

2ND ORDINARY COUNCIL MEETING

NOTICE OF MEETING TUESDAY, 20 NOVEMBER 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.

LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER

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COUNCIL AGENDA

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2nd 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 6 November 2018 pages 9586 to 9598 be confirmed.

- 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT
- 8 DEPUTATIONS AND PRESENTATIONS
 - 8.1 Maluka Views Subdivision
 Presentation by Palmerston Investments (NT) Pty Ltd
- 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)
- 10 CONFIDENTIAL ITEMS

THAT pursuant to Section 65(2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the following confidential items.

10.1 Confidential Items

ITEM	REGULATION	REASON			
25.2.1	8(e)	This item is considered 'Confidential' pursuant to Section 65(2)			
		of the Local Government Act and 8(e) of the Local Government			
		(Administration) Regulations, which states municipal council may			
		close to the public only so much of its meeting as comprises the			
		receipt or discussion of, or a motion or both relating to,			

	T	
		information provided to the council on condition that it be kept confidential.
25.2.2	8(e)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(e) of the Local Government (Administration) Regulations, which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information provided to the council on condition that it be kept confidential.
25.2.3	8(c)(iv)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(c)(iv) of the Local Government Administration Regulations, whereby the public may be excluded while business of a kind classified as information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.
	8(d)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(d) of the Local Government (Administration) Regulations, which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information subject to an obligation of confidentiality at law, or in equity.
25.2.4	8(c)(iv)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(c)(iv) of the Local Government Administration Regulations, whereby the public may be excluded while business of a kind classified as information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.
	8(d)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(d) of the Local Government (Administration) Regulations, which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information subject to an obligation of confidentiality at law, or in equity.

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

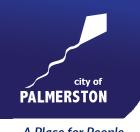
11 PETITIONS

12 NOTICES OF MOTION

13 OFFICER REPORTS

13.1 Receive and Note Reports

13.1.1	Financial Report for the Month of October 2018	9/0120
13.1.2	2018 Pre-Cyclone Clean Up	9/0116
13.1.3	Palmerston Animal Management Refence Group Meeting Minutes 13	
	September and 31 October 2018	9/0112
13.1.4	Community Benefit Scheme Update 2018	9/0111



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2nd Ordinary Council Meeting

AGENDA ITEM: 13.1.1

REPORT TITLE: Financial Report for the Month of October 2018

REPORT NUMBER: 9/0120

MEETING DATE: 20 November 2018

Author: Finance Manager, Shane Nankivell

Approver: Director of Corporate Services, Chris Kelly

PURPOSE

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

Municipal Plan:

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

KEY ISSUES

- Operating Income and Expenditure are in-line with budget expectations.
- Capital Income from Developer Contributions have exceeded budget forecasts and an adjustment will be made at the Second Quarter Budget Review.
- Potential underspending in Capital Expense has been identified, as capital work is seasonable it will be monitored closely over the coming months and reviewed during the second quarter budget review process.

RECOMMENDATION

THAT Report Number 9/0120 entitled Financial Report for the Month of October 2018 be received and noted.

BACKGROUND

At the 2nd Ordinary Council Meeting of 16 October 2018 Council made the following decision:

Financial Report for the Month of September 2018

9/0098

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

CARRIED 9/0311 - 16/10/2018



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DISCUSSION

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

Operating Income

- Total Operating Income is at 90% of the current budget.
- All Operating Income items are generally tracking as expected. Statutory Charges are
 modestly below budget representing a reduction in the number of parking fines issued. This
 will be monitored to determine if an adjustment is required at the second quarterly budget
 review.

Operating Expenditure

- Total Operating Expenditure is at 43% of the budget inclusive of commitments.
- Operating Expenditure is in line with budget expectations.

Capital Income

Capital Income is currently 6%. Council is expecting to receive \$10 million in gifted assets from developments, such as roads, parks and other infrastructure assets. These assets will pass to City of Palmerston once the development work is finalised throughout the financial year and the assets are taken up on Council's asset register.

Council is expecting to receive capital grants and contributions to the value of \$728,410, currently 81% to the value of \$592,892 has been received, with higher than expected proceeds from Developer Contributions. An adjustment will be made at the second quarter budget review to reflect this increase.

Capital Expenditure

Overall Capital Expenditure is showing at 31% for the year. The revised budgeted figure includes the increase to the capital works program of \$2,857,883 from the first budget review. Potential underspending in Capital Expense has been identified, as capital work is seasonable it will be monitored closely over the coming months and reviewed during the second quarter budget review process.

Loans

Council has approved an internal loan for \$3.675 million to fund an accelerated smart LED public and street lighting project and an external loan for \$2 million to fund the final stage of remediation works at the previous Archer Landfill site. Currently these loans have not been drawn upon, when they are drawn down details of these loans will be provided in the accompanying Finance Report.

CONSULTATION PROCESS

There was no consultation required for this report.

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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



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RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The Local Government (Accounting) Regulations prescribes that:

18 Financial Reports to Council

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Attachment A: Financial Management Report - October 2018

Financial Management Reports

October 2018

- 1. Executive Summary
- 2. Financial Results



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October 2018

SECTION 1 – EXECUTIVE SUMMARY	1.1	Executive Summary
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	2.2	Reserves Schedule
	2.3	Investments Management Report
	2.4	Debtor Control Accounts
	2.5	Financial Indicators
	2.6	Creditor Accounts Paid
	2.7	Creditor Accounts Outstanding
	2.8	Waste Charges
	2.9	Commercial Leases

Section 2 Financial Results

1.1 - Executive Summary as at

31 October 2018

% of year passed

33%

Results	Revised	YTD Actual \$	YTD	Budget Forecast	% Utilised
	Budget 2019 \$		Committed \$	\$	
Operating Income		- 6 0 00-			- 50
Rates & Annual Charges	27,927,085	26,841,885	0	27,927,085	96%
Statutory Charges	166,500	36,702	0	166,500	22%
User Charges & Fees	1,387,240	700,450	0	1,387,240	50%
Interest & Investment Revenue	963,160	384,775	0	963,160	40%
Reimbursements	0	1,330	0	0	0%
Other Income	1,500	16,151	0	,,	1077%
Grants, Subsidies & Contributions	1,535,573	832,904	0	1,535,573	54%
Operating Income	31,981,058	28,814,198	0	31,981,058	90%
Operating Expenditure					
Employee Costs	-8,671,994	-2,622,167	-2,770	-8,671,994	30%
Professional Services	-1,719,667	-476,717	-451,541	-1,719,667	54%
Auditor's Remuneration	-35,000	-4,580	0	-35,000	13%
Operating Lease Rentals	-217,300	-48,583	-42,725	-217,300	42%
Energy	-1,373,387	-329,942	0	-1,373,387	24%
Materials & Contractors	-11,671,880	-2,989,721	-4,749,299	-11,671,880	66%
Depreciation, Amortisation & Impairment	-11,500,000	-3,833,332	0	-11,500,000	33%
Elected Members Expenses	-361,287	-75,569	0	-361,287	21%
Legal Expenses	-245,000	-71,913	-33,455	-245,000	43%
Water Charges	-1,388,759	-331,861	o	-1,388,759	24%
Telephone & Other Communication Charges	-226,000	-71,156	-40,610	-226,000	49%
Community Grants	-130,000	-10,918	-53,000	-130,000	49%
Other Expenses	-2,505,012	-955,467	-197,603	-2,505,012	46%
Borrowing Costs	-92,200	0	0	-92,200	0%
Operating Expenditure	-40,137,486	-11,821,926	-5,571,003	-40,137,486	43%
OPERATING SURPLUS/(DEFICIT)	-8,156,428	16,992,271	-5,571,003	-8,156,428	
Capital Income	20,000,000	1000	255.00	1.5.4.4	
Net gain (loss) on disposal or revaluation of assets	60,600	60,708	0	60,600	100%
Developer Contributions	400,000	592,892	0	400,000	148%
Asset Income	10,000,000	0	0	10,000,000	0%
Grants received	328,410	0	0	328,410	0%
Capital Income	10,789,010	653,600	0		6%
Net SURPLUS / (DEFICIT) transferred to Equity	10,709,010	033,000			
Statement	2,632,582	17,645,871	-5,571,003	2,632,582	
Capital Expenditure					
Land Purchase	0	0	0	0	0%
Asset Purchase	-1,673,235	-258,754	-135,577		24%
Asset Upgrade	-7,205,286	-748,216	-1,620,288	-7,205,286	33%
Capital Expenditure	-8,878,521	-1,006,970	-1,755,865	-8,878,521	31%
Less Non-Cash Expenditure	-11,500,000	THE PERSON NAMED IN COLUMN	0		33%
Plus Gifted Assets		-3,833,332 0	0		0%
	10,000,000		-7,326,868	A STATE OF THE PARTY OF THE PAR	UA.
NET CAPITAL SURPLUS/(DEFICIT)	-4,745,939	20,472,234		The state of the s	= 0
Borrowings	2,000,000	0	0		0%
Repayment of Borrowings	-208,814	0	0		0%
Reserve Movement NET OPERATING SURPLUS/(DEFICIT)	2,954,753	20,472,234	-7,326,868	7,5 6,171,5 6	o%

Approved by: Director of Corporate Services

Section 2 Financial Results 31 October 2018

2.1 - Budget Summary Report as at

% of year passed

33%

Operating Income

	Revised	YTD Actuals \$	
	Budget \$		%
Governance			
Office of the CEO	374,619	102,997	27.49%
Governance	374,619	102,997	27.49%
Corporate Services			
Financial Services	400,000	175,509	43.88%
Office of the Director Corporate Services	115,976	31,894	27.50%
Rates	21,074,794	19,902,959	94.44%
Corporate Services	21,590,770	20,110,362	93.14%
Community Services			
Arts & Culture	10,000	0	0.00%
Community Development	18,000	О	0.00%
Events Promotion	1,500	0	0.00%
Library Services	743,440	653,009	87.84%
Senior Citizens	1,500	1,500	100.00%
Youth Services	24,000	0	0.00%
Community Services	798,440	654,509	81.97%
Technical Services			
Animal Management	336,000	245,543	73.08%
Aquatic Centre	32,280	25,764	79.81%
Civic Centre	95,304	58,926	61.83%
Driver Resource Centre	10,000	2,568	25.68%
Gray Community Hall	16,800	4,142	24.66%
Office of the Director Technical Services	23,000	55	0.24%
Parking & Other Ranger Services	144,500	23,857	16.51%
Private Works	120,000	35,070	29.23%
Recreation Centre	120,000	46,463	38.72%
Roads & Transport	441,454	114,207	25.87%
Stormwater Infrastructure	o	1,120	0.00%
Subdivisional Works	100,000	82,402	82.40%
Waste Management	6,999,791	6,978,920	99.70%
Odegaard Drive Investment Property	446,160	185,900	41.67%
Durack Heights Community Centre	1,940	o	0.00%
CBD Car Parking	330,000	141,393	42.85%
Technical Services	9,217,229	7,946,330	86.21%
	31,981,058	28,814,198	90.10%

Section 2 Financial Results 31 October 2018

2.1 - Budget Summary Report as at

% of year passed

33%

Capital Income

	Revised Budget \$	YTD Actuals \$	%
Corporate Services			
Office of the Director Corporate Services	60,600	60,708	100.18%
Corporate Services	60,600	60,708	100.18%
Technical Services			
Office of the Director Technical Services	65,000	0	0.00%
Roads & Transport	263,410	o	0.00%
Subdivisional Works	10,400,000	592,892	5.70%
Technical Services	10,728,410	592,892	5.53%
	10,789,010	653,600	6.06%

Section 2 **Financial Results**

2.1 - Budget Summary Report as at % of year passed

31 October 2018

Operating Expenditure

	Operating	g Expenditu	re		
	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals plus Commitments \$	%
				Commitments \$	
Governance	04				
Elected Members	-385,796	-89,757	-1,086	-90,843	23.55%
Office of the CEO	-760,758	-190,774	-35,078	-325,852	42.83%
Governance	-1,146,554	-380,530	-36,165	-416,695	36.34%
Corporate Services					
Customer Services	-230,765	-73,704	-253	-73,956	32.05%
Financial Services	-1,568,566	-575,887	-15,661	-591,548	37-71%
Human Resources	-435,946	-151,635	-950	-152,585	35.00%
nformation Technology	-1,140,564	-320,461	-129,989	-450,450	39.49%
Office of the Director Corporate Services	-12,362,418	-4,056,986	-6,889	-4,063,875	32.87%
Public Relations and Communications	-398,860	-119,622	-35,643	-155,265	38.93%
Rates	-339,500	-268,783	0	-268,783	79.17%
Records Management	-261,716	-77,034	-52,417	-129,451	49.46%
Corporate Services	-16,738,335	-5,644,111	-241,801	-5,885,912	35.16%
Community Services					
Arts & Culture	-110,500	-23,272	-365	-23,637	21.39%
Community Development	-1,020,063	-269,891	-54,521	-324,412	31.80%
Disabled Services	-3,000	0	O	O	0.00%
Events Promotion	-242,000	-50,273	-6,197	-56,470	23.33%
families & Children	-31,100	-4,705	-2,965	-7,670	24.66%
lealth and Wellbeing Services	-52,500	-13,635	-4,802	-18,437	35.12%
ibrary Services	-1,639,798	-422,930	-61,737	-484,666	29.56%
Senior Citizens	-3,500	-1,993	U	-1,993	56.94%
outh Services	-43,500	-604	o	-604	1.39%
Office of the Director Community Services	-334,973	-105,365	-16,157	-121,523	36.28%
Community Services	-3,480,934	-892,667	-146,744	-1,039,411	29.86%
echnical Services			1.01.01	1.20	
Animal Management	-110,330	-35,049	-216	-35,265	31.96%
Aquatic Centre	-685,281	-186,421	-322,436	-508,857	74.26%
Archer Sports Club	-7,334	-95	0	-95	1.30%
Livic Centre	-380,950	-118,119	-44,944	-163,063	42.80%
Depot	-70,383	-23,252	-8,244	-31,496	44.75%
Driver Resource Centre	-29,685	-4,631	-1,442	-6,074	20.46%
Emergency Operations	-10,000	4,051	0	0,574	0.00%
Gray Community Hall	-61,847	-11,231	-13,954	-25,185	40.72%
Office of the Director Technical Services	-1,059,440	-382,392	-79,497	-461,889	43.60%
Open Space	-4,802,592	-1,220,699	-79,497 -241,382	-1,462,081	30.44%
Parking & Other Ranger Services	-4,802,592 -743,456	-1,220,899	-1,089	-1,462,061	31.86%
Plant & Equipment			-881	-6,807	-
Private Works	-27,619	-5,926	-001	, -	24.65%
Recreation Centre	-91,522	-29,224	•	-29,224	31.93%
	-246,103	-66,235	-15,271	-81,506	33.12%
Roads & Transport	-2,233,673	-521,792	-127,816	-649,608	29.08%
tormwater Infrastructure	-295,000	-65,302	-14,351	-79,653	27.00%
treet Lighting	-1,270,000	-500,521	-55,921	-556,442	43.81%
ubdivisional Works	0	-27	0	-27	0.00%
Vaste Management	-6,295,322	-1,397,630	-4,132,559	-5,530,189	87.85%
Odegaard Drive Investment Property	-130,346	-48,810	-32	-48,843	37-47%
Durack Heights Community Centre	-23,120	-6,715	-2,328	-9,043	39.11%
BD Car Parking	-133,300	-40,663	-82,957	-123,620	92.74%
Goyder Square	-64,360	-2,254	-313	-2,567	3.99%
echnical Services	-18,771,664	-4,902,781	-5,145,633	-10,048,414	53-53%

Section 2 Financial Results

2.1 - Budget Summary Report as at

31 October 2018

% of year passed

33%

Capital Expenditure

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals plus Commitments \$	%
Corporate Services					
Information Technology	-94,983	-24,912	0	-24,912	26.23%
Office of the Director Corporate Services	-291,000	-139,484	-32,458	-171,942	59.09%
Corporate Services	-385,983	-164,396	-32,458	-196,854	51.00%
Community Services					
Library Services	-61,000	-25,558	-20,324	-45,882	75.22%
Community Services	-61,000	-25,558	-20,324	-45,882	75.22%
Technical Services					
Aquatlc Centre	-150,000	0	0	0	0.00%
Civic Centre	-165,000	o	0	О	0.00%
Depot	-30,000	o	0	0	0.00%
Driver Resource Centre	-14,000	o	0	0	0.00%
Office of the Director Technical Services	-452,234	-549	-10,054	-10,603	2.34%
Open Space	-1,677,454	-80,494	-105,241	-185,735	11.07%
Recreation Centre	-53,000	0	0	O	0.00%
Roads & Transport	-3,299,850	-425,272	-74,235	-499,506	15.14%
Stormwater Infrastructure	-100,000	o	0	o	0.00%
Street Lighting	-190,000	o	0	0	0.00%
Subdivisional Works	-300,000	-75,316	-7,519	-82,836	27.61%
Waste Management	-2,000,000	-235,384	-1,506,034	-1,741,419	87.07%
Technical Services	-8,431,538	-817,015	-1,703,083	-2,520,098	29.89%
	-8,878,521	-1,006,970	-1,755,865	-2,762,835	31.12%

Section 2 Financial Results 2.2 Reserves Schedule

	Balance		TO RESERVES			FROM RESERVES		Balance
	as at	Original	Budget Reviews	Adopted	Original	Budget Review	Adopted	as at
	01/07/2018	Budget \$	1st Review \$	Budget \$	Budget \$	1st Review \$	Budget \$	30/06/2019
Externally Restricted Reserves							1	
Unexpended Grants Reserve	1,776,402	0	0	0	0	1,776,402	1,776,402	c
Developer Funds in Lieu of Construction	4,985,377	400,000	0	400,000	300,000	90,000	390,000	4,995,377
	6,761,779	400,000	0	400,000	300,000	1,866,402	2,166,402	4,995,377
Internally Restricted Reserves								
Election Expenses Reserve	150,000	100,000	0	100,000	О	0	o	250,000
Disaster Recovery Reserve	500,000	0	0	o	О	0	o	500,000
Strategic Initiatives Reserve	300,000	0	0	o	100,000	190,000	290,000	10,000
Unexpended Capital Works Reserve	845,482	0	0	0	О	845,482	845,482	C
Property Reserve	922,104	0	o	o	О	0	o	922,104
Plant and Equipment Reserve	271,632	0	0	0	О	0	О	271,632
Infrastructure Reserve	5,552,686	211,690	0	211,690	О	830,215	830,215	4,934,16
Community Grants Reserve	100,000	0	0	0	30,000	0	30,000	70,000
Waste Management Reserve	26,525	2,289,655	206,000	2,495,655	2,000,000	0	2,000,000	522,180
Streetlighting Reserve	311,063	0	0	0	О	0	o	311,06
City Centre Improvement Reserve	o	0	0	0	0	0	o	C
	8,979,491	2,601,345	206,000	2,807,345	2,130,000	1,865,697	3,995,697	7,791,139
Total Reserve Funds*	15,741,270	3,001,345	206,000	3,207,345	2,430,000	3,732,098	6,162,098	12,786,516

Reviewed by: Pinance Manager

Approved by: Director of Corporate Services

						Financial	ection 2 Results
INVESTMENTS REPOR	T TO COUNCIL	. AS AT	31/10/2018	2.3 Invest	ments Ma	nagement	Report
COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS	%COUNTER
People's Choice Credit Union	S&P A2 \$	6,79	0,00%			\$ 6.79	0.00
AMP.	C9D A4	1 500 000 00	2.058	November 7, 2018	7		
AMP AMP	\$&P A1 \$ \$&P A1 \$	1,500,000.00 1,500,000.00	2,65% 2,85%	February 27, 2019	119	\$ 3,000,000.00	15.26
Auswide	Moody's P2 \$	1,500,000,00	2,78%	May 8, 2019	189		
Auswide	Moody's P2 \$	1,500,000.00	2,78%	May 22, 2019	203		
Auswide	Moody's P2 \$	1,500,000.00	2,78%	July 3, 2019	245	e e 000 000 00	20.52
Auswide	Moody's P2 \$	1,500,000.00	2.78%	July 31, 2019	273	\$ 6,000,000.00	30.52
Bank of Queensland	S&P A2 \$	1,500,000.00	2,73%	February 13, 2019	105	\$ 1,500,000.00	7.639
Bank Australia	S&P A2 \$	1,500,000.00	2,95%	January 2, 2019	63	\$ 1,500,000.00	7,63
National Australia Bank	S&P A1+ \$	7,517.04	1,65%				
National Australia Bank	S&P A1+ \$	154,382.05	1.65%				
National Australia Bank	S&P A1+ \$	1,500,000.00	2,67%	December 19, 2018	49		
National Australia Bank	S&P A1+ \$	1,500,000.00	2,69%	January 16, 2019	77		
National Australia Bank	S&P A1+ \$	1,500,000.00	2.72%	March 13, 2019	133		
National Australia Bank	S&P A1+ \$	1,500,000.00	2.72%	April 10, 2019	161 217	\$ 7,661,899.09	38.979
National Australia Bank	S&P A1+ \$	1,500,000.00	2.73%	June 5, 2019	217	\$ 7,001,899,09	36.97
TOTAL SHORT TERM INVESTMENT	\$	19,661,905.88		Average Days to Maturity	142.00		
OF TOTAL INVESTMENT PORTFOLIO	A1 (max 100%) 54	%	A2/P2 (max 80%)	46%	A3 (max 50%)	0%	100%
Veighted Average Rate	2.75%		BBSW 90 Day Rate	Benchmark	1.91%		
GENERAL BANK FUNDS	\$	5,318,630.06		Total Budget Investment Earnings	-\$ 400,000.00	ľ	
TOTAL ALL FUNDS	*	24,980,535.94		Year to Date Investment	-\$ 141,165.44		
				Earnings			
3,500,000 00	Cash	iflow of Inves	tments				
3,000,000.00					-		
2,500,000.00							
2,000,000.00							
1,500,000,00							
					al and		
1,000,000.00							
1,000,000.00							
	B Jan-19	Feb-19 Mar-	19 Apr-19	May-19 Jun-19	Jul-19		
500,000.00 Nov-18 Dec-18	Jan-19	Feb-19 Mar-	19 Apr-19	May-19 Jun-19	lul-19		
500,000.00	3 Jan-19	Feb-19 Mar-	19 Арг-19	May-19 Jun-19	Jul-19	COMPARITIVE	
500,000.00 Nov-18 Dec-18	Jan-19 VALUATION	Feb-19 Mar-	19 Apr-19	May-19 Jun-19	Juk.19	COMPARITIVE YTD YIELD AT CASH RATE OF	
500,000.00 Nov-18 Dec-18		Feb-19 Mar-	19 Apr-19	May-19 Jun-19	Jul-19	YTD YIELD AT CASH RATE OF	
Nov-18 Dec-18 PROPERTY INVESTMENT	VALUATION		INCOME YTD	EXPENSE YTD	NET PROFIT YTI	YTD YIELD AT CASH RATE OF 3%	
PROPERTY INVESTMENT PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTI	YTD YIELD AT CASH RATE OF 3%	
PROPERTY INVESTMENT PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTI	YTD YIELD AT CASH RATE OF 3%	
PROPERTY INVESTMENT PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTT \$ 137,090	YTD YIELD AT CASH RATE OF 3%	

Section 2 Financial Results 2.4 Debtor Control Accounts 31 October 2018

SUNDRY DEBTORS:						
5	BALANCE 574,253.14	CURRENT 567,190.00	30 DAYS 1,497.00	60 DAYS 2,301.86	90 DAYS (182.00)	
RATES:						
REPORT MONTH		OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME		
Oct-18 Oct-17		\$1,140,511 \$1,023,302	\$207,917	4.09% 3.74%		
TOTAL OVERDUE \$		Charged in 2018/2019	Charged in 2017/2018	Charged in 2016/2017	Charged in 2015/2016	Charged Prior to
\$1,140,511		\$589,939	\$394,144	\$114,728	\$32,261	\$9,438
INFRINGEMENTS:			\$			
Animal Infringements			115,581.44			
Public Places			10,033.00			
Parking Infringments			160,001.50			
Litter Infringements			875.00			
Signs			0.00			
Other Law and Order			0.00			
Net Balance on Infringement (Debts		286,490.94			

Section 2 Financial Results

2.5 - Financial Indicators

	Target	2019	2018	2017	2016	2015
Operating Surplus Ratio						
Total Operating Surplus/Deficit	0.00%	-25.50%	-26.12%	-5.16%	-39.40%	-20.18%
Total Operating Income						
This indicator shows the extent to which operati available to use for other purposes such as capital						uch is
Debt Service Ratio						
Net Debt Service Cost	<5%	0:00%	0:00%	0:00%	0:00%	0:00%
Operating Revenue						
A Council's debt service ratio shows Council's del loans payable, and therefore the debt ratio is 0:0		in relation t	o Council's in	come. Palme	rston curren	tly has no
Rate Coverage Percentage						
Rate Revenues	60%-75%	65.44%	61.38%	59.25%	60.02%	61.53%
Total Revenues						
This indicator shows the percentage of total reve	enue raised through rate	es income.				
Rates & Annual Charges Outstanding Percer	ntage					
Rates & Annual Charges Outstanding	<5%	54.01%	3.47%	3.57%	3.16%	3.47%
Nates & Allitual Charges Outstanding				1		
Rates & Annual Charges Collectible						
	tanding against rates pa	yable to Cou	ıncil in this fir	ancial year.	The rate will	decrease

SECTION 2

Financial Results

2.6 - Creditor Accounts Paid October 2018

Creditor No.	Creditor Name	Amount \$
V00347	Auswide Bank Ltd Formerly Wide Bay Australia Ltd	6,000,000.00
V01088	RTM - Dept of Infrastructure, Planning & Logistics	286,451.00
V00848	Aldebaran Contracting Pty Ltd	235,510.00
639	Cleanaway Pty Ltd.	229,528.21
5104	JLM Civil Works Pty Ltd	214,395.20
938	Nightcliff Electrical	182,800.91
4816	CS Services NT	170,531.52
54	Powerwater	154,491.93
2	Australian Taxation Office - PAYG	131,968.00
1607	Sterling NT Pty Ltd	104,401.49
V00318	StatewideSuper Clearing House	99,071.84
798	YMCA of the Northern Territory	88,358.87
549	City of Darwin	52,024.25
3683	Area9 IT Solutions	45,289.88
712	Paradise Landscaping (NT) Pty Ltd	42,675.21
V00476	Water Dynamics (NT) Pty Limited	39,987.97
V00773	Akron Group NT Pty Ltd	34,655.49
3936	Arafura Tree Services and Consulting	24,904.00
87	Industrial Power Sweeping Services Pty	23,947.51
V01726	Nearmap Australia Pty Ltd	22,000.00
V00295	Jacana Energy	18,101.31
V01017	AssetVal Pty Ltd	17,600.00
V01494	Paul Maher Solicitors	14,850.00
V01643	KPMG	13,024.33
V01612	News Corp Australia	12,878.81
V00228	Outback Tree Service	12,104.40
V01772	Restorative Works	11,880.00
V00368	iWater NT	10,065.00
V01009	Australian Parking and Revenue Control Pty Limited	9,044.71
V00599	Athina Pascoe-Bell	8,980.58
5651	Minter Ellison Lawyers	8,420.29
2161	GHD Pty Ltd	7,436.55
4355	Tonkin Consulting	7,370.00
V00120	Royal Life Saving Society (NT)	6,600.00
V01800	Regional Development Australia Northern Territory	6,050.00
V01787	Rebecca L de Vries	5,928.95
26	Viva Energy Australia Ltd	5,777.96
4065	Southern Cross Protection Pty Ltd	5,135.14
3438	NT Shade & Canvas Pty Ltd	4,719.00
2915	Territory Uniforms	4,535.95
/00271	Fuji Xerox Business Centre NT	4,096.31
5136	RMI Security	3,864.00
V01615	Autopia Management Pty Limited	3,729.12
V01600	Property Council of Australia	3,340.00
V01751	Librio Associates Pty Ltd	3,300.00
V00939	Defend Fire Services Pty Ltd	3,273.27
4912 (004.02	Remote Area Tree Services Pty Ltd	3,250.50
V00193	Amcom Pty Ltd	3,142.70
V01572	Lucy Buhr	3,096.55
V01602	Humpty Doo Trees	3,025.00
V00860	Costojic Pty Ltd	2,960.00
2587	Top End RACE	2,949.46
36	Darwin Lock & Key	2,933.48

Creditor No.	Creditor Name	Amount \$
4561	Bendesigns	2,850.98
V01579	Damian Hale	2,821.65
2124	Food'll Do Catering Darwin (Grinners Catering)	2,685.50
V01584	Salary Packaging Australia	2,457.77
47	Telstra Corporation Ltd	2,436.40
4483	Isubscribe Pty Ltd	2,402.81
3886	Top End Sign Sales	2,322.32
V01573	Amber Garden	2,313.23
V01571	Michael Spick	2,255.31
5	Australia Post	2,118.05
3594	Comics NT	2,103.17
2186	Optus Billing Services Pty Ltd	2,068.00
V01570	Sarah Louise Henderson	2,046.55
V01662	Bannerconda	2,024.00
274	CSG Business Solutions (NT) Pty Ltd	2,000.96
3396	Autism NT Inc.	2,000.00
V01569	Benjamin Giesecke	1,896.55
V01574	Dr Thomas A Lewis OAM	1,896.55
350	IBM Global Financing Australia Limited	1,783.33
V00101	Bellamack Pty Ltd	1,680.00
V01420	CENTRELINK (PAYROLL)	1,574.20
3099	Iron Mountain Australia Pty Ltd	1,571.72
5551	Active Tree Services Pty Ltd	1,542.34
V01795	Fandango Pty Ltd	1,500.00
V01796	Kenneth Scott	1,500.00
3313	Zip Print	1,435.50
V01483	OfficeMax	1,365.72
237	National Flags	1,320.00
V01673	Groove Vitality	1,260.00
2977	Security & Technology Services P/L	1,197.79
2757	Engineers Australia - National Office	1,126.00
V01798	Kassandra & Derek Baggetto	1,104.50
3098	Roadshow Films Pty Ltd	1,100.00
1469	RTM - Police, Fire and Emergency	1,090.00
35	WINC Australia Pty Limited	1,033.98
V01452	CrossFit Palmerston	1,000.00
V01486	Brainium Labs Pty Ltd	1,000.00
5176	ASSA Advanced Safety Systems Australia	984.50
V01083	Gimbells Landscaping Pty Ltd	968.00
4120	EnvisionWare Pty Ltd	935.00
V00327	Tammy's Fitness Training	900.00
V01076	DJ's Peak Fitness	900.00
5508	Open Systems Technology Pty Ltd - CouncilFirst	858.00
4007	Ark Animal Hospital Pty Ltd	844.52
4679	iSentia Pty Ltd	840.84
V01118	Wilson Security Pty Ltd	825.55
V01161	Medimobile Pty Ltd	797.50
215	Employee Assistance Services NT Inc (EASA)	789.88
V01086	DLC Australia Pty Ltd	747.01
4871	Reface Industries	728.88
422	ALIA -Australian Library & Information Association	724.00
53	Eggins Electrical	715.00
/00363	Mission Australia	700.00
/00789	Green Plum Tai Chi	640.00
5435	Access Hardware (NT) Pty Ltd	632.04
		617.10
5272 272	Greville Fabrication Pty Ltd	616.00
272	City Wreckers	
22	Norsign Pty Ltd	561.85
4528	Miranda's Armed Security Officers Pty	541.20

Creditor No.	Creditor Name	Amount \$
V00730	The Burning Circus	540.0
4737	D & L Plumbing & Gasfitting	539.0
V01763	Leni Loves Trees Garden Maintenance	536.2
5611	Steelmans Tools and Industrial Supplies	521.4
V00332	Stacie Selwood T/a Hyper The Clown	520.0
4776	Al's Panel Shop	500.0
3787	Total Event Services T/A Top End Sounds P/L	495.0
1569	Australasian Performing Right Assoc Ltd	476.0
V01324	Leighs Catering	447.7
4678	Allabout Party Hire & Events - Darwin Party Hire	439.9
2103	Australia Day Council NT Inc (Darwin)	400.0
V00542	Industry Health Solutions	380.0
V01624	Karuna Yoga and Wellness	360.0
3879	Litchfield Council	359.7
V01783	Jeremy Scott	350.0
943	Territory Asset Management Services	330.0
V00943		
	Northern Territory Pest and Weed Control	330.0
V00443	Top End Hydraulic Services P/L T/A Forecast Machin	302.7
3504	Raeco International Pty Ltd	274.0
2085	Local Government Professionals Australia NT	265.0
V01797	Betony Dawson	240.0
V01089	Carine Kapiamba	220.0
4508	News 4 U	210.2
853	Woodroffe Primary School	200.0
V00778	Heart Foundation Northern Territory	200.0
V01658	Ellie Grover	200.0
5036	Dormakaba Aust P/L T/as Territory Door Services	198.0
V01423	Fusion Exhibition & Hire Services	198.0
4398	Quality Indoor Plants Hire	193.3
V01549	We're The Glue Pty Ltd	187.0
V01741	Northern Territory Mental Health Coalition	180.0
112	Beaurepaires	169.7
V01774	Kill Em All Pest Solutions Pty Ltd	165.0
3428	Bunnings Group Limited	163.7
V01760	NT Art Storms	150.0
V01788	Lorraine Gillis	150.0
V01790	Michael Kartinyeri	142.0
59	City of Palmerston	127.5
5562	Mr S K Pokhrel	125.0
V01778	Territory Storm Ice Hockey Association	125.0
V01793	Ochie Butcher	125.0
V01802	Marishty Flores	125.0
V01803	Gabriel Yangbia	125.0
V01808	Northern Land Council - Helen Haritos	125.0
V01809	APM	125.0
V01811	Abraham Bundoo	125.0
V01311 V01781	Tannus Non Puncture Tyre Australia	
		112.4
V01780	Robert Hantelmann	100.0
V01804	Dwayne Reichelt	100.0
V01659	Elizabeth Middleton	99.9
V01806	Luke & Kimberly McIntosh	87.5
2017	Signs Plus	86.0
V00994	Frangipani Farm	80.0
V01805	PHN Northern Territory	80.0
86	Greening Australia NT	75.7
121	Signtech NT	66.0
V01257	Tiffany Brown	65.0
V01791	Jodie A Gardner	50.0
V01776	Anne Maree Mulholland	45.0

Creditor No.	Creditor Name	Amount \$
V01777 V01807	Giovanni Bon Hayley Dally	45.00 45.00
	Reviewed by: Finance Manager Approved by: Director of Corporate Services	8,513,007.45

SECTION 2

Financial Results

		Financiai	Kesuits
		2.7 - Creditor Accounts Outstanding	October 201
	Creditor Name	A	mount \$
5104	JLM Civil Works Pty Ltd		82,809.75
V00318	StatewideSuper Clearing House		68,754.14
938	Nightcliff Electrical		37,971.85
123	Kerry's Automotive Group		32,877.47
54	Powerwater		24,186.39
V00476	Water Dynamics (NT) Pty Limited		24,031.48
V01756	Democracy Co Unit Trust		22,000.00
48	Top End Line Markers Pty Ltd		19,235.70
V00228	Outback Tree Service		18,788.00
V01602	Humpty Doo Trees		18,128.00
V00582	Ezko Property Services (Aust) Pty Ltd		17,846.64
2587	Top End RACE		8,897.15
5615	EcOz Environmental Consulting		8,525.00
2124	Food'll Do Catering Darwin (Grinners Catering)		8,121.00
3880	PAWS Darwin Limited		8,062.66
V00939	Defend Fire Services Pty Ltd		7,861.59
3936	Arafura Tree Services and Consulting		7,392.00
47	Telstra Corporation Ltd		6,588.71
V00368	iWater NT		5,838.80
5757	Rutledge Engineeering (Aust) Pty Ltd		4,919.20
V01592	Sage Constructions Pty Ltd		4,725.60
3569	NT Build		4,684.00
4561 	Bendesigns		4,176.52
5136	RMI Security		3,690.89
V01813	Steven Ball		3,650.00
4825	OracleCMS		3,370.71
V01083	Gimbells Landscaping Pty Ltd		3,363.07
53	Eggins Electrical		3,295.33
3683 V00443	Area9 IT Solutions		3,220.68
112	Top End Hydraulic Services P/L T/A Forecast Machin		3,216.92
4816	Beaurepaires CS Society NT		2,849.10
3313	CS Services NT		2,400.00
238	Zip Print The Australian Level Courses and John Binesters		2,363.90
/01565	The Australian Local Government Job Directory		2,359.50
256	Waste and Management Services Pty Ltd The Bookshop Darwin		2,200.00
/01615	Autopia Management Pty Limited		2,156.73
5435			1,864.56
	Access Hardware (NT) Pty Ltd		1,852.08
	Flick Anticimex Pty Ltd Iron Mountain Australia Pty Ltd		1,618.95
/01483	OfficeMax		1,546.18
/00614	RTM - Dept. of the Attorney General and Justice		1,468.50
/00114 /00193	·		1,430.00
3189	Amcom Pty Ltd Seek Limited		1,426.85
	Security & Technology Services P/L		1,347.50
3438	NT Shade & Canvas Pty Ltd		1,226.01
	Salary Packaging Australia		1,210.00
1737	D & L Plumbing & Gasfitting		1,167.39
1191	Darwin Castles and Slides		1,056.00
966	Stickers & Stuff		1,050.00
/01801			909.00
1912	Pumptech NT Remote Area Tree Services Pty Ltd		897.00
	NEITHOLE ATEA TIEE SETVICES PTV LTO		880.00
	·		
1929	Barramundi Group		864.00
1929 5036	Barramundi Group Dormakaba Aust P/L T/as Territory Door Services		864.00 858.00
1929 5036 /01691	Barramundi Group		864.00

Creditor No.	Creditor Name	Amount \$	
272	City Wreckers		770.00
41	Harvey Distributors		704.00
V00284	Wheelers Books		698.63
2557	The Lifestyle Studio		640.00
185	Bridge Toyota		620.65
V01810	Jacana Energy - Payroll Deductions		560.00
4482	Harvey Norman AV/IT Superstore Darwin		529.00
V01352	Pump My Disco		420.00
V01794	Cremasco Civil Pty Ltd		419.98
V01675	Joe's Ginger Beer		400.00
V00902	Coles Motors		339.00
V00607	DKJ projects. architecture Pty Ltd		330.00
215	Employee Assistance Services NT Inc (EASA)		310.00
2915	Territory Uniforms		307.70
V01732	Forrest PR		300.00
V01817	Joseph Zamolo		295.00
1386	Pitney Bowes Australia Pty Ltd		264.00
V01582	Palmerston Brake/ATP Power Steering		218.00
4398	Quality Indoor Plants Hire		193.30
V00542	Industry Health Solutions		190.00
3788	HPA Incorporated		180.00
V00683	Sean Newcombe		169.10
1502	Figleaf Pool Products		154.00
V01324	Leighs Catering		143.00
3428	Bunnings Group Limited		130.31
V01575	Bras and Things		125.00
V00943	Northern Territory Pest and Weed Control		121.00
V01784	E M Landscaping & Gardening Services		110.00
V01815	Matt White		100.00
5611	Steelmans Tools and Industrial Supplies		97.90
2017	Signs Plus		86.00
V00994	Frangipani Farm		80.00
3594	Comics NT		71.06
86	Greening Australia NT		64.94
V01769	Snows Run (NT) Pty Ltd T/as Territory Green Waste		40.00
V01816	Reyna Pacini		31.00
		51	9,822.09
Reviewed by:	inance Manager Approved: Director of Corporate Ser	vices	

Section 2 Financial Results

2.8 - Waste Charges as at 31 October 2018

Waste Management

	Revised Budget	YTD Actuals \$	Commitment \$	Total YTD Actuals	%
	\$			plus Commitments \$	
ncome			4		
Rates & Charges	6,759,791	6,978,920	E:	6,978,920	103.24%
Income	6,759,791	6,978,920		6,978,920	103.24%
Expenditure					
Employee Costs	(373,463)		' E	(a)	0.00%
Office Administration Expenditure		(547)	+:	(547)	0.00%
Professional Services	(65,000)	(1,877)	(9,681)	(11,558)	17.78%
Educational Resources	(50,000)	(5,765)	145	(5,765)	11.53%
Utilities	(14,293)	(2,801)	7.5	(2,801)	19.59%
Street Sweeping	(273,000)	(51,364)	(232,537)	(283,900)	103.99%
Litter Collection	(193,515)	(54,871)	(3,549)	(58,420)	30.19%
Domestic Bin Collection	(2,548,756)	(647,147)	(1,902,521)	(2,549,668)	100.04%
Kerb Side Collections	(98,000)		(56,529)	(56,529)	57.68%
Tip Recharge Domestic Bin collection	(632,950)	(152,282)	(480,668)	(632,950)	100.00%
Transfer Station	(1,595,000)	(397,366)	(1,205,540)	(1,602,906)	100.50%
Loan Repayments	(92,200)		5	9	0.00%
Tip Recharge Transfer Station	(325,145)	(83,611)	(241,534)	(325,145)	100.00%
Expenditure	(6,261,322)	(1,397,630)	(4,132,559)	(5,530,189)	88.32%
Profit/(Loss)	498,469	5,581,290	(4,132,559)	1,448,731	

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

Section 2 Financial Results

2.9 - Commercial Leases as at

31 October 2018

Commercial Leases

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals plus Commitments \$	%
Income					
Library Services	32,040	13,170	-	13,170	41.10%
Office of the Director Corporate Services	65,976	25,762		25,762	39.05%
Aquatic Centre	32,280	25,764	2	25,764	79.81%
Civic Centre	95,304	58,926		58,926	61.83%
Income	225,600	123,621		123,621	54.80%
Expenditure					
Office of the Director Corporate Services	(11,520)	(8,349)	-	(8,349)	72.47%
Expenditure	(11,520)	(8,349)		(8,349)	72.47%
Profit/(Loss)	214,080	115,273		115,273	

Library Services includes lease held by Mosko's Market

Aquatic Centre includes the lease held by Tang Soo Do

eviewed by: Finance Man

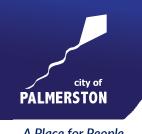
Civic Centre includes the lease held by Adult Mental Health

Director of Corporate Services includes the leases held by Peter McGrath and Palmerston Re-Engagement Centre

McGees Management Fees charged to Director of Corporate Services each month

PAGE NUMBER 25





A Place for People

2nd Ordinary Council Meeting

AGENDA ITEM: 13.1.2

REPORT TITLE: 2018 Pre-Cyclone Clean Up

REPORT NUMBER: 9/0116

MEETING DATE: 20 November 2018

Author: Manager Growth and Sustainability, Rebecca de Vries

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

PURPOSE

This report seeks to inform Council of the results from the annual Pre-Cyclone Clean Up for 2018.

Municipal Plan:

- 3. Environment & Infrastructure
 - 3.3 Waste
 - 3.3 We are committed to providing comprehensive and effective waste management services to our community.

KEY ISSUES

- The 2018 Pre-Cyclone Clean Up presented the highest waste tonnages recorded for a Pre-Cyclone Clean Up with a total of 192.26 tonnes collected of which 37% was recycled.
- During the 2018 Pre-Cyclone Clean Up Council also recorded new statistical data based on the number of participating residences.
- A 50% increase in the overall collected waste tonnage was recorded from 2017 including a doubling of recycling waste tonnages from 2017.
- The suburb of Gray presented the highest waste tonnages of the first-round suburbs being 27.32
- The suburbs of Bakewell, Rosebery and Gunn presented the highest waste tonnages of the secondround suburbs collected.
- Overall this year's pre-cyclone clean up is considered a success given the volume of waste collected compared to previous years.

RECOMMENDATION

THAT Report Number 9/0116 entitled 2018 Pre-Cyclone Clean Up be received and noted.

BACKGROUND

Each year Council holds a Pre-Cyclone Clean Up for residents to place hard waste on the verge for collection in preparation for the upcoming cyclone season. As part of this service, two collection rounds are held.

REPORT NUMBER: 9/0116 SUBJECT: 2018 Pre-Cyclone Clean Up



A Place for People

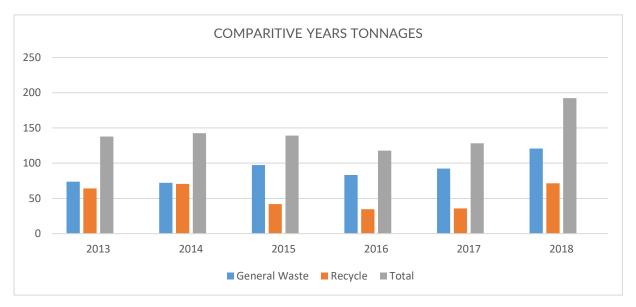
In the first-round, residents of Durack, Marlow Lagoon, Woodroffe, Moulden, Gray and Driver were asked to place their items on the verge on the weekend of 1 and 2 September 2018 with collection commencing on 3 September 2018.

The second-round for residents of Gunn, Farrar, Johnston, Bakewell, Bellamack, Rosebery and Zuccoli were asked to place their items on the verge on the 6 and 7 October 2018 with collection commencing on 8 October 2018.

DISCUSSION

The 2018 Pre-Cyclone Clean Up presented the highest waste tonnages recorded for a Pre-Cyclone Clean Up with a total of 192.26 tonnes collected. The previous highest total recorded was in 2014 where 142.67 tonnes were collected. The 2014 tonnage was exceeded by almost 50 tonnes in 2018.

The graph below titled Comparative Years Tonnages outlines general waste, recycle waste and total tonnages collected since 2013. As shown, the 2018 collection is the highest collection recorded for both general and recycle waste.



Due to the amount of waste that was required to be collected, it took 20 days to complete the Pre-Cyclone clean up in 2018. This took longer than previous years, however is relative to the amount of waste which was collected.

The below tables show the amount of waste collected in round 1 and round 2 per suburb, separated into general waste and recycle waste:

ROUND 1

Suburb	General Waste (tonnes)	Recycle (tonnes)	Total
Woodroffe	15.6	7.26	22.86
Moulden	14.94	8.38	23.32
Durack	8.58	2.48	11.06
Marlow Lagoon	6.66	2.92	9.58
Driver	13.02	9.32	22.34
Gray	15.74	11.58	27.32

REPORT NUMBER: 9/0116 SUBJECT: 2018 Pre-Cyclone Clean Up



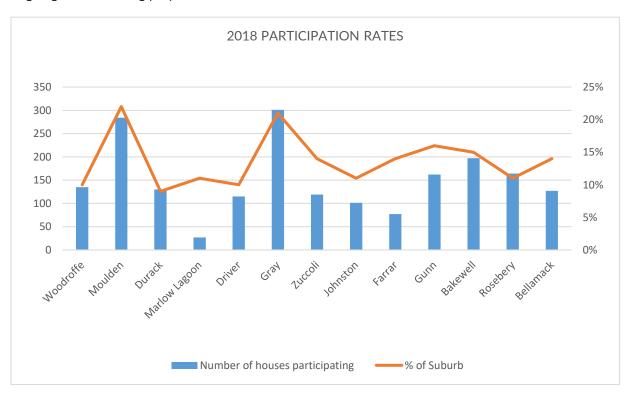
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74.54	41.94	116.48
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ROUND 2

Suburb	General Waste (tonnes)	Recycle (tonnes)	Total
Zuccoli	5.47	3.06	8.53
Johnston	4.93	2.56	7.49
Farrar	4.96	3.74	8.7
Gunn	9.96	5.94	15.9
Bakewell	10.46	4.9	15.36
Rosebery	5.90	4.84	10.74
Bellamack	4.56	4.50	9.06
	46.24	29.54	75.78

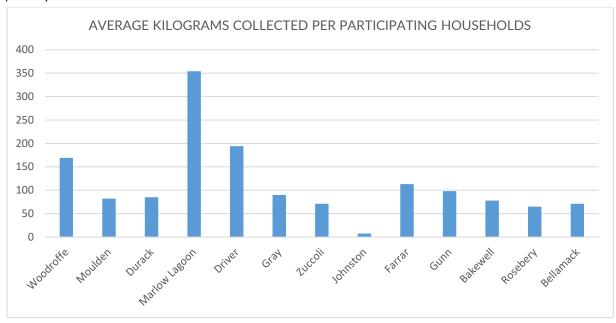
Of the 13,773 households who are able to participate in the 2018 clean-up, almost 2,000 placed items out for collection. The graph below titled 2018 Participation Rates separates the number of houses per suburb who took part in the clean-up and the percentage of participation per suburb. Council does not have data for previous year's household participation rates, but will be keeping records of participation ongoing for monitoring purposes.



In addition to the percent of participating households, data was collected on the average kilograms collected per participating household by suburb. The below graph titled Average Kilograms Collected Per Participating Household shows that although the total quantity collected from Marlow Lagoon was one of the lower tonnages per suburb, the quantity produced per participating household was significantly greater. Alternately, whilst Moulden shows 284 participating households, the average household waste was lower than average.



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CONSULTATION PROCESS

Residents are informed about what waste is able to be collected when they are notified about the cleanup. This information is provided through a range of mediums listed below:

- City wide letter box drop
- Mayors radio programs
- Facebook
- Website
- Palmerston Sun
- Grey Goss
- Goyder Square TV

Minimal complaints were received. Some residents in Durack did query why waste took several days to collect. It was communicated and clarified that this was due to higher waste volumes in Moulden, Woodroffe and Gray, which were the first suburbs collected. To improve on future communication material, future media and pamphlets will outline the order of suburb collected and note that it may take extend periods to collect presented waste (for residents' information) however the information will note, as it does currently, that the date waste is to be presented will be required to be adhered to by residents to ensure collection occurs.

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

The cost for the clean-up is included in the current operational waste budget.

The cost of the clean-up was \$125,298 which was greater than the budgeted \$98,000. The higher cost was a result of the larger than usual volume of waste placed for collection. A second quarter budget review will be undertaken and at this stage it is anticipated that costs can be covered from within existing programs.





A Place for People

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There are no implications for this report.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

This year over 70 tonnes of materials were diverted from landfill.

Since 2013 a total of 318 tonnes have been recycled as part of the Pre-Cyclone Clean Up. This represents approximately 37% of the total tonnages collected.

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.



A Place for People

2nd Ordinary Council Meeting

AGENDA ITEM: 13.1.3

Palmerston Animal Management Refence Group Meeting Minutes 13

September and 31 October 2018

REPORT NUMBER: 9/0112

MEETING DATE: 20 November 2018

Author: Director of City Growth and Operations, Gerard Rosse

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

This report presents the minutes from the Palmerston Animal Management Reference Group Meetings (PAMRG) held on 13 September and 31 October 2018 in Council Chambers, Civic Plaza, Palmerston.

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

- The Palmerston Animal Management Reference Group facilitates meetings with community representatives and stakeholders to further enhance and promote responsible pet management in the Palmerston Municipality.
- Palmerston Animal Management Reference Group meetings were held on 13 September and 31 October 2018 and minutes are presented.
- Items discussed include cat management, membership promotion and discussions regarding domestic animal rescue groups.

RECOMMENDATION

THAT Report Number 9/0112 entitled Palmerston Animal Management Refence Group Meeting Minutes 13 September and 31 October 2018 be received and noted.



A Place for People

BACKGROUND

The PAMRG facilitates meetings with community representatives and stakeholders to further enhance and promote responsible pet management in the Palmerston Municipality.

The PAMRG meets as often as deemed appropriate by the reference group from time to time.

DISCUSSION

Group discussion continued around strategies and initiatives to reduce numbers of unwanted and feral cats through de-sexing and education programs. The Ranger Services Manager provided information to the PAMRG on Council initiatives that may assist with domestic, stray and feral cats in Palmerston.

Ranger Services Manager discussed the legislation relating to re-homing of lost or stray animals and husbandry practices. Promotion of membership for interested stakeholders to join the PAMRG through the Council webpage is ongoing.

Discussion among the group resulted in agreed times and scheduling to remain as monthly meetings on the last Wednesday of the month commencing at 4.00pm.

CONSULTATION PROCESS

The Palmerston Animal Management Reference Group (PAMRG) is a regular contributor to Council's consultation process.

POLICY IMPLICATIONS

Local Government Act (2012)

Palmerston (Animal Management) By-laws (2008)

BUDGET AND RESOURCE IMPLICATIONS

There are no budget and resource implications in this report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There is no risk, legal and legislative implications in 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.



A Place for People

ATTACHMENTS

Attachment A: Palmerston Animal Management Reference Group Meeting Minutes 13 September

2018.

Attachment B: Palmerston Animal Management Reference Group Meeting Minutes 31 October 2018.



PALMERSTON ANIMAL MANAGEMENT REFERENCE GROUP

MINUTES

Minute Book Page 62

CITY OF PALMERSTON

Minutes of Palmerston Animal Management Reference Group Meeting held in the Council Chambers, Civic Plaza, Palmerston on 13 September 2018 at 4:09pm

1 PRESENT

Members:

Chair Alderman Amber Garden

Top End Rehoming Group Katrina Stafford
Resident Jill Pascoe
Resident Mandy Hall
Resident Michelle Walker

City of Palmerston Staff:

Ranger Services Manager Jeff Borella Minutes Secretary Kristy Litster

2 APOLOGIES

2.1 Apologies

Ex-Officio Mayor Athina Pascoe-Bell

Director of City Growth and Operations Gerard Rosse
Senior Ranger Shane Gartner

Moved: Unknown Seconded: Unknown

THAT the apology received from Samantha Baker for 13 September 2018 be received and noted.

CARRIED PAMRG/0103 - 13/09/2018

3 CONFIRMATION OF MINUTES

3.1 Confirmation of Minutes

Moved: Katrina Stafford Seconded: Alderman Garden

THAT the minutes of the Palmerston Animal Management Reference Group Meeting held 19 July 2018 be confirmed.

CARRIED PAMRG/0104 - 13/09/2018



PALMERSTON ANIMAL MANAGEMENT REFERENCE GROUP

MINUTES

Minute Book Page 63

3.2 Business Arising from Previous Meeting

Nil.

3.3 Action Update from Previous Meeting

Moved: Alderman Amber Garden

Seconded: Katrina Stafford

THAT the following Action Updates be received and noted:

Dec#	Task Date	Action / Topic	Update
PAMRG/0054	22/11/2018	THAT a report be prepared for February's meeting on cat management.	THAT a report was not presented due to no meeting held and will be considered as part of the Strategic Plan development
	19/07/2018	Cat Management	THAT the following be confirmed: a) Animal Welfare Grant to be investigated to provide a community desexing program. b) Top End Rehoming Group to present statistics to CoP on Cat Desexing programs 31/10/2018. c) A report be presented by CoP at the fourth meeting regarding subsidy options for desexing of animals.

CARRIED PAMRG/0105 - 13/09/2018

4 CORRESPONDENCE IN / OUT

4.1 Correspondence

Nil.



PALMERSTON ANIMAL MANAGEMENT REFERENCE GROUP

MINUTES

Minute Book Page 64

5 NEW BUSINESS

5.1 Applications for Memberships

Moved: Katrina Stafford Seconded: Mandy Hall

- 1. THAT Applications for Memberships be discussed at meeting dated 31 October 2018.
- 2. THAT City of Palmerston Website be amended to assist with new memberships and include a digital inbox.
- 3. THAT Alderman Garden discuss meeting times with CEO/Director.
- 4. THAT members assist to promote new memberships.

CARRIED PAMRG/0106 - 13/09/2018

5.2 Domestic Animal Rescue Groups

Moved: Mandy Hall Seconded: Michelle Walker

- 1. THAT Jeff Borella investigate the Animal Protection Bill and bring to the next meeting dated 31 October 2018.
- 2. THAT PAMRG members investigate other State Legislation and bring to the next meeting dated 31 October 2018.

CARRIED PAMRG/0107 - 13/09/2018

6 NEXT MEETING

Moved: Alderman Garden Seconded: Jill Pascoe

THAT the next Palmerston Animal Management Reference Group Meeting be held on 31 October 2018 at 4.00pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED PAMRG/0108 - 13/09/2018

7 CLOSURE

This meeting closed at 4:44pm.



REFERENCE GROUP MINUTES

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CITY OF PALMERSTON

Minutes of Palmerston Animal Management Reference Group Meeting held in Council Chambers
Civic Plaza, Palmerston
on Wednesday 31 October 2018 at 4:07pm.

COMMITTEE MEMBERS Alderman Amber Garden (Chair)

Mayor Athina Pascoe-Bell Alderman Sarah Henderson Resident Mandy Hall Resident Michelle Walker RSPCA Shae Fisher

STAFF Ranger Services Manager, Jeff Borella

Senior Ranger, Shane Gartner Minute Secretary, Kristy Litster

GALLERY Nil.

1 ACKOWLEDGEMENT 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 Chair declared the meeting open at 4:07pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Mayor Pascoe-Bell

Seconded: Mandy Hall

THAT the apology received from Katrina Stafford from Top End Rehoming Group for 31 October 2018 be received and noted.

CARRIED PAMRG/0109 - 31/10/2018

Initials:



REFERENCE GROUP MINUTES

Minute Book Page 66

3.2 Leave of Absence Previously Granted

Moved: Mayor Pascoe-Bell

Seconded: Mandy Hall

THAT it be noted Gerard Rosse and Jill Pascoe will be on leave of absence as previously advised for the period of 31 October 2018 inclusive.

CARRIED PAMRG/0110 - 31/10/2018

3.3 Leave of Absence Request

Nil.

4 DECLARATION OF INTEREST

4.1 Committee Members

Nil.

4.2 Staff

Nil.

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Michelle Walker Seconded: Mandy Hall

THAT the minutes of the Palmerston Animal Management Reference Group Meeting held on Thursday, 13 September 2018 be confirmed.

CARRIED PAMRG/0111 - 31/10/2018

5.2 Business Arising from Previous Meeting

Nil.

Initials:



REFERENCE GROUP MINUTES

Minute Book Page 67

6 CORRESPONDENCE

6.1 Desexing Grants - 31 October 2018

THAT the Palmerston Animal Management Reference Group receive and note Item 6.1 entitled Desexing Grants – 31 October 2018.

6.2 Australian Veterinary Association – Animal Shelters and Municipal Pounds – 31 October 2018

THAT the Palmerston Animal Management Reference Group receive and note Item 6.2 entitled Australian Veterinary Association – Animal Shelters and Municipal Pounds – 31 October 2018.

BUSINESS ARISING FROM PREVIOUS MEETINGS

7.1 Actions and Outstanding Topics

Moved: Mayor Pascoe-Bell Seconded: Michelle Walker

Dec # / Item No.	Task Date	Action/Topic	Update
PAMRG/0054	22/11/2018	THAT a report be prepared for February's meeting on cat management.	THAT a report will be presented once the Strategic Plan has been developed.
	19/07/2018	Cat Management	a) Mandy Hall to investigate Animal Welfare Grant to provide a community desexing program. b) Top End Rehoming Group provided statistics in Item 4.1. c) A report be presented by CoP at the 4 th meeting regarding subsidy options for desexing of animals. d) Jeff Borella see Gerard Rosse to discuss cat desexing report.
PAMRG 5.1	13/09/2018	1. THAT applications for Memberships be discussed at meeting dated 31 October 2018 2. THAT City of Palmerston website be amended to assist with new	 New member Shae Fisher from RSPCA A link has been set up on City of Palmerston website.

Initials:



REFERENCE GROUP MINUTES

Minute Book Page 68

		memberships and include a	3. Meeting times to remain
		digital inbox.	unchanged now.
		3. THAT Alderman Garden	
		discuss meeting times with	4. Well done to all who have
		CEO/Director.	assisted in promoting new
		4. THAT members assist to	members. Keep it up.
		promote new memberships.	
		1. THAT Jeff Borella	
		investigate the Animal	
		Protection Bill and bring to	1. Jeff Borella provided item 6.2.
		the next meeting dated 31	These are guidelines only and not
PAMRG 5.2	13/09/2018	October 2018.	legislative.
PAIVING 3.2	13/07/2016	2. THAT PAMRG members	
		investigate other State	2. Alderman Garden to
		Legislation and bring to the	investigate QLD and Mandy Hall.
		next meeting date 31	
		October 2018.	

CARRIED PAMRG/0112 - 31/10/2018

8 NEW BUSINESS

Nil.

9 NEXT MEETING

Moved: Michelle Walker Seconded: Mandy Hall

THAT the next meeting for the Palmerston Animal Management Reference Group be held on Wednesday, 28 November 2018 at 4:00pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED PAMRG/0113 - 31/10/2018

19 CLOSURE OF MEETING

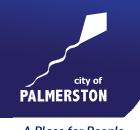
Moved: Alderman Garden Seconded: Michelle Walker

THAT the Palmerston Animal Management Reference Group meeting, held in the Council Chambers, Civic Plaza, Palmerston on Wednesday, 31 October 2018 closed at 4:46pm



Date:

CARRIED PAMRG/0114 - 31/10/2018



A Place for People

2nd Ordinary Council Meeting

AGENDA ITEM: 13.1.4

REPORT TITLE: Community Benefit Scheme Report Update

REPORT NUMBER: 9/0111

MEETING DATE: 20 November 2018

Author: Director Lifestyle and Community, Jan Peters

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

This report provides Council with a summary of the Community Benefit Scheme 2018/2019 Financial Year applications processed to date.

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

- To date Council has provided a total of \$78,918 in grants, donations, sponsorships and scholarships.
- \$51,082 remains unallocated in the 2018/2019 Community Benefit Scheme.
- One application for a three-year sponsorship to the value of \$53,000 from Palmerston and Rural Seniors Committee, with \$15,000 committed from the 2018/2019 Community Benefit Scheme budget, was recently approved by Council.
- One application is currently in the process of consideration.
- A report to Council that recommends amendments to Policy FIN18 was also approved by Council.

RECOMMENDATION

THAT Report Number 9/0111 entitled Community Benefit Scheme Report Update be received and noted.

BACKGROUND

City of Palmerston commits to setting an annual budget in its budget process, dedicated to initiatives that benefit the community. The annual budget for 2018/2109 for grants, donations, sponsorships and scholarships is \$130,000. Due to the successful distribution of funds to the community, the 2018/2019 Community Benefit Scheme budget rests at \$51,082.



A Place for People

Community Benefit Scheme applications are accepted all year round and Council promotes the availability and application processes to apply for funds at every opportunity: in monthly advertisements, via the Council website and additionally through networks such as advisory groups.

Where budgeted funds are not expended during the financial year, excess funds are transferred to the Community Benefit Scheme Reserve. The current reserve total is \$70,000.

DISCUSSION

During October and early November, Council received three (3) eligible applications. The first, from Autism NT for \$1818, requesting sponsorship of the organisation's fundraising luncheon, was successful. The second, a three-year sponsorship request from Palmerston and Rural Seniors Committee, to fund the annual Palmerston Seniors Fortnight was also approved by Council at the 1st Ordinary Council Meeting of 6 November 2018:

Community Benefit Scheme - Palmerston and Rural Seniors Committee Inc

9/0101

- 1. THAT Report Number 9/0101 entitled Community Benefit Scheme Palmerston and Rural Seniors Committee Inc be received and noted.
- 2. THAT Council approve three (3) years Platinum Sponsorship to Palmerston and Rural Seniors Committee in the form of financial sponsorship being \$15,000 in 2018-2019, \$18,000 in 2019-2020 and \$20,000 in 2020-2021, to support the provision of the City of Palmerston Seniors Fortnight Program.

CARRIED 9/0339 - 06/11/2018

The third application received from YMCA Youth and Community Services Limited for \$1,180 to support the Year 12 Pool Party, is currently under consideration.

The total expended for Annual Community Service Awards to Palmerston schools remains unchanged; \$1,100 of a possible total of \$1,500 has been expended.

No in-kind funding requests were received this month.

A table listing all successful funding applications and acquittals processed to 6 November 2018 for 2018/2019 is provided at **Attachment A**.

Included in the table is expenditure to 6 November 2018 and amount of funds remaining in the Community Benefit Scheme budget for 2018/2019.

Amendments to the Policy FIN18, recently under consideration by Council, will encourage more eligible applications to be submitted and result in a wider dispersal of funding.

CONSULTATION PROCESS

Council will continue to promote this successful program, and amendments to both policy and eligibility criteria, to the Community via various methods. Successful applications will be posted on our website and, where appropriate, media releases undertaken.



A Place for People

POLICY IMPLICATIONS

Council Policy FIN18 Grants, Donations, Sponsorships and Scholarships

BUDGET AND RESOURCE IMPLICATIONS

The budget for the 2018/2019 year for grants, donations, sponsorships and scholarships is \$130,000. To date, Council has awarded \$78,918 and \$51,082 remains in the 2018/2019 Community Benefit Scheme Budget. It is to be noted that from the remaining \$51,082 Council currently has an application pending that, if successful, may reduce the remaining balance to \$49,902.

The Community Benefit Scheme reserve contains \$70,000.

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: Community Benefit Scheme Report Update

City of Palmerston Community Benefit Scheme Applications Approved as at 6 November 2018

Activity Project	Applicant	Amount	Amount	Notes
		Requested	Received	
Aridagawa Sister City Student	Three Palmerston Schools (middle years to secondary)	\$ 4,000	n/a	2 scholarships offered;
Exchange Scholarship				waiting on uptake of offers
ANZAC Day Services (3 years)	The Returned & Services League of Australia Palmerston	\$10,000	\$10,000	Final of 3-year agreement
Touch Football NT Titles	Touch Football NT	\$13,000	\$13,000	Final of 3-year agreement
PGA Championship	Cazaly's Club Palmerston, Palmerston Golf Club	\$30,000	\$30,000	First of 3-year agreement
Special Children's Christmas Party	AM Media (Special Children's Christmas Party)	\$ 1,000	\$ 1,000	2018 event
Christmas Bash	Palmerston 50+ Club Inc.	\$ 1,000	\$ 1,000	2018 event
Annual School Community Awards -	All Palmerston Schools	\$ 1,500	\$ 1,100	Offered annually to all
to date		in total	to date	schools; 11 of 15 accepted
Launch Mental Health Week	NT Mental Health Coalition	\$ 2,000	\$ 2,000	2018 event
Buddy Benches in schools	Litchfield/Palmerston Rotary Club	\$ 4,000*	\$ 4,000*	2018 activity * exc. GST
Autism NT Luncheon 2018	Autism NT	\$ 1,818 *	\$ 1,818*	2018 activity * exc. GST
City of Palmerston Seniors Fortnight	Palmerston and Rural Seniors Committee	\$15,000	\$15,000	First of three-year funding
2019				request
TOTAL		\$83,318	\$78,918	

Current Community Benefits Scheme Expenditure to Date

	Account Name	YTD	Commitment	YTD + Comm	Budget	Budget Available
Grants/Donations/Sponsorships/ Scholarships Paid	Community Grants	\$10,918	\$68,000	\$78,918	\$130,000	\$51,082

In-Kind Support Approved to Date

Activity Project	Applicant	Amount	Value In-	Notes
		Requested	Kind	
			Support	
			Received	
Seniors Indoor Croquet Club	Seniors Indoor Croquet Club	\$500	\$500	Recreation Centre hire
Playgroup Venue hire	Tumbledown Tots Playgroup	\$500	\$500	Driver Resource Centre hire
TOTAL			\$1,000	

Applications/Acquittals Processed to Date

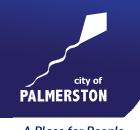
Applications Received and Under Assessment

Activity Project	Applicant	Amount	Notes
		Requested	
Year 12 Pool Party	YMCA Youth and Community Services Limited	\$ 1,180	
TOTAL VALUE		\$ 1,180	

13 OFFICER REPORTS

13.2 Action Reports

13.2.1	Draft City of Palmerston Community Plan	9/0118
13.2.2	Proposed Changes to Environmental Protection Legislation	9/0114
13.2.3	Review of Outdoor Dining Licence Fees and Charges	9/0113
13.2.4	Draft Council Policy AD01 Privacy	9/0117
13.2.5	Review of Council Policy EM05 Political Involvement in Council Events	9/0119



A Place for People

2nd Ordinary Council Meeting

AGENDA ITEM: 13.2.1

REPORT TITLE: Draft City of Palmerston Community Plan

REPORT NUMBER: 9/0118

MEETING DATE: 20 November 2018

Author: Director Corporate Services, Chris Kelly

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

This report seeks Council adoption of the Draft City of Palmerston Community Plan for the purposes of public consultation.

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 appointed democracyCo to undertake an innovative and engaging process known as "deliberative democracy" in the development of the Strategic Plan.
- It is recommended that this plan, that was drafted by the community for the community by a group known as the "Palmerston People's Forum", be known as the Community Plan.
- In drafting the plan, the "Palmerston People's Forum" considered information from experts on Council's role in the community, public safety, economic development, multiculturalism and place making as well as input from 91 survey respondents, 30 staff and members of Larrakia Nation.
- The Community Plan has six outcomes, namely Family and Community, Vibrant Economy, Cultural Diversity, Future Focused, Environmental Sustainability and Governance.
- It is recommended that the Draft City of Palmerston Community Plan be adopted for the purposes of extended consultation between 21 November 2018 and 1 February 2019.

RECOMMENDATION

- 1. THAT Report Number 9/0118 entitled Draft City of Palmerston Community Plan be received and noted.
- 2. THAT Council endorse that the Strategic Plan now be known as City of Palmerston Community Plan.



A Place for People

- 3. THAT Council adopt the Draft City of Palmerston Community Plan for the purposes of public consultation from 21 November 2018 to 1 February 2019.
- 4. THAT a further report with the outcomes of the public consultation, along with any recommended changes to the Draft City of Palmerston Community Plan, be presented to an Ordinary Council Meeting in March 2019.
- 5. THAT Council writes to members of the "Palmerston People's Forum" thanking them for their participation and input into the development of the City of Palmerston Community Plan.

BACKGROUND

At the 2nd Ordinary Council Meeting of 21 August 2018 Council made the following decision/s:

City of Palmerston Strategic Plan Development

9/0074

- 1. THAT Report Number 9/0074 entitled City of Palmerston Strategic Plan Development be received and noted.
- THAT Council endorse the process for Strategic Plan development in Report Number 9/0074 entitled City of Palmerston Strategic Plan Development as contained within Attachment A to Report Number 9/0074 entitled City of Palmerston Strategic Plan Development.
- 3. THAT Council commit to accepting all relevant and feasible objectives from the Strategic Plan development process for inclusion in the draft City of Palmerston Strategic Plan that will be released for public consultation.
- 4. THAT Council commit to the Vision of the City of Palmerston as "A Place for People" and note that changes to the Vision will not be considered as part of the Strategic Planning process as contained in this report entitled City of Palmerston Strategic Plan Development.

CARRIED 9/0230 - 21/08/2018

This report presents the Draft City of Palmerston Community Plan for Council to adopt for the purposes of public consultation.

DISCUSSION

The Journey

Council appointed democracyCo to undertake an innovative and engaging process known as "deliberative democracy" in the development of the Strategic Plan. This process provides participants with facts and information and then challenges them to make the decisions. It allows them to walk in the shoes of decision makers to critically analyse that information and make decisions. This marks a significant departure from traditional consultation methods that too often fail to engage the community at the decision-making stage.



A Place for People

This innovative process, never used in Palmerston, means that the community has drafted this plan, not Council. It is therefore recommended that this plan be known as the Community Plan, as it was drafted by the community for the community. This better reflects the process and outcomes, rather than Strategic Plan, which is terminology of a more commercial nature.

The group that was bought together was known as the "Palmerston People's Forum" and comprised people of all ages from across Palmerston. They were provided information from experts to guide their thinking about Council's role in the community, public safety, economic development, multiculturalism and place making. Palmerston's indigenous community and staff also participated in workshops and their deliberations were considered as well.

The "People's Forum" was supported by a community survey which was responded to by 91 members of the community. Respondents were asked:

- in 2030 what is Palmerston known for;
- what issue do you think is the greatest priority for the City of Palmerston in the next three years; and
- what issue do you think Palmerston needs to tap into over the next three years?

Following Day One of the People's Forum, staff workshops were held on October 1. 30 staff attended and were asked the following:

- what risks and opportunities face Palmerston at this time;
- what strategic outcomes do you want for Palmerston and to achieve each outcome what do you think the priority actions should be; and
- what does Council need to keep or change?

On October 8, Larrakia Nation facilitated a small workshop with members of Palmerston's indigenous community which was followed up by broader consultation with members of the indigenous community. The results of their workshop were shared with the People's Forum on Day Two by members of Larrakia Nation.

Council staff and facilitators received positive feedback from participants. One of the challenges in recruiting participants was attracting younger people to be involved, however Day Two of the Forum was targeted at young people and saw 16 young people attend, several of whom returned for the final day of the Forum.

The Community Plan

The Community Plan commences with an Acknowledgement of Country, Council's Vision, the Mayor's Message and background about Palmerston, the planning process and how the plan will be used.

It then outlines the six core outcomes drafted by the "Palmerston People's Forum", with measures of success and objectives. The outcomes are:

- 1. Family & Community: Palmerston is a safe and family friendly community where everyone belongs.
- 2. **Vibrant Economy**: Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and to grow.
- 3. *Cultural Diversity*: In Palmerston we celebrate our cultures in a way that values our diversity.
- 4. *Future Focused*: Palmerston is an innovative city that sustains itself through the challenges of the future.



A Place for People

- 5. **Environmental Sustainability**: Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability.
- 6. **Governance:** City of Palmerston Council is trusted by the community and invests in things that the public value.

The plan concludes with a commitment to continuing to work with the community, including on updates to the Community Plan.

This Plan will now set the course for the Council's work – giving continuity and focus on what the community wants and needs from Council's planning and decision making each year for the next ten years.

CONSULTATION PROCESS

Elected Members have had two workshops on the Community Plan:

- August 9-to inform Elected Members of the process for the preparation of the Community Plan and to seek initial input prior to community consultation commencing; and
- October 15-to update Elected Members on the preparation of the Community Plan and seek input on the outcomes of the "Palmerston People's Forum".

Elected Members and members of the "Palmerston People's Forum" were also provided a draft of the final Community Plan for their review and feedback prior to this meeting.

The Community Plan was drafted by the community for the community. The "Palmerston People's Forum" drafted the plan after receiving input from experts to guide their thinking about Council's role in the community, public safety, economic development, multiculturalism and place making. Palmerston's indigenous community and staff also participated in workshops and their deliberations were considered as well.

The plan will be presented at the Council meeting by members of the Palmerston People's Forum and will now be extensively publicised during the consultation period between 21 November and 1 February. A communications strategy has been prepared and will include writing to every property in Palmerston, radio interviews, social media and website updates to advise people of the opportunity to make submissions.

POLICY IMPLICATIONS

The Community Plan will have policy implications; however, these will be considered in more detail as Council implements these across the next ten years.

Public consultation at the beginning of the process and for the draft Strategic Plan will occur in accordance with Council Policy COMM03 Community Consultation.

BUDGET AND RESOURCE IMPLICATIONS

\$100,000 funding has been set aside in the 2018/19 Municipal Plan to meet the costs of the Community Plan. To date, \$66,750 has been spent. It is not anticipated that additional funds will be required, however approximately \$7,000 of remaining funds will be allocated to advertising costs during the consultation period.



A Place for People

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

For the purposes of legislative compliance, the Community Plan will serve the function of a Strategic Plan. The *Local Government Act* does not require Council to have a Community or Strategic Plan, however it is considered good governance to have a Community/Strategic Plan for the next 10 years prepared in consultation with the community and updated regularly.

Once the Community Plan is adopted, future Municipal Plans are required to refer to the Community Plan in accordance with Section 23(b)(i) of the *Local Government Act*.

There is a risk that Council may receive negative publicity due to new initiatives or changes proposed to current policy, however as this process involves extensive community participation and consultation resulting in community members owning the Community Plan, the risk of this is mitigated.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

One of the Outcomes of the Community Plan is Environmental Sustainability. Measures of success that Council will be seeking to achieve include:

- the level of recycling / proportion of rubbish recycled is increased;
- there is a decrease in littering;
- increase the canopy coverage (% of areas shaded by trees);
- reduction in businesses using packaging and wrapping;
- performance in actively protecting and enhancing the environmental assets and infrastructure
 of the City of Palmerston, while supporting local businesses and industry in sustainable land use,
 is improved; and
- performance in committing to effective and responsible city planning which balances and meets residential and commercial needs in our community is improved.

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 City of Palmerston Community Plan



The Plan recognises the importance of valuing and investing in the natural environment, balancing economic imperatives and focussing on innovation to enable social transformation in our city.

Acknowledgement of Country

Council respectfully acknowledges the traditional owners of the land on which we meet – the Larrakia People - and pay respect to their elders, past, present and future.

The Larrakia people welcome you to our beautiful land and sea country. We have a deep, spiritual connection with our country and are responsible for making sure it is respected by all those that use it. The Larrakia have a vibrant traditional society based on our close relationship with the sea and trade with neighbouring groups such as the Tiwi, Wagait and Wulna. These groups shared ceremonies, song-lines, trade and intermarried across tribal groups.

When the first settlers arrived in the Darwin area, the Larrakia provided them with food. Despite conflict and marginalisation, from the beginning the Larrakia participated in the cultural life of the early settlement, and lived in and around the city, before we were moved out to camps further away from the city.

Today we are a vibrant Aboriginal nation numbering around 2,000 people and are broadly recognised for our strengths in performance, music and art so while you are here, embrace Larrakia land and let Larrakia land embrace you in return. May our ancestors guide and protect you always.

Takon from

(http://larrakia.com/about/the-larrakia-people/ accessed 6 November 2018).





Palmerston is a welcoming vibrant family city that fosters diversity and unity.



In Palmerston, everyone belongs.



In Palmerston, everyone is safe.

These elements are central to our vision for Palmerston as 'A Place for People'.

Achieving this vision involves building upon the many things we love about Palmerston.

We will focus on our strengths to help ensure that our city thrives into the future.

This Community Plan shines a light on the priorities necessary for achieving our vision for Palmerston as 'A Place for People'.

The Plan recognises the importance of valuing and investing in the natural environment, balancing economic imperatives and focussing on innovation to enable social transformation in our city.

How do we know that this plan focuses in on what the people of Palmerston need? The People of Palmerston created it!

City of Palmerston Community Plan



Mayor's Community Plan Message

I am pleased to present the draft Community Plan, written by the community for the community.

The second largest and fastest growing city in the Northern Territory, Palmerston is a regional hub with a promising future positioning itself as 'A Place for People' and the Family City of the Northern Territory.

From humble beginnings, Palmerston has grown quickly into a multi-cultural and diverse population of more than 36,000 residents who are immersed in 171 hectares of green retreat with hotels, dining, multiple shopping centres, a PGA tournament standard golf course, swimming and fitness centre, numerous schools and the Palmerston Regional Hospital, all of which support families who choose to call our city home.

This rapid growth presents Council with the challenge of planning for the future in a way that considers the social implications of planning and decision making, including balancing sustainability and progress. Council turned this challenge into an opportunity for Council to demonstrate its commitment to engagement and consultation in a meaningful manner by undertaking an innovative process.

Council undertook an engagement process known as "deliberative democracy". This process provides participants with facts and information and then challenges them to make the decisions. It allows them to walk in the shoes of decision makers to critically analyse that information and make decisions. This marks a significant departure from traditional consultation methods that too often fail to engage the community at the decision-making stage.

The group that was bought together was known as the 'The Palmerston People's Forum' and comprised people of all ages from across Palmerston. They were provided information from experts to guide their thinking about Council's role in the community, public safety, economic development, multiculturalism and place making.

Our indigenous community, youth and staff also participated in workshops and their deliberations were considered.

The Community Plan contains 6 outcomes, which in turn provide objectives and criteria for measuring success. These outcomes are:

- Family and Community;
- Vibrant Economy;
- Cultural Diversity;
- Future Focused;
- Environmental Sustainability; and
- Governance.

I would like to thank all those involved in the preparation of the draft Community Plan, including members of the "Palmerston People's Forum" especially our young people, representatives of Larrakia Nation, our guest speakers and Council staff who participated.

It is now your turn to provide your input. Please take the opportunity to consider this plan over the next two months and provide your feedback to Council.

Athina Pascoe-Bell

Mayor

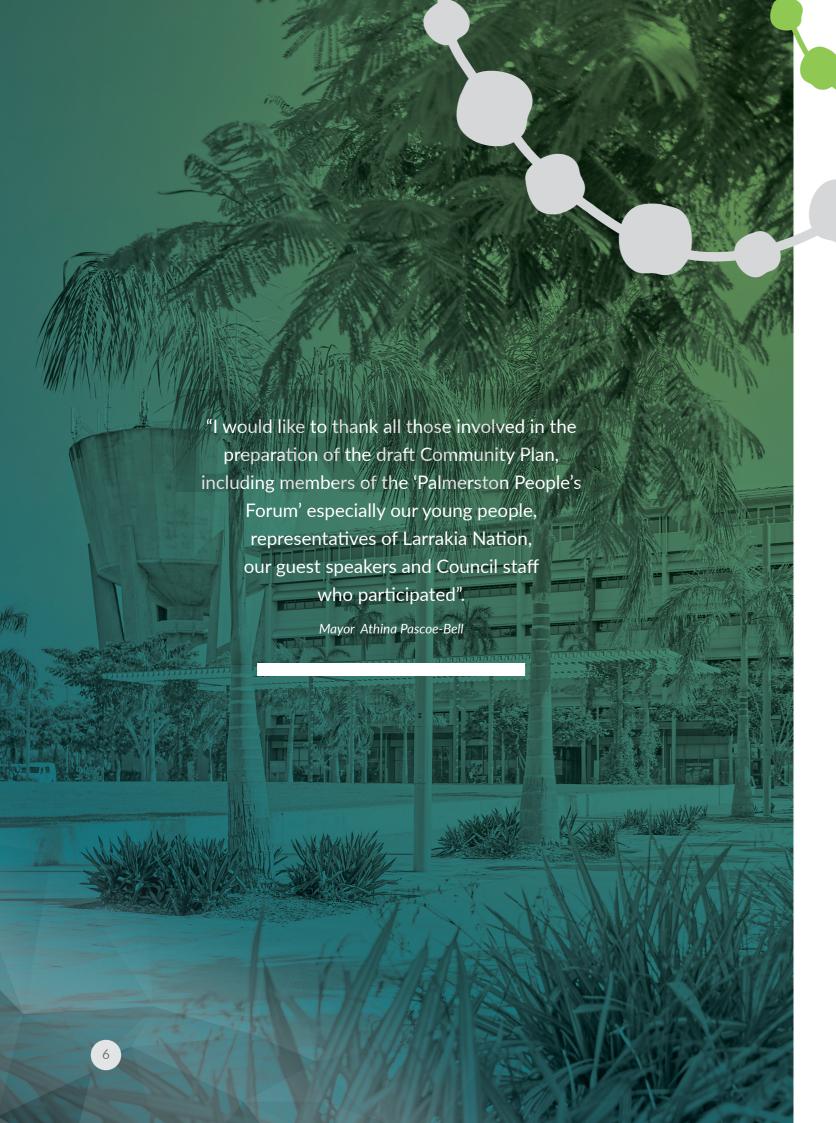


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The Community Plan Journey

THIS COMMUNITY PLAN WAS WRITTEN BY THE PEOPLE OF PALMERSTON IN 2018.

Council undertook a world leading process to develop this plan – 'The Palmerston People's Forum'. A diverse group of Palmerston residents worked together across three days to consider what future they wanted for Palmerston. Business owners, parents, young people, volunteers, professionals, tradespeople and retirees came together to make up the Forum, which was held at the Palmerston Recreation Centre.

They were supported in their work by information provided through a survey of more than 90 residents and they were joined for a day by 16 young people – who shared their

"We walked in with different views and perspectives, we leave with a common goal"

Sizol. Palmerston Resident

vision and priorities. Aboriginal leaders and community members also met to discuss their priorities for the future of Palmerston and provided these to the Forum. Additionally, City of Palmerston staff and Aldermen contributed to the plan through surveys and workshops.



The Forum learnt, listened and deliberated to develop this Community Plan - it reflects the aspirations of Palmerston's people.

The outcomes, objectives and measures in this document were proposed by the people of our city – articulating the focus they think is necessary to make Palmerston the very best place it can be.

This plan outlines six core outcomes:

- **Family and Community:** Palmerston is a safe and family friendly community where everyone belongs.
- **Vibrant Economy:** Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and to grow.
- **3 Cultural Diversity:** In Palmerston we celebrate our cultures in a way that values our diversity.
- **4 Future Focused:** Palmerston is an innovative city that sustains itself through the challenges of the future.
- **5 Environmental Sustainability:** Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability.
- **Governance:** Council is trusted by the community and invests in things that the public value.

This Plan will now set the course for the Council's work – giving continuity and focus to the decisions we need to make on a day to day basis and each year for the next ten years. This plan will help us make sure that we have an eye to the strategic directions our community want for their future.







'A Place for People'

Our Story...

WRITTEN BY THE COMMUNITY

Palmerston began with creation and the dreamtime. The Larrakia are the first people of Palmerston.

Jumping forward many thousands of years to 1982, our place became known as Palmerston.

This quiet, peaceful town saw children playing on the streets, while the town was growing fast. The commissioning of the Water Tower in the early days stamped the centre of Palmerston and left a legacy that we are all connected to today. As development progressed and the City of Palmerston expanded into bush areas, we saw people from many countries moving into the area and making Palmerston their home. Culture, painting and food were all central to our community as was friendship and tight knit families.

We are grateful for the pioneers of Palmerston who not only built our city but ensured natural bush areas were retained.

Growth has happened quickly for Palmerston with some planning decisions positive, others negative. During this fast growth, our community has also grown. Modern social challenges have also emerged - putting pressure on our community. All the while new developments and construction continue.

The heart and soul of Palmerston however remains: our community spirit emerged when Cyclone Marcus arrived, with people in the street and in their neighborhoods helping each other.

Now we are in a place of opportunity.

The future will be written by the people who live in Palmerston.

Family values will determine everything we do, and we will find new hope in the voices of our children and young people. We will celebrate the richness of our diversity, acknowledge our heritage, heal the past and work as active citizens, under the leadership of the City of Palmerston to create "A Place for People".



This Community Plan sets the priorities to ensure that employees and other stakeholders are working toward common goals over the next ten years.

This Community Plan provides stability and Council's Municipal Plan will be informed to and individuals alike a sense of what they can expect from the Council over the next ten years.

As a Council we want to make sure that each and every year we are working towards the long-term outcomes that our community wants and expects.

As a consequence, this Community Plan has been developed by members of our community.

The Community Plan prepared by the community enables Council to be certain that when we are making decisions about resourcing on a day to day basis that we have a line of sight to the priorities and needs of residents of Palmerston.

The Community Plan which is Council's strategic governing document, gives us something to report against, to check our performance against and to hold both Elected Members and staff to account. To do that, we have adopted a suite of clear measures recommended by the community and our staff. Proposals will need to ensure they meet the objectives set out in this document otherwise they are not meeting community expectations.

direction for decision making. In this respect it outcomes and objectives of this plan. We will be provides certainty; providing community, business reporting our success against these measures as part of our Annual Report each and every year.

> The Community Plan has six outcomes, with objectives for Council to achieve and measures of success to provide indication of whether Council has achieved the outcome desired by the community.

> This Community Plan will be reviewed in full following the election of a new Council. This generally occurs every four years.





OF BUSINESSES

EXPENSES 2019

MAINTAINED BY COUNCIL

1 Family and Community

PALMERSTON IS A SAFE

AND FAMILY FRIENDLY COMMUNITY

WHERE EVERYONE BELONGS.

Palmerston is a safe, friendly, family city that everyone belongs, and we care for each other. offers a high-quality lifestyle; a happy sanctuary. When people feel safe, are secure and supported As a community, we want to foster the wellbeing in their community, they participate actively and of families and of our community. In Palmerston can fully enjoy what Palmerston has to offer.

"I've engaged more with you than my neighbours - maybe I need to engage more"

John, Palmerston Resident



Measures of success

The following measures will provide indicators of our success with regards to achieving this outcome:

- An increase in the number of people attending Council events and engaging in community activities:
- Reduced crime rates specifically a reduction in alcohol fueled violence;
- Increased partnerships in place between the Council and other levels of government which seek to address crime; and
- Increased accessibility of Council facilities and resources for community activities for all members of our community.

Objective 1.1:

We focus on families

Our Strategies

- A Palmerston Family and People Plan is developed in partnership with the community. It includes strategies for all types of people and families in Palmerston.
- Engaging and fun activities are available for Palmerston's' families:
- a. A hub for children and young people which offers a sanctuary and promotes belonging; and
- b. Support and places to gather for parents, single people and the elderly.
- The youth of Palmerston are visible
- a. Positive stories about them are easily accessible;
- b. They have a role in decision making and in the provision of services to other young people; and
- c. Young people's voices are included in all aspects of council's work (planning, program design and delivery).

Objective 1.2:

The wellbeing of our community is a focus for all of our work

Our Strategies

- Council considers the social implications of all planning and decision making, including when contributing to Territory planning processes and providing advice on development approvals.
- a. Council will work with the community to develop some community impact principles which assist Council to make sound decisions that align with the community's aspirations about Palmerston.
- Council has strong partnerships and works in collaboration with those who provide social services to the community to better coordinate the delivery and effectiveness of these services.
- · Our volunteers are valued and supported for the important work they undertake for our community.

2 Vibrant Economy

PALMERSTON IS A DESTINATION CITY

FOR EMPLOYMENT, IT IS A PLACE WHERE BUSINESSES ARE

ENCOURAGED TO SET UP AND TO GROW.

Palmerston is a new and growing city. Our vibrant becomes more livable. Jobs enable community economy and business sector contribute in many members to set down roots - and this means that positive ways to the people of Palmerston. When they are more likely to stay. businesses thrive, families also thrive, and our city

"I am privileged to be part of this plan. I love living in Palmerston. It's a beautiful place.'



Measures of success

The following measures will provide indicators of our success with regards to achieving this outcome:

- The people of Palmerston choose to shop local;
- Occupancy rates retail shop spaces are full;
- **Employment rates increase;**
- The population of Palmerston is growing (families stay);
- More tourists visit Palmerston;
- There are more funds available for Council to invest in the community;
- There are more businesses located in Palmerston; and
- Council is committed to ensuring local businesses and industry receive the support they need in order to grow and prosper within our region - measured through the Community Satisfaction Survey.

Objective 2.1:

Improve Palmerston's image

Our Strategies

- The image and brand of Palmerston is strong and authentic and reflects our vision as a 'A Place for People'.
- We promote 'employ local' and 'buy local' where possible.

Objective 2.2:

Palmerston's economic future is bright

Our strategies

• Palmerston has a long-term vision which builds and encourages a sustainable economy. Areas of growth and development are earmarked in advance.

- a. The community of Palmerston is involved in all economic planning to ensure we maintain a social capital mindset.
- b. We investigate alternative income streams and economic pursuits.
- c. We locate businesses in a strategic way to promote activation and movement in the CBD.
- We involve and engage youth in business development and innovations.
- We encourage, develop and support local business.
- We attract and support new businesses to set down roots in Palmerston.
- We support and encourage entrepreneurs.

3 Cultural Diversity

IN PALMERSTON WE CELEBRATE

OUR CULTURES IN A WAY

THAT VALUES OUR DIVERSITY.

to celebrate. Our community is strong and and value our differences. We all own the future successful when we live in harmony and tap into of Palmerston and all people of Palmerston have the diverse mix of people and cultures to enrich our the opportunity to contribute to their community. lives. As proud residents of Palmerston we have In Palmerston every individual matters.

Palmerston's rich mosaic of cultures is something many things in common, and we celebrate, honour

"To me. home is now Palmerston'

Helen, Palmerston resident



Measures of success

The following measures will provide indicators of our success with regards to achieving this outcome:

- Council consults with and includes the needs of all people in its programs and planning using a mechanism it has agreed with those communities; and
- Fostering and promotion of arts and culture within our community and the awareness and promotion of our local history is improved.

Objective 3.1:

To celebrate our rich culture and diversity

Our Strategies

- Develop a Culture and Diversity Plan which models how the city values and respects the diversity of the community. This plan builds and enriches our diversity, promotes unity, embraces culture and heals the past.
- Palmerston celebrates cultural diversity with events throughout the year. Our community has opportunities to celebrate, include, understand, learn and accept.

- Council grows support for cultural events.
- Recognition of our diversity and cultural heritage through statements, acknowledgments and publicly visible stories and signs about our
- Incorporate our cultural diversity into the design and layout of our public spaces (murals,
- Cultural and heritage is celebrated through art, exhibitions and education initiatives

Objective 3.2

Recognise and support diversity through our partnerships and leadership

Our Strategies

- Aboriginal and Torres Strait Islander leaders work in partnership with Council leaders to pursue cultural and heritage outcomes.
- Consider development of a First Nations Strategy that recognises, acknowledges, increases awareness, and promotes partnerships with Larrakia Nation.
- Council has strong partnerships in the community which enable it to include diverse views and perspectives in its planning and decision-making processes.
- Planning processes are inclusive of cultural diversity views and input.
- Council works with schools and community groups to celebrate and recognize culture and diversity.
- Establish a mechanism to enable diversity to be considered in all major initiatives of Council (ie a Diversity Advisory Committee).
- When undertaking town planning, Council incorporates needs of all residents of Palmerston.

4 A Future Focus

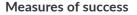
PALMERSTON IS AN INNOVATIVE

CITY THAT CAN SUSTAIN ITSELF THROUGH

THE CHALLENGES OF THE FUTURE.

regional community. Palmerston is an inspirational best practice in smart cities and attract and keep city into the future for generations to come. We people with the skills we need for the future. forecast and respond to the predictability of Palmerston promotes progress. change, and in doing so plan the best use of our

Palmerston is full of opportunities and is a leading human, built and natural resources. We model



Finding specific measures for innovation is challenging; however, we can expect that if we are performing strongly against other measures in this plan - then we will be innovating!

- Ouncil consults with and includes the needs of all people in its programs and planning using a mechanism it has agreed with those communities; and
- Fostering and promotion of arts and culture within our community and the awareness and promotion of our local history is improved.

"I want to ensure not just a future for me but my four children and grandchildren"

Jennifer, Palmerston Resident



Objective 4.1:

We support and foster innovation

Our Strategies

- We focus on developing our people. We develop and foster innovation in the community- through skills development, capacity building, enabling/encouraging and supporting the community to be selfreliant.
- We will support the establishment of a network of experts and innovators who can influence innovation and encourage forward thinking.
- We support and encourage businesses to embrace change and innovate.
- We want to attract and retain businesses and not-for-profit agencies that use innovative approaches to social issues, service delivery, and product development.

Objective 4.2:

Infrastructure is fit for purpose

Our Strategies

- Infrastructure is maintained and managed to meet community need and adopt innovative approaches.
- Our assets have multiple uses.

5 Environmental Sustainability

PALMERSTON IS AN ENVIRONMENTALLY

FRIENDLY, LIVEABLE CITY THAT PROMOTES

RENEWABLE PRACTICES AND SUSTAINABILITY.

to connect outdoors - this is good for our health and we plan and act to prepare for a changing and wellbeing and also allows us celebrate our future. Everyone has a role to play to ensure we unique climate. We know that our seasons and will have a better future. climate are changing, so we live within our means

Green spaces invite and encourage our community in Palmerston - we know why that is important

Measures of success

The following measures will provide indicators of our success with regards to achieving this outcome:

- The level of recycling / proportion of rubbish recycled is increased;
- There is a decrease in littering:
- Increase the canopy coverage (percentage of areas shaded by trees);
- Reduction in businesses using packaging and wrapping;
- Performance in actively protecting and enhancing the environmental assets and infrastructure of the City of Palmerston, while supporting local businesses and industry in sustainable land use, is
- Performance in committing to effective and responsible city planning which balances and meets residential and commercial needs in our community is improved.

Objective 5.1:

Reduce our footprint on the environment

Our Strategies

- People are engaged and encouraged to adopt best practice sustainable and environmental
- a. Practical ways to be green in Palmerston.
- When Council constructs new buildings they seek to utilise renewable energy efficient technologies.
- Council's processes model best practice in sustainability and environmental management.
- Increase educational and awareness raising initiatives that improve and expand community understanding of how they can have a lower environmental footprint.
- Provide opportunities for community to recycle, reuse or repair all type of waste.
- Council phase out the use of plastic at Council events and in all Council owned and run facilities.
- Council uses locally sourced materials where possible, supported by local labor.
- Council procurement processes promote sustainability.

Objective 5.2:

Palmerston is a cool, shaded, green city

Our Strategies

- Council develops and implements a Green Plan which incorporates our vision for:
- a. Green, shaded and cool city;
- b. Biodiversity and habitat health;
- c. Better management and appropriate species selection: and
- d. Future focused and innovative environmental approach.

- Council promotes, encourages, and where possible pursues sustainable development/or sustainable building for the climate that assists in reducing ambient temperature in houses, public buildings and private developments.
- Make sure Council's planning interfaces with other plans for our region - for a whole of landscape approach.
- Planting of native, localised species that minimize water, promote shade and can withstand cyclones.
- Support residents to manage trees, especially palm fronds and removal of unsafe trees.
- Council explores how waste water can be collected into the future and reused for watering.
- Greening and cooling initiatives tree planting, shade structures and the freedom for citizens to take initiative and green up their verges and neighborhoods
- Explore opportunities for the creation of a large area of green in and around the centre of the city (ie botanical gardens) which could also become an educational facility for tropical urban species and tropical biodiversity education.

Objective 5.3:

Encourage personal action and taking a leadership role

Our Strategies

- Encourage greater use of recycling bins by reducing general waste collection fees/rates.
- Participate in and encourage NT Government to develop planning guidelines that promote green infrastructure.

STRATEGIES THE COMMUNITY, INDIVIDUALS AND BUSINESSES COULD USE TO SUPPORT THIS OBJECTIVE

Sell coffee more cheaply where people bring their own cups

Op Shop at transfer station, or honesty box, where people can use something that someone no longer wants.

City of Palmerston Community Plan

6 Governance

COUNCIL IS TRUSTED BY

THE COMMUNITY AND INVESTS

IN THINGS THAT THE PUBLIC VALUE.

Local government must be closely connected to its community, working in partnership to deliver what is needed to support people's lives. In doing so, Council is actively pursuing its communities' trust, through being open, accessible and accountable.

"The fact that they have asked people for their opinion says a lot about their integrity"

Mick, Palmerston Resident



ATTACHMENT A

Measures of success

The following measures will provide indicators of success¹ in relation to this outcome:

- Community are satisfied that Council values and encourages participation in Council activities by the community and is committed to delivering the highest possible levels of service and community engagement.
- Community are satisfied that Council is committed to ensuring that the systems and processes of Council support the organisation in delivering the best possible services to the community.
- Community are satisfied that Council values its people and the culture of our organisation. Council is committed to continuous improvement and innovation whilst seeking to reduce the costs of Council services through increased efficiency.
- Community are satisfied that The Council is showing corporate and social responsibility, ensuring the sustainability of Council assets and services and undertaking effective planning and reporting of Council performance to the community.

Objective 6.1:

Ensure we have a leading governance model

Our Strategies

- Be effective do what we are supposed to do, and deliver our Community Plan.
- Be accountable open and transparent and also report back on our progress.
- Be courageous try new solutions, take measured risks, adopt new technologies, be flexible and adaptable.

Objective 6.2:

Community is at the centre

Our Strategies

Bring community into all aspects of the business
 citizens are active and participate in the business of Council.

Objective 6.3:

Healthy working partnerships

Our Strategies

- Contribute strategically to decisions others make for Palmerston (ie. planning) to ensure our strategic direction is being achieved
 - a. Prioritise the 'health' of Council's partnerships and networks – and make sure they are working well
- Work in partnership with staff to achieve the very best outcomes. Enable frank and open dialogue.

¹ Measured through the annual Community Satisfaction Survey.



Council sees significant value in expanding the understanding of the community about Council's work and tapping into the 'wisdom of the crowd' to consider complex challenges and issues we face.

We will seek to involve the full diversity of Palmerston residents and will ensure we reach our diverse communities by using different tools, approaches or processes that work for them. This may involve, but not be limited to:

- Holding young people's forums to more deeply understand what young people want and need for their future.
- Spending time with specific groups (older citizens, cultural groups, interest groups) to understand their needs as well as bringing them together so that they can understand each other better.
- Conduct more deliberative type forums (like the one that developed this plan)- to bring together people with knowledge (about topics / issues), those who are passionate about the same, and people who might not issues in depth.
- Change the council feedback process into one of learning - complaints provide an opportunity to connect with the community,

so we want to use them to improve how Council works.

Most importantly we will seek input from the community to review future updates of this Plan.

We are also committed to improving how we share information with our community.

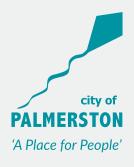
We will be seeking to improve the connection between Council and the community and provide more timely and relevant news and updates on Council's work.

In addition, young people of Palmerston have told us that they want to see Council adopt a more normally engage with Council to consider relevant and inspiring social media approach; so we will be exploring how we use social media more effectively to share information and engage with residents.



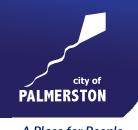
ATTACHMENT A





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Civic Plaza, 1 Chung Wah Terrace 08 8935 9922 palmerston@palmerston.nt.gov.au



A Place for People

2nd Ordinary Council Meeting

AGENDA ITEM: 13.2.2

REPORT TITLE: Proposed Changes to Environmental Protection Legislation

REPORT NUMBER: 9/0114

MEETING DATE: 20 November 2018

Author: Manager Growth and Sustainability, Rebecca de Vries

Approver: Director City Growth and Operations, Gerard Rosse

PURPOSE

This report seeks to inform Council of key changes proposed to the framework regulating environmental protection, which is currently open for consultation.

Municipal Plan:

- 3. Environment & Infrastructure
 - 3.1 Environment Sustainability
 - 3.1 We are committed to actively protecting and enhancing the environmental assets and infrastructure of the City of Palmerston, while supporting local businesses and industry in sustainable land use.

KEY ISSUES

- The Northern Territory Government is reviewing the current regulatory framework for environmental protection.
- As part of this review, a draft Environmental Protection Bill and Regulation has been prepared which
 provides a new impact assessment and approval system, along with compliance and enforcement
 powers.
- An opportunity to make comment on the draft Bill and Regulation is available until 3 December 2018.
- Council officers have reviewed the draft Bill and Regulation and have no objections.
- A submission will be sent to the Department of Environment and Natural Resources.

RECOMMENDATION

- 1. THAT Report Number 9/0114 entitled Proposed Changes to Environmental Protection Legislation be received and noted.
- 2. THAT the submission in **Attachment A** to Report Number 9/0114 entitled Proposed Changes to Environmental Protection Legislation be sent to the Department of Environment and Natural Resources.



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BACKGROUND

The Northern Territory Government (NTG) is currently reviewing the regulatory framework for environmental protection.

As part of this review, NTG proposes a single piece of legislation be implemented to improve the regulatory framework. Development of the legislation and review of the regulatory framework has been separated into two stages.

Stage one:

The first stage proposes the draft Environment Protection Bill and supporting draft Regulation which seeks to:

- introduce changes to the environmental impact assessment system
- introduce a new environmental approval granted by the Minister for Environment and Natural Resources at the completion of the assessment process, or refusal where there is likely to be unacceptable impact
- introduce an enforceable general environmental duty which requires all persons undertaking activities in the Northern Territory to minimise their environmental impact and remediate or rehabilitate unauthorised impacts
- contain a range of tools designed to promote compliance and enable enforcement
- provide opportunities for people to request a review of a decision made under the Bill or Regulation.

The draft Bill and Regulation will replace the existing Environmental Assessment Act and Environmental Assessment Administrative Procedures. The draft Bill and Regulation can be viewed at: https://denr.nt.gov.au/environment-information/environmental-regulatory-reform/consultation-on-new-environment-protection-legislation.

This is currently open for consultation and submissions are able to be made until 3 December 2018.

Stage two:

The second stage will consider how wastes, pollution, clearing of native vegetation and the environmental impacts of mining activities is managed. This will include addressing NTG commitments to consolidate the Waste Management and Pollution Control Act, the environmental provisions of the Mining Management Act, and other duplications in the current environmental management system into a single piece of legislation in the new environmental protection regulatory framework.

Opportunity to comment on stage two will be made available in the future.

DISCUSSION

Council officers have reviewed the draft Bill and Regulation to determine whether there are likely to be any impacts to City of Palmerston operations or impacts to its community. It is noted that enforcement of any approvals, or requirements to comply with the general environmental duty, will be undertaken by authorised Environmental Officers, appointed by the CEO of the Department of Environment and Natural Resources. Police are also authorised as Environmental Officers.

Further to the new approval proposed in the draft Bill, this relates to projects which are likely to have a significant environmental impact. City of Palmerston considers this is a reasonable approach to assessing and managing impacts.



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City of Palmerston does not have any objection to the draft Bill or Regulation, and encourages compliance and enforcement action to be undertaken by the Northern Territory Government's authorised environmental officers.

A submission will be made so that City of Palmerston can highlight its interest in the changes proposed, and will monitor how stage two of the reform progresses. A copy of the submission is provided in **Attachment A.**

CONSULTATION PROCESS

The consultation being undertaken by NTG is open for submissions until 3 December 2018.

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

Nil.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Council has an Environmental Protection Licence to operate its waste transfer station. This license is granted under the Waste Management and Pollution Control Act, which is not being affected by Stage 1 of the environmental regulatory reform does not affect licensing for waste management.

Council will monitor changes proposed as part of stage 2 of the environmental regulatory reform and how this will affect licensing requirements.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

The changes to the regulatory framework for environmental protection are relevant to note, as City of Palmerston is due to review its Sustainability Strategy 2013-2018. A further report on this will be made available to Council before the end of 2018.

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: Submission to be sent to the Department of Environment and Resource Management.



ID: 369230 - GR:rd

21 November 2018

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Department of Environment and Natural Resources GPO Box 3675 DARWIN NT 0801

e: environment.policy@nt.gov.au

Dear Sir/Madam

Submission on the draft Environmental Protection Bill and Regulation

The City of Palmerston (Council) supports the draft Bill and Regulation, noting that enforcement of any approvals, or requirements to comply with the general environmental duty, will be undertaken by authorised Environmental Officers of the Department of Environment and Natural Resources.

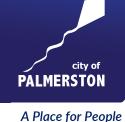
With respect to the proposed draft Environmental Protection Bill, Council acknowledges the efforts to consolidate and clarify the regulating framework for environmental protection.

Council looks forward to being involved further and consulted with as part of the ongoing reform process.

Should you wish to discuss the above further, please contact Rebecca de Vries, Manager of Growth and Sustainability on (08) 8935 9987 or email rebecca.devries@palmerston.nt.gov.au.

Yours sincerely

Gerard Rosse
Director City Growth and Operations



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2nd Ordinary Council Meeting

AGENDA ITEM: 13.2.3

REPORT TITLE: Review of Outdoor Dining Licence Fees and Charges

REPORT NUMBER: 9/0113

MEETING DATE: 20 November 2018

Author: Director City Growth and Operations, Gerard Rosse

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

This report presents the findings of the reviewed Outdoor Dining Licence Fees and Charges and recommends a 12-month trial of reduced fees to promote outdoor dining.

Municipal Plan:

- 2. Economic Development
 - 2.3 City Planning
 - 2.3 We are committed to effective and responsible city planning which balances and meets both residential and commercial needs in our community.

KEY ISSUES

- Council recently reviewed the Outdoor Dining Policy REG01 which relegates outdoor dining in the municipality. Council also has declared 2018/2019 fees associating to outdoor dining applications and renewals.
- In recent years it has been well documented across Australia that an increase in outdoor dining plays a vital role in improving vibrancy, activity and passive surveillance within cities and municipalities.
- It can be argued that the existing fee structure however does not support greater outdoor dining.
- An opportunity exists for Council to paly a role in supporting existing and new local hospitality businesses and incentivise outdoor dining in the municipality to increase activation and vibrancy through a reduction in fees associated with outdoor dining.
- The benefits of increased activation would also reach out to other non-outdoor dining based businesses (retail etc) as an increase of patronage to the city will increase the customer base along with opportunities for reciprocal trade.
- Given the limited number of active permits, limited and reducing income received in relation to outdoor dining, Council has the opportunity to trial a reduced fee environment to encourage outdoor dining without incurring a significant financial loss.



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RECOMMENDATION

- 1. THAT Report Number 9/0113 entitled Review of Outdoor Dining Licence Fees and Charges be received and noted.
- 2. THAT Council reduce the 2018/2019 fees relating to outdoor dining, commencing December 1, 2018 where both Class 1 and Class 2 applications are charged a \$25.00 one off administrative fee subject to the requirements of Outdoor Dining Policy REG01.
- 3. THAT the reduced fees remain in place until 30 June 2020 and fees are reconsidered as part of the review of fees and charges for the 2020/2021 financial year.

BACKGROUND

At the 2nd Ordinary Council Meeting of 18 September 2018 Council made the following decision:

Review of Outdoor Dining Policy REG01

9/0085

4. THAT a further report be presented to Council at the 2^{nd} Ordinary Meeting of Council in November 2018 that considers the fees and charges associated with outdoor dining.

CARRIED 9/0279 - 18/09/2018

Council currently has the Outdoor Dining Policy REG01 which relegates outdoor dining in the municipality. Council also has declared fees associating to outdoor dining applications and renewals.

Councils currently has two (2) Outdoor Dining Class Classifications (extract of Policy REG01 below). Class one (1) application includes up to 4 tables/8 seats and do not serve alcohol. This is primarily for those who do not propose works to the public realm. Class two (2) applications are all other applications, above 4 tables/8 chairs and can have a license to serve alcohol and include the construction of formal dining areas within Council owned or controlled areas subject to approval.



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4.2 Class 1 Application – Up to 4 tables/8 seats (whichever is the lesser)

Council will permit tables and chairs to be placed outside food outlets with or without a removable dividing barrier along the public thoroughfare subject to the applicant meeting the following requirements:

- 4.2.1 Furniture will generally be commercially manufactured, well maintained, and of a suitable size to accommodate diners.
- 4.2.2 Where adjoining businesses provide a similar outdoor dining service the applicant may be required to provide furniture of a similar design.
- 4.2.3 Permits will be annual, and no security deposit is required.
- 4.2.4 The applicant will be required to satisfy all other standard or special permit conditions.
- 4.3 Class 2 Application All other applications (with or without a Licence to Serve Alcohol) Council will permit the construction of formal dining areas within Council owned or controlled land subject to the following requirements:
- 4.3.1 A dimensioned drawing indicating the frontage of the site, the position of tables and chairs, and any street furniture or service infrastructure visible within the proposed site.
- 4.3.2 Consent in writing from the owner of the adjoining premises/business.
- 4.3.3 A photograph or brochure detailing the proposed furniture, accessories and fittings intended to be placed in the area.
- 4.3.4 An indication of the proposed permit term and any proposed permit conditions.
- 4.3.5 Where relevant the location and style of patron protection measures.
- 4.3.6 Details of how the dining area will be delineated from the public area.
- 4.3.7 The application being for the area directly adjacent the business to which it relates and not exceeding the lateral boundaries.
- 4.3.8 The style and look of the area must be in keeping with the character of the general area in which it is situated.

Currently fees for outdoor dining license are as follows:

OUTDOOR DINING LICENCE			
Outdoor Dining Licence (Class 1)	per annum	25.00	excl. GST
Class 1: Up to 4 tables / 8 Seats (whichever is the lesser)			
Outdoor Dining Licence (Class 2)	per square meter (m²) per annum	177.00	excl. GST
Class 2: All other applications (with or without a Licence to Serve Alcohol)			

Council currently has 3 active outdoor dining permits within the municipality and in the 2017/2018 Council collected \$23,035 in revenue from these permits. It is noted that one permit holder has changed from a Class 2 to a Class 1 permit citing the cost of the permit as a reason for this change. This will significantly reduce the projected income for the current financial year.



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DISCUSSION

In recent years it has been well documented across Australia that an increase in outdoor dining plays a vital role in improving vibrancy, activity and passive surveillance within cities and municipalities. This recognition has led to many Councils committing to enhancing urban life and promoting the continued growth and development of outdoor dining through removing barriers to outdoor dining and consequently increasing city vibrancy and economic growth. One barrier to outdoor dining, particularly for small businesses is the fees associated with outdoor dining which act as disincentive outdoor dining, particularly for smaller, new businesses. A reduction in a business's outdoor dining can also restrict a business's ability to capture passing trade which is often dependant on its presence in the public realm.

Councils which have enacted a reduced fee or removed fees for outdoor dining include the City of Adelaide, the City of Parramatta and more recently the City of Darwin which significantly reduced outdoor dining fees to provide an incentive for new businesses and support existing businesses through a contracting economic climate.

As the City of Palmerston grows, particularly as the city centre matures, outdoor dining will shape as a key stimulant to encouraging new businesses to establish, supporting existing business and an opportunity for Council to assist in fast tracking an improved vibrancy of the city centre.

It is also highlighted that recent developments nearing completion that will soon provide the CBDs first permanent residents. Improving the hospitality offerings for both new and existing residents will play a key role to promoting self-containment to allow residents of the municipality the opportunity to "live, work and play" in the municipality without the need to travel beyond Palmerston for goods and services, including hospitality offerings that encompass outdoor dining.

The current fee structure and requirements within the Outdoor Dining Policy categorise two types of applications classes. It is considered that the classes identified within the policy and more so, the requirements outlined are suitable. It can be argued that the existing fee structure however does not support greater outdoor dining, as a discounted fee is only restricted to Class 1 applications that are up to 4 tables/8 seats and/or do not have a license to serve alcohol. It is noted that Class 2 applications are for outdoor dining above the Class 1 table and seat limits and/or for dining that has a license to serve alcohol or proposes physical works to the public realm.

It is considered that the fee of \$177.00 / per m2 for Class 2 applications is not conducive to encouraging Class 2 outdoor dining applications, particularly for emerging and new businesses. Furthermore, even if an applicant does not hold a licence to serve alcohol nor they propose works Council land, should they propose outdoor dining above 4 tables/8 seats they are charged a significantly increased rate. It could be argued that this historical fee structure actually discourages outdoor dining in the municipality.

The provision of outdoor dining where a business owner owns license to serve alcohol is considered suitable in the context of outdoor dining as it occurs in a regulated and controlled environment and antisocial behaviour has limited scope to occur as not only is it a controlled dining environment, but it would also detract from a business's image. It is also noted that a large proportion of dinning businesses require the ability to serve alcohol with meals as a way to ensuring financial income that underpins the viability of a business.

Given the limited number of active permits and limited and reducing income received, Council has the opportunity to trial a reduced fee environment to encourage outdoor dining without incurring a significant financial loss. A reduction of fees is a relatively low-cost method of Council contributing to city activation on a whole but provides a significant contribution to both existing and new small



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businesses on an individual basis. The benefits of increased activation also reach out to other nonoutdoor dining based businesses (retail etc) as an increase of patronage to the city will increase the customer base along with opportunities for reciprocal trade.

To capture the incentive opportunities that a reduction of fees presents, it is recommended that Council reduce the 2018/2019 fees relating to outdoor dining, commencing December 1, 2018 where both Class 1 and Class 2 applications are charged a \$25.00 one off administrative fee subject to the requirements (as outlined in 4.2 and 4.3) of Outdoor Dining Policy REG01. These reduced fees are recommended to remain in place until 30 June 2020 whereby fees can be reconsidered as part of the review of fees and charges for the 2020/2021 financial year.

CONSULTATION PROCESS

The proposed amended fee structure is a trial and consultation and outcomes will be presented to Council at the conclusion of the trail should it be undertaken,

POLICY IMPLICATIONS

REG01 Outdoor Dining Policy. The Policy has recently been reviewed and is considered sound, however the fees and charges associated with the policy are proposed to be amended.

BUDGET AND RESOURCE IMPLICATIONS

The proposed reduced fee will reduce Council's annual income for outdoor dining. In the 2017/2018 Council collected \$23,035 in revenue from these. However, the reduced fees will provide significant support to individual businesses and the benefits of new businesses adding to the vibrancy and activation of the city will far outweigh the annual income loss. The benefits of increased activation also reach out to other non-outdoor dining based businesses (retail etc) as an increase of patronage to the city will increase the customer base along with opportunities for reciprocal trade.

It is highlighted that the assessment of outdoor dining permits is accommodated within existing resources, and should a strong uptake occur the assessment of these can be accommodated within existing resources.

The proposed reduced fees are recommended to remain in place until 30 June 2020 whereby fees can be reconsidered as part of the review of fees and charges for the 2020/2021 financial year.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There is no significant risk, legal and legislative implications for this report.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

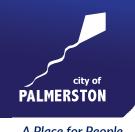
There are no significant environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

There are no attachments for this report.



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2nd Ordinary Council Meeting

13.2.4 **AGENDA ITEM:**

Draft Council Policy AD01 Privacy **REPORT TITLE:**

REPORT NUMBER: 9/0117

MEETING DATE: 20 November 2018

Author: Director Corporate Services, Chris Kelly

Chief Executive Officer, Luccio Cercarelli **Approver:**

PURPOSE

This report seeks Council adoption of draft Council Policy AD01 Privacy for the purposes of 21 days public consultation.

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

- Section 130(3) of the Local Government Act requires Council to have a Privacy Policy protecting Elected Members and Council staff.
- It is also recommended that Council has a policy that outlines the steps Council will take to protect the privacy of the community and comply with the Information Privacy Principles outlined in the Information Act.
- Council currently has a Privacy Statement but has received advice that to ensure legislative compliance it should have a Privacy Policy adopted by Council.
- The draft policy outlines how Council will collect, manage and protect information.
- The draft policy has been developed in consultation with the Office of the Ombudsman, which now contains the Information Commissioner, and Department of Housing and Community Development.
- It is recommended that the draft policy be released for 21 days public consultation.

RECOMMENDATION

- 1. THAT Report Number 9/0117 entitled Draft Council Policy AD01 Privacy be received and noted.
- 2. THAT Council adopt Draft Council Policy AD01 Privacy for the purposes of 21 days public consultation.

REPORT NUMBER: 9/0117 SUBJECT: Draft Council Policy AD01 Privacy



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3. THAT a further report with the outcomes of the public consultation, along with any recommended changes to the draft Council Policy AD01 Privacy, be presented to an Ordinary Council Meeting by the end of February 2019.

BACKGROUND

Council is constantly reviewing its corporate governance to ensure best practice and compliance with legislative and legal requirements.

The Local Government Act requires Council to have a Privacy Policy. Council has a Privacy Statement; however, it does not have an adopted Privacy Policy that formalises the steps that Council takes to protect the privacy of the community, Elected Members and staff. This report considers a draft policy for Council's endorsement.

DISCUSSION

Under Section 130(3) of the *Local Government Act*, Council is required to have a Privacy Policy in place to protect the privacy of Elected Members and staff. It is also recommended that Council has a policy that outlines the steps Council will take to protect the privacy of the community and comply with the Information Privacy Principles outlined in the *Information Act*.

The draft Council Policy AD01 Privacy outlines the following:

- how Council collects information;
- limitations on use and disclosure;
- access;
- security;
- · data quality; and
- limitations on data transfer.

The policy also outlines how the City of Palmerston Library manages information and shares information as part of the Northern Territory Library database. This information sharing helps Council to provide services such as interlibrary loans and membership throughout the Northern Territory.

This draft policy has been developed in consultation with the Office of the Ombudsman, which now contains the Information Commissioner and the Department of Housing and Community Development, who are satisfied that the draft policy meets Council's legislative requirements under the *Local Government Act* and the *Information Act*.

As this policy has the potential to impact all members of the community, it is recommended that it be adopted for 21 days public consultation, after which a consultation report will be presented to Council along with the policy for adoption, including any recommended changes.

CONSULTATION PROCESS

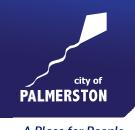
In preparing this report, the following Council staff were consulted:

- Executive Leadership Team
- Manager Information and Digital Innovation

It is recommended that this policy be released to the community for 21 days public consultation in accordance with COMM003 Community Consultation and a consultation strategy has been prepared.

As noted in the report above, Council has consulted with the Office of the Ombudsman, which now contains the Information Commissioner and the Department of Housing and Community Development.

REPORT NUMBER: 9/0117 SUBJECT: Draft Council Policy AD01 Privacy



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POLICY IMPLICATIONS

If adopted AD01 Privacy will become Council policy.

Consultation will occur in accordance with Council Policy COMM003 Community Consultation.

BUDGET AND RESOURCE IMPLICATIONS

Any costs from community consultation will be accommodated within existing budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Under Section 130(3) of the *Local Government Act*, Council is required to have a privacy policy in place to the protect the privacy of Elected Members and staff. It is also recommended that Council has a policy that outlines the steps Council will take to protect privacy and comply with the Information Privacy Principles outlined in the Information Act.

The advice received from the Office of the Ombudsman, which now contains the Information Commissioner and the Department of Housing and Community Development is that this policy meets Council's legislative requirements.

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 Council Policy AD01 Privacy



ATTACHMENT A

AD01

Name:	Privacy	Privacy	
Type:	Council Policy	Council Policy	
Owner:	Chief Executive Of	Chief Executive Officer	
Responsible Officer:	Director Corporate	Director Corporate Services	
Approval Date:	[Approval Date]	Next Review Date:	[Next Review]
Records Number:		Council Decision:	

1 PURPOSE

The purpose of this policy is to set out Council's commitment to comply with the provisions of the *Information Act* (NT) (the Act), the *Local Government Act* and Information Privacy Principles (IPP's) when collecting and handling personal information.

PRINCIPLES

Council considers the protection of all personal information to be an integral part of its commitment towards accountable management of information. It is part of a framework put in place by Council to protect the privacy of personal information in accordance with the IPPs set out in the Act. Council has an obligation to protect Elected Members and staff of Council from undue intrusion into their private affairs.

3 DEFINITIONS

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

Term	Definition
Personal Information	Council information from which an individual's identity is apparent or can reasonably be ascertained. It includes information about a deceased person within the first five years after their death. It can include numbers and things like photos of a person or their property.
Sensitive Information	Personal information about an individual's racial or ethnic origin, political opinions, membership of professional, trade, political association or trade union, philosophical or religious beliefs, sexual preferences or practices, criminal record or health information.

✓ POLICY STATEMENT

4.1 Collection

- 4.1.1 Council will only collect personal information that it needs to carry out its functions and activities, including its statutory functions under the *Local Government Act*. This may include personal information of Elected Members and staff.
- 4.1.2 When Council collects personal information, reasonable steps will be taken to ensure customers are aware of what information Council wants, for what purpose, whether any law requires Council to collect it, and the consequences, if any, of not providing the information.
- 4.1.3 Council may also collate statistical information from the personal information it collects. This information may be used by Council and other government bodies to assist in reporting, and the provision of appropriate services and facilities including open data. Once this kind of information is collected, it will be anonymised so that any compilation or publication of those statistics will not reveal your identity.



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- 4.1.4 Council may collect personal information in a number of ways, including:
 - directly in documents such as application forms, statutory declarations or from verbal or written correspondence; and
 - from third parties such as government bodies
- 4.1.5 Generally, Council will only collect sensitive information with consent or if it is required by law.

4.2 Use and Disclosure

- 4.2.1 Council will not use or disclose personal information which has been collected for a particular purpose ("the primary purpose") for another purpose ("the secondary purpose") unless:
 - the secondary purpose is directly related to the primary purpose and one which the individual would reasonably expect;
 - the individual consents; or
 - to lessen or prevent serious harm or where disclosure is authorised by law.

Council may use personal information in a number of ways, including:

- to carry out Council's functions;
- to provide customers with information about Council services;
- to determine and provide appropriate facilities;
- to administer and manage processes such as applications for permits, animal ownership, billing and collection of rates and charges, parking controls and development proposals; and
- to administer and make enquiries on personnel and recruitment matters.
- 4.2.2 In situations where Council requires a third party to collect, use or disclose information to perform Council functions, the third party will be bound by, and fully aware of their obligations to, the provisions of the Act and IPP's.
- 4.2.3 Where lawful and practical, Council may give customers the option of not identifying themselves when supplying information or entering into transactions with Council and will advise of any consequences of remaining anonymous.
- 4.2.4 If requested by an individual, Council will take reasonable steps to inform that individual of the kind of personal information it holds, why it holds the information and how it collects, holds, uses and discloses the information.
- 4.2.5 Upon request, Council will take reasonable steps to suppress personal details from publicly available material in accordance with Section 201 of the *Local Government Act*.
- 4.2.6 Council will only provide contact details of Elected Members with their consent.
- 4.2.7 Staff who are provided with a mobile phone and/or email account by Council to enable fulfilment of the requirements of their roles will have the mobile phone number and email address disclosed. No private contact details will be disclosed.

4.3 City of Palmerston Library

- 4.3.1 The City of Palmerston Library may collect information in order to provide an all-inclusive public library service, including lending and in-house services and to advise members on all facilities, services, programs, collections, special events and activities so that individual needs are met. The only information collected is provided by members when joining the library.
- 4.3.2 By applying to become a member of the Library, members are consenting to personal information being disclosed to the Northern Territory Government for the sole purpose of addition to and maintenance of a shared database.



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- 4.3.3 This database is shared by libraries throughout the Northern Territory (LINNet) and provided by Northern Territory Library and Information Services (NTLIS). NTLIS allows authorised access to this information to authorised staff in all libraries in LINNet. This information sharing helps Council to provide services such as interlibrary loans to patrons throughout the Territory.
- 4.3.4 City of Palmerston Library will only use or disclose the personal information collected for the purposes stated above, unless use or disclosure is authorised by law.

4.4 Security

- 4.4.1 Council will use reasonable measures to maintain a secure system for storing personal information and restrict access to staff who require personal information for purposes directly related to their responsibilities. Technological and operational policies and procedures are in place to protect personal information from misuse and loss and from unauthorised modification or disclosure. This includes physical security measures in Council facilities to protect Elected Members and staff.
- 4.4.2 Council will dispose of or de-identify personal information where it is no longer necessary to fulfil the purposes for which the information was collected or as required by law.

4.5 Data Quality

Council will take all reasonable measures to ensure the information it collects is accurate, complete and up to date.

4.6 Data Transfer

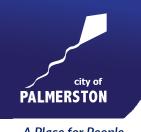
Council will not transfer personal information outside the Northern Territory unless:

- the information is being transferred to the individual concerned;
- the transfer is required or authorised by law;
- the recipient is subject to laws substantially similar to the IPP's;
- the individual has consented, or the transfer is required for performance of a contract with the individual or that benefits the individual; or
- Council has taken reasonable steps to ensure that the information will not be held, used or disclosed by the person to whom it is transferred in a manner that is inconsistent with this policy.

5 ASSOCIATED DOCUMENTS

REFERENCES AND RELATED LEGISLATION

- 6.1 Information Act
- 6.2 Local Government Act



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2nd Ordinary Council Meeting

13.2.5 **AGENDA ITEM:**

REPORT TITLE: Review of Council Policy EM05 Political Involvement in Council Events

REPORT NUMBER: 9/0119

MEETING DATE: 20 November 2018

Author: Director Corporate Services, Chris Kelly

Chief Executive Officer, Luccio Cercarelli **Approver:**

PURPOSE

This report seeks Council adoption of the revised Council Policy EM05 Political Involvement in Council Events.

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

- As part of Council's review of all its policies, Council Policy EM05 Political Involvement in Council Events has been reviewed and a number of changes have been recommended.
- One of Council's priorities is to renew and strengthen relationships and increase collaboration with other levels of government to ensure the best outcomes for the Palmerston community, and therefore engagement with Commonwealth and Northern Territory politicians is encouraged and welcomed.
- Council is an apolitical organisation and appreciates the importance of being unbiased and not politically aligned in relation to political matters and parties, so there needs to be clear guidance around the participation in Council events by Territory and Commonwealth politicians.
- When writs have been issued and the Northern Territory or Commonwealth Government enters caretaker mode, Council will not specifically invite local politicians to attend or participate in any Council events, unless it is obliged to do so.

RECOMMENDATION

1. THAT Report Number 9/0119 entitled Review of Council Policy EM05 Political Involvement in Council Events be received and noted.



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- THAT Council rescind Council Policy EM05 Political Involvement in Council Events at Attachment A
 to Report Number 9/0119 entitled Review of Council Policy EM05 Political Involvement in Council
 Events.
- THAT Council adopt Council Policy EM05 Political Involvement in Council Events at Attachment B to Report Number 9/0119 entitled Review of Council Policy EM05 Political Involvement in Council Events.

BACKGROUND

At the 2nd Ordinary Council Meeting of 20 February 2018 Council made the following decision/s:

Adoption of Reviewed Council Policies

8/1415

- 1. THAT Report Number 8/1415 entitled Adoption of Reviewed Council Policies be received and noted.
- 2. THAT Council rescinds the following policies:
 - AD02 Media Policy
 - EM01 Elected Members Policy
 - EM05 Political Involvement in Council Events Policy
 - MEE01 Access to Council and Committee Meetings and Confidential Minutes Policy
 - FIN19 Financial Reserve Policy
- 3. THAT Council adopts the reviewed Policy numbered AD02 Media being **Attachment A** of Report Number 8/1415 entitled Adoption of Reviewed Council Policies.
- 4. THAT Council adopts the reviewed Policy numbered EM01 Elected Members being **Attachment B** of Report Number 8/1415 entitled Adoption of Reviewed Council Policies.
- 5. THAT Council adopts the reviewed Policy numbered EM05 Political Involvement in Council Events being **Attachment C** of Report Number 8/1415 entitled Adoption of Reviewed Council Policies.
- THAT Council adopts the reviewed Policy numbered MEE01 Access to Council and Committee Meetings and Confidential Minutes being **Attachment D** of Report Number 8/1415 entitled Adoption of Reviewed Council Policies.
- 7. THAT Council adopts the reviewed Policy numbered AD06 Open Data being **Attachment E** of Report Number 8/1415 entitled Adoption of Reviewed Council Policies.
- 8. THAT Council adopts the reviewed Policy numbered FIN19 Financial Reserve being **Attachment F** of Report Number 8/1415 entitled Adoption of Reviewed Council Policies.



A Place for People

- THAT Council adopts the reviewed Policy numbered FIN29 Security Payments Media being **Attachment G** of Report Number 8/1415 entitled Adoption of Reviewed Council Policies.
- 10. THAT Council write to submitters thanking them for their submission and advising them of Council's response to this submission.

CARRIED 8/3030 - 20/02/2018

As part of the Council Policy Review Schedule adopted by Council at the 1st Ordinary Meeting of 7 August 2018 Council resolved to review Council Policy *EM05 Political Involvement in Council Events* by the 1st Quarter of 2019. The policy has been reviewed now and a number of changes recommended.

DISCUSSION

Council is an apolitical organisation and appreciates the importance of being unbiased and not politically aligned in relation to political matters and parties. Under the current policy, the level of involvement was essentially determined by whether the event was funded by the Commonwealth or Northern Territory Government. It is recommended that Council continue to have a policy to clearly define the appropriate level of involvement politicians and parties may have in Council events and activities in advance of the Commonwealth and Northern Territory elections due in the next two years.

The current policy has been reviewed and several changes have been recommended.

The principles of the policy have been updated to reflect that one of Council's priorities is to renew and strengthen relationships and increase collaboration with other levels of government to deliver outcomes for the Palmerston community, and therefore engagement with Commonwealth and Northern Territory politicians is encouraged and welcomed.

The definition of "Local Politician" has been broadened to ensure that any elected representative who can enhance Council's ability to provide infrastructure and fund services for the Palmerston community is welcome to attend and participate in Council events. This also allows Council the opportunity to promote Palmerston if significant political figures wish to visit Palmerston and participate in events. This will increase Palmerston's profile and opportunities for funding partnerships. It is noted in the draft policy that they will not be able to solicit membership to any political party.

An additional section has been added to outline Council's position on political involvement during Commonwealth or Northern Territory elections. Essentially, when writs have been issued and the government enters caretaker mode, Council will not specifically invite politicians from that level of government to attend or participate in any Council events, unless it is obliged to. This usually occurs when a funding agreement is signed which contains clauses about politician attendance and speaking rights or it is a significant civic event such as a Citizenship Ceremony where protocol requires politicians to be invited.

Protocols for Council election periods are set out in Council Policy *EM04 Caretaker*, which will be reviewed by the 3rd Quarter 2020, in preparation for the Council elections due in August 2021.

CONSULTATION PROCESS

As this policy does not affect the broader community, there is no consultation proposed as part of this policy.



A Place for People

POLICY IMPLICATIONS

If the proposed Council Policy EM05 Political Involvement at Council at Events is adopted, it will replace the current version of this policy.

BUDGET AND RESOURCE IMPLICATIONS

There are no budget and resource implications from this report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There are no risk, legal and legislative implications from 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: Current Council Policy EM05 Political Involvement at Council Events **Attachment B:** Proposed Council Policy EM05 Political Involvement at Council Events



ATTACHMENT A

EM05

Name:	Political Involvem	Political Involvement in Council Events		
Type:	Council Policy	Council Policy		
Owner:	Chief Executive (Chief Executive Officer		
Responsible Officer:	Director Corpora	Director Corporate Services		
Approval Date:	20/02/2018	Next Review Date:	1/01/2019	
Records Number:	308777	Decision Number:	8/3030	

1 PURPOSE

This Policy sets out the manner and protocols in which Northern Territory and Commonwealth politicians are able to participate in Council events.

PRINCIPLES

Policies of the City of Palmerston are guided by principles of sustainability, good governance, advocacy, regulation and service provision. More guidance is provided in Council and Administrative policies, procedures and guidelines, the Municipal Plan, Asset Management Plans and other relevant documents.

3 DEFINITIONS

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

Term	Definition
Local Politician	 Federal Member for Solomon Members of Northern Territory Legislative Assembly (MLA) where the electoral division is wholly or partly within the City of Palmerston

✓ POLICY STATEMENT

- 4.1 Where the event is wholly or partially funded by the Northern Territory or Commonwealth Government.
- 4.1.1 Local politicians are invited to attend, and when appropriate to the event, seating is provided.
- 4.1.2 The presence of local politicians is recognised at the beginning of the event by the Master of Ceremonies where appropriate.
- 4.1.3 Local politicians are thanked and recognised for the funding they have provided for the event.
- 4.1.4 Where appropriate, the relevant local politician will be invited to make a short speech.
- 4.1.5 Local politicians are invited when appropriate to erect a stall.
- 4.2 Where the event is not funded by the Northern Territory or Commonwealth Government.
- 4.2.1 Local politicians are invited to attend, and when appropriate to the event, seating is
- 4.2.2 The presence of local politicians is recognised at the beginning of the event by the Master of Ceremonies where appropriate.
- 4.2.3 Where appropriate, the relevant local politician will be invited to make a short speech.
- 4.2.4 Local politicians are not to erect a stall.





ATTACHMENT A

EM05

- 5 ASSOCIATED DOCUMENTS
- **6** REFERENCES AND RELATED LEGISLATION



ATTACHMENT B

EM05

Name:	Political Involvem	Political Involvement in Council Events		
Type:	Council Policy	Council Policy		
Owner:	Chief Executive C	Chief Executive Officer		
Responsible Officer:	Director Corpora	Director Corporate Services		
Approval Date:	20/11/2018	Next Review Date:	16/11/2021	
Records Number:	365922	Decision Number:	[Policy Code]	

1 PURPOSE

This Policy sets out the manner and protocols in which Commonwealth and Northern Territory politicians participate in Council events.

PRINCIPLES

- Council events, festivals, ceremonies and celebratory events are an important part
 of community life. They create a sense of pride and belonging within Palmerston,
 showcase the talents and cultures of the community to a wider audience and
 bring people of different backgrounds together in celebration.
- They also present an opportunity for Council to develop collaborative partnerships with other levels of government to assist in advocating for investment and to raise awareness of infrastructure and service requirements.
- Council will seek to ensure it is apolitical, particularly during Commonwealth and Northern Territory and election periods.

3 DEFINITIONS

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

Term	Definition
Politician	- Elected Members of the Commonwealth and Northern Territory Parliaments or their representatives. This does not include
	candidates seeking election.

POLICY STATEMENT

- 4.1 Where the event is wholly or partially funded by the Commonwealth or Northern Territory Government.
- 4.1.1 Politicians are invited to attend, and when appropriate to the event, seating is provided.
- 4.1.2 The presence of politicians is recognised at the beginning of the event by the Master of Ceremonies where appropriate.
- 4.1.3 Politicians are thanked and recognised for the funding they have provided for the event.
- 4.1.4 Where appropriate, the relevant politician will be invited to make a short speech that will not expressly or implicitly promote or denigrate a political party or group or solicit membership to a party or group.
- 4.1.5 Politicians are invited when it is commensurate with the nature of the event to erect a stall, however no material soliciting membership of a political party is permitted.



ATTACHMENT B

EM05

- 4.2 Where the event is not funded by the Commonwealth or Northern Territory Government.
- 4.2.1 Politicians will be welcome to attend and discuss information or services that are of direct benefit and relevance to the local community, however no material soliciting membership of a political party is permitted. This may include setting up a stall when it is commensurate with the nature of the event.
- 4.2.2 The presence of politicians is recognised at the beginning of the event by the Master of Ceremonies.
- 4.3 Conduct During Commonwealth or Northern Territory Elections
 When writs have been issued for a Commonwealth or Northern Territory election, local
 politicians at that level of government will not be specifically invited to attend or
 participate in Council events, unless there is a pre-existing obligation such as
 requirements of a funding agreement or it is a civic event and it is protocol to invite
 them, such as a Citizenship Ceremony.
- 5 ASSOCIATED DOCUMENTS
- **6** REFERENCES AND RELATED LEGISLATION

14.1 Information

Nil

14.2 Correspondence

14.2.1 Approved Special Purpose Grant Funding 2018-19 - Round One

THAT Correspondence entitled Approved Special Purpose Grant Funding 2018-19 - Round One dated 1 November 2018 from the Minister for Housing and Community Development be received and noted.



MINISTER FOR HOUSING AND COMMUNITY DEVELOPMENT

Parliament House State Square Darwin NT 0800 minister.mccarthy@nt.gov.au GPO Box 3146 Darwin NT 0801 Telephone: 08 8936 5553 Facsimile: 08 8928 6645

Mr Luccio Cercarelli Chief Executive Officer City of Palmerston PO Box 1 PALMERSTON NT 0831

Dear Mr Cercarelli

Thank you for the funding application submitted for the round one special purpose grants for 2018-19.

I am pleased to advise that I have approved the following special purpose grant to your council:

\$25 000 – To promote walk, cycle or scoot to school.

Please note that this special purpose grant funding will not be released if there are any outstanding acquittals.

Your council will receive further correspondence regarding the funds and any outstanding acquittal notifications from the Department of Housing and Community Development in due course.

Yours sincerely

GERRY MCCARTHY



- 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 11 December 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, 6 NOVEMBER 2018

COUNCIL MINUTES

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1st Ordinary Council Meeting

CITY OF PALMERSTON

Minutes of Council Meeting held in Gray Community Hall Gray, Palmerston on Tuesday 6 November 2018 at 5:30pm.

ELECTED MEMBERS Mayor Athina Pascoe-Bell

Deputy Mayor Mick Spick Alderman Benjamin Giesecke

Alderman Lucy Buhr

Alderman Sarah Henderson

Alderman Tom Lewis

STAFF Chief Executive Officer, Luccio Cercarelli

Director City Growth and Operations, Gerard Rosse

Director Corporate Services, Chris Kelly

Manager Information and Digital Innovation, Richard Iap Manager Growth and Sustainability, Rebecca de Vries

Communications Officer, Samantha Abdic

Minute Secretary, Alyce Breed

GALLERY 19 members of the public

Will Zwar, NT News

Melissa Mackay, Nine News MunLi Chee, Merit Partners Deb Camden, PRISM

1 ACKOWLEDGEMENT 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 Mayor declared the meeting open at 5:30pm.

COUNCIL MINUTES

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3	APOLOGIES AND LEAVE OF ABSENCE
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3.1 Apologies

Nil.

3.2 Leave of Absence Previously Granted

Moved: Deputy Mayor Spick Seconded: Alderman Buhr

- 1. THAT it be noted Alderman Garden will be on leave of absence previously granted on 21 August 2018, for the period of 6 November to 7 November 2018 inclusive.
- 2. THAT it be noted Alderman Hale will be on leave of absence previously granted on 2 October 2018, for the period of 6 November to 18 November 2018 inclusive.

CARRIED 9/0328 - 06/11/2018

3.3 Leave of Absence Request

Moved: Deputy Mayor Spick Seconded: Alderman Buhr

THAT the leave of absence received from Deputy Mayor Spick for 1 December to 4 December 2018 inclusive be received and noted.

CARRIED 9/0329 - 06/11/2018

4 REQUEST FOR TELECONFERENCING

Nil.

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil.

5.2 Staff

Nil.

COUNCIL MINUTES

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6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Alderman Buhr Seconded: Deputy Mayor Spick

THAT the minutes of the Council Meeting held on Tuesday, 16 October 2018 pages 9575 to 9581, be confirmed.

CARRIED 9/0330 - 06/11/2018

6.2 Business Arising from Previous Meeting

Nil.

7 MAYORAL REPORT

7.1 Mayoral Update Report - October 2018

M9/006

Moved: Mayor Pascoe-Bell Seconded: Alderman Giesecke

THAT Report Number M9/006 entitled Mayoral Update Report - October 2018 be received and noted.

CARRIED 9/0331 - 06/11/2018

8 DEPUTATIONS AND PRESENTATIONS

8.1 Deputations

Nil.

8.2 Presentations

Nil.

9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

Nil.



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10 CONFIDENTIAL ITEMS

10.1 Confidential Items

Moved: Deputy Mayor Spick Seconded: Alderman Giesecke

THAT pursuant to Section 65(2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the following confidential items:

ITEM	REGULATION	REASON
23.1	8(a)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(a) of the Local Government (Administration) Regulations, which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.
25.2.1	8(c)(iv)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(c)(iv) of the Local Government (Administration) Regulations, whereby the public may be excluded while business of a kind classified as information that would, if publicly disclosed, be likely to prejudice the interest of the council or some other person is discussed.

CARRIED 9/0332 - 06/11/2018

10.2 Moving Open Items into Confidential

Nil.

10.3 Moving Confidential Items into Open

Nil.



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11 PETITIONS

11.1 Closure of Laneway – Sextant Court and Harrison Circuit Woodroffe

Moved: Alderman Henderson Seconded: Deputy Mayor Spick

- 1. THAT the petition presented by Alderman Henderson on behalf of Mr B Dawes regarding the Closure of Laneway Sextant Court and Harrison Circuit Woodroffe be tabled at the Council Meeting held on Tuesday, 6 November 2018.
- 2. THAT Council receives and notes petition dated 11 October 2018 by Mr B Dawes and that a report be presented to the Ordinary meeting of Council in December 2018 regarding the Closure of Laneway Sextant Court and Harrison Circuit, Woodroffe petition.

CARRIED 9/0333 - 06/11/2018

12 NOTICES OF MOTION

Nil.

13 OFFICERS REPORTS

13.1 Receive and Note Reports

13.1.1 Lifestyle and Community Quarterly Report July – September 2018 9/0100

Moved: Alderman Lewis
Seconded: Alderman Henderson

THAT Report Number 9/0100 entitled Lifestyle and Community Quarterly Report July – September 2018 be received and noted.

CARRIED 9/0334 - 06/11/2018

COUNCIL MINUTES

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13.2 Action Reports

13.2.1 Risk Management and Audit Committee Meeting 24 October 2018 9/0109

Moved: Alderman Henderson Seconded: Mayor Pascoe-Bell

- THAT Report Number 9/0109 entitled Risk Management and Audit Committee Meeting 24 October 2018 be received and noted.
- 2. THAT Council receive and note the Risk Management and Audit Committee meeting minutes being **Attachment A** to Report Number 9/0109 entitled Risk Management and Audit Committee Meeting 24 October 2018.
- 3. THAT Council endorse the recommendations from the Risk Management and Audit Committee meeting held on 24 October 2018:
 - a. THAT the Committee deems the Draft Financial Statements for the year ended 30 June 2018 at **Attachment A** (with minor amendments) and the accompanying financial review at **Attachment B** (with inclusion of feedback from the Risk Management and Audit Committee) to Report Number 9RMA/002 entitled Draft Annual Financial Statements 2017/2018 suitable for consideration by the Chief Executive Officer for certification and inclusion in the 2017/2018 Annual Report.
 - b. THAT the Committee express its appreciation of the professionalism and timeliness in the preparation of financial statements by the management team and external auditors.

CARRIED 9/0335 - 06/11/2018

13.2.2 End of Financial Year 2017/18 Reserve Allocation

9/0106

Moved: Alderman Buhr Seconded: Deputy Mayor Spick

- THAT Report Number 9/0106 entitled End of Financial Year 2017/18 Reserve Allocation be received and noted.
- 2. THAT Council adopts the end of financial year reserve movements for 2017/18 of:
 - (i) Transfers to Reserve:
 - \$60,000 transferred to the Infrastructure Reserve.
 - \$1,776,000 transferred to the Unexpended Grants Reserve.
 - \$500,000 transferred to the Disaster Recovery Reserve.
 - \$140,000 transferred to the Strategic Initiative Reserve.



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13.2.2 End of Financial Year 2017/18 Reserve Allocation (continued)

9/0106

- (ii) Transfers from Reserve:
 - \$360,000 transferred from the Waste Management Reserve.
 - \$127,000 transferred from the City Centre Improvement Reserve.
 - \$257,000 transferred from the Developer Funds in Lieu of Construction Reserve.

CARRIED 9/0336 - 06/11/2018

13.2.3 First Quarter Budget Review 2018/19

9/0104

Moved: Alderman Buhr Seconded: Alderman Henderson

- 1. THAT Report Number 9/0104 entitled First Quarter Budget Review 2018/19 be received and noted.
- 2. THAT Council adopts the First Quarter Budget Review 2018/19, pursuant to Section 128 (2) of *Local Government Act* per **Attachment A** of Report Number 9/0104 entitled First Quarter Budget Review 2018/19.
- 3. THAT Council approves the budget to develop an Economic Development Plan funded from a grant from the Northern Territory Government for \$50,000 and a transfer from the Strategic Initiative Reserve of \$50,000.
- 4. THAT Council adopts the reserve movements for 2018/19 of:
 - (i) Transfer to reserve:
 - a. \$206,000 transferred to Waste Management Reserve.

Transfers from reserve:

- b. \$190,000 transferred from Strategic Initiatives Reserve.
- \$830,215 transferred from Infrastructure Reserve.
- d. \$90,000 transferred from Funds in Lieu of Construction Reserve.
- e. \$1,776,000 transferred from Unexpended Grants Reserve.

As per **Attachment B** of Report Number 9/0104 entitled Fourth Quarter Budget Review 2018/19.

CARRIED 9/0337 - 06/11/2018



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13.2.4 Adoption of the Draft City of Palmerston Annual Report 2017/18 9/0107

Moved: Deputy Mayor Spick Seconded: Alderman Henderson

- 1. THAT Report Number 9/0107 entitled Adoption of the Draft City of Palmerston Annual Report 2017/18 be received and noted.
- THAT Council adopt the City of Palmerston Annual Report 2017/18 being Attachment A to Report Number 9/0107 entitled Adoption of the Draft City of Palmerston Annual Report 2017/18.
- 3. THAT Council note that in accordance with Section 199 of the *Local Government Act*, the adopted City of Palmerston Annual Report 2017/18 will be provided to the Minister for Housing and Community Development by 15 November 2018.

CARRIED 9/0338 - 06/11/2018

13.2.5 Community Benefit Scheme – Palmerston and Rural Seniors Committee Inc 9/0101

Moved: Alderman Lewis
Seconded: Alderman Henderson

- 1. THAT Report Number 9/0101 entitled Community Benefit Scheme Palmerston and Rural Seniors Committee Inc be received and noted.
- 2. THAT Council approve three (3) years Platinum Sponsorship to Palmerston and Rural Seniors Committee in the form of financial sponsorship being \$15,000 in 2018-2019, \$18,000 in 2019-2020 and \$20,000 in 2020-2021, to support the provision of the City of Palmerston Seniors Fortnight Program.

CARRIED 9/0339 - 06/11/2018



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13.2.6 Multicultural Council NT Membership Renewal 2018/2019

9/0102

Moved: Deputy Mayor Spick Seconded: Alderman Henderson

1. THAT Report Number 9/0102 entitled Multicultural Council NT Membership Renewal 2018/2019 be received and noted.

CARRIED 9/0340 - 06/11/2018

Moved: Mayor Pascoe-Bell Seconded: Alderman Buhr

2. THAT Mayor Pascoe-Bell be nominated as a City of Palmerston representative to the Multicultural Council of the Northern Territory Inc.

CARRIED 9/0341 - 06/11/2018

13.2.7 Driver Family Resource Centre Lease

9/0103

Moved: Alderman Henderson Seconded: Alderman Buhr

- 1. THAT Report Number 9/0103 entitled Driver Family Resource Centre Lease be received and noted.
- 2. THAT Council approve the extension of Red Cross Australia's existing lease of Driver Family Resource Centre by one (1) year, to end 30 June 2020.

CARRIED 9/0342 - 06/11/2018

COUNCIL MINUTES

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13.2.8 Recreation Centre In-Kind Support for Youth Activities

9/0105

Moved: Deputy Mayor Spick Seconded: Alderman Henderson

- 1. THAT Report Number 9/0105 entitled Recreation Centre In-Kind Support for Youth Activities be received and noted.
- 2. THAT Council approve continued in-kind support by providing the Palmerston Recreation Centre with lights and airconditioning at no cost for after school and school holiday Youth Activities in the Palmerston Recreation Centre until 31 October 2019 and that Council will continue to work in collaboration with Northern Territory Government to support these activities.

CARRIED 9/0343 - 06/11/2018

13.2.9 Council Policy Review - FIN18 Grants, Donations, Scholarships and Sponsorships 9/0108

Moved: Alderman Lewis
Seconded: Alderman Henderson

- 1. THAT Report Number 9/0108 entitled Council Policy Review FIN18 Grants, Donations, Scholarships and Sponsorships be received and noted.
- THAT Council rescind City of Palmerston Policy Number FIN18 Grants, Donations, Scholarships and Sponsorships being **Attachment A** to Report Number 9/0108 entitled Council Policy Review - FIN18 Grants, Donations, Scholarships and Sponsorships.
- 3. THAT Council adopt City of Palmerston Policy FIN18 Grants, Donations, Scholarships and Sponsorships being **Attachment B** to Report Number 9/0108 entitled Council Policy Review FIN18 Grants, Donations, Scholarships and Sponsorships, with identified minor administrative and formatting changes.

CARRIED 9/0344 - 06/11/2018

- 13.2 Confidential Decisions moved into the Open Session
 - 23.2 Northern Territory Aboriginal Justice Agreement

Moved: Deputy Mayor Spick Seconded: Alderman Buhr

THAT the confidential presentation by Leanne Liddle, Director of Aboriginal Justice Unit be received and noted.

CARRIED 9/0356 - 06/11/2018



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14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil.

14.2 Correspondence

Nil.

15 REPORT OF DELEGATES

15.1 Tourism Top End

Moved: Alderman Henderson Seconded: Deputy Mayor Spick

THAT the verbal report received by Alderman Henderson regarding Tourism Top End Meeting held in October 2018 be received and noted.

CARRIED 9/0345 - 06/11/2018

15.2 Palmerston Local Action Group

Moved: Mayor Pascoe-Bell Seconded: Alderman Buhr

THAT the verbal report received by Mayor Pascoe-Bell regarding Palmerston Local Action Group meeting held in October 2018 be received and noted.

CARRIED 9/0346 - 06/11/2018

16 QUESTIONS BY MEMBERS

Nil.



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17 GENERAL BUSINESS

17.1 Road Network Safety

Moved: Deputy Mayor Spick Seconded: Alderman Lewis

THAT a report be presented to Council at the 1st Ordinary Meeting in March 2019, which outlines existing programs, practices and/or planned initiatives and opportunities in relation to managing road network safety across the municipality.

CARRIED 9/0347 - 06/11/2018

17.2 Albert Borella VC DVD

Moved: Alderman Lewis Seconded: Deputy Mayor Spick

THAT Council table the DVD entitled Albert Borella VC - An Incredible Journey presented by Alderman Lewis.

CARRIED 9/0348 - 06/11/2018

17.3 Palmerston Lakes Fishing

Moved: Alderman Buhr Seconded: Deputy Mayor Spick

THAT a report be presented to Council by 2^{nd} Ordinary Meeting in February 2019, which reviews fishing in Palmerston lakes including controls, options, community engagement, benefits and risks with a view of identifying any potential to increase the number of nominated lakes for fishing.

CARRIED 9/0349 - 06/11/2018

17.4 WW2 Heritage Site Letter

Moved: Alderman Lewis Seconded: Deputy Mayor Spick

THAT Council receive and note the letter tabled by Alderman Lewis on behalf of Mr C Bock regarding WW2 Heritage Site in Palmerston at the Council Meeting held on Tuesday, 6 November 2018.

CARRIED 9/0350 - 06/11/2018



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18 NEXT COUNCIL MEETING

Moved: Deputy Mayor Spick Seconded: Alderman Lewis

THAT the next Ordinary Meeting of Council be held on Tuesday, 20 November 2018 at 5:30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/0351 - 06/11/2018

19 CLOSURE OF MEETING TO PUBLIC

Moved: Alderman Giesecke Seconded: Alderman Henderson

THAT pursuant to Section 65 (2) of the *Local Government Act* and Regulation 9 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the Confidential Items of the Agenda.

CARRIED 9/0352 - 06/11/2018

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: Deputy Mayor Spick Seconded: Alderman Giesecke

THAT the meeting be adjourned for 40 minutes for media liaison and meals.

CARRIED 9/0353 - 06/11/2018

The meeting adjourned at 6:31pm.

