



1st ORDINARY COUNCIL MEETING

NOTICE OF MEETING

TUESDAY, 5 JUNE 2018

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

A handwritten signature in black ink, appearing to read 'Luccio Cercarelli', positioned above a horizontal line.

LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER

TABLE OF CONTENT

1	ACKNOWLEDGEMENT OF TRADITIONAL OWNERS	Page 1
2	OPENING OF MEETING	Page 1
3	APOLOGIES AND LEAVE OF ABSENCE	Page 1
4	REQUEST FOR TELECONFERENCE	Page 1
5	DECLARATION OF INTEREST	Page 1
6	CONFIRMATION OF MINUTES	Page 1
7	MAYOR'S REPORT	
	7.1 Mayoral Update Report – May 2018	Page 2
8	DEPUTATIONS AND PRESENTATIONS	
	8.1 Proposed New Cemeteries Legislation	Page 4
	8.2 Renewal of 3 Mansfield Street	Page 4
9	PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)	Page 4
10	CONFIDENTIAL ITEMS	Page 4
11	PETITIONS	Page 4
12	NOTICES OF MOTION	Page 4
13	OFFICER'S REPORTS	
	13.1 Receive and Note Reports	
	13.1.1 Community Benefit Scheme – Update	Page 5
	13.2 Action Reports	
	13.2.1 Outcomes of the 2018 Palmerston Local Government Elections	Page 10
14	INFORMATION AND CORRESPONDENCE	
	14.1 Information	
	14.1.1 LGANT Draft Executive Meeting Minutes – 16 May 2018	Page 29
	14.2 Correspondence	
	14.2.1 LGANT Nomination to the NT Tobacco Control Action Committee (NTTCAC)	Page 39
15	REPORT OF DELEGATES	Page 42
16	QUESTIONS BY MEMBERS	Page 42
17	GENERAL BUSINESS	Page 42
18	NEXT ORDINARY COUNCIL MEETING	Page 42
19	CLOSURE OF MEETING TO PUBLIC	Page 42
20	ADJOURNMENT OF MEETING AND MEDIA LIAISON	Page 42

1st Ordinary Council Meeting

1 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

2 OPENING OF MEETING

3 APOLOGIES AND LEAVE OF ABSENCE

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

4 REQUEST FOR TELECONFERENCE

5 DECLARATION OF INTEREST

- 5.1 Elected Members
- 5.2 Staff

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

THAT the Minutes of its Council Meeting held on 15 May 2018 pages 9451 to 9459 be confirmed.

6.2 Business Arising from Previous Meeting

7 MAYOR'S REPORT

7.1 Mayoral Update Report – May 2018

M9/001

AGENDA ITEM: 7.1

REPORT TITLE: Mayoral Update Report – May 2018

REPORT NUMBER: M9/001

MEETING DATE: 5 June 2018

Author: Mayor, Athina Pascoe-Bell

DISCUSSION

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

KEY ISSUES

- Increased collaboration with Australian and Northern Territory Government.
- Exploring opportunities for funding of community infrastructure.
- Strengthening collaboration with Top End Council's.
- Launch of various activities and services in Palmerston.

RECOMMENDATION

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

SUMMARY

Draft Municipal Plan 2018-2023

Council launched community consultation of the Draft Municipal Plan 2018-2023 at a media event on Wednesday 16 May 2018.

Several Elected Members were present at the Palmerston Markets on Friday 25 May 2018 taking Community Feedback on the Plan.

Meeting with the Chief Minister

The Chief Minister and I met and discussed a variety of issues including:

- Draft Municipal Plan 2018-2023.
- Community concerns regarding recent “crime spree”.
- City of Palmerston Smart City initiative in collaboration with the Northern Territory Government.
- Opportunities to partner to Green and Cool the City via an Urban Forestation Program.
- Development of Social Infrastructure in Palmerston.
- Renewal of the Palmerston Aquatic Centre.

The meeting was productive and was well intended to commence renewing our relationship with Government to deliver outcomes for the Palmerston Community.

TOPROC

I attended my first Top End Regional Organisation of Council's (TOPROC) meeting.

TOPROC undertook a workshop to consider its future strategy, objectives and goals. This work will be presented to Council in the future as it develops further. The work is being facilitated by local firm KPMG.

Local Drug Action Team Program

I was proud to host the Federal Minister for Rural Health, Senator Bridget McKenzie and Senator Nigel Scullion on Saturday 26 May 2018, for the Australian Government's launch of the Local Drug Action Team Program here in Palmerston at the Recreation Centre.

This important initiative is working to address drug issues faced by communities around Australia by allowing tailor made solutions in each Community.

Council has a long history of supporting collaboration and communication amongst local community organisations and government. Undertaken through coordination of a range of local service networks, including the Palmerston Safe Communities Committee and the Palmerston and Rural Youth Service Network which has operated for over 20 years. Providing an invaluable tool for the community to connect, collaborate, address local issues and better meet the needs of the community.

Council commends CatholicCare NT for their initiative in bringing together organisations to form a Palmerston Local Drug Action Team. Council looks forward to ongoing collaboration with CatholicCare NT and all of the organisations involved in the Palmerston LDAT, including NT Police and a range of local community organisations, working together to build a healthy Palmerston.

Governance Essential for Local Government Training

I and other Elected Members attended the Governance Essentials for Local Government training undertaken by the Australian Institute of Company Directors (AICD). This course is specifically tailored for Local Government Elected Members.

I acknowledge the Department of Housing and Community Development in their commitment to providing governance training to all local government Elected Members, including Palmerston.

COTA – Services Expo

The 2018 COTA – Service's Expo will be held on Friday 1 June 2018. It is fantastic to have this important event held in Palmerston.

The Seniors Expo 2018 will showcase seniors' lifestyle, community and services in the Northern Territory. The Expo will consist of stallholders, performances and Have a Go (exercise) sessions.

ATTACHMENTS

There are no attachments to this report.

8 DEPUTATIONS AND PRESENTATIONS

- 8.1 Proposed New Cemeteries Legislation
Presentation by Manager Legislation and Policy, Department of Housing and Community Development.
- 8.2 Renewal of 3 Mansfield Street
Presentation by Director of Zest Projects and Architect of Hully Design.

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

10 CONFIDENTIAL ITEMS

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

10.1 Confidential Items

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

10.2 Moving Open Items into Confidential

10.3 Moving Confidential Items into Open

11 PETITIONS

12 NOTICES OF MOTION

13 OFFICER'S REPORTS

13.1 Receive and Note Reports

13.1.1 Community Benefit Scheme – Update

9/0026

AGENDA ITEM: 13.1.1

REPORT TITLE: Community Benefit Scheme – Update

REPORT NUMBER: 9/0026

MEETING DATE: 5 June 2018

Author: Director Community Services, Jan Peters

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

This report provides Council with a summary of the Community Benefit Scheme 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 \$87,741 in donations, sponsorships and scholarship.
- \$12,259 remains unallocated in the 2017/2018 Community Benefit Scheme Program.
- Five (5) application have been received for assessment potentially totalling \$7,950.

RECOMMENDATION

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

BACKGROUND

City of Palmerston commits to setting an annual amount in its budget process dedicated to initiatives that benefit the community. The budget for 2017/2018 for Grants, Donations, Sponsorships and Scholarships is \$100,000. Due to the successful distribution of funds to the community the 2017/2018 Community Budget Scheme budget available end-May rests at \$12,259.

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

Where budgeted funds are not expended during the financial year, excess funds are transferred to the Community Benefit Scheme Reserve, which will be maintained at no greater than \$100,000 annually. The current reserve total is \$100,000.

DISCUSSION

During April 2018 Council awarded funding to one (1) organisation. \$350 was awarded to Tourism IdeasFest by providing bronze level sponsorship for the IdeasFest Workshop (hackathon) in support of the valuable role tourism networking plays in the Palmerston Community.

During May Council received applications from five (5) organisations; AM Media, (ineligible for funding until July 2018), Palmerston Lions, SIDS and Kids NT, Mental Illness Fellowship of Australia NT Inc and Child Australia.

These applications are currently under assessment and total a potential value of \$7,950.

A table listing all funding applications and acquittals processed during April and May 2018 is provided at **Attachment A**.

Included in the table is expenditure to date and amount of funds remaining for Grants, Donations, Sponsorships and Scholarships for 2017/2018.

CONSULTATION PROCESS

There is no consultation process required for this report.

POLICY IMPLICATIONS

Policy Number FIN18 - Grants, Donations, Sponsorships and Scholarships.

BUDGET AND RESOURCE IMPLICATIONS

The budget for the 2017/2018 year for Grants, Donations, Sponsorships and Scholarships is \$100,000. As of 29 May 2018, Council has awarded \$87,741 and \$12,259 remains in the 2017/2018 Community Benefit Scheme budget. It is to be noted that from the remaining \$12,259 Council currently has five applications pending that could potentially reduce the remaining balance to \$4,309.

The Community Benefit Scheme Reserve contains \$100,000.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Attachment A: Community Benefits Scheme Applications/Acquittals Processed to Date.

Applications/Acquittals Processed to Date

City of Palmerston Community Benefits Scheme

Applications Approved to Date

Activity Project	Applicant	Amount Requested	Amount Received	Notes
Support of Camp Quality Radio Auction (Fundraising event)	Camp Quality	\$2,000	\$1,622.73	
Purchase and install 2 large mahogany outdoor tables and stools at Harvest corner	Gray Community Garden	\$4,800	\$4,800	Place-Making special project
Art and promotional materials	Top End Mental Health Consumer Organisation	\$2,000	\$2,000	
Promotion/education bags	Wildcare Inc	\$2,000	\$2,000	
Annual Seniors Christmas Celebration 2017	Palmerston 50+ Club Inc.	\$1,000	\$1,000	
Special Children's' Christmas Party 2017	Special Children's' Christmas Party	\$1,000	\$1,000	
Purchase of art materials, speakers, ipads	Save the Children Australia	\$2,550	\$2,550	
Food For Life program support - infrastructure	Baptist Care NT	\$2,500	\$2,500	and in-kind support (infrastructure)
Autism NT fundraising luncheon	Autism NT	\$2,000	\$1,818.18	
ANZAC Day services (3 years)	Returned Soldiers League	\$10,000	\$10,000	(Carried Forward)
International Women's Day Event	United Nations Association of Australia NT Division	\$2,000	\$1,000	
Touch Football NT Titles	Touch Football NT	\$13,000	\$13,000	(Carried Forward)
Morning Tea - Neighbour Day	Top End Association for Mental Health Inc.	\$500	\$500	Palmerston Lions
Seniors Fortnight 2018	Palmerston and Rural Seniors Committee	\$12,000	\$12,000	SIDS and kids NT
Palmerston PGA Championship 2018	Cazaly's Club -Palmerston	\$30,000	\$30,000	Mental Illness Fellowship of Australia NT Inc
Community BBQ - Neighbour Day	Neighbourhood Watch NT	\$500	\$500	Child Australia
Tourism IdeasFest	Turner Marketing	\$350	\$350	
Annual School Community Awards	11 Palmerston Schools	\$1,100	\$1,100	Offered annually to all schools
TOTAL			\$87,740.91	

Applications/Acquittals Processed to Date

In Kind Support Approved to Date

Activity Project	Applicant	Amount Requested	Value In-Kind Support Received	Notes
Palmerston Boxing Tournament	Palmerston Amateur Boxing Club	-	\$2,000	Rec Centre support
Seniors Indoor Coquet Club	Seniors Indoor Coquet Club	-	\$500	Rec Centre support
TOTAL			\$2,500	

Current Community Benefits Scheme Expenditure to Date

	Account Name	YTD \$	Commitment \$	YTD + Comm \$	Rev. Budget	Budget Available \$
Grants / Donations/Sponsorships/Scholarships Contributions Paid	Community Grants	\$87,741	nil	\$87,741	\$100,000	\$12,259

** Please note figures rounded to nearest dollar*

Applications Received and Under Assessment

Activity Project	Applicant	Amount Requested	Amount Received	Outcome
Special Children's Christmas Party	AM Media (Special Children's' Christmas Party)	n/a	-	Ineligible until July 2018
Purchase Community BBQ	Palmerston Lions	\$1,950	-	In progress
Walk 2 Remember 2018 – Sanctuary Lakes	SIDS and kids NT	\$2,000	-	In progress
Various activities	Mental Illness Fellowship of Australia NT Inc	\$2,000	-	In progress
Indoor Cubby House	Child Australia	\$2,000	-	In progress
TOTAL		\$7,950		

** Please note figures rounded to nearest dollar*

13.2 Action Reports

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

AGENDA ITEM: 13.2.1

REPORT TITLE: Outcomes of the 2018 Palmerston Local Government Elections

REPORT NUMBER: 9/0027

MEETING DATE: 5 June 2018

Author: Chief Executive Officer, Luccio Cercarelli

Approver: Chief Executive Officer, Luccio Cercarelli

PURPOSE

The purpose of this report is to present Council with the City of Palmerston Election Report (2018) and to seek direction regarding the pursuit of non-voter fines.

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

- The Northern Territory Electoral Commission (NTEC) conducted the 2018 City of Palmerston election.
- The election was for the positions of Mayor and seven Alderman.
- All electors hold the option to vote early without the need to meet any eligibility criteria. There was a 679% increase in early voting from the 2012 general election.
- At close of the electoral roll on Tuesday 13 February 2018, there was a total of 21,261 electors enrolled for the City of Palmerston. This represents a 28% increase from the 2012 general elections.
- Approximately 6,457 (30%) electors were identified as failing to vote in the 2018 City of Palmerston election.
- A further 630 (3%) of electors provided valid and sufficient reasons to why they were unable to vote.
- Voting in Local Government elections is compulsory in the Northern Territory.
- The NTEC can undertake non-voting follow up action upon instruction from Council, at an estimate cost of \$21,000 (GST exclusive).

RECOMMENDATION

1. THAT Report Number 9/0027 entitled Outcomes of the 2018 Palmerston Local Government Elections be received and noted.
2. THAT Council instruct the Northern Territory Electoral Commission to undertake non-voting follow up action following the 2018 City of Palmerston Local Government Election.

OR

2. THAT Council advise the Northern Territory Electoral Commission that Council will not be undertaking non-voting follow up action following the 2018 City of Palmerston Local Government Election.

BACKGROUND

The City of Palmerston Local Government Election was held in March 2018.

The NTEC entered into a service level agreement with the City of Palmerston to deliver the 2018 election.

The election was originally scheduled for the 17 March 2018 but was adjourned to 24 March 2018 due to Cyclone Marcus.

The election was conducted and the 9th City of Palmerston Council was declared on Tuesday, 3 April 2018.

DISCUSSION

Following the election, the NTEC has provided a City of Palmerston Election Report, **Attachment A**.

The report identifies that there was a total of 21,261 electors enrolled for the City of Palmerston election.

The NTEC undertook a public awareness campaign, which included enrolment and voting information (early and election day) disseminated across social media, television, radio, print and digital platforms. The campaign commenced in February and continued up until election day on Saturday 24 March.

During this period a total of 27,856 emails and 18,475 SMS were also used to contact City of Palmerston electors.

Early voting services were provided at the Palmerston Shopping Centre, NTEC offices in Darwin and Alice Springs from 5 March to 16 March (including Saturday 10 March). As a result of the adjournment due to Cyclone Marcus the early voting services were extended from 21 March to 23 March 2018.

Votes issued at Early Voting Centre's (compared with other events)

2018 General election	2012 General election	2013 By-election	2015 By-election
7,467	1,100	1,161	2,519

During the election process three formal complaints were received which were managed by NTEC and the details are included within their report.

Voting in Local Government elections in the Northern Territory is compulsory without a valid and sufficient reason.

Approximately 6457 or 30% of electors were identified as failing to vote in the 2018 City of Palmerston election. A further 630 or 3% of electors provided a valid and sufficient reason prior to and during the election.

The NTEC is able to extend their service to undertake non-voting follow up action with instruction from the Council. The decision to pursue voters who have failed to vote is the Council's.

The penalty for not voting and not having a valid reason is \$50.

Following the 2017 Local Government elections the City of Darwin Council and Litchfield Council both resolved to pursue non-voters.

The considerations in pursuing non-voters are:

- It is compulsory to vote; and
- Pursuing non-voters will raise awareness and could encourage greater voting participation at the next election.

If Council elects to pursue non-voters Council may receive negative feedback from those affected. The community may perceive this action as intended to generate income Vs an attempt to raise awareness.

The NTEC will take into consideration any valid reasons presented by electors for not voting and where valid reasons are provided that the penalty not be pursued.

In 2015 City of Palmerston By-Election Council elected not to pursue non-voters.

CONSULTATION PROCESS

If Council decides to pursue non-voters, Council will advise its community via the media and social media.

POLICY IMPLICATIONS

There are no policy implications with this report.

BUDGET AND RESOURCE IMPLICATIONS

The 2018 City of Palmerston Election was undertaken at a total cost of \$219,511 (GST exclusive).

The NTEC has advised that the estimated cost to pursue the 6457 non-voters would be in the order of \$21,000 (GST exclusive).

The fine for not voting is \$50.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There is a risk that the community may not support Council's decision to pursue non-voters.

It is compulsory to vote in local government elections, Section 90 of the Local Government Act.

The NTEC would undertake the entire process on behalf of Council including determination on validity of reason by a non-voter who submit a subsequent reason for not voting.

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.

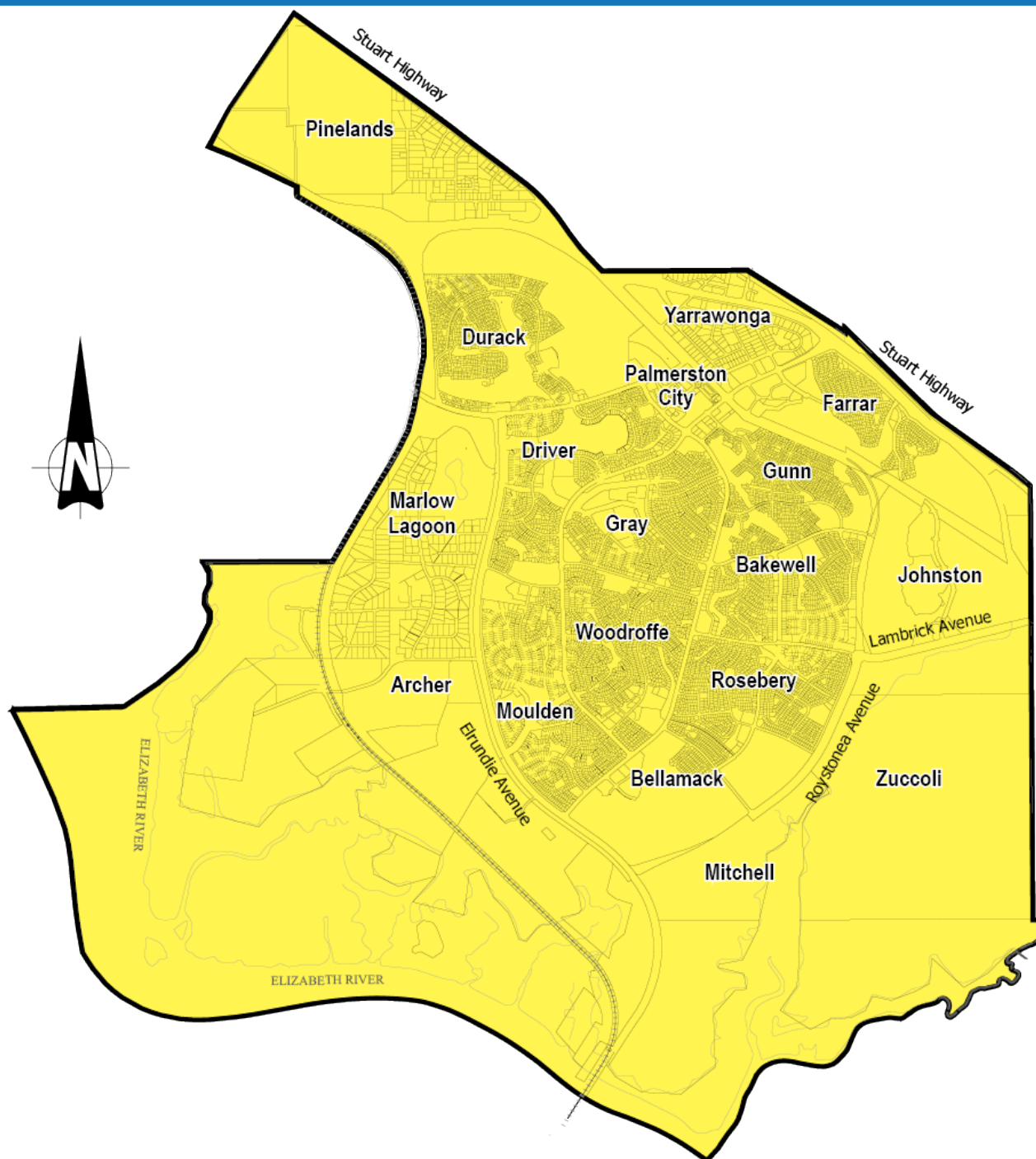
ATTACHMENTS

Attachment A: 2018 City of Palmerston Election Report.



NORTHERN TERRITORY ELECTORAL COMMISSION

CITY OF PALMERSTON ELECTION REPORT





Election timetable

2018 City of Palmerston election

24 March 2018

Date	Time	
Friday 2 February		Gazettal of date by Minister
		Nominations open
Tuesday 13 February	5:00 pm	Electoral roll closes
Thursday 22 February	12:00 noon	Nominations close
Friday 23 February	12:00 noon	Declaration of nominations, draw for position on ballot papers
Monday 26 February		Postal vote mail-out commences
Monday 5 March	8:00 am	Early voting commences
	9:00 am	Mobile voting commences
Tuesday 20 March	6:00 pm	Overseas postal voting despatches cease
Thursday 22 March	6:00 pm	All postal voting despatches cease
Friday 23 March	6:00 pm	Early voting ceases
Saturday 24 March		Election day
	8:00 am	Election day voting commences
	6:00 pm	Election day voting ceases
		Mobile voting ceases
		Primary counts of ordinary, postal and early votes commence
		Primary counts of postal, mobile and early votes commence
Monday 26 March	9:00 am	Declaration vote verification checks, commence recheck of all counts
Thursday 29 March	9:00 am	Primary counts of accepted declaration votes, further postal counts
Tuesday 3 April	12:00 noon	Deadline for receipt of postal votes
		Final counts of postal votes commence
		Distribution of preferences
	3:00 pm	Declaration of the election result

INDEX

BACKGROUND	1
Election	1
Council	1
Boundary changes.....	1
ENROLMENT	1
PUBLIC AWARENESS	2
Campaign	2
Website	2
Newsletter	2
Advertising – print, radio, television.....	2
Street banners and A-frames	2
Candidate information sessions	2
Email and SMS	3
Other promotional activities	3
VOTING SERVICES.....	3
Nominations	3
Electronic voter mark-off	4
Early voting centres (EVCs).....	4
Postal voting	4
Urban institution voting	4
Election day voting centres (EDVCs)	5
ELECTION	6
Voting	6
Vote counting – election night.....	6
Post-election night scrutinies.....	6
Election outcomes for the City of Palmerston	7
Declaration of the election results	8
Election costs.....	9
ISSUES OF NOTE.....	10
Informality.....	10
Election day voting centres	10
Early voting centres.....	11
Urban institution voting	11
Complaints.....	11
Non-voters.....	11

BACKGROUND

Election

- This is the second Local Government (LG) general election under section 85 of the *Local Government Act* (LGA). Amendments to the LGA deferred the election from March 2016 to August 2017. LG general elections are now held 12 months after the Legislative Assembly (LA) election.
- On the 13 July 2017, the Minister for Housing and Community Development under section 96 of the LGA, and with reference to regulation 57 of the Local Government (Electoral) Regulations, extended the time for holding the next periodic general election of the City of Palmerston to 17 March 2018.
- On the 16 March 2018, under section 42 of the Local Government (Electoral) Regulations, the City of Palmerston election was adjourned to 24 March 2018 due to the cyclone warning issued for Cyclone Marcus, which was predicated to hit the greater Darwin region on 17 March 2018.
- The Commissioner of the Northern Territory Electoral Commission (NTEC) is the returning officer for local government general elections.
- Susan Whyte was appointed deputy returning officer for the 2018 City of Palmerston election.
- An electronic mark-off system (eLAPPS) was used at all voting centres.
- City of Palmerston were sent a breakdown of the estimated cost of the election in December 2016. The NTEC developed a costing model for all councils for the 2017 NT Council elections which included either direct costs associated to a particular council or an apportioned cost across the NT; this is percentage based on the number of voters in each council area. For Palmerston, this apportioned percentage was 15.7 per cent. The total apportioned cost was \$91,705. The total cost of the election was \$241,462.
- A revised estimate, due to the extension of the election to March 2018, was provided to the council in January 2018. Additional costs associated with the adjournment due to Cyclone Marcus was \$16,329.
- An election charter, detailing the NTEC's service commitments, was finalised on 4 May 2017 and sent to the council.
- An updated Service Level Agreement (SLA) between the City of Palmerston and the NTEC was entered into on 8 January 2018. This outlined both organisations' roles, responsibilities, election services and costs.

Council

The City of Palmerston consists of one elected mayor and seven elected aldermen.

As per the SLA, City of Palmerston undertook the following for the election:

- The promotion of the election via social media and communication outlets.
- The provision of space on the Pinelands council roadside banner site at no cost.

Boundary changes

The City of Palmerston requested an increase in the number of aldermen from six to eight. The Minister approved an increase to seven. This change was made and took effect for the election in March 2018. The City of Palmerston also requested an extension of their boundaries to include land in the Berrimah Farm, Elrundie, Holtze, Howard Springs and Pinelands areas. This request was declined.

ENROLMENT

At the close of the electoral roll on Tuesday 13 February 2018 at 5:00 pm, there were a total of 21,261 electors enrolled for the City of Palmerston. This was a 28 percent increase from the enrolment of 15,329 at the 2012 general elections.

PUBLIC AWARENESS

Campaign

The public awareness campaign for the City of Palmerston election included enrolment and voting information (early and election day) disseminated across social media, television, radio, print and digital platforms. The public awareness campaign began in February across television and radio stations, as well as social media, and continued up until election day on Saturday 24 March.

Website

The 2018 City of Palmerston website was launched in December 2017 and provided comprehensive information for candidates and voters. It also hosted dedicated election results pages, included details on vote counting, and showed all early and election day voting centre information. The website remains live for a number of months following the election.

Newsletter

Seven election newsletters were emailed to stakeholders including City of Palmerston, candidates and the media from 27 February with the final newsletter emailed on 27 March. The newsletters were also available on the NTEC website with links shared on Facebook and Twitter.

Advertising – print, radio, television

Advertisements used in the 2017 NT Council elections were re-developed for airing on television and radio: enrolment and close of roll (15 secs); early and formal voting (15 secs); election day (30 secs). These advertisements were also available on the NTEC website, NTEC's YouTube channel and were promoted through social media.

There was also an extensive digital marketing campaign using NEWS Xtend that ran for six weeks from 2 February until 17 March. The marketing campaign used the 15 second television video ads and appeared on both desktops (PC) and mobile phones.

Statutory print advertising, providing specific voting information, was published in the NT News.

The Electoral Commissioner also promoted enrolment and voting through several interviews with Northern Territory media including ABC radio and television, Channel 9, MIX104.9 and Territory FM.

Street banners and A-frames

Large eight metre canvas banners advertising the relevant phases of the election were placed at the Pinelands roadside banner site as well as at voting centres including Bakewell Primary School, Driver Pre-school, Durack Primary School, MacKillop Catholic College and Sacred Heart Catholic Primary School. A-frames displaying various enrolment and voting messages throughout the election were used at the Oasis and Palmerston shopping centres.

Candidate information sessions

Candidate information sessions were conducted on Tuesday, 12 December 2017 and Wednesday, 31 January 2018. The sessions were hosted at the council chambers with representatives from the NTEC, the Local Government Association of the Northern Territory, the Department of Housing and Community Development, and the City of Palmerston.

Email and SMS

A total of 27,856 emails and 18,475 SMS were used to contact City of Palmerston electors throughout the election period.

Message	Date sent	Email	SMS
Close of electoral roll	05 Feb 2018	8,765	2,907
Early voting available	06 Mar 2018	8,637	2,908
Election day 17 Mar	15 Mar 2018	5,227	Not sent
Election adjourned	16 Mar 2018	5,227	6,948
Election day 24 Mar	24 Mar 2018	Not sent	5,712
TOTAL		27,856	18,475

Other promotional activities

The NTEC promoted the City of Palmerston election at the Defence Expo held in Darwin on 10 February; the focus of the promotion was on enrolment as the expo was three days out from the close of the electoral roll. The election was also promoted during 'O' Week at Charles Darwin University on 19 February.

VOTING SERVICES

Nominations

Nominations opened Friday, 2 February and closed on Thursday, 22 February at 12:00 noon. There were a total of 17 accepted nominations for alderman and eight accepted nominations for mayor. There were no rejected nominations.

The declaration of nominations took place at the City of Palmerston Civic Centre on Friday, 23 February. This event was attended by the general public, nominees, council representatives and the media. A random number generator selected the ballot paper position for each candidate. Results of the draw were uploaded to the NTEC website as soon as the draw had concluded.

Summary of accepted nominations/candidates for the City of Palmerston

Position	Candidates in ballot paper order
Mayor (1 position)	Mick SPICK
	Athina PASCOE-BELL
	Graeme CHIN
	Robert MACLEOD
	Raj Samson RAJWIN
	Trevor JENKINS
	Margy KERLE
	Tom LEWIS
Alderman (7 positions)	Adrian BURKENHAGEN
	Sarah HENDERSON
	Benjamin GIESECKE
	Tom LEWIS
	Damian HALE
	Matt STRIPLING
	Mick SPICK
	Jeff STEWART
	Trevor JENKINS
	Raj Samson RAJWIN
	Martin BLAKEMORE
	Anita NEWMAN
	Lucy BUHR
	Athina PASCOE-BELL
	Amber GARDEN
	Margy KERLE
	Ian ABBOTT

Electronic voter mark-off

An electronic voter mark-off system is now used in all voting centres. The system records when someone has voted at any voting centre in real time. The mark-off system alleviates the necessity to have paper certified lists, therefore improving efficiencies in voting centres.

Early voting centres (EVCs)

Legislative changes in 2015 allows all electors the option to vote early without the need to meet any eligibility criteria. Overall there is a trend towards voting early across the Northern Territory.

Early voting services were provided at the Palmerston Shopping Centre and the NTEC offices in Darwin and Alice Springs from 5 to 16 March 2018 (including Saturday 10 March). As a result of the adjournment of the election due to cyclone Marcus, early voting services were extended and the early voting centres opened from Wednesday 21 March through to Friday 23 March 2018, taking a further 855 votes during this period.

Votes issued at EVCs (compared with other events)

2018 General election	2012 General election	2013 By-election	2015 By-election
7,467	1,100	1,161	2,519

These figures show a 679 per cent increase in early voting from the 2012 General election, where electors were required to meet eligibility criteria. More votes were cast at early voting centres than on election day for this election.

Postal voting

Legislative changes in 2015 allows all electors the option to apply for a postal vote without meeting any eligibility criteria.

Postal votes admitted to the count are contained in a declaration envelope. There is a slight difference in the numbers admitted to the count and the actual counted figure as there is no guarantee that the returned declaration envelope contains all ballot papers.

In order to be counted, a postal vote had to be completed before 6:00 pm on election day, Saturday, 24 March 2018 and received by the Commission before 12:00 noon on Tuesday, 3 April 2018. The deadline to receive postal votes was extended until the Tuesday due to the Easter public holidays.

Postal votes issued/counted (compared with other events)

2018 General election		2012 General election		2013 By-election		2015 By-election	
Issued	Admitted to count	Issued	Admitted to count	Issued	Admitted to count	Issued	Admitted to count
1,117	803	474	320	384	248	720	431

There was a 251 per cent increase in the number of postal votes counted compared to the 2012 General elections.

Urban institution voting

The urban institution voting team visited the Darwin Private and Royal Darwin Hospitals where 21 electors voted. City of Palmerston electors in the Darwin Correctional centre, at the request of the Department of Correctional Services, voted by post.

Election day voting centres (EDVCs)

Election day was Saturday, 24 March 2018 with voting centres open from 8:00 am to 6:00 pm.

Bakewell: Primary School, 8 Hutchison Tce
Driver: Primary School, 37 Driver Ave
Durack: Pre School, 50 Woodlake Blvd
Johnston: MacKillop Catholic College, 285 Farrar Blvd
Rosebery: Palmerston College, 7-9 Middle Campus, 185 Forrest Pde
Woodroffe: Sacred Heart Catholic Primary School, 34 Emery Ave

The number of EDVCs equalled the number used in the 2012 General elections; however, further reviews will need to be considered, in consultation with council, in respect to the possibility of reducing EDVCs due to the increasing trend of electors choosing to early vote.

Votes issued for the City of Palmerston at EDVCs (compared with other events)

Voting centre	2018 General election		2012 General election		2013 By-election	2015 By-election
	Mayor	Alderman	Mayor	Alderman	Alderman	Alderman
Bakewell	1,244	1,244	2,439	2,437	2,411	1,855
Driver	625	625	2,304	2,303	1,815	1,035
Durack	815	815	1,406	1,410	1,449	1,139
Johnston	706	705	514	515	556	531
Rosebery	1,041	1,041	935	936	1,211	1,283
Woodroffe	925	925	1,934	1,937	1,641	1,711
TOTALS	5,356	5,355	9,532	9,538	9,083	7,554

Declaration and urban institution votes issued

Location	Votes counted
Declaration votes	7
Urban institution	21
Total	28

Of the total number of votes for the election, 55 per cent were cast before election day. The location of the voting centre at Palmerston Shopping Centre made it convenient for electors to vote early. As more voters choose to vote before election day, a reduction in election day voting centres needs to be considered at future elections.

ELECTION

Voting

The voting system for local government elections is Proportional Representation (PR):

- Electors must number all the boxes on their ballot paper sequentially starting with the number one for their first choice.
- First preference votes for each candidate on formal ballot papers are counted, then a quota is calculated.
- The quota is calculated using the following formula: $(\text{total number of formal votes} / (\text{number of candidates to be elected} + 1)) + 1$
- The candidates with votes equal to or greater than the quota are elected. If all vacancies are filled, the election is complete.
- If not, preferences are distributed to the other candidates until all vacancies have been filled.

To learn more about the PR system, go to the [vote counting](#) page on the NTEC website.

Vote counting – election night

Counting began immediately after the close of voting at 6:00 pm on Saturday, 24 March. A count of first preference votes for mayor and alderman was undertaken at each voting centre. First preference votes cast at early voting centres were counted at the NTEC scrutiny centre in Darwin city.

Post-election night scrutinies

Post-election, all votes received for the City of Palmerston were entered into an electronic count system (Easy Count) and then re-entered for verification purposes.

Easy Count was used for the election as there were multiple alderman vacancies and a large number of candidates for both mayor and alderman positions. By using this system it alleviates the need to undertake a manual recheck of ballot papers from voting centres as each paper is entered and verified by two different data operators. Manual counts of declaration and postal votes were undertaken in the week following election day and then entered into Easy Count.

The deadline for the receipt of postal votes was 12:00 noon on Tuesday, 3 April. After the deadline, remaining postal votes were counted, the quota determined and the distribution of preferences conducted. Final results were available on the website mid-afternoon on Tuesday, 3 April 2018.

Election outcomes for the City of Palmerston

There were eight candidates contesting the mayor vacancy and 17 candidates contesting seven aldermen vacancies. The successful candidates and first preference votes received are detailed in tables below.

Election of one mayor

At the close of nominations there were eight candidates. An election was duly held and the first preference votes were recorded as follows:

Candidate	First preferences
Mick SPICK	1,530
Athina PASCOE-BELL	2,808
Graeme CHIN	1,863
Robert MACLEOD	2,970
Raj Samson RAJWIN	694
Trevor JENKINS	615
Margy KERLE	690
Tom LEWIS	1,426
TOTAL	12,596

The quota of votes required under the proportional representation voting system was 6,299.

Following the distribution of preferences and in accordance with Schedule 1 of the Local Government (Electoral) Regulations, the results were as follows:

- Athina Pascoe-Bell received the quota at count number seven.

Athina Pascoe-Bell was duly elected.

Election of seven aldermen

At the close of nominations there were 17 candidates. An election was duly held and the first preference votes were recorded as follows:

Candidate	First preferences
Adrian BURKENHAGEN	545
Sarah HENDERSON	899
Benjamin GIESECKE	341
Tom LEWIS	945
Damian HALE	2,047
Matt STRIPLING	464
Mick SPICK	721
Jeff STEWART	160
Trevor JENKINS	479
Raj Samson RAJWIN	509
Martin BLAKEMORE	273
Anita NEWMAN	152
Lucy BUHR	1,354
Athina PASCOE-BELL	1,827
Amber GARDEN	295
Margy KERLE	310
Ian ABBOTT	574
TOTAL	11,895

As Pascoe-Bell stood for both positions and was elected mayor, in accordance with section 54(2) of the Local Government (Electoral) Regulations, Pascoe-Bell's ballots were distributed according to preferences, i.e. all first preference votes for Pascoe-Bell were allocated to their second preferences with subsequent preferences altered accordingly.

The quota required under the proportional representation voting system is 1,487.

Following the distribution of preferences and in accordance with Schedule 1 of the Local Government (Electoral) Regulations, the results were as follows:

- Damien Hale and Lucy Buhr received the quota at count number one
- Sarah Henderson received the quota at count 61
- Tom Lewis received the quota at count number 84
- Benjamin Giesecke received the quota at count number 108
- Mick Spick received the quota at count number 124
- Amber Garden received the quota at count number 138.

Damien Hale, Lucy Buhr, Sarah Henderson, Tom Lewis, Benjamin Giesecke, Mick Spick, and Amber Garden were duly elected as City of Palmerston Aldermen.

Declaration of the election results

The declaration of election results took place at the City of Palmerston Civic Centre at 4:00pm on Tuesday, 3 April 2018.

Declared election results for City of Palmerston

Mayor (one vacancy)	Alderman (seven vacancies)
Athina Pascoe-Bell	Damien Hale Lucy Buhr Sarah Henderson Tom Lewis Benjamin Giesecke Mick Spick Amber Garden

A copy of the full distribution of preferences is available on the 2018 City of Palmerston election [results page](#) of the NTEC website.

Election costs

The initial estimated cost for the conduct of the City of Palmerston election, as part of the 2017 NT Council elections, was \$213,003. Adjourning the election to March 2018 meant this estimate was revised to \$255,133. Additional costs incurred due to the one week adjournment as a result of Cyclone Marcus, were \$16,329. The total cost, including the apportioned costs attributed in 2017 of \$91,705, was **\$241,462**.

A breakdown of the election costs can be found in the tables below:

Summary of apportioned costs

Election area	Costs
Easy Count Software licence	\$ 3,920
Election Management System development	\$11,760
Website development	\$2,352
Election report	\$3,136
Public awareness activities	\$37,122
Secondment staff accommodation and fares	\$3,300
Casual staff costs	\$28,315
Stationery costs	\$1,800
TOTAL	\$91,705

Summary of operational election costs

Election area	Costs
Public awareness	\$ 4,670
Staffing	\$62,608
Premises	\$13,600
Operational costs	\$40,421
10% GST	\$12,129
TOTAL	\$133,428

Summary of adjourned election costs

Election area	Costs
Public awareness	\$2,000
Staffing	\$8,905
Premises	\$2,000
Operational costs	\$1,940
10% GST	\$1,484
TOTAL	\$16,329

ISSUES OF NOTE

Informality

Mayor

- In the post-election phase, the NTEC conducted a survey of informal ballot papers. A total of 1,072 informal votes for mayor were received. During the informality survey it was identified that 65 per cent of the informal votes (702) for mayor were considered intentionally informal, with 51 per cent left blank.

The remaining 35 per cent (370) were considered unintentionally informal, with approximately 20 per cent either containing duplicated numbers or were only partially completed.

Alderman

- A total of 1,776 informal votes for alderman were received. During the informality survey it was identified that 56 per cent of the informal votes (994) were considered unintentionally informal, with 42 per cent either containing duplicated numbers or only partially completed.

The remaining 44 percent were considered intentionally informal, with 35 per cent left blank.

- The high number of unintentional informal ballot papers could be attributed to the large number of candidates for alderman.

Election day voting centres

- In the 2017 NT Council elections, it was observed that voters were taking longer to complete their ballot papers in Darwin and Alice Springs voting centres due to the large number of candidates. As a result of this observation, additional voting screens were used at all voting centres for the Palmerston election.
- Thresholds were established to allow the NTEC to reassess the size of the ballot paper depending of the number of candidates. For this election a larger alderman ballot paper was created.
- It was identified that the majority of election day voting centres did not meet the expected voter turnout. This can be attributed to a number of things including the location of the early voting centre at Palmerston Shopping Centre, the use of electronic mark-off and the additional voting times for early and postal voting after the adjournment of the election and subsequent change to the timetable. The voting centre located in Johnston exceeded numbers due to the development of the new suburb Zuccoli.
- Due to the increasing trend of electors choosing to early vote, the number of election day voting centres, their location and staffing numbers will be reviewed. A further recommendation is to consider extending the use of the early voting premises to incorporate an election day voting centre. Survey evidence has demonstrated that during this election voters preferred this facility based on the convenience of the location.

Early voting centres***Campaigning***

- Due to strict stipulations from the owners of the Palmerston Shopping Centre and the TCG Centre in Darwin, attendance campaigning at early voting centres was not permitted. Candidates were given the option to display their campaign material at each EVC with specific areas set up to accommodate posters and pamphlets.
- As the local government legislation currently allows campaign workers to canvass outside the 10-metre boundary at early voting centres and there is no legislative base to prohibit canvassing; the current practice is to prohibit canvassing only at the direction of the landlord of the centres used for early voting.

Urban institution voting

- The Palmerston Hospital is due to open in August 2018. Urban institution voting services will need to be reviewed to include the hospital in future City of Palmerston elections.

Complaints

- Three formal complaints were received for the election:
 1. A citizen, not enrolled in the City of Palmerston, alleged that one candidate was unfairly criticised through Facebook posts and via a third party website (i.e. not a candidate's website), which he felt was in breach of section 99(2) of the LGA.

It was determined that there was no breach of section 99(2). However, if the complainant was of the view that the Facebook and website posts were defamatory, the proper course of action would be to take appropriate civil action.
 2. A candidate sought clarification as to the functions and responsibilities of scrutineers within a voting centre and some election administrative procedures. A response was provided to the candidate who accepted the explanation.
 3. A voter sought clarification as to the legitimacy of a how-to-vote (HTV) card. Based on the information the candidate provided to the Commission, it was considered that the HTV card was not in breach of section 99 of the LGA.

Non-voters

- Approximately 6,457 electors (30 percent) were identified as failing to vote in the 2018 City of Palmerston election. A further 630 electors (3 percent) provided valid and sufficient reasons prior to and during the election.
- The NTEC's role is to extend their service to undertake non-voting follow up action upon instruction from the council. For the NTEC to pursue non-voters it is estimated to cost \$23,124.

The Commission would like to extend its thanks to Luccio Cercarelli, Mark Blackburn and council staff for the support provided.

14.1 Information

14.1.1 LGANT Draft Executive Meeting Minutes – 16 May 2018

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

14.2 Correspondence

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

1. THAT Item 14.2.1 entitled LGANT Nomination to the NT Tobacco Control Action Committee (NTTCAC) be received and noted.
2. THAT Council nominate _____ to represent LGANT on the NT Tobacco Control Action Committee (NTTCAC).

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

**MINUTES OF THE LGANT EXECUTIVE MEETING
HELD ON WEDNESDAY 16 MAY 2018 IN THE LGANT OFFICE
COMMENCING AT 9:00 AM**

1. PERSONS PRESENT AT THE MEETING OR ON THE TELEPHONE

Mayor Damien Ryan	President (<i>Phone</i>)
Alderman Gary Haslett	Vice-President – Municipals (<i>left meeting 9:30am</i>)
Mayor Matthew Ryan	Vice President – Regional and Shires
Mayor Fay Miller	Executive – Municipal (<i>Phone</i>)
Mayor Maree Bredhauer	Executive – All Councils (<i>Phone</i>)(<i>joined meeting 9:15am</i>)
President Peter Clee	Executive – Regional and Shires (<i>Phone</i>)
Alderman Sherry Cullen	Executive – Municipal (<i>Phone</i>) (<i>joined meeting 9:05am</i>)
IN ATTENDANCE:	
Tony Tapsell	LGANT CEO
Peter McLinden	LGANT
Elaine McLeod	LGANT – Secretariat

2. APOLOGIES FROM MEMBERS WHO WERE ABSENT FROM THE MEETING

Mayor Steven Edgington	Executive – Regional and Shires
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MEMBERS ABSENT FROM THE MEETING WITHOUT APOLOGY

Councillor Lynette De Santis	Executive – Regional & Shires
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RESOLUTION

That members:

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

Moved: President Clee

Seconded: Mayor M Ryan

Carried

3. NOTIFICATION OF CONFLICT(S) OF INTERESTS – Nil**4. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING****RESOLUTION**

THAT the minutes of the Executive meeting held on Wednesday 18 April 2018 be confirmed as a true and correct record of this meeting.

Moved: President Clee

Seconded: Mayor Miller

Carried

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

The following general business items were forwarded to members as late items:

- Executive Meeting Dates
- ALGA CEO Forum Report

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

RESOLUTION

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

Moved: Alderman Haslett
Seconded: President Clee
Carried

6. DECISIONS THE EXECUTIVE IS BEING ASKED TO MAKE THIS MEETING**6.1 Financial Reports for 31 March 2018****Discussion**

Members noted the financial reports.

RESOLUTION

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

Moved: Mayor Miller
Seconded: Alderman Haslett
Carried

6.2 Local Government Environment Project Officer – Funding Agreement**Discussion**

Members approved the use of the Common Seal.

Action

1. Sign the funding agreement using LGANT's Common Seal.
2. Write a thank you letter to the Minister for the Environment and Natural Resources.

RESOLUTION

1. That the Executive approves the use of the LGANT Common Seal on the Department of Environment and Natural Resources funding agreement for the employment of the Local Government Environment Project Officer.
2. THAT the President of LGANT writes to the Minister for the Environment and Natural Resources acknowledging and in appreciation of the governments financial support in funding the Local Government Environment Project Officer.

Moved: Mayor Miller
Seconded: Mayor M Ryan
Carried

6.3 Independent Town Camps Review**Discussion**

Members noted the concerns expressed in the business paper and approved a letter being sent to the Minister.

Action

3. Write a letter to the Minister about the town camps review.

RESOLUTION

THAT the Executive approves a letter being sent to the Minister about the town camps review.

Moved: Mayor Miller
Seconded: Mayor M Ryan
Carried

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

6.4 Public Libraries

Discussion

Members discussed library funding and heard that:

- City of Darwin is formalising an ongoing agreement
- Litchfield Council is still negotiating an agreement
- Wagait Shire Council is looking to apply for funding for shared services
- Katherine Town Council has signed a five year agreement and is considering shared arrangements
- Patrick Gregory, Director, NT Library will be presenting at the Community Services Reference Group meeting in Darwin next week.

RESOLUTION

THAT the Executive supports councils making preparations for entering into new 5 year agreements commencing in 2018-19 with NT Library for the provision of public library services including the establishment of shared services where possible.

Moved: Mayor M Ryan
Seconded: President Cleve
Carried

6.5 2018-19 Federal Budget

Discussion

Members noted the report.

RESOLUTION

THAT the Executive agrees to LGANT doing further work on the 2018-19 Federal budget which includes a report for a future Executive meeting.

Moved: Alderman Cullen
Seconded: Mayor Bredhauer
Carried

6.6 Draft LGANT Information and Telecommunications Network Policy

Discussion

Members approved the draft policy.

RESOLUTION

THAT the Executive adopts the draft LGANT Information and Telecommunications technology network policy.

Moved: Mayor Miller
Seconded: Mayor M Ryan
Carried

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

7.1 Senate Inquiry into Regional Inequality

Future Action

Provide a progress report once the Senate releases its report.

7.2 2016-17 Local Government National Report

Future Action

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

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

7.3 Outcomes from the April 2018 LGANT General Meeting**Future Action**

No further action required as action items are included items in the Executive agenda.

RESOLUTION**What decision is the Executive being asked to make?**

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

Moved: President Clee
Seconded: Alderman Cullen
Carried

8. BUSINESS WHICH ONLY REQUIRES THE EXECUTIVE TO RECEIVE AND NOTE INFORMATION**8.1 Northern Territory Budget 2018-2019 and LGANT Budget Submission****Discussion**

Members noted the report.

RESOLUTION**What decision is the Executive being asked to make?**

THAT the Executive receives and notes the report on the outcomes of the Northern Territory Budget for 2018-2019 when compared to the 2018-2019 LGANT budget submission.

Moved: Mayor Miller
Seconded: Mayor M Ryan
Carried

9. PRESIDENT'S REPORT

At the last Environmental Ministers meeting members heard that, for the first time, State, Territory and Federal government have made a decision to work towards all packaging being recyclable, reuseable or compostable by 2025.

Members asked that a suitable person be invited to the general meeting in November to speak to delegates on recycling.

Action

4. Invite someone to speak on recycling at the November general meeting.

RESOLUTION**What decision is the Executive being asked to make?**

THAT the Executive receives and notes the President's report.

Moved: Mayor D Ryan
Seconded: Mayor M Ryan
Carried

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

Await direction from the NT Government.

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

10.2 Cemeteries**Future Action**

Continue to work with the Northern Land Council to bring a draft licence on cemeteries for certain councils into place.

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

Continue to monitor the upgrade of barge landings with the Department of Infrastructure, Planning and Logistics.

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

Provide progress reports on implementation of the housing program. (See also agenda item 8.1)

10.5 Roadmap for Renewable Energy**Future Action**

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

10.6 Council Motion – Councils’ Legal Obligation to Manage and Maintain Aboriginal Land Trust Land**Future Action**

Seek legal advice.

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

Continue to work with WALGA on the development of policies and procedures.

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

Provide a progress report after the next meeting.

10.9 Subdivision Guidelines**Future Action**

Attend Management Committee meeting late May 2018.

10.10 NT Alcohol Policies and Legislation Review**Future Action**

Continue to discuss the reports from the above team. Business paper being presented to the Community Services Reference Group 24/05/18.

Discussion

Members were alerted to the release of the first quarterly report from the Alcohol Policies and Legislation Review Team.

Concerns were raised over the role of Police auxiliaries in communities. LGANT will request a meeting with the Minister to get clarification.

Action

5. LGANT to request a meeting with the Minister.

10.11 Submission to the Environmental Regulatory Reform Discussion Paper**Future Action**

Continue to provide progress reports.

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

10.12 Independent Commissioner Against Corruption Bill**Future Action**

Review legislation and arrange meetings with the new organisation once it is established; possibly in July 2018.

Discussion

Members heard that Kenneth Fleming QC has been appointed as the new Independent Commissioner Against Corruption.

10.13 Inquiry into National Freight and Supply Chain Priorities**Future Action**

Continue to work with ALGA through RATAC.

10.14 NT EPA Draft Guideline for Consultation – Recommended Land Use Separation Distances**Future Action**

Follow up with the NT Environment Protection Agency's decision over its land use separation distances guideline.

10.15 Council Motion – Review of Natural Disaster Relief and Recovery Arrangements Conditions and Eligibility**Future Action**

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

10.16 Council Motion – Improving Voting and Voter Turnout at Council Elections**Future Action**

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

10.17 Per- and Poly-Fluoroalkyl Substances (PFAS)**Future Action**

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

10.18 NT 10 Year Museums Master Plan Stakeholder Engagement**Future Action**

No further action required.

Discussion

Members heard the proposal has been scrapped.

10.19 Federal Black Spot Funding**Future Action**

Continue to support and work with the ALGA in respect of its budget submission on this matter.

Discussion

Members noted there was no change in funding.

10.20 Building Better Regions Fund – Local Road Mapping**Future Action**

Meeting between LGANT, Division of Local Government and Department of Infrastructure, Planning and Logistics on funding and business plan for the mapping project.

10.21 Appointment of a LGANT Representative to the Minister's Advisory Council on Multicultural Affairs**Future Action**

No further action required.

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

**10.22 Appointment of a LGANT Representative to the NT Water Safety Advisory Council
Future Action**

Await endorsement of nominees by Minister.

**10.23 Appointment of a LGANT Representative to the Place Names Committee
Future Action**

No further action required.

**10.24 CouncilBIZ Constitution
Future Action**

Await approval from the Minister.

**10.25 2017 Member Satisfaction Survey
Future Action**

Review the survey and report later in the year.

**10.26 Risk Management Plan
Future Action**

No further action required.

**10.27 LGANT Submission to the Aviation Inquiry
Future Action**

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

**10.28 Nomination to the NT Grants Commission
Future Action**

Awaiting signing of Instrument of Appointment.

**10.29 Submission on Remote Employment and Participation
Future Action**

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

**10.30 Submission on the Discussion Draft *Planning for a Vibrant Future*
Future Action**

Follow up with the Department of Infrastructure, Planning and Logistics the status of its consultative work on planning.

**10.31 Submission to the Northern Territory Revenue Discussion Paper
Future Action**

No further action required.

Discussion

Members noted the government had decided against increasing taxes or charging new ones which is what LGANT advocated.

**10.32 Nominations to Local Government Disciplinary Committees
Future Action**

No further action required.

**10.33 Joint Insurance Scheme and Discretionary Trust
Future Action**

LGANT to sign papers in coming weeks which will commence operation of the Trust.

**10.34 Street Lighting Arrangements
Future Action**

A draft submission will be tabled at the meeting.

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

RESOLUTION

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

Moved: Mayor Miller
Seconded: Mayor M Ryan
Carried

11. BUSINESS NOT YET FINISHED BUT INACTIVE

11.1	Waste Management Regional Projects
11.2	2015-16 Local Government National Report
11.3	Review of the <i>Local Government Act</i>
11.4	Constitutional Recognition of Aboriginal and Torres Strait Islander People

RESOLUTION

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

Moved: Alderman Cullen
Seconded: Mayor Bredhauer
Carried

12. MEMBERS QUESTIONS – Nil**13. GENERAL BUSINESS****13.1 Executive Meeting Dates****Discussion**

Members agreed to hold Executive meetings on the third Tuesday of the month to avoid clashes with council meetings.

Action

6. Send out calendar invites for new Executive meeting dates.

RESOLUTION

THAT the Executive agrees that Executive meetings be held on the third Tuesday of each month.

Moved: Mayor M Ryan
Seconded: Mayor Bredhauer
Carried

13.2 ALGA and LGA CEOs Meeting**Discussion**

Members heard that Mayor Matthew Ryan was attending a housing meeting that afternoon and would report back at the next Executive meeting.

14. COMPLETED BUSINESS

14.1	Nominations to the Local Government Accounting Advisory Committee
14.2	ALGA Board Report – March 2018
14.3	Procedural Steps for Councils to Borrow Monies
14.4	2018-2019 Draft Strategic Plan and Annual Priorities
14.5	2018-2019 Draft Annual Budget including Membership Subscriptions

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

RESOLUTION

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

Moved: Mayor M Ryan

Seconded: Mayor Miller

Carried

DRAFT

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

15. CONFIDENTIAL BUSINESS**16. NEXT MEETING**

The next meeting of the LGANT Executive will be held on Tuesday 12 June 2018 at 9:00am in the LGANT Boardroom or by teleconference.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 10:09am.

17. LIST OF ACTIONS FROM THE MEETING

ACTIONS	Item No
1. Sign the funding agreement using LGANT's Common Seal.	6.2
2. Write a thank you letter to the Minister for the Environment and Natural Resources.	6.2
3. Write a letter to the Minister about the town camps review.	6.3
4. Invite someone to speak on recycling at the November general meeting.	9
5. LGANT to request a meeting with the Minister	10.10
6. Send out calendar invites for new Executive meeting dates	13.1

From: Elaine McLeod <Elaine.McLeod@lgant.asn.au>
Sent: Friday, May 25, 2018 8:38 AM
Subject: Call for Nominations - NT Tobacco Control Action Committee

Good morning

LGANT is calling for nominations from council officers and elected members to represent LGANT on the NT Tobacco Control Action Committee (NTTCAC). NTTCAC will provide strategic advice on the review and implementation of the NT Tobacco Action Plan 2018-2021.

Please find attached the invitation from the Department of Health, nomination form and procedures for LGANT representatives on Committees.

Could you please forward nominations to me **by Tuesday 5 June 2018**. A nominee will be endorsed at the Executive meeting on 12 June 2018. Given the short time frame, a council resolution can be forwarded at a later date.

Kind regards

Elaine McLeod
Executive Assistant to CEO
Local Government Association of the Northern Territory
PO Box 2017, Parap, NT 0804
21 Parap Road, Parap, NT 0820
Ph: (08) 8944 9680; Fax: (08) 8941 2665
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Chief Executive

Level 4 Health House
87 Mitchell Street
DARWIN NT 0800

Postal Address

PO Box 40596
CASUARINA NT 0811

T 08 8999 2761

E Catherine.stoddart@nt.gov.au

File Ref:

DD2018/02373

Mr Tony Tapsell
Chief Executive Officer
Local Government Association of the Northern Territory
PO Box 2017
Parap NT 0821

Dear Mr Tapsell

Re: Invitation for Committee Membership – Tobacco Control Action Committee (NTTCAC)

As part of the Northern Territory Government's commitment to strengthening action to reduce the harm caused by tobacco, the Minister for Health has approved the establishment of the Northern Territory Tobacco Control Action Committee (NTTCAC).

NTTCAC will provide strategic advice on the review and implementation of the NT Tobacco Action Plan 2018-2021. A draft Action Plan has been developed with the goal to improve the health of Territorians by reducing the harm caused by tobacco consumption and exposure to tobacco smoke, and to prevent uptake by young people.

Your organisation has been identified as a key stakeholder and is invited to have representation on the Action Committee.

Could you please confirm your acceptance of this invitation and provide the name of your representative to be a committee member. Information should be provided to the A/Director, Alcohol and Other Drugs Directorate at AODD.DoH@nt.gov.au

I look forward to your positive reply.

Yours sincerely



Prof Catherine Stoddart

9 May 2018

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY



PROCEDURES FOR LGANT REPRESENTATIVES ON COMMITTEES

LGANT representatives on committees are required to provide the Association with regular reports and an annual report for its Annual General Meeting in November of each year.

The Association also requires the minutes of each meeting attended to be emailed to the CEO's Personal Assistant, elaine.mcleod@lgant.asn.au.

Representatives are required to supply the Association with contact details such as mobile phone number, email address, postal address and the council they are a member of.

The Association will supply information to nominees of committees, including their Terms of Reference.

If a LGANT representative resigns from a committee, he/she is requested to inform the Association in writing, by letter or email, so that an alternative representative can be nominated to the committee.

The Association may remove its endorsement of a representative on a committee if that representative fails to deliver regular reports or misses meetings without just cause. It would then be up to the committee to decide whether or not the representative remains on that committee if the representative is without LGANT endorsement.

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 19 June 2018 at 5.30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

19 CLOSURE OF MEETING TO PUBLIC

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

20 ADJOURNMENT OF MEETING AND MEDIA LIASION



**COUNCIL MEETING
MINUTES
TUESDAY, 15 MAY 2018**

2nd Ordinary Council Meeting

CITY OF PALMERSTON

**Minutes of Council Meeting
held in Council Chambers
Civic Plaza, Palmerston
on Tuesday 15 May 2018 at 5.32pm.**

ELECTED MEMBERS

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

STAFF

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

GALLERY

Giovina D'Alessandro, Executive Director, Alcohol Reform Implementation Team
Ryan Neve, Director of Communications and Stakeholder Engagement, Alcohol Reform Implementation Team
2 members of the public

1 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

2 OPENING OF MEETING

The Mayor declared the meeting open at 5.32pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil.

3.2 Leave of Absence

Moved: Alderman Buhr
Seconded: Alderman Giesecke

THAT it be noted that Alderman Garden is an apology due to a leave of absence previously granted on 17 April 2018 for period 27 April to 22 May 2018 (inclusive).

CARRIED 9/0057 – 15/05/2018

3.3 Leave of Absence Request

Nil.

4 DECLARATION OF INTEREST

4.1 Elected Members

Moved: Alderman Giesecke
Seconded: Alderman Buhr

THAT the Declaration of Interest received from Alderman Giesecke for Items 21.1 and 23.1 be received and noted.

CARRIED 9/0058 – 15/05/2018

4.2 Staff

Nil.

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Alderman Henderson
Seconded: Alderman Lewis

THAT the minutes of the Council Meeting held Tuesday, 1 May 2018 pages 9529 to 9540, be confirmed with the following amendments:

- Item 4.1 includes 'for Item 5.1.1 (9.1.1)' to specify where the Conflict of Interest was declared; and
- Item 12.2.2 (2i, 2ii and 2iii) state 'monthly' instead of 'fortnightly'.

CARRIED 9/0059 – 15/05/2018

5.2 Business Arising from Previous Meeting

Nil.

6 MAYOR'S REPORT

Nil.

7 DEPUTATIONS AND PRESENTATIONS

7.1 Deputations

Nil.

7.2 Presentations

Moved: Deputy Mayor Hale
Seconded: Alderman Henderson

THAT the presentation by Giovina D'Allessandro, Executive Director and Ryan Neve, Director of Communications & Stakeholder Engagement of the Alcohol Reform Implementation Team, Department of the Chief Minister be received and noted.

CARRIED 9/0060 - 15/05/2018

8 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

Nil.

9 CONFIDENTIAL ITEMS

9.1 Confidential Items

Moved: Alderman Lewis
Seconded: Alderman Buhr

THAT the following items be confirmed and considered within the Confidential session of the Council meeting held on Tuesday, 15 May 2018.

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

		motion or both relating to, information subject to an obligation of confidentiality at law, or in equity.
24.2.1	8(c)(iv)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(c)(iv) of the Local Government Administration Regulations, whereby the public may be excluded while business of a kind classified as information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.
24.2.2	8(c)(iv)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(c)(iv) of the Local Government Administration Regulations, whereby the public may be excluded while business of a kind classified as information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.

CARRIED 9/0061 – 15/05/2018

9.2 Moving Open Items into Confidential

Nil.

9.3 Moving Confidential Items into Open

Nil.

10 PETITIONS

Nil.

11 NOTICES OF MOTION

Nil.

12 OFFICERS REPORTS

12.1 Receive and Note Reports

12.1.1 Financial Report for the Month of April 2018

9/0023

Moved: Alderman Henderson

Seconded: Deputy Mayor Hale

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

CARRIED 9/0062 – 15/05/2018

12.1.2 Corporate Services Quarterly Report January – March 2018 9/0020

Moved: Alderman Buhr
Seconded: Alderman Spick

THAT Report Number 9/0020 entitled Corporate Services Quarterly Report January – March 2018 be received and noted.

CARRIED 9/0063 – 15/05/2018

12.2 Action Reports

12.2.1 Third Quarter Budget Review 2017/18 9/0017

Moved: Alderman Lewis
Seconded: Alderman Buhr

1. THAT Report Number 9/0017 entitled Third Quarter Budget Review 2017/18 be received and noted.
2. THAT Council adopts the reserve movements as per **Attachment B** of Report Number 9/0017 entitled Third Quarter Budget Review 2017/18 being:
 - \$500,000 drawn from the Disaster Recovery Reserve;
 - \$550,931 drawn from the Waste Management Reserve; and
 - \$50,000 allocated to the Infrastructure Reserve.
3. THAT Council adopts the Third Quarter Budget Review 2017/18, pursuant to Section 128 (2) of *Local Government Act* as per **Attachment A** of Report Number 9/0017 entitled Third Quarter Budget Review 2017/18.

CARRIED 9/0064 – 15/05/2018

12.2.2 Audio/Audio-Visual Conferencing at Council Meetings by Elected Members 9/0024

Moved: Alderman Spick
Seconded: Deputy Mayor Hale

1. THAT Report Number 9/0024 entitled Audio/Audio-Visual Conferencing at Council Meetings by Elected Members be received and noted.

CARRIED 9/0065 – 15/05/2018

Moved: Mayor Pascoe-Bell
Seconded: Alderman Buhr

2. THAT Council adopt draft Council Policy MEE04 - Audio/Audio-Visual Conferencing at Council Meetings by Elected Members being **Attachment A** to Report Number 9/0024 entitled Audio/Audio-Visual Conferencing at Council Meetings by Elected Members including amendments to the title and access to teleconferencing and administrative adjustments, as Council Policy.

12.2.2 Audio/Audio-Visual Conferencing at Council Meetings by Elected Members
(continued) 9/0024

3. THAT Council amend the Order of Business at its Ordinary Council meetings to include Request for Teleconferencing immediately following Section Three entitled Apologies and Leave of Absence.

CARRIED 9/0066 – 15/05/2018

12.2.3 Pop Up Dining in Palmerston 9/0019

Moved: Alderman Buhr
Seconded: Alderman Henderson

1. THAT Report Number 9/0019 entitled Pop Up Dining in Palmerston be received and noted.
2. THAT Council approve a Level 2 City Wide Community Consultation for 30 days, including additional strategies identified in the report and direct business liaison, to inform on the level of community and stakeholder support and requirements for the establishment of pop up dining in Palmerston's public spaces and the impact on local businesses.

CARRIED 9/0067 – 15/05/2018

12.3 Confidential Decisions moved into the Open Session

24.1.1 Draft Long Term Financial Plan 2019-2028 C9/0021

Moved: Alderman Buhr
Seconded: Deputy Mayor Hale

1. THAT Report Number C9/0021 entitled Draft Long Term Financial Plan 2019-2028 be received and noted.

CARRIED 9/0076 – 15/05/2018

Moved: Mayor Pascoe-Bell
Seconded: Alderman Henderson

2. THAT Council adopts the Long Term Financial Plan at **Attachment A**, including minor amendments to formatting and words regarding future reserves, to Report Number C9/0021 entitled Draft Long Term Financial Plan 2019-2028 for the purposes of 28 days public consultation as per Level 2 of Council Policy COMM03 Community Consultation.
3. THAT these decisions and **Attachment A** to Report Number C9/0021 entitled Draft Long Term Financial Plan 2019-2028 move into the open session to allow for public consultation.

CARRIED 9/0077 – 15/05/2018

24.1.2 Draft City of Palmerston Municipal Plan 2018-2023

C9/0022

Moved: Alderman Lewis
Seconded: Deputy Mayor Hale

1. THAT Report Number C9/0022 entitled Draft City of Palmerston Municipal Plan 2018-2023 be received and noted.
2. THAT in accordance with section 24(2) of the *Local Government Act*, Council adopt the Draft City of Palmerston Municipal Plan 2018-2023 at **Attachment A** to Report Number C9/0022 entitled Draft City of Palmerston Municipal Plan 2018-2023 for the purposes of 28 days public consultation in line with the requirements of Council Policy COMM03 Community Consultation.
3. THAT these decisions and **Attachment A** to Report Number C9/0022 entitled Draft City of Palmerston Municipal Plan 2018-2023 move into the open session to allow for public consultation.

CARRIED 9/0078 – 15/05/2018

13 INFORMATION AND CORRESPONDENCE

13.1 Information

Nil.

13.2 Correspondence

Nil.

14 REPORT OF DELEGATES

14.1 Report of Delegates

Nil.

15 QUESTIONS BY MEMBERS

15.1 Maintenance of Street and Public Lighting

Moved: Alderman Lewis
Seconded: Deputy Mayor Hale

THAT the question asked by Alderman Lewis regarding street and public lighting, and the response be received and noted.

Question: "Can the CEO please provide an update on the status of maintenance of street and public lighting within the Municipality since the transition this year of lighting from Power Water to Council."

Response provided by Director City Growth and Operations: "We are awaiting final approvals and certifications from Power Water to access certain street and public lighting structures and we anticipate that access will be granted by 23 of May 2018. However, it should be noted that Council is able to undertake certain levels of maintenance which is occurring presently. Enquiries have been documented and will be actioned as a priority."

The Director took on notice service level standards to be provided.

CARRIED 9/0068 – 15/05/2018

16 GENERAL BUSINESS

16.1 Graffiti Management

Moved: Alderman Lewis
Seconded: Alderman Buhr

THAT a report be presented to Council by August 2018 which outlines existing practices and/or policies and opportunities for improvement in relation to graffiti management across the municipality.

CARRIED 9/0069 – 15/05/2018

Confidential Decisions moved into the Open Session

28.1 Municipal Plan – Staff Thank you

Moved: Mayor Pascoe-Bell
Seconded: Alderman Spick

1. THAT the Council thank all staff involved in developing the 2018-2023 Municipal Plan in particular the Finance and Communications teams.
2. THAT this decision be moved into the open session.

CARRIED 9/0079 – 15/05/2018

17 NEXT COUNCIL MEETING

Moved: Mayor Pascoe-Bell
Seconded: Deputy Mayor Hale

THAT the next Ordinary Meeting of Council be held on Tuesday 5 June 2018 at 5.30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/0070 – 15/05/2018

18 CLOSURE OF MEETING TO PUBLIC

Moved: Alderman Giesecke
Seconded: Alderman Spick

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

CARRIED 9/0071 – 15/05/2018

19 ADJOURNMENT OF MEETING AND MEDIA LIASION

Moved: Alderman Lewis
Seconded: Alderman Spick

THAT the meeting be adjourned for 20 minutes for meals.

CARRIED 9/0072 – 15/05/2018

The meeting adjourned at 6:40pm.



Athina Pascoe-Bell
MAYOR

Date:
