



2ND ORDINARY COUNCIL MEETING

NOTICE OF MEETING

TUESDAY, 19 FEBRUARY 2019

The Ordinary Meeting of the City of Palmerston will be held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston, commencing at 5.30pm.

A handwritten signature in black ink, appearing to read "Luccio Cercarelli".

LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER

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2nd Ordinary Council Meeting

1 ACKNOWLEDGEMENT OF 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 5 February 2019 pages 9659 to 9667 be confirmed.

6.2 Business Arising from Previous Meeting

7 MAYORAL REPORT

8 DEPUTATIONS AND PRESENTATIONS

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

10 CONFIDENTIAL ITEMS

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

10.1 Confidential Items

ITEM	REGULATION	REASON
23.1	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, information provided to the council on condition that it be kept confidential.

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, 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 that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.
25.2.2	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 or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

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 January 2019	9/0167
13.1.2	Community Benefit Scheme Update 2018/2019	9/0163
13.1.3	Palmerston Animal Management Advisory Committee Minutes – January 2019	9/0172

2nd Ordinary Council Meeting

AGENDA ITEM: 13.1.1

REPORT TITLE: Financial Report for the Month of January 2019

REPORT NUMBER: 9/0167

MEETING DATE: 19 February 2019

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 January 2019.

Municipal Plan:

4. Governance & Organisation

4.1 Responsibility

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

KEY ISSUES

- Income and expenditure have now been cash flowed and are represented in the report, giving an improved reflection of performance versus budget.
- Overall, 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.
- Underspending in Capital Expense has been identified, a review has been undertaken on the status of all capital works and timeframes. Measures are being put into place to ensure that projects are delivered in a timely and appropriate fashion, with several high value tenders currently released or just closed including; road reseals, irrigation, playgrounds and shade sails, and *Making the Switch*.

RECOMMENDATION

THAT Report Number 9/0167 entitled Financial Report for the Month of January 2019 be received and noted.

BACKGROUND

In accordance with Section 18 of the *Local Government (Accounting) Regulations* the proceeding months financial report must be presented to Council. The commentary below and the attachment present the financial position of Council at the end of January 2019.

DISCUSSION

Monthly cashflows for income and expenses have now been completed and are recorded in the report. This information details when income or expenses are expected to happen throughout the year with consideration of seasonality and appropriate timing of works. This allows for improved reporting for Elected Members and budget management for Council Officers.

Operating Income

- Total Operating Income is at 93% 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 reviewed to determine if an adjustment is required at the Third Quarter Budget Review.
- Other Income exceeds budget forecasts by \$19,267 or 1384%. This income relates predominately to successful claims on insurance. A budget adjustment will be made at during the Second Quarter Budget Review.

Operating Expenditure

- Total Operating Expenditure is at 63% of the budget inclusive of commitments.
- Operating Expenditure is in line with budget expectations.

Capital Income

Capital Income is currently 9%. 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 123% to the value of \$899,370 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 43% for the year including commitments raised. Underspending in Capital Expenditure has been identified, a review has been undertaken on the status of all capital works and timeframes. This includes a complete review of expected monthly cash flows for capital projects to ensure we can achieve the desired outcomes. Measures have been put into place to ensure that projects are delivered in a timely and appropriate fashion, with several high value tenders currently released or just closed including; road reseals, irrigation, playgrounds and shade sails, and *Making the Switch*.

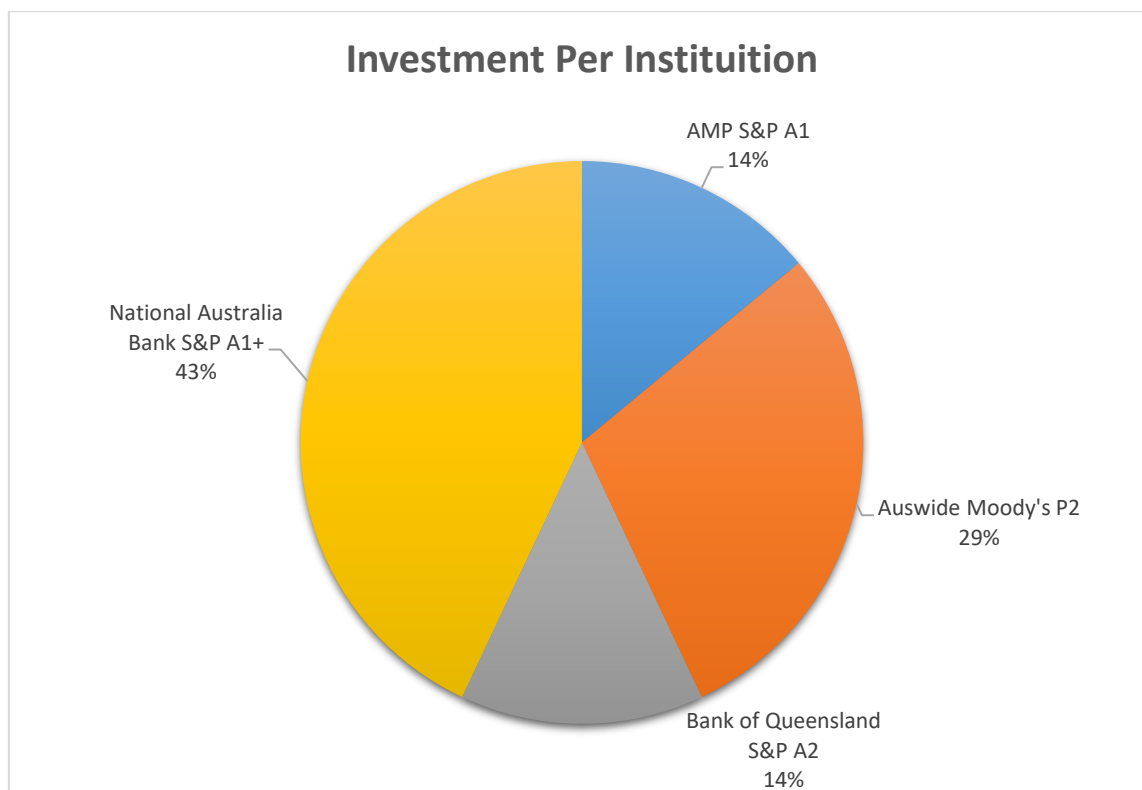
Loans

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.

Investments

As at 31 January 2019, Council held a total of \$21,162,539 in term deposits in five separate financial institutions.

The break up between the institutions is:



Outstanding Rates

A review is currently been undertaken on Council's debt collection procedures in conjunction with Council's debt collection agency to ensure that best practice is been applied to improve collection rates whilst still providing relief for ratepayers suffering from financial hardship. Trend analysis on the outstanding debt is also occurring, with the intention to identify if there are any commonalities in factors that Council may be able to address.

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.

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 – January 2019

Financial Management Reports

January 2019

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

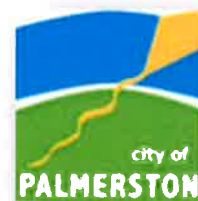


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	2.3	Investments Management Report
	2.4	Debtor Control Accounts
	2.5	Financial Indicators
	2.6	Creditor Accounts Paid
	2.7	Creditor Accounts Outstanding
	2.8	Waste Charges
	2.9	Commercial Leases

Section 2

Financial Results

31 January 2019

1.1 - Executive Summary as at

% of year passed

58%

Results	Revised Budget 2019 \$	YTD Actual \$	YTD Committed \$	Budget Forecast \$	% Utilised
Operating Income					
Rates & Annual Charges	27,927,085	26,928,692	0	27,927,085	96%
Statutory Charges	166,500	70,481	0	166,500	42%
User Charges & Fees	1,387,240	912,607	0	1,387,240	66%
Interest & Investment Revenue	963,160	697,700	0	963,160	72%
Reimbursements	0	58,542	0	0	0%
Other Income	1,500	20,767	0	1,500	1384%
Grants, Subsidies & Contributions	1,535,573	1,128,308	0	1,535,573	73%
Operating Income	31,981,058	29,817,096	0	31,981,058	93%
Operating Expenditure					
Employee Costs	-8,671,994	-4,617,300	-2,651	-8,671,994	53%
Professional Services	-1,719,667	-850,326	-230,953	-1,719,667	63%
Auditor's Remuneration	-35,000	-25,345	0	-35,000	72%
Bad and Doubtful Debts	0	5,895	0	0	0%
Operating Lease Rentals	-217,300	-86,889	-16,583	-217,300	48%
Energy	-1,373,387	-636,007	0	-1,373,387	46%
Materials & Contractors	-11,671,880	-5,896,504	-3,074,803	-11,671,880	77%
Depreciation, Amortisation & Impairment	-11,500,000	-6,708,331	0	-11,500,000	58%
Elected Members Expenses	-361,287	-152,038	0	-361,287	42%
Legal Expenses	-245,000	-202,483	-26,555	-245,000	93%
Water Charges	-1,388,759	-768,409	0	-1,388,759	55%
Telephone & Other Communication Charges	-226,000	-137,811	-22,770	-226,000	71%
Community Grants	-130,000	-32,795	-58,000	-130,000	70%
Other Expenses	-2,505,012	-1,531,411	-175,238	-2,505,012	68%
Borrowing Costs	-92,200	0	0	-92,200	0%
Operating Expenditure	-40,137,486	-21,639,755	-3,607,552	-40,137,486	63%
OPERATING SURPLUS/(DEFICIT)	-8,156,428	8,177,341	-3,607,552	-8,156,428	
Capital Income					
Net gain (loss) on disposal or revaluation of assets	60,600	60,708	0	60,600	100%
Developer Contributions	400,000	635,960	0	400,000	159%
Asset Income	10,000,000	0	0	10,000,000	0%
Grants received	328,410	263,410	0	328,410	80%
Capital Income	10,789,010	960,078	0	10,789,010	9%
Net SURPLUS / (DEFICIT) transferred to Equity Statement	2,632,582	9,137,419	-3,607,552	2,632,582	
Capital Expenditure					
Land Purchase	0	0	0	0	0%
Asset Purchase	-1,673,235	-617,627	-289,852	-1,673,235	54%
Asset Upgrade	-7,205,286	-1,325,562	-1,645,774	-7,205,286	41%
Capital Expenditure	-8,878,521	-1,943,189	-1,935,626	-8,878,521	44%
Less Non-Cash Expenditure	-11,500,000	-6,708,331	0	-11,500,000	58%
Plus Gifted Assets	10,000,000	0	0	10,000,000	0%
NET CAPITAL SURPLUS/(DEFICIT)	-4,745,939	13,902,561	-5,543,177	-4,745,939	
Borrowings	2,000,000	0	0	2,000,000	0%
Repayment of Borrowings	-208,814	0	0	-208,814	0%
Reserve Movement	2,954,753	0	0	2,954,753	0%
NET OPERATING SURPLUS/(DEFICIT)	0	13,902,561	-5,543,177	0	

Reviewed by: Finance Manager

Approved by: Director of Corporate Services

Section 2

Financial Results

2.1 - Budget Summary Report as at 31 January 2019

% of year passed 58%
 Cashflowed Estimate of Budget YTD 92%
 Actual Income Received 93%

Operating Income

	Revised Budget \$	YTD Actuals \$	%
Governance			
Office of the CEO	374,619	220,494	58.86%
Governance	374,619	220,494	58.86%
Corporate Services			
Financial Services	400,000	330,228	82.56%
Director Corporate Services	115,976	146,533	126.35%
Rates	21,074,794	20,029,683	95.04%
Corporate Services	21,590,770	20,506,444	94.98%
Community Services			
Arts & Culture	10,000	0	0.00%
Community Development	18,000	25,000	138.89%
Events Promotion	1,500	2,900	193.35%
Library Services	743,440	682,018	91.74%
Senior Citizens	1,500	1,500	100.00%
Youth Services	24,000	0	0.00%
Community Services	798,440	711,418	89.10%
Technical Services			
Animal Management	336,000	291,918	86.88%
Aquatic Centre	32,280	25,764	79.81%
Civic Centre	95,304	83,099	87.19%
Driver Resource Centre	10,000	5,741	57.41%
Gray Community Hall	16,800	6,583	39.18%
Director City Growth & Operations	23,000	9,445	41.07%
Parking & Other Ranger Services	144,500	37,346	25.84%
Private Works	120,000	47,763	39.80%
Recreation Centre	120,000	70,751	58.96%
Roads & Transport	441,454	228,414	51.74%
Stormwater Infrastructure	0	1,120	0.00%
Subdivisional Works	100,000	102,507	102.51%
Waste Management	6,999,791	6,993,967	99.92%
Odegard Drive Investment Property	446,160	297,440	66.67%
Durack Heights Community Centre	1,940	109	5.62%
CBD Car Parking	330,000	176,773	53.57%
Technical Services	9,217,229	8,378,740	90.90%
	31,981,058	29,817,096	93.23%

Section 2

Financial Results

31 January 2019

2.1 - Budget Summary Report as at

% of year passed 58%
 Cashflowed Estimate of Budget YTD 9%
 Actual Income Received 9%

Capital Income

	Revised Budget \$	YTD Actuals \$	%
Corporate Services			
Director Corporate Services	60,600	60,708	100.18%
Corporate Services	60,600	60,708	100.18%
Technical Services			
Director City Growth & Operations	65,000	0	0.00%
Roads & Transport	263,410	263,410	100.00%
Subdivisional Works	10,400,000	635,960	6.12%
Technical Services	10,728,410	899,370	8.38%
	10,789,010	960,078	8.90%

Section 2

Financial Results

31 January 2019

2.1 - Budget Summary Report as at

% of year passed	58%
Cashflowed Estimate of Budget YTD	55%
Actual % Expenditure YTD (not including commitments)	54%

Operating Expenditure

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals plus Commitments \$	%
Governance					
Elected Members	-385,796	-173,316	-1,155	-174,471	45.22%
Office of the CEO	-760,758	-541,999	-27,705	-569,705	74.89%
Governance	-1,146,554	-715,316	-28,860	-744,176	64.91%
Corporate Services					
Customer Services	-230,765	-126,564	-16	-126,580	54.85%
Financial Services	-1,568,566	-1,019,203	-6,038	-1,025,241	65.36%
Human Resources	-435,946	-264,441	-475	-264,916	60.77%
Information Technology	-1,140,564	-610,174	-55,759	-665,933	58.39%
Director Corporate Services	-12,362,418	-7,108,215	-237	-7,108,452	57.50%
Public Relations and Communications	-398,860	-203,465	-23,209	-226,674	56.83%
Rates	-339,500	-299,838	-106	-299,944	88.35%
Records Management	-261,716	-138,810	-24,995	-163,806	62.59%
Corporate Services	-16,738,335	-9,770,710	-110,836	-9,881,546	59.04%
Community Services					
Arts & Culture	-110,500	-64,935	-796	-65,732	59.49%
Community Development	-1,020,063	-426,513	-61,969	-488,481	47.89%
Disabled Services	-3,000	0	0	0	0.00%
Events Promotion	-242,000	-104,374	-18,599	-122,973	50.82%
Families & Children	-31,100	-8,310	-1,067	-9,377	30.15%
Health and Wellbeing Services	-52,500	-22,765	-18,608	-41,373	78.81%
Library Services	-1,639,798	-760,319	-84,068	-844,388	51.49%
Senior Citizens	-3,500	-2,133	0	-2,133	60.94%
Youth Services	-43,500	-3,496	-13,712	-17,208	39.56%
Director Lifestyle & Community	-334,973	-184,081	-250	-184,331	55.03%
Community Services	-3,480,934	-1,576,926	-199,069	-1,775,995	51.02%
Technical Services					
Animal Management	-110,330	-68,218	-537	-68,755	62.32%
Aquatic Centre	-685,281	-351,812	-146,975	-498,787	72.79%
Archer Sports Club	-7,334	-179	0	-179	2.45%
Civic Centre	-380,950	-216,697	-37,153	-253,850	66.64%
Depot	-70,383	-34,263	-8,638	-42,901	60.95%
Driver Resource Centre	-29,685	-6,545	-1,256	-7,801	26.28%
Emergency Operations	-10,000	0	0	0	0.00%
Gray Community Hall	-61,847	-24,717	-9,787	-34,505	55.79%
Director City Growth & Operations	-1,059,440	-806,882	-56,539	-863,421	81.50%
Open Space	-4,802,592	-2,398,813	-389,607	-2,788,421	58.06%
Parking & Other Ranger Services	-743,456	-407,153	-1,001	-408,154	54.90%
Plant & Equipment	-27,619	-11,940	-6,422	-18,362	66.48%
Private Works	-91,522	-49,722	0	-49,722	54.33%
Recreation Centre	-246,103	-129,228	-38,783	-168,011	68.27%
Roads & Transport	-2,233,673	-1,195,369	-91,215	-1,286,584	57.60%
Stormwater Infrastructure	-295,000	-207,594	-7,064	-214,658	72.77%
Street Lighting	-1,270,000	-845,784	-49,497	-895,281	70.49%
Subdivisional Works	0	-54	0	-54	0.00%
Waste Management	-6,295,322	-2,644,977	-2,365,933	-5,010,911	79.60%
Odegaard Drive Investment Property	-130,346	-79,516	-81	-79,598	61.07%
Durack Heights Community Centre	-23,120	-11,239	-7,575	-18,814	81.38%
CBD Car Parking	-133,300	-70,230	-48,235	-118,465	88.87%
Goyder Square	-64,360	-12,969	-1,408	-14,378	22.34%
Technical Services	-18,771,664	-9,573,903	-3,267,707	-12,841,610	68.41%
	-40,137,486	-21,636,855	-3,606,472	-25,243,327	62.89%

Section 2

Financial Results

2.2 Reserves Schedule

	Balance as at 1/07/2018	Original Budget \$	TO RESERVES Budget Reviews 1st Review \$	Adopted Budget \$	Original Budget \$	FROM RESERVES Budget Review 1st Review \$	Adopted Budget \$	Balance as at 30/06/2019
Externally Restricted Reserves								
Unexpended Grants Reserve	1,776,402	0	0	0	0	1,776,402	1,776,402	0
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	0	0	0	250,000
Disaster Recovery Reserve	500,000	0	0	0	0	0	0	500,000
Strategic Initiatives Reserve	300,000	0	0	0	100,000	190,000	290,000	10,000
Unexpended Capital Works Reserve	845,482	0	0	0	0	845,482	845,482	0
Property Reserve	922,104	0	0	0	0	0	0	922,104
Plant and Equipment Reserve	271,632	0	0	0	0	0	0	271,632
Infrastructure Reserve	5,552,686	211,690	0	211,690	0	830,215	830,215	4,934,161
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	0	0	0	311,063
City Centre Improvement Reserve	0	0	0	0	0	0	0	0
	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: Finance Manager


 Approved by: Director of Corporate Services

Section 2

Financial Results

31 January 2019

2.1 - Budget Summary Report as at

% of year passed	58%
Cashflowed Estimate of Budget YTD	30%
Actual % Expenditure YTD (not including commitments)	22%

Capital Expenditure

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals plus Commitments \$	%
Corporate Services					
Information Technology	-94,983	-82,746	0	-82,746	87.12%
Director Corporate Services	-291,000	-171,163	-779	-171,942	59.09%
Corporate Services	-385,983	-253,909	-779	-254,689	65.98%
Community Services					
Library Services	-61,000	-35,946	-9,084	-45,030	73.82%
Community Services	-61,000	-35,946	-9,084	-45,030	73.82%
Technical Services					
Aquatic Centre	-150,000	-32,721	-93,899	-126,620	84.41%
Civic Centre	-165,000	-49,987	-38,050	-88,037	53.36%
Depot	-30,000	0	0	0	0.00%
Driver Resource Centre	-14,000	0	0	0	0.00%
Director City Growth & Operations	-452,234	-120,613	-81,138	-201,751	44.61%
Open Space	-1,677,454	-337,594	-81,882	-419,475	25.01%
Recreation Centre	-53,000	0	-42,300	-42,300	79.81%
Roads & Transport	-3,299,850	-523,237	-175,934	-699,170	21.19%
Stormwater Infrastructure	-100,000	-9,280	0	-9,280	9.28%
Street Lighting	-190,000	-75,380	-60,166	-135,546	71.34%
Subdivisional Works	-300,000	-104,163	-9,840	-114,003	38.00%
Waste Management	-2,000,000	-401,423	-1,342,554	-1,743,977	87.20%
Technical Services	-8,431,538	-1,654,398	-1,925,762	-3,580,160	42.46%
	-8,878,521	-1,944,253	-1,935,626	-3,879,879	43.70%

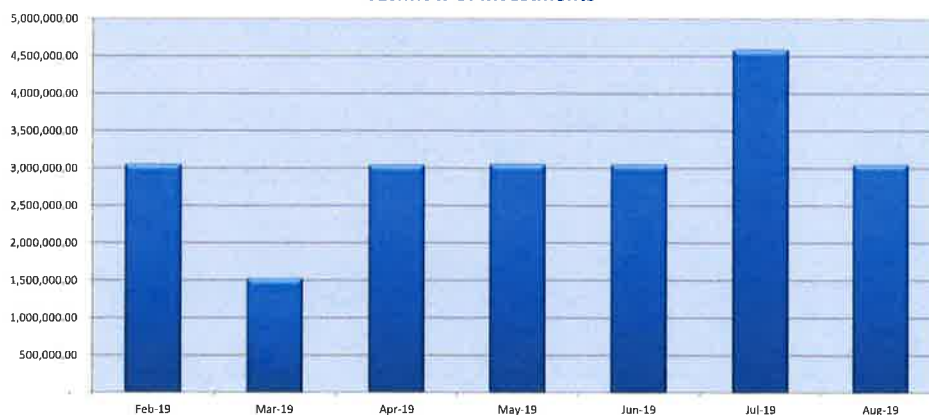
Section 2 Financial Results

2.3 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 31/01/2019

COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS	%COUNTER PARTY
People's Choice Credit Union	S&P A2	\$ 6.79	0.00%			\$ 6.79	0.00%
AMP	S&P A1	\$ 1,500,000.00	2.85%	February 27, 2019	27		
AMP	S&P A1	\$ 1,500,000.00	2.75%	August 28, 2019	209	\$ 3,000,000.00	14.18%
Auswide	Moody's P2	\$ 1,500,000.00	2.78%	May 8, 2019	97		
Auswide	Moody's P2	\$ 1,500,000.00	2.78%	May 22, 2019	111		
Auswide	Moody's P2	\$ 1,500,000.00	2.78%	July 3, 2019	153		
Auswide	Moody's P2	\$ 1,500,000.00	2.78%	July 31, 2019	181	\$ 6,000,000.00	28.35%
Bank of Queensland	S&P A2	\$ 1,500,000.00	2.73%	February 13, 2019	13		
Bank of Queensland	S&P A2	\$ 1,500,000.00	2.78%	July 17, 2019	167	\$ 3,000,000.00	14.18%
National Australia Bank	S&P A1+	\$ 7,546.43	1.55%				
National Australia Bank	S&P A1+	\$ 154,985.97	1.55%				
National Australia Bank	S&P A1+	\$ 1,500,000.00	2.72%	March 13, 2019	41		
National Australia Bank	S&P A1+	\$ 1,500,000.00	2.72%	April 10, 2019	69		
National Australia Bank	S&P A1+	\$ 1,500,000.00	2.71%	April 24, 2019	83		
National Australia Bank	S&P A1+	\$ 1,500,000.00	2.73%	June 5, 2019	125		
National Australia Bank	S&P A1+	\$ 1,500,000.00	2.78%	June 19, 2019	139		
National Australia Bank	S&P A1+	\$ 1,500,000.00	2.77%	August 14, 2019	195	\$ 9,162,532.40	43.30%
TOTAL SHORT TERM INVESTMENT		\$ 21,162,539.19	Average Days to Maturity		115.00		
% OF TOTAL INVESTMENT PORTFOLIO		A1 (max 100%) 57%	A2/P2 (max 80%) 43%	A3 (max 50%) 0%	0%	100%	
Weighted Average Rate		2.75%	BBSW 90 Day Rate Benchmark		2.07%		
GENERAL BANK FUNDS		\$ 6,096,502.29	Total Budget Investment Earnings		-\$ 400,000.00		
TOTAL ALL FUNDS		\$ 27,259,041.48	Year to Date Investment Earnings		-\$ 271,160.40		

Cashflow of Investments



PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARITIVE YTD YIELD AT CASH RATE OF 3%
48 Odegaard Drive, Rosebery	Fair Value	\$ 6,773,335	\$ 297,440	\$ 79,516	\$ 217,924	\$ 119,136

Reviewed by: Finance Manager

Approved by: Director of Corporate Services

Section 2 Financial Results 31 January 2019

2.4 Debtor Control Accounts

SUNDRY DEBTORS:						
	BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS
	4,906.16	3,415.85	390.00	88.00	250.00	762.31
RATES:						
REPORT MONTH	OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME			
Jan-19	\$2,377,049	\$391,233	8.49%			
Jan-18	\$2,249,768		8.17%			
TOTAL OVERDUE \$	Charged in 2018/2019	Charged in 2017/2018	Charged in 2016/2017	Charged in 2015/2016	Charged Prior to 2015/2016	
\$2,377,049	\$1,982,159	\$264,707	\$92,966	\$29,631	\$7,586	
INFRINGEMENTS:						
			\$			
Animal Infringements			119,174.15			
Public Places			10,033.00			
Parking Infringements			161,634.38			
Litter Infringements			875.00			
Signs			0.00			
Other Law and Order			0.00			
Net Balance on Infringement Debts			<u>291,716.53</u>			


 Reviewed by: Finance Manager


 Approved by: Director Corporate Services

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 operational expenses are covered by operational income, and if in surplus, how much is available to use for other purposes such as capital expenses. This has been calculated from the forecast budget.						
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 debts (principal + interest) in relation to Council's income. Palmerston currently has no loans payable, and therefore the debt ratio is 0:0						
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 revenue raised through rates income.						
Rates & Annual Charges Outstanding Percentage						
Rates & Annual Charges Outstanding	<5%	23.77%	3.47%	3.57%	3.16%	3.47%
Rates & Annual Charges Collectible						
This percentage shows Council's total rates outstanding against rates payable to Council in this financial year. The rate will decrease as instalment dates pass.						

SECTION 2

Financial Results

2.6 - Creditor Accounts Paid		January 2019
Creditor No.	Creditor Name	Amount \$
5023	National Australia Bank	3,000,000.00
4256	AMP Bank	1,500,000.00
4640	Bank of Queensland	1,500,000.00
639	Cleanaway Pty Ltd.	222,254.05
5104	JLM Civil Works Pty Ltd	220,641.00
2	Australian Taxation Office - PAYG	203,989.00
54	Powerwater	123,437.94
938	Nightcliff Electrical	97,717.56
712	Paradise Landscaping (NT) Pty Ltd	84,183.17
1607	Sterling NT Pty Ltd	79,134.94
V00318	StatewideSuper Clearing House	77,099.36
V01846	Dell Australia Pty Limited	57,305.60
V01789	Next Energy Lighting Pty Ltd	43,766.50
V00295	Jacana Energy	42,157.36
798	YMCA of the Northern Territory	33,966.80
5551	Active Tree Services Pty Ltd	29,629.83
479	Jardine Lloyd Thompson Pty Ltd	29,579.28
87	Industrial Power Sweeping Services Pty	27,830.51
V01619	Merit Partners Pty Ltd	27,483.68
47	Telstra Corporation Ltd	26,175.13
V00476	Water Dynamics (NT) Pty Limited	25,123.67
V01848	Invislon NT Pty Ltd	25,000.00
3683	Area9 IT Solutions	24,447.10
V01835	Deloitte Private Pty Ltd	21,725.00
V01643	KPMG	21,084.25
V00582	Ezko Property Services (Aust) Pty Ltd	17,722.89
V00250	Ward Keller	16,713.20
5254	True North	16,089.15
V00228	Outback Tree Service	13,552.00
3936	Arafura Tree Services and Consulting	12,648.00
4963	Centratech Systems Pty Ltd	12,375.55
V00557	BG Group NT Pty Ltd	11,616.00
5	Australia Post	11,053.82
V01718	Arnhem Nursery	11,000.00
V01830	Vocam Pty Ltd	10,994.50
V00435	Palmerston RSL	10,000.00
V01565	Waste and Management Services Pty Ltd	9,864.38
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	9,796.15
V00193	Amcom Pty Ltd	9,610.15
444	Ms Techy Masero	9,350.00
V00599	Athina Pascoe-Bell	8,980.58
3787	Total Event Services T/A Top End Sounds P/L	8,943.00
V01009	Australian Parking and Revenue Control Pty Limited	8,580.00
5651	Minter Ellison Lawyers	8,250.00
3880	PAWS Darwin Limited	7,666.66
2587	Top End RACE	7,405.09
V01827	Nilon Carpentry & Constructions	7,293.00
V01602	Humpty Doo Trees	6,605.50
26	Viva Energy Australia Ltd	6,401.11
3313	Zip Print	6,264.50
V01694	NT Advertising and Distribution	5,807.45
5136	RMI Security	5,796.90
V00315	HWL Ebsworth Lawyers	5,665.00
V01537	Ben's Tree Service Pty Ltd	5,599.00
V01615	Autopia Management Pty Limited	5,593.68
V00271	Fuji Xerox Business Centre NT	4,768.18
V00541	Arafura Traffic Control Pty Ltd	4,390.00

Creditor No.	Creditor Name	Amount \$
V01888	May Wogandt	4,172.65
3570	Palmerston College	4,000.00
4482	Harvey Norman AV/IT Superstore Darwin	3,849.00
V01863	Masters Engineering Consultancy Pty Ltd	3,630.00
V01571	Michael Spick	3,096.75
4065	Southern Cross Protection Pty Ltd	2,955.99
V01593	Mercer Consulting (Australia) Pty Ltd	2,750.00
353	Otis	2,534.62
V00474	Lane Print & Post	2,367.10
V01420	CENTRELINK (PAYROLL)	2,365.80
V01584	Salary Packaging Australia	2,334.78
4679	iSentia Pty Ltd	2,154.45
274	CSG Business Solutions (NT) Pty Ltd	2,070.66
2186	Optus Billing Services Pty Ltd	2,068.00
4320	Elton Consulting	1,980.00
V01573	Amber Garden	1,963.22
4825	OracleCMS	1,932.71
3099	Iron Mountain Australia Pty Ltd	1,910.89
V01569	Benjamin Giesecke	1,896.55
V01570	Sarah Louise Henderson	1,896.55
V01572	Lucy Buhr	1,896.55
V01579	Damian Hale	1,896.55
2977	Security & Technology Services P/L	1,804.00
V01574	Dr Thomas A Lewis OAM	1,746.55
V01810	Jacana Energy - Payroll Deductions	1,680.00
V01884	Valuations NT Pty Ltd	1,650.00
3971	Pipeline Renovations Pty Ltd trading as RenoFLO	1,608.75
2336	Flick Anticimex Pty Ltd	1,572.75
4561	Bendesigns	1,445.40
V01826	Tick of Approval Pty Ltd	1,375.00
3189	Seek Limited	1,347.50
V00685	Opteon (Northern Territory) Pty Ltd.	1,320.00
V01914	Faye Parrlman	1,300.00
V01915	William Nash and Kaitlin Hull	1,281.63
V01812	C R Campbell - Electrical and Data Contractors	1,245.00
V01629	Smarter Technology Solutions	1,242.49
V01880	Pony and Sid Catering Co - Eliza McClelland	1,232.00
5435	Access Hardware (NT) Pty Ltd	1,202.30
V01661	Patchy's Auto Electrics	1,188.91
V00542	Industry Health Solutions	1,140.00
V00172	CIC-THD-PTY LTD	1,138.15
1502	Figleaf Pool Products	951.70
V00943	Northern Territory Pest and Weed Control	924.00
V01903	De Silva Hebron Trust Account	896.56
V00164	1spatial Australia Pty Limited	858.00
5686	Aussie Telecom Pty Limited	819.70
2124	Food'll Do Catering Darwin (Grinners Catering)	807.00
549	City of Darwin	775.20
V00200	Hidden Valley Ford (Red Earth Automotive P/L)	753.00
4007	Ark Animal Hospital Pty Ltd	706.00
V01118	Wilson Security Pty Ltd	651.75
V01763	Leni Loves Trees Garden Maintenance	643.50
112	Beaurepairs	618.65
V01902	Bellamack Pty Ltd - WA	598.00
V00166	Diamond International Events T/A Trina's Catering	577.50
V00939	Defend Fire Services Pty Ltd	554.57
V01916	Satellite City Smash Repairs -All In Solutions P/L	500.00
272	City Wreckers	462.00
V00258	Real Estate Central	454.38
V01905	Darwin Rental Specialists - DRS Nominees Pty Ltd	452.73
V00873	Australia Day Council of SA	433.00
V01885	A K Specht	427.00

Creditor No.	Creditor Name	Amount \$
V01894	Davies Property Nominees Pty Ltd	426.16
48	Top End Line Markers Pty Ltd	385.00
256	The Bookshop Darwin	379.60
V01908	Foster & Tarrant	355.00
V01691	Blackwoods	330.74
4508	News 4 U	321.95
2557	The Lifestyle Studio	300.00
V01673	Groove Vitality	300.00
V00101	Bellamack Pty Ltd	299.00
V01042	Primetime Entertainment	266.20
V01893	Tayla Gossow	250.00
V01895	Corey Pollock	250.00
V01901	Peter Mayo	250.00
V01909	Amber Sharp - (Fleur Sharp)	250.00
4029	Totally Workwear Palmerston	239.00
3428	Bunnings Group Limited	238.08
V01452	CrossFit Palmerston	220.00
5508	Open Systems Technology Pty Ltd - CouncilFirst	214.50
2017	Signs Plus	210.00
5036	Dormakaba Aust P/L T/as Territory Door Services	198.00
215	Employee Assistance Services NT Inc (EASA)	197.47
V01890	Cathy Applegate	165.00
4856	Portner Press Pty Ltd	154.00
2915	Territory Uniforms	142.54
2965	KIK FM Pty Ltd	135.00
V01887	Kuichiang T Kuiy	125.00
V01889	Cherry Reynolds	125.00
V01898	Rhoda Villarosa	125.00
V01907	Monique Anderson	125.00
V01912	Timothy Garcia - Independent Church	125.00
5050	Ms M Smlth	107.88
22	Norsign Pty Ltd	107.25
V01624	Karuna Yoga and Wellness	100.00
V01910	Caitlin Johansen	100.00
201	Spotless Facility Services Pty Ltd (T/A Ensign)	96.84
V01549	We're The Glue Pty Ltd	93.50
V00890	Laundryplus	80.00
59	City of Palmerston	77.20
V01891	Jhye Reynolds	60.00
V01892	Christine Kakakios	60.00
V01886	Shane Pascoe-Bell	50.00
V01769	Snows Run (NT) Pty Ltd T/as Territory Green Waste	40.00
617	Barnyard Trading	35.64
V01897	Hayden John Watling	30.00
V01900	Nomiki Amorginou	20.50
V00499	Multicultural Council of the NT Inc.	5.00
		7,944,400.71
Percentage of works undertaken by Territory suppliers (excludes investments)		88%
 Reviewed by: Finance Manager		
 Approved by: Director of Corporate Services		

SECTION 2

Financial Results

2.7 - Creditor Accounts Outstanding		January 2019
Creditor No.	Creditor Name	Amount \$
V00318	StatewideSuper Clearing House	69,265.67
5104	JLM Civil Works Pty Ltd	61,538.60
549	City of Darwin	57,973.40
712	Paradise Landscaping (NT) Pty Ltd	45,102.11
5508	Open Systems Technology Pty Ltd - CouncilFirst	40,617.50
798	YMCA of the Northern Territory	20,751.25
V00476	Water Dynamics (NT) Pty Limited	20,664.77
V01612	News Corp Australia	18,106.71
V00582	Ezko Property Services (Aust) Pty Ltd	15,602.64
V01565	Waste and Management Services Pty Ltd	14,765.77
V00228	Outback Tree Service	14,682.80
V01629	Smarter Technology Solutions	13,728.00
V01812	C R Campbell - Electrical and Data Contractors	12,606.00
V01602	Humpty Doo Trees	10,862.50
2161	GHD Pty Ltd	10,428.61
54	Powerwater	9,735.36
47	Telstra Corporation Ltd	8,173.17
3936	Arafura Tree Services and Consulting	8,123.00
2965	KIK FM Pty Ltd	6,749.19
V01848	Invision NT Pty Ltd	5,082.00
V01694	NT Advertising and Distribution	5,060.00
V00964	HD Enterprises Pty Ltd T/a HD Pumps	4,994.64
5136	RMI Security	4,980.71
4606	MJK Enterprises NSW P/L T/A Kico Playground Inspec	4,950.00
V01899	Framelock Structures Pty Ltd	4,790.50
938	Nightcliff Electrical	4,697.19
3683	Area9 IT Solutions	4,471.15
3438	NT Shade & Canvas Pty Ltd	4,466.00
V00368	iWater NT	4,378.00
V01389	Darwin Argos Painting	3,630.00
5615	EcOz Environmental Consulting	2,684.66
V01663	Jape Furnishing Superstore	2,656.00
5435	Access Hardware (NT) Pty Ltd	2,186.25
V01865	Irma Lamaya trading as Co Lab Architecture	2,112.00
123	Kerry's Automotive Group	1,988.15
350	IBM Global Financing Australia Limited	1,783.33
2124	Food'll Do Catering Darwin (Grinners Catering)	1,670.00
2336	Flick Anticimex Pty Ltd	1,572.75
1502	Figleaf Pool Products	1,572.30
272	City Wreckers	1,540.00
2587	Top End RACE	1,440.56
251	Territory Party Hire	1,425.10
V00860	Costojic Pty Ltd	1,400.00
V00193	Amcom Pty Ltd	1,360.41
4737	D & L Plumbing & Gasfitting	1,336.50
5551	Active Tree Services Pty Ltd	1,324.47
V00101	Bellamack Pty Ltd	1,260.00
V01483	OfficeMax	1,244.76
V01590	MSKK Pty Ltd T/A Trojon Contractors	1,198.00
3313	Zip Print	1,149.50
4825	OracleCMS	1,083.62
V00659	NT Multiple Birth Club	1,000.00
V01919	D&L landscaping Solutions	1,000.00
4065	Southern Cross Protection Pty Ltd	968.00
V00943	Northern Territory Pest and Weed Control	902.00
V01922	Louise and Alan Moore	840.00
2977	Security & Technology Services P/L	803.00

Creditor No.	Creditor Name	Amount \$
V00939	Defend Fire Services Pty Ltd	767.03
V01656	TAFE Queensland North	754.00
2557	The Lifestyle Studio	720.01
5611	Steelmans Tools and Industrial Supplies	646.80
V01598	Social Playground Darwin	606.00
5036	Dormakaba Aust P/L T/as Territory Door Services	561.00
V01432	Vanessa Lowe	500.00
V00730	The Burning Circus	495.00
V00443	Top End Hydraulic Services P/L T/A Forecast Machin	469.08
V01335	Accidental Health & Safety Brisbane South & NT	435.05
V00906	Quantified Tree Risk Assessment Limited	344.85
V00836	Daniel Parker t/as Palmerston Tennis Pro	330.00
215	Employee Assistance Services NT Inc (EASA)	310.00
V00399	Palmerston and Regional Basketball Association	300.00
V01831	Jeanneen McLennan	300.00
V00787	Naomi Lacey	280.00
4889	Sarah Gerlach T/a To The Beat Dance Fitness	240.00
2394	Pola Seal Pty Ltd	220.00
617	Barnyard Trading	220.00
4398	Quality Indoor Plants Hire	193.30
V00542	Industry Health Solutions	190.00
V00994	Frangipani Farm	160.00
V00534	Church of Christ - Razelyn Laurente	125.00
V01452	CrossFit Palmerston	110.00
V00602	Lee Savage	100.00
4856	Portner Press Pty Ltd	97.00
201	Spotless Facility Services Pty Ltd (T/A Ensign)	96.84
87	Industrial Power Sweeping Services Pty	88.00
2915	Territory Uniforms	85.14
V01368	Chris Kelly	83.00
3428	Bunnings Group Limited	66.77
V01918	Maccas Cafe and Bakery	60.00
V01924	Kelli West	52.00
V01769	Snows Run (NT) Pty Ltd T/as Territory Green Waste	40.00
V01923	Alexa Johnson	21.00
V00557	BG Group NT Pty Ltd	5,808.00
		554,737.47


 Reviewed by: Finance Manager


 Approved: Director of Corporate Services

Section 2 Financial Results

2.8 - Waste Charges as at 31 January 2019 Waste Management

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals plus Commitments \$	%
Income					
Rates & Charges	6,999,791	6,993,967	-	6,993,967	99.92%
Income	6,999,791	6,993,967	-	6,993,967	99.92%
Expenditure					
Employee Costs	(373,463)	-	-	-	0.00%
Office Administration Expenditure	-	(547)	-	(547)	0.00%
Professional Services	(65,000)	(14,568)	(9,681)	(24,249)	37.31%
Educational Resources	(50,000)	(14,405)	-	(14,405)	28.81%
Utilities	(14,293)	(5,484)	-	(5,484)	38.37%
Street Sweeping	(307,000)	(131,210)	(158,913)	(290,123)	94.50%
Litter Collection	(193,515)	(74,465)	(84,653)	(159,117)	82.22%
Domestic Bin Collection	(2,548,756)	(1,302,707)	(993,954)	(2,296,662)	90.11%
Kerb Side Collections	(98,000)	(13,095)	-	(13,095)	13.36%
Tip Recharge Domestic Bin collection	(632,950)	(262,463)	(316,391)	(578,855)	91.45%
Transfer Station	(1,595,000)	(686,021)	(647,429)	(1,333,450)	83.60%
Loan Repayments	(92,200)	-	-	-	0.00%
Tip Recharge Transfer Station	(325,145)	(140,012)	(154,911)	(294,923)	90.71%
Expenditure	(6,295,322)	(2,644,977)	(2,365,933)	(5,010,911)	79.60%
Profit/(Loss)	704,469	4,348,990	(2,365,933)	1,983,056	

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


Reviewed by: Finance Manager


Approved by: Director of Corporate Services

Section 2 Financial Results

2.9 - Commercial Leases as at Commercial Leases

31 January 2019

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals plus Commitments \$	%
Income					
Library Services	32,040	18,504	-	18,504	57.75%
Director Corporate Services	65,976	38,491	-	38,491	58.34%
Aquatic Centre	32,280	25,764	-	25,764	79.81%
Civic Centre	95,304	83,099	-	83,099	87.19%
Income	225,600	165,858	-	165,858	73.52%
Expenditure					
Director Corporate Services	(11,520)	(6,322)	-	(6,322)	54.88%
Expenditure	(11,520)	(6,322)	-	(6,322)	54.88%
Profit/(Loss)	214,080	159,536	-	159,536	

Library Services includes lease held by Mosko's Market

Aquatic Centre includes the lease held by Tang Soo Do

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



Reviewed by: Finance Manager



Approved by: Director of Corporate Services

2nd Ordinary Council Meeting

AGENDA ITEM: 13.1.2

REPORT TITLE: Community Benefit Scheme 2018/2019 Update

REPORT NUMBER: 9/0163

MEETING DATE: 19 February 2019

Author: Acting Director Lifestyle and Community, Amelia Vellar

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 \$92,794 in grants, donations, sponsorships, representation support and scholarships.
- \$37,206 remains unallocated in the 2018/2019 Community Benefit Scheme budget.

RECOMMENDATION

THAT Report Number 9/0163 entitled Community Benefit Scheme Update 2018/2019 be received and noted.

BACKGROUND

City of Palmerston supports initiatives provided by the community, which benefit the community, by means of grants, donations, representation support, scholarships and sponsorships. The annual Community Benefit Scheme budget for 2018/2109 is \$130,000. Due to the successful distribution of funds to eligible applicants, the 2018/2019 Community Benefit Scheme budget rests at \$37,206.

Community Benefit Scheme applications are accepted all year-round and Council promotes the availability and application processes to apply for funds at every opportunity.

Where budgeted funds are not expended during the financial year, excess funds are transferred to the Community Benefit Scheme Reserve, which currently totals \$70,000.

DISCUSSION

Following the previous Community Benefit Scheme update report, Council approved four (4) eligible funding applications. Available funds have now been reduced to \$37,206. Three (3) additional applications are currently in the process of consideration.

Successful applications included: catering to assist volunteers from Come Talk/Walk with Me to participate in necessary training and upskilling sessions; support for a Family Fun Day hosted by NT Multiple Births Club; support for the 2019 International Women's Day Walk and finally, a representation support donation to assist a young resident to attend the Tennis Super 10's National Camp.

No in-kind funding requests were received this month.

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

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

Council Policy *FIN18 Grants, Donations, Sponsorships and scholarships*.

BUDGET AND RESOURCE IMPLICATIONS

The budget for the 2018/2019 financial year for grants, donations, sponsorships and scholarships is \$130,000. To date, Council has awarded \$92,794 and \$37,206 remains in the Community Benefit Scheme budget.

Please note that should the three applications currently under consideration be approved, the remaining budget will be reduced by \$1,500 to \$35,706.

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There is 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: City of Palmerston Community Benefit Scheme Applications approved as at 6 February 2019

Applications/Acquittals Processed to Date

City of Palmerston Community Benefit Scheme Applications Approved as at 31 January 2019

Activity Project	Applicant	Amount Requested	Amount Received	Notes
Aridagawa Sister City Student Exchange Scholarship	Palmerston College	\$ 4,000 inc GST	\$3,636	2019 Aridagawa visit
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 - to date	All Palmerston Schools	\$ 1,500 in total	\$ 1,500	Offered annually to all schools; 15 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 2019	Palmerston and Rural Seniors Committee	\$15,000	\$15,000	First of three-year funding request
Year 12 Pool Party	YMCA Youth and Community Services Limited	\$ 1,840	\$ 1,840	2018 event
Art Practice Wellbeing program	Top End Mental Health Consumers Organisation	\$2,000	\$2,000	2019 activity
Graffiti Removal project	Mackillop Catholic College	\$500	\$500	2019 activity
Catering for Training Course	Come Talk/Walk With Me	\$500	\$500	
Family Fun Day	NT Multiple Births Club	\$1,000	\$1,000	2019 activity
International Women's Day Walk	United Nations Association of Australia	\$2,000	\$1,000	2019 Event
NT Representation - Sport	Resident, National All Schools Athletics Championships	\$250	\$250	Representation support
NT Representation - Sport	1.Resident, School Sport Australia Track and Field Championships	\$250	\$250	Representation support
NT Representation - Sport	2.Resident, School Sport Australia Track and Field Championships	\$250	\$250	Representation support
NT Representation - Sport	1. Resident, Queensland Junior Teams Tennis Carnival	\$250	\$250	Representation support
NT Representation - Sport	2. Resident, Queensland Junior Teams Tennis Carnival	\$250	\$250	Representation support
NT Representation - Sport	3. Resident, Queensland Junior Teams Tennis Carnival	\$250	\$250	Representation support
NT Representation - Sport	4. Resident, Queensland Junior Teams Tennis Carnival	\$250	\$250	Representation support
NT Representation - Sport	1. Resident, Australian Teams Championships, (Tennis)	\$250	\$250	Representation support
NT Representation - Sport	2. Resident, Australian Teams Championships, (Tennis)	\$250	\$250	Representation support
NT/Aus Representation - Sport	1. Resident, Police Rugby World Cup	\$250	\$250	Representation support
NT Representation - Sport	Resident, National Rugby Union 7's Championships	\$250	\$250	Representation support
NT Representation support - Sport	Resident - Tennis Super 10's National Camp	\$250	\$250	Representation support
TOTAL			\$92,794	

Applications/Acquittals Processed to Date

Current Community Benefits Scheme Expenditure to Date

	Account Name	YTD	Commitment	YTD + Comm	Budget	Budget Available
Grants/Donations/Sponsorships/Scholarships Paid	Community Grants	\$35,158	\$58,000	\$92,794	\$130,000	\$37,206

In-Kind Support Approved to Date

Activity Project	Applicant	Amount Requested	Value In-Kind Support Received	Notes
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	

2nd Ordinary Council Meeting

AGENDA ITEM: 13.1.3

REPORT TITLE: Palmerston Animal Management Reference Group Minutes - January 2019

REPORT NUMBER: 9/0172

MEETING DATE: 19 February 2019

Author: Ranger Services Manager, Jeff Borella

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

This report presents the minutes from the Palmerston Animal Management Reference Group (PAMRG) Meeting held on 30 January 2019.

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 PAMRG is an advisory committee of Council, providing advice and feedback in relation to animal management issues that affect Palmerston.
- Council approved a name change for the group on 5 February 2019. The name change will affect all future minutes and reports.
- The PAMRG is exploring ways to broaden and increase membership of the group.

RECOMMENDATION

THAT Report Number 9/0172 entitled Palmerston Animal Management Reference Group Minutes - January 2019 be received and noted.

BACKGROUND

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

The PAMRG meets from time to time when required, at present the group is meeting monthly.

DISCUSSION

The minutes of the 30 January 2019 PAMRG are provided as **Attachment A**.

The unconfirmed minutes have been circulated to PAMRG members.

The PARMG is exploring ways to broaden and increase its membership.

On 5 February 2019 Council approved a change of name to the Palmerston Animal Management Advisory Committee. As this occurred following the meeting of PAMRG on 30 January 2019 the new name will take effect for all future meetings.

CONSULTATION PROCESS

PAMRG is a regular contributor to Council's consultation process.

POLICY IMPLICATIONS

There are no policy implications for this report.

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.

ATTACHMENTS

Attachment A: Palmerston Animal Management Reference Group Minutes - 30 January 2019

CITY OF PALMERSTON

**Minutes of Palmerston Animal Management Reference Group Meeting
held in Council Chambers
Civic Plaza, Palmerston
on Wednesday 30 January 2019 at 4:02pm**

MEMBERS OF THE GROUP	Alderman Amber Garden (Chair) Mayor Athina Pascoe-Bell Resident Michelle Walker Resident Jill Pascoe Top End Rehoming Katrina Stafford
STAFF	Chief Executive Officer, Luccio Cercarelli Ranger Services Manager, Jeff Borella Senior Ranger, Shane Gartner Minute Secretary, Kristy Litster
GALLERY	Nil

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

The Chair declared the meeting open at 4:02pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Michelle Walker
Seconded: Katrina Stafford

THAT the apology received from Mandy Hall and Shae Fisher for 30 January 2019 be received and noted.

CARRIED PAMRG/0122 – 30/01/2019

Initials: _____

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Nil.

4 DECLARATION OF INTEREST

4.1 Group Members

Nil.

4.2 Staff

Nil.

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Mayor Pascoe-Bell
Seconded: Michelle Walker

THAT the minutes of the Palmerston Animal Management Reference Group Meeting held Wednesday, 28 November 2018 pages 72 to 77 be confirmed.

CARRIED PAMRG/0123 – 30/01/2019

6 CORRESPONDENCE

Nil.

Initials: _____

7 BUSINESS ARISING FROM PREVIOUS MEETINGS

7.1 Actions and Outstanding Topics

Moved: Jill Pascoe
Seconded: Katrina Stafford

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 DRAFT Community Plan has been adopted.
PAMRG/0100	19/07/2018	Animal Management – Options for Desexing Programs	THAT a report be presented by CoP at the March 2019 meeting regarding subsidy options for desexing of animals.
PAMRG/0117	28/11/18	Animal Management Activities/Initiatives for the remaining 2018/19 Financial Year	THAT a report be presented to the next Palmerston Animal Management Reference Group Meeting that outlines the budget for upcoming and planned animal management events and/or initiatives for the balance of the 2018/2019 financial year. This matter had been referred to Council with a recommendation to present a report in February 2019.
PAMRG/0118	28/11/18	Amendments to Palmerston Animal Management Reference Group Terms of Reference	Request to amend Terms of Reference is pending decision from Council. Report expected to be presented to Council at the meeting scheduled for 5th February. A report on the Terms of Reference to be presented to the group March 2019 meeting.

Initials: _____

REFERENCE GROUP **MINUTES**

Minute Book Page 81

PAMRG/0119	28/11/18	Alteration to Palmerston Animal Management Reference Group Name	Request to alter the name of PAMRG is pending a decision from Council. Report expected to be presented to Council at the meeting scheduled for 5 th February.
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CARRIED PAMRG/0124 – 30/01/2019

8 NEW BUSINESS

8.1 Membership Drive

Moved: Katrina Stafford
Seconded: Michelle Walker

THAT the Palmerston Animal Management Reference Group are to consider and forward to the Chair by 15 February 2019;

- a) Who should be on the group?
- b) How many community members to be on the group?
- c) Timing of the meeting and frequency?
- d) What the current group's purpose is?

CARRIED PAMRG/0125 – 30/01/2019

8.2 Uniform Animal Management Laws

Moved: Katrina Stafford
Seconded: Michelle Walker

THAT a copy of Council's LGANT's motion regarding uniform animal management laws be presented at the next PAMRG meeting for information.

CARRIED PAMRG/0126 – 30/01/2019

Initials: _____

9 NEXT MEETING

Moved: Mayor Pascoe-Bell
Seconded: Jill Pascoe

THAT the next meeting for the Palmerston Animal Management Reference Group be held on Wednesday, 27th February 2019 at 5:00pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED PAMRG/0127 – 30/01/2019

10 CLOSURE OF MEETING

Moved: Michelle Walker
Seconded: Mayor Pascoe-Bell

THAT the Palmerston Animal Management Reference Group meeting, held in the Council Chambers, Civic Plaza, Palmerston on Wednesday, 30 January 2019 closed at 4:52pm

CARRIED PAMRG/0128 – 30/01/2019



Amber Garden
ALDERMAN
Date:

Initials:

13.2 Action Reports

13.2.1	Second Quarter Budget Review 2018/19	9/0166
13.2.2	Draft Long Term Financial Plan 2019-2028	9/0125
13.2.3	Adoption of Council Policy AD01 Privacy	9/0164
13.2.4	Review of Recreational Fishing in Palmerston Lakes	9/0165
13.2.5	Palmerston Local Economic Plan Update	9/0170

2nd Ordinary Council Meeting

AGENDA ITEM: 13.2.1

REPORT TITLE: Second Quarter Budget Review 2018/19

REPORT NUMBER: 9/0166

MEETING DATE: 19 February 2019

Author: Finance Manager, Shane Nankivell

Approver: Director Corporate Services, Chris Kelly

PURPOSE

This report seeks Council approval for the second review of the 2018/19 budget.

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

- Overall, Council is operating in-line with budget and all adjustments have been funded.
- Grants, Subsidies and Contributions have increased by \$396,000 due to several successful grant applications including \$300,000 for the NT Youth Festival.
- \$140,000 has been returned to the Infrastructure Reserve, comprising of \$100,000 for future ELS programs, and \$40,000 for the Zuccoli Water Supply Line.
- The Streetlighting Reserve is reduced by \$150,000 to fund additional required maintenance works for street lighting within the Municipality, due to the complexity of repairs needed and a backlog of repairs required due to limited access to the network in the first half of 2018.
- The Funds in Lieu of Construction Reserve increases by \$400,000 due to higher than expected contributions received as well as not being required to undertake a portion of works this financial year.

RECOMMENDATION

1. THAT Report Number 9/0166 entitled Second Quarter Budget Review 2018/19 be received and noted.
2. THAT Council adopts the Second Quarter Budget Review 2018/19, pursuant to Section 128 (2) of *Local Government Act* per **Attachment A** of Report Number 9/0166 entitled Second Quarter Budget Review 2018/19.
3. THAT Council adopts the reserve movements for 2018/19 of:
 - (i) Transfer to reserve:
 - \$500,000 transferred to Unexpended Grants Reserve
 - \$400,000 transferred to Funds in Lieu of Construction Reserve
 - \$140,000 transferred to Infrastructure Reserve
 - (ii) Transfer from reserve
 - \$150,000 transferred from Streetlight Reserve

As per **Attachment B** of Report Number 9/0166 entitled Second Quarter Budget Review 2018/19.

BACKGROUND

Council adopted the 2018/19 budget on 3 July 2018 as part of the Municipal Plan.

At the 1st Ordinary Council Meeting of 6 November 2018 Council made the following decisions:

13.2.3 First Quarter Budget Review 2018/19 9/0104

1. THAT Report Number 9/0140 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 Initiatives Reserve of \$50,000.
4. THAT Council adopts the reserve movements for 2018/19 of:
 - (i) Transfer to reserve:
 - \$206,000 transferred to Waste Management Reserve.

- (ii) *Transfers from reserve:*
- \$190,000 transferred from Strategic Initiative Reserve.
 - \$830,215 transferred from Infrastructure Reserve.
 - \$90,000 transferred from Funds in Lieu of Construction Reserve.
 - \$1,776,000 transferred from Unexpended Grants Reserve.

As per Attachment B of Report Number 9/0104 entitled Fourth Quarter Budget Review 2017/18.

CARRIED 9/0337 - 06/11/2018

DISCUSSION

The Second Quarter Budget Review sees the delivery of a balanced budget with additional funds allocated to the Infrastructure, Unspent Grants and Funds in Lieu of Construction Reserves. There is a draw down from the Street Lighting Reserve to fund additional street lighting repair work that is expected to occur this financial year. All other adjustments are a reallocation of internal funds, with the most significant changes outlined below:

Operational Income

Operational Income is increased by \$498,886 overall.

This increase is primarily due to an increase in Grants, Subsidies and Contributions to the value of \$396,000 including the \$300,000 grant received from the Northern Territory Government for the NT Youth Festival; \$40,000 for the Recreation Centre; a Federal grant of \$9,000 for the Moulden Community Garden; and \$46,000 of budget adjustments due to grant funds received being higher than originally budgeted for Youth Music and the Shared Pathways projects.

Rates and Charges income increases by \$35,200 to reflect costs recovered in relation to Legal Expenses for debt recovery.

Other Income increases by \$19,686, \$9,786 of which is due to an insurance reimbursement and a corresponding expense is recognised in Materials and Contractors for the work undertaken.

Operational Expenditure

Total Operating Expenditure increases by \$533,886.

The largest movement is \$388,000 for Other Expenses. \$356,000 of this is the related expenditure for the additional grants received, and \$30,000 is a realignment of funding for IT related costs, funded from a corresponding decrease in Professional Services.

Materials and Contractors increase by \$190,686 due to an increase of \$150,000 allocated towards additional costs for street lighting maintenance, to be funded from the Streetlighting Reserve. This increase is due to significant additional complexity to the repairs required including cabling issues, circuit protection, earthing, and replacement of old fittings with newer LED fittings. This was further compounded by limited access been allowed to the network during the first six months of 2018. Consequently, a backlog of issues was required to be dealt with this financial year. The street lighting reserve was established prior to Council receiving the streetlighting assets and was earmarked to renew or replace streetlights. The reserve was funded through reimbursements from the Northern Territory Government for 'maintenance costs' that Council had previously paid to Power & Water. This is a separate reserve from the reserve that will be used to fund the "Making the Switch" project. A further \$40,000 increase is required for library safety and security services.

Energy costs have decreased by \$50,000 as a result of savings from the newly installed photovoltaic system at the Palmerston Library.

Capital Income

Capital Income increased by \$235,000. This is due to an increase in funds received for Developer Contributions of \$300,000, and a reduction in Capital Grants expected to be received by \$65,000.

Capital Expenditure

Council's total capital works program decreases by \$690,000 in the Second Budget Review 2018/19.

A total of \$740,000 of the decrease in Capital Expenditure is directly related to a corresponding increase in Council reserves to fund works in the future. This includes \$40,000 resulting from a decision from the previous Council to allocate \$20,000 per year to reserve for 10 years to be paid as a contribution to the Northern Territory Government for the Zuccoli Water Supply Line once it is built.

The Second Review increases Capital Expenditure for two projects totalling \$50,000. These increases are \$40,000 for an upgrade at the Palmerston Recreation Centre funded from a grant from the Northern Territory Government, and \$10,000 for Library Improvements funded from identified operational savings.

Internal adjustments within the capital program sees \$50,000 reallocated from the completed Wallaby-Holtze Road project to Traffic Calming and Pedestrian Safety, as well as another \$100,000 towards the Reseal Program. A further \$30,000 is internally reallocated towards Library Improvements taking their total budget increase to \$40,000 in this review period.

Reserves

At the end of the First Quarter Review 2018/19, the total reserve balance was \$12,786,516.

Through the Second Quarter Budget Review 2018/19 process the total Reserves balance is expected to increase by a further \$890,000 by the end of the financial year. The movement in Reserves can be attributed to:

Transfers to Reserves:

- \$500,000 to Unexpended Grants Reserve for Territory Road Asset Grant
- \$400,000 to Developer Funds in Lieu of Construction Reserve
 - \$300,000 from an increase in Capital Income
 - \$100,000 from a decrease in Capital Expenditure
- \$100,000 to Infrastructure Reserve awaiting co-contribution from NTG for ELS.
- \$40,000 to Infrastructure Reserve for Zuccoli Water Supply Line Contribution.

Transfers from Reserves:

- \$150,000 from Street Lighting Reserve

CONSULTATION PROCESS

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

- Budget Officers
- Executive Leadership Team

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

The budget and resource implications are detailed in body of this report and the attachments.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

In accordance with Section 128 of the *Local Government Act* the budget amendments will be published on Council's website and an advertisement will be placed in the NT News.

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: Statement of Comprehensive Income

Attachment B: Statement of Reserves

STATEMENT OF COMPREHENSIVE INCOME

31/12/2018

	Original Budget	1st Review Increase/ (Decrease) \$	2nd Review Increase/ (Decrease) \$	Revised Budget \$
Operating Income				
Rates & Annual Charges	27,687,085	240,000	35,200	27,962,285
Statutory Charges	166,500	0	0	166,500
User Charges & Fees	1,432,240	-45,000	48,000	1,435,240
Interest & Investment Revenue	963,160	0	0	963,160
Reimbursements	0	0	0	0
Other Income	1,500	0	19,686	21,186
Grants, Subsidies & Contributions	2,283,044	-747,471	396,000	1,931,573
Total Operating Income	32,533,529	-552,471	498,886	32,479,944
Operating Expenses				
Employee Costs	8,671,994	0	0	8,671,994
Professional Services	1,472,067	247,600	-30,000	1,689,667
Auditor's Remuneration	35,000	0	0	35,000
Operating Lease Rentals	217,300	0	0	217,300
Energy	1,373,387	0	-50,000	1,323,387
Materials & Contractors	11,759,215	-87,335	190,686	11,862,566
Depreciation, Amortisation & Impairment	11,500,000	0	0	11,500,000
Elected Members Expenses	361,287	0	0	361,287
Legal Expenses	220,000	25,000	35,200	280,200
Water Charges	1,388,759	0	0	1,388,759
Telephone & Other Communication Charges	226,000	0	0	226,000
Community Grants	100,000	30,000	0	130,000
Other Expenses	2,543,933	-38,921	388,000	2,893,012
Borrowing Costs	92,200	0	0	92,200
Total Operating Expenses	39,961,142	176,344	533,886	40,671,372
Net OPERATING SURPLUS / (DEFICIT)	-7,427,613	-728,815	-35,000	-8,191,428
Capital Income				
Net gain (loss) on disposal or revaluation of assets	0	60,600	0	60,600
Developer Contributions	400,000	0	300,000	700,000
Asset Income	10,000,000	0	0	10,000,000
Grants received	328,410	0	-65,000	263,410
Total Capital Income	10,728,410	60,600	235,000	11,024,010
Net SURPLUS / (DEFICIT) transferred to Equity Statement	3,300,797	-668,215	200,000	2,832,582
Capital Expenses				
Land Purchase	0	0	0	0
Asset Purchase	-995,000	-678,235	96,832	-1,576,403
Asset Upgrade	-5,025,638	-2,179,648	593,168	-6,612,118
Total Capital Expenses	-6,020,638	-2,857,883	690,000	-8,188,521
Less Non Cash Expenditure	-11,500,000	0	0	-11,500,000
Plus Gifted Assets	10,000,000	0	0	10,000,000
Net CAPITAL SURPLUS / (DEFICIT)	-1,219,841	-3,526,098	890,000	-3,855,939
Borrowings	2,000,000	0	0	2,000,000
Repayment of Borrowings	-208,814	0	0	-208,814
Reserve Movement	-571,345	3,526,098	-890,000	2,064,753
NET OPERATING SURPLUS / (DEFICIT)	0	0	0	0

STATEMENT OF RESERVES - per Municipal Plan 2018/2019

OTHER RESERVES	Opening Balance \$ 01/07/2018	Transfers to Reserves \$	Transfers from Reserves \$	Balance at the EOY 2019 \$
Election Expenses Reserve	-	100,000	-	100,000
Disaster Recovery Reserve	-	-	-	-
Strategic Initiatives Reserve	160,000	-	(100,000)	60,000
Unexpended Grants Reserve	-	-	-	-
Unexpended Capital Works Reserve	-	-	-	-
Property Reserve	922,104	-	-	922,104
Plant & Equipment Reserve	271,632	-	-	271,632
Infrastructure Reserve	3,188,610	211,690	-	3,400,300
Developer Funds In Lieu Of Construction	4,919,920	100,000	-	5,019,920
Community Grants Reserve	100,000	-	(30,000)	70,000
Waste Management Reserve	18,446	289,655	-	308,101
Streetlight Reserve	311,063	-	-	311,063
City Centre Improvement Reserve	127,211	-	-	127,211
Total Reserves	10,018,986	701,345	(130,000)	10,590,331

Reserve balances as at 01/07/2018 above do not include 2017/18 year-end adjustments

STATEMENT OF RESERVES - Budget Movements 2019

OTHER RESERVES	Opening Balance \$ 01/07/2018	Original Budget 2019 to Reserves \$	Original Budget 2019 from Reserves \$	1st Review 2019 to Reserves \$	1st Review 2019 from Reserves \$	2nd Review 2019 to Reserves \$	2nd Review 2019 from Reserves \$	Balance at the EOY 2019 \$
Election Expenses Reserve	150,000	100,000	-	-	-	-	-	250,000
Disaster Recovery Reserve	500,000	-	-	-	-	-	-	500,000
Strategic Initiatives Reserve	300,000	-	(100,000)	-	(190,000)	-	-	10,000
Unexpended Grants Reserve	1,776,402	-	-	-	(1,776,402)	500,000	-	500,000
Unexpended Capital Works Reserve	845,482	-	-	-	(845,482)	-	-	(0)
Property Reserve	922,104	-	-	-	-	-	-	922,104
Plant & Equipment Reserve	271,632	-	-	-	-	-	-	271,632
Infrastructure Reserve	5,552,686	211,690	-	-	(830,215)	140,000	-	5,074,161
Developer Funds In Lieu Of Construction	4,985,377	400,000	(300,000)	-	(90,000)	400,000	-	5,395,377
Community Grants Reserve	100,000	-	(30,000)	-	-	-	-	70,000
Waste Management Reserve	26,525	2,289,655	(2,000,000)	206,000	-	-	-	522,180
Streetlight Reserve	311,063	-	-	-	-	-	(150,000)	161,063
City Centre Improvement Reserve	-	-	-	-	-	-	-	-
Total Reserves	15,741,270	3,001,345	(2,430,000)	206,000	(3,732,099)	1,040,000	(150,000)	13,676,516

Reserve balances as at 01/07/2018 include 2017/18 year-end adjustments

2nd Ordinary Council Meeting

AGENDA ITEM: 13.2.2

REPORT TITLE: Draft Long Term Financial Plan 2020-2029

REPORT NUMBER: 9/0125

MEETING DATE: 19 February 2019

Author: Finance Manager, Shane Nankivell

Approver: Director Corporate Services, Chris Kelly

PURPOSE

The purpose of this report is to present to Council the draft Long Term Financial Plan (LTFP) and to seek endorsement for 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

- One of the major roles of Council is to annually adopt the Municipal Plan and Budget by 31 July, which establishes and funds the operations of Council for the coming year.
- Good practice is to commence that process with a review of the 10-year Long Term Financial Plan.
- Council has prepared a 10-year Long Term Financial Plan, which exceeds Council's legislative requirements.
- The LTFP forecasts an improving financial position over the course of the plan.
- \$94.134 million will be invested into the renewal, upgrade and new infrastructure over the course of the plan.
- The LTFP is estimating a rate increase of 3.5% each year over the 10 year period will be required to meet Council's financial commitments.
- Council had the LTFP independently reviewed by KPMG who advised that they "satisfied with the material functionality of the Plan" and provided further financial analysis of the content.
- Council considered the LTFP at a workshop on 31 January 2019 and changes have been incorporated to the LTFP as requested.

RECOMMENDATION

1. THAT Report Number 9/0125 entitled Draft Long Term Financial Plan 2020-2029 be received and noted.
2. THAT Council adopts the Long Term Financial Plan at **Attachment A** to Report Number 9/0125 entitled Draft Long Term Financial Plan 2020-2029 for the purposes of 21 days public consultation.
3. THAT a further report be provided to Council by the Second Ordinary meeting in April with the outcomes of public consultation and any recommended changes.

BACKGROUND

At the 1st Ordinary Council Meeting of 3 July 2018 Council made the following decisions:

13.2.3 Adoption of Draft City of Palmerston Long Term Financial Plan 2019-2028 9/0036

1. THAT Report Number 9/0036 entitled Adoption of Draft City of Palmerston Long Term Financial Plan 2019-2028 be received and noted.
2. THAT in accordance with Section 126 of the Local Government Act, Council adopt the Draft City of Palmerston Long Term Financial Plan 2019-2028, being **Attachment A** to Report Number 9/0036 entitled Adoption of Draft City of Palmerston Long term Financial Plan 2019-2028.
3. THAT Council provide the adopted City of Palmerston Long Term Financial Plan 2019-2028 to the Department of Housing and Community Development in accordance with Section 126(5) of the Local Government Act.
4. THAT Council review the Long Term Financial Plan being **Attachment A** to Report Number 9/0036 entitled Adoption of Draft City of Palmerston Long Term Financial Plan 2019-2028 annually in November.

CARRIED 9/0136 – 03/07/2018

The review of the current Long Term Financial Plan commenced in November 2018 and a revised draft was circulated to Elected Members on 13 December 2018. A council workshop was held on 31 January 2019 and requested changes have been incorporated.

The LTFP has been modified to reflect Council's new initiatives and has also incorporated draft asset management plans and draft Community Plan.

DISCUSSION

City of Palmerston's Draft Long Term Financial Plan (LTFP) at **Attachment A** covers the period 2019/20 to 2028/29. It recognises Council's current and future financial capacity to continue delivering quality services, provide facilities and infrastructure to the community while commencing new initiatives and projects to achieve the goals set down in the Municipal Plan, *Prójects* and draft Community Plan.

The LTFP includes:

- Projected long term capital plan

A Place for People

- Planning assumptions used to develop the plan
- Projected income and expenditure
- Balance sheets
- Cash flow statements
- Methods of monitoring financial performance

A review of the LTFP commenced in November 2018. The review included material modifications to the plan, these improvements are:

- The long-term capital works schedule was improved, capturing more detail and projects into the horizon. The previous long-term capital works program only anticipated \$39.412 million dollars of capital projects over the course of 10 years, this has now been revised up to \$94.134 million (inclusive of *Pr6jects*). It is anticipated \$17.95 million of the works will be funded through capital grants, with \$15.25 allocated to *Pr6jects*. This long-term capital program will continue to be refined and improved especially with the finalisation of asset management plans.
- This review also captured the financial implications of the *Pr6jects* and has allocated the expected cost, grant income and external funding required to proceed with these projects. Most notably the likely need to borrow a \$3 million loan to fund asset renewal predominately the 'Splashing Out' project and is estimated to be paid back over a period of 10 years.
- As the long-term capital program has been improved, Council is now forecasting to spend an additional \$54.722 million on infrastructure, this has affected the closing reserve balance at the end of the plan. The current plan anticipates a reserve balance of \$75.1 million, this is now revised down to \$12.1 million, representing an adequate balance to fund Council's day to day operations with a modest safety net for unforeseen circumstances. The anticipated rating increases have also been revised down to 3.5% from 4.1%. The previous plan was prepared conservatively and aimed to generate an operational surplus (inclusive of depreciation) within nine years. Considering the depressed economy and to minimise the cumulative burden on the community this goal has been delayed beyond the length of the plan.
- It must be stressed however, that the financial position is improving every year of the plan with the operational deficit decreasing from \$8.165 million in 2018/19 to \$2.043 million in 2028/29. The represents an improvement of a reduction of 75% of Council's current deficit. The rate increase of 3.5% is to ensure that Council's cash reserves remain at a stable level throughout the planning period and that there is adequate working capital available, whilst maintaining service levels and increasing the capital spend.
- The majority of the financial ratios in the plan are tracking well, and there are only two ratios that are outside the benchmark during the duration of the plan:
 - The first one is the operating ratio. This ratio identifies whether Council is generating a surplus or a deficit inclusive of depreciation. Although this ratio does not reach the benchmark over the term of the plan it is progressing in the correct direction indicating that Council's financial sustainability and ability to replace and renew its assets over the long term is progressively improving.
 - The second ratio is the sustainability ratio, which determines if Council is replacing or upgrading its infrastructure in line with deterioration (depreciation). There is a period of 3 years where Council invests more into assets which relates to *Pr6jects*. However, once again the ratio does not reach benchmark at the end of the plan but is progressing in the correct direction. As the operating ratio improves, it generally indicates that there is more cash available for Council to invest in infrastructure. This can be seen in the plan, as the operating ratio improves so too does the sustainability ratio highlighting the ability for Council to renew and maintain its assets.

The assumptions and the model used to calculate the outcomes in the LTFP were independently reviewed by KPMG. As this engagement was not an audit under the Australian Auditing and Assurance Standards Board KPMG did not provide an opinion on the LTFP, however, their advice was that they are “satisfied with the material functionality of the Plan” and provided further financial analysis of the content.

Financial planning over a 10-year time horizon is difficult and relies on a variety of assumptions that will undoubtedly change during the period. The LTFP is therefore closely monitored, and revised annually, to reflect these changing circumstances.

The LTFP represents a strong financial position for Council. Council's previous conservative approach was to grow the reserves in lieu of spending, however this LTFP plans for ongoing expenditure to renew and maintain assets, whilst ensuring a sufficient level of reserves. This will also ensure that residents see ongoing investment in community assets.

CONSULTATION PROCESS

The following City of Palmerston staff were consulted in the preparation of the LTFP:

- Budget Managers

The following external parties were consulted in the preparation of the LTFP:

- KPMG

Elected Members were provided with a draft of the LTFP on 13 December 2018. A Council workshop was held on 31 January 2019 and changes have been incorporated into the draft LTFP. It is recommended that Council undertakes 21 days consultation on the draft LTFP commencing on 20 February and concluding 13 March 2019. This is in excess of Council's legislative requirements and consistent with last year's public consultation.

POLICY IMPLICATIONS

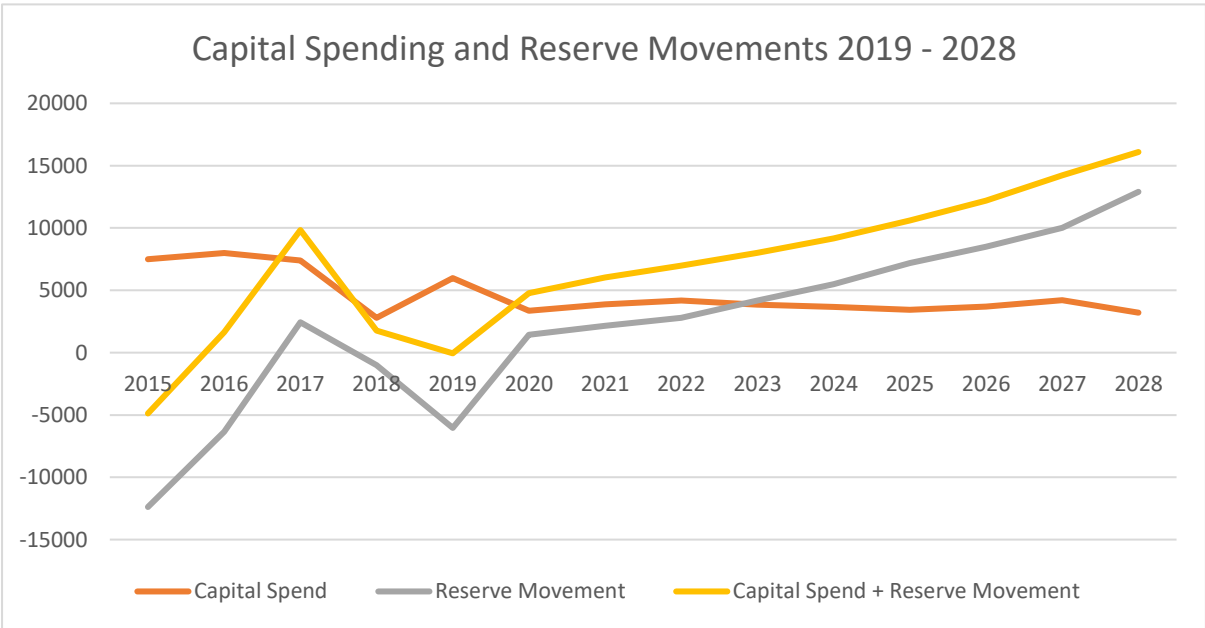
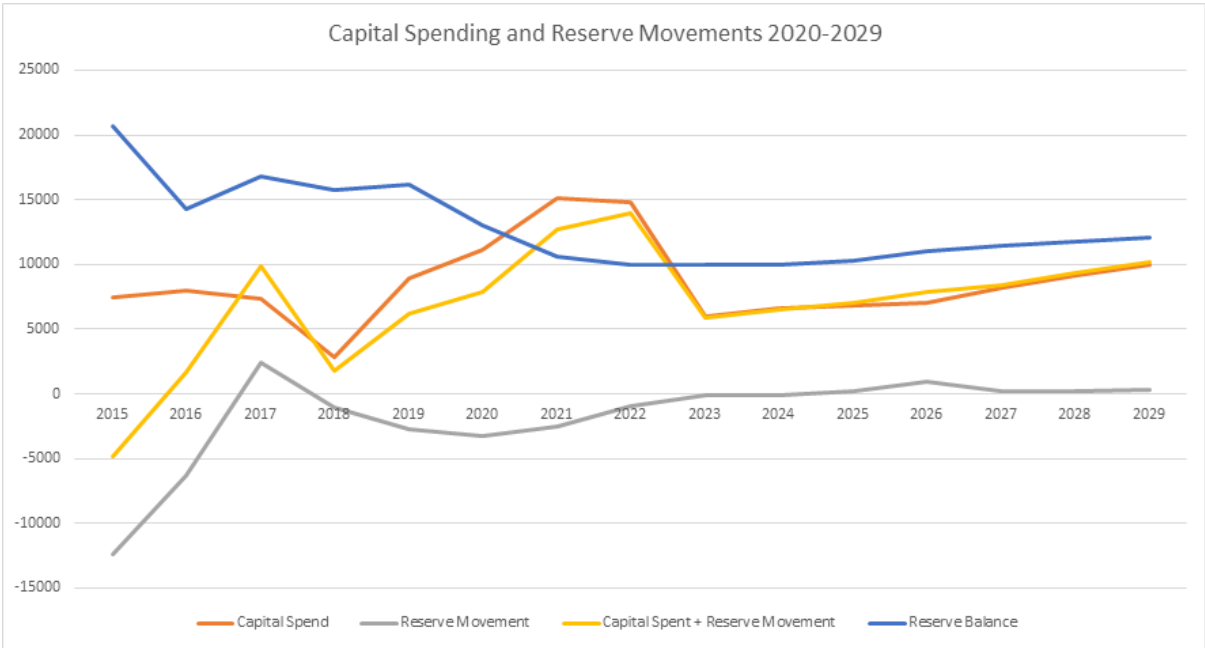
There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

The major resource implications highlighted in this plan relate to the improved data used in the Capital Plan and Projects. Over the course of the current plan, cash was allocated into reserve to fund infrastructure replacement at a later time. As Council's information has improved in conjunction with the development of draft asset management plans, it is now planned to spend money on infrastructure renewal rather than allocate cash to reserves for the purpose of infrastructure replacement.

The graphs below highlight the difference in the plans, where in the draft proposed plan more money is allocated to capital whilst maintaining reserves, versus allocating money to reserves with minimal capital expenditure. Other budget and resource implications are discussed within the body of the report.

A Place for People



RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The *Local Government Act* requires Council to prepare and maintain a LTFP. The Plan must cover a minimum period of four years, however, many of the decisions that Council makes have impacts that go well beyond this time horizon. City of Palmerston has developed a 10-year financial plan as it is important that stakeholders understand the financial implications arising from Council's decisions, and to ensure the financial sustainability of City of Palmerston.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environmental sustainability implications from this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

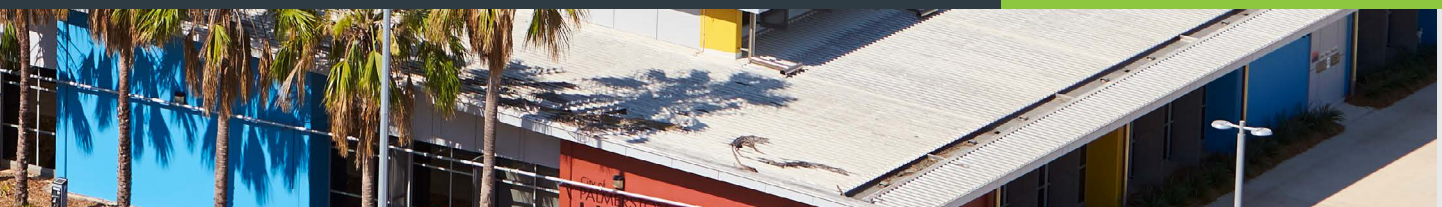
ATTACHMENTS

Attachment A: Draft Long Term Financial Plan 2020 - 2029



CITY OF PALMERSTON

LONG TERM FINANCIAL PLAN **2020 - 2029**





Message from the Mayor

I am pleased to present the City of Palmerston's 2020-2029 Long Term Financial Plan.

This is the second Long-Term Financial Plan (LTFP) for the recently elected 9th City of Palmerston Council. The key focus of the plan has been the vision of Palmerston as "A Place for People". Based on that vision, Council is committed to ensuring that services and infrastructure are maintained and improved to meet the needs of our growing community.

This LTFP responds to ongoing operational requirements but also considers the long-term impact of key Council initiatives that have been developed since the inauguration of the Council in April 2018. One of these key initiatives is the Prójects, a suite of six transformative projects that respond to the current and future needs of the Palmerston community and improve the level of amenity to all locals and visitors alike. These projects range from upgrades to the Palmerston Swimming and Fitness Centre to Smart Cities technology and are planned to be delivered over four years.

The LTFP also considers the outcomes that the community has deemed important in the draft Community Plan, a 10-year strategic plan designed to align Council's services and priorities to that of the community. Council resources have been allocated in the plan to ensure that the priorities of the community are met.

Over the course of the plan, Council will invest a total of \$94.7 million into capital projects, rejuvenating its assets as well as adding much

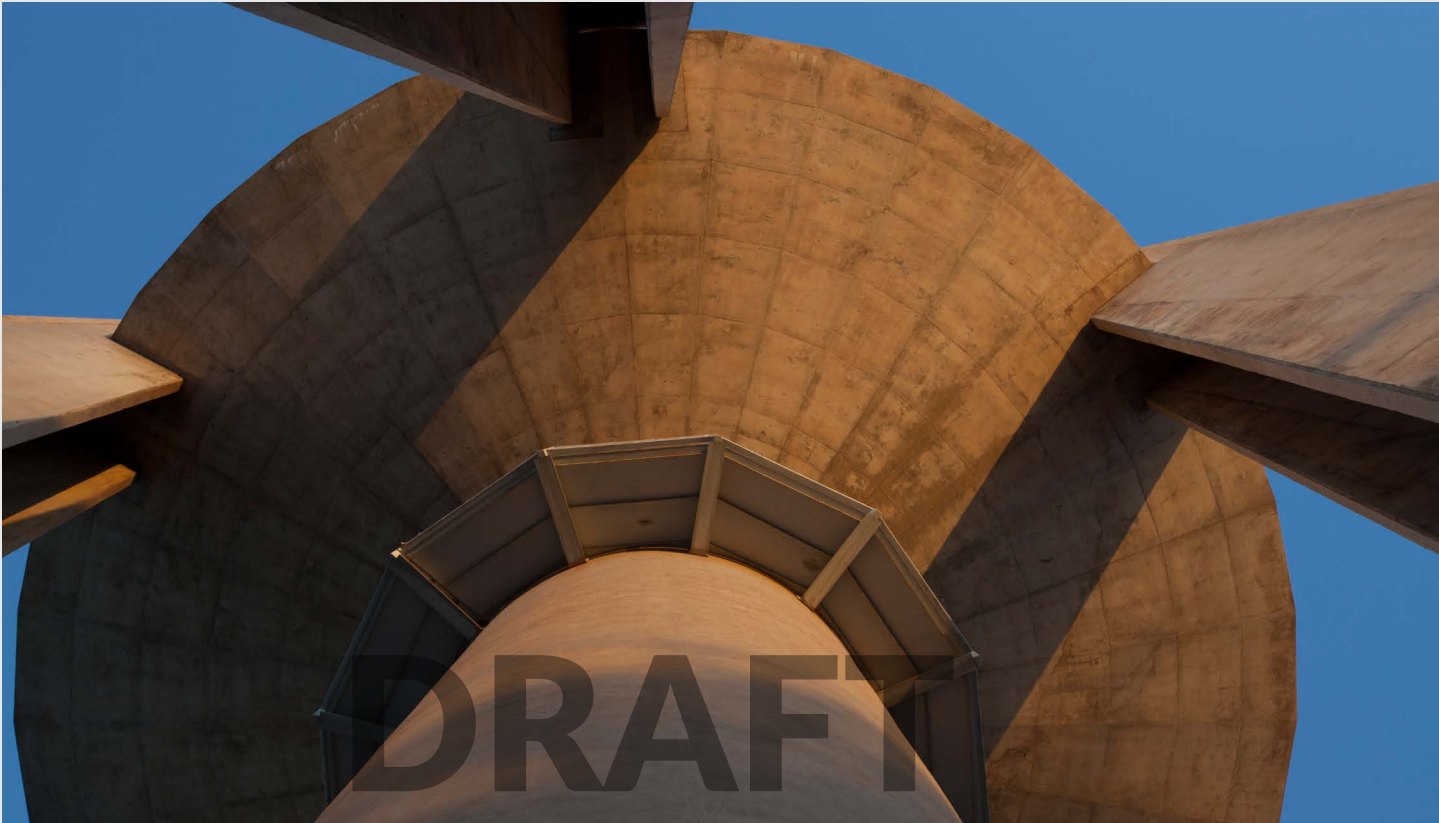
needed new social infrastructure. The large portion of the capital projects will be self-funded, however, there are several projects identified where the three tiers of Government can work together to deliver key infrastructure to the benefit of the Palmerston community.

The plan also demonstrates an improving financial position over the course of the 10 years. Financial sustainability is a key concern for the Council, and it is imperative that Council becomes and remains financially sound to ensure a continued high level of service. Council is also mindful of the social impacts and pressures that many in our community are currently feeling due to the tough economic conditions and consequently a delicate balancing act is required to ensure that Council can adequately resource itself without over-burdening the community. Over the course of the plan, the Council will see its operating deficit improve from a deficit of \$8.1 million to a deficit of \$2 million inclusive of depreciation. This will be achieved through a consistent and gradual increase of revenues over the long term whilst maintaining service standards.

We are committed to ensuring Council delivers quality services and infrastructure to the community in a sustainable and sensible manner. I thank you for reading the plan and encourage you to provide feedback during the consultation period.

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Overview

The Local Government Act requires Council to prepare and maintain a Long Term Financial Plan (LTFP).

The Plan must cover a minimum period of four years, however, many of the decisions that Council makes have impacts that go well beyond this time horizon. Council has developed a 10-year financial plan as it is important that stakeholders understand the financial implications arising from Council's decisions, and to ensure the financial sustainability of Council.

The financial modelling supporting the Long Term Financial Plan is used to forecast the Council's financial future over 10 years. The plan is a tool which assists with decision making and problem solving, enabling decisions to be made on how to best achieve the Council's corporate objectives and asset management needs whilst considering its long term financial challenges.

The LTFP includes:

- Planning assumptions used to develop the plan
- Projected income and expenditure
- Balance sheets
- Cash flow statements
- Methods of monitoring financial performance

The LTFP contains a core set of assumptions. These assumptions are based on CPI forecasts, interest rate expectations, employee award increases, estimated loan repayment schedules, and other special income and expenses which are discussed in more detail below.

Council's Long Term Financial Plan covers the period 2019/2020 to 2028/2029. It recognises its current and future financial capacity to continue delivering quality services, provide facilities and infrastructure to the community while commencing new initiatives and projects to achieve the goals set down in the Municipal Plan.

Financial planning over a 10-year time horizon is difficult and relies on a variety of assumptions that will undoubtedly change during the period. The LTFP is therefore closely monitored, and regularly revised, to reflect these changing circumstances.

This LTFP has been prepared with the base year of 2018/2019 based on the revised 2018/2019 annual budget. In the following years, anticipated projects such as the Projects capital works have been included and adjustments have been made to demonstrate what Council will need to do to progress towards the path to financial sustainability.

The LTFP model and assumptions were provided to KPMG to provide advice on the succinctness of the model and assumptions used. Although no assurance or opinions can be issued under this type of engagement, the advice received was that KPMG were satisfied with the material functionality of the Plan.

The aims of Council's Long Term Financial Plan are to:

- Set out the assumptions upon which Council's financial plans and budgets have been structured.
- Identify some Key Performance Indicators upon which Council can benchmark its financial performance.
- Set the framework so that the impact of future policy decisions can be identified.
- Evaluate the impact of future scenarios upon Council's financial position.
- Provide a basis for future informed decision making.
- Identify issues which impact upon the financial sustainability of Council including known opportunities and threats.
- Achieve a balanced budget on a funding basis, acknowledging that continued service delivery and asset renewals are current priorities.



0.8%

NT Employment Growth Forecast



1.1%

NT Population Growth Forecast

Background

PALMERSTON

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

Palmerston boasts a multi-cultural and diverse population of more than 36,000 residents, growing at an average of 5% a year who are supported by lifestyle options including multiple shopping centres, a PGA tournament standard golf course, land conservation areas, connected spaces, swimming and fitness centre, numerous schools and the recently opened Palmerston Regional Hospital, all of which support families who choose to call our city home.

With almost universal NBN coverage and a young, tech savvy population, Palmerston is becoming a hub for digital innovation through e-gaming, the Top End's annual GeekFest and regional collaboration delivering Smart City opportunities.

This rapid growth presents Council with the challenge of growing and renewing essential family friendly infrastructure for Palmerston and surrounding communities.

NORTHERN TERRITORY ECONOMY

The Northern Territory economy is highly dependent on the government sector, mining and tourism. This dependence makes it highly prone to volatility, particularly once large capital projects wind down.

Deloitte Access Economic (DAE) forecasts the Territory economy to grow by an average of 3.0% per annum over the five years to 2021-22. This is the third highest economic growth forecast of all jurisdictions, behind Queensland and Victoria. In other jurisdictions, the estimated five-year average economic growth ranges from 2.4% per annum in Tasmania to 3.4% per annum in Queensland and Victoria. DAE forecasts the national economy to grow by an average annual rate of 3.0% over the five-year period.



DAE notes that despite the outlook for future major project activity to be subdued, exports are expected to be a key driver of Territory economic growth, as the Ichthys liquefied natural gas (LNG) project transitions to the production and export phase.

DAE September quarter 2018 prepared for the Northern Territory Government, has forecast average growth in the following key economic indicators for the five years (2018-2022):

	Northern Territory	Australia
Economic Growth Forecast	3.0%	2.0%
Employment Growth Forecast	0.8%	1.8%
Population Growth Forecast	1.1%	1.6%
Consumer Price Index (CPI)	1.9%	2.3%



“

The Northern Territory economy is highly dependent on the government sector, mining and tourism. This dependence makes it highly prone to volatility, particularly once large capital projects wind down.

DRAFT

Current Financial Position

The City of Palmerston is relatively young and is rapidly growing, both in terms of population and infrastructure with developers handing over millions of dollars' worth of infrastructure annually. As the infrastructure is relatively new, it only requires maintenance works to keep it in a satisfactory condition in the short to medium term. However, in future years considerable asset replacement will be required and this will represent a significant expense for the City.

Council has recently endorsed Projects which is an innovative and progressive suite of projects that are designed to enhance the amenity and liveability in the city, with projects ranging from a new Community Hub in Zuccoli and the revitalisation of the Palmerston Swimming and Fitness Centre to smart city technology and environmental initiatives such as greening the City of Palmerston. Work has already commenced on the Making the Switch project. This project is a transformative project improving the public lighting

quality in the City and reducing electricity use and consequently generating savings. This project is funded from an internal loan from reserves and as a self-funding project the savings identified in electricity costs are repaid back into reserves with additional savings allocated to improving the quality of public lighting across Palmerston.

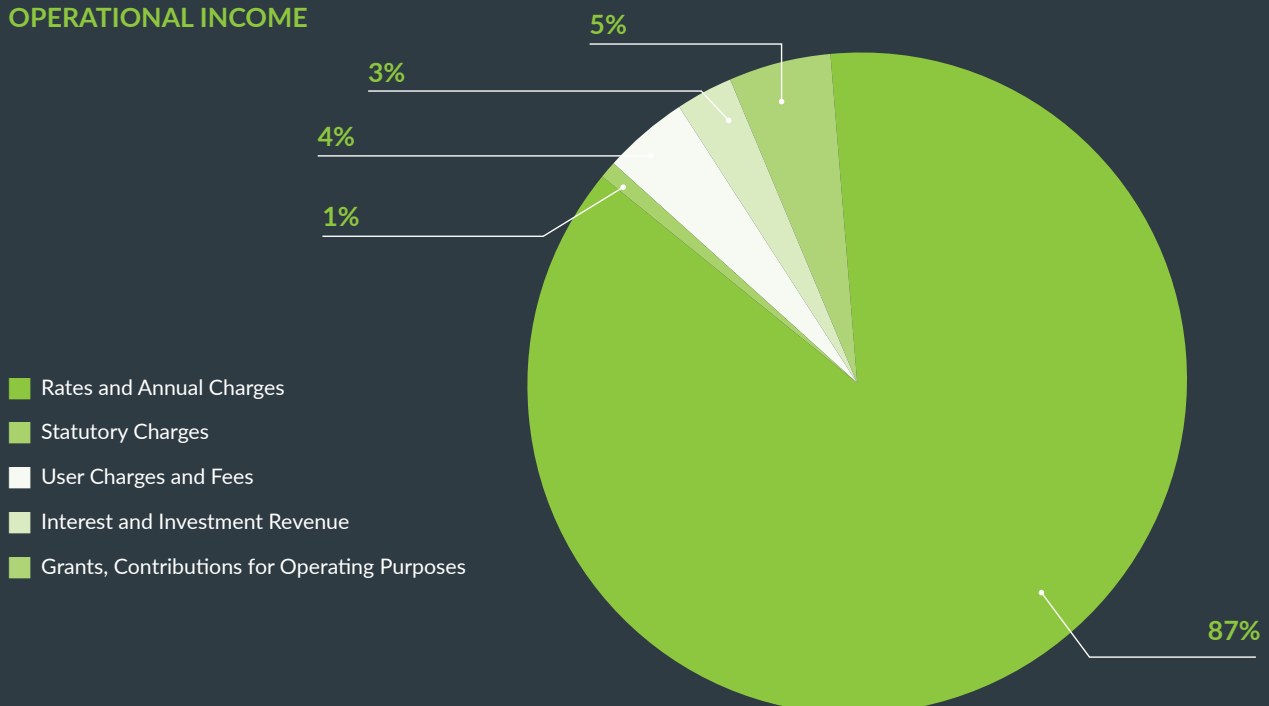
Council's reserves have been depleted over the past several years by significant capital projects which were predominately funded from reserves. These projects included the construction of an investment property that is leased to the NT Government as well as redevelopment of Goyder Square and the Boulevard. Council's reserves are currently adequate to continue ongoing operations without affecting service levels however there is limited scope to draw on reserves to fund significant future capital works and Council will need to rely on securing capital grants or the use of debt to fund these works.



DRAFT

Council currently derives nearly 87% of its operational revenues through annual rates and charges. This provides Council with certainty and security over the bulk of its revenue base and is not overly reliant on factors outside of its control. Council does however need to identify other revenue sources and lobby funding bodies for grants as currently Council's only short-term solution to increasing revenues is through above CPI increases to rates and annual charges.

OPERATIONAL INCOME





Operating Ratio
Benchmark



Rates Coverage Ratio
Maximum Benchmark



Sustainability Ratio
Minimum Benchmark

Measuring Performance

Council will continue to report on and monitor its financial performance based on standard financial indicators.

These indicators include:

- **Operating Ratio** – This measures the capacity of Council to contain its operating expenditure within its operating revenue allowing for asset renewals funded through depreciation. The benchmark for this ratio is greater than 0%.
- **Cash Expense Ratio** – This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash-flow. The benchmark for this ratio is greater than 3 months.
- **Current Ratio** – This ratio represents Council's ability to meet debt repayments as they fall due. It should be noted that Council's externally restricted assets will not be available as operating funds and as such can significantly impact Council's ability to meet its liabilities. The minimum benchmark is greater than 1.5.
- **Rates Coverage Ratio** – This ratio measures fiscal flexibility. It is the degree of reliance that Council places on external funding sources such as operating grants and contributions to fund its day to day operations. The benchmark for this ratio is between 60–75%.
- **Debt Service Cover Ratio** – This ratio measures the availability of operating cash to service debt including interest, principal and lease payments. The benchmark for this ratio is greater than 2.0.
- **Interest Cover Ratio** – This ratio indicates the extent to which Council can service its interest-bearing debt and take on additional borrowing. It measures the burden of the current interest expense upon Council's operating cash. The minimum benchmark for this ratio is greater than 4.
- **Sustainability Ratio** – This ratio indicates the extent to which Council is forecasting to increase or replace the asset base of the Council. The minimum benchmark for this ratio is 1. Where a Council records a value higher than 1, this indicates the overall asset base is being replenished at a rate equal to, or higher than, the Council's consumption of assets. Where the sustainability ratio is less than 1, the Council may have a deteriorating asset base.

Future Financial Position

The LTFP models an improving financial position for the City of Palmerston over the planning period. The plan predicts that the operating deficit of Council is reduced from a budget operating deficit in 2018-2019 of \$8.156 million to an operating deficit of \$2.043 million in 2028-2029.



The previous plan was prepared conservatively and aimed to generate an operational surplus (inclusive of depreciation) within nine years. Considering the depressed economy and to minimise the cumulative burden on the community this goal has been delayed beyond the length of this plan.

It must be stressed however, that the financial position is improving every year of the plan with the operational deficit decreasing from \$8.165 million in 2018/19 to \$2.043 million in 2028/29. This represents an improvement of a reduction of 75% of Council's current deficit. The rate increase of 3.5% is to ensure that Council's cash reserves remain at a stable level throughout the planning period and that there is adequate working capital available, whilst maintaining service levels and increasing the capital spend.

The LTFP also anticipates that the projects outlined in Projects will be undertaken and completed within five financial years and a significant increase in capital expenditure is recognised in this

period. It is anticipated that these projects will be undertaken in partnership with the Commonwealth Government, Territory Government and commercial partners through funding agreements to help fund the bulk of the works. It is however expected that Council will need to establish an external loan for \$3 million to fund a portion of the 'Splashing Out' project which will be paid back in full over a period of 10 years.

Although an operational surplus will not be reached over the term of the plan additional cash will be generated each year. These funds have been allocated into increasing capital renewals thereby ensuring that the assets of Palmerston remain in a satisfactory condition for the community. It is anticipated that a modest amount of cash will be allocated back to reserves throughout the life of the plan to take advantage of any unknown opportunities that may occur or to fund any unexpected expenses.



Major Initiatives and repairs and maintenance of assets

Over the term of the LTFP Council is planning to spend a total of \$94.134 million in capital works.

\$25.175 million will be spent on the Projects works, which will result in new and modern facilities for the Community. The remaining balance will be spent on new assets, replacements and renewals that relate to infrastructure such as roads, pathways, parks, public lighting, buildings, stormwater and fleet ensuring that the assets within Palmerston remain in a satisfactory condition.

In the adopted 2018/2019 Municipal Plan, Council budgeted for \$5.2 million for repairs and maintenance on its assets. In the LTFP it is assumed that the service standards provided will not change and has consequently based its future repairs and maintenance estimations on this amount plus provision for CPI increases throughout the term of the plan in accordance with the recently developed draft asset management plans.

LONG TERM FINANCIAL PLAN LONG TERM CAPITAL PLAN

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	TOTAL
Buildings	\$ 1,147,000	\$ 1,086,000	\$ 877,500	\$ 646,500	\$ 907,000	\$ 524,000	\$ 981,000	\$ 1,521,000	\$ 1,741,500	\$ 1,507,500	\$ 10,939,000
Parks & Reserves	\$ 1,320,000	\$ 1,506,000	\$ 1,424,500	\$ 1,216,000	\$ 1,521,000	\$ 1,962,000	\$ 1,827,500	\$ 1,858,000	\$ 1,804,000	\$ 1,984,000	\$ 16,423,000
Pathways	\$ 760,000	\$ 815,500	\$ 961,000	\$ 986,500	\$ 1,012,000	\$ 1,037,500	\$ 1,063,000	\$ 1,088,500	\$ 1,114,000	\$ 1,139,500	\$ 9,977,500
Roads	\$ 1,310,000	\$ 1,451,000	\$ 1,397,000	\$ 1,185,000	\$ 1,224,000	\$ 1,765,000	\$ 1,816,000	\$ 2,372,000	\$ 2,888,000	\$ 3,929,000	\$ 19,337,000
Stormwater	\$ 380,000	\$ 399,000	\$ 418,000	\$ 437,000	\$ 456,000	\$ 475,000	\$ 494,000	\$ 513,000	\$ 532,000	\$ 551,000	\$ 4,655,000
Public Lighting	\$ 105,000	\$ 110,500	\$ 276,000	\$ 281,500	\$ 287,000	\$ 292,500	\$ 298,000	\$ 303,500	\$ 309,000	\$ 314,500	\$ 2,577,500
Fleet	\$ 355,000	\$ 355,000	\$ 355,000	\$ 355,000	\$ 355,000	\$ 355,000	\$ 355,000	\$ 355,000	\$ 355,000	\$ 355,000	\$ 3,550,000
IT	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 1,500,000
Projects	\$ 5,500,000	\$ 9,275,000	\$ 9,000,000	\$ 700,000	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,175,000
TOTALS	\$ 11,027,000	\$ 15,148,000	\$ 14,859,000	\$ 5,957,500	\$ 6,612,000	\$ 6,561,000	\$ 6,984,500	\$ 8,161,000	\$ 8,893,500	\$ 9,930,500	\$ 94,134,000

Assumptions

This LTFP has been prepared on the basis that Council will continue to deliver the same level of service to the community as it is currently providing.

The LTFP also includes the following specific assumptions in relation to expected revenues and expenses.

GENERAL ASSUMPTIONS

Item	Assumption	Comment
Dwelling Growth	1.0%	City of Palmerston accommodation stocks grew by 3.3% p.a. from 2006-2011, and 4.6% p.a. from 2011-2016 according to the ABS. A conservative 1% growth is included in this plan due to the recent housing devaluations and possible oversupply of accommodation in the short term.
CPI	2.3%	Based on long term forecast from Deloitte Access Economics for CPI for the Australia.

REVENUE ASSUMPTIONS

Item	Assumption	Comment
Rate Increase	3.5%	This is the required amount that Council will need to raise rates to ensure that the Council is sustainable and is able to renew its current asset base.
Waste Management Charge	CPI	Annual Charges will increase in line with contractual increases.
Statutory Charges	0.0%	Statutory Charges are not forecast to increase.
User Fees and Charges	CPI	All user fees and charges are expected to increase in-line with CPI.
Investment Interest	2.9%	Interest is calculated on the forecast cash and investment balances.
Interest on overdue rates	18.0%	Interest is calculated on the overdue outstanding rates balance.
Other Revenues	CPI	Other revenues consist of program fees and sundry income items.
Operating Grants	CPI	Operating grants include the financial assistance grant and the public library funding agreement.

EXPENSE ASSUMPTIONS

Item	Assumption	Comment
Employee Benefits and on-costs	2.0% - 2.5%	Employee costs increase in line with the enterprise agreement at 2%, however between the years 2021/2022 to 2025/26 a further 0.5% p.a. is included to increase superannuation as per federal legislation.
Borrowing Costs	4.99%	Conservative estimate noting that borrowing interest rates are currently well below average levels.
Materials, contracts and other expenses	CPI	Election expenses have been budgeted for every 4 years at \$150k increased by cumulative CPI.
Depreciation	N/A	Depreciation is based on current depreciation rates plus depreciation on gifted and constructed assets at an average useful life of 70 years across asset classes.

CAPITAL ASSUMPTIONS

Item	Assumption	Comment
Capital Income	N/A	Included as detailed in the 10 years capital work program.
Capital Expenditure	N/A	Included as detailed in the 10 years capital work program.



LONG TERM FINANCIAL PLAN INCOME STATEMENT

\$'000's	Notes	2019 Revised Budget	2020 Forecast	2021 Forecast	2022 Forecast	2023 Forecast	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast
Income from Continuing Operations												
Revenue:												
Rates & annual charges		27,927	29,100	30,323	31,597	32,927	34,313	35,758	37,265	38,837	40,584	42,411
Statutory Charges		167	168	170	172	173	175	177	179	180	182	184
User charges & fees		1,387	1,419	1,452	1,485	1,519	1,554	1,590	1,626	1,664	1,702	1,741
Interest & investment revenue		963	916	824	754	738	737	737	746	767	778	787
Reimbursements		-	-	-	-	-	-	-	-	-	-	-
Other revenues		2	2	2	2	2	2	2	2	2	2	2
Grants & contributions for operating purposes		1,536	2,402	2,450	2,499	2,549	2,600	2,652	2,705	2,759	2,814	2,870
TOTAL INCOME FROM CONTINUING OPERATIONS		31,981	34,006	35,219	36,508	37,907	39,381	40,915	42,523	44,208	46,062	47,995
Expenses from Continuing Operations												
Employee benefits & costs		8,672	8,845	9,022	9,248	9,479	9,716	9,959	10,208	10,412	10,620	10,833
Borrowing costs		92	82	70	199	175	149	122	94	74	58	42
Materials, contracts and other expenses		19,873	20,229	20,896	21,586	22,448	23,039	23,799	24,585	25,546	26,239	27,105
Depreciation, amortisation & impairment		11,500	10,390	10,634	10,922	11,177	11,305	11,443	11,583	11,725	11,885	12,058
TOTAL EXPENSES FROM CONTINUING OPERATIONS		40,137	39,546	40,623	41,955	43,280	44,210	45,323	46,469	47,757	48,802	50,038
OPERATING RESULT FOR THE YEAR		(8,156)	(5,539)	(5,405)	(5,447)	(5,373)	(4,829)	(4,408)	(3,947)	(3,549)	(2,741)	(2,043)
Amounts received specifically for new or upgraded assets		728	3,320	7,770	6,070	670	670	670	670	670	670	670
Physical resources received free of charge		10,000	6,000	5,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
TOTAL COMPREHENSIVE INCOME / (LOSS)		2,633	3,781	7,365	3,623	(1,703)	(1,159)	(738)	(277)	121	929	1,627

LONG TERM FINANCIAL PLAN

STATEMENT OF FINANCIAL POSITION

\$ '000	Notes	2019 Revised Budget	2020 Forecast	2021 Forecast	2022 Forecast	2023 Forecast	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast
Assets												
Current Assets:												
Cash & cash equivalents		11,677	6,485	4,090	3,518	3,517	3,505	3,824	3,543	3,906	4,222	4,604
Investments		4,500	6,500	6,500	6,500	6,500	6,500	6,500	7,500	7,500	7,500	7,500
Receivables		1,522	1,537	1,553	1,570	1,587	1,604	1,622	1,639	1,657	1,676	1,695
Non-current assets classified as 'held for sale'		-	-	-	-	-	-	-	-	-	-	-
TOTAL CURRENT ASSETS		17,698	14,523	12,144	11,588	11,604	11,609	11,945	12,682	13,063	13,398	13,799
Non-Current Assets:												
Infrastructure, property, plant & equipment		552,937	559,674	569,189	576,126	573,903	572,210	570,580	568,981	568,417	568,676	569,548
Investment property		6,773	6,773	6,773	6,773	6,773	6,773	6,773	6,773	6,773	6,773	6,773
Work in progress		-	-	-	-	-	-	-	-	-	-	-
TOTAL NON-CURRENT ASSETS		559,710	566,447	575,962	582,899	580,676	578,983	577,353	575,754	575,190	575,449	576,321
TOTAL ASSETS		577,408	580,970	588,106	594,487	592,281	590,592	589,298	588,436	588,253	588,846	590,120
Liabilities												
Current Liabilities:												
Payables		3,430	3,509	3,590	3,672	3,757	3,843	3,932	4,022	4,115	4,209	4,306
Borrowings		219	231	242	504	530	557	585	304	320	336	353
Provisions		1,036	1,057	1,078	1,105	1,132	1,161	1,190	1,219	1,244	1,269	1,294
TOTAL CURRENT LIABILITIES		4,685	4,796	4,910	5,282	5,419	5,561	5,707	5,546	5,678	5,814	5,953
Non-Current Liabilities:												
Payables		-	-	-	-	-	-	-	-	-	-	-
Borrowings		1,572	1,342	1,100	3,358	2,828	2,271	1,686	1,381	1,061	725	372
Provisions		1,744	1,779	1,814	1,860	1,906	1,954	2,003	2,053	2,094	2,136	2,179
TOTAL NON-CURRENT LIABILITIES		3,316	3,120	2,914	5,218	4,734	4,225	3,689	3,434	3,155	2,861	2,551
TOTAL LIABILITIES		8,001	7,917	7,824	10,499	10,153	9,786	9,395	8,980	8,834	8,675	8,504
NET ASSETS		569,407	573,053	580,282	583,988	582,127	580,806	579,903	579,456	579,419	580,171	581,616
Equity												
Retained earnings/(accumulated deficit)		210,226	217,159	226,880	231,513	229,774	228,590	227,496	226,152	225,867	226,419	227,603
Other Reserves		13,013	9,726	7,234	6,307	6,185	6,048	6,239	7,136	7,384	7,584	7,845
Revaluation reserves		346,168	346,168	346,168	346,168	346,168	346,168	346,168	346,168	346,168	346,168	346,168
Council equity interest		569,407	573,053	580,282	583,988	582,127	580,806	579,903	579,456	579,419	580,171	581,616
Non-controlling interest		-	-	-	-	-	-	-	-	-	-	-
TOTAL EQUITY		569,407	573,053	580,282	583,988	582,127	580,806	579,903	579,456	579,419	580,171	581,616

LONG TERM FINANCIAL PLAN STATEMENT OF CASHFLOWS

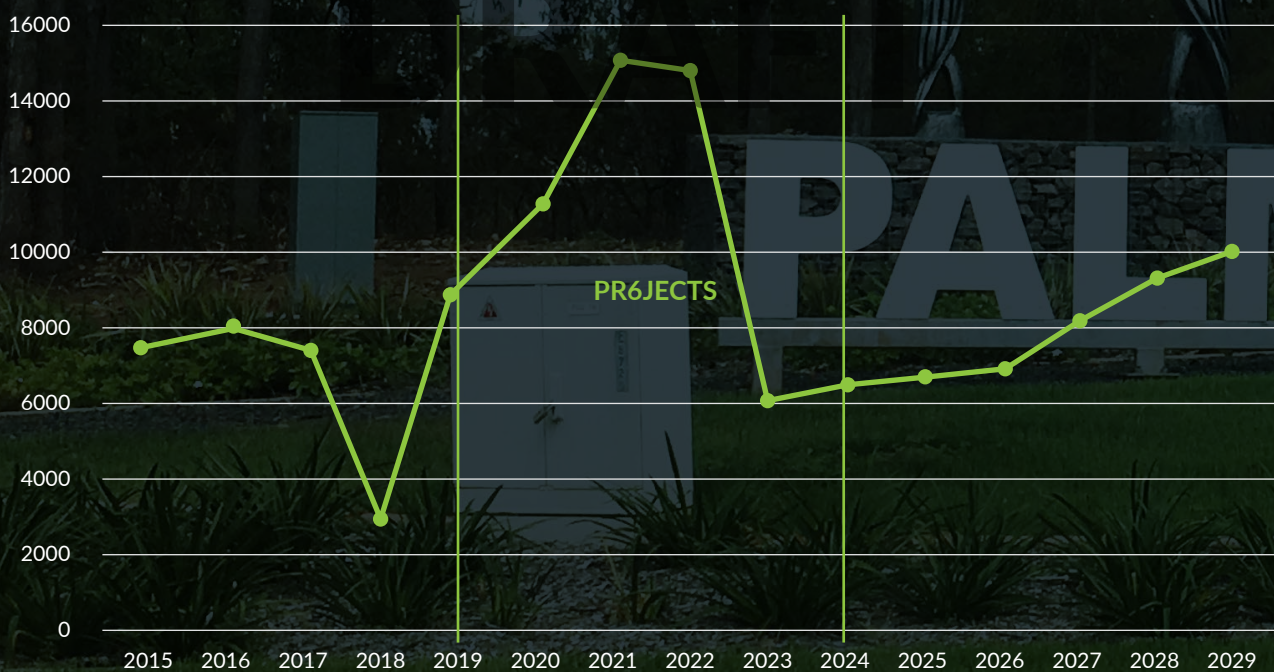
\$ '000	Notes	2019 Revised Budget	2020 Forecast	2021 Forecast	2022 Forecast	2023 Forecast	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast
Cash Flows from Operating Activities												
Receipts:												
Rates & annual charges		27,927	29,100	30,323	31,597	32,927	34,313	35,758	37,265	38,837	40,584	42,411
User charges & fees		1,530	1,571	1,605	1,640	1,675	1,712	1,749	1,787	1,826	1,865	1,906
Investment & interest revenue received		537	916	824	754	738	737	737	746	767	778	787
Grants & contributions		1,536	2,402	2,450	2,499	2,549	2,600	2,652	2,705	2,759	2,814	2,870
Bonds, deposits & retention amounts received		-	-	-	-	-	-	-	-	-	-	-
Other		1	2	2	2	2	2	2	2	2	2	2
Payments:												
Employee benefits & costs		(8,672)	(8,845)	(9,022)	(9,248)	(9,479)	(9,716)	(9,959)	(10,208)	(10,412)	(10,620)	(10,833)
Materials, contracts & other expenses		(19,873)	(20,229)	(20,896)	(21,586)	(22,448)	(23,039)	(23,799)	(24,585)	(25,546)	(26,239)	(27,105)
Finance Payments		(92)	(82)	(70)	(199)	(175)	(149)	(122)	(94)	(74)	(58)	(42)
Bonds, deposits & retention amounts refunded		-	-	-	-	-	-	-	-	-	-	-
Other operating payments		-	-	-	-	-	-	-	-	-	-	-
NET CASH PROVIDED (OR USED IN) OPERATING ACTIVITIES		2,894	4,835	5,215	5,459	5,788	6,460	7,018	7,618	8,159	9,125	9,996
Cash Flows from Investing Activities												
Receipts:												
Sale of investment securities		-	-	-	-	-	-	-	-	-	-	-
Sale of infrastructure, property, plant & equipment		-	-	-	-	-	-	-	-	-	-	-
Amounts specifically for new or upgraded assets		728	3,320	7,770	6,070	670	670	670	670	670	670	670
Payments:												
Purchase of investment securities		(1,000)	(2,000)	-	-	-	-	-	(1,000)	-	-	-
Purchase of infrastructure, property, plant & equipment		(8,879)	(11,127)	(15,149)	(14,859)	(5,955)	(6,612)	(6,812)	(6,984)	(8,162)	(9,143)	(9,931)
NET CASH PROVIDED (OR USED IN) INVESTING ACTIVITIES		(9,151)	(9,807)	(7,379)	(8,789)	(5,285)	(5,942)	(6,142)	(7,314)	(7,492)	(8,473)	(9,261)
Cash Flows from Financing Activities												
Receipts:												
Proceeds from bonds and deposits		-	-	-	-	-	-	-	-	-	-	-
Proceeds from borrowings & advances		2,000	-	-	3,000	-	-	-	-	-	-	-
Payments:												
Repayment of borrowings & advances		(209)	(219)	(231)	(242)	(504)	(530)	(557)	(585)	(304)	(336)	(353)
NET CASH PROVIDED (OR USED IN) FINANCING ACTIVITIES		1,791	(219)	(231)	2,758	(504)	(530)	(557)	(585)	(304)	(336)	(353)
NET INCREASE/(DECREASE) IN CASH & CASH EQUIVALENTS		(4,465)	(5,191)	(2,395)	(572)	(1)	(12)	319	(281)	363	316	382
plus: CASH & CASH EQUIVALENTS - beginning of year		16,142	11,677	6,485	4,090	3,518	3,517	3,505	3,824	3,543	3,906	4,222
plus: INVESTMENTS ON HAND - end of year		4,500	6,500	6,500	6,500	6,500	6,500	6,500	7,500	7,500	7,500	7,500
CASH & CASH EQUIVALENTS & INVESTMENTS - end of year		16,177	12,985	10,590	10,018	10,017	10,005	10,324	11,043	11,406	11,722	12,104

LONG TERM FINANCIAL PLAN

FINANCIAL RATIOS

	2019 Revised Budget	2020 Forecast	2021 Forecast	2022 Forecast	2023 Forecast	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast
Operating Ratio											
<i>This ratio measures Council's ability to contain operating expenditure within operating revenue</i>	-25.50%	-16.29%	-15.35%	-14.92%	-14.17%	-12.26%	-10.77%	-9.28%	-8.03%	-5.95%	-4.26%
Benchmark - Greater than 0%											
<i>(operating revenue excl. capital grants and contributions - operating expenses) / operating revenue excluding capital grants and contributions</i>											
Cash Expense Cover Ratio											
<i>This ratio indicates the number of months Council can continue paying for its immediate expenses without additional cash inflow</i>	6.80	5.36	4.25	3.90	3.76	3.67	3.67	3.81	3.81	3.82	3.83
Benchmark - Greater than 3.0 months											
<i>(current year's cash and cash equivalents / (total expenses - depreciation - interest costs)) * 12</i>											
Current Ratio											
<i>This ratio represents Council's ability to meet debt payments as they fall due. It should be noted that Council's externally restricted assets will not be available as operating funds and as such can significantly impact Council's ability to meet its liabilities.</i>	3.78	3.03	2.47	2.19	2.14	2.09	2.09	2.29	2.30	2.30	2.32
Benchmark - Greater than 1.5											
<i>current assets / current liabilities</i>											
Rates Revenue											
<i>This ratio measures the level of Council's fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions. Council's financial flexibility improves the higher the level of its own source revenue</i>	65.44%	64.31%	64.89%	65.41%	65.84%	66.22%	66.61%	66.97%	67.32%	67.52%	67.71%
Benchmark - Greater than 60% < 75%											
<i>rates / total operating revenue</i>											
Debt Service Cover Ratio											
<i>This ratio measures the availability of cash to service debt including interest, principal, and lease payments</i>	7.91	13.09	14.64	10.70	7.46	8.45	9.27	10.14	19.59	21.21	23.35
Benchmark - Greater than 2.0											
<i>operating result before interest and depreciation (EBITDA) / principal repayments + borrowing interest costs</i>											
Interest Cover Ratio											
<i>This ratio indicates the extent to which Council can service its interest bearing debt and take on additional borrowings. It measures the burden of the current interest expense upon Council's operating cash</i>	25.82	48.24	62.58	23.69	28.98	38.46	51.50	73.32	100.50	143.63	219.80
Benchmark - Greater than 4.0											
<i>operating result before interest and depreciation (EBITDA) / interest expense</i>											
Sustainability Ratio											
<i>This ratio indicates the extent to which Council is replacing its existing asset base with capital renewals of existing assets</i>	0.77	1.07	1.42	1.36	0.53	0.58	0.60	0.60	0.70	0.77	0.82
Benchmark - Greater than 1.0											
<i>annual capital expenditure on renewals / annual depreciation</i>											

CAPITAL SPEND '000S



Capital Spend '000s

Conclusion

Financial sustainability is ensuring that Council is able to fund both its services and be able to fund asset replacement at the rate upon which they deteriorate.

Council is committed to long-term financial sustainability and intergenerational equity, where each generation 'pays their way,' rather than any generation 'living off their assets' and leaving it to future generations to address the issue of replacing worn out infrastructure without the necessary funds to do so.

Council is currently relatively low on un-restricted reserves and operating with continuous deficits. However, the organisation itself is sustainable and financially viable in a strong cash position. Through prudent and responsible budgeting, planning and financial management the Council will be able to rebuild its reserves, continue to deliver quality services to the community and replace and renew assets now and into the future, ensuring the same level of service for each generation.



DRAFT



Civic Plaza, 1 Chung Wah Terrace



08 8935 9922



palmerston@palmerston.nt.gov.au



www.palmerston.nt.gov.au

2nd Ordinary Council Meeting

AGENDA ITEM: 13.2.3

REPORT TITLE: Adoption of Council Policy *AD01 Privacy*

REPORT NUMBER: 9/0164

MEETING DATE: 19 February 2019

Author: Director Corporate Services, Chris Kelly

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

This report seeks to adopt draft Council Policy *AD01 Privacy* following community 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.
- Council has adopted a draft 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 undertook 21 days public consultation on the draft policy. No submissions were received.
- Council identified an amendment which would ensure consistent treatment of information transfer within and outside the Northern Territory.
- It is recommended that Council adopt the draft policy with one amendment to ensure consistent treatment of information transfer within and outside of the Northern Territory.

RECOMMENDATION

1. THAT Report Number 9/0164 entitled Adoption of Council Policy *AD01 Privacy* be received and noted.
2. THAT Council adopt Council Policy *AD01 Privacy* at **Attachment B** to Report Number 9/0164 entitled Adoption of Council Policy *AD01 Privacy*.

BACKGROUND

At the 2nd Ordinary Council Meeting of 20 November 2018 Council made the following decisions:

13.2.4 Draft Council Policy AD01 Privacy

9/0117

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.*
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.*

CARRIED 9/0376 - 20/11/2018

Council has undertaken public consultation and this report recommends adoption of Council Policy AD01 *Privacy*.

DISCUSSION

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

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*. A draft policy was endorsed by Council for public consultation.

Council received no submissions during the 21 day public consultation period which occurred between 21 November and 11 December 2018. That said, the draft policy has been further considered and an amendment is being recommended to Section 4.6 by removing the words “outside the Northern Territory”. This will ensure consistent treatment of information transfers within and outside of the Northern Territory. The originally proposed wording was ambiguous and contrary to the intent of the policy and legislation.

CONSULTATION PROCESS

This draft policy, including the proposed change, has been developed in consultation with the Office of the Ombudsman, which now contains the Information Commissioner, and the Department of Local Government, 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*.

Council undertook 21 days public consultation, which was promoted through Council's website, social media and newspaper advertisements. No submissions were received. It is not recommended that further public consultation be undertaken on the proposed amendment, as it strengthens the intention of the policy, and policy protections for members of the community, and reflects legislative requirements.

POLICY IMPLICATIONS

If adopted *AD01 Privacy* will become Council policy.

BUDGET AND RESOURCE IMPLICATIONS

There are no budget or resource implications relating to this report.

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 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 Local Government, Housing and Community Development is that this policy, including the proposed amendment, meets Council's legislative requirements.

The amendment that is recommended to the original draft will ensure that there is no ambiguity and that Council will treat the transfer of information within and outside of the Northern Territory in the same manner.

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: Original Draft Council Policy *AD01 Privacy*

Attachment B: Proposed Council Policy *AD01 Privacy* (containing minor amendment)

Name:	Privacy		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	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.

2 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.

4 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.

AD01

- 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.

AD01

- 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

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Information Act*
- 6.2 *Local Government Act*

Name:	Privacy		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Corporate Services		
Approval Date:	19/02/2019	Next Review Date:	1/01/2023
Records Number:	372233	Council Decision:	9/xxxx

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AD01

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 - 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:
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 - 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.
- 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

AD01

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 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

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Information Act*
6.2 *Local Government Act*

2nd Ordinary Council Meeting

AGENDA ITEM: 13.2.4

REPORT TITLE: Review of Recreational Fishing in Palmerston Lakes

REPORT NUMBER: 9/0165

MEETING DATE: 19 February 2019

Author: Manager Growth and Sustainability, Rebecca de Vries

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

This report seeks to provide Council with a background of fishing in Palmerston lakes and considers the impacts of approval of recreational fishing in additional lakes within the municipality.

Municipal Plan:

3. Environment & Infrastructure

3.1 Environment Sustainability

3.2 We are committed to maintaining and developing community assets and infrastructure which meet the needs of our community.

KEY ISSUES

- Council has requested a review of recreational fishing in Palmerston lakes.
- The *Palmerston (Public Places) By-Laws* currently requires signage to be in place for fishing to be permitted to occur in Palmerston lakes.
- Council currently allows fishing to occur in three (3) lakes in Palmerston which is supported by signage in accordance with the By-law.
- There is a history of fish stocking in several Palmerston lakes, however not all lakes have ancillary fishing infrastructure installed such as platforms.
- There is open space infrastructure located around the majority of lakes within the Municipality which can support recreational fishing.
- It is recommended that recreational fishing be permitted in all Council owned and managed lakes through the installation of appropriate signage.

RECOMMENDATION

1. THAT Report Number 9/0165 entitled Review of Recreational Fishing in Palmerston Lakes be received and noted.
2. THAT Council approve recreational fishing in all Council owned and managed waters in a reserve noting that no additional fishing infrastructure such as platforms will be provided at this time, and that any request for fish stocking will be independently assessed.

BACKGROUND

At the Community, Culture and Environment Committee meeting held on 8 December 2015, Council gave approval for recreational fishing to occur at lakes 5, 6 and 10 in Durack and at Marlow Lagoon, and that the cost to construct appropriate infrastructure at lakes 5, 6 and 10 in Durack be included into the 2016/2017 Capital Works program.

11.3.2 Recreational Fishing – Durack Lakes and Marlow Lagoon CCE/0487

1. *THAT Council grants consent for recreational fishing to occur at Lake 5, 6 and 10 Durack Lakes and Marlow Lagoon and that signage is erected at these locations.*
2. *THAT an estimated cost to construct recreational fishing infrastructure at lakes 5, 6 and 10 be provided to Council for consideration prior to its inclusion in the draft 2016/17 budget.*

CARRIED 8/1780–08/12/2015

In September 2016 Council undertook a Level 2 – Neighbourhood consultation to seek comments from residents regarding the installation of fishing platforms at three (3) lakes in Durack. The results were presented in a report to Council on 15 November 2016.

11.3.1 Fishing Platforms – Durack Lakes

THAT Council reaffirms its commitment to recreational fishing in lakes 5, 6 and 10 Durack.

CARRIED 8/2332 – 15/11/2016

As per the decision, Council installed the infrastructure at lakes 5, 6 and 10 in Durack which included a platform to fish from, rubbish bin, access path and signage.

At the 1st Ordinary Council Meeting of 6 November 2018 Council made the following decision:

17.3 Palmerston Lakes Fishing

THAT a report be presented to Council by 2nd 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

DISCUSSION

Lakes in Palmerston form part of Council's open space areas and predominantly provide a stormwater management function. Lakes have also been a preferred method for stormwater management and treatment due to the amenity they are able to contribute to Council's open space areas. The below map shows the lakes within Council's open space areas:



Map 1: Council lakes located in Durack, Marlow Lagoon and Gunn within Council's open space areas.

It has been observed that recreational fishing already occurs in Council lakes that are not designated fishing areas. This has been occurring regardless of any supporting fishing infrastructure such as platforms, which could be attributed to how these lakes are designed, providing a safe environment that contributes to the amenity of open space areas.

Fishing in these lakes has been occasionally reported by the public to Council or observed by Council officers, however is difficult to enforce noting that by the time a report may have been received, the recreational fisher may have moved on. In response to this, any enforcement activity that may be undertaken by Council would typically be to educate the public on where they are able to fish rather than impose a penalty.

Fish stocking in lakes:

There is a history of barramundi fingerlings being released in lakes 4, 5, 6, 8, 9 and 10 in Durack and all three lakes at Sanctuary Lakes. This release has been undertaken in conjunction with the aquaculture department of Charles Darwin University in 2012 and NT Fisheries from 2016 onwards.

It is noted that each lakes provides an ecosystem which naturally supports aquatic life. This aquatic life, in conjunction with environmental processes, has seen the occurrence of fish in water bodies without being intentionally introduced.

Based on this, there is no requirement for fish stocking in any of Council's lakes for recreational fishing to occur. Further, this report does not explore or assess fish stocking in the lakes and only considers whether fishing is able to be permitted within Council lakes.

A Place for People

Installation of fishing infrastructure:

To allow fishing to occur, the *Palmerston (Public Places) By-Laws* requires signage to be in place. Specifically the By-law states:

69 General Offences

- (1) A person must not in waters in a reserve:
- (a) drive, propel, sail or tow a boat or motor boat;
 - (b) fish; or
 - (c) swim or bath,

unless doing so:

- (d) in waters designated by signs erected or posted by the council as waters where a person may drive, propel, sail or tow a boat or motor boat, fish or swim; and
- (e) in accordance with any directions on those signs.

Penalty: \$3 000

Based on this, Council will be required to install signage to permit fishing to occur in the remaining Council owned and managed lakes.

Separate to the installation of signage, it is acknowledged that there is a range of infrastructure provided within Council's open spaces, including fishing infrastructure such as platforms and bins located at lakes 5, 6 and 10 in Durack. Other infrastructure located through Council's open space areas includes extensive footpath networks, bins, shade structures and playgrounds.

Council's open space areas are serviced and maintained to provide recreational opportunities for the community. By permitting recreational fishing to occur, Council will get greater value out of the current maintenance and servicing of parks, through providing an opportunity to increase park utilisation without adding any additional maintenance requirements for the open spaces areas.

The installation of any additional fishing infrastructure such as platforms may result in a park serving a greater catchment, creating greater strain on local infrastructure such as car parking and access in local streets. To address this, it is recommended that no additional fishing infrastructure be installed at this time. Any additional installation of fishing infrastructure would be subject to further assessments to determine appropriate locations.

Other benefits:

The Northern Territory is known for its outdoor lifestyle, and in particular it's fishing opportunities. Making fishing an optional activity for residents and visitors in all Council owned and managed lakes allows Council to leverage off this lifestyle choice and encourage activity in open space areas.

Allowing recreational fishing in additional lakes in all Council owned and managed lakes may also reduce travel times for some community members to participate in this activity in their local area and engage community members in a more active lifestyle, noting the amenity value of lakes and the connecting footpath networks.

Increasing activity in Council's open space areas also achieves an increase in surveillance opportunities by members of the public, which can discourage antisocial behaviour.

CONSULTATION PROCESS

Public consultation was not required for the preparation of this report.

A Place for People

If recreational fishing is approved. Council will update the website to inform recreational fishers that this activity can occur, and include information about safe fish handling practices and being environmentally responsible.

Council will also install signage at all Council owned and managed lakes to permit fishing, and include educational information to support the activity.

POLICY IMPLICATIONS

There are no policy implications as a result of this report.

BUDGET AND RESOURCE IMPLICATIONS

If Council chooses to install a sign at each lake to permit fishing in accordance with the existing By-law, this is estimated to cost approximately \$1000 at each location depending on the size and design of the sign. This is able to be undertaken within existing budgets.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There may be an increase in litter and in particular discarded fishing line, hooks and sinkers in new fishing locations. Despite placing bins within the immediate vicinity of existing fishing platforms, some of this type of litter is not being placed in the bins and reports of wildlife being affected have been received. Incorporating educational signage at each location on responsible waste disposal may assist to manage this risk.

Council will need to install appropriate signage at each lake to permit fishing to occur in accordance with the *Palmerston (Public Places) By-Laws*.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Allowing recreational fishing in all Council owned and managed lakes Council is supporting the community to participate in a more active and healthy lifestyle.

By installing informative signs at Council owned and managed lakes, Council is able to promote environmental responsibility within the community, by providing advice such as safe fishing practices and responsibly disposing of fishing waste.

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

2nd Ordinary Council Meeting

AGENDA ITEM: 13.2.5

REPORT TITLE: Palmerston Local Economic Plan Update

REPORT NUMBER: 9/0170

MEETING DATE: 19 February 2019

Author: Director of Corporate Services, Chris Kelly

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

This report seeks to provide Council with an update on the development of a Palmerston Local Economic Plan and seek approval of the proposed public consultation process.

Municipal Plan:

2. Economic Development

2.2 Local Business and Industry

2.2 We are committed to ensuring local businesses and industry receive the support they need in order to grow and prosper within our region.

KEY ISSUES

- In the 2017 and 2018 Community Satisfaction Surveys, the Palmerston community highly rated the importance of encouraging tourism and supporting local businesses, however indicated that they would like to see Council do more to promote Palmerston and grow the local economy.
- In the City of Palmerston Municipal Plan 2018/2019, Council committed to preparing an Economic Development Plan in conjunction with local businesses.
- Council is partnering with the Northern Territory Government in the development of this plan and they are contributing \$50,000 towards the project.
- This project will identify partnerships, responsibilities and guide actions to support economic development in Palmerston to deliver a vibrant economy.
- It is recommended that Council undertake a series of consultation activities including a Launch Event, facilitated workshop, an Engagement Blitz and 28 days public consultation to inform preparation of the Economic Development Plan.
- It is envisaged that the Economic Development Plan will be finalised in July 2019.

RECOMMENDATION

1. THAT Report Number 9/0170 entitled Palmerston Local Economic Plan Update be received and noted.
2. THAT Council develop a Palmerston Local Economic Plan utilising the consultative process as outlined in Report Number 9/0170 entitled Palmerston Local Economic Plan Update with a completion date of 31 July 2019.

BACKGROUND

In the 2017 and 2018 Community Satisfaction Surveys, the Palmerston community highly rated the importance of encouraging tourism and supporting local businesses, however indicated that they would like to see Council do more to promote Palmerston and grow the local economy.

Council committed to preparing an Economic Development Plan in conjunction with local businesses in the 2018/19 Municipal Plan.

Council's annual expenditure for 2018/19 is estimated to be \$40 million, which means that Council is a significant consumer of goods and services in the Top End region. In the last financial year 90% of Council expenditure occurred in the region resulting in \$27.1 million being spent in the Northern Territory. Council already applies a 20% weighting for local businesses as part of its procurement process, however this report will explore additional ways and partnerships to support the local economy.

In addition to this, Council's draft Long Term Financial Plan is forecasting to spend \$94.134 million on renewal, upgrade and new infrastructure over the next ten years. This is an additional \$54.722 million on infrastructure above previous estimates, inclusive of *Prójects*. The Northern Territory Government has identified four priorities for expenditure, namely creating jobs, cutting crime, investing in generational change and good government. Council's infrastructure spend over the next ten years in partnership with the Australian and Northern Territory Governments, in particular *Prójects*, will assist in achieving these objectives to improve the lives of Palmerston residents through Smart Cities and lighting upgrades projects which fight crime and anti-social behaviour, a revamped Palmerston Swimming and Fitness Centre which increases social diversion and promotes healthy lifestyle choices and increased social infrastructure which provides spaces for community outreach.

Importantly, all of these projects will create jobs, particularly in the construction sector and improve the liveability of Palmerston, helping to grow our local population. Improved liveability will further increase the attractiveness of living in the Top End and will support the local investment of the Northern Territory Government through initiatives such as the Territory Home Owner Bonus, the new Palmerston Police and Fire Stations and the fast tracking of Stage 2 of the Zuccoli Primary School.

This report provides Council with an update on the development of the plan now known as the Palmerston Local Economic Plan (PLEP) and recommends a consultation strategy.

DISCUSSION

The *Northern Territory Economic Development Framework*, prepared by the Northern Territory Government commits to an "economic development plan and priority projects that realise local aspirations" for Palmerston, so to share resources and to avoid duplication, Council sought to partner with the Northern Territory Government on this project. The Northern Territory Government has committed \$50,000 towards this project from the Regional Economic Development Fund.

Deloitte has been appointed to assist in the preparation of the plan. Deloitte were chosen because of their previous work on the Northern Territory Economic Development Framework and their established relationships as a result of this work and their long-term presence in the Northern Territory and their economic credentials.

Whilst this was occurring, the Palmerston People's Forum was preparing Council's Community Plan to guide the development of Council policy and infrastructure over the next ten years. The Draft Community Plan, which is currently open for public submissions, identifies Palmerston as *"a destination city for employment, it is a place where businesses are encouraged to set up and to grow"*, as part of its Vibrant Economy Outcome. The Community Plan then sets out strategies to achieve the objectives of improving Palmerston's image and ensuring that Palmerston's economic future is bright.

This plan will build on and support Council's efforts in building:

- economic growth prospects for Palmerston, including unattractive prospects;
- opportunities to supporting entrepreneurs and new businesses;
- opportunities for local businesses and local employment base on macro-economic trends;
- potential social and economy infrastructure investment to support economic growth prospects;
- Palmerston's current and prospective economic relationships;
- Palmerston's tourism and event economic opportunities and limitations;
- impacts from Council's investment in social and physical infrastructure; and
- sources of frustration with Council regulations and processes identified by the local business community and possible solutions.

It is important to note economic development requires support from a variety of stakeholders such as government, businesses and the community. Each stakeholder has a different level of and influence. It is critical that Council develops partnerships and seek to work collaboratively on the preparation and implementation of this plan to ensure success. Roles vary from potential funder, advocate, consumer and regulator amongst other roles. The PLEP will seek to identify actions and assign responsibility for them, either individually or collectively. The PLEP will capture existing initiatives and plans for the future of Palmerston from all stakeholders, whilst identifying the areas where all stakeholders, including Council can strategically influence outcomes for the growth of the local economy.

As an example, Council already plays several roles in the local economy. As outlined above, it is a significant consumer with \$27.1 million injected in the local economy in the previous financial year.

As a regulator, Council controls matters such as footpath dining, parking pricing and regulation, and management of Council's owned land. The consultation that will occur as part of the development of the PLEP, and research on good practice, will provide outcomes that Council can deliver over the life of the plan to make reduce red tape and compliance costs for local businesses.

As an advocate, Council can promote the fact that it is the closest major city to the Top End's tourism assets, and this document will outline how Council will seek to position Palmerston as the launching point for adventures into Kakadu and Litchfield National Parks, Daly River region, Mary River Wetlands and Arnhem land providing accommodation, dining and retail for people wishing to take advantage of fishing, camping, bush walking, four wheel driving and other sightseeing opportunities. Council will actively seek to partner with local accommodation and tourism providers to jointly promote Palmerston's existing strengths of two hotels boasting 284 rooms, conference facilities and favourable proximity to Top End attractions, Darwin airport and the Ghan terminus.

CONSULTATION PROCESS

Council has made a commitment to draft this plan in conjunction with the Palmerston community. To achieve this, engagement strategies that effectively interact with a broad cross section of the diverse community need to be designed and effectively implemented.

A broad geographic spread will require decisions by the Council to determine the extent and method of engagement with residents, industry and the business community. Research from Deloitte estimates that 71% of residents work full time, so creative methods for engagement with the community, industry and the business sector will need to be undertaken to ensure effective engagement outcomes including consultation outside of hours to meet business needs. A series of engagement initiatives are recommended, which are:

1. Launch Event
2. Workshop
3. Public Engagement Blitz
4. 35-Day Submission period on the draft PLEP.

It is proposed that this process will commence with a Launch Event hosted by the Mayor and Elected Members at Civic Plaza to engage business owners and stakeholders and inform the business community of the PLEP process and proposed engagement process. At this time, Council will also commence partnering with industry bodies (NT Chamber of Commerce, Property Council, PRBA) to circulate information about the engagement process and utilise member specific methods of providing feedback and input into the PLEP (e.g. utilising social media and email networks to promote engagement activities)

The second event will be a facilitated workshop. Council experience, supported by Deloitte experience, is that this method of engaging is often low in total numbers who choose to attend such events, however it forms an important part of the engagement process, and should not be excluded, but rather part of series of engagement activities.

Two workshop formats have been suggested by Deloitte, which are either “focussed conversation” style or “World Café” style.

Focussed conversation is a group activity that promotes structured conversations around four levels of thinking:

- Objective questions-presenting the data Deloitte has gathered and asking for response and feedback
- Reflective questions-asking whether the data resonates with them and they know to be true locally;
- Interpretative questions-what does the data/information means for Palmerston, what else needs to be taken into account; and
- Decisional questions-what is worth pursuing/eliminating.

World Café is a structured process where participants discuss a question, or series of questions at a group of small tables (no more than 4/5 people per table). Each table has a host (who is a volunteer attendee) who facilitates the same conversation during a series of “rounds” (usually 20 minutes). At the end of each “round” participants disperse and move to new tables to continue the discussion. It is designed so participants can share ideas, concerns, experiences or feedback with a broad range of people.

It is recommended that Council host a “focussed conversation” workshop. This type of workshop is preferable as informed decision-making based on available data from Deloitte Access Economics and

Council, and its targeted questioning, will result in specific outcomes, rather than a broader style which may not give the Northern Territory Government and Council specific outcomes it can achieve.

The third round of consultation will consist of a consultation blitz designed to engage a large number of businesses and the community. This would consist of promotion and community member and phone interview/surveys that would cover commercial and industrial precincts, supported by a social media campaign raising awareness of Council's activities.

The proposed timetable for the delivery of the plans is below:

Project Action	Key Dates
Elected Member Update	19 February 2019
Launch Event	To be confirmed. Likely mid-March
Workshop and Public Engagement Blitz	25 March-5 April 2019
Draft Economic Development Plan presented to Council	21 May 2019
28 Days Broad Public Consultation Period	22 May-19 June 2019
Final Report presented to Council for adoption	16 July 2019

Council has previously committed to completing the PLEP by 30 June 2019, however funding arrangements were not finalised until late 2018 and extended consultation is recommended to ensure full participation by the business community, so it is likely that Council will adopt the PLEP in July 2019. It is noted that the community will see a draft PLEP prior to 30 June 2019.

The public submission period will be 28 days in accordance with the requirements of Council Policy COMM003 *Community Consultation*.

In preparing this report, Council consulted with representatives from the Department of Trade, Business and Innovation who are supportive of the proposed consultation plan and the extension period.

POLICY IMPLICATIONS

Community consultation will be undertaken in accordance with the requirements of Council Policy COMM003 *Community Consultation*.

BUDGET AND RESOURCE IMPLICATIONS

The cost of this project is approximately \$100,000, with Council receiving a \$50,000 grant from the Northern Territory Government Economic Development Fund. Remaining funds have been provided as part of the budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There has been a significant amount of media coverage and community discussion about the current state of the Northern Territory economy. Council needs to ensure as part of its messaging that it is clear that this plan will build on existing partnerships between the five stakeholder groups namely the Australian Government, Northern Territory Government, Council, the private sector and the community assigning responsibilities and objectives as appropriate. Council will be looking for strategic opportunities to assist in the growth of the local economy but does not have the resources to invest

significantly in the scale of economic development projects normally undertaken by other levels of government or the private sector.

Council has signed a funding agreement with the Northern Territory Government which contains terms and conditions for Council to work in partnership with the Northern Territory Government. This includes the requirement to co-brand the plan, consult with the Northern Territory Government at key decision points and also to seek approval for any media releases. This funding agreement also requires the plan to be adopted by 30 June 2019. Informal discussions with the Department of Trade, Business and Innovation have indicated that they are supportive of the extension to facilitate greater consultation with the business community.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

There are no attachments for this report.

14 INFORMATION AND CORRESPONDENCE

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

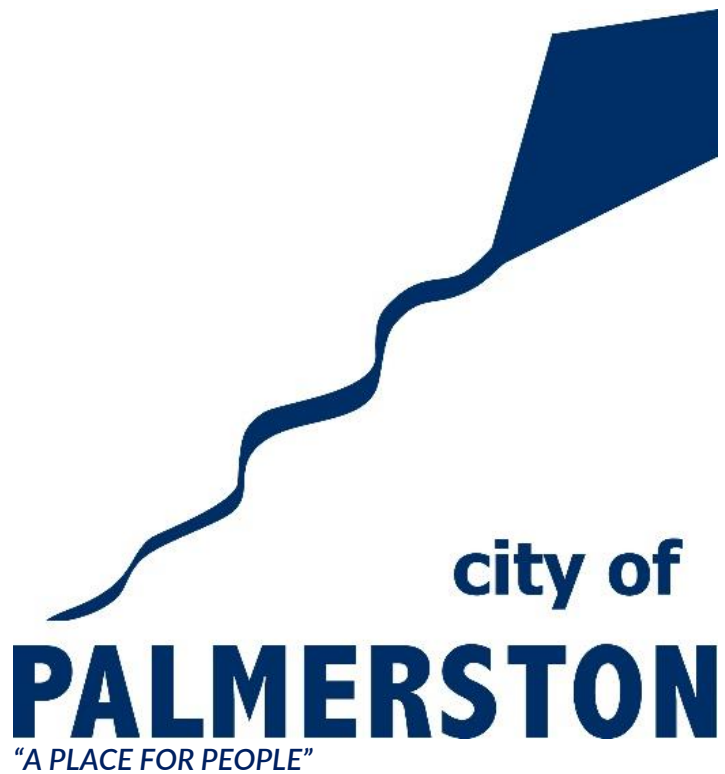
18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday 5 March 2019 at 5.30pm in the iLearn Centre, Mother Teresa Catholic Primary School, 16 Ginger Street, Zuccoli.

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, 5 FEBRUARY 2019**

CITY OF PALMERSTON

**Minutes of Council Meeting
held in Council Chambers
Civic Plaza, Palmerston
on Tuesday 5 February 2019 at 5:30pm.**

ELECTED MEMBERS

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

STAFF

Chief Executive Officer, Luccio Cercarelli
Director Corporate Services, Chris Kelly
Acting Director Lifestyle and Community, Amelia Vellar
Manager Growth and Sustainability, Rebecca de Vries
Communications Officer, Samantha Abdic
Minute Secretary, Alyce Breed

GALLERY

3 members of the public
Will Zwar, NT News
Lily Greer, Nine News
Lee Williams, Department of Housing & Community Development
Ethan Redshaw, Department of Housing & Community Development

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

The Mayor declared the meeting open at 5:30pm.

The Chair suspended the Council meeting at 5:30pm for a Lion Dance blessing the Council Chambers for the Chinese New Year. The meeting commenced at 5:41pm.

Initials: _____

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil.

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Nil.

4 REQUEST FOR TELECONFERENCING

Nil.

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil.

5.2 Staff

Nil.

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Alderman Garden
Seconded: Deputy Mayor Spick

THAT the minutes of the Council Meeting held on Tuesday, 29 January 2019 pages 9643 to 9651, be confirmed.

CARRIED 9/0457 – 05/02/2019

6.2 Business Arising from Previous Meeting

Nil.

Initials: _____

7 MAYORAL REPORT

Nil.

8 DEPUTATIONS AND PRESENTATIONS

8.1 Consultation Draft Burial and Cremation Bill

Moved: Deputy Mayor Spick
Seconded: Alderman Hale

THAT the presentation by Lee Williams, Senior Director Legislation and Policy and Ethan Redshaw, Legislation and Policy Officer of Department of Housing and Community Development be received and noted.

CARRIED 9/0458 – 05/02/2019

9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

Nil.

10 CONFIDENTIAL ITEMS

10.1 Confidential Items

Nil.

10.2 Moving Open Items into Confidential

Nil.

10.3 Moving Confidential Items into Open

Nil.

11 PETITIONS

Nil.

12 NOTICES OF MOTION

Nil.

Initials: _____

13 OFFICERS REPORTS

13.1 Receive and Note Reports

13.1.1 *Próject* – Smart Cities Update 9/0152

Moved: Alderman Buhr
Seconded: Alderman Lewis

1. THAT Report Number 9/0152 entitled *Próject* – Smart Cities Update be received and noted.
2. THAT Council confirms acceptance of the Australian and Northern Territory Governments grant funding for the delivery of the City of Palmerston Smart Cities and Suburbs Program.

CARRIED 9/0459 – 05/02/2019

13.1.2 *Próject* – Making the Switch, Update February 2019 9/0147

Moved: Alderman Buhr
Seconded: Alderman Henderson

THAT Report Number 9/0147 entitled *Próject* – Making the Switch, Update February 2019 be received and noted.

CARRIED 9/0460 – 05/02/2019

13.1.3 City Growth and Operations Quarterly Report October – December 2019 9/0161

Moved: Deputy Mayor Spick
Seconded: Alderman Hale

THAT Report Number 9/0161 entitled City Growth and Operations Quarterly Report October – December 2018 be received and noted.

CARRIED 9/0461 – 05/02/2019

13.1.4 Corporate Services Quarterly Report October – December 2018 9/0162

Moved: Alderman Hale
Seconded: Alderman Garden

THAT Report Number 9/0162 entitled Corporate Services Quarterly Report October – December 2018 be received and noted.

CARRIED 9/0462 – 05/02/2019

Initials: _____

Minute Book Page 9663

13.1.5 Lifestyle and Community Quarterly Report October – December 2018 9/0130

Moved: Alderman Buhr
Seconded: Alderman Henderson

THAT Report Number 9/0130 entitled Lifestyle and Community Quarterly Report October – December 2018 be received and noted.

CARRIED 9/0463 – 05/02/2019

13.2 Action Reports

13.2.1 Review of Council Policy RS02 Place Names 9/0139

Moved: Alderman Garden
Seconded: Alderman Henderson

1. THAT Report Number 9/0139 entitled Review of Council Policy RS02 Place Names be received and noted.
2. THAT Council rescind Council Policy RS02 Place Names being **Attachment A** to Report Number 9/0139 entitled Review of Council Policy RS02 Place Names.

CARRIED 9/0464 – 05/02/2019

13.2.2 Affixation of Common Seal – Creation of Easements in Gross for Palmerston East Trunk Sewer Stage 2B 9/0136

Moved: Alderman Buhr
Seconded: Deputy Mayor Spick

1. THAT Report Number 9/0136 entitled Affixation of Common Seal - Creation of Easements in Gross for Palmerston East Trunk Sewer Stage 2B be received and noted.
2. THAT in accordance with *Section 26(7) of the Local Government Act*, the Mayor and Chief Executive Officer be authorised to sign and seal creation of easements in gross documentation and associated documents for the creation of a sewerage easement within the following Council owned allotments:
 - Lot 1172 - 20 Bombax Street Moulden - Zoned PS (Public Space)
 - Lot 3350 - 185 Temple Terrace Woodroffe - Zoned PS (Public Space)
 - Lot 3569 - 9 Sirius Street Woodroffe - Zoned PS (Public Space)
 - Lot 3621 - 72 Woodroffe Avenue Woodroffe - Zoned PS (Public Space)
 - Lot 1978 - 350 Chung Wah Terrace Woodroffe - Zoned PS (Public Space)
 - Lot 9717 - 47 Antonino Drive Rosebery - Zoned PS (Public Space)

CARRIED 9/0465 – 05/02/2019

Initials: _____

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13.2.3 Car Parking Regulation for Hillson Street Car Park

9/0154

Moved: Alderman Buhr
Seconded: Alderman Giesecke

1. THAT Report Number 9/0154 entitled Car Parking Regulation for Hillson Street Car Park be received and noted.
2. THAT Council accept Occupation Licenses over Lot 13085 and Lot 15282(A) (for the purpose of parking regulation) as described in Report Number 9/0154 entitled Car Parking Regulation for Hillson Street Car Park.
3. THAT Council maintain the public parking on Lot 13085 as all day free parking to be reviewed on the completion of the CBD Car Parking Strategy and Implementation Plan.

CARRIED 9/0466 – 05/02/2019

13.2.4 Request for Fencing Between Murdoch Gardens and Nichols Street, Durack

9/0160

Moved: Alderman Garden
Seconded: Alderman Buhr

1. THAT Report Number 9/0160 entitled Request for Fencing Between Murdoch Gardens and Nichols Street, Durack be received and noted.
2. THAT Council advise the petition organiser that it will not fence the end of Murdoch Gardens adjacent to Nichols Street as requested, but will undertake appropriate treatments to landscaping and replace existing lighting with LEDs to improve passive surveillance.

CARRIED 9/0467 – 05/02/2019

13.2.5 Palmerston Animal Management Reference Group October & November 2018 Minutes

9/0149

Moved: Alderman Garden
Seconded: Alderman Henderson

1. THAT Report Number 9/0149 entitled Palmerston Animal Management Reference Group October & November 2018 Minutes be received and noted.
2. THAT Council approve the presentation of a report to the Palmerston Animal Management Reference Group outlining Council's current and planned animal management events and initiatives for the remainder of 2018/2019 to be presented at its February 2019 meeting.

Initials: _____

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13.2.5 Palmerston Animal Management Reference Group October & November 2018 Minutes (continued) 9/0149

3. THAT Council undertake a review of the Palmerston Animal Management Reference Group Terms of Reference and that the review outcomes be presented to the Palmerston Animal Management Reference Group.
4. THAT Council approves the name change of the Palmerston Animal Management Reference Group to Palmerston Animal Management Advisory Committee.

CARRIED 9/0468 – 05/02/2019

13.2.6 Public Library Funding Agreement Grant Acquittal 2017/2018 9/0115

Moved: Alderman Buhr
Seconded: Alderman Garden

1. THAT Report Number 9/0115 entitled Public Library Funding Agreement Grant Acquittal 2017/2018 be received and noted.
2. THAT Council approve **Attachment A** to Report Number 9/0115 entitled Public Library Funding Agreement Grant Acquittal 2017/2018.

CARRIED 9/0469 – 05/02/2019

13.2.7 Liquor Licence Responses 9/0140

Moved: Alderman Henderson
Seconded: Deputy Mayor Spick

1. THAT Report Number 9/0140 entitled Liquor Licence Responses be received and noted.
2. THAT Council endorse the letter to the Director-General of Licensing at **Attachment E** entitled Council Response to Liquor License Application Liquorland - January 2019, noting that Council objects under *Section 47F (2)* of the *Liquor Act* to the application from Liquorland (Australia) Pty Ltd, as amended to include commentary regarding the Riley Report contained within the report.
3. THAT the Mayor writes to the Minister for Justice seeking clarity as to why the Community Impact Assessments lodged with liquor licence applications are not available to stakeholders such as Council to allow informed input and therefore write appropriate responses to applications.

CARRIED 9/0470 – 05/02/2019

Initials: _____

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil.

14.2 Correspondence

Nil.

15 REPORT OF DELEGATES

Nil.

16 QUESTIONS BY MEMBERS

Nil.

17 GENERAL BUSINESS

17.1 Chinese New Year

Moved: Deputy Mayor Spick
Seconded: Alderman Garden

THAT Council thanks the Chung Wah Society for the blessing of the Chambers as part of Chinese New Year celebrations 2019.

CARRIED 9/0471 – 05/02/2019

18 NEXT COUNCIL MEETING

Moved: Deputy Mayor Spick
Seconded: Alderman Hale

THAT the next Ordinary Meeting of Council be held on Tuesday, 19 February 2019 at 5:30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/0472 – 05/02/2019

Initials: _____

19 CLOSURE OF MEETING TO PUBLIC

Moved: Alderman Garden
Seconded: Alderman Buhr

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 Item of the Agenda.

CARRIED 9/0473 – 05/02/2019

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: Alderman Buhr
Seconded: Alderman Garden

THAT the meeting be adjourned for 15 minutes for media liaison.

CARRIED 9/0474 – 05/02/2019

The meeting adjourned at 6:37pm.



Athina Pascoe-Bell
MAYOR

Date:
