basis of ethnicity, nationality, race, gender, sexual preference, religion, age or physical or mental disability.

4.3 Screen Content Assessment

4.3.1 Key Criteria

Programming content submitted for viewing will undergo a content assessment process. Content satisfying a minimum of three of the following elements will be considered for inclusion:

- Have broad popular appeal and community relevance (e.g. major event "live sites")
- Nature of content is primarily civic or cultural
- Be "high quality" material
- Enhance the visitor experience at Goyder Square
- Have an interactive element for visitors where appropriate
- Themes or topics are relevant to Goyder Square Television principles
- Content should be able to assist/benefit Goyder Square and the Central Business District of Palmerston where appropriate
- Satisfy sponsorship commitments when required

4.3.2 Preferred Programming Content

The following content is preferred for programming:

- Major sporting events on free to air broadcasting
- Live simulcasts from around the Northern Territory or Australia or the world which has broad popular appeal or significance
- Media which does not rely primarily on audio
- Media with interactive and engaging visual content

GSTV01

- Community updates, event updates and informational content which appropriately informs residents and visitors regarding Palmerston and Top End events and activities
- Appropriate broadcasts on free to air television with iconic or broad appeal to residents and visitors to Palmerston
- Commercial advertising from Palmerston based businesses

4.3.3 Programming Content which will be rejected

The following content will be rejected:

- Poor quality production material
- Content heavily reliant on audio, unless part of an overall program. Such programs should include subtitles.
- Excessively long content, except where it is an extraordinary event compliant with the Principles of this Policy
- Promotion, community messages and commercial advertising which does not align with the Principles of this Policy, or with clause 4.2.4 of this Policy
- Promotion, community messages and commercial advertising which is in conflict with clause 4.2.4 of this Policy

4.4 Broadcast Rights, Copyright and Sponsorship

4.4.1 The City of Palmerston seeks to ensure the sustainability of the screen through ensuring the costs associated with broadcast rights and copyright of content being displayed on the Goyder Square Television are borne by the party requesting the broadcast. As such, access by the public to programming requires application to Council using the Goyder Square Television Booking Form. Upon receipt of the form, Council will require from the applicant evidence of payment for any necessary broadcast rights or applicable copyright fees for the requested programming content.

4.4.2 While direct broadcasting from free to air or pay TV networks is normally exempt from broadcast rights or copyright fees, associated audio content may not be. Council will endeavour to ensure applicants are provided with timely information regarding licencing fees, but the applicant and not Council is responsible for any licencing fees associated with requested content, and payment is due prior to approval.

4.5 Management of Public Complaints and Enquiries

4.5.1 The City of Palmerston acknowledges its responsibilities to provide programming content pursuant to this policy, and makes every endeavour to ensure all displayed content and all programming decisions are made according to the clauses set out in this Policy.

4.5.2 The City of Palmerston acknowledges the rights of residents, businesses and visitors to provide comment and make complaints regarding programming content. Council will make every reasonable effort to resolve complaints, which will be conscientiously considered and investigated. Complaints must be lodged in writing in order for it to be fully assessed, and must include the name and contact details of the complainant, and should be addressed to:

Mail: City of Palmerston
PO Box 1 Palmerston NT 0831
Email: palmerston@palmerston.nt.gov.au
Telephone: 08 8935 9922

4.6 Programming Content Authorisation Process

- 4.6.1 Applications for booking the Goyder Square Television should be made to Council using the Goyder Square Television Application Form, available on Council's website at www.palmerston.nt.gov.au. Only applications using this form will be accepted, and application forms require the individual or organisation to sign a declaration stating that the content complies with this Policy.
- 4.6.2 Programming content should be provided in final edit format on either a flash drive, browser-based FTP (e.g. Dropbox and Google Drive) or disc for approval along with the application.
- 4.6.3 Free to air events require the applicant to identify the channel, programming time and duration, and classification of the broadcast to be included in the application. Free to air applications will incur a charge associated with staffing, identified in the application.
- 4.6.4 Applications must be received by Council 5 business days prior to the requested programming date. The application will be assessed, any broadcasting rights or copyright issues assessed, and applicable licensing fees levied against the applicant. All fees must be paid before content is programmed.

5 ASSOCIATED DOCUMENTS

- 5.1 Goyder Square Television Application Form

6 REFERENCES AND RELATED LEGISLATION

AGENDA ITEM: 13.2.4

REPORT TITLE: Council Policy Review – *EM03 Conflict of Interest*

REPORT NUMBER: 9/0093

MEETING DATE: 2 October 2018

Author: Chief Executive Officer, Luccio Cercarelli

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

This purpose of this report is to seek Council approval to rescind Council Policy *EM03 – Conflict of Interest*, following a review.

Municipal Plan:

4. Governance & Organisation

4.4 Systems

4.4 We are committed to ensuring the systems and processes of Council support the organisation in delivering the best possible services to the community.

KEY ISSUES

- A review of Council Policy *EM03 – Conflict of Interest* has been undertaken and it has been determined the policy is not required as it simply restates statutory obligation.
- Policies are not required if they simply restate statutory obligations, outline operational procedures or do not add any value to Council's decision-making process.
- The *Local Government Act* deals with conflict of interests and disclosures of interest.

RECOMMENDATION

1. THAT Report Number 9/0093 entitled Council Policy Review – *EM03 Conflict of Interest* be received and noted.
2. THAT Council rescind City of Palmerston Council Policy *EM03 – Conflict of Interest*, being **Attachment A** to Report Number 9/0093 entitled Council Policy Review – *EM03 Conflict of Interest*.

BACKGROUND

The activities of Local Governments are guided by a variety of factors including statutory obligations and specific policies.

As part of responsible governance, it is recommended that Council at minimum undertake a review of all policies over the course of its term.

Policies should be a representation of values that Council has in relation to services, activities or its business in addition to statutory obligations.

At its 1st Ordinary meeting in August 2018, Council adopted a policy review schedule which identified that *Council Policy EM03 – Conflict of Interest* **Attachment A** would be reviewed between October – December 2018.

DISCUSSION

In line with the policy review schedule adopted by Council, *Council Policy EM03 – Conflict of Interest* has been reviewed.

Policies are not required if they simply restate statutory obligations, outline operational procedures or do not add any value to Council's decision making process.

Policy EM03 has been determined as being superfluous as it identifies requirements already required by legislation, mainly the *Local Government Act*. The policy also includes high level process to achieve the outcome, these are not required and could conflict with legislation.

It is being recommended that Council rescind *Policy EM03 – Conflict of Interest* as it is superfluous and is managed via statutory obligations within the *Local Government Act*.

CONSULTATION PROCESS

Consultation is not required for this report.

POLICY IMPLICATIONS

Council Policy EM03 – Conflict of Interest has been reviewed.

If rescinded, this policy will no longer be a policy of Council, however the matter will still be covered by legislation.

Council is not required to have a policy relating to this matter. City of Palmerston *Policy CC01 – Code of Conduct for Elected Members* includes a requirement relating to conflicts of interest which is reflective of the legislation.

BUDGET AND RESOURCE IMPLICATIONS

There are no budget or resource implications for this report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Conflicts of interest and disclosure of interest are contained within the *Local Government Act*.

Policy should not simply restate legislation where legislation exists or phrase conditions, examples or clarifications on such requirements which may conflict with legislation.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

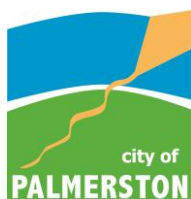
There are no environment sustainability implications for this report.

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 Council Policy EM03 – *Conflict of Interest*



Name:	EM03 Conflict of Interest		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Chief Executive Officer		
Approval Date:	17/11/2015	Next Review Date:	17/11/2017

1 Purpose

The community has the right to expect that Elected Members perform their duties in a fair and unbiased way and that the decisions they make are not affected by self-interest or personal gain.

Conflicts of interest arise when Elected Members are influenced, or appear to be influenced, by personal interests when doing their jobs. The perception of a conflict of interest can be as damaging as an actual conflict, because it undermines public confidence in the integrity of the organisation involved and its staff.

2 Principles

The City of Palmerston is committed to placing public interests before private interests and avoiding private gain at public expense. This policy details the issue of conflicts of interest and how it is managed.

3 Definitions

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

Term	Definition
<i>Conflict of Interest</i>	A <i>conflict of interest</i> occurs when there is a clash between a person's private interest and their public duty. It involves a lack of impartiality, however arising, and whether or not financial gain or loss is involved.
<i>Pecuniary Interest</i>	This is an interest that a person has in a matter because of the reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated. Associated persons include relatives, partners and employers.
<i>Non-Pecuniary Interest</i>	This is any private interest that does not relate to money e.g. arising out of kinship, friendship, membership of an association, society or trade union, or involvement or interest in an activity.
<i>Personal Benefit</i>	Use of confidential Council information to gain improper advantage.
<i>Improper Use of Undue Influence</i>	The use of a Council position to improperly influence others.

4 Policy Statement

4.1 Provisions in the Local Government Act

Sections 73 and 74 of the Local Government Act outline the responsibilities and authorities related to Conflict of Interest (footnotes drawn from the Annotated Version of the Local Government Act):

73 Conflict of interest²³⁸

(1) A member²³⁹ has a conflict of interest in a question arising for decision by the council, local board or council local authority, committee if the member or an associate²⁴⁰ of the member has a personal or financial interest²⁴¹ in how the question is decided²⁴².

(2) This section does not apply if the interest is:

- (a) an interest in a question about the level of allowances or expenses to be set for members; or*
- (b) an interest that the member or associate shares in common with the general public or a substantial section of the public; or*
- (c) an interest as an elector or ratepayer that the member or associate shares in common with other electors or ratepayers; or*
- (d) an interest that the member or an associate has in a non-profit body or association; or*
- (e) an interest of the member or an associate:*
 - (i) in appointment or nomination for appointment to a body with predominantly charitable objects; or*
 - (ii) in payment or reimbursement of membership fees, or expenses related to membership, in such a body; or*
- (f) an interest so remote or insignificant that it could not reasonably be regarded as likely to influence a decision²⁴³.*

74 Disclosure of interest

(1) As soon as practicable after a member becomes aware of a conflict of interest in a question that has arisen or is about to arise before the council, local authority, local board or council committee, the member must disclose²⁴⁴ the personal or financial interest that gives rise to the conflict (the relevant interest):

- (a) at a meeting of the council, local authority, local board or council committee; and*
- (b) to the CEO.*

(2) The CEO must record the disclosure in a register of interests kept for the purpose²⁴⁵.

(3) A member must not²⁴⁶, without the Minister's approval:

- (a) be present at a meeting of the council, local authority, local board or council committee while a question in which the member has a conflict of interest is under consideration; or*

²³⁸ The determination whether a member is in a conflict of interest situation is relevant to the prompt disclosure requirements and non-participation requirements of the next section. See also item 6 of the Code of Conduct. It may also be relevant in determining whether a member has acted in breach of trust or in breach of fiduciary duty. *The responsibility is on each member to avoid a conflict of interest.*

²³⁹ This includes a member of a local board or committee – see definition in section 3 of the Act.

²⁴⁰ 'Associate' is defined at section 4 of the Act. The definition includes (but is not limited to) a person in a close family relationship. 'Close family relationship' is defined in section 3 of the Act.

²⁴¹ A 'personal interest' includes an interest from which a member may gain an advantage, or avoid a loss.

²⁴² Conflicts of interest can arise in a variety of ways and need to be determined on a case by case basis, having regard to the Act and the decided cases.

²⁴³ Paragraphs (a) and (f) are alternatives. Any one will provide an exception to a conflict of interest.

²⁴⁴ *This is a mandatory requirement, to be exercised "as soon as is practicable", with a criminal penalty for any breach as well as potential civil liability.*

²⁴⁵ It follows that the CEO must have a register of interests and must enter in that register every disclosure under this section. As to the contents of the register, see regulation 12 of the *Local Government (Administration) Regulations*.

²⁴⁶ This is a mandatory prohibition, with a criminal penalty for any breach. The member in a conflict of interest must not be present at a meeting when any consideration or discussion of the relevant issues takes place.

(b) participate in any decision on the question.

(4) The Minister may approve a member's participation in the consideration of, or a decision on, a question in which the member has a conflict of interest on conditions the Minister thinks appropriate.

(5) A member is guilty of an offence if the member:

(a) fails to disclose an interest as required under subsection (1); or

(b) contravenes subsection (3) or a condition of an approval under subsection (4).

Fault element: Intention.

Maximum penalty: 100 penalty units²⁴⁷ or imprisonment for 6 months.

(6) If the Tribunal finds that a member has participated in the decision of the council, a local authority, a local board or a council committee contrary to this section, the Tribunal may, on application by an elector or ratepayer, declare the decision void²⁴⁸.

4.2 Elected Members and Conflict of Interest

4.2.1 Elected Members must act in the public interest and must not take into account personal interests or any other irrelevant considerations. Conflict of interest means a lack of impartiality, however arising and whether or not financial gain or loss is involved.

4.2.2 A conflict of interest arises where an individual has a private or personal interest, perceived or real, which could affect their capacity as an Elected Member to perform their public or professional duties in an impartial manner.

4.2.3 Having a public/professional duty and a private/personal interest does not mean there is automatically a conflict of interest. However, if there is a conflict of interest, how it is dealt with is very important and in doing so, the person concerned must not do anything which they could not justify to the public or which suggests reasonable suspicion of improper conduct or preferential treatment.

4.2.4 Conflicts of interest can be pecuniary or non-pecuniary.

4.3 Pecuniary Interest

4.3.1 A "pecuniary interest" means a person has a reasonable expectation of appreciable financial gain or loss for themselves or for another with whom they are associated (see section 73 of the Act).

4.3.2 Pecuniary interests must be disclosed.

4.3.3 A person will be considered to have a pecuniary interest if:

a) They, or a person with whom they are associated has a pecuniary interest.

²⁴⁷ "Penalty unit" means a unit of the prescribed value under the Penalty Units Act (NT). Hence if an offence carries a penalty of a specified number of units, the maximum penalty is that number multiplied by the prescribed value as indexed.

²⁴⁸ The phrase 'the Tribunal may' means that the Tribunal has judicial discretion about whether to declare the decision void and the Tribunal would take into account all the relevant circumstances in making such a decision.

- b) Their spouse, defacto partner, relative, partner or employer has a pecuniary interest (relative includes any of the following – parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or an adopted child of the person or the person's spouse).
- c) They, a nominee, partner or employer are a member of a company or other body that has a pecuniary interest.
- d) A person is not taken to have a pecuniary interest if:
 - i. They are unaware of the relevant pecuniary interest of the spouse, defacto partner, relative, partner, employer or company or other body;
 - ii. They are a member of, or employed by, a statutory body or by the Crown; or
 - iii. They are a member of or a delegate of Council, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.
- e) A person does not have a pecuniary interest in a matter if the interest is so remote that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter.

4.4 Non-Pecuniary Interest

- 4.4.1 A "non-pecuniary interest" is any private or personal interest which does not relate to money (e.g. kinship, friendship, executive membership of an association, society or trade union or involvement or interest in an activity).
- 4.4.2 Elected Members who are members of clubs should seriously consider whether their club memberships could give rise to conflicts of interest in Council matters that may affect the clubs. The greater the involvement with the club, the greater the likelihood of a real or perceived conflict of interest.
- 4.4.3 In cases of a non-pecuniary interest, employees should not do anything which they could not justify to the public and should avoid any occasion for reasonable suspicion or the appearance of improper conduct or only partial performance of their public or professional duties.
- 4.4.4 Options for dealing with a non-pecuniary conflict of interest will depend on the circumstances of the matter and an objective assessment of it. Options can include:
 - a) Take no action because the conflict is assessed as minor in nature;
 - b) Remove themselves as the source of conflict;

4.5 Potential Areas of Conflict

Potential conflicts of interest can arise in the following circumstances:

4.5.1 Tendering and Purchasing

Example: Council has tendered for the provision of professional services. An Elected Member is employed by a company which has tendered for the provision of these services. This may affect, or it may reasonably be suspected that it could affect, their ability to make an unbiased decision when the tender is considered by Council.

4.5.2 CEO Recruitment

Example: A member of the selection panel has a close relationship with one of the applicants for the job. This conflict of interest could bias, or could reasonably be expected to bias, the decision of the panel.

4.5.3 Gifts and Benefits

Example: A developer seeking a decision by Council in their favour regarding stormwater approvals offers an Elected Member free tickets to a major sporting event. The Elected Member's impartiality when dealing with the supplier could be compromised if the offer was accepted.

4.5.4 Information and Opportunities

Elected Members may have business and professional interests in the local government area they represent. Conflicts can arise if their public positions allow them access to information and opportunities that could be used to advance their personal and business interests.

4.6 Disclosing Conflicts of Interest

4.6.1 Elected Members who believe they have an interest in a matter, pecuniary or otherwise, must declare that interest in any meetings or discussions where that matter is considered.

4.7 Disclosures at Meetings

4.7.1 An Elected Member who has a conflict of interest in any matter with which the Council is concerned and who is present at a meeting of the Council at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.

4.7.2 The Elected Member who discloses a conflict of interest must not be present at, or in sight of, the meeting of the Council:

- a) at any time during which the matter is being considered or discussed by the Council, or
- b) at any time during which the Council is voting on any question in relation to the matter.

4.7.3 The attention of Elected Members is drawn to the following criteria to determine the extent of disclosure of the nature of the interest to the meeting necessary to observe statutory requirements of Section 73 of the Act and that some detail of the interest be disclosed and satisfy the requirements of the Act for greater transparency and accountability in the management and operation of the Council:

- a) The details are sufficient to enable other Elected Members and the public to appreciate in general terms the connection of the person with the matter under consideration.
- b) The disclosure does not reveal sensitive information which is not relevant to the matter before the Council.
- c) The disclosure does not reveal information which may be unnecessarily damaging to the reputation of some person(s) with whom the person disclosing the interest is associated.
- d) The disclosure will not unnecessarily prejudice a sensitive commercial or legal situation.

4.7.4 Disclosures of interest made at meetings and subsequent actions will be recorded in the minutes of that Council.

4.8 Deciding If You Have a Conflict of Interest

The following questions may help in deciding whether an Elected Member has a conflict of interest or whether their conduct could create the impression that a conflict of interest exists:

- a) *Do I, a relative, friend or associate stand to gain or lose financially from Council's decision or action on this matter?*
- b) *Do I, a relative, friend or associate stand to gain or lose my/our reputation because of Council's decision or action on this matter?*
- c) *Have I contributed in a private capacity in any way to the matter before Council?*
- d) *Have I made any promises or commitments in relation to the matter?*
- e) *Have I received a benefit or hospitality from someone who stands to gain or lose from Council's decision or action?*
- f) *Am I a member of an association, club or professional organisation, or do I have particular ties and affiliations with organisations or individuals, who stand to gain or lose from Council's consideration of the matter?*
- g) *Could there be benefits for me in the future that could cast doubt on my objectivity?*
- h) *If I participate in assessment or decision making, would I be happy if my colleagues and the public became aware of my association or connection?*
- i) *Would a fair and reasonable person perceive that I was influenced by personal interest in performing my public duty?*
- j) *Do I need to seek advice or discuss the matter with an objective party?*
- k) *Am I confident of my ability to act impartially and in the public interest?*
- l) *Do I understand the possible penalties if I go on with the action?*

Note: The references to "before Council", "Council's consideration", etc. also refer to issues to be dealt with under delegated authority by Council officers.

4.9 Responsibility for Making a Disclosure

4.10.1 If an Elected Member is unsure as to whether or not they have a conflict of interest, they should give full written details to the Chief Executive Officer or seek independent legal advice. The objective of notification is to protect both Elected Members and Council.

4.10.2 The Chief Executive Officer does not have a responsibility to provide a determination on whether or not you have a conflict of interest in a matter.

4.10.3 The responsibility for determining whether an Elected Member has a conflict of interest rests with the individual Elected Member, as per Section 74 of the Local Government Act. In many cases, only the Elected Member will be aware of the potential for a conflict of interest. Elected Members are encouraged to err on the side of caution by declaring their interest and by not participating in discussion or in decision making if there is any doubt as to their interest in the matter.

4.10 Complaints Regarding Failure to Disclose an Interest

Any person may make a complaint that a person has or may have failed to disclose a pecuniary interest. All complaints should be directed to the Chief Executive of the Department of Local Government.

5 Associated Documents

Nil

6 References and Related Legislation

Section 73 and 74 of the Local Government Act
City of Palmerston Elected Members Code of Conduct

14.1 Information

14.1.1 LGANT Draft Executive Minutes – 18 September 2018

THAT Council receive and note Item 14.1.1 entitled LGANT Draft Executive Minutes – 18 September 2018.

14.2 Correspondence

Nil

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

**MINUTES OF THE LGANT EXECUTIVE MEETING
HELD ON TUESDAY 18 SEPTEMBER 2018 IN THE LGANT OFFICE
COMMENCING AT 8:00 AM**

1. PERSONS PRESENT AT THE MEETING OR ON THE TELEPHONE

Mayor Damien Ryan	President (<i>Phone</i>)
Alderman Gary Haslett	City of Darwin (<i>Phone</i>)
Mayor Fay Miller	Executive – Municipal
President Peter Clee	Executive – Regional and Shires (<i>Phone</i>)
Mayor Steven Edgington	Executive – Regional and Shires (<i>Phone</i>)
IN ATTENDANCE:	
Tony Tapsell	LGANT CEO
Peter McLinden	LGANT
Elaine McLeod	LGANT – Secretariat

2. APOLOGIES FROM MEMBERS WHO WERE ABSENT FROM THE MEETING

Mayor Maree Bredhauer	Executive – All Councils
Councillor Lynette De Santis	Executive – Regional & Shires
Mayor Matthew Ryan	Vice President – Regional and Shires
Alderman Sherry Cullen	Executive – Municipal

RESOLUTION

That members:

1. accept the acknowledgements from members that they are unable to attend the meeting
2. approve the applications from members for leave of absence from the meeting
3. accept the recording of the meeting and delete the recording on completion of the minutes.

Moved: Alderman Haslett

Seconded: President Clee

Carried

3. NOTIFICATION OF CONFLICT(S) OF INTERESTS

4. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

Discussion

Members were reminded of the ALGA Election Campaign discussed at the last meeting and its request for councils to call on their Federal Members for Financial Assistance Grants to be restored to at least 1% of total Commonwealth taxation revenue. Some councils have already passed a resolution to join the campaign. LGANT will follow up with councils who are yet to do so.

Action

1. LGANT to follow up with councils about supporting the ALGA Election Campaign.

RESOLUTION

THAT the minutes of the Executive meeting held on Tuesday 28 August 2018 be confirmed as a true and correct record of this meeting.

Moved: President Clee

Seconded: Mayor Edgington

Carried

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

5. ACCEPTANCE OF THE AGENDA AND NOTIFICATION OF GENERAL BUSINESS ITEMS

RESOLUTION

THAT the papers as circulated be received for consideration at the meeting.

Moved: President Clee
Seconded: Mayor Edgington
Carried

6. DECISIONS THE EXECUTIVE IS BEING ASKED TO MAKE THIS MEETING

6.1 Financial Reports for 31 July 2018

Discussion

It was mentioned that the ratio comparison table had not been updated from the last meeting.

Action

2. LGANT to send updated ratio comparison table out to the Executive.

RESOLUTION

THAT the Executive receives and adopts the financial reports for 31 July 2018.

Moved: Mayor Miller
Seconded: Mayor Edgington
Carried

6.2 2018-28 Northern Territory Population Growth Strategy

Discussion

Members discussed the strategy at length and raised concerns over:

- local government not being consulted in the development of the strategy
- not enough being done to encourage the existing population, particularly seniors, to stay in the Northern Territory
- where employment opportunities are, particularly since the NT Government has put recruiting on hold
- population numbers quoted in the strategy differing significantly from NT Grants Commission numbers.

Members asked that LGANT write to the Chief Minister expressing that while local government supports the concept of NT population growth, it is disappointed at not being consulted in the development of the strategy and expects to be included in developing the actions going forward.

Action

3. LGANT to write to the Chief Minister expressing local government's concerns.

RESOLUTION

THAT the Executive endorses the actions proposed for LGANT with the 2018-28 Northern Territory Population Growth Strategy.

Moved: Mayor Edgington
Seconded: Mayor Miller
Carried

6.3 Political Donations and Public Funding Reform

Discussion

Members heard that this is something that could affect local government in the future. Members decided to receive and note this report.

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

RESOLUTION

THAT the Executive receives and notes the report on Political Donations and Public Funding Reform.

Moved: Mayor Miller
Seconded: Alderman Haslett
Carried

6.4 2017-18 Draft LGANT Annual Report**Discussion**

Members requested the following changes to the draft annual report:

- Page 3:
 - *'Indigenous employees'* – change percentage to actual number of employees
 - *'Local Authorities'* – remove *'committees'* and change to *'across 9 regional local government areas'*
- Page 4 – clarify that the *'group purchasing'* figure is through Local Buy
- Page 9 – include Belyuen election in the President's report
- Page 10 – *'Australian Local Government Association'* – change in first line *'LGANT Vice President representing regional and shires, Mayor Matthew Ryan'*
- Page 18 – Executive Member Attendance Report – remove *'All attended'* under apologies
- Page 21 – Mayor Fay Miller's biography – add in *'Development Consent Authority'*
- Page 33 – *'Professional Development of elected members'* – include training done by Allan McGill at Barkly Regional Council.

Members ran through the reports received from LGANT representatives on outside committees and asked LGANT to follow up on reports not yet received.

Action

4. LGANT to follow up on reports on outside committees not yet received.

RESOLUTION

THAT the Executive approves the 2017-18 Draft LGANT annual report for tabling at the LGANT annual general meeting on 9 November 2018.

Moved: Mayor Miller
Seconded: President Clee
Carried

6.5 LGANT Members' Satisfaction Survey**Discussion**

Members heard that LGANT is getting a 50% response rate to its members satisfaction survey. Some of the feedback received suggested that reference groups satisfaction surveys be done separately from the members survey.

Members felt there was no need to further investigate content and participation methods.

RESOLUTION

THAT the Executive:

- a) agrees to the inclusion of a "Don't Know/Did Not Participate" response into the LGANT member satisfaction survey responses
- b) agrees to senior executives of councils being invited to respond to the satisfaction survey.

Moved: Mayor Miller
Seconded: President Clee
Carried

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

The President asked that the '*Reports on actions required to be done from the last meeting*' be brought to the start of the agenda following acceptance of the minutes of previous meeting.

7. REPORTS ON ACTIONS REQUIRED TO BE DONE FROM THE LAST MEETING

7.1 Subdivision Development Guidelines

Future Action

Await receipt of the final draft and invite the Chairman and Department to attend the CEO Forum in November 2018.

7.2 Land use Planning Reforms

Future Action

Include commentary in the next LGANT submission on Phase 2 of land use planning reforms once papers for it are released.

7.3 Changes to the *Pastoral Land Management Act*

Future Action

Advise the Executive once a reply is received from the Minister.

Discussion

Mayor Edgington agreed to bring this topic up with the Minister at the general meeting.

Action

5. Send a copy of the letter to the Minister to Mayor Edgington.

7.4 Regional Australia Institute Pathfinder Initiative

Future Action

No further action required as agenda circulated to all councils.

7.5 Guideline 8 – Regional Councils and Local Authorities

Future Action

Prepare a submission to the Minister after circulating it to regional councils.

Discussion

Members were told that clarification on Guideline 8 was given by the lawyers from the Department at the recent ALAC meeting. Attendance by elected members at local authority meetings is covered under the *Local Government Act*. Therefore any change requires an amendment to the Act which will likely take place in late 2019.

RESOLUTION

What decision is the Executive being asked to make?

THAT the Executive receives and notes the reports on actions required to be done from the last meeting.

Moved: Mayor Miller
Seconded: President Clee
Carried

8. BUSINESS WHICH ONLY REQUIRES THE EXECUTIVE TO RECEIVE AND NOTE INFORMATION

8.1 Council Motion – Councils' Legal Obligation to Manage and Maintain Aboriginal Land Trust Land

Discussion

Members noted the report.

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

RESOLUTION

What decision is the Executive being asked to make?

THAT the Executive receives and notes the report on councils' legal obligation to manage and maintain Aboriginal Land Trust land.

Moved: Mayor Miller
Seconded: President Clee
Carried

9. PRESIDENT'S REPORT**9.1 LGANT President's Report to ALGA****Discussion**

The President alerted members to the Department of Housing and Community Development newsletter and asked that:

- a link be circulated to the Executive
- a hard copy of the latest newsletter to be distributed to delegates at the general meeting.

10. BUSINESS FROM PREVIOUS MEETING THAT IS NOT YET FINISHED**10.1 Transfer of Local Roads from the NT Government to Local Government****Future Action**

Report on any progress that might arise as a consequence of meetings of Regional Roads Committees.

10.2 Cemeteries**Future Action**

Conclude the process in the next month.

10.3 The Transfer of Barge Landings and Boat Ramps to Local Government**Future Action**

Receive updates from the Regional Road Groups. Advocate to have a standing agenda item on appropriate Groups.

10.4 Northern Territory Government Remote Housing**Future Action**

Provide progress reports.

10.5 Roadmap for Renewable Energy**Future Action**

LGANT to continue to monitor and report both at Northern Territory and national levels.

10.6 Council Motion – Councils' Legal Obligation to Manage and Maintain Aboriginal Land Trust Land

See agenda item 8.1.

10.7 Council Motion – Impact of Substance Misuse on Council Workforces**Future Action**

No further action required as it is a matter for councils now to determine the approaches they can best handle for themselves.

10.8 Administration and Legislation Advisory Committee**Future Action**

Attend the next meeting when it is called and report.

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

10.9 Submission to the Environmental Regulatory Reform Discussion Paper

Future Action

Provide progress reports.

10.10 Independent Commissioner Against Corruption (ICAC) Bill

Future Action

Review legislation and arrange meetings with the new organisation once it is established.

Discussion

Members heard that ICAC will do a report to the CEO Forum. The President asked that an executive summary be prepared for the Mayors and Presidents Forum.

Action

6. Prepare an executive summary on ICAC for the Mayors and Presidents Forum.

10.11 NT EPA Draft Guideline for Consultation – Recommended Land Use Separation Distances

Future Action

Do a comparison between what LGANT requested and what has been agreed to after the guidelines are published.

10.12 Council Motion – Review of Natural Disaster Relief and Recovery Arrangements Conditions and Eligibility

Future Action

Continue to work with the Department of Housing and Community Development and workshop guidelines/reporting processes over the next few months.

10.13 Council Motion – Improving Voting and Voter Turnout at Council Elections

Future Action

Follow up with the Australian Electoral Commission its proposal for councils to help maintain the Northern Territory electoral roll.

10.14 Per- and Poly-Fluoroalkyl Substances (PFAS)

Future Action

Monitor developments given it is being handled as a national issue.

10.15 Federal Black Spot Funding

Future Action

Work with the Division of Local Government and DIPL with regard to implementing a local road digital mapping platform.

10.16 Building Better Regions Fund – Local Road Mapping

Future Action

Develop business plan and submission to the Division of Local Government with regard to digital mapping.

10.17 2017 Member Satisfaction Survey

See agenda item 6.5.

10.18 LGANT Submission to the Aviation Inquiry

Future Action

Review the matter following the release of the Senate Committee's report.

10.19 Submission on Remote Employment and Participation

Future Action

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

Follow up with the Department of Prime Minister and Cabinet the status of its consultative work on remote employment and participation.

10.20 Senate Inquiry into Regional Inequality

Future Action

Provide a progress report once the Senate releases its report.

10.21 2016-17 Local Government National Report

Future Action

Provide a progress report after the report is tabled in the Federal Parliament.

10.22 Constitutional Recognition of Aboriginal and Torres Strait Islander People

Future Action

The committee is to present to Parliament its final report on or before 29 November 2018.

10.23 Local Government Environment Project Officer – Funding Agreement

Future Action

Recruitment is in progress and an appointment will be made in September 2018.

10.24 Independent Town Camps Review

Future Action

Arrange meetings with the Town Camps Implementation team once it is in place.

10.25 NT Alcohol Policies and Legislation Review

Future Action

Continue to discuss the reports from the above team.

10.26 Joint Insurance Scheme and Discretionary Trust

Future Action

Provide progress reports on the operation of the trust.

10.27 Regional Roads Committees

Future Action

Provide progress reports.

10.28 Draft LGANT Policies on language, Literacy and Numeracy

Future Action

Draft letters to the Commonwealth and Territory governments about the policies.

10.29 LGANT Submission to the Territory Wide Logistics Master Plan – Discussion Paper

Future Action

Follow up and report on the outcome of the submission once details are known.

10.30 Coroner's Report and Recommendations to do with Work Zone Traffic Management

Future Action

Continue to attend DIPL meetings and provide progress reports.

10.31 Regional Telecommunications Review

Future Action

Provide progress reports including notifications of attendance at inquiry meetings.

10.32 East Arnhem Region – LGANT Road Network

Future Action

LGANT to have discussions with East Arnhem Regional Council regarding the local road network.

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

10.33 Health, Safety and Security Projects for Regional Council**Future Action**

Provide progress reports.

10.34 Environments and Remote Indigenous Cardiometabolic Health**Future Action**

Provide letter of support to the researchers to enable them to apply for a research grant.

Discussion

Members agreed that a letter of support be sent to the researchers.

RESOLUTION

THAT the Executive approves a letter of support being sent to the Environments and Remote Indigenous Cardiometabolic Health researchers.

Moved: Mayor Miller
Seconded: Alderman Haslett
Carried

RESOLUTION

THAT the Executive receives and notes the reports on business from previous meetings that is not yet finished.

Moved: Mayor Miller
Seconded: President Clee
Carried

11. BUSINESS NOT YET FINISHED BUT INACTIVE

11.1	Waste Management Regional Projects
11.2	2015-16 Local Government National Report
11.3	Review of the <i>Local Government Act</i>

RESOLUTION

THAT the Executive accept the business not yet finished but inactive.

Moved: Mayor Edgington
Seconded: Alderman Haslett
Carried

12. MEMBERS QUESTIONS**13. GENERAL BUSINESS****13.1 ALGA Election Campaign****13.2 LGANT Conference****RESOLUTION**

THAT the Executive receives and notes the reports on business from previous meetings that is not yet finished.

Moved: Mayor Miller
Seconded: Alderman Haslett
Carried

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

14. COMPLETED BUSINESS

14.1	RSPCA Cat Management Report
14.2	Future Cities Smart Communities Summit
14.3	WA Local Government Convention 2018
14.4	Nominations to the LGANT Executive
14.5	CouncilBIZ Constitution
14.6	Public Libraries
14.7	Roads to Recovery – Robinson River
14.8	Inquiry into National Freight and Supply Chain Priorities

RESOLUTION

THAT the Executive approves the removal of items of completed business from the agenda for the next meeting.

Moved: President Clee
Seconded: Mayor Edgington
Carried

15. CONFIDENTIAL BUSINESS**15.1 Appointment of an Auditor for 2018/2019****Discussion**

Members accepted the recommendation of Merit Partners being appointed as LGANT's auditor.

RESOLUTION

THAT the Executive recommends the appointment of Merit Partners as LGANT's auditor for the 2018/19 and 2019/20.

Moved: Mayor Miller
Seconded: Alderman Haslett
Carried

16. NEXT MEETING

The next meeting of the LGANT Executive will be held on Tuesday 18 September 2018 at **8:00am** in the LGANT Boardroom or by teleconference.

Mayor Edgington said he will be an apology for the next meeting.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 9:30am.

17. LIST OF ACTIONS FROM THE MEETING

ACTIONS	Item No
1. LGANT to follow up with councils about supporting the ALGA Election Campaign.	4
2. LGANT to send updated ratio comparison table out to the Executive.	6.1
3. LGANT to write to the Chief Minister expressing local government's concerns.	6.2
4. LGANT to follow up on reports on outside committees not yet received.	6.4
5. Send a copy of the letter to the Minister to Mayor Edgington.	7.3
6. Prepare an executive summary on ICAC for the Mayors and Presidents Forum.	10.10

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

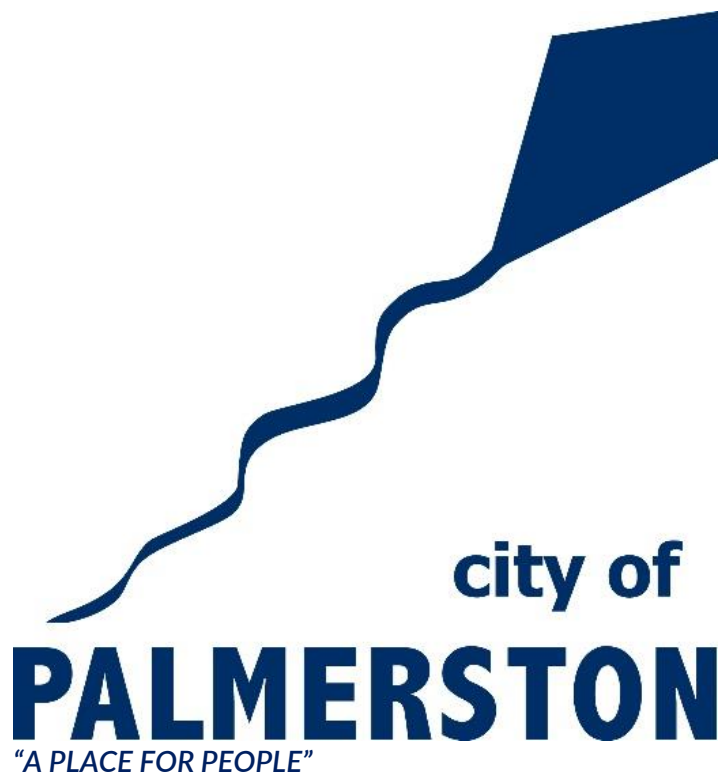
18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday 16 October 2018 at 5.30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

19 CLOSURE OF MEETING TO PUBLIC

THAT pursuant to Section 65(2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations, the meeting be closed to the public to consider the Confidential item of the Agenda.

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON



**COUNCIL MEETING
MINUTES
TUESDAY, 18 SEPTEMBER 2018**

CITY OF PALMERSTON

**Minutes of Council Meeting
held in Council Chambers
Civic Plaza, Palmerston
on Tuesday 18 September 2018 at 5.30pm.**

ELECTED MEMBERS

Acting Mayor Damian Hale
Alderman Amber Garden
Alderman Lucy Buhr
Alderman Mick Spick
Alderman Sarah Henderson
Alderman Tom Lewis

STAFF

Acting Chief Executive Officer, Jan Peters
Director Corporate Services, Chris Kelly
Director City Growth and Operations, Gerard Rosse
Finance Manager, Shane Nankivell
Communications Officer, Samantha Abdic
Minute Secretary, Alyce Breed

GALLERY

Will Zwar, NT News

1 ACKNOWLEDGEMENT OF COUNTRY

I respectfully acknowledge the traditional owners of the land on which we are meeting - the Larrakia People - and pay my respects to their elders, past, present and future.

2 OPENING OF MEETING

The Acting Mayor declared the meeting open at 5.30pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil.

Initials: _____

3.2 Leave of Absence

Moved: Alderman Buhr
Seconded: Alderman Garden

1. THAT it be noted Mayor Pascoe-Bell is on leave of absence previously granted on 4 September 2018, for the period of 18 to 20 September 2018 inclusive.
2. THAT it be noted Alderman Giesecke is on leave of absence previously granted on 4 September 2018, for the period of 8 to 18 September 2018 inclusive.

CARRIED 9/0265 - 18/09/2018

3.3 Leave of Absence Request

Moved: Alderman Buhr
Seconded: Alderman Lewis

1. THAT the leave of absence received from Alderman Lewis for 29 September to 3 October 2018 inclusive be received and noted.
2. THAT the leave of absence received from Alderman Giesecke for 1 October to 3 October 2018 inclusive be received and noted.
3. THAT the leave of absence received from Alderman Buhr for 20 September to 21 September 2018 inclusive be received and noted.

CARRIED 9/0266 - 18/09/2018

4 REQUEST FOR TELECONFERENCING

Moved: Alderman Spick
Seconded: Alderman Henderson

THAT it be noted Mayor Pascoe-Bell will not participate by teleconference at the Council Meeting held on 18 September 2018 as previously granted on 4 September 2018 due to being on Council business.

CARRIED 9/0267 - 18/09/2018

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil.

5.2 Staff

Nil.

Initials: _____

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Alderman Buhr
Seconded: Alderman Lewis

THAT the minutes of the Council Meeting held Tuesday, 4 September 2018 pages 9544 to 9551, be confirmed.

CARRIED 9/0268 – 18/09/2018

6.2 Business Arising from Previous Meeting

Nil.

7 MAYORAL REPORT

Nil.

8 DEPUTATIONS AND PRESENTATIONS

8.1 Deputations

Nil.

8.2 Presentations

Nil.

9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

9.1 Composting

Moved: Alderman Buhr
Seconded: Alderman Henderson

THAT the public question received by written submission from Kylie Walford regarding composting and the response be received and noted.

Question: Council currently encourages composting, and when I drive through the suburbs I see a lot of green waste in general rubbish bins. Would Council consider introducing an organic waste service for green waste and food scraps which can then be turned into compost and sold or used by Council?

Answer: Council is committed to delivering environmental initiatives and protecting environmental values. Council is continually exploring new opportunities for our city, particularly in relation to waste management and diversion. Any potential initiatives will be thoroughly researched and presented to our community for their consideration. An important consideration for any new initiative, such as kerbside and commercial composting is the potential final market, sustainability of the service, and cost and environmental benefits. Currently there is no treatment facility, or identified sustainable market for the end product, in the region to process green waste and food scraps for compost on a commercial basis which is why

Initials: _____

9.1 Composting (continued)

Council encourages households to make their own compost. Treating and managing waste at the home is a cost and environmentally effective measure at present due to the lack of any sustainable alternatives. Council currently accepts and process residential green waste at the Archer Waste Management Facility, turning it into mulch for reuse. Entry to the facility and disposal is free to residents of Palmerston. Waste collected from kerbside general waste bins is transported to Shoal Bay Waste Management Facility (SBWMF), this includes any green waste and food scraps deposited in residents' bins. SBWMF collects the gases produced by the landfill and green waste/food scraps are an integral part of this process. SBWMF harvests the gases converting it into energy. The energy generated is stated as being enough to power approximately 1,000 homes in the region area.

CARRIED 9/0269 – 18/09/2018

10 CONFIDENTIAL ITEMS

10.1 Confidential Items

Nil.

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 Financial Report for the Month of August 2018

9/0089

Moved: Alderman Spick
Seconded: Alderman Garden

THAT Report Number 9/0089 entitled Financial Report for the Month of August 2018 be received and noted.

CARRIED 9/0270 – 18/09/2018

Initials: _____

13.1.2 Community Benefit Scheme August Update

9/0080

Moved: Alderman Buhr
Seconded: Alderman Henderson

THAT Report Number 9/0080 entitled Community Benefit Scheme August Update be received and noted.

CARRIED 9/0271 – 18/09/2018

13.2 Action Reports

13.2.1 2017-18 Special Purpose Grant Acquittal CCTV Camera Installation 9/0079

Moved: Alderman Buhr
Seconded: Alderman Henderson

1. THAT Report Number 9/0079 entitled 2017-18 Special Purpose Grant Acquittal CCTV Camera Installation be received and noted.
2. THAT Council approve the 2017/2018 Acquittal of Special Purpose Grant – to install CCTV cameras and operating systems at the Palmerston Recreation Centre, Palmerston Swimming and Fitness Centre, Palmerston Library and Civic Building public areas that forms **Attachment A** to Report Number 9/0079 entitled 2017-18 Special Purpose Grant Acquittal CCTV Camera Installation.

CARRIED 9/0272 – 18/09/2018

13.2.2 Palmerston Library Temporary Closure

9/0081

Moved: Alderman Spick
Seconded: Alderman Garden

1. THAT Report Number 9/0081 entitled Palmerston Library Closure be received and noted.
2. THAT Council approve the temporary closure of the Palmerston Library on Friday 5 October 2018 between the hours of 12:00pm and 5:00pm for the purpose of staff training and development.

CARRIED 9/0273 – 18/09/2018

Initials: _____

13.2.3 Community Benefit Scheme Application – Rotary Club
Litchfield/Palmerston Inc 9/0083

Moved: Alderman Spick
Seconded: Alderman Buhr

1. THAT Report Number 9/0083 entitled Community Benefit Scheme Application – Rotary Club of Litchfield/Palmerston Inc. be received and noted.
2. THAT Council approve the grant to Rotary Club of Litchfield/Palmerston to the value of \$4,400 to purchase and install ten (10) Buddy Benches in Palmerston Schools.

CARRIED 9/0274 – 18/09/2018

13.2.4 Update on NT Government Planning Reform 9/0084

Moved: Alderman Henderson
Seconded: Alderman Garden

1. THAT Report Number 9/0084 entitled Update on NT Government Planning Reform be received and noted.
2. THAT Council endorse the submission to the NT Department of Infrastructure, Planning and Logistics on Stage 2 of Planning Reform being **Attachment A** to Report Number 9/0084 entitled Update on NT Government Planning Reform.

CARRIED 9/0275 – 18/09/2018

13.2.5 Consultation Discussion Paper – Electoral Reforms 9/0087

Moved: Alderman Buhr
Seconded: Alderman Henderson

1. THAT Report Number 9/0087 entitled Consultation Discussion Paper-Electoral Reforms be received and noted.
2. THAT Council provide no comment on the Consultation Discussion Paper-Electoral Reforms at **Attachment A** to Report Number 9/0087 entitled Consultation Discussion Paper-Electoral Reforms.

CARRIED 9/0276 – 18/09/2018

Initials: _____

13.2.6 Edible Pocket Gardens – Consultation Review

9/0082

Moved: Alderman Garden
Seconded: Alderman Buhr

1. THAT Report Number 9/0082 entitled Edible Pocket Gardens – Consultation Review be received and noted.
2. THAT Council approve City of Palmerston Policy COMM04 Edible Pocket Gardens being **Attachment A** to Report Number 9/0082 entitled Edible Pocket Gardens – Consultation Review.

CARRIED 9/0277 – 18/09/2018

13.2.7 Asset Management Policy Review

9/0068

Moved: Alderman Henderson
Seconded: Alderman Garden

1. THAT Report Number 9/0068 entitled Asset Management Policy Review be received and noted.
2. THAT Council rescind City of Palmerston Asset Management Policy (January 2011) being **Attachment A** to Report Number 9/0068 entitled Asset Management Policy Review.
3. THAT Council adopt City of Palmerston AM01 Asset Management Policy being **Attachment B** to Report Number 9/0068 entitled Asset Management Policy Review.

CARRIED 9/0278 – 18/09/2018

13.2.8 Review of Outdoor Dining Policy REG01

9/0085

Moved: Alderman Buhr
Seconded: Alderman Spick

1. THAT Report Number 9/0085 entitled Review of Outdoor Dining Policy REG01 be received and noted.
2. THAT Council rescind City of Palmerston Policy Number REG01 Outdoor Dining being **Attachment A** to Report Number 9/0085 entitled Review of Outdoor Dining Policy REG01.
3. THAT Council adopt Policy REG01 – Outdoor Policy being **Attachment B** to Report Number 9/0085 entitled Review of Outdoor Dining Policy REG01 with the amendment to section 4.1.4 relating to being adjacent to an existing indoor restaurant, bar or cafe.
4. THAT a further report be presented to Council at the 2nd Ordinary Meeting of Council in November 2018 that considers the fees and charges associated with outdoor dining.

Initials: _____

CARRIED 9/0279 – 18/09/2018

13.2.9 Council Policy Review – *FIN15 Asset Disposal*

9/0086

Moved: Alderman Garden
Seconded: Alderman Henderson

1. THAT Report Number 9/0086 entitled Council Policy Review – *FIN15 Asset Disposal* be received and noted.
2. THAT Council rescind Council Policy *FIN15 Asset Disposal* at **Attachment A** to Report Number 9/0086 entitled Council Policy Review – *FIN15 Asset Disposal*.

CARRIED 9/0280 – 18/09/2018

14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.1.1 LGANT Draft Executive Minutes – 28 August 2018

Moved: Alderman Buhr
Seconded: Alderman Spick

THAT Council receive and note Item 14.1.1 entitled LGANT Draft Executive Minutes – 28 August 2018.

CARRIED 9/0281 – 18/09/2018

14.2 Correspondence

14.2.1 Council Website Compliance Update – August 2018

Moved: Alderman Garden
Seconded: Alderman Henderson

THAT Council receive and note Item 14.2.1 entitled Council Website Compliance Update – August 2018.

CARRIED 9/0282 – 18/09/2018

15 REPORT OF DELEGATES

Nil.

Initials: _____

16 QUESTIONS BY MEMBERS

THAT the following Question by Members be received and noted.

16.1 Murals

Moved: Alderman Buhr
Seconded: Alderman Spick

THAT the question asked by Alderman Buhr regarding murals in Darwin CBD and the possibility of having them done in Palmerston, and the response by the Acting Chief Executive Officer be received and noted.

CARRIED 9/0283 - 18/09/2018

17 GENERAL BUSINESS

17.1 Committee Appointment

Moved: Alderman Lewis
Seconded: Alderman Garden

1. THAT Council receive and note Alderman Lewis' resignation dated 14 September 2018 as Chair and Committee Member of the Palmerston Seniors Advisory Committee.

CARRIED 9/0284 - 18/09/2018

Moved: Alderman Garden
Seconded: Alderman Spick

2. THAT Deputy Mayor Hale be appointed to the Palmerston Seniors Advisory Committee for the period 18 September 2018 to 30 June 2019 inclusive.
3. THAT Alderman Henderson be appointed as Chair of the Palmerston Seniors Advisory Committee for the period 18 September 2018 to 30 June 2019 inclusive.

CARRIED 9/0285 - 18/09/2018

18 NEXT COUNCIL MEETING

Moved: Alderman Buhr
Seconded: Alderman Garden

THAT the next Ordinary Meeting of Council be held on Tuesday 2 October 2018 at 5.30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/0286 - 18/09/2018

Initials: _____

19 CLOSURE OF MEETING TO PUBLIC

Moved: Alderman Garden
Seconded: Alderman Spick

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 9/0287 - 18/09/2018

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: Alderman Garden
Seconded: Alderman Lewis

THAT the meeting be adjourned for 10 minutes for media liaison.

CARRIED 9/0288 - 18/09/2018

The meeting adjourned at 6:18pm.



UNCONFIRMED

Damian Hale
ACTING MAYOR
Date: