

1st ORDINARY COUNCIL MEETING

NOTICE OF MEETING

TUESDAY, 4 JUNE 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.


AMELIA VELLAR
ACTING CHIEF EXECUTIVE OFFICER

TABLE OF CONTENT

1	ACKNOWLEDGEMENT OF COUNTRY	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	MAYORAL REPORT	
	7.1 Mayoral Update Report – May 2019	Page 2
8	DEPUTATIONS AND PRESENTATIONS	
	8.1 Draft Local Government Bill	Page 5
9	PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)	Page 5
10	CONFIDENTIAL ITEMS	Page 5
11	PETITIONS	Page 6
12	NOTICES OF MOTION	
	12.1 Pop Up Park Program	Page 7
13	OFFICER REPORTS	
	13.1 Receive and Note Reports	
	13.1.1 2019 Community Satisfaction Survey	Page 9
	13.1.2 Palmerston Seniors Advisory Committee May 2019 Minutes	Page 13
	13.1.3 <i>Próject</i> – Making the Switch, Update June 2019	Page 21
	13.2 Action Reports	
	13.2.1 Palmerston Animal Management Advisory Committee Meeting – May 2019	Page 28
	13.2.2 By-laws Review Schedule	Page 37
	13.2.3 Appointment of the Deputy Mayor – July to December 2019	Page 43
	13.2.4 Appointment of Committee Representation	Page 46
14	INFORMATION AND CORRESPONDENCE	
	14.1 Information	
	14.1.1 LGANT Draft Executive Minutes – 20 May 2019	Page 55
15	REPORT OF DELEGATES	Page 66
16	QUESTIONS BY MEMBERS	Page 66
17	GENERAL BUSINESS	Page 66
18	NEXT ORDINARY COUNCIL MEETING	Page 66

TABLE OF CONTENT

19	CLOSURE OF MEETING TO PUBLIC	Page 66
20	ADJOURNMENT OF MEETING AND MEDIA LIAISON	Page 66

1st Ordinary Council Meeting

1 ACKNOWLEDGEMENT OF COUNTRY

2 OPENING OF MEETING

3 APOLOGIES AND LEAVE OF ABSENCE

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

4 REQUEST FOR TELECONFERENCE

5 DECLARATION OF INTEREST

- 5.1 Elected Members
- 5.2 Staff

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

THAT the Minutes of its Council Meeting held on 21 May 2019 pages 9756 to 9767 be confirmed.

6.2 Business Arising from Previous Meeting

7 MAYORAL REPORT

7.1 Mayoral Update Report – May 2019

M9/011

AGENDA ITEM: 7.1

REPORT TITLE: Mayoral Update Report – May 2019

REPORT NUMBER: M9/011

MEETING DATE: 4/06/2019

AUTHOR: Mayor, Athina Pascoe-Bell

COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This report provides a highlight summary of some recent activities.

KEY MESSAGES

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

RECOMMENDATION

THAT Report Number M9/011 entitled Mayoral Update Report – May 2019 be received and noted.

DISCUSSION

Michael Long Learning & Leadership Centre Tour

This month I had the opportunity to take a tour of the Michael Long Learning and Leadership Centre, where they utilise football as a pathway to employment, complemented with the Australian curriculum and is designed to foster potential opportunities with the AFL and local employers. Working life is explored and experienced through a one-week residential stay where students have the opportunity to visit a range of local employment and training centres in conjunction with lessons based on work readiness.

CPA Palmerston

During May I was invited by CPA (Certified Practising Accountant) Australia NT to make a presentation to the Palmerston City Discussion Group. During this presentation I spoke about the following items –

- Council's Tendering process
- Council's Long-Term Financial Plan
- Council's major projects and developments planned for the next 12-18 months

Northern Territory Government's Budget Lockup

Both the CEO and I attended the Industry and Stakeholder Budget Lock Up where Treasurer Nicole Mansion gave a preview briefing of the 2019-20 Budget.

Although there will be some programs reduced, the government will still be delivering some major projects in Palmerston such as the new fire station and the next stage of Zuccoli school.

The budget also contains the Government's financial commitments to Councils Making the Swith and Smart Cities projects.

Fred's Pass Rural Show

Is an annual even providing a regional focus non productivity, enterprise and community. The aim of the Show is to provide a forum to showcase the diverse range of industries including pastoralism, agriculture, horticulture, mining and manufacture as well as to provide an opportunity for community groups to hold their annual fundraising.

This year Council had a stall at the 2019 Fred's Pass Show as part of its efforts to further engage with the community and our surrounding region. I would like to thank all of the Elected Members who came along to the show and helped out at the stall.

COTA Seniors Expo

I attended the COTA Seniors Expo which is proudly supported by the City of Palmerston. This year's gold theme 'Be Bolder Not Just Older' marked the organisations 50th year of service to the Northern Territory.

Some of the items available during the Expo were free finger prick cholesterol tests, blood glucose level sugar tests, blood pressure checks, neurostructural health screening, minute neck and shoulder massages, energy ball samples, opportunity to purchase discount books, jewellery and DVDs, displays of art, quilting, wood turning, crochet, sewing and knitting, the ability to have a free game of table tennis, 'do not knock' stickers, enter a raffle and pick up promotional giveaways from many participating stallholders.

Regional Council Interaction

I have written to the regional Councils of Tiwi Islands, East Arnhem and West Arnhem, inviting them to a Palmerston meeting and offering to build working relationships between our Councils.

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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



A Place for People

MAYORAL REPORT

1st Ordinary Council Meeting

ATTACHMENTS

There are no attachments for this report.

8 DEPUTATIONS AND PRESENTATIONS**8.1 Draft Local Government Bill**

Presentation by Department of Local Government, Housing and Community Development

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)**10 CONFIDENTIAL ITEMS****10.1 Moving Confidential Items into Open****10.2 Moving Open Items into Confidential****10.3 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.

ITEM	REGULATION	REASON
25.2.1	8(b)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act and 8(b) of the Local Government (Administration) Regulations</i> , 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 personal circumstances of a resident or ratepayer.
25.2.2	8(c)(ii)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act and 8(c)(ii) of the Local Government (Administration) Regulations</i> , 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 maintenance or administration of the law.
	8(c)(iv)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act and 8(c)(iv) of the Local Government (Administration) Regulations</i> , 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.
25.2.3	8(b)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act and 8(b) of the Local Government (Administration) Regulations</i> , 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 personal circumstances of a resident or ratepayer.

25.2.4	8(c)(iv)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(c)(iv) of the Local Government Administration Regulations, whereby the public may be excluded while business of a kind classified as information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.
	8(d)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(d) of the Local Government (Administration) Regulations, which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information subject to an obligation of confidentiality at law, or in equity.

11 PETITIONS

12 NOTICES OF MOTION

12.1 Pop Up Park Program

Moved: Alderman Giesecke

THAT a report outlining the benefits to our community, options, feasibility, potential locations with a focus on the City Centre, partnerships and costs of a Palmerston Temporary Pop Up Park Program to enhance community well-being and liveability, be presented to Council by the 2nd Ordinary Council Meeting in September 2019.

COUNCIL MEETING DATE: 4 June 2019

TOPIC: Palmerston Temporary Pop Up Park Program

BACKGROUND:

Council is committed to community building and beautifying our city. Council recognises the need to create spaces that provide benefits for the environment and the physical and mental wellbeing of our community.

Council is delivery many programs to deliver on this such as tree planting, enhancement of play spaces, conservation of natural bushland and renewing and managing over 170 hectares of open space throughout the city.

Pop-up and temporary green and recreational spaces are becoming increasingly popular in cities. Given the rate of development has slowed across the Northern Territory there maybe opportunities for place-making and to utilises vacant or underutilised spaces both public and private providing places for people. By way of potential sites there are several vacant allotments within the Palmerston City Centre that could be considered.

Pop-up parks could be a great and cost-effective way to revitalise areas that have been otherwise forgotten or are underutilised.

The presence of public green spaces and recreational activities in urban areas may have benefits beyond health and could include revitalisation of city centre or neighborhoods, drawing more people to the city centre, managing vacant allotments and increased passive surveillance. The process could be further enhanced with the engagement of the community in the delivery of the initiative, for example imagine a space for young people designed by young people that can pop up throughout the City to increase inclusiveness and accessibility.

The type of elements in a pop-up park would be temporary and cost effective in nature and could include:

- Grass (real or fake)
- Park benches
- Temporary shade structures
- Decking
- Play equipment
- Trees in planter boxes

OBJECTIVE:

The motion is calling for a report to examine the benefits to our community, options, feasibility, potential locations and costs of a Palmerston temporary pop up park program to enhance community well-being and liveability. The report will allow Council staff to also investigate possible partnerships, any risks and have a focus on the Palmerston City Centre.

NOTICE OF MOTION:

THAT a report outlining the benefits to our community, options, feasibility, potential locations with a focus on the City Centre, partnerships and costs of a Palmerston Temporary Pop Up Park Program to enhance community well-being and liveability, be presented to Council by the 2nd Ordinary Council Meeting in September 2019.



Signature

Alderman Ben Giesecke

Print Name

29/05/2019

Date

13 OFFICER REPORTS

13.1 Receive and Note Reports

13.1.1	2019 Community Satisfaction Survey	9/0230
13.1.2	Palmerston Seniors Advisory Committee May 2019 Minutes	9/0238
13.1.3	<i>Project</i> – Making the Switch, Update June 2019	9/0244

AGENDA ITEM:	13.1.1
REPORT TITLE:	2019 Community Satisfaction Survey
REPORT NUMBER:	9/0230
MEETING DATE:	4/06/2019
AUTHOR:	Director Governance and Regulatory Services, Chris Kelly
APPROVER:	Acting Chief Executive Officer, Amelia Vellar

COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This report seeks to update Council on the progress of the 2019 Community Satisfaction Survey.

KEY MESSAGES

- Council undertakes an annual Community Satisfaction Survey and completed a review for 2019.
- Colmar Brunton (market research agency) has been commissioned to assist in the review of the Community Satisfaction Survey and to undertake the survey.
- Council has reviewed the Community Satisfaction Survey and amended the following:
 - consistency with the Community Plan
 - key performance indicators;
 - measurement of importance;
 - feedback on responses; and
 - simplified scoring.
- Many of the questions are required measures and are set to provide a consistent measurement of operational performance or to collect demographic data.
- Elected Members have provided guidance on additional questions they wish to have included.
- The survey is estimated to commence on 3 June 2019 using a combination of phone surveys and online responses.

RECOMMENDATION

THAT Report Number 9/0230 entitled 2019 Community Satisfaction Survey be received and noted.

BACKGROUND

At the 1st Ordinary Council Meeting of 2 October 2018 Council made the following decisions:

13.2.1 Community Satisfaction Survey Results and Response

9/0094

1. *THAT Report Number 9/0094 entitled Community Satisfaction Survey Results and Response be received and noted.*
2. *THAT Council note that actions, initiatives and programs that are underway to improve customer satisfaction as part of the 2018/19 Municipal Plan that are outlined*

in this report entitled Community Satisfaction Survey Results and Response and that any actions requiring new or additional funding will be referred to future Budget Reviews and 2019/20 Municipal Plan and Budget development.

3. *THAT a future report will be provided to Council in February 2019 outlining the results of the review of the structure, content and scoring methodology of the Community Satisfaction Survey and any recommended changes.*

CARRIED 9/0300 – 02/10/2018

When Council considered the results of the 2018 Community Satisfaction Survey, Council was advised that staff would be undertaking a review of the structure, content and methodology of the Community Satisfaction Survey. Some initial observations of the existing 2018 survey are that:

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

As part of the preparation process for the 2019 Community Satisfaction Survey, Council undertook a procurement process to both assist in reviewing the survey and undertake the survey. Following this process, Colmar Brunton was appointed.

DISCUSSION

Historically, Council has commissioned the Community Satisfaction Survey (the survey) to determine the overall performance of Council against 14 service areas and as part of our reporting requirements, however it was identified that the survey was due for review.

The Community Plan, which was adopted at the 1st Ordinary Council Meeting of April 2019, created six outcomes for Council to work towards, with 14 objectives forming part of those outcomes. These align to Performance Plans for Council to focus on and the 2019/20 Municipal Plan and Budget is structured on this basis.

As part of the new survey, each of the “performance” questions asked of respondents is allocated to one of these objectives/performance plans and helps to provide a score. These questions have been reviewed in line with the Community Plan. They pertain to operational performance and are fixed to ensure alignment and consistency between the Municipal Plan, Community Satisfaction Survey and the Annual Report moving forward. The “performance” questions ensure that each objective is assessed, and each question aligns to an objective. The outcomes will form part of Council's required reporting in the Annual Report.

Previously importance scoring consisted of simply asking respondents of the importance of a series of Council functions. This led to respondents placing a high value on most of Council's functions, without providing any guidance on the relative importance to assist Council in determining where to prioritise funding and resources. As part of future surveys, Council will use what is known as "driver analysis", which asks respondents to provide an overall score of Council's performance and then ask them why they provided that score, which will indicate what they value as most important.

The current scoring methodology is unnecessarily complicated, and Council will be using a simple 0-10 scoring system, which can be extrapolated to 0-100 if required. This will be easier for users to understand as the scores should provide a better understanding of the level of satisfaction or dissatisfaction.

Council has also provided several points throughout the survey to seek feedback as to why respondents answered the way they did. Council has also refined the questions on customer service and facilities to ensure that only the feedback from people who have interacted with Council or used facilities is counted toward scoring for those outcomes. This removes perception bias from the assessment of Council in these areas.

As part of the review process, Council proposed undertaking an annual survey of the business community in addition to the ongoing community survey. This cost an additional \$12,000. As there is ongoing consultation with the business community as part of the development of the Palmerston Local Economic Plan, it is not recommended that Council undertake a survey of the business community this year. However, in future years, Council will consider a survey of businesses regarding confidence, sentiment and Council performance.

Finally, as part of the survey, Council is also testing awareness of the brand "A Place for People" and how strongly respondents agree that Palmerston is "A Place for People". Council will continue to seek demographic information from respondents to ensure that the mix of survey respondents reflects Council's demographics.

Even though much of the survey content is fixed to establish operational performance and collect demographic data to ensure the mix of survey respondents reflects Palmerston's demographics, there is still capacity in the survey to measure other matters.

Council was asked to provide feedback on what additional items it would like the survey to consider. The agreed questions were:

- What are the top two issues in your local area that are important to you?
- On a scale of 0 to 10, with 0 being not accessible at all and 10 being very accessible, how accessible do you consider Council's Elected Members to be?
- (If scored not accessible, eg. below 5) How could they be more accessible to you?
- In considering the last 12 months, could you please identify two achievements/outcomes by Council that are most important to you?

As these questions are not required to meet Council's reporting obligations, they can be changed from year to year, so Council guidance will be sought annually on this content.

The survey is expected to begin the week commencing 3 June 2019.

CONSULTATION PROCESS

The following City of Palmerston staff were consulted in preparing this report:

- Executive Leadership Team

In preparing this report, the following external parties were consulted:

- Colmar Brunton

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

The 2019 Community Satisfaction Survey is budgeted to cost \$43,560. This cost is incorporated in Council's annual budget. Council will not be undertaking a survey of the business community this year, due to the consultation occurring as part of the preparation of the Palmerston Local Economic Plan. This will occur in future years. The estimated cost of this survey would be an additional \$12,000.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Section 199(3) of the *Local Government Act* requires Council to provide an assessment of its performance against its Municipal Plan objectives in the Annual Report. This survey has been designed to ensure that this occurs, and that there is consistency between the Municipal Plan and the Annual 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

There are no attachments for this report.

AGENDA ITEM:	13.1.2
REPORT TITLE:	Palmerston Seniors Advisory Committee May 2019 Minutes
REPORT NUMBER:	9/0238
MEETING DATE:	4/06/2019
AUTHOR:	Executive Assistant to Director Lifestyle and Community, Tree Malyan
APPROVER:	Acting Chief Executive Officer, Amelia Vellar

COMMUNITY PLAN

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.

PURPOSE

This report presents the unconfirmed minutes from the Palmerston Seniors Advisory Committee (PSAC) meeting held on 13 May 2019.

KEY MESSAGES

- Palmerston Seniors Advisory Committee (PSAC) is an advisory committee to Council. PSAC provides advice and feedback in relation to issues that affect Palmerston (and rural) seniors who access services, businesses, events and activities in Palmerston.
- A PSAC meeting was held 13 May 2019 and unconfirmed minutes are presented at **Attachment A**.
- Discussions for the planning of the 2019 Palmerston Seniors Forum to be held on 19 August 2019 at the Recreation Centre have commenced.
- A workshop delivered by Dementia Australia – Enabling Edie was held directly following the meeting.

RECOMMENDATION

THAT Report Number 9/0238 entitled Palmerston Seniors Advisory Committee May 2019 Minutes be received and noted.

BACKGROUND

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

The Committee meets approximately bi-monthly, bringing together the 15 senior members (consisting of Seniors from Palmerston and the rural area), Elected Members and guests such as Government representatives from local electorates.

DISCUSSION

A PSAC meeting occurred on the 13 May 2019 at the Palmerston Recreation Centre.

The unconfirmed Minutes of the 13 May 2019 PSAC meeting are provided as **Attachment A**.

These minutes were circulated to the Committee on 16 May 2019.

After the PSAC meeting, eleven Committee members, including the Deputy Mayor participated in an interactive Dementia Awareness training workshop 'Enabling Edie', hosted by a Dementia Australia Education Officer. The aim of the workshop was to form a better understanding of dementia from the perspective of the consumer through an Educational Dementia Immersive Experience (EDIE).

At the end of this session participants understood the following:

- consumer's perspective of dementia,
- how to identify support needs in partnership with the client and their carer, and
- how to develop a dementia support plan that focuses on enabling a person living with dementia.

Discussions have commenced for the 2019 Seniors Forum to be held on Monday 19 August 2019, in the Recreation Centre. The Seniors Forum is part of the Seniors Fortnight to be held from 11 August to 25 August. City of Palmerston is a major contributor with a three year Platinum Sponsorship of the Seniors Fortnight in the form of financial sponsorship and Council also provide in-kind support.

CONSULTATION PROCESS

There are no consultation implications relating to this report.

POLICY IMPLICATIONS

There are no policy implications relation to this report.

BUDGET AND RESOURCE IMPLICATIONS

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

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 relating to 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: Unconfirmed Palmerston Seniors Advisory Committee May 2019 Minutes

CITY OF PALMERSTON

Minutes of Palmerston Seniors Advisory Committee Meeting
held in Palmerston Recreation Centre,
The Boulevard, Palmerston
on Monday 13 May 2019 at 12:00 pm.

COMMITTEE MEMBERS

Deputy Mayor Sarah Henderson (Chair)
Ann Brown
Mary Oliffe
Avril Smith
Pam Smith
Marg Lee
Trevor Miller
Sandra Parker
Anna Durbridge
Anne Coutts
Barbara Crane

GUESTS

Olga Dalrymple, Electorate of Brennan
Angie Walker, Electorate of Spillett
Kirby Bolton, Electorate of Drysdale

STAFF

Jan Peters, Manager Community Services
Tree Malyan, EA to Director Lifestyle and Community
(minutes)
Tiffany Brown, Community Events Officer

1 OPENING OF MEETING

The Chair declared the meeting open at 12.00 pm.

2 APOLOGIES AND LEAVE OF ABSENCE

Amelia Vellar
Dot Chapman
Margaret Moore
Neville Driver
Lillian Mann

Acting Director Lifestyle and Community
Committee member
Committee member
Committee member
Committee member

Initials: _____

3 CONFIRMATION OF MINUTES

3.1 Confirmation of Minutes

Moved: Sandra Parker
Seconded: Marg Lee

4 PRESENTATIONS

NIL

5 BUSINESS ARISING FROM PREVIOUS MEETINGS

5.1 Actions

The following Action Table Items were discussed:

See Chairs Report:

- Expansion Gray Community Hall
- City Centre Parking Review

Manager Community Service discussed:

- Gateway Shopping Centre Bus Stop:
 - 1 May: CEO has written to Director Gateway Shopping Centre to discuss concerns over the safety and access of pedestrians entering the Gateway Shopping Centre.
 - 2 May: Response from Coombes Property Group advised that the delay was due to works being completed on Roystonea Avenue. Works should be completed in the next few weeks.
 - 14 May: CEO to meet with Gateway Manager
- In Case of Emergency Cards
 - Marg Lee and Trevor Miller spoke to the meeting informing the meeting that Palmerston & Litchfield Seniors Association (PLSA), are taking on this project and are in negotiations at present with the printers.

Initials: _____

ATTACHMENT A

PALMERSTON SENIORS ADVISORY COMMITTEE MINUTES

Amended Table Action Table below:

ACTION TABLE					
Issues	Possible solution	Action	Responsibility	When	Status
"Suitable space required for Palmerston seniors to meet, to socialise, and source information"	Continue to liaise with Council on either a purpose-built (or extended/renovated existing) Community Centre to provide spaces suitable for seniors only OR a shared-use facility.	1. Provide update on progress of municipality-wide land use planning.	Director Lifestyle and Community/Chair	As available	Completed
		2. Provide update on report regarding viability of extending Gray Hall.	Chair		Completed
"Paid Parking in CBD means seniors are forced to shop elsewhere."	Seek feedback from Council re: possible amendments to parking strategy: e.g. Extend time, better policing of disabled parking, cancel parking meters	Consider issues following Council review of paid parking in the City Centre. As per Council Minutes 9/0094 – 05/06/2018	Chair to report back to PSAC outcome of Council review	13 May Meeting	Completed
"Concerns about safe access to Gateway shopping Centre from bus stops and on foot."	See what the new entrance plans are, Stage Two is nearing completion; this may answer concerns.	1. PSAC meeting Invite speaker from Dept of Transport re Gateway bus parking and pedestrian access.	Community Services Officer	When Stage 2 and new entry/exit open	In Progress
		2. Put new access info into Grey Goss	Community Services Officer	As available	
Seniors parking at Gateway Shopping Centre	Several dedicated spaces for seniors parking.	Request dedicated spaces for seniors parking. Report response to group.	MLA Member for Spillett, Mrs Lia Finocchiaro	15 July (please note change of date due to short meeting on 13 May) Meeting	In progress

Initials: _____

6 CHAIR'S REPORT

6.1 Verbal Report:

Chair Deputy Mayor Sarah Henderson

- Expansion on Gray Community Hall and the federal funding of \$1.45m which will be received if the Liberal and National Government are re-elected.
- Council's new Parking Strategy comes into effect 1 July 2019. All day parking will remain at \$4 per day with a time change from 8am – 4pm. Short term parking around the CBD, 1, 2 and 3 hour parking, will be free, however you will need to display a ticket and keep to the times stipulated in the bays. If you go over, fines will still be issued.
- Draft Municipal Plan and Budget 2019/2020 has been released and is seeking community feedback. Copies are available by pressing the link [here](https://www.palmerston.nt.gov.au/sites/default/files/uploads/files/2019/DRAFT_COP_Municipal_Plan_2019.pdf) or on the website:
https://www.palmerston.nt.gov.au/sites/default/files/uploads/files/2019/DRAFT_COP_Municipal_Plan_2019.pdf
- City of Palmerston dry season events that are either starting or Chair has attended: Shakespeare in the Park, Brekkie in the Park, Sanctuary Sessions, FlicNics, Reboot Your Loot.
- City of Palmerston will continue with tree planting, solar and roll out of the LED streetlights. You can review the lighting roll out by pressing [here](https://palmerston.maps.arcgis.com/apps/StoryMapBasic/index.html?appid=08158a47829a401c834245ccb805869f) or on the City of Palmerston website:
<https://palmerston.maps.arcgis.com/apps/StoryMapBasic/index.html?appid=08158a47829a401c834245ccb805869f>
- Extension of YMCA Seniors Fitness Classes. Fit for Life will be followed by Tai Chi classes for advance and beginners' participants. COTA is providing a bus to bring Bakewell Village residents to the Centre and YMCA will be providing free tea and coffee. Thank you to YMCA for their provisions to Seniors.

7 NEW BUSINESS

- 7.1 Palmerston Seniors Forum 2019: Planning- Ideas for Guests, Topics and Speakers
Manager Community Services introduced Tiffany Brown, who will be coordinate this year's Seniors Forum. Tiffany asked the group for names of speakers or topics they would like for the forum.

Initials: _____

Suggestions where:

SPEAKERS:

Her Honour the Honourable Vicki O'Halloran AM,
Administrator of the Northern Territory
Sommerville – Independent Living, Social Issues
Mr Ted Egan, AM Interesting Speaker
Mr Charlie King, OAM NT Senior Australian of the Year

TOPIC:

Local History, Historical Personal Experiences
Correct Water Usage
Fracking
Police and Streetwise Demonstration
Mixed responses on the following topics:
Transport, History- WWII

- 7.2 **Travel Voucher – Seniors Concession Scheme**
Representative from Electorate of Drysdale, Kirby Bolton, reminded the meeting that if people haven't already used their vouchers, they have to 30 June to use them. However, if they wish to use the voucher for their energy bills, they have until 31 May to do so.
Marg and Mary mentioned that they have yet to receive their new cards. Kirby has agreed to follow this up.
- 7.3 COTA Expo – 31 May 2019 from 9 am – 1 pm in the Recreation Centre.
50+ Club have a table at the Event
- 7.4 The new speed indicators that the City of Palmerston has installed around some of the schools was discussed with positive feedback. Chair informed meeting that funding has been approved to implement at all schools in Palmerston.

8 CORRESPONDENCE

NIL

Initials: _____

9 CLOSURE

The Palmerston Seniors Advisory Committee meeting, held in the Palmerston Recreation Centre, The Boulevard, Palmerston on Monday, 13 May 2019 closed at 12:30 pm with many of the Committee attending the Dementia Australia Training – Enabling Edie.



Sarah Henderson
DEPUTY MAYOR

Date:

Initials:

AGENDA ITEM:	13.1.3
REPORT TITLE:	<i>Próject</i> – Making the Switch, Update June 2019
REPORT NUMBER:	9/0244
MEETING DATE:	4/06/2019
AUTHOR:	Manager Infrastructure and Maintenance, Malcolm Jones
APPROVER:	Director City Growth and Operations, Kathy Jarrett

COMMUNITY PLAN

Future Focused: Palmerston is an innovative city that sustains itself through the challenges of the future.

PURPOSE

This report provides Council with an update on the *Próject* – Making the Switch, public lighting transition to smart LED's project.

KEY MESSAGES

- Council has identified the replacement of some 4,700 street and public lights with small LED lighting as a major initiative with *Próject*.
- Council has committed a total of \$3.65 million (GST exclusive) to the program.
- Council has awarded contracts for the delivery of this project to the estimated value of \$3 million.
- Physical replacement of lights commenced in Moulden in April 2019, and all suburbs will be completed within 15 months from commencement.
- This accelerated Smart LED Street & Public Lighting replacement program has the potential to be a transformational project for the City by reducing power expenditure and improving liveability via the range of benefits that would result from LED lighting and smart controls over traditional lighting.
- Dark spot program for lighting improvements is currently under development.

RECOMMENDATION

THAT Report Number 9/0204 entitled *Próject* – Making the Switch, Update June 2019 be received and noted.

BACKGROUND

At the 1st Ordinary Council Meeting on the 5 February 2019, Council resolved the following:

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

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

CARRIED 9/0460 – 05/02/2019

This project forms part of Council's major initiatives and is captured as part of *Próject – The Family City*.

Council has awarded contracts as follows:

- Installation of LED Luminaires and associated equipment has been awarded to Northern Territory based electrical company ESPEC.
- Public lighting LED Luminaires supply has been awarded to a panel of three suppliers being Light Source Solution, OrangeTek and Philips.

It is expected that this project will be completed over 15 months from the April commencement date.

At Council's request they will receive at a minimum quarterly reports providing updates on the progress of this project. The last update report was presented to Council in February 2019.

Since the last report there has been significant progress and it was considered appropriate to update Council at this time.

DISCUSSION

Council has been actively working on the timely delivery of this significant project. The roll-out of the smart ready LED luminaires commenced in April 2019.

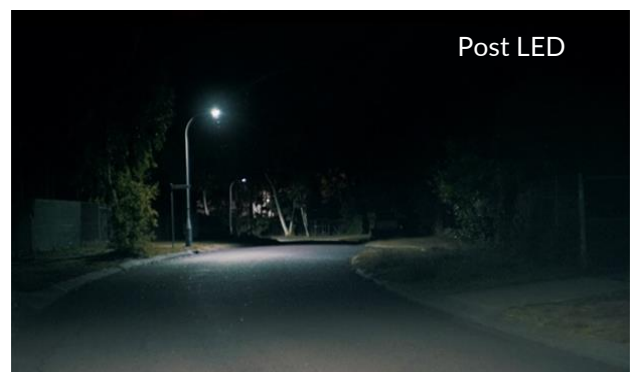
A milestone for the project was upgrading 192 lights in Moulden to LED and installing the associated smart public lighting controller infrastructure.

This initial conversion stage in Moulden was completed within seven working days.

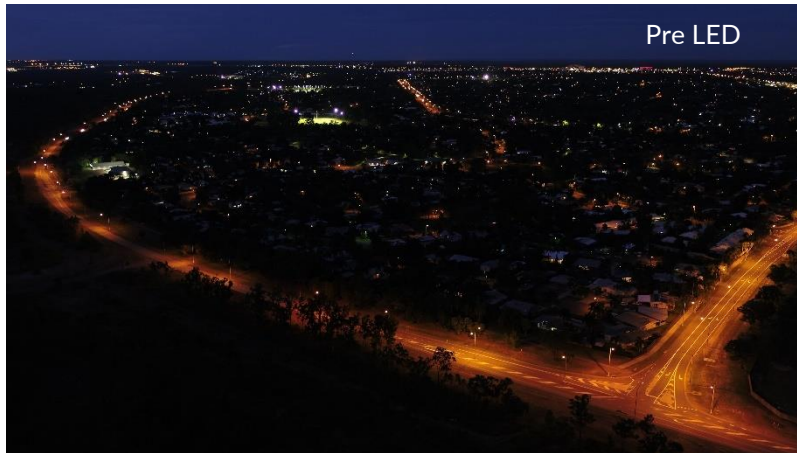
As part of the project Council undertook pre and post lighting measurements. Initial reviews indicate that there has been a dramatic and noticeable improvement in lighting with the conversion in Moulden. Data has shown that on average lighting levels have increased 2.5 times that of previous lighting across the various roads.

It is anticipated that the conversion of the 192 lights in Moulden will result in energy savings of approximately \$13,000 per annum.

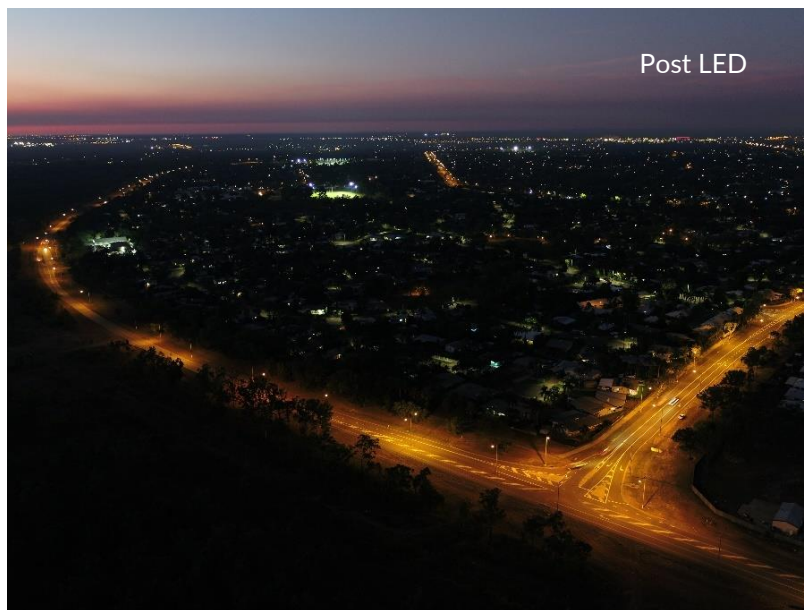
The following photographs visually demonstrate the difference before and after the LED upgrade.



Strawbridge Crescent, Moulden April 2019



Moulden viewed from corner of Elrundie Avenue and Chung Wah Terrace, April 2019



Moulden viewed from corner of Elrundie Avenue and Chung Wah Terrace, April 2019

As part of this project Council committed a portion of the annual savings to the delivery of a 'Lighting Dark Spots' program. This program recognises that due to the age and design of existing infrastructure, and the fact that many public areas have no infrastructure, that a number of dark unsafe lighting areas would be identified.

Council staff have commenced the development of lighting dark spots program which will commence in the first part of 2019/2020. Consideration is being given to a variety of factors including but not limited to:

- Safety;
- Design standards;
- Crime statistics;
- Local uses;
- Risk mitigation.

For 2019/2020 it is expected that this program will deliver lighting improvements in the residential suburbs of Driver, Woodroffe, Marlow Lagoon and Rosebery.

CONSULTATION PROCESS

Council is undertaking a media and social media campaign advising of these projects and its commitment.

A live map of the replacement program has been published on CoP website, and can be viewed [Here](#).

A media release regarding the awarding of contracts was issued on 22 March 2019.

All projects will require further consultation to inform the community of the transition works program.

Majority of the feedback received through Council's Facebook page has been positive with some minor negative comments. The Facebook post reached over 4,370 people with 837 engagements and the Instagram post reached over 8,400 people with 136 likes.

Examples of positive feedback received as follows;

- *Huge difference in our street!*
- *Looks great, love the new lights.*
- *Don't know about the white light affecting people's sleep, I'm certainly sleeping better!*

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

The approved total budget allocation for this project is \$3.65 million (GST exclusive).

The Council has approved that the project be funded by a 10 year internal loan at an interest rate of 2.6%. The project will provide savings after associated costs, in the order of magnitude of \$2.59 million over 12 years which will be utilised to further improve lighting in the City.

The provision of new lighting through this element will result in a marginal increase in operational costs per annum subject to the extent of work, which will be addressed through normal budget processes.

Contracts awarded for this project are schedule of rates contracts.

The estimated total schedule of rates contract costs for this project is \$2,831,263.03.

The current estimate direct contract costs are below those originally estimated, and it is expected that Council will deliver this project at a saving to the approved budget. That said, this is a complex project with a number of unknowns relating to condition of in-situ assets and other costs such as specialised consulting services, consultation and alike that will impact in final delivery costs. It however is still anticipated that final costs will be below original approved budget at this stage. The budget status will be updated as part of the regular reports to Council.

It is anticipated that this project will result in operational savings of an estimated \$650,000 annually once completed.

Energy savings from the 197 initial LED luminaires are estimated at \$13,000 per annum.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

With all large projects there are project management risks as part of project delivery, these will be identified, and mitigation measures put in place as the project progresses. In addition, the recent addition of an additional FTE to specifically manage this project and use of specialised consultants will further mitigate risk.

Installing new efficient luminaires will result in current nearby dark areas appearing darker. There is a risk that the community will demand that these be addressed. This risk is being mitigated by the inclusion of a lighting improvement program funded by savings.

Council staff have engaged a law firm, a probity auditor and specialist consultancies to advise and assist with delivery of this project.

Although it is not legislatively required, the monthly financial report will be updated to include information relating to the internal loan. The report will include how much from the reserve has been borrowed, how much has been repaid, and the final outstanding balance of the loan. Furthermore, the Council will be provided with regular updates on the progress of the project. These reports will also include financial details related to the project.

During the assessment of tenders and the issuing of the contracts, the process was reviewed by legal, probity auditor and technical consultants. No issues were identified during the process by any of these consultants.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Ownership of street lighting has a material impact on Council's carbon footprint but has also provided Council with increased control and flexibility in implementing energy efficient lighting solutions. A large-scale accelerated Smart Led Street and Public Lighting Programme provides the best mitigation of increased emissions and reducing energy usage.

The project will deliver benefits such as:

- Low levels of light pollution.
- Improved pedestrian and vehicle safety.
- Improved general community safety.
- Improved liveability.

The contract for installation includes environmentally friendly disposal of existing luminaires where feasible.

ESPEC as part of the installation of the new LED infrastructure, will also recycle and dispose of existing street lights in an environmental appropriate manner to meet Council's sustainability expectations for the works. ESPEC is a signatory for FluoroCycle and will recycle old lamps at accredited facilities.

This project is also another step in Council's commitment to create a more sustainable environment, with carbon emissions reduced by more than 64%, the equivalent of planting more than 500 hectares of Australian forest trees.

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.

13 OFFICER REPORTS

13.2 Action Reports

13.2.1	Palmerston Animal Management Advisory Committee Meeting – May 2019	9/0229
13.2.2	By-laws Review Schedule	9/0240
13.2.3	Appointment of the Deputy Mayor – July to December 2019	9/0241
13.2.4	Appointment of Committee Representation	9/0246

AGENDA ITEM:	13.2.1
REPORT TITLE:	Palmerston Animal Management Advisory Committee Meeting – May 2019
REPORT NUMBER:	9/0229
MEETING DATE:	4/06/2019
AUTHOR:	Executive Assistant to Director Governance and Regulatory Services, Alyce Breed
APPROVER:	Director Governance and Regulatory Services, Chris Kelly

COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This report presents the unconfirmed Palmerston Animal Management Advisory Committee (PAMAC) May meeting minutes. This report also seeks consideration of the recommendations from the meeting.

KEY MESSAGES

- PAMAC met on 1 May 2019.
- The unconfirmed minutes are presented to Council.
- Three reports were presented at the PAMAC Meeting:
 - Action Report
 - Membership Drive
 - Promoting Responsible Pet Ownership
- PAMAC have recommended that Council:
 - commence a recruitment campaign to fill vacancies on the Committee; and
 - A representative is sought from the Department of Local Government, Housing and Community Development.
- PAMAC have received one new membership request.

RECOMMENDATION

1. THAT Report Number 9/0229 entitled Palmerston Animal Management Advisory Committee Meeting – May 2019 be received and noted.
2. THAT Council endorse the following recommendations from the Palmerston Animal Management Advisory Committee, namely:
 - a. Council commence a recruitment campaign to fill vacancies on the Palmerston Animal Management Advisory Committee as detailed in Report Number PAMAC9/017 entitled Membership Drive.
 - b. Council write to the Department of Local Government, Housing and Community Development seeking a representative to be a member of the Palmerston Animal Management Advisory Committee.

3. THAT Council approve the nomination of Ms Andrea Ruske as a new community member of the Palmerston Animal Management Advisory Committee as outlined at **Attachment B** to Report Number 9/0229 entitled Palmerston Animal Management Advisory Committee Meeting – May 2019 for a period of two years from 1 July 2019.

BACKGROUND

The Palmerston Animal Management Advisory Committee is an advisory committee to Council consisting of Elected Members, staff, community representatives and stakeholders to further enhance and promote responsible animal management in the Palmerston municipality.

DISCUSSION

The PAMAC held a meeting on 1 May 2019. The unconfirmed minutes from the meeting are provided at **Attachment A**.

Items considered by the committee during this meeting included:

- Updates to the Action Report;
- Membership Drive; and
- Promoting Responsible Pet Ownership.

The PAMAC resolved to recommend to Council that a recruitment campaign be actioned to promote memberships to the committee. An audit has been undertaken of the membership list to identify vacancies. The vacancies that exist are:

- a representative from Territory Housing;
- a veterinary specialist; and
- a community representative.

It is proposed that Council undertake the following strategies to seek nominations:

- newspaper advertising;
- social media;
- media release;
- television advertising;
- Council's website; and
- Mayor's column and radio interviews.

The Terms of Reference are currently silent as to the length of terms for members. A further report will be provided to PAMAC outlining length of membership, however it is intended that Council ensure regular opportunities are given to members of the community to join the committee, whilst ensuring that any changes in membership is staggered to retain knowledge and skills.

It is also recommended that Council write to the Department of Local Government, Housing and Community Development to seek a representative from Territory Housing to attend meetings and provide information on behalf of the Department. This will add to the existing operational relationship between Council Rangers and Territory Housing that assists in managing feral cats, dog ownership and long grass complaints on Territory Housing properties.

PAMAC also considered a report on promoting responsible pet ownership. As part of the Draft 2019/2020 Municipal Plan and Budget, Council is seeking additional resources to undertake animal

education. This will provide additional support to assist in planned initiatives but will also enable Council to expand its animal education activities. This could include engagement with schools to target key messages at children to embed life-long learning about responsible animal ownership. Council will also be able to be more proactively engaged with community groups and its network of advisory groups and committees.

Council will also continue proactive patrols by Council Rangers in areas where there is high usage by dog owners and/or reported non-compliance with Council By-Laws. Rangers will engage with the community to educate and where necessary infringe for offences committed.

A membership request was received from Ms Andrea Ruske and is provided at **Attachment B** to this report. Ms Ruske is employed by the Ark Animal Hospital and is a community volunteer with Ark Aid Inc-Wildlife Rescue and the Animal Management in Rural and Remote Indigenous Communities (AMRRIC). It is recommended that her application to join PAMAC be accepted. Ms Ruske will fill the current community representative vacancy.

CONSULTATION PROCESS

Council will seek nominations for PAMAC using the tactics outlined in this report.

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The minutes presented are unconfirmed and are subject to the confirmation by PAMAC at the next meeting.

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: Unconfirmed Palmerston Animal Management Advisory Committee Minutes – 1 May 2019

Attachment B: New Membership Request from Andrea Ruske

PALMERSTON ANIMAL MANAGEMENT ADVISORY COMMITTEE MINUTES

Minute Book Page 93

CITY OF PALMERSTON

**Minutes of Palmerston Animal Management Advisory Committee Meeting
held in Council Chambers
Civic Plaza, Palmerston
on Wednesday 1 May 2019 at 5:10pm.**

COMMITTEE MEMBERS

Alderman Amber Garden (Chair)
Mayor Athina Pascoe-Bell
Alderman Sarah Henderson
Resident Michelle Walker
RSPCA, Danny Moore
Top End Rehoming Group, Katrina Stafford

STAFF

Director Governance and Regulatory Services, Chris Kelly
Ranger Services Manager, Jeff Borella
Senior Ranger, Shane Gartner
Minute Secretary, Alyce Breed

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 5:10pm.

3 APOLOGIES

3.1 Apologies

Moved: Mayor Pascoe-Bell
Seconded: Michelle Walker

THAT the apologies received from Mandy Hall and Jill Pascoe for 1 May 2019 be received and noted.

CARRIED PAMAC9/0147 – 01/05/2019

Initials:

PALMERSTON ANIMAL MANAGEMENT

ADVISORY COMMITTEE MINUTES

Minute Book Page 94

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Nil.

4 DECLARATION OF INTEREST

4.1 Committee Members

Nil.

4.2 Staff

Nil.

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Danny Moore
Seconded: Mayor Pascoe-Bell

THAT the minutes of the Palmerston Animal Management Reference Group Meeting held on Wednesday, 27 March 2019 be confirmed.

CARRIED PAMAC9/0148 - 01/05/2019

6 CORRESPONDENCE

Nil.

7 OFFICER REPORTS

7.1 Receive and Note Reports

Nil.

Initials: _____

PALMERSTON ANIMAL MANAGEMENT

ADVISORY COMMITTEE MINUTES

Minute Book Page 95

7.2 Action Reports

7.2.1 Action Report

PAMAC9/016

Moved: Deputy Mayor Henderson

Seconded: Michelle Walker

1. THAT Report Number PAMAC9/016 entitled Action Report be received and noted.
2. THAT the following items be removed from the Action Report:
 - PAMRG/0118 – Amendments to the Terms of Reference
 - PAMRG/0127 – Responsible Pet Ownership

CARRIED PAMAC9/0149 – 01/05/2019

7.2.2 Membership Drive

PAMAC9/017

Moved: Danny Moore

Seconded: Mayor Pascoe-Bell

THAT the Palmerston Animal Management Advisory Committee recommend to the Council:

1. THAT Report Number PAMAC9/017 entitled Membership Drive be received and noted.
2. THAT Council commence a recruitment campaign to fill vacancies on the Palmerston Animal Management Advisory Committee as detailed in Report Number PAMAC9/017 entitled Membership Drive.
3. THAT Council write to the Department of Local Government, Housing and Community Development seeking a representative to be a member of the Palmerston Animal Management Advisory Committee.

CARRIED PAMAC9/0150 – 01/05/2019

Initials: _____

PALMERSTON ANIMAL MANAGEMENT

ADVISORY COMMITTEE MINUTES

Minute Book Page 96

7.2.3 Promoting Responsible Pet Ownership

PAMAC9/018

Moved: Katrina Stafford
Seconded: Deputy Mayor Henderson

THAT Report Number PAMAC9/018 entitled Promoting Responsible Pet Ownership be received and noted.

CARRIED PAMAC9/0151 - 01/05/2019

8 OTHER BUSINESS

8.1 New Membership Form – Andrea Ruske

Moved: Michelle Walker
Seconded: Katrina Stafford

THAT the Committee receives and notes the application from Andrea Ruske received on 1 May 2019 and refers it to Council for consideration.

CARRIED PAMAC9/0152 - 01/05/2019

9 NEXT MEETING

Moved: Danny Moore
Seconded: Mayor Pascoe-Bell

THAT the next meeting for the Palmerston Animal Management Advisory Committee be held on Wednesday, 26 June 2019 at 5:00pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED PAMAC9/0153 - 01/05/2019

10 CLOSURE OF MEETING

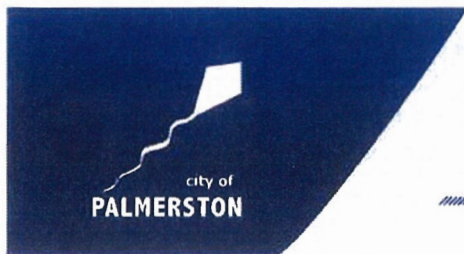
Moved: Katrine Stafford
Seconded: Deputy Mayor Henderson

THAT the Palmerston Animal Management Advisory Committee meeting, held in the Council Chambers, Civic Plaza, Palmerston on Wednesday, 1 May 2019 be closed at 5:43pm.

CARRIED PAMAC9/0154 - 01/05/2019



Amber Garden
ALDERMAN
Date:



PALMERSTON ANIMAL MANAGEMENT REFERENCE GROUP

Please complete this nomination form for membership to the City of Palmerston Animal Management Reference Group.

Name: Ruske

Surname: Andrea

POSTAL ADDRESS

Postal Address:

The Ark Animal Hospital
PO Box 2275
NT 0830 Palmerston

Residential Address:

[REDACTED]

CONTACT DETAILS

Suburb:

Postcode:

Home Telephone:

Mobile: [REDACTED]

Business Hours: [REDACTED]

Email: [REDACTED]

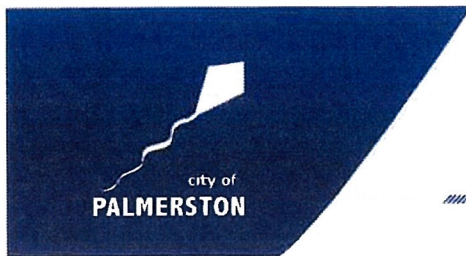
What is your reason for wanting to nominate for membership to the Animal Management Reference Group ?

With a strong interest in Animal Welfare, community pet programs e.g. desexing and microchipping and a long standing commitment to wildlife education and rescue I believe I can offer a wide range of experience. I work part time as practice manager at The Ark Animal Hospital and initiated and promoted several free cat desexing programs over the years. Working in the vet clinic gives me a good inside into pet related problems in the Palmerston community, from nuisance dogs, dog flights, to lost dogs to stray or roaming cats. I also volunteer as Vice president of Ark Aid Inc - Wildlife Rescue and I am involved in several community education programs and I also volunteer time to work with AMRRIC to deliver dog desexing programs in aboriginal communities.

Education: Masters degree in Communication and Certificates in Animal Management, Agriculture, IT and Snake Handling.

The City of Palmerston complies with the information Privacy Principles contained in the *Information Act* (NT). These principles protect the privacy of personal information collected and held by Council. Council's privacy statement is available from the City of Palmerston, Civic Plaza, 1 Chung Wah Terrace, or via our website on www.palmerston.nt.gov.au.

CITY OF PALMERSTON - ANIMAL MANAGEMENT REFERENCE GROUP / 1



PALMERSTON ANIMAL MANAGEMENT REFERENCE GROUP

Do you have any special needs to be taken into account by Council for you to comfortably attend and participate in meetings? Yes

If Yes, please explain: after 4.30pm or later as I work full time

Name: Andrea Ruske


Signature:

Date: 30/04/2019

Note: All meetings are held in physically accessible premises


Membership will require acceptance of Terms of Reference and Membership


Please forward your nomination form to City of Palmerston via:

 In Person: Level 1, Civic Plaza,
1 Chung Wah Terrace, Palmerston

 palmerston@palmerston.nt.gov.au

 PO Box 1 Palmerston NT 0831

 8935 9922

 8935 9900

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AGENDA ITEM:	13.2.2
REPORT TITLE:	By-laws Review Schedule
REPORT NUMBER:	9/0240
MEETING DATE:	4/06/2019
AUTHOR:	Director Governance and Regulatory Services, Chris Kelly
APPROVER:	Acting Chief Executive Officer, Amelia Vellar

COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This report seeks Council endorsement of the proposed Council By-laws review schedule.

KEY MESSAGES

- By-laws are rules that Council is empowered by the *Local Government Act* to make to provide good governance for the Palmerston community.
- Council By-laws may be made, amended or repealed by the Council.
- Council has five sets of By-laws and due to the time elapsed since they were last reviewed, it is recommended that Council commence a review of these By-laws.
- It is recommended that Council engage the Office of the Parliamentary Counsel to assist with the drafting of By-laws.
- Council staff have commenced preliminary work of the *Palmerston (Animal Management) By-laws*.
- Therefore, it is recommended that Council commence with a review of the *Palmerston (Animal Management) By-laws*.

RECOMMENDATION

1. THAT Report Number 9/0240 entitled By-laws Review Schedule be received and noted.
2. THAT Council adopt the By-Laws Review Schedule at **Attachment A** to Report Number 9/0240 entitled By-laws Review Schedule.

BACKGROUND

The regulatory functions of local government are guided by a variety of factors including specific By-laws. Proactively developing, reviewing and implementing these By-laws is a key function of Council.

As part of responsible governance, it is recommended that Council commence a review of its By-laws. Council's By-laws have not been amended since 2004 at the latest. The current By-laws do not consider the changing needs of our community, which has grown significantly in that time, or changes in the way legislation is drafted. It also means that Council has not incorporated the outcomes of any judgements, reviews or challenges to its By-laws in that time.

This report outlines a timetable for commencing those reviews between now and the next local government election, scheduled for 28 August 2021. It is noted that not all of these By-law reviews will be completed during the term of the Council, however it is good practice to commence them.

DISCUSSION

By-laws are a series of rules established by an entity to regulate itself as allowed or provided for by some higher authority. In the case of Council, By-laws are rules that Council is empowered to make or amend under section 188 of the *Local Government Act*, to provide good governance to the Palmerston community.

By-laws are designed to reflect the expectations of the community, which are captured in the Community Plan. These include ensuring a safe community, trustworthy governance and supporting our local economy.

Within the Palmerston municipality and in the areas of responsibility Council is empowered to legislate, By-laws can be enforced with penalties, be challenged in court and must be consistent with other legislation.

By-laws may be made, amended or repealed on the initiative of Council.

Palmerston has five By-laws, and the table below outlines when they were adopted and when Council last amended them:

By-Law	Last Amendment by Council
<i>Palmerston (Charges) By-Laws 1994</i>	7 December 1994
<i>Palmerston (Animal Management) By-Laws 1999</i>	25 November 2002
<i>Palmerston (Public Places) By-Laws 2001</i>	25 November 2002
<i>Palmerston (Procedures for Meetings) By-Laws 2003</i>	7 January 2004
<i>Palmerston (Signs, Hoardings and Advertising) By-Laws 1999</i>	4 August 2004

The recommended order of review for the By-laws is outlined in **Attachment A**. As Council has already commenced a review of the *Palmerston (Animal Management) By-laws 1999* it is recommended Council continue that process. This would then be followed by the *Palmerston (Procedures for Meetings) By-Laws 2003*. These two sets of By-laws have been identified as a priority due to the time since their last review and the importance in meeting Community Plan Outcomes of a safe community and trustworthy governance.

Council will also undertake a review of the *Palmerston City Advertising Signs Code* (the Code). This was adopted on 16 March 2004 and has been amended several times since then but is due for review. This review will be concluded by the next Council Election due on 28 August 2021. The Department of Local Government, Housing and Community Development have confirmed in writing that the Code is subordinate to the *Palmerston (Signs, Hoardings and Advertising) By-Laws* and does not require any approval from the Northern Territory Government. This review will occur at the same time as the review of the *Palmerston (Signs, Hoardings and Advertising) By-Laws* as they are related.

Council will consider the outcomes of By-law reviews recently undertaken by other Northern Territory Councils as they will capture latest practice and be acceptable to the Northern Territory Government. It is Council's intention to use them as a basis and then customise as required. Council may also use subject matter experts and seek independent legal advice as required.

To assist all councils with the drafting of new, amending or repealing By-laws, the Department of Local Government, Housing and Community Development (the Department) currently has a Memorandum of Understanding with the Office of the Parliamentary Counsel (OPC) for the drafting of By-laws. The Department acts as an intermediary between Council and OPC, and assists councils, on request, in relation to By-laws.

In drafting By-laws, it is recommended that Council engage with OPC with the assistance of the Department. This will assist in ensuring that the By-laws meet Northern Territory Government requirements. If the By-laws do not meet Northern Territory Government drafting requirements, they would be returned to Council for further work until the By-laws meet the requirements. This is not the recommended approach and last time Council undertook this process independently, the outcome was that the By-laws were rejected due to inconsistency with other legislation.

Therefore, the following process outlined below is recommended for Council's consideration:

1. Commence the process by holding a Council Workshop. The outcome of the workshop would be the Drafting Instructions which would then be presented to Council at the next available meeting to be adopted formally.
2. The adopted Drafting Instructions would then inform the drafting of new or amending By-laws by OPC. Council will have a drafting instructor to work with OPC and may engage the Department for assistance.
3. Once the drafting process is completed, Elected Members will then be asked to endorse the By-laws for the purposes of 21 days public consultation.
4. Following public consultation, and Council consideration of all written representations made by the public, Council will adopt the proposed By-laws (with or without changes), and they will be sent to the Minister for Local Government with a request for gazetting and tabling in the Legislative Assembly.
5. Unless there is a commencement date specifically mentioned in the By-laws, they commence on the date of gazettal.

Council will still seek independent legal advice as required to assist in the drafting process. This process may be revised depending on the requirements of each review process.

Council may wish to consider whether it consolidates all By-laws into one document. This is not recommended as it creates a large and unwieldy document and means that all By-laws must be reviewed at the same time, rather than progressively. This creates a significant workload for Elected Members, who may wish to consider each area of responsibility separately.

A separate report will be provided to commence the review process for each of Council's By-laws.

CONSULTATION PROCESS

In preparing this report, the following external parties were consulted, and their feedback reflected in this report:

- Department of Local Government, Housing and Community Development

As part of the By-law development process, 21 days public consultation is required. Following consideration of all written responses, Council can adopt the By-laws and then they are submitted to the Minister responsible for local government.

POLICY IMPLICATIONS

Policies may be amended as required due to changes to the By-laws. Council will be advised of these implications as each individual review is undertaken.

BUDGET AND RESOURCE IMPLICATIONS

This report does not have any budget or resource implications as all work will be completed within existing funding and staff allocation. This includes external legal advice as required.

Changes to By-laws may impact on financial and human resources, these will be considered at the time of each review.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Section 188 of the *Local Government Act* empowers Council to make By-laws. Section 190 of the *Local Government Act* and Section 63 of the *Interpretation Act* outline the procedure for making By-laws.

When By-laws have been drafted to the satisfaction of Council, these sections require Council to publicly advertise proposed By-laws, consider written submissions on the proposed By-laws and then adopt them with a certificate from a legal practitioner certifying that the By-laws are legislatively compliant. In order to adopt By-laws, a special resolution of Council is required, which is a decision of Council supported by at least three quarters of the total number of members of Council. In the case of the current Council this is six votes.

Once they are adopted by Council, the By-laws are forwarded to the Minister responsible for local government who may either return them with amendments, or gazette them and table them in the Legislative Assembly. Once they are tabled, under Standing Order 176 of the Legislative Assembly, the Subordinate Legislation and Publication Committee will consider them within the period that they are designated to be tabled. This is a period of 12 sitting days. If the By-laws are not disallowed within that 12 sitting day period, they will commence on the date of gazettal or another date nominated in the By-laws.

As Council is required to work with external parties as part of this process, Council is unable to commit to a timeframe however will be able to commence a review of all By-laws within the current term.

There is a risk that the Northern Territory Government will not accept new or amending By-laws. This risk will be eliminated if Council engages OPC to draft Council By-laws and engaging the Department as required. OPC will issue the certificate from a legal practitioner certifying that the By-laws are legislatively compliant, as required under the *Local Government Act*.

The Department of Local Government, Housing and Community Development have confirmed in writing that the *Palmerston City Advertising Signs Code* is subordinate to the *Palmerston (Signs, Hoardings and Advertising) By-Laws* and does not require any approval from the Northern Territory Government.

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: By-laws Review Schedule

SCHEDULE OF BY-LAWS REVIEW

By-Laws	Review Commences
<i>Palmerston (Animal Management) By-Laws 1999</i>	1 st Half 2019
<i>Palmerston (Procedures for Meetings) By-Laws 2003</i>	2 nd Half 2019
<i>Palmerston (Charges) By-Laws 1994</i>	2 nd Half 2019
<i>Palmerston (Public Places) By-Laws 2001</i>	1 st Half 2020
<i>Palmerston (Signs, Hoardings and Advertising) By-Laws 1999</i>	2 nd Half 2020
<i>Palmerston City Advertising Signs Code 2004</i>	2 nd Half 2020

AGENDA ITEM:	13.2.3
REPORT TITLE:	Appointment of the Deputy Mayor – July to December 2019
REPORT NUMBER:	9/0241
MEETING DATE:	4/06/2019
AUTHOR:	Elected Members Executive Support, Kylie Hendry
APPROVER:	Acting Chief Executive Officer, Amelia Vellar

COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

The purpose of this report is to appoint a Deputy Mayor for the period five months from 21 July 2019 to 21 December 2019 (inclusive).

KEY MESSAGES

- Section 45 of the *Local Government Act* requires the appointment of a Deputy Mayor for a term fixed by the Council but must conclude by the next General Election being August 2021.
- Council Policy *EM01 Elected Members* specifies a term of five months for the position of Deputy Mayor.
- Council acknowledges that the Mayor will, at times not be available to perform their duties and the Deputy Mayor will be required to act in the position.

RECOMMENDATION

1. THAT Report Number 9/0241 entitled Appointment of the Deputy Mayor – July to December 2019 be received and noted.
2. THAT Council appoint Alderman _____ as Deputy Mayor for a period of five months in accordance with Council Policy *EM01 Elected Members*, commencing 21 July 2019 to 21 December 2019 (inclusive).

BACKGROUND

At the 1st Ordinary Council Meeting of 29 January 2019 Council made the following decision:

13.2.1 Deputy Mayor

3. THAT Council appoint Alderman Henderson as Deputy Mayor for a period of five (5) months in accordance with Council Policy *EM01 Elected Members*, commencing 20 February 2019 to 20 July 2019 (inclusive).

CARRIED 9/0432 – 29/01/2019

Since the election of the ninth City of Palmerston Council the following Alderman have held the position of Deputy Mayor:

<u>Name</u>	<u>Period</u>
Deputy Mayor Hale	18 April 2018 – 18 September 2018
Deputy Mayor Spick	19 September 2018 – 19 February 2019
Deputy Mayor Henderson	20 February 2019 – 20 July 2019

DISCUSSION

Council resolved that the terms for the position of Deputy Mayor to be for a term of five months and that method of appointment be as per Council Policy *EM01 Elected Members*.

At the Ordinary Council Meeting of 29 January 2019, Council resolved to appoint Alderman Henderson as the Deputy Mayor commencing 20 February 2019 to 20 July 2019 (inclusive). This period is now nearing completion.

Council now needs to nominate an Alderman as Deputy Mayor for the period commencing 21 July to 21 December 2019 (inclusive).

Any Alderman can nominate for the position, even those who have previously served a term.

CONSULTATION PROCESS

No public consultation is required for this matter.

The appointment of a new Deputy Mayor will be communicated to the community following this appointment.

POLICY IMPLICATIONS

Appointment of the Deputy Mayor is in accordance with Council Policy *EM01 Elected Members*.

BUDGET AND RESOURCE IMPLICATIONS

The Deputy Mayor receives additional allowances to that of any other member; however, this has been incorporated in the approved 2018/19 and draft 2019/20 Budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The appointment of a Deputy Mayor is required by the *Local Government Act*. The appointment will come into effect as of 21 July 2019.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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



A Place for People

COUNCIL REPORT

1st Ordinary Council Meeting

ATTACHMENTS

There are no attachments for this report.

AGENDA ITEM:	13.2.4
REPORT TITLE:	Appointment of Committee Representation
REPORT NUMBER:	9/0246
MEETING DATE:	4/06/2019
AUTHOR:	Executive Assistant to Chief Executive Officer, Caroline Hocking
APPROVER:	Acting Chief Executive Officer, Amelia Vellar

COMMUNITY PLAN

Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This report seeks Council to appoint its representatives for its Council Committees.

KEY MESSAGES

- The *Local Government Act* provides Council with authority to create Committees.
- The Administrative Review and Risk Management and Audit Committees are required under the *Local Government Act*.
- Council should make appointments to Committees for the financial year period each year.
- Requests for nominations from the Local Government Association Northern Territory for representatives will be reviewed at Council as they are received, and nominations received.
- It is recommended that Council appoint the Mayor as Council's representative on the Local Government Association of the Northern Territory (LGANT) and Top End Regional Organisation of Council (TOPROC) for the term of the ninth Council.

RECOMMENDATION

1. THAT Report Number 9/0246 entitled Appointments of Committee Representation be received and noted.
2. THAT Council notes all delegations to the Administrative Review Committee remain unchanged from 1 May 2018.
3. THAT Council make the following appointment to the Administrative Review Committee:
 - i. THAT the Mayor, _____ and _____, be appointed to the Administrative Review Committee for the period 1 July 2019 to 30 June 2020.
 - ii. THAT _____, be appointed as Chair of the Administrative Review Committee for the period 1 July 2019 to 30 June 2020.
 - iii. THAT all other Elected Members be appointed as alternatives to the Administrative Review Committee for the period 1 July 2019 to 30 June 2020.

4. THAT Council amend its delegation to the Chief Executive Officer Performance Appraisal Committee to:

THAT effect 1 May 2018 Council, pursuant to Section 32(2)(b) of the Local Government Act, hereby delegates to the Chief Executive Officer Performance Appraisal Committee, comprising of Mayor, Deputy Mayor, Alderman and independent facilitator, appointed by the Council the power to conduct and finalise the performance appraisal of the Chief Executive Officer and make recommendations to Council.

5. THAT Council make the following appointment to the Chief Executive Officer Performance Appraisal Committee:

- i. THAT Alderman _____ be appointed to the Chief Executive Officer Performance Appraisal Committee, for the period 1 July 2019 to 30 June 2020.
- ii. THAT the Mayor be appointed as Chair of the Chief Executive Officer Performance Appraisal Committee for the period 1 July 2019 to 30 June 2020.
- iii. THAT all other Elected Members be appointed as alternatives to the Chief Executive Officer Performance Appraisal Committee for the period 1 July 2019 to 30 June 2020.

6. THAT Council notes all delegations to the Risk Management and Audit Committee remain unchanged from 1 May 2018.

7. THAT Council make the following appointment to the Risk Management and Audit Committee:

- i. THAT the Mayor, _____ and _____ be appointed to the Risk Management and Audit Committee for the period 1 July 2019 to 30 June 2020.
- ii. THAT Council note that the Chair of the Risk Management and Audit Committee is held by an Independent Member, appointed by the Council.
- iii. THAT all other Elected Members be appointed as alternatives to the Risk Management and Audit Committee for the period 1 July 2019 to 30 June 2020.

8. THAT Council note the Mayor is Ex-Officio Member of all Council Advisory Committees for the term of the 9th Council.

9. THAT Council make the following appointments to the Advisory Committees, noting that the Advisory Committees have no delegated authority:

a. Palmerston Seniors Advisory Committee

- i. THAT _____ and _____ be appointed to the Palmerston Seniors Advisory Committee for the period 1 July 2019 to 30 June 2020.
- ii. THAT _____, be appointed as Chair of the Palmerston Seniors Advisory Committee for the period 1 July 2019 to 30 June 2020.
- iii. THAT _____ be appointed as alternate to the Palmerston Seniors Advisory Committee for the period 1 July 2019 to 30 June 2020.

b. Palmerston Safe Communities Committee

- i. THAT _____ and _____ be appointed to the Palmerston Safe Communities Committee for the period 1 July 2019 to 30 June 2020.

- ii. THAT _____ be appointed as Chair of the Palmerston Safe Communities Committee for the period 1 July 2019 to 30 June 2020.
- iii. THAT _____ be appointed as alternate to the Palmerston Safe Communities Committee for the period 1 July 2019 to 30 June 2020.

c. Palmerston Animal Management Advisory Committee

- i. THAT _____ be appointed to and be Chair of the Palmerston Animal Management Advisory Committee for the period 1 July 2019 to 30 June 2020.
- ii. THAT _____ be appointed as alternate to the Palmerston Animal Management Advisory Committee for the period 1 July 2019 to 30 June 2020.

10. THAT Council appoint or nominate to the following External Organisations and/or Committees:

a. Local Government Association of the Northern Territory (LGANT)

- i. THAT Council appoint the Mayor as the delegated representative under clause 3 of the Local Government Association of the Northern Territory (LGANT) Constitution, to represent Council at meetings of the Association for the ninth Council term.
- ii. THAT Council appoint _____ and _____ as its delegated representatives under clause 3 of the Local Government Association of the Northern Territory (LGANT) Constitution, to represent Council at meetings of the Association for the period 1 July 2019 to 30 June 2020.

b. Top End Regional Organisation of Council (TOPROC)

- i. THAT Council appoint the Mayor as the delegated representative to the Top End Regional Organisation of Council (TOPROC) for the ninth Council term.
- ii. THAT Council note the Deputy Mayor is appointed as Council's alternate delegate to the Top End Regional Organisation of Council (TOPROC) for the ninth Council term.

c. Tourism Top End

THAT _____ be appointed as Council's delegate on Tourism Top End for the period 1 July 2019 to 30 June 2020.

d. Palmerston Regional Business Association (PRBA)

THAT _____ be appointed as Council's delegate to the Palmerston Regional Business Association (PRBA) for the period 1 July 2019 to 30 June 2020.

BACKGROUND

At its 1 May 2018 Council meeting the following appointments were made for the period 1 May 2018 to 30 June 2019:

Executive Committees

Executive Committees were given delegation to make recommendations to Council pursuant to *Section 32(2)(b) of the Local Government Act*.

Administrative Review Committee (ARC)

- Mayor (Chair), Alderman Giesecke and Alderman Spick

Delegation:

THAT effect 1 May 2018 Council, pursuant to Section 32(2)(b) of the Local Government Act, hereby delegates to the Administrative Review Committee the power to make recommendations to Council and decisions relating to undertaking internal reviews in accordance with Part 18.1 of the Local Government Act.

Chief Executive Officer Performance Appraisal Committee (CEOPAC)

This Committee is represented by the Mayor, Deputy Mayor, an Alderman and an Independent Facilitator.

- Alderman Lewis

Delegation:

THAT effect 1 May 2018 Council, pursuant to Section 32(2)(b) of the Local Government Act, hereby delegates to the Chief Executive Officer Performance Appraisal Committee, comprising of Mayor, Deputy Mayor, Alderman and independent facilitator McArthur the power to conduct and finalise the performance appraisal of the Chief Executive Officer and make recommendations to Council.

It is being recommended that the above delegation be amended to:

THAT effect 1 May 2018 Council, pursuant to Section 32(2)(b) of the Local Government Act, hereby delegates to the Chief Executive Officer Performance Appraisal Committee, comprising of Mayor, Deputy Mayor, Alderman and independent facilitator, appointed by the Council the power to conduct and finalise the performance appraisal of the Chief Executive Officer and make recommendations to Council.

Risk Management and Audit Committee (RMAC)

The Chair of this Committee is an Independent Member.

- Mayor, Alderman Garden and Alderman Henderson

Delegation:

THAT effect 1 May 2018 Council, pursuant to Section 32(2)(b) of the Local Government Act hereby delegates to the Risk Management and Audit Committee the power to make recommendation to Council and decisions relating to Risk Management and Audit matters:

- Follow up on issues arising from internal and external audits.
- The management of outstanding and completed audit issues register.
- The receipt and acceptance of strategic and operational risk assessments.
- Compliance by Council with proper standards of financial management.
- Compliance by Council with Local Government Act Compliance Register and accounting standards.

All other Elected Members act as alternate members.

Advisory Committees

The Mayor was appointed as Ex-Officio Member of all Council Advisory Committees.

The Advisory Committees have no delegated authority.

Palmerston Seniors Advisory Committee

- Alderman Lewis (Chair), Alderman Henderson and Alderman Buhr (alternate member).

- * Note: Alderman Lewis resigned as Chair and Committee Member on 14 September 2018, Alderman Hale was appointed to the Committee at its 18 September 2018 Council Meeting with Alderman Henderson being appointed as Chair.

Current – Alderman Henderson (Chair), Alderman Hale and Alderman Buhr (alternate member).

Palmerston Safe Communities Committee

- Deputy Mayor Hale (Chair), Alderman Buhr, Alderman Spick (alternate member)

Palmerston Animal Management Reference Group

- * *Note the group has since changed its name to Palmerston Animal Management Advisory Committee*
- Alderman Garden (Chair) and Alderman Henderson (alternate member)

Palmerston Australia Day Awards Selection Panel

- Mayor and Deputy Mayor will represent on the Panel for the term of the ninth Council.

External Committees

Local Government Association of the Northern Territory (LGANT)

- Mayor, Alderman Buhr and Alderman Henderson.

It is being recommended that the Mayor be appointed as Council's representative for the ninth Council term and that the remaining two positions be reviewed annually.

Top End Regional Organisation of Councils (TOPROC)

Mayor, Deputy Mayor (alternate member).

At its Council meeting held 1 May 2018, Council approved the Mayor as Council's representative to 30 June 2019, it is being recommended that the Mayor be appointed for the ninth Council term. The Deputy Mayor is appointed as alternate member for the ninth Council term.

Tourism Top End

- Alderman Henderson

Palmerston Regional Business Association (PRBA)

- Alderman Giesecke

Palmerston Division of the Development Consent Authority (DCA)

Council nominated Alderman Giesecke, Alderman Henderson and Mayor (alternate member) to the DCA. The Minister for Infrastructure, Planning and Logistics approved the appointments commencing 10 July 2018 with an expiry of 3 December 2019. A report will be presented to Council at a later date for nomination.

Networks

Council supports the following Council Networks:

- Youth Inspiring Palmerston (YIP)
- Palmerston and Rural Youth Services (PARYS) Network
- Palmerston Kids Network (PKN)

DISCUSSION

The majority of appointments made to the Council Committees will soon expire, it is being recommended that Council consider these appointments prior to the expiry date being 30 June 2019.

Provided below is a brief overview of the Committees and how regularly they meet for consideration:

Executive Committees

The Executive Committees hold delegation to make recommendations to Council pursuant to *Section 32(2)(b) of the Local Government Act*.

Administrative Review Committee (ARC)

A reviewable decision is a decision or order made by a council, or an officer of a council, that is designated as reviewable. The Chief Executive Officer will on receiving an application for review, refer the application to the ARC for consideration.

To date no applications for a reviewable decision have been received, the Committee will only meet should an application be received.

Chief Executive Officer Performance Appraisal Committee (CEOPAC)

The Committee conducts and finalises the performance appraisal of the Chief Executive Officer, making recommendation to Council.

The Committee meets approximately six monthly in conjunction with an independent facilitator.

Risk Management and Audit Committee (RMAC)

Responsible for overseeing the responsibilities of corporate governance, particularly maintain adequate internal control over the revenue, expenditure and assets of the Council.

The Committee meets approximately three to four times annually and is Chaired by an Independent Member.

Advisory Committees

The Advisory Committees have no delegated authority.

The Mayor is Ex-Officio Member on the Advisory Committees.

Palmerston Seniors Advisory Committee (PSAG)

PSAG is an advisory group to the City of Palmerston and an advocacy body for the senior community regarding issues relating to seniors in the Palmerston Municipality. The number of senior members in the group is now fifteen, made up of seniors from both the Palmerston and Rural area, who are actively running groups within Palmerston or accessing Palmerston services.

Meetings are held approximately bi-monthly, during business hours.

Palmerston Safe Communities Committee (PSCC)

PSCC works in partnership with Council, the NT Government, businesses and the community to reduce and prevent injuries, accidents and crime. The PSCC is committed to promoting the safety and wellbeing of Palmerston residents and visitors.

Meetings are held approximately bi-monthly, during business hours.

Palmerston Animal Management Advisory Committee (PAMAC)

The PAMAC facilitates consultation and co-operation between the City of Palmerston and its stakeholders creating a Domestic Animal Management Plan. Their role is to review rules, procedures and policy making recommendation to Council.

Meetings are held approximately monthly, out of business hours from 5.00pm.

Council Networks

Council continues to support the following Council Networks being:

- **Youth Inspiring Palmerston (YIP)**
YIP is an advisory Committee to Council, made up of young people from Palmerston. YIP keep Council informed on issues that are significant and important to young people in Palmerston.
- **Palmerston and Rural Youth Services (PARYS) Network**
PARYS Network provides a forum for workers in the youth sector to discuss local youth issues and develop strategies to deliver a range of services for Palmerston and rural young people in the 12-25-year age group.
- **Palmerston Kids Network (PKN)**
PKN is a committed network of workers representing organisations who provide services and programs to children (0 -12years) and their families living in Palmerston.

External Committees

Local Government Association of the Northern Territory (LGANT)

LGANT holds its General Meeting in April and its Annual General Meeting in November annually. These meetings run for one to two business days and are held in various locations in the Northern Territory. The City of Palmerston holds a total of three votes at the meetings.

It is being recommended that the Mayor be appointed as Council's representative for the ninth Council term and that the remaining two positions be reviewed annually.

Top End Regional Organisation of Council (TOPROC)

Meetings are generally held quarterly during business hours for approximately two to four hours. The location for the meetings is rotated between Council's.

It is being recommended that the Mayor be appointed for the ninth Council term.

Tourism Top End

Council holds Full membership and enables a Council representative to attend the monthly general meetings with voting rights. Meetings are held on the last Tuesday of each month from 5.30pm, location of meetings are rotated.

Palmerston Regional Business Association (PRBA)

PRBA hold an annual general meeting and hold regular events.

Elected Members will receive invites to meetings should they have an interest in attending.

Elected Members are able to re-nominate to the Committees they currently represent.

CONSULTATION PROCESS

There was no consultation required during the preparation of this report.

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

Any costs associate with membership or events are accommodated within existing budgets.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The *Local Government Act* provides Council with the authority to create Committees.

A Council Committee is subject to control and direction by the Council.

The Administrative Review Committee (ARC) and the Risk Management & Audit Committee (RMAC) are required under the *Local Government Act* and both are recommended to be Executive Committees of Council with delegated Authority.

Subject to any direction by Council, a Council Committee may determine its own procedures.

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

14.1 Information

14.1.1 LGANT Draft Executive Minutes – 20 May 2019

THAT Council receive and note Item 14.1.1 entitled LGANT Draft Executive Minutes - 20 May 2019.

LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY

MINUTES OF THE LGANT EXECUTIVE MEETING
HELD ON MONDAY 20 MAY 2019 IN THE LGANT OFFICE
COMMENCING AT 8:00 AM

1. PERSONS PRESENT AT THE MEETING OR ON THE TELEPHONE

Mayor Damien Ryan	President – Municipal
Alderman Gary Haslett	Vice President – Municipals
Mayor Fay Miller	Executive – Municipal
Alderman Peter Pangquee	Executive – Municipal
Mayor Steven Edgington	Executive – Regional and Shires
Councillor Bobby Wunungmurra	Executive – Regional and Shires (<i>commenced 8:47 am</i>)
IN ATTENDANCE:	
Tony Tapsell	LGANT CEO
Peter McLinden	LGANT
Elaine McLeod	LGANT – Secretariat

2. APOLOGIES FROM MEMBERS WHO WERE ABSENT FROM THE MEETING

Mayor Maree Bredhauer	Executive – All Councils
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RESOLUTION

That members accept the apology from Mayor Bredhauer.

Moved: Mayor Miller
Seconded: Alderman Pangquee
Carried

MEMBERS WHO WERE ABSENT FROM THE MEETING WITHOUT AN APOLOGY

Councillor Robert George	Executive – Regional and Shires
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3. NOTIFICATION OF CONFLICT(S) OF INTERESTS

4. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

RESOLUTION

THAT the minutes of the Executive meeting held on 18 March 2019 as circulated, be confirmed as a true and correct record of this meeting.

Moved: Alderman Pangquee
Seconded: Mayor Edgington
Carried

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

RESOLUTION

THAT the papers as circulated be received for consideration at the meeting and there were no notifications of matters to be raised in general business.

Moved: Mayor Miller
Seconded: Alderman Gary Haslett
Carried

LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY

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

6.1 Financial Reports for 31 March 2019

Discussion

Members said they were very happy with the financial statements and how they were presented.

RESOLUTION

THAT the Executive receives and adopts the financial reports for 31 March 2019.

Moved: Mayor Edgington
Seconded: Alderman Pangquee
Carried

6.2 NT Alcohol Policies and Legislation Review

Discussion

Members asked that a request be sent to the Chief Minister for a meeting, not just on alcohol but on a raft of different issues such as:

- both regional and municipal council concerns around alcohol
- unmanned police stations in remote communities
- how people are assisted when alcohol is involved in a community and there are no police on the property
- after hours calls to police going to a call centre in Darwin
- obtaining drivers licences and motor vehicle registrations
- remote housing and suitability for communities
- local decision making.

It was suggested that LGANT request a meeting either directly before or after the Legislative Assembly Estimates Committee Hearings in June 2019 when the Chief Minister is likely to be in Darwin.

Action

1. LGANT to write a letter to the Chief Minister seeking a meeting with principal members.

RESOLUTION

That the Executive confirms it wishes to hold a meeting of council Mayors and Presidents with the Chief Minister to discuss a raft of issues.

Moved: Mayor Edgington
Seconded: Mayor Miller
Carried

6.3 Licences for Performance Protected Sound Recordings and Music Video Clips

Discussion

Concerns were raised that this could become costly going forwards and there will be councils that do not use sound recordings or video clips at all. Members agreed to ALGA taking the matter up with OneMusic Australia on behalf of all local government associations.

RESOLUTION

That the Executive endorses ALGA taking the matter up with OneMusic Australia on behalf of all local government associations.

Moved: Mayor Miller
Seconded: Alderman Pangquee
Carried

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

6.4 Review of the *Local Government Act*

Discussion

Members discussed changes to the *Local Government Act* and asked for the following issues to be included in the LGANT submission:

- that all elected members report on their campaign funding, not just principal members
- that disciplinary hearings include an independent person on the panel
- that a LGANT panel includes a legal person/lawyer
- councils to be able to order that a person make an apology
- councils to be able to order a person to attend training, mediation or counselling
- LGANT can confirm or deny what a council has done.

RESOLUTION

That the Executive endorses the various proposed amendments to the *Local Government Act* to be incorporated into a LGANT submission.

Moved: Mayor Miller
Seconded: Alderman Haslett
Carried

Bobby Wunungmurra joined the meeting 8:47am

6.5 Eligibility for Election as a Member of Council

Discussion

Members were told that the only check the NT Electoral Commission does on candidates prior to an election is to make sure they are on the electoral roll. All other checks are done after an election. It was suggested that there be a longer period between the close of nominations and an election.

Action

2. LGANT to invite the NT Electoral Commissioner to attend a meeting with the Executive to discuss this and other issues.

RESOLUTION

That the Executive invites the NT Electoral Commissioner to address the Executive on the subject of eligibility for election as a member of council.

Moved: Alderman Haslett
Seconded: Mayor Miller
Carried

Due to a conflict of interest with Item 6.6 Steven Edgington left the room.

6.6 Election of LGANT Vice President Regional and Shires

Discussion

All members were in favour of Mayor Steven Edgington being appointed to the position of Vice President Regional and Shires. LGANT will now call for nominations from eligible regional and shire councils to fill the position left vacant by Steven Edgington.

Action

3. Call for nominations to fill the position of Executive Member – Regional and Shires.
4. Advise ALGA of the appointment and complete the necessary Director's form.

LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY

RESOLUTION

That the Executive endorses Mayor Steven Edgington to the position of LGANT Vice President Regional and Shires.

Moved: Councillor Wunungmurra
Seconded: Mayor Miller
Carried

6.7 Aged Care Across the Northern Territory

Discussion

Members agreed that LGANT should proceed with a submission.

Action

5. LGANT to put forward a submission to the Royal Commission on Aged Care Safety and Quality.

RESOLUTION

That the Executive endorses LGANT approaching councils about aged care with a view to establishing if there is enough reasons for putting a submission to the Royal Commission on Aged Care Safety and Quality.

Moved: Mayor Miller
Seconded: Alderman Pangquee
Carried

Steven Edgington returned to the meeting.

6.8 Improve Outcomes for Closing the Gap of Aboriginal Disadvantage

Discussion

Members were happy to endorse the actions taken to date.

RESOLUTION

That the Executive endorses the actions taken to date to deal with the motion put to LGANT by the West Daly Regional Council on closing the gap on Aboriginal disadvantage.

Moved: Mayor Miller
Seconded: Councillor Wunungmurra
Carried

6.9 Bench Marking the Rating of Mining and Pastoral Properties Across Northern Australia

Discussion

Members endorsed the actions to date.

RESOLUTION

That the Executive endorses the actions to date.

Moved: Mayor Miller
Seconded: Alderman Pangquee
Carried

6.10 Renal Dialysis in Remote Areas

Discussion

Members asked that LGANT follow up on the below actions.

LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY

Action

6. LGANT to:

- request financial assistance from Menzies School of Health to do the work in this area
- suggest that in remote areas this should be done in partnership with NT Health
- ask regional councils to do an audit of stores in their communities to see who impresses this message
- send a letter supporting the work that Menzies School of Health is doing and for councils to be involved.

RESOLUTION

That the Executive endorses councils providing information supplied by Menzies and Department of Health to residents that can help raise awareness about actions that can prevent renal problems in adults.

Moved: Alderman Pangquee
Seconded: Councillor Wunungmurra
Carried

6.11 Draft LGANT Financial Management and Reports Policy

Discussion

Members approved the LGANT policy.

RESOLUTION

That the Executive approves the Draft LGANT Financial Management and Reports Policy.

Moved: Mayor Miller
Seconded: Mayor Edgington
Carried

6.12 Draft Portability of Long Service Leave Policy

Discussion

Members approved the LGANT policy.

RESOLUTION

That the Executive approves the Draft Portability of Long Service Leave Policy.

Moved: Mayor Miller
Seconded: Alderman Haslett
Carried

6.13 Draft LGANT Employment Policy

Discussion

Members approved the LGANT policy.

RESOLUTION

That the Executive approves the draft LGANT Employment policy.

Moved: Mayor Miller
Seconded: Alderman Pangquee
Carried

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY****6.14 Draft LGANT Revenue/Investment Management Policy****Discussion**

Members approved the LGANT policy.

RESOLUTION

That the Executive approves the draft LGANT Revenue/Investment Management policy.

Moved: Mayor Miller

Seconded: Mayor Edgington

Carried

7. REPORTS ON ACTIONS REQUIRED TO BE DONE FROM THE LAST MEETING**7.1 Cemeteries****7.2 Nominations to the NT Planning Commission****7.3 Nominations to the Australian Logistics Council Northern Australia Working Group****Discussion**

No further action required, remove from agenda.

7.4 ALGA Policy and Communications Meeting Report**Discussion**

No further action required, remove from agenda.

7.5 Council Motion – Improving Voting and Voter Turnout at Council Elections**Discussion**

Members will bring up this issue when the NT Electoral Commission attends and Executive meeting.

7.6 Council Motion – Family Friendly Policies to Attract and Retain Elected Members**7.7 Council Motion – Uniform Policy Position in the use of Glyphosate****Discussion**

No further action required, remove from agenda.

7.8 Council Motion – 2019/20 LGANT Executive Board Membership**Discussion**

No further action required, remove from agenda.

7.9 2019-2020 Draft Strategic Plan and Annual Priorities**Discussion**

No further action required, remove from agenda.

7.10 2019-2020 Draft Annual Budget Including Membership Subscriptions**Discussion**

No further action required, remove from agenda.

7.11 Council Motion – Review of Local Government By-laws**7.12 Council Motion – Development of Emergency Management Plans**

LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY

7.13 LGANT Executive Motion – Fair Superannuation and Remuneration for Mayors, Presidents, Aldermen and Councillors in the Northern Territory

Action

7. LGANT will put forward a submission to the Tribunal to have superannuation considered.

RESOLUTION

THAT the Executive receives and notes the reports on actions required to be done from the last meeting and noting those that are completed.

Moved: Alderman Haslett

Seconded: Mayor Edgington

Carried

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

8.1 ALGA Board Report – March 2019

Discussion

Members noted the report.

RESOLUTION

That the Executive receives and notes the March 2019 ALGA Board Report.

Moved: Mayor Ryan

Seconded: Mayor Miller

Carried

9. PRESIDENT'S REPORT

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

Attend Regional Roads Committees meetings and report.

10.2 Northern Territory Government Remote Housing

Future Action

Provide progress reports. NTG quarterly publication "Construction Snap Shot" provides details of the many projects that are being undertaken.

10.3 Roadmap for Renewable Energy

Future Action

LGANT to monitor deliberations of NTG to do with its Renewable Energy Strategy 2030.

10.4 Administration and Legislation Advisory Committee

Future Action

Attend the next meeting when it is called and report.

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

Future Action

Provide commentary on the guidelines to the Department of Local Government.

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY****10.6 Federal Blackspot Funding****Future Action**

No further action required.

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

Continue to work with the Department of Local Government and Department of Transport as well as East Arnhem Regional Council.

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

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

10.9 Constitutional Recognition of Aboriginal and Torres Strait Islander People**Future Action**

Review report and Government's response to it.

10.10 Independent Town Camps Review**Future Action**

Liaise with the Executive Officer over the production of the implementation plan for town camps.

10.11 Draft LGANT Policies on Language, Literacy and Numeracy**Future Action**

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

10.12 Territory Wide Logistics Master Plan – Discussion Paper**Future Action**

Follow up and report on the outcome of the submission once details are known as well as the Australian Logistic Council Northern Australia Working Group.

10.13 Coroner's Report and Recommendations to do with Work Zone Traffic Management**Future Action**

Continue to attend DIPL meetings and provide progress reports.

10.14 Regional Telecommunications Review**Future Action**

Councils to consider their involvements in the above funding packages. No further action required from LGANT.

10.15 East Arnhem Region – LGANT Road Network**Future Action**

East Arnhem Regional Council is to consider the matter at its meeting in June 2019.

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

Awaiting direction from the Department of Local Government and also responses from councils to the government's offers.

10.17 Subdivision Development Guidelines**Future Action**

Await receipt of the final copy of the Guidelines and consultation letters to go to member councils. Councils to adopt Guidelines as policies.

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

10.18 Changes to the *Pastoral Land Management Act***Future Action**

Include as part of the work being done on the *Local Government Act* when advice about it is eventually released.

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

Commission quotes from legal firms.

10.20 Environmental Regulatory Reform**Future Action**

NT EPA invited to present at the ETIRG meeting on 21 May 2019.

10.21 ALGA Election Campaign**Future Action**

Advice will be provided at the meeting of the outcomes of the 14 April 2019 ALGA Board meeting. No further action required.

10.22 Life Membership of LGANT Award**Future Action**

Executive to consider the matter at its September 2019 meeting.

10.23 LGANT NT Budget Submission**Future Action**

Provide a progress report at the next Executive meeting.

10.24 Members’ Satisfaction Survey**Future Action**

Review survey and submit report along with recommendations for improving participation in the survey.

10.25 Council Motion – Remote Engagement and Coordination Strategy**Future Action**

Councils to commit to the refresh of the Remote Engagement and Coordination Strategy and for

10.26 Council Motion – Stamp Duty Exemption for Councils in the Northern Territory**Future Action**

Await response from the Minister.

10.27 Council Motion – Uniform Animal Management Legislation**Future Action**

Await response from the Minister.

10.28 Local Government Workforce and Future Skills Report**Future Action**

Follow up on the recommendations in the report.

10.29 Nominations to the NT Grants Commission**Future Action**

Await Minister’s instrument of appointment.

10.30 Robinson River Roads project – Roads to Recovery**Future Action**

Project to be completed by June 2019.

LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY

10.31 Joint Insurance Scheme and Discretionary Trust

Future Action

No further action required. Submit reports following future meetings.

10.32 Energy Productivity, Efficiency Measures and Renewable Energy

Future Action

Prepare a business paper to the ETIRG meeting on 22 May 2019.

10.33 Per- and Poly-Fluoroalkyl Substances (PFAS)

Future Action

Councils to review their monitoring of the above plan to the extent it affects them.

RESOLUTION

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

Moved: Mayor Miller
Seconded: Alderman Pangquee
Carried

11. BUSINESS NOT YET FINISHED BUT INACTIVE

11.1	Submission on Remote Employment and Participation
11.2	Senate Inquiry into Regional Inequality

RESOLUTION

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

Moved: Alderman Haslett
Seconded: Mayor Miller
Carried

12. MEMBERS QUESTIONS – Nil

13. GENERAL BUSINESS – Nil

14. COMPLETED BUSINESS

14.1	Revised LGANT Budget
14.2	LGANT Financial Recognition of Employee Entitlements
14.3	LGANT Chief Executive Officer Delegations and LGANT Organisational Structure
14.4	LGANT Policy Update – Aboriginal Living Areas
14.5	National Procurement Network (NPN) – Not for Profit Access
14.6	LGANT Conference and General Meeting Agenda
14.7	2016-17 Local Government National Report
14.8	2018-28 Northern Territory Population Growth Strategy

RESOLUTION

That the Executive recommends to LGANT that the items of completed business be removed from the Executive meeting agenda for the next meeting.

Moved: Mayor Edgington
Seconded: Alderman Pangquee
Carried

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

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

The next meeting of the LGANT Executive will be held on Monday, 24 June 2019 at 9:00 am in the LGANT Boardroom or by teleconference.

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

17. LIST OF ACTIONS FROM THE MEETING

ACTIONS	Item No
1. LGANT to write a letter to the Chief Minister seeking a meeting with principal members.	6.2
2. LGANT to invite the NT Electoral Commissioner to attend a meeting with the Executive to discuss this and other issues.	6.5
3. Call for nominations to fill the position of Executive Member – Regional and Shires.	6.6
4. Advise ALGA of the appointment and complete the necessary Director's form.	6.6
5. LGANT to put forward a submission to the Royal Commission on Aged Care Safety and Quality.	6.7
6. LGANT to: <ul style="list-style-type: none"> request financial assistance from Menzies School of Health to do the work in this area suggest that in remote areas this should be done in partnership with NT Health ask regional councils to do an audit of stores in their communities to see who impresses this message send a letter supporting the work that Menzies School of Health is doing and for councils to be involved. 	6.10
7. LGANT will put forward a submission to the Tribunal to have superannuation considered.	7.13

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

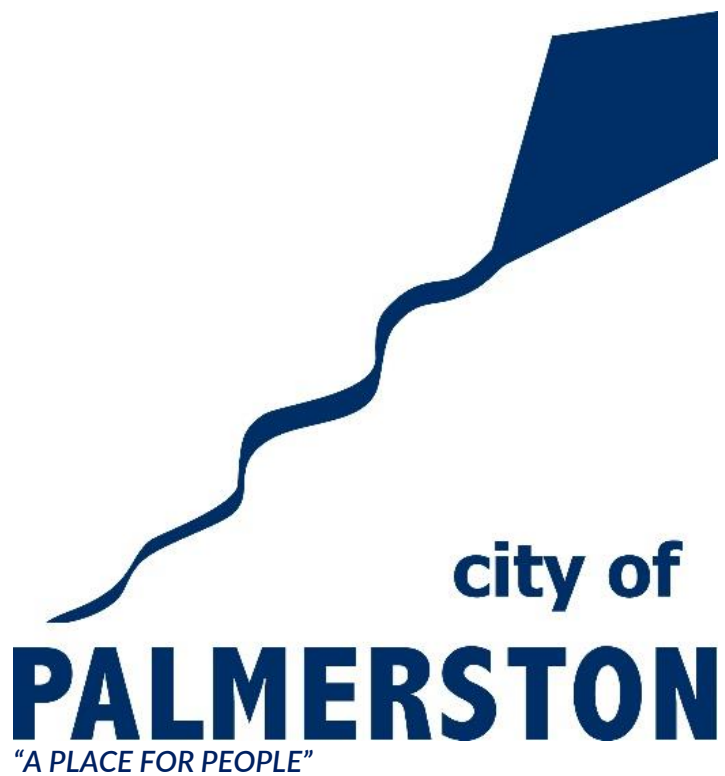
18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday 18 June 2019 at 5.30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

19 CLOSURE OF MEETING TO PUBLIC

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

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON



**COUNCIL MEETING
MINUTES
TUESDAY, 21 MAY 2019**

CITY OF PALMERSTON

**Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace Palmerston
on Tuesday 21 May 2019 at 5:31pm.**

ELECTED MEMBERS

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

STAFF

Chief Executive Officer, Luccio Cercarelli (*attended from 5:34pm*)
Director City Growth and Operations, Kathy Jarrett
Director Governance and Regulatory Services, Chris Kelly
Acting Director Lifestyle and Community, Amelia Vellar
Executive Manager Finance, Shane Nankivell
Minute Secretary, Alexandra Briley

GALLERY

Will Zwar, NT News
Dave Howie, KPMG
Two members of the public

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 5:31 pm.

Initials: _____

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Deputy Mayor Henderson
Seconded: Alderman Garden

THAT the apology received from Alderman Giesecke for 21 May 2019 be received and noted.

CARRIED 9/0618 – 21/05/2019

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Moved: Alderman Buhr
Seconded: Alderman Lewis

1. THAT the leave of absence received from Alderman Spick for 25 May 2019 to 28 May 2019 inclusive be received and noted.
2. THAT the leave of absence received from Alderman Buhr for 25 June 2019 to 11 July 2019 inclusive be received and noted.
3. THAT Council notes Mayor Pascoe-Bell will be absent on Council business from 14 July 2019 to 16 July 2019 inclusive.
4. THAT Council notes Alderman Hale will be absent on Council business from 14 July 2019 to 16 July 2019.
5. THAT the leave of absence received from Mayor Pascoe-Bell for 3 September 2019 to 5 September 2019 inclusive be received and noted.

CARRIED 9/0619 – 21/05/2019

4 REQUEST FOR TELECONFERENCING

Nil.

Initials: _____

5 DECLARATION OF INTEREST

5.1 Elected Members

Moved: Mayor Pascoe-Bell
Seconded: Alderman Spick

THAT the Declaration of Interest received from Mayor Pascoe-Bell for Item 13.1.1 be received and noted.

CARRIED 9/0620 – 21/05/2019

5.2 Staff

Moved: Alderman Buhr
Seconded: Alderman Spick

THAT the Declaration of Interest received from Executive Manager Finance for Item 25.2.2 be received and noted.

CARRIED 9/0621 – 21/05/2019

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Alderman Hale
Seconded: Alderman Garden

THAT the minutes of the Council Meeting held on Tuesday, 7 May 2019 pages 9742 to 9751, be confirmed.

CARRIED 9/0622 – 21/05/2019

6.2 Business Arising from Previous Meeting

Nil.

7 MAYORAL REPORT

Nil.

Initials: _____

8 DEPUTATIONS AND PRESENTATIONS

Nil.

9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

Nil.

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.1.1 Draft City of Palmerston Municipal Plan and Budget 2019/2020 C9/0225

1. THAT Report Number C9/0225 entitled Draft City of Palmerston Municipal Plan and Budget 2019/2020 be received and noted.
2. THAT in accordance with section 24(2) of the *Local Government Act*, Council endorse the Draft City of Palmerston Municipal Plan and Budget 2019/2020 at **Attachment A** to Report Number C9/0225 for the purposes of 28 days public consultation.
3. THAT a report be provided to Council with the outcomes of public consultation by the Second Ordinary Meeting in June 2019.
4. THAT the decisions and **Attachment A** to Report Number C9/0225 entitled Draft City of Palmerston Municipal Plan and Budget 2019/2020 move into the open session to allow for public consultation following the media launch of the Draft Plan.

CARRIED 9/0616 - 07/05/2019

Initials: _____

Minute Book Page 9760
2nd Ordinary Council Meeting

25.2.1 RSPCA Darwin Request for Funding

C9/0222

Moved: Alderman Hale
Seconded: Alderman Garden

1. THAT Report Number C9/0222 entitled RSPCA Darwin Request for Funding be received and noted.
2. THAT Council provide a \$65 contribution per dog, when a dog is being rehomed by an independent agency from the Palmerston Pound.
3. THAT the Council Decisions relating to Report Number C9/0222 entitled RSPCA Darwin Request for Funding be moved to the 21 May 2019 Open minutes.

CARRIED 9/0637 – 21/05/2019

**25.2.2 Authority to Sign and Seal Loan Documentation for Archer Landfill
Rehabilitation**

C9/0226

Moved: Alderman Spick
Seconded: Deputy Mayor Henderson

1. THAT Report Number C9/0226 entitled Authority to Sign and Seal Loan Documentation for Archer Landfill Rehabilitation 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 loan documentation with the National Australia Bank for a fixed rate loan of \$1,960,000 over eight years as defined within Report Number C9/0226 entitled Authority to Sign and Seal Loan Documentation for Archer Landfill Rehabilitation.
3. THAT the Council Decisions relating to Report Number C9/0226 entitled Authority to Sign and Seal Loan Documentation for Archer Landfill Rehabilitation be moved to the 21 May 2019 Open minutes.

CARRIED 9/0638 – 21/05/2019

10.2 Moving Open Items into Confidential

Nil.

Initials: _____

10.3 Confidential Items

Moved: Alderman Spick
Seconded : Deputy Mayor Henderson

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

ITEM	REGULATION	REASON
25.2.1	8(c)(iv)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act</i> and 8(c)(iv) of the <i>Local Government (Administration) Regulations</i> , 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(c)(iv)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act</i> and 8(c)(iv) of the <i>Local Government (Administration) Regulations</i> , 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.
25.2.3	8(c)(iv) 8(d)	<p>This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act</i> and 8(c)(iv) of the <i>Local Government (Administration) Regulations</i>, 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.</p> <p>This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act</i> and 8(d) of the <i>Local Government (Administration) Regulations</i>, 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.</p>

CARRIED 9/0623 - 21/05/2019

11 PETITIONS

Nil.

Initials: _____

12 NOTICES OF MOTION

Nil.

13 OFFICERS REPORTS

13.1 Receive and Note Reports

Mayor Pascoe-Bell declared a conflict of interest and left the Council Chambers at 5:36pm

Deputy Mayor Henderson proceeded the meeting as Chair.

13.1.1 Community Benefit Scheme May 2019 Update 9/0231

Moved: Alderman Garden

Seconded: Alderman Buhr

THAT Report Number 9/0231 entitled Community Benefit Scheme May 2019 Update be received and noted.

CARRIED 9/0624 – 21/05/2019

Mayor Pascoe-Bell entered the Council Chambers at 5:37 pm.

Mayor Pascoe-Bell resumed as Chair.

13.1.2 Financial Report for the Month of April 2019 9/0235

Moved: Alderman Buhr

Seconded: Alderman Hale

THAT Report Number 9/0235 entitled Financial Report for the Month of April 2019 be received and noted.

CARRIED 9/0625 – 21/05/2019

Initials: _____

Minute Book Page 9763
2nd Ordinary Council Meeting

13.1.3 Northern Territory Government Exposure Draft Liquor Bill 2019 9/0236

Moved: Deputy Mayor Henderson
Seconded: Alderman Buhr

THAT Report Number 9/0236 entitled Northern Territory Government Exposure Draft Liquor Bill 2019 be received and noted.

CARRIED 9/0626 – 21/05/2019

13.2 Action Reports

13.2.1 Strategic Risk Register 9/0223

Dave Howie, Managing Partner of KPMG provided Council with a briefing on item 13.2.1

Moved: Alderman Buhr
Seconded: Deputy Mayor Henderson

1. THAT Report Number 9/0223 entitled Strategic Risk Register be received and noted.
2. THAT Council endorse the eight strategic risks listed in the Strategic Risk Register at **Attachment A** to Report Number 9/0223 entitled Strategic Risk Register.
3. THAT an annual report on the operation of the Strategic Risk Register, including any recommended changes to the Strategic Risks be provided to Council by 30th June each year.

CARRIED 9/0627 – 21/05/2019

13.2.2 Review of *FIN17 Rate Concession Policy* 9/0228

Moved: Alderman Garden
Seconded: Alderman Hale

1. THAT Report Number 9/0228 entitled Review of *FIN17 Rate Concession Policy* be received and noted.
2. THAT Council endorse the following amendments to Council Policy *FIN17 Rate Concession* as **Attachment A** to Report Number 9/0228 entitled Review of *FIN17 Rate Concession Policy*.

Initials: _____

13.2.2 Review of *FIN17 Rate Concession Policy* (continued) 9/0228

These amendments are:

- Change of Responsible Officer to Executive Manager Finance.
- Under clause 4.3.1, change of addressee to Chief Executive Officer.

CARRIED 9/0628 – 21/05/2019

13.2.3 Adoption of the Draft Council Policy *AD03 Alcohol Management* 9/0233

Moved: Alderman Hale
Seconded: Alderman Buhr

THAT the amended draft Council Policy *AD03 Alcohol Management* be tabled and replace **Attachment C** to Report Number 9/0233 entitled Adoption of the Draft Council Policy *AD03 Alcohol Management*.

CARRIED 9/0629 – 21/05/2019

Moved: Alderman Spick
Seconded: Alderman Garden

1. THAT Report Number 9/0233 entitled Adoption of the Draft Council Policy *AD03 Alcohol Management* be received and noted.
2. THAT Council rescind Council Policy *AD03 Liquor Licence* being **Attachment D** to Report Number 9/0233 entitled Adoption of the Draft Council Policy *AD03 Alcohol Management*.
3. THAT Council adopt the amended Council Policy *AD03 Alcohol Management* being **Attachment C** to Report Number 9/0233 entitled Adoption of the Draft Council Policy *AD03 Alcohol Management*.

CARRIED 9/0630 – 21/05/2019

Initials: _____

13.2.4 Graffiti Buster Trailer

9/0234

Moved: Alderman Lewis

Seconded: Alderman Spick

1. THAT Report Number 9/0234 entitled Graffiti Buster Trailer be received and noted.
2. THAT Council establish a Graffiti Busting Grant Fund to commence from 1 July 2019 with the following conditions:
 - \$5,000 total fund;
 - \$500 per instance;
 - community groups can access funding; and
 - conditions, including consent of property owner, to be determined.

CARRIED 9/0631 – 21/05/2019

13.2.5 Third Quarter Budget Review 2018/2019

9/0232

Moved: Alderman Buhr

Seconded: Alderman Hale

1. THAT Report Number 9/0232 entitled Third Quarter Budget Review 2018/2019 be received and noted.
2. THAT Council adopts the Third Quarter Budget Review 2018/2019, pursuant to Section 128 (2) of *Local Government Act* per **Attachment A** of Report Number 9/0232 entitled Third Quarter Budget Review 2018/2019.
3. THAT Council adopts the reserve movements for 2018/2019 of:
 - (i) Transfer to reserve:
 - \$614,000 transferred to Unexpended Grants Reserve;
 - \$300,000 transferred to Infrastructure Reserve;
 - \$195,000 transferred to Funds in Lieu of Construction Reserve;
 - \$16,307 transferred to Strategic Initiatives Reserve;
 - (ii) Transfer from reserve:
 - \$550,000 transferred from Funds in Lieu of Construction Reserve;
 - \$50,000 transferred from Infrastructure Reserve;
 - \$40,000 transferred from Plant & Equipment Reserve;
 - \$26,307 transferred from Strategic Initiatives Reserve;

Initials: _____

13.2.5 Third Quarter Budget Review 2018/2019 (continued) 9/0232

as per **Attachment B** of Report Number 9/0232 entitled Third Quarter Budget Review 2018/2019.

4. THAT Council adopts reserves movements, to allow delivery of programs, as at 1 July 2019 for 2019/2020 of:

- (i) Transfer from reserve:
- \$614,000 transfer from Unexpended Grants Reserve;
 - \$300,000 infrastructure Reserve.

CARRIED 9/0632 – 21/05/2019

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil.

14.2 Correspondence

Nil.

15 REPORT OF DELEGATES

Nil.

16 QUESTIONS BY MEMBERS

16.1 Ambient Live Music in Goyder Square

Moved: Alderman Buhr
Seconded: Alderman Garden

THAT the question asked by Alderman Buhr regarding Ambient live music in Goyder Square during lunch hours, and the response provided by the Acting Director Lifestyle and Community be received and noted.

CARRIED 9/0633 – 21/05/2019

Initials: _____

17 GENERAL BUSINESS

Nil.

18 NEXT COUNCIL MEETING

Moved: Alderman Hale
Seconded: Deputy Mayor Henderson

THAT the next Ordinary Meeting of Council be held on Tuesday, 4 June 2019 at 5:30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/0634 – 21/05/2019

19 CLOSURE OF MEETING TO PUBLIC

Moved: Deputy Mayor Henderson
Seconded: Alderman Spick

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

CARRIED 9/0635– 21/05/2019

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil.



Athina Pascoe-Bell
MAYOR

Date:
