

1st ORDINARY COUNCIL MEETING

NOTICE OF MEETING

TUESDAY, 21 JANUARY 2020

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

A handwritten signature in blue ink, appearing to read 'Vellar'.

AMELIA VELLAR
ACTING CHIEF EXECUTIVE OFFICER

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1st Ordinary Council Meeting

1 ACKNOWLEDGEMENT OF COUNTRY

2 OPENING OF MEETING

3 APOLOGIES AND LEAVE OF ABSENCE

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

4 REQUEST FOR TELECONFERENCE

5 DECLARATION OF INTEREST

- 5.1 Elected Members
- 5.2 Staff

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

THAT the Minutes of its Council Meeting held on 10 December 2019 pages 9961 to 9974 be confirmed.

6.2 Business Arising from Previous Meeting

7 MAYORAL REPORT

8 DEPUTATIONS AND PRESENTATIONS

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

10 CONFIDENTIAL ITEMS

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

11 PETITIONS

12 NOTICES OF MOTION

13 OFFICER REPORTS

13.1 Receive and Note Reports

13.1.1	Palmerston Animal Management Advisory Committee Meeting – November 2019	9/0059
13.1.2	Organisational Services and Finance Quarterly Report – October to December 2019	9/0341
13.1.3	Financial Report for the Month of December 2019	9/0359
13.1.4	<i>Prójects</i> – Making the Switch, Update January 2020	9/0362

AGENDA ITEM:	13.1.1
REPORT TITLE:	Palmerston Animal Management Advisory Committee Meeting – November 2019
REPORT NUMBER:	9/0059
MEETING DATE:	23/12/2019
AUTHOR:	Director Lifestyle and Community, Amelia Vellar
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This report presents to Council the unconfirmed Palmerston Animal Management Advisory Committee (PAMAC) November 2019 meeting minutes.

KEY MESSAGES

- The Palmerston Animal Management Advisory Committee (PAMAC) met on 27 November 2019.
- The unconfirmed minutes for the November 2019 meeting are presented.
- The Committee considered the following items:
 - Animal Management Community Engagement Statistics
 - Development of Animal Management Education Plan 2020
 - Discussion Paper – Uniform Companion Animal Management Legislation

RECOMMENDATION

THAT Report Number 9/0059 entitled Palmerston Animal Management Advisory Committee Meeting – November 2019 be received and noted.

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 27 November 2019. The unconfirmed minutes from the meeting are provided at **Attachment A**.

Items considered by the committee during this meeting included:

- Animal Management Community Engagement Statistics
- Development of Animal Management Education Plan 2020
- Discussion Paper – Uniform Companion Animal Management Legislation

Community safety continues to be a focus for Council who work closely with the community to implement or partner in programs and initiatives aimed at increasing awareness of individual responsibility and reducing the risk of incidents.

Council is committed to proactive initiatives to promote responsible animal management in Palmerston. Activities attended to by Council's Ranger Services Team include:

- Paws Shelter Open Day
- Brekkie in the Park
- Paws Paw-ty Time
- Defence Dog Walk Day
- Royal Darwin Show

Council has been introducing various elements of animal activities over the years with differing levels of success. As part of its commitment to improving animal management with Palmerston, Council has engaged an animal education officer to assist with developing an Animal Education and Communication Strategy 2020. The intent is to develop and deliver purposeful education programs for all ages that highlight the needs of our pets and responsible pet ownership. At the Committee Meeting attendees workshopped various ideas to inform the Animal Education and Communication Strategy 2020.

The Northern Territory Government (NTG) had developed a discussion paper to inform and generate feedback about Territory-wide Companion Animal Legislation. Under current practice, local governments in the Northern Territory have their own legislative arrangements for animal management, in particular dog registration, ownership requirements and management of dog attacks. These rules differ between jurisdictions and make consistency and cooperation between local governments difficult. There is also no consistent management of dangerous dogs. The paper relates to management and control issues only as welfare matters are regulated by the Animal Welfare Act 1999. Committee members have been requested to provide feedback to Council to help inform its submission.

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

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.

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 – 27 November 2019

PALMERSTON ANIMAL MANAGEMENT

ADVISORY COMMITTEE MINUTES

Minute Book Page 106

CITY OF PALMERSTON

**Minutes of Palmerston Animal Management Advisory Committee Meeting
held in Council Chambers
Civic Plaza, Palmerston
on Wednesday 27 November 2019 at 5:00pm.**

COMMITTEE MEMBERS	Alderman Amber Garden (Chair) Resident Andrea Ruske Department of Local Government Housing and Community Development, Rebecca Newman
STAFF	Director Lifestyle and Community, Amelia Vellar Ranger Services Manager, Jeff Borella Senior Ranger, Shane Gartner Minute Secretary, Kristy Litster
GALLERY	Nil

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

The Chair declared the meeting open at 5:02pm.

3 APOLOGIES

3.1 Apologies

Moved: Andrea Ruske
Seconded: Rebecca Newman

THAT the apology received from Mayor Athina Pascoe-Bell, Alderman Sarah Henderson, Michelle Walker, Jill Pascoe, RSPCA Danny Moore and Top End Rehoming Group Katrina Stafford for 27 November 2019 be received and noted.

CARRIED PAMAC9/0168 – 27/11/2019

Initials: _____

PALMERSTON ANIMAL MANAGEMENT

ADVISORY COMMITTEE MINUTES

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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: Rebecca Newman
Seconded: Andrea Ruske

THAT the minutes of the Palmerston Animal Management Advisory Committee meeting held on Wednesday, 28 August 2019 pages 102 to 105, be confirmed.

CARRIED PAMAC9/0169 – 27/11/2019

6 CORRESPONDENCE

Nil.

Initials: _____

PALMERSTON ANIMAL MANAGEMENT ADVISORY COMMITTEE **MINUTES**

Minute Book Page 108

7 OFFICER REPORTS

7.1 Receive and Note Reports

7.1.1 Animal Management Community Engagement Statistics PAMAC9/024

Moved: Rebecca Newman
Seconded: Andrea Ruske

THAT Report Number PAMAC9/024 entitled Animal Management Community Engagement Statistics be received and noted.

CARRIED PAMAC9/0170 – 27/11/2019

7.1.2 Development of Animal Management Education Plan 2020 PAMAC9/025

Moved: Andrea Ruske
Seconded: Rebecca Newman

THAT Report Number PAMAC9/025 entitled Development of Animal Management Education Plan 2020 be received and noted.

CARRIED PAMAC9/0171 – 27/11/2019

Suspension of Standing Orders

Moved: Andrea Ruske
Seconded: Rebecca Newman

THAT Standing Orders be suspended for 10 minutes to allow for open discussion.

CARRIED PAMAC9/0172 – 27/11/2019

Standing Orders were suspended at 5:18pm.

Suspension of Standing Orders

Moved: Andrea Ruske
Seconded: Rebecca Newman

THAT Standing Orders be suspended for 20 minutes to allow for open discussion.

CARRIED PAMAC9/0173 – 27/11/2019

Standing Orders were suspended at 5:38pm.

Suspension of Standing Orders

Initials: _____

PALMERSTON ANIMAL MANAGEMENT

ADVISORY COMMITTEE **MINUTES**

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Moved: Andrea Ruske
Seconded: Rebecca Newman

THAT Standing Orders be suspended for 20 minutes to allow for open discussion.

CARRIED PAMAC9/0174 – 27/11/2019

Standing Orders were suspended at 5:58pm.

Reinstatement of Standing Orders

Moved: Rebecca Newman
Seconded: Andrea Ruske

THAT Standing Orders be reinstated.

CARRIED PAMAC9/0175 – 27/11/2019

Standing Orders were reinstated at 5:57pm.

7.2 Action Reports

7.2.1 Discussion Paper – Uniform Companion Animal Management Legislation

PAMAC9/026

Moved: Rebecca Newman
Seconded: Andrea Ruske

1. THAT Report Number PAMAC9/026 entitled Discussion Paper – Uniform Companion Animal Management Legislation be received and noted.
2. THAT Palmerston Animal Management Advisory Committee members provide any feedback on the Northern Territory Government Discussion Paper – Uniform Companion Animal Legislation to the City of Palmerston Chief Executive Officer by 31 January 2020.

CARRIED PAMAC9/0176 – 27/11/2019

Initials: _____

PALMERSTON ANIMAL MANAGEMENT

ADVISORY COMMITTEE MINUTES

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8 OTHER BUSINESS

8.1 Dog Waste Bags – Marlow Lagoon Dog Park

Moved: Andrea Ruske
Seconded: Rebecca Newman

1. THAT Correspondence entitled Dog Waste Bags – Marlow Lagoon Dog Park received from Michelle Walker be received and noted.
2. THAT a verbal update was given by the Director Lifestyle and Community regarding the use of Dog Waste Bags and any alternatives with particular consideration to concerns raised in correspondence entitled Dog Waste Bags – Marlow Lagoon Dog Park.

CARRIED PAMAC9/0177 – 27/11/2019

9 NEXT MEETING

Moved: Rebecca Newman
Seconded: Andrea Ruske

THAT the next meeting for the Palmerston Animal Management Advisory Committee be held on Wednesday, 29 January 2020 at 5:00pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED PAMAC9/0178 – 27/11/2019

10 CLOSURE OF MEETING

Moved: Andrea Ruske
Seconded: Rebecca Newman

THAT the Palmerston Animal Management Advisory Committee meeting, held in the Council Chambers, Civic Plaza, Palmerston on Wednesday, 27 November 2019 closed at 6:04pm

CARRIED PAMAC9/0179 – 27/11/2019



Alderman Amber Garden
CHAIR
Date: _____

AGENDA ITEM:	13.1.2
REPORT TITLE:	Organisational Services and Finance Quarterly Report – October to December 2019
REPORT NUMBER:	9/0341
MEETING DATE:	21/01/2020
AUTHOR:	Executive Assistant, Alyce Breed
APPROVER:	Director Organisational Services, Richard Iap

COMMUNITY PLAN

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

PURPOSE

This report summarises the key activities undertaken by Organisational Services in the October to December 2019 period.

KEY MESSAGES

- Organisational Services provides a quarterly report of its activities.
- Council's media monitoring detected 124 media mentions reaching a cumulative audience of 319,900.
- Council conducted the Public Consultation for the Rates Strategy and Laneway Treatment Trial.
- Council's website had 49,982 sessions and 95,757-page views between 1 October and 31 December 2019.
- Public Wi-Fi services have been installed to provide free public access to several public spaces across the Municipality, as part of Council's Smart Cities Project.
- Over the last quarter, Council has advertised 16 positions with three new staff members being appointed.
- Six tenders were awarded during this quarter with seven tenders being advertised.
- The Rates SMS reminder implementation has seen the subscriber rate nearly double since the previous quarter, with 1,661 current users subscribed to the service.

RECOMMENDATION

THAT Report Number 9/0341 entitled Organisational Services and Finance Quarterly Report – October to December 2019 be received and noted.

BACKGROUND

The Council is provided with a quarterly report of key activities undertaken by Organisational Services.

DISCUSSION

Highlights from the Organisational Services include:

Media and Communications

Media

- Council issued six media releases from October to December 2019:
 - *Consultation commences on next stage of laneway treatment trails in Palmerston*
 - *New trucks on the road to sustainability*
 - *Good Sport Rachel takes out top award*
 - *Palmerston shines at NT Human Rights Awards*
 - *Slash out and swim for free in Palmerston these holidays*
 - *New Deputy Mayor appointed*
- Council's media monitoring detected 124 media mentions reaching a cumulative audience of 319,900. The largest audience reached occurred on 13 December covering the Swim for Free topic.

Tropical Pantry Community Garden



Newly branded waste vehicles



Facebook

- Council made 82 posts with a total user reach of 198,119.
- Council attracted 121 new followers on Facebook, making a total of 12,724 followers.
- The most popular individual posts (organic) for this quarter were:
 - 10 Dec: *Tropical Pantry Community Garden* (8,100 reach)
 - 12 Dec: *Mayor's Talk Swim for Free* (8,000 reach)
 - 19 Dec: *Weather/storm post* (14,000 reach)



A storm over Civic Plaza



2019 Christmas Tree in Goyder Square

- Mayor's Talk continued, highlighting a relevant topic of that week:

- 3 Oct: Pre-cyclone clean-up (206 views)
- 6 Nov: Council meeting wrap up (378 views)
- 14 Nov: New waste trucks (421 views)
- 20 Nov: Council meeting wrap up (762 views)
- 28 Nov: Christmas in Palmerston (240 views)
- 3 Dec: Tree lighting (3,300 views)
- 12 Dec: Swim for Free (3,000 views)

Public Consultation

- Rates Strategy (2 September to 13 October 2019)
- Laneway Treatment Trial (14 October to 4 November 2019)



Rate Strategy Consultation Set up



Laneway Treatment Trial Signage

Instagram

Instagram gives Council the ability to share and promote Palmerston's unique environment, lifestyle and brand "A Place for People".

- 797 followers
- 19 posts were made during this quarter
- Most like post (organic): Weather/storm post

Website

- Council's website had 49,982 sessions and 95,757-page views between 1 October and 31 December 2019.
- User session duration averaged 2 minutes 1 second.
- Most visited pages:
 - Homepage
 - Library
 - Jobs

Information Technology

Council has completed the upgrade of its public Wi-Fi service, as part of Council's Smart Cities Project, with new installs at Marlow Lagoon and the dog park, Sanctuary Lakes, Phyllis Uren, Joan Fejo and Delaney Gwa. Updated hardware was installed for the Library, Recreation Centre and Civic Plaza with all works being completed in November 2019.

The electrical infrastructure to Civic Plaza has been upgraded, to ensure continuity of electricity supply to the building. Civic plaza is now able to operate during a total loss of power to the surrounding area thus allowing business to continue and if required, emergency operations to be set up. The last stage of the project was completed with the installation of the generator in October 2019.

InfoXpert and CouncilFirst have been migrated to a managed Software as a Service (SAAS) environment in the cloud which will enable the platform to be kept up to date and also allow for remote access to the systems.

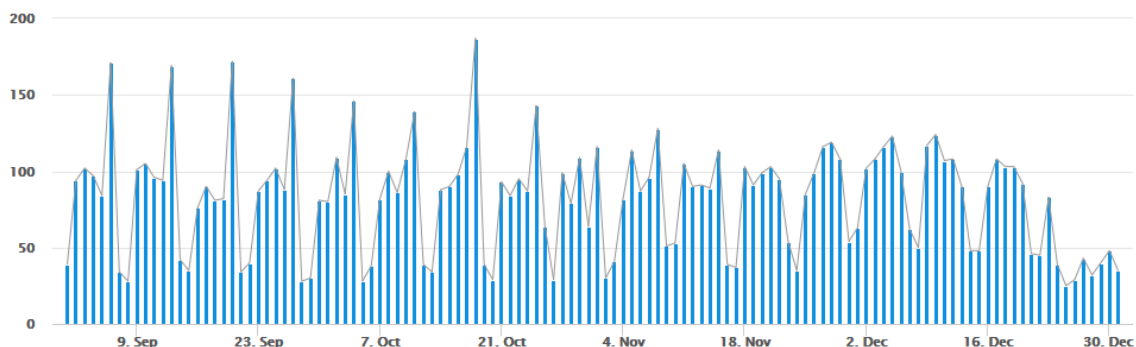
Migration away from the desktop and network managed services supplied by Area9 has been completed. All support systems are now housed and managed by IT staff from the newly commissioned server room located at Civic Plaza.



Wi-Fi install in a Palmerston park

Council Wi-Fi Statistics

DEVICES

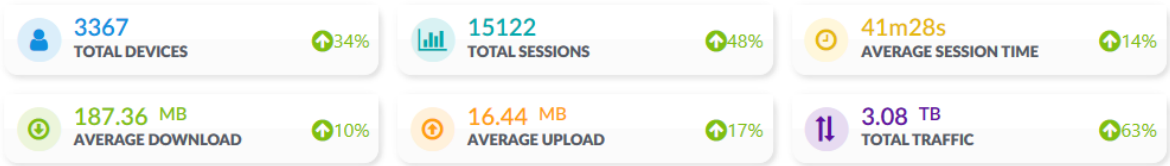


 **1 September 2019 - 31 December 2019**
All hotspots selected

 Settings ▾

SUMMARY

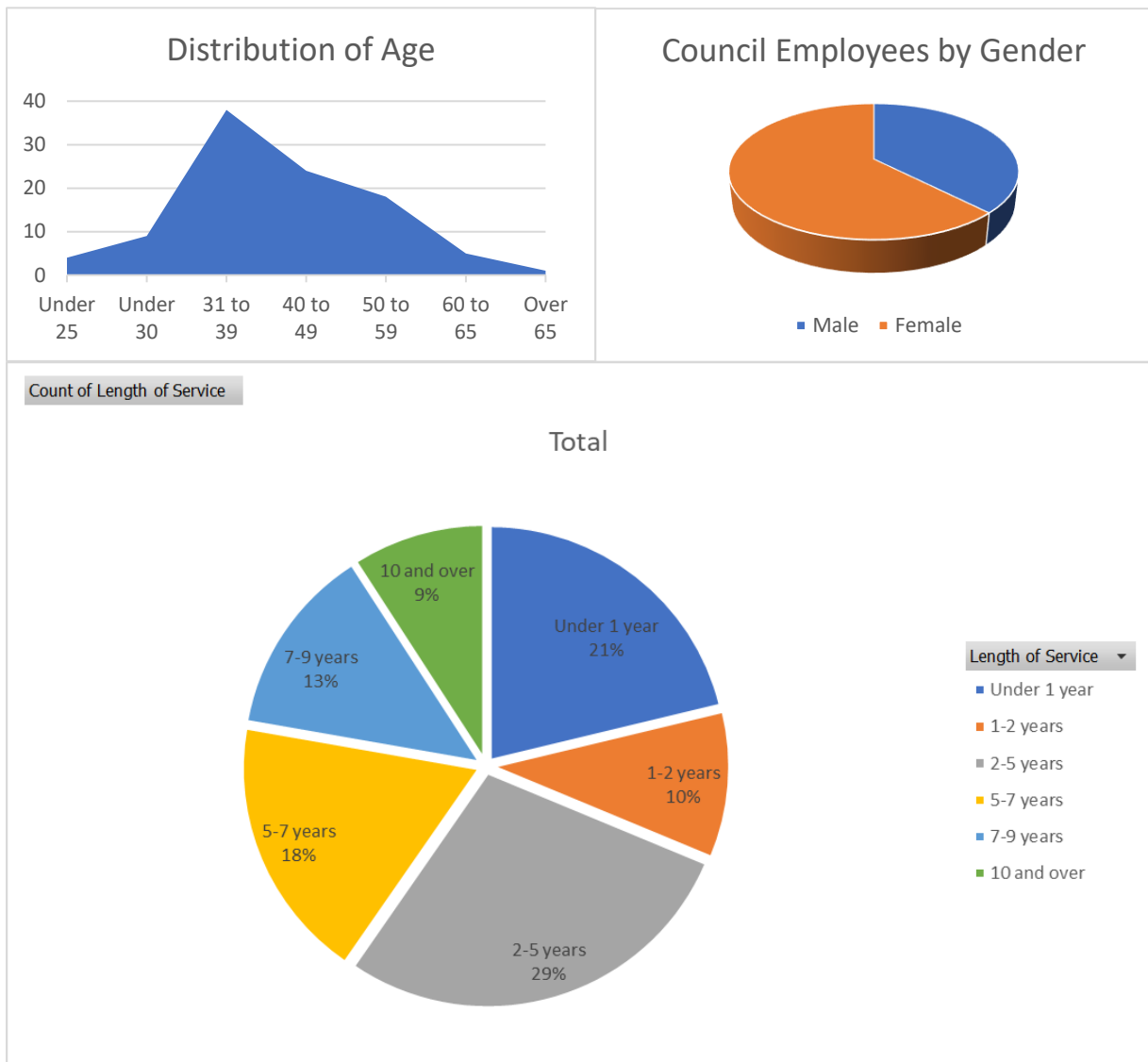
CSV



People, Performance and Change

Our People

Council has a diverse workforce performing many functions on behalf of the community. For the quarter Council has 99 employees and 83.5 Full Time Equivalents (FTE). Our employees comprise of 62% females and 38% males. The average age of a staff member is 41.1years with the average length of service with Council being 4.61 years.



Council Staff Recruitment Statistics

This quarter has been the council's busiest recruitment and advertising period for some time with 16 positions advertised.

Training

Council provides training opportunities to staff to enhance satisfaction, address skill and knowledge gaps and ensure that employees are up to date with the latest trends in their fields and local government.

Over the last quarter, Council has provided several training courses and learning opportunities to employees, which include:

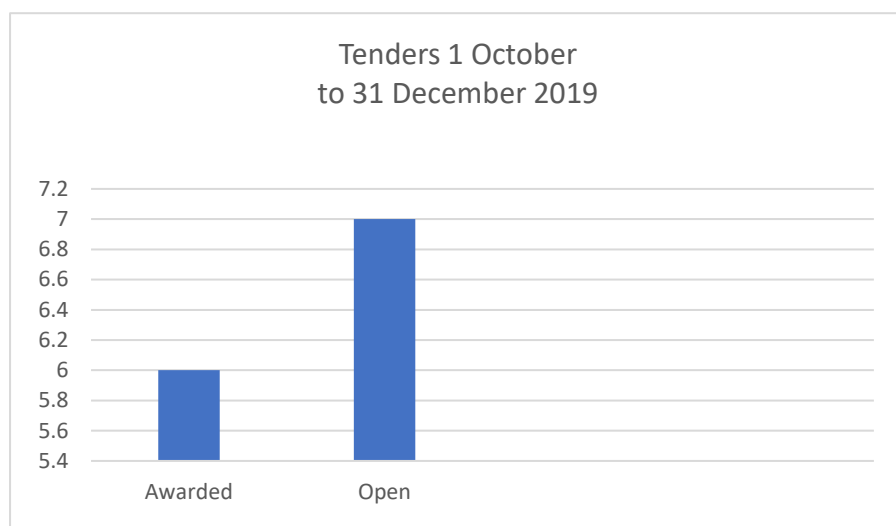
- Attendance at Australia Day NT Conference and Forum
- Attendance at NT Major Projects Conference
- Training Courses in Payroll and Taxation

- Record Keeping Training
- Leadership and Management Training
- First Aid Training
- Customer Service Training
- Library System Training

Procurement

The City of Palmerston advertised a total of 12 Tenders during the period October through to December 2019. In total six tenders were awarded during this same period with one of these tenders being advertised in the previous quarter. Five of the six awarded tenders were awarded to local companies, with one being awarded interstate.

Awarded Tenders



Awarded Tenders – 1 October to 31 December 2019

Contract Number	Contract Type	Contract Name	Awarded	Location	Awarded Date	Awarded Price
TS2019-25	Lump Sum	Design and Supply of Smart Poles including Luminaire for Palmerston Memorial Park	Form and Light Pty Ltd	Not Local	20/12/2019	\$127,498.91
TS2019-23	Lump Sum	Civic Plaza Refurbishment	Darwin Commercial Construction and Maintenance Pty Ltd	Local	19/12/2019	\$175,905.00
TS2019-16	Schedule of Rates	City of Palmerston Civil Works Miscellaneous Services Period	Akron Group NT	Local	04/12/2019	\$948,000.00

TS2019-15	Schedule of Rates	City of Palmerston Concreting Works	JLM Contracting Services	Local	04/12/2019	\$925,000.00
TS2019-18	Schedule of Rates	City of Palmerston Tree Planting	Arnhem Nursery	Local	31/10/2019	\$296,678.00
TS2019-17	Lump Sum	Supply, Installation and Commissioning of Electronic Speed Signs at Palmerston School Crossings	Arjays Sales & Services Pty Ltd	Local	09/10/2019	\$260,869.00

Open Tenders – 1 October to 31 December 2019

Contract Name	Contract Type	Date Advertised	Date Closed
Smart City Platform	Schedule of Rates	03/12/2019	24/12/2019
Supply and Installation of LED Luminaires for the City of Palmerston Library and Recreation Centre	Schedule of Rates	28/11/2019	19/12/2019
City of Palmerston Installation of Street Lighting	Schedule of Rates	28/11/2019	19/12/2019
City of Palmerston Cleaning of Buildings and Facilities	Schedule of Rates	08/11/2019	29/11/2019
Re-landscape Zuccoli Parade	Schedule of Rates	06/11/2019	27/11/2019
City of Palmerston Panel of Street Lighting Designers	Schedule of Rates	24/10/2019	14/11/2019
City of Palmerston Panel of Electrical Designers	Schedule of Rates	24/10/2019	14/11/2019

Finance

The second quarter of the financial year is predominately focused on the completion of the external audit of the financial statements from the previous financial year, the first review of the current financial year's budget, and the initial stages of budget preparation for the next financial year. The Finance team has invested significant time and effort into these deliverables over this period.

Highlights for the quarter include:

Completion of the Annual Report and Annual Financial Statements

Council's Annual Financial Statements 2018/19 were signed off by Merit Partners on 28 October 2019 and approved by Council in conjunction with the Annual Report 2018/19 at the 1st Ordinary Meeting held 5 November 2019.

First Budget Review 2019/20

The first review of the 2019/20 budget was undertaken using Council's financial information from the first quarter of the current financial year. As a result of this review Council continues to deliver a balanced budget.

Debt Recovery

Council commenced debt recovery processes for rates outstanding from the 1st and 2nd instalment. Overdue notices were sent approximately two weeks after each instalment date passed, followed by information on Council's social media encouraging ratepayers to contact Council and discuss their financial situation. Further debt recovery action was then initiated through an external agency for rates remaining outstanding after this time.

SMS Reminders and Electronic Rates Notices

Since the implementation of the SMS reminders in the previous quarter, the subscriber rate for electronic notices and the subsequent SMS reminders has nearly doubled with 1,661 current users of the service.

Budget 2021

Council officers have commenced forward planning for the upcoming financial year, with further work to be undertaken in the remaining half of this financial year.

CONSULTATION PROCESS

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

- Communications, Media and Marketing Lead
- Customer and People Lead
- IT Systems & Network Officer
- Accountant
- Strategic Procurement Advisor

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

All activities are undertaken within Council's adopted Municipal Plan and Budget 2019/2020.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

There are no attachments for this report.

AGENDA ITEM:	13.1.3
REPORT TITLE:	Financial Report for the Month of December 2019
REPORT NUMBER:	9/0359
MEETING DATE:	21/01/2020
AUTHOR:	Acting Chief Financial Officer, Maxie Smith
APPROVER:	Chief Executive Officer, Luccio Cercarelli

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 present to Council the Financial Report for the Month of December 2019.

KEY MESSAGES

- Overall, Operating Income and Expenditure are in-line with budget expectations and cashflows.
- Capital Expenditure inclusive of commitments is at 46%, these expenditures are in-line with budget expectations.

RECOMMENDATION

THAT Report Number 9/0359 entitled Financial Report for the Month of December 2019 be received and noted.

BACKGROUND

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

DISCUSSION

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

Operating Income

- Total Operating Income is at 92% of the current budget.
- Rates & Annual Charges Income is currently at 96% due to the total amount of rates for 2019/2020 being levied in August 2019.
- All other Operating Income items are generally tracking as expected halfway through the financial year.

Operating Expenditure

- Total Operating Expenditure is at 56% of the budget inclusive of commitments.
- Water Charges are currently 37% of budget, this is due to the timing of the billing cycle and these fluctuations are expected to occur continually throughout the financial year.
- All other Operating Expenditure is in-line with budget expectations.

Capital Income

- Capital Income is currently 37%.
- Additional funds of \$41,489 have been received from the sale of council assets, the budget will be adjusted at the 2nd Budget Review.
- Council is expecting to receive \$1,000,000 in capital grants over the duration of the financial year, in addition to developer contributions of \$500,000.

Capital Expenditure

- Capital Expenditure is at 46% for the year including commitments raised in-line with budget expectations.

Loans

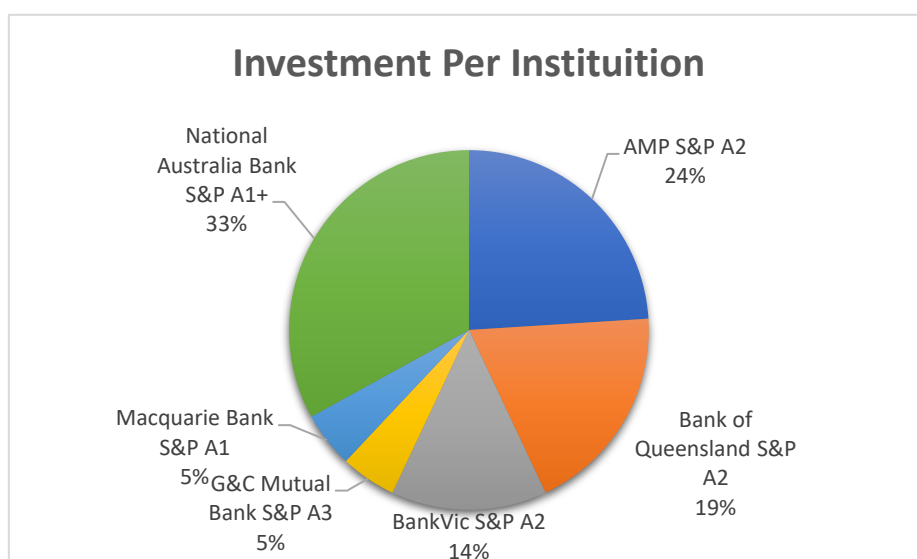
Council approved an internal loan for \$3.675 million to fund *Making the Switch* and an external loan for \$1.96 million to fund the final stage of remediation works at the previous Archer Landfill site.

The internal loan for *Making the Switch* has been drawn upon, with the corresponding figures shown in **Attachment A**, section 2.10 Council Loans. As at the end of December, \$2,049,779 of the loan has been drawn down, with \$18,893 of internal interest accrued. As energy savings from the project are realised, a portion will be allocated to the repayment of the loan, with the remainder allocated to improving the public lighting network as previously approved.

The loan for Archer Landfill Rehabilitation of \$1.96 million was drawn upon on 28 June 2019. The principal repayments for this loan commenced in October 2019 and will occur quarterly. Details of the loan are provided in **Attachment A**, section 2.10 Council Loans.

Investments

As at 31 December 2019, Council held a total of \$31,664,318.75 in term deposits in five separate financial institutions. The breakup between the institutions is:



Outstanding Rates

Council's overdue rates are currently worth \$1,423,694, or 4.96% of total rates levied for the 2019/2020 financial year, which is lower than last financial year's result of 4.97%. This figure is expected to fluctuate with rates instalments 3 and 4 due in January and March 2020.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

Council Policy *FIN06 - Investments*. Investments are compliant with policy.

BUDGET AND RESOURCE IMPLICATIONS

Budget and resource implications are outlined in the body of the report and attachment.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The *Local Government (Accounting) Regulations* prescribes that:

18 Financial Reports to Council

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Attachment A: Financial Management Report – December 2019

Financial Management Reports

December 2019

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



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SECTION 2 – FINANCIAL RESULTS

2.1 Budget Summary Report

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2.3 Investments Management Report

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2.5 Financial Indicators

2.6 Creditor Accounts Paid

2.7 Creditor Accounts Outstanding

2.8 Waste Charges

2.9 Commercial Leases

2.10 Council Loans

Section 2

Financial Results

31 December 2019

50%

1.1 - Executive Summary as at

% of year passed

	Revised Budget \$	YTD Actual \$	% Utilised Actuals	YTD Committed \$	% Utilised Committed	Budget Forecast \$
Operating Income						
Rates & Annual Charges	28,641,805	27,617,249	96%	0	0%	28,641,805
Statutory Charges	148,200	80,269	54%	0	0%	148,200
User Charges & Fees	1,139,006	637,094	56%	182	0%	1,139,006
Interest & Investment Revenue	983,160	579,366	59%	0	0%	983,160
Reimbursements	1,614	1,787	111%	0	0%	1,614
Other Income	136,000	125,720	92%	0	0%	136,000
Grants, Subsidies & Contributions	1,884,927	1,107,645	59%	0	0%	1,884,927
Operating Income	32,934,712	30,149,129	92%	182	0%	32,934,712
Operating Expenditure						
Employee Costs	-9,632,324	-4,684,302	49%	-67,221	1%	-9,632,324
Professional Services	-1,436,700	-646,880	45%	-421,403	29%	-1,436,700
Auditor's Remuneration	-35,000	-4,736	14%	0	0%	-35,000
Operating Lease Rentals	-147,100	-63,419	43%	-12,732	9%	-147,100
Energy	-1,217,057	-506,667	42%	0	0%	-1,217,057
Materials & Contractors	-11,077,167	-3,508,034	32%	-3,770,403	34%	-11,077,167
Depreciation, Amortisation & Impairment	-10,034,021	-5,017,008	50%	0	0%	-10,034,021
Elected Members Expenses	-377,686	-128,601	34%	0	0%	-377,686
Legal Expenses	-323,600	-198,515	61%	-123,218	38%	-323,600
Water Charges	-1,338,844	-498,497	37%	0	0%	-1,338,844
Telephone & Other Communication Charges	-227,484	-140,745	62%	-32,439	14%	-227,484
Community Grants	-130,000	-19,908	15%	-49,000	38%	-130,000
Other Expenses	-3,489,359	-1,939,151	56%	-402,288	12%	-3,489,359
Borrowing Costs	-92,200	-14,217	15%	0	0%	-92,200
Operating Expenditure	-39,558,541	-17,370,677	44%	-4,878,704	12%	-39,558,541
OPERATING SURPLUS/(DEFICIT)	-6,623,829	12,778,452		-4,878,523		-6,623,829
Capital Income						
Net gain (loss) on disposal or revaluation of assets	0	41,489	0%	0	0%	0
Developer Contributions	500,000	42,006	8%	0	0%	500,000
Asset Income	0	215,000	0%	0	0%	0
Grants received	1,411,887	411,887	29%	0	0%	1,411,887
Capital Income	1,911,887	710,382	37%	0	0%	1,911,887
Net SURPLUS / (DEFICIT) transferred to Equity Statement	-4,711,942	13,488,834		-4,878,523		-4,711,942
Capital Expenditure						
Land Purchase	0	0	0%	0	0%	0
Asset Purchase	-6,876,576	-1,200,259	17%	-1,065,321	15%	-6,876,576
Asset Upgrade	-8,171,414	-3,397,209	42%	-1,160,893	14%	-8,171,414
Capital Expenditure	-15,047,990	-4,597,468	31%	-2,226,213	15%	-15,047,990
Less Non-Cash Expenditure	-10,034,021	-5,017,008	50%	0	0%	-10,034,021
Plus Gifted Assets	0	215,000	0%	0	0%	0
NET CAPITAL SURPLUS/(DEFICIT)	-9,725,911	13,693,373		-7,104,736		-9,725,911
Borrowings	0	0	0%	0	0%	0
Repayment of Borrowings	-209,000	-54,761	26%	0	0%	-209,000
Reserve Movement	9,934,911	0	0%	0	0%	9,934,911
NET OPERATING SURPLUS/(DEFICIT)	0	13,638,613		-7,104,736		0

Approved by: Acting Chief Financial Officer

Section 2

Financial Results

31 December 2019

2.1 - Budget Summary Report as at

% of year passed
Cashflowed Estimate of Budget YTD

50%
92%

Operating Income

	Revised Budget \$	YTD Actuals \$	%
Governance			
Office of the CEO	404,376	202,688	50.12%
Governance	404,376	202,688	50.12%
Organisational Services			
Human Resources	0	173	0.00%
Director Organisational Services	65,976	38,608	58.52%
Organisational Services	65,976	38,781	58.78%
Finance			
Financial Services	450,000	294,638	65.48%
Rates	21,947,925	20,829,944	94.91%
Finance	22,397,925	21,124,582	94.31%
Arts & Culture	11,000	11,000	100.00%
Events Promotion	8,114	9,614	118.49%
Library Services	848,600	771,278	90.89%
Senior Citizens	1,500	1,500	100.00%
Youth Services	305,000	0	0.00%
Animal Management	346,000	277,284	80.14%
Parking & Other Ranger Services	126,200	62,936	49.87%
Lifestyle & Community Services	1,646,414	1,133,612	68.85%
City Growth & Operations			
Civic Centre	143,230	82,475	57.58%
Driver Resource Centre	17,000	6,662	39.19%
Gray Community Hall	17,000	7,029	41.35%
Director City Growth & Operations	0	166	0.00%
Private Works	103,000	30,235	29.35%
Recreation Centre	120,000	40,105	33.42%
Roads & Transport	547,351	274,474	50.15%
Subdivisional Works	100,000	9,581	9.58%
Waste Management	6,806,080	6,835,624	100.43%
Odegaard Drive Investment Property	446,160	260,260	58.33%
Durack Heights Community Centre	200	1,686	842.75%
CBD Car Parking	120,000	101,172	84.31%
City Growth & Operations	8,420,021	7,649,466	90.85%
	32,934,712	30,149,129	91.54%

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Financial Results

2.1 - Budget Summary Report as at

31 December 2019

% of year passed
Cashflowed Estimate of Budget YTD

50%

35%

Capital Income

	Revised Budget \$	YTD Actuals \$	%
Organisational Services			
Information Technology	1,000,000	0	0.00%
Organisational Services	1,000,000	0	0.00%
Finance			
Financial Services	0	41,489	0.00%
Finance	0	41,489	0.00%
City Growth & Operations			
Roads & Transport	411,887	411,887	100.00%
Subdivisional Works	500,000	257,006	51.40%
City Growth & Operations	911,887	668,893	73.35%
	1,911,887	710,382	37.16%

Section 2 Financial Results

2.1 - Budget Summary Report as at

31 December 2019

% of year passed

Cashflow Estimate of Budget YTD

50%

50%

Operating Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
Governance						
Elected Members	-410,686	-143,209	34.87%	-4,883	1.19%	-148,092
Office of the CEO	-865,194	-541,903	62.63%	-31,400	3.63%	-573,303
Governance	-1,275,880	-685,112	53.70%	-36,283	2.84%	-721,395
Organisational Services						
Customer Services	-238,637	-153,076	64.15%	-378	0.16%	-153,454
Human Resources	-753,835	-424,548	56.32%	-24,583	3.26%	-449,131
Information Technology	-1,226,077	-754,685	61.55%	-62,323	5.08%	-817,008
Director Organisational Services	-449,000	-188,388	41.96%	-32,915	7.33%	-221,303
Records Management	-264,501	-147,213	55.66%	-48,781	18.44%	-195,994
Public Relations and Communications	-469,121	-265,474	56.59%	-51,457	10.97%	-316,941
Organisational Services	-3,401,171	-1,933,385	56.84%	-220,446	6.48%	-2,153,831
Finance						
Financial Services	-12,189,768	-5,951,449	48.82%	-268,237	2.20%	-6,219,686
Rates	-396,100	-198,968	50.23%	-87,542	22.10%	-286,510
Finance	-12,585,868	-6,150,417	48.87%	-355,779	2.83%	-6,506,196
Lifestyle & Community Services						
Arts & Culture	-105,403	-38,095	36.14%	-10,643	10.10%	-48,738
Community Development	-817,111	-428,121	52.39%	-50,789	6.22%	-478,910
Disabled Services	-3,000	-200	6.67%	0	0.00%	-200
Events Promotion	-313,614	-210,593	67.15%	-11,825	3.77%	-222,418
Families & Children	-44,423	-4,863	10.95%	0	0.00%	-4,863
Health and Wellbeing Services	-55,000	-17,900	32.54%	-7,226	13.14%	-25,126
Library Services	-1,738,771	-772,057	44.40%	-68,070	3.91%	-840,127
Senior Citizens	-6,500	-4,891	75.25%	0	0.00%	-4,891
Youth Services	-658,644	-357,302	54.25%	-4,215	0.64%	-361,517
Director Lifestyle & Community	-507,846	-165,609	32.61%	-1,248	0.25%	-166,857
Animal Management	-136,000	-74,853	55.04%	-50,798	37.35%	-125,651
Parking & Other Ranger Services	-829,781	-418,310	50.41%	-2,913	0.35%	-421,223
Lifestyle & Community Services	-5,216,093	-2,492,796	47.79%	-154,017	2.95%	-2,153,649
City Growth & Operations						
Aquatic Centre	-630,134	-224,362	35.61%	-222,354	35.29%	-446,716
Archer Sports Club	-2,256	-87	3.86%	0	0.00%	-87
Civic Centre	-391,243	-179,892	45.98%	-23,875	6.10%	-203,767
Depot	-70,773	-26,558	37.53%	-3,463	4.89%	-30,021
Driver Resource Centre	-25,500	-8,084	31.70%	-2,302	9.03%	-10,385
Gray Community Hall	-53,067	-19,654	37.04%	-5,779	10.89%	-25,433
Director City Growth & Operations	-628,757	-306,493	48.75%	-88,521	14.08%	-395,014
Open Space	-4,727,976	-1,759,927	37.22%	-219,113	4.63%	-1,979,040
Private Works	-91,816	-43,322	47.18%	0	0.00%	-43,322
Recreation Centre	-252,623	-103,175	40.84%	-29,575	11.71%	-132,750
Roads & Transport	-2,418,478	-856,138	35.40%	-157,571	6.52%	-1,013,710
Stormwater Infrastructure	-295,000	-80,787	27.39%	-2,383	0.81%	-83,170
Street Lighting	-1,220,000	-433,121	35.50%	-29,669	2.43%	-462,790
Subdivisional Works	0	-28	0.00%	0	0.00%	-28
Waste Management	-5,924,383	-1,934,193	32.65%	-3,185,913	53.78%	-5,120,106
Odegaard Drive Investment Property	-140,206	-57,232	40.82%	-605	0.43%	-57,837
Durack Heights Community Centre	-22,220	-8,948	40.27%	-2,193	9.87%	-11,141
CBD Car Parking	-123,097	-55,384	44.99%	-67,345	54.71%	-122,730
Goyder Square	-62,000	-5,603	9.04%	-317	0.51%	-5,919
City Growth & Operations	-17,079,529	-6,102,988	35.73%	-4,040,978	23.66%	-10,143,966
	-39,558,541	-17,364,697	43.90%	-4,807,503	12.15%	-21,679,037

Section 2 Financial Results

2.1 - Budget Summary Report as at

31 December 2019

% of year passed
Cashflowed Estimate of Budget YTD

50%
31%

Capital Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
Organisational Services						
Information Technology	-2,445,000	-764,636	31.27%	-454,263	18.58%	-1,218,899
Organisational Services	-2,445,000	-764,636	31.27%	-454,263	18.58%	-1,218,899
Finance						
Financial Services	-300,000	-50,644	16.88%	-82,349	27.45%	-132,993
Finance	-300,000	-50,644	16.88%	-82,349	27.45%	-132,993
Health and Wellbeing Services	-9,000	-5,728	63.65%	0	0.00%	-5,728
Library Services	-125,000	0	0.00%	0	0.00%	0
Director Lifestyle & Community	-80,000	0	0.00%	0	0.00%	0
Lifestyle & Community Services	-214,000	-5,728	2.68%	0	0.00%	-5,728
City Growth & Operations						
Aquatic Centre	-335,480	-127,050	37.87%	0	0.00%	-127,050
Civic Centre	-230,000	-12,256	5.33%	-3,068	1.33%	-15,325
Depot	-143,000	-42,165	29.49%	-8,605	6.02%	-50,770
Driver Resource Centre	-22,000	0	0.00%	0	0.00%	0
Gray Community Hall	-26,000	0	0.00%	0	0.00%	0
Director City Growth & Operations	-696,905	-119,343	17.12%	-9,933	1.43%	-129,276
Open Space	-2,503,520	-427,166	17.06%	-336,992	13.46%	-764,158
Recreation Centre	-275,000	-47,889	17.41%	-45,360	16.49%	-93,249
Roads & Transport	-3,336,580	-812,169	24.34%	-361,771	10.84%	-1,173,940
Stormwater Infrastructure	-200,000	0	0.00%	-19,507	9.75%	-19,507
Street Lighting	-2,863,529	-1,600,947	55.91%	-893,126	31.19%	-2,494,074
Subdivisional Works	-567,000	-294,280	51.90%	-11,139	1.96%	-305,419
Waste Management	-889,976	-299,174	33.62%	-100	0.01%	-299,274
City Growth & Operations	-12,088,990	-3,782,440	31.29%	-1,689,601	13.98%	-5,472,041
	-15,047,990	-4,603,448	30.59%	-2,226,213	14.79%	-6,829,661

Section 2

Financial Results

2.2 Reserves Schedule

	Balance as at 1/07/2019	TO RESERVES				FROM RESERVES				Balance as at 30/06/2020
		Original Budget \$	Carry Forwards & Rollovers \$	Budget Reviews 1st Review \$	Adopted Budget \$	Original Budget \$	Carry Forwards & Rollovers \$	Budget Review 1st Review \$	Adopted Budget \$	
Externally Restricted Reserves										
Unexpended Grants Reserve	9,063,501	0	0	0	0	350,000	2,920,793	400,000	3,670,793	5,392,709
	9,063,501	0	0	0	0	350,000	2,920,793	400,000	3,670,793	5,392,709
Internally Restricted Reserves										
Election Expenses Reserve	150,000	0	0	0	0	0	0	0	0	150,000
Disaster Recovery Reserve	500,000	0	0	0	0	0	0	36,900	36,900	463,100
Unexpended Capital Works Reserve	1,195,255	0	0	0	0	0	1,195,255	0	1,195,255	0
Developer Funds In Lieu Of Construction	5,099,661	500,000	0	0	500,000	2,439,000	0	567,000	3,006,000	2,593,661
Waste Management Reserve	1,582,545	135,000	0	187,000	322,000	0	0	0	0	1,904,545
Asset Renewal Reserve	0	0	0	0	0	0	0	0	0	0
Major Initiatives Reserve	865,949	0	0	0	0	0	0	201,000	201,000	664,949
	9,393,410	635,000	0	187,000	822,000	2,439,000	1,195,255	804,900	4,439,155	5,776,255
Unrestricted Reserves										
Working Capital Reserve	8,971,837	219,038	0	0	219,038	1,270,000	300,000	1,296,002	2,866,002	6,324,873
	8,971,837	219,038	0	0	219,038	1,270,000	300,000	1,296,002	2,866,002	6,324,873
Total Reserve Funds*	27,428,748	854,038	0	187,000	1,041,038	4,059,000	4,416,048	2,500,902	10,975,950	17,493,837

*Reserve balances dated at 01/07/2019 are inclusive of the year end adjustments made on 30/06/2019, and are per the Annual Report 2018/19 (Report No. 9/0336) and audited financial statements


Approved by: Acting Chief Financial Officer

Section 2 Financial Results

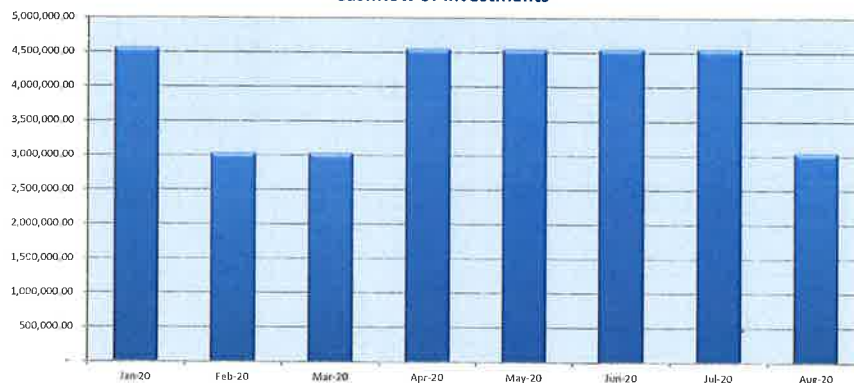
2.3 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 31/12/2019

COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS	%COUNTER PARTY
People's Choice Credit Union	S&P A2	\$ 6,79	0.00%			\$ 6,79	0.00%
AMP	S&P A2	\$ 1,500,000.00	2.20%	April 22, 2020	113		
AMP	S&P A2	\$ 1,500,000.00	1.70%	May 20, 2020	141		
AMP	S&P A2	\$ 1,500,000.00	1.60%	July 15, 2020	197		
AMP	S&P A2	\$ 1,500,000.00	1.65%	August 26, 2020	239		
AMP	S&P A2	\$ 1,500,000.00	1.80%	June 10, 2020	162	\$ 7,500,000.00	23.69%
Bank of Queensland	S&P A2	\$ 1,500,000.00	1.63%	June 17, 2020	169		
Bank of Queensland	S&P A2	\$ 1,500,000.00	1.63%	July 29, 2020	211		
Bank of Queensland	S&P A2	\$ 1,500,000.00	1.63%	August 12, 2020	225		
Bank of Queensland	S&P A2	\$ 1,500,000.00	1.53%	July 1, 2020	183	\$ 6,000,000.00	18.95%
BankVic	S&P A2	\$ 1,500,000.00	2.05%	January 29, 2020	29		
BankVic	S&P A2	\$ 1,500,000.00	2.05%	February 26, 2020	57		
BankVic	S&P A2	\$ 1,500,000.00	2.05%	March 25, 2020	85	\$ 4,500,000.00	14.21%
G&C Mutual Bank	S&P A3	\$ 1,500,000.00	2.55%	January 15, 2020	15	\$ 1,500,000.00	4.74%
Macquarie	S&P A1	\$ 1,500,000.00	1.60%	April 22, 2020	113	\$ 1,500,000.00	4.74%
National Australia Bank	S&P A1+	\$ 7,629.00	0.83%				
National Australia Bank	S&P A1+	\$ 156,682.96	0.83%				
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.96%	January 2, 2020	2		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.68%	February 12, 2020	43		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.67%	March 11, 2020	71		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.65%	April 8, 2020	99		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.64%	May 6, 2020	127		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.56%	June 3, 2020	155		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.59%	May 20, 2020	141	\$ 10,664,311.96	33.68%

TOTAL SHORT TERM INVESTMENT	\$ 31,664,318.75	Average Days to Maturity	123
% OF TOTAL INVESTMENT PORTFOLIO	A1 (max 100%) 38%	A2/P2 (max 60%) 57%	A3 (max 40%) 5%
Weighted Average Rate	1.78%	BBSW 90 Day Rate Benchmark	0.92%
GENERAL BANK FUNDS	\$ 3,016,431.48	Total Budget	-\$ 400,000.00
		Investment Earnings	
TOTAL ALL FUNDS	\$ 34,680,750.23	Year to Date	-\$ 251,102.10
		Investment Earnings	

Cashflow of Investments



PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 3%
18 Odegaard Drive, Rosebery	Fair Value	\$ 5,100,000	\$ 260,260	\$ 57,232	\$ 203,028	77.129

Approved by: Acting Executive Manager Finance

Section 2

Financial Results

31 December 2019

2.4 Debtor Control Accounts

SUNDRY DEBTORS:						
	BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS
	45,349.63	39,167.50	1,440.00	4,647.82	150.00	(55.69)
RATES:						
REPORT MONTH	OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME			
Dec-19	\$1,423,694	\$364,627	4.96%			
Dec-18	\$1,390,331		4.97%			
TOTAL OVERDUE \$	Charged in 2019/2020	Charged in 2018/2019	Charged in 2017/2018	Charged in 2016/2017	Charged Prior to 2016/2017	
\$1,423,694	\$808,343	\$417,657	\$134,380	\$48,576	\$14,738	
INFRINGEMENTS:						
		\$				
Animal Infringements		123,869.52				
Public Places		9,767.00				
Parking Infringements		167,359.47				
Litter Infringements		875.00				
Signs		0.00				
Other Law and Order		0.00				
Net Balance on Infringement Debts		<u>301,870.99</u>				


Approved by: Acting Chief Financial Officer

Section 2

Financial Results

2.5 - Financial Indicators

	Target	2020	2019	2018	2017	2016	2015
Operating Surplus Ratio							
Total Operating Surplus/Deficit	0.00%	-20.11%	-23.02%	-26.12%	-5.16%	-39.40%	-20.18%
Total Operating Income							
This indicator shows the extent to which operational expenses are covered by operational income, and if in surplus, how much is available to use for other purposes such as capital expenses. This has been calculated from the forecast budget.							
Debt Service Ratio (External Loans)							
Net Debt Service Cost	<5%	0.86%	0:00%	0:00%	0:00%	0:00%	0:00%
Operating Revenue							
A Council's debt service ratio shows Council's debts (principal + interest) in relation to Council's income.							
Rate Coverage Percentage							
Rate Revenues	60%-75%	66.30%	63.87%	61.38%	59.25%	60.02%	61.53%
Total Revenues							
This indicator shows the percentage of total revenue raised through rates income.							
Rates & Annual Charges Outstanding Percentage							
Rates & Annual Charges Outstanding	<5%	41.07%	3.88%	3.47%	3.57%	3.16%	3.47%
Rates & Annual Charges Collectible							
This percentage shows Council's total rates outstanding against rates payable to Council in this financial year. The rate will decrease as instalment dates pass.							


SECTION 2

Financial Results

		2.6 - Creditor Accounts Paid	December 2019
Creditor No.	Creditor Name		Amount \$
4256	AMP Bank		1,500,000.00
5023	National Australia Bank		1,500,000.00
V02486	Macquarie Bank Limited		1,500,000.00
46	Downer EDI Works Pty Ltd		337,090.56
5104	JLM Contracting Services Pty Ltd		330,360.57
54	Powerwater		231,948.92
549	City of Darwin		171,452.01
2	Australian Taxation Office - PAYG		165,835.00
1607	Sterling NT Pty Ltd		105,002.05
V02029	Server Room Specialists		100,012.00
V01982	Telensa Systems Pty Ltd		98,010.00
5525	Easyweb Digital Pty Ltd		93,659.50
V00318	StatewideSuper Clearing House		74,145.89
3683	Area9 IT Solutions		70,239.62
712	Paradise Landscaping (NT) Pty Ltd		57,568.70
V02015	Darwin Mazda		55,469.27
V00295	Jacana Energy		51,778.97
5254	True North		49,962.91
4538	Byrne Consultants		46,279.75
V01983	Integrated RF Solutions t/a ITS Communications		45,870.00
V00773	Akron Group NT Pty Ltd		40,937.60
V01913	OrangeTek		37,735.50
798	YMCA of the Northern Territory		33,966.80
938	Nightcliff Electrical		32,739.29
87	Industrial Power Sweeping Services Pty		28,698.03
5508	Open Systems Technology Pty Ltd - CouncilFirst		28,197.40
V01590	MSKK Pty Ltd T/A Trojon Contractors		25,859.90
V01904	Veolia Environmental Service (Australia) Pty Ltd		20,504.00
V00368	iWater NT		20,219.27
V00157	McArthur Management Services (Vic) P/L		18,700.00
V00582	Ezko Property Services (Aust) Pty Ltd		17,398.94
4355	Tonkin Consulting		17,232.05
V01718	Arnhem Nursery		16,096.08
V00343	MAGIQ Software Ltd. T/A - NCS Chameleon Ltd		15,110.92
2977	Security & Technology Services P/L		14,710.30
5651	Minter Ellison Lawyers		14,161.95
V01619	Merit Partners Pty Ltd		13,669.65
V00193	Amcom Pty Ltd		12,890.10
V02426	Goldspar Australia Pty Ltd		12,886.50
V00250	Ward Keller		12,626.90
V01865	Irma Lamaya trading as Co Lab Architecture		12,078.00
53	Eggins Electrical		12,003.37
V01829	Master Blaster High Pressure Cleaning		11,643.75
V01812	C R Campbell - Electrical and Data Contractors		11,539.00
5641	Northern Planning Consultants Pty Ltd		11,352.00
V00476	Water Dynamics (NT) Pty Limited		11,300.31
V02392	Light Application Pty Ltd		10,857.00
V01612	News Corp Australia		10,538.50
V01009	Australian Parking and Revenue Control Pty Limited		10,458.82
5	Australia Post		10,164.20
4561	Bendesigns		9,995.15
3787	Total Event Services T/A Top End Sounds P/L		9,928.60
5272	Greville Fabrication Pty Ltd		9,537.00
444	Ms Techy Masero		9,350.00
V00599	Athina Pascoe-Bell		9,179.24
V01629	Smarter Technology Solutions		9,113.89
V01899	Framelock Structures Pty Ltd		8,650.00
V02266	Dysayne Pty Limited		8,650.00
V02449	Reichardt Road Pty Ltd		8,650.00
V02291	Phoenix Resilience Pty Ltd		8,360.00

Creditor No.	Creditor Name	Amount \$
3880	PAWS Darwin Limited	8,050.00
5615	EcOz Environmental Consulting	7,440.13
3313	Zip Print	7,203.79
2199	SBA Office National	6,743.38
V01389	Darwin Argos Painting	6,050.00
3971	Pipeline Renovations Pty Ltd trading as RenoFLO	5,909.64
V02093	Light Source Solutions	5,867.62
26	Viva Energy Australia Ltd	5,766.13
V01936	Arjays Sales & Services Pty Ltd	5,436.26
4737	D & L Plumbing & Gasfitting	5,148.00
V01717	Alawa Plumbing Pty Ltd	4,890.00
V00271	Fuji Xerox Business Centre NT	4,606.93
V02343	Barry.Nilsson. - BN Law Limited	4,231.70
V01569	Benjamin Giesecke	4,165.97
121	Signtech NT	4,073.30
47	Telstra Corporation Ltd	4,072.38
3438	NT Shade & Canvas Pty Ltd	4,015.00
V02306	Well Done International Pty Ltd	3,904.89
V01911	Darwin Plant Wholesalers	3,833.50
V02162	RMI Security - Conigrave Pty Ltd	3,628.77
4065	Southern Cross Protection Pty Ltd	3,595.73
V00939	Defend Fire Services Pty Ltd	3,502.35
V02277	Mowbray Investments Pty Ltd - Food'll do Catering	3,260.00
V01584	Salary Packaging Australia	3,147.38
184	Clouston Associates	3,124.00
V02444	Local Community Insurance Services	2,879.68
2587	Top End RACE	2,868.73
274	CSG Business Solutions (NT) Pty Ltd	2,794.40
253	Territory FM 104.1 Darwin - CDU	2,673.00
5122	NT Electrical Group	2,655.76
353	Otis	2,622.60
V02340	Litchfield Green Waste Recyclers	2,400.00
V01570	Sarah Louise Henderson	2,328.39
V01572	Lucy Morrison	2,251.87
V00860	Costojic Pty Ltd	2,148.67
1581	NT Broadcasters Pty Ltd	2,094.83
V00202	YACCA GOLD P/L T/A Central Business Equipment	2,052.60
V01662	Bannerconda	2,024.00
V01573	Amber Garden	2,001.85
433	Arafura Wind Ensemble Inc.	2,000.00
V00228	Outback Tree Service	1,936.00
V01579	Damian Hale	1,935.18
V02167	Sanity Music Stores Pty Ltd	1,904.67
V01615	Autopia Management Pty Limited	1,864.56
V01574	Dr Thomas A Lewis OAM	1,851.85
4825	OracleCMS	1,794.40
V01571	Michael Spick	1,785.18
3936	Arafura Tree Services and Consulting	1,760.00
36	Darwin Lock & Key	1,727.15
3099	Iron Mountain Australia Pty Ltd	1,623.12
2336	Flick Anticimex Pty Ltd	1,617.79
256	The Bookshop Darwin	1,569.08
V02448	Tainted Theatre Company	1,500.00
5036	Dormakaba Aust P/L T/as Territory Door Services	1,412.20
V01076	DJ's Peak Fitness	1,400.00
3189	Seek Limited	1,375.00
V01118	Wilson Security Pty Ltd	1,242.67
4007	Ark Animal Hospital Pty Ltd	1,160.76
V00327	Tammy's Fitness Training	1,140.00
V02478	Ben Langdon	1,124.55
V01810	Jacana Energy - Payroll Deductions	1,120.00
4871	Reface Industries	1,116.23
48	Top End Line Markers Pty Ltd	1,105.50
4398	Quality Indoor Plants Hire	1,057.78
V02405	Garner the Gardener	1,019.15
2238	Hollands Print Solutions Pty Ltd	1,010.00

Creditor No.	Creditor Name	Amount \$
V02476	T7 Training Systems	980.09
3829	Fairy Jill's Enchanted Entertainment	968.00
V01420	CENTRELINK (PAYROLL)	899.80
V02075	FL Pools Pty Ltd T/a Figleaf Pool Products	878.00
4512	Expotrade Australia Pty Ltd	874.50
272	City Wreckers	869.00
112	Beaurepaires	858.96
4679	iSentia Pty Ltd	833.80
V00555	Rydges Palmerston	794.00
V02051	Data Mobility Voice Pty Ltd	704.00
V01691	Blackwoods	667.86
5357	Amiable Communications - Amy	660.00
V01826	Tick of Approval Pty Ltd	660.00
V00073	Off the Leash	638.00
V01785	M&S Mowing Plus	616.00
V00813	Middys - Middendorp Electric Co Pty Ltd	611.60
5611	Steelmans Tools and Industrial Supplies	606.26
V01397	RSPCA Darwin	585.00
V01134	Territory Technology Solutions Pty Ltd	583.00
V02459	YMCA of the Northern Territory Youth and Community	544.40
V02407	Kerri-Ann Price T/a Off the Grid in Oz	540.00
4528	Miranda's Armed Security Officers Pty	537.90
V02483	Zac Berry	533.61
123	Kerry's Automotive Group - KAP Motors Pty Ltd	526.00
5435	Access Hardware (NT) Pty Ltd	504.80
V00787	Naomi Lacey	500.00
V01234	Mulga Security	499.95
V00474	Lane Print & Post	488.05
V01792	Outer Edge Photography P/L ta Party Animals Darwin	450.00
V02455	PA and TM Wake	441.00
4508	News 4 U	381.90
V00542	Industry Health Solutions	380.00
V02383	Northern Land Council	375.00
399	St John Ambulance (NT) Incorporated	360.00
V01694	NT Advertising and Distribution	341.00
90	Local Government Association of the NT (LGANT)	340.00
943	Territory Asset Management Services	330.00
V00101	Bellamack Pty Ltd	307.00
V02450	Liam Fraser	305.00
V00872	Amadeus Music	300.00
V01831	Jeanneen McLennan	300.00
V00443	Top End Hydraulic Services P/L T/A Forecast Machin	282.70
V02301	Armaguard	255.20
V02451	Mahli Russell (Parent: Tara Keenan-Russell)	250.00
V02458	Teagan Kapitula (Parent: Linda Kapitula)	250.00
V02460	Jerick Duggan (Parent: Grace Nixon)	250.00
V01294	Emily Williams Yoga	240.00
V01848	Invision NT Pty Ltd	238.70
V02479	Tim Morrissey Club	210.00
V00902	Coles Motors	209.00
V02143	Smart City Solutions Pty Ltd	203.50
479	Jardine Lloyd Thompson Pty Ltd	202.64
V02066	Insight Early Learning Darwin	200.00
V02441	NT Fishaholics	200.00
V02475	Jul Moulday	180.00
V02482	Razzle Basketball Club	175.00
V00284	Wheeler's Books	168.39
V02463	Alice Duong	165.00
V00334	Zumba with Adrijana	150.00
V01529	Urbex No. 106 Pty Ltd	150.00
V00614	RTM - Dept. of the Attorney General and Justice	125.00
V01300	Bernadette Salter	125.00
V01558	Malak Seventh Day Adventist Church	125.00
V02456	RTM - DIPL - Drive Safe NT	125.00
V02457	BMD Constructions Pty Ltd	125.00
V02469	Jo Hamper	125.00

Creditor No.	Creditor Name	Amount \$
V02471	Hui Yi Loh	125.00
V02485	Katrina Maglanque	125.00
V00890	Laundryplus	124.00
201	Spotless Facility Services Pty Ltd (T/A Ensign)	121.05
V01934	Powerpass - Bunnings Group Limited	118.93
3428	Bunnings Group Limited	95.00
3788	HPA Incorporated	95.00
5412	Mr P Gautam	83.69
V00075	Mercury Group of Companies Pty Ltd (T/A Fit2Work)	81.18
V00994	Frangipani Farm	80.00
V02477	Trent A Karran	63.00
V02348	Mikelina Arni	50.00
V02353	Shaun Malone	50.00
V02454	Michael George	50.00
V02461	Richard Crookes	50.00
V02473	Liza Sutton (Noakes)	50.00
V01938	Windcave Pty Limited	49.50
V02465	Jemma Shoppee	45.00
V02466	Deborah Samwell	45.00
V02464	A & C Mills	42.00
V02467	Tracey Myles	28.00
V02468	Mia Chamberlain	28.00
V02470	Shannon Raven	28.00
V02472	Amber Kalembe	25.00
		7,447,947.74
Percentage of this month's payments made to local suppliers (excludes investments placed)		84%
 Approved by: Acting Chief Financial Officer		

SECTION 2

Financial Results

2.7 - Creditor Accounts Outstanding		December 2019
Creditor No.	Creditor Name	Amount \$
1607	Sterling NT Pty Ltd	61,040.51
5104	JLM Contracting Services Pty Ltd	53,999.09
V00860	Costojic Pty Ltd	18,517.56
V00368	iWater NT	8,465.56
V01717	Alawa Plumbing Pty Ltd	8,100.00
938	Nightcliff Electrical	5,344.74
3438	NT Shade & Canvas Pty Ltd	3,652.00
V02492	Natasha McAlister	2,766.27
566	Stickers & Stuff	2,299.00
V02489	K J Hellwig	2,000.00
256	The Bookshop Darwin	1,470.39
253	Territory FM 104.1 Darwin - CDU	1,155.00
V02160	Drag Territory	900.00
V00682	Leigh Dyson Plumbing	820.00
V00228	Outback Tree Service	440.00
272	City Wreckers	308.00
V02167	Sanity Music Stores Pty Ltd	170.95
54	Powerwater	26.16
		171,475.23


 Approved by: Acting Chief Financial Officer

Section 2

Financial Results

2.8 - Waste Charges as at 31 December 2019

Waste Management

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
Income					
Rates & Charges	6,806,080	6,835,624	0	6,835,624	100.43%
Income	6,806,080	6,835,624	0	6,835,624	100.43%
Operating Expenditure					
Employee Costs	-840,533	-420,264	0	-420,264	50.00%
Professional Services	-80,000	-19,905	-27,751	-47,656	59.57%
Educational Resources	-100,000	-18,196	0	-18,196	18.20%
Utilities	-14,293	-1,244	0	-1,244	8.70%
Street Sweeping	-320,000	-125,677	-183,164	-308,841	96.51%
Litter Collection	-190,000	-81,028	-781	-81,809	43.06%
Domestic Bin Collection	-2,052,992	-678,472	-1,365,662	-2,044,134	99.57%
Sundry Expenses	0	0	-135	-135	0.00%
Kerb Side Collections	-105,000	-84,088	0	-84,088	80.08%
Tip Recharge Domestic Bin collection	-670,000	-221,808	-410,618	-632,426	94.39%
Transfer Station	-1,101,705	-171,400	-937,476	-1,108,876	100.65%
Loan Repayments	-92,200	-14,217	0	-14,217	15.42%
Tip Recharge Transfer Station	-357,660	-97,894	-260,325	-358,219	100.16%
Operating Expenditure	-5,924,383	-1,934,193	-3,185,913	-5,120,106	86.42%
Capital Expenditure					
Waste Management Capital Works	-350,000	-299,174	-100	-299,274	85.51%
Capital Expenditure	-350,000	-299,174	-100	-299,274	85.51%
Borrowings					
Repayments - Archer Loan Principal	-209,000	-54,761	0	-54,761	26.20%
Borrowings	-209,000	-54,761	0	-54,761	26.20%
Profit/(Loss)	322,697	4,547,496	-3,186,013	1,361,483	



Approved by: Acting Chief Financial Officer

Section 2

Financial Results

2.9 - Commercial Leases as at 31 December 2019

Commercial Leases

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
Income					
Library Services	32,000	15,880	0	15,880	49.63%
Director Organisational Services	65,976	38,608	0	38,608	58.52%
Civic Centre	143,230	82,475	0	82,475	57.58%
Income	241,206	136,963	0	136,963	56.78%
Expenditure					
Director Organisational Services	-9,600	-8,410	0	-8,410	87.60%
Expenditure	-9,600	-8,410	0	-8,410	87.60%
Profit/(Loss)	231,606	128,553	0	128,553	

Library Services includes lease held by Mosko's Market

Civic Centre includes the lease held by Adult Mental Health

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

McGees Management Fees charged to Director Organisational Services each month



Approved by: Acting Chief Financial Officer

Section 2 Financial Results

2.10 - Council Loans 31 December 2019

Making the Switch Expenditure

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
Expenditure					
LED Lighting PR6JECT-3 Making the Switch	2,163,529	1,573,307	639,115	2,212,422	102.26%
Expenditure	2,163,529	1,573,307	639,115	2,212,422	102.26%

The current budget for Making the Switch is \$2,000,000 drawn down from the internal loan. This is in addition to the \$640,000 drawn down in the 2018/19 financial year.

Internal Loan - Making the Switch

	Internal Loan \$	Expended from Loan \$	Interest on Loan \$	Total \$	% Utilised
Expenditure					
LED Lighting PR6JECT-3 Making the Switch	2,640,000	2,049,779	18,893	2,068,671	78.36%
Expenditure	2,640,000	2,049,779	18,893	2,068,671	78.36%

The above costs relating to the internal loan are over the life of the project to date, including the expenditure from the 2018/19 financial year.

External Loan - Archer Landfill Rehabilitation

Expenditure	External Loan \$	Principal Repayments \$	Interest Payments \$	Total \$	Outstanding Balance \$
Expenditure					
Archer Landfill Rehabilitation	1,960,000	54,761	14,217	68,978	1,905,239
	1,960,000	54,761	14,217	68,978	1,905,239

The External Loan - Archer Landfill Rehabilitation is for a term of 8 years commencing 28 June 2018 and concluding 30 June 2027. The interest rate is fixed at 2.78% for the duration of the loan.



Approved by: Acting Chief Financial Officer

AGENDA ITEM:	13.1.4
REPORT TITLE:	<i>Prójects</i> – Making the Switch, Update January 2020
REPORT NUMBER:	9/0362
MEETING DATE:	21/01/2020
AUTHOR:	Public Lighting Coordinator, Jiri Heider
APPROVER:	Director Organisational Services, Richard Iap

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 *Prójects* – Making the Switch public lighting transition to smart LED's project.

KEY MESSAGES

- Council has committed a total of \$3.65 million (GST exclusive) to the program.
- The first stage of 200 public streetlights replacements commenced in Moulden in April 2019.
- Approval has been provided by Power Water Corporation for the replacement of lights on overhead power.
- Overhead light replacements in Marlow Lagoon, Pinelands and Yarrawonga are expected to begin in February 2020 when luminaries are delivered.
- It is anticipated that all lights in Palmerston will be upgraded to smart LED by the end of March 2020, a year ahead of schedule.
- In total, 4325 of the 4917 lights have been replaced with new LEDs with smart controls as of 13 January 2020, which is approximately 88% of the total lights in the project.
- It is anticipated that this project will result in savings of an estimated \$570,000 annually once completed.
- Recycling and disposing of existing streetlights in an environmentally appropriate manner is occurring and being monitored to ensure it is meeting Council's sustainability expectations for the contracted works.
- Carbon dioxide emissions as a consequence of the new LEDs lights are expected to be reduced by more than 64% (depending on what lighting level decisions are ultimately made by Council) which would be the equivalent of planting more than 500 hectares of Australian forest trees.
- Council's Lighting Dark Spots program for lighting improvements has been identified and installation works are currently underway.

RECOMMENDATION

THAT Report Number 9/0362 entitled *Próject* – Making the Switch, Update January 2020 be received and noted.

BACKGROUND

At the 1st Ordinary Council Meeting on 10 December 2019, Council resolved the following:

Próject - Making the Switch, Update December 2019

9/0338

THAT Report Number 9/0388 entitled Próject - Making the Switch, Update December 2019 be received and noted.

CARRIED 9/0933 - 10/12/2019

This project forms part of Council's major initiatives and is captured as part of *Prójects - 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 luminaire supply has been awarded to a panel of three suppliers being:
 - Light Source Solutions;
 - OrangeTek; and
 - Signify (formerly Philips).

Originally it was expected the project would be completed in 24 months from commencement date. This was revised to 15 months once tenders for installation works were awarded to ESPEC. Council is now on track to deliver this project within one year, by the end of March 2020.

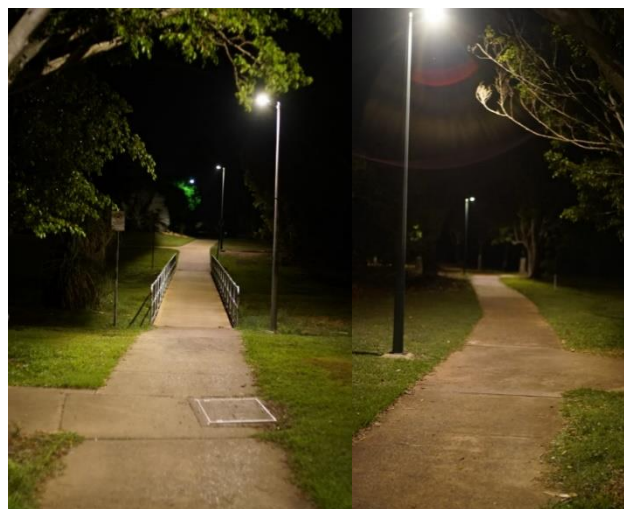
DISCUSSION

Council has been actively working on the accelerated delivery of this significant project. In total, 4325 smart controlled LED luminaires have been replaced as of 13 January which is about 88% of the total project.

Examples of areas with recently upgraded lighting are shown:



Fairway Drive, Driver



Pathway Lighting, Durack

After completion of the first stage of 200 lights in the roll out in Moulden, Council and its contractors agreed on an accelerated timescale for the project which would see completion achieved within one year. It is anticipated based on current progress and delivery times for lights that the conversion part of the project will be completed by the end of March 2020 being a year ahead of schedule. Council will continue working on other aspects of the project, like reprogramming lights, until April 2020.

Since the commencement of the project, Council has been working with Power Water Corporation (PWC) on the approval process for the installation of new LED lights on existing overhead power poles. This process has caused significant delays for the installation of lights in Yarrawonga, Pinelands and Marlow Lagoon. However, Council has now received the required PWC approval and ordered the required lights to meet PWC requirements. It is expected that the installation of the approved lights on PWC overhead poles will commence by the end of February 2020.

A significant element of the LED upgrade project requires Council to submit to PWC an inventory list of replaced lights every quarter. This ensures Council receives reduced tariff rates for the upgraded lights and realises savings on Council's power bill. The accelerated program and early practical completion has allowed Council to achieve the energy and cost savings earlier than anticipated.

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 and unsafe areas with poor or no lighting would and have been identified.

Under the Lighting Dark Spots program, Council has now commenced street lighting upgrades of:

- Memorial Park, Palmerston City
- Round-about on Flockhart Drive, Marlow Lagoon
- Waterhouse Crescent, Driver
- Melastoma Drive, Moulden
- Moulden drain, Moulden
- Woodroffe drain, Woodroffe

Council has recently awarded a contract for the supply of multi-function poles for Memorial Park and the electrical design is currently under development. Consultation has occurred with the local Palmerston sub-branch of the RSL and it is expected that all installation works in Memorial Park will be finished in early April 2020, on time for Anzac Day events.

Dark Spots in Marlow Lagoon has commenced in mid-January and are expected to be completed by February 2020. Works include the installation of additional light poles on the round-about on Flockhart Dr and Waler Rd, and additional light poles on Waler Rd.

Lighting upgrades for Melastoma Drive, Waterhouse Cres, Woodroffe drain, and Moulden drain are currently in the design and procurement stage with works expected to be finished by June 2020.

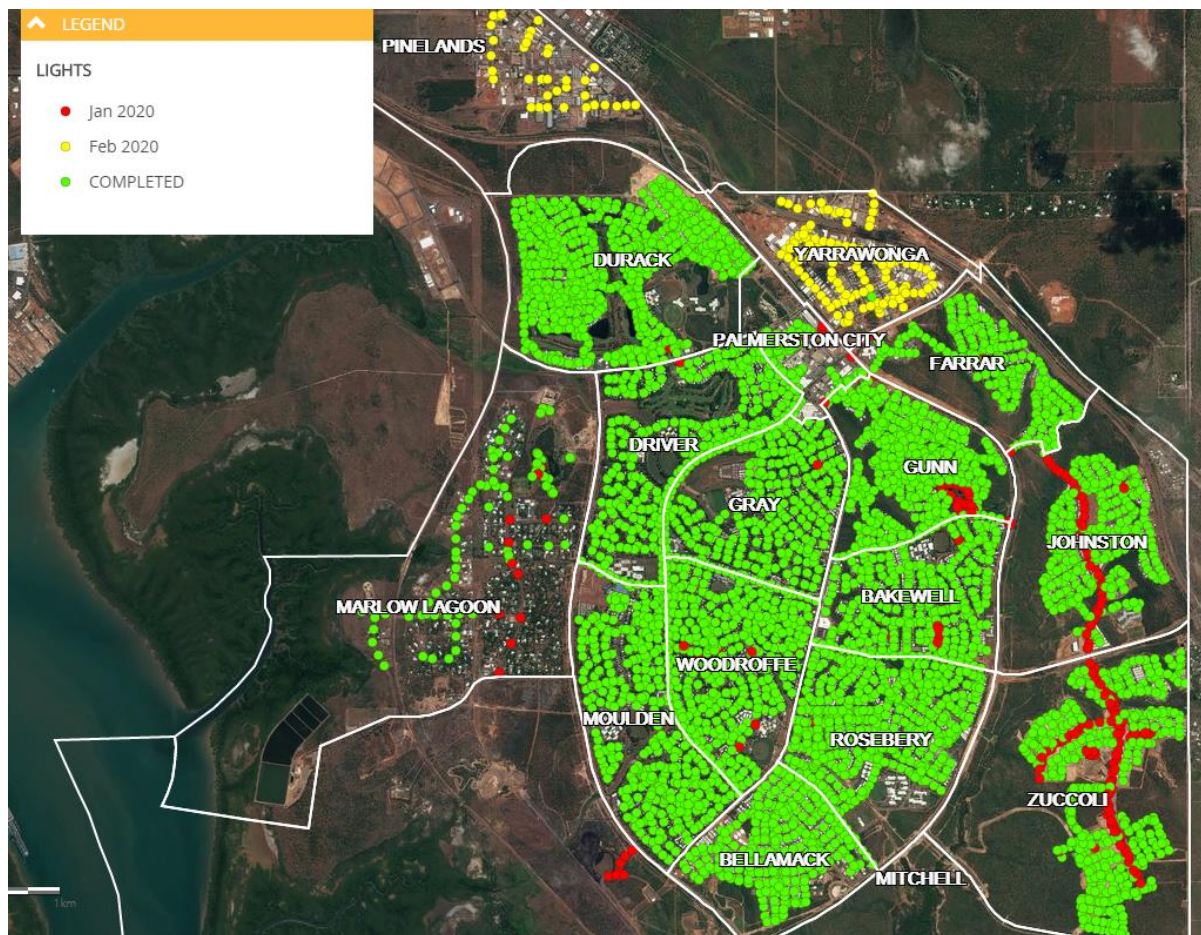
CONSULTATION PROCESS

Council is undertaking a media and social media campaign advising of this project and its commitment.

A live map of the replacement program has been published on the CoP website, and can be viewed here:

<http://www.palmerston.nt.gov.au/operations/major-projects/making-switch>.

A snapshot showing the current upgraded lighting status is shown below:



Feedback received by Council has been overwhelmingly positive. Council will continue to promote and provide information to residents on the progress of the 'Making the Switch' project.

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

- Director Finance
- Public Lighting Coordinator

In preparing this report the following external parties were contacted:

Next Energy

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 for the replacement of the identified 4,700 public lights.

- Council has approved that the project be funded by a 10-year internal loan at an interest rate of 2.6%.
- Contracts awarded for this project are schedule of rates contracts.
- The project has been revised to include an addition 247 lighting assets being identified to be upgraded and increased repair work being required during installation process in some older suburbs.
- The estimated total schedule of rates contract costs for this project are \$3.2 million, including the additional and higher wattage lights.
- This identified figure of \$3.2 million will be less than the budget allocation for this project of \$3.65 million and will result in \$140,000 reduction in the total interest amount payable for the internal loan.
- With 88% of the project completed, the funding model has been updated based on the new inventory list and conditions.
- It is anticipated that this project, once completed, will result in operational savings of an estimated \$570,000 annually. This is made up by expected energy savings of \$236,000 per year and a reduction of \$334,000 in maintenance costs.
- These operational savings are considered to be very conservative as future failure rates of the installed LED luminaires is expected to be less than used in the budget figures when compared to other similar installations that have been operational for some time in other projects within Australia and overseas.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

With all large projects there are project management risks as part of project delivery. These were substantially addressed at the contracting stage and any further risks are being identified, and mitigation measures put in place as the project progresses. The addition of a FTE to specifically manage this project and use of specialised consultants is further mitigating risk.

Installing new efficient luminaires might 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 the 'Lighting Dark Spots' lighting improvement program funded by savings.

Council staff engaged a law firm, a probity auditor and specialist consultancies to advise and assist with the procurement and delivery phases 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 significant impact on Council's carbon footprint but has also provided Council with an opportunity to implement energy efficient lighting solutions. The accelerated Smart LED Street and Public Lighting Programme will drastically reduce the City's emissions and reduce energy usage.

The project will deliver benefits such as:

- Lower levels of light pollution

- Improved pedestrian and vehicle safety
- Improved general community safety
- Improved liveability and amenity

ESPEC, as part of the installation of the new LED lights and assets, continue to recycle and dispose of existing streetlights in an environmentally 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 continues Council's commitment to create a more sustainable environment. Carbon dioxide emissions, from street lighting, are expected to be reduced by more than 64% (depending on what lighting level decisions are ultimately made by council) which would be the equivalent of planting more than 500 hectares of Australian forest trees.

As a direct result of issues identified during the ongoing before and after lighting measurements, Council has also recently introduced a work process for tree pruning around street lighting luminaires and it is expected that while this may have a short-term budget implication it will save on future operational costs associated with luminaire damage. It will also increase the amount of light emanating from the LED luminaires reaching the road surface and footpaths.

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	City Growth and Operations Quarterly Report October – December 2019	9/0355
13.2.2	Outdoor City Dining Experience - On Frances Series	9/0357
13.2.3	Development of Local Government Strategy 2030	9/0358

AGENDA ITEM:	13.2.1
REPORT TITLE:	City Growth and Operations Quarterly Report October – December 2019
REPORT NUMBER:	9/0355
MEETING DATE:	21/01/2020
AUTHOR:	Executive Assistant to Director City Growth and Operations, Natasha Curyer
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 summarises the key activities undertaken by City Growth and Operations in the October to December quarter 2019.

KEY MESSAGES

- City Growth and Operations provides a report on its activities for the previous quarter.
- As part of Council's major reseal program, 2,4136m² of resurfacing road sections was completed, with further works to be undertaken in the next quarter.
- Works were completed to upgrade the existing pathway and culvert within Woodroffe Park to provide all ability access to the park, as well as provide access to the park all year round.
- Pre wet season inspections of all secure stormwater pits was undertaken, including the rectification of any identified defects.
- Works were completed on the installation of 18 Electronic Speed Limit Signs (ESLS) for various school crossings within Palmerston.
- The Laneways Trial Program Stage 3 consultation was undertaken during this quarter. Results of the consultation were presented to Council on 19 November. Since then, further information has been received, and this report recommends extending the treatment of the Bonson Terrace to Staghorn Court laneway from temporary night-time to temporary full-time closure.
- Tender for the beautification of Zuccoli Parade was advertised in November. The tender is expected to be awarded in mid-January, with works commencing by early February.
- Commencement of an increased program of tree planting as part of Council's green city vision saw 188 trees planted this quarter, with a further 400 trees to be planted within the next quarter.
- Works for the Lighting Dark Spots Program have commenced, seeing lighting upgrades and installation of new lights in the City Centre, Driver, Woodroffe and Moulden. Works will continue during the next quarter in Marlow Lagoon.
- As part of the eight-year contract awarded to Cleanaway for the provision of a domestic kerbside waste and recycling service for Palmerston, five replacement trucks were issued for the City featuring eye-catching designs and educational messaging. These trucks were operational on Palmerston roads from 18th November 2019.

RECOMMENDATION

1. THAT Report Number 9/0355 entitled City Growth and Operations Quarterly Report October – December 2019 be received and noted.

2. THAT the current treatment in place at the laneway between Bonson Terrace to Staghorn Court, Moulden as resolved by Council on 19 November 2019 (being temporary night-time closure) be extended to a temporary full-time closure, and that this extended trial treatment be reviewed with the outcomes being presented to the Second Ordinary Meeting in March 2020.

BACKGROUND

City Growth and Operations provides a quarterly report to Council on key activities undertaken during the quarter and further works underway for the next quarter.

DISCUSSION

The activities report for the October to December 2019 quarter is provided as **Attachment A**.

Highlights include:

- 2,4136m² of resurfacing road sections was completed during the last quarter in Pinelands, Rosebery, Woodroffe, Archer, Gray, Driver, Marlow Lagoon and Durack.
- Construction of new pathways was completed in Zuccoli and Moulden.
- Works to upgrade the existing pathway and culvert within Woodroffe Park was completed.
- Installation of 18ESLS's at nine school crossings within City of Palmerston was completed.
- The Laneways Trial Program Stage 3 consultation was completed, resulting in the installation of different treatments at a number of laneways. A further report will be presented to Council in March 2020 with the outcomes of all treatments and a Policy position for consideration.
- A total of 188 trees were planted as part of an increased program of tree planting.
- Northern Territory Government (NTG) have commenced construction of the pathway connecting Yarrowonga North and Yarrowonga South.
- Design options and cost estimates have been received for a school crossing on Tilston Avenue for consideration under the Local Area Traffic Management program for 2020/21.
- Works to upgrade and install new lighting under the Lighting Dark Spots program have commenced.
- Planting of an orchard and installation of irrigation in Strawbridge Park has been completed.
- Five replacement trucks for the domestic kerbside collection were launched and operational in November.

Activities to be undertaken in the next quarter include, but are not limited to:

- A further 400 trees are planned to be planted within the next quarter as part of the increased program of tree planting.
- Tender for the beautification of Zuccoli Parade is expected to be awarded by mid-January, with works to commence early February.
- Tender for the Temple Terrace Streetscape project is expected to be awarded by March.
- Completion of the major road reseal program.
- Installation of subsoil drainage along Dunbar Street, Gray.
- Construction of new pathways are planned to be completed in Gunn and Rosebery.
- Continuation of upgrading and installation of new lighting as part of the Lighting Dark Spots program.
- Installation of fall protection barriers and new stops at Archer Waste Management Facility.

CONSULTATION PROCESS

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

- City Growth Manager
- City Operations Manager

- Administration Assistant
- Civil Operations Team Leader
- Public Lighting Coordinator
- Project Officers
- Technical Officer
- Asset Inspection Officers
- Open Space Team Leader
- Open Space Contract Supervisors

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

Even though a previous decision was made by Council on the Bonson Terrace to Staghorn Court laneway, Council may resolve as outlined in this report as it is not a variation or rescission, but rather an extension of the original resolution.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

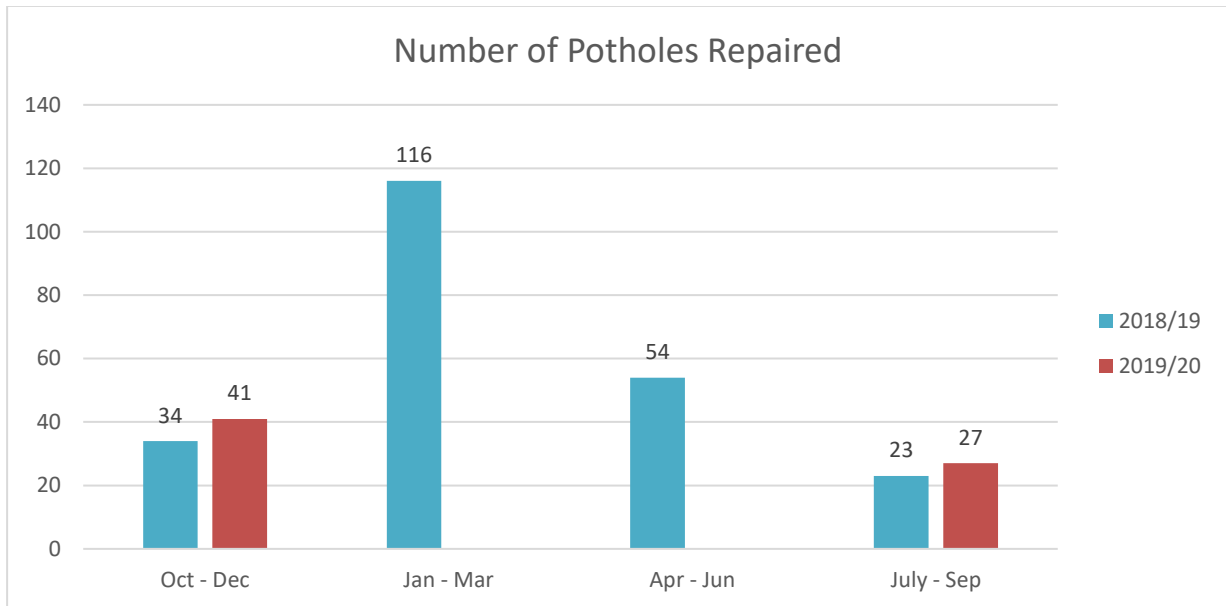
ATTACHMENTS

Attachment A: City Growth and Operations Quarterly Report October – December 2019.

Assets and Infrastructure

Roads

Council has repaired 41 potholes across the municipality between October to December 2019, this is comparable to the same quarter in 2018/2019.



As part of City of Palmerston's major road reseal work program, a total of 2,4136m² of resurfacing road sections was completed during the last quarter in Pinelands, Rosebery, Woodroffe, Archer, Gray, Driver, Marlow Lagoon and Durack.

Further works to complete the road reseal program will be undertaken within the next quarter, as well as works to complete the installation of subsoil drainage along Dunbar Street, Gray to rectify pavement failure issues.

Footpaths

A total of 2,152.8m² of concrete works was completed during this period. This consisted of new pathways constructed along Sundew Circuit and Baobab Street, Zuccoli, and along Tilston Avenue (between Elrundie Avenue and Chin Gong Circuit), as well as upgrading the existing pathway along Tilston Avenue (between Bonson Terrace and Chin Gong Circuit).

In addition to the above, a total of 2,352m² of bituminous pathway along Elrundie Avenue, between Tilston Avenue and Bonson Terrace was resurfaced.

Works were completed to upgrade the existing pathway and culvert within Woodroffe Park to provide all ability access to the park, as well as provide access to the park all year round. Prior to this, the pathway would be submerged under water during the wet season, leaving the pathway/access to the park slippery and unsafe.

All pathway works undertaken during this period continue to deliver on Council's promise to improve the connectivity, safety and amenity of our pathway network.



1.2 meter path - Tilston Avenue (Before)



2 meter path - Tilston Avenue (After)

Construction of new pathways are planned to be completed along Buscall Avenue, Gunn (Sanctuary Lake side) and a connecting pathway between Joan Fejo Park and Roystonea Avenue, Rosebery during the next reporting period. In addition to this, pathway upgrades will be completed along Victoria Drive, Essington Avenue and Emery Avenue, Gray around the Primary Schools to widen the existing narrow pathway to 2.5m.

Driveways

A total of 34 new driveways were constructed to connect new homes to the road network within the new developments, as well as 10 permits issued to builders for the construction of new driveways where works were not undertaken by Council.

In addition, 15 driveways were replaced in the suburbs of Gray, Woodroffe, Moulden, Rosebery, Driver, Bakewell and Yarrawonga, and four driveways were repaired in the suburbs of Driver, Zuccoli, Rosebery and Woodroffe. It is expected that during the next quarter another 10 to 15 driveways will either be replaced or repaired.

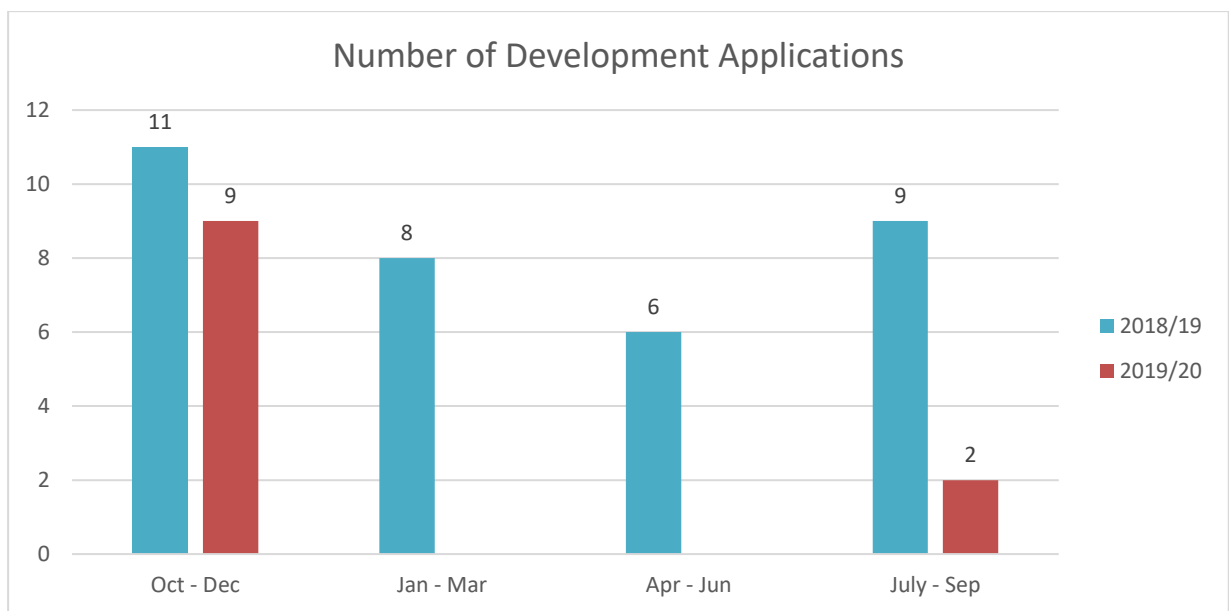
Stormwater

Pre wet season inspections of all secure stormwater pits was undertaken, including the rectification of any identified defects.

Drainage cleaning works were completed within the drains located along the Rugby field in Rosebery, Surcingle Drive, Turnstone Park, from Lambrick Avenue to Duwun Road in Rosebery, Terry Drive (between Kakadu Parade and Lakeview Boulevard), as well as works to clean the culverts on Temple Terrace and Driver Avenue was completed. Furthermore, all inverts within the suburb of Marlow Lagoon were cleaned.

Development Applications

Council commented on nine development applications during this quarter in comparison to 11 responses issued in the same quarter of 2018.



Graffiti Removal Kits

In October 2018, Council resolved to trial the provision of free Graffiti Removal Kits for a period of 12 months to encourage the removal of graffiti on private property including fences by the owner / occupier of the property. The kits contain all the materials required to remove the graffiti and safety instructions on how to use them. They are available from customer service at the Civic Plaza.

There has been limited take up by residents of this service, with five kits being distributed since October 2018. Other avenues of graffiti removal support are also available to residents including reimbursements of up to \$50 and grants of up to \$500 for the removal of larger graffiti.

In terms of graffiti removal overall, Council seeks to rapidly remove graffiti on Council property and to also advise other public and service authorities of graffiti on their property. In some instances, large graffiti has been removed from private fencing abutting major roadways given the impact on amenity. A standing permit has been arranged with NT Government for Council staff or contractors to enter road reserves for this purpose.

City Centre Parking Review - Lot 10027

On 4th September 2018 as part of the City Centre Parking Review Council resolved to engage with NT Government about the possible use of Lot 10027, 20 The Boulevard as a short term public car park including urban improvements and that a further report be presented to Council on the outcomes.

Since that time discussions have been held with NT Government and whilst there would be no barriers to using the land as a short term public car park, this is now not recommended given the outcomes of recent

QUARTERLY REPORT OCTOBER – DECEMBER 2019

surveys conducted during October 2019 demonstrating there is remaining capacity across all parking zones within the City Centre. Accordingly, it is proposed that the Council *Decision number 9/0251* (detailed below) be considered completed.

THAT Council engage with the Northern Territory Government for the possible use Lot 10027, 20 The Boulevard, Palmerston City as a short-term public car park including urban improvements as outlined in Report Number 9/0075 entitled City Centre Parking Review Update and that a further report be presented to Council on the outcomes.

CARRIED 9/0251 – 04/09/2018

Electronic Speed Limit Signs (ESLS)

Work was undertaken on the installation of 18 ESLS for nine school crossings within Palmerston including crossings located at Rosebery Primary School, Bakewell Primary School, Gray Primary School, Woodroffe Primary School, Zuccoli Primary School and Mother Teresa Catholic Primary School. All signs will be operational by the commencement of the new school year.

Laneway Trial Program

Overall

Council progressed the third round of consultation on the Laneway Trial Program during this Quarter. The results from further consultation undertaken during the last quarter were presented in November 2019 resulting in the installation of different treatments at a number of laneways. Anecdotal feedback received from residents to date indicates the treatments are having a positive impact on occurrences of anti-social behaviour. The next report to Council on the Laneway Trial Program will be in March 2020 at which time all trial treatments will be reviewed and a Policy position will be presented for consideration.

Bonson Terrace to Staghorn Court, Moulden Laneway

At the November 2019 meeting, Council resolved to implement a temporary night-time closure of the laneway between Bonson Terrace to Staghorn Court, Moulden. Since this treatment was implemented, the security company opening and closing the laneway advises the safety of officers attending the site is at risk necessitating the attendance of additional officers. The nature of incidents occurring suggest this treatment should be extended from a temporary night-time closure to a temporary full-time closure.

As with other laneways, anecdotal feedback from residents has indicated the temporary night-time closure of this laneway has made a difference to instances of anti-social behaviour. Furthermore:

- anecdotal feedback suggests a temporary full-time closure would reduce instances of anti-social behaviour even more;
- one resident who uses the laneway during the day advised they would have no issue with the laneway being temporarily closed full-time;
- NT Police have indicated they do not perceive any impact on their operations if the laneway was to be temporarily closed full time.

On the basis of the above and to ensure the safety of contractors carrying out Council work, it is recommended that the current treatment in place at the laneway between Bonson Terrace to Staghorn Court, Moulden as resolved by Council on 19 November 2019 (being temporary night-time closure) be extended to a temporary full-time closure. Note that this extended trial treatment will be reviewed with the outcomes being presented to the Second Ordinary Meeting in March 2020 as detailed in Report

Number 9/0344 entitled Trial of Laneway Treatments – Update November 2019.

Other Asset and Infrastructure Updates

- Northern Territory Government (NTG) have commenced construction of the pathway connecting Yarrowonga North and Yarrowonga South. This pathway is situated within the Stuart Highway buffer strip which belongs to Council. As part of these works, a pedestrian refuge and lighting for the refuge will be constructed.
- Following a request from the Palmerston high School, Council engaged consultants to review the current street environment and recommend the position for a school crossing on Tilston Avenue. The design options have been received and cost estimates prepared, inclusive of installation of ESLS's. The project estimate exceeds the balance of available funds for 2019/20 and the project is to be considered under the Local Area Traffic Management program for 2020/21.
- The development of the open space located at 6 Haydon Street, Rosebery project was delayed with the changeover of the period contracts for Concrete Works and Civil Works and Maintenance. The project will now be completed by the end of January 2020. The project includes a 2m pathway, planting of five trees, and hydroseeding with dryland grasses and temporary irrigation.
- The upgrade of Tulagi Road and Pierssene Road has reached 70% completion.

Open Space and Tree Planting

Tree Planting

During this period, seven requests were received by residents to plant trees and as a result of these requests 16 trees were planted in various locations.

In addition to residential tree planting, this quarter saw the commencement of an increased program of tree planting as part of Council's green city vision and in November, a total of 188 trees were planted along Temple Terrace (59), Baldwin Avenue (59), and in Woodroffe Park (5), Dunbar Park (20), Sibbald Park (20), Marlow Lagoon Recreation Area (10) and Sanctuary Lakes (15).

This program will continue in January and February, with a further 400 trees to be planted along Forrest Parade (95), Bonson Terrace (90), Essington Avenue (70), Temple Terrace median (25), Marlow Lagoon Recreation Area (10), Woodroffe Avenue (85), Woodroffe Park (5), Dunbar Park (5) and Sibbald Park (10).

At the completion of this program 600 trees will have been planted across the Municipality.

Street Tree Maintenance

Street tree pruning is undertaken across the city to maintain tree canopies above pedestrians and vehicles. Pruning is undertaken to either lift canopies or address faults and hazards.

During this quarter, pruning was undertaken on various trees in the suburbs of Gray, Rosebery, Woodroffe, Gunn and Bakewell. Pruning works was also carried out in Reg Hillier Park, Dillon Park and at the Driver Resource Centre. The next quarter will see pruning works undertaken in Pinelands.

In addition, clean-up works were carried out in November over a two-week period in response to a severe weather event occurring.

Zuccoli Parade Streetscape Project

The tender for the beautification of Zuccoli Parade between Lambrick Avenue and Vitex Street was advertised between 6 to 27 November 2019 and is expected to be awarded by mid-January, with works expected to commence by early February and take approximately four months to complete.

Temple Terrace Streetscape Project

Tender documentation was delayed due to a requirement to review stormwater management within the Stage 1 project area, between Chung Wah Terrace and Kafcaloudes Crescent. Distribution of project information to residents within the project area was deferred due to the review of the design. A library display, together with a letter drop will occur by the end of January 2020 and tender expected to be awarded by early March 2020.

Strawbridge Park Orchard

Works to complete the planting and irrigation of an orchard to complement the edible garden has been completed.

Marlow Lagoon Dog Park Improvements

Works have commenced on developing a concept plan for the provision of a Small Dog Area at Marlow Lagoon Dog Park in consideration with the feedback received from a Petition Council received on 16 July 2019. These works will also include good practice principles in the development of successful dog parks.

A report will be presented to Council in February 2020.

Other Open Space Projects

The following table outlines further activity completed in relation to parks and open space in the last quarter:

Task	Number
Routine park safety inspections carried out	28
Contractor compliance playground inspections carried out	173
Routine play equipment safety inspections carried out	28
Requests received from residents to inspect trees	117
Tree works required after inspections carried out in response to requests received from residents	117
Tree works completed in response to enquiries received from residents	62
Requests received from residents regarding irrigation	40
Irrigation system repairs issued	487
Irrigation system repairs completed	443
Customer service requests/enquiries received	209
Customer service requests/enquiries completed	91

Sustainability Initiatives

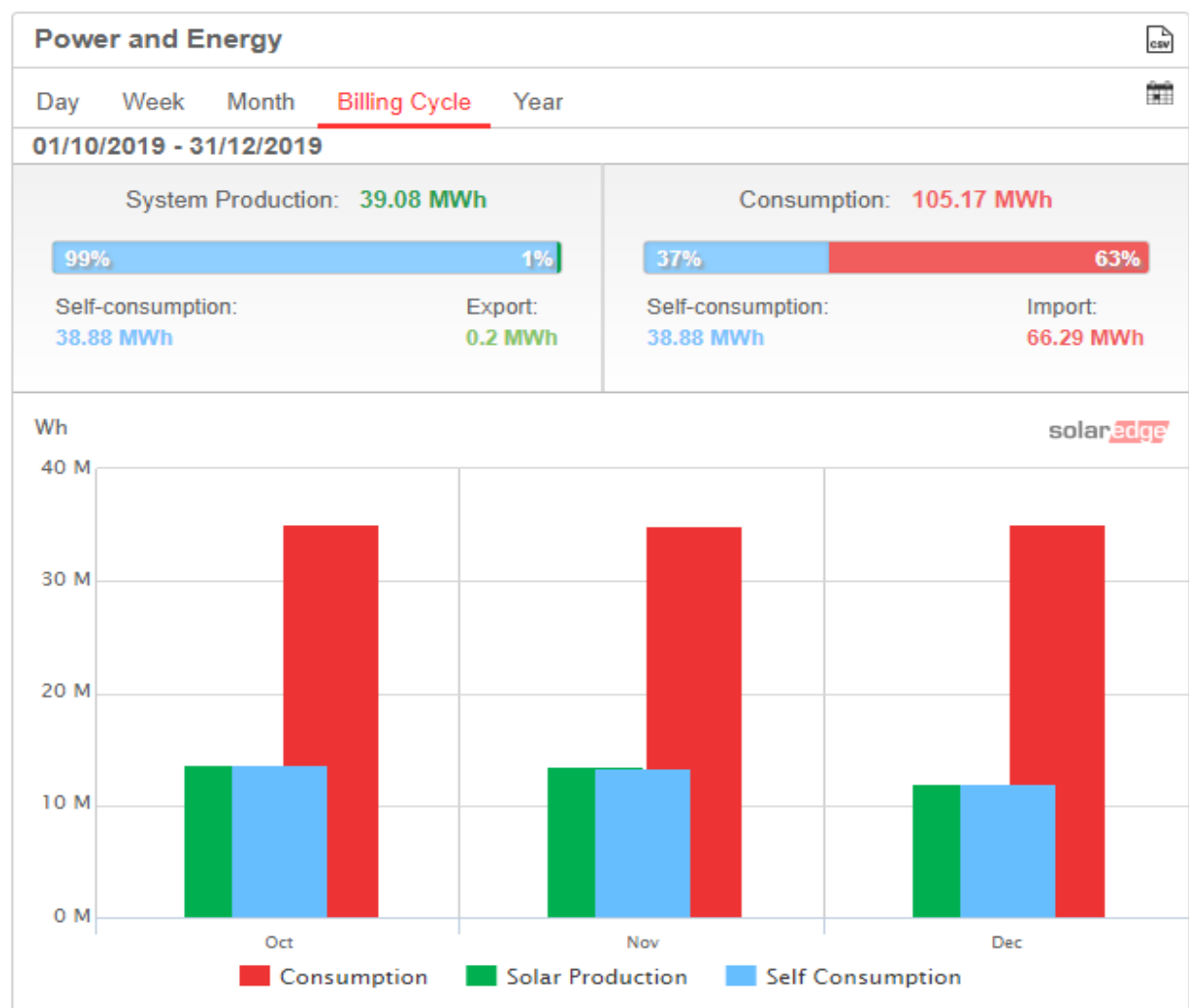
Solar Photovoltaic (PV) Systems on Council Buildings

When evaluating the benefits of installing solar systems on Council buildings the modelling indicated an average financial saving of 36% on power drawn from the grid. The following information shows that we are currently achieving on par with anticipated results.

City of Palmerston Library

In this quarter the City of Palmerston Library solar PV system generated over 39.08 megawatts of power, which equated to approximately 37% of the energy provision for the facility.

The power produced is consistent with the anticipated power generation for the system.



City of Palmerston Library

Palmerston Recreation Centre

In this quarter, the Palmerston Recreation Centre solar PV system generated over 14.59 megawatts of power, this is lower due to the system not in operation for October because of a technical issue. However, the power generated equated to approximately 30% of the energy provision for the facility, which is still achieving an on par with anticipated results.

This is consistent with the anticipated power generation of the system consultant.



Palmerston Recreation Centre

Lighting Dark Spots Program

Council has committed a portion of the annual savings from the upgrading of street lights to LED 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 and unsafe areas with poor or no lighting have been identified.

Council has now commenced under the Lighting Dark Spots program the upgrade of:

- Memorial Park, City Centre
- Roundabout on Flockhart Drive, Marlow Lagoon
- New light poles and streetlights on Flockhart Drive and Catalina Road, Marlow Lagoon
- Waterhouse Crescent, Driver
- Melastoma Drive, Moulden
- Woodroffe drain, Woodroffe

- Moulden drain - Pathway between Bombax Street and Paramentier Place, Moulden

Both projects in Marlow Lagoon have been recently awarded and works are in progress. The installation of new lights at the roundabout on Flockhart Drive is expected to be finished by early February 2020. The installation of new light poles and lights along Flockhart Drive and Catalina Road is expected to be finished early March 2020.

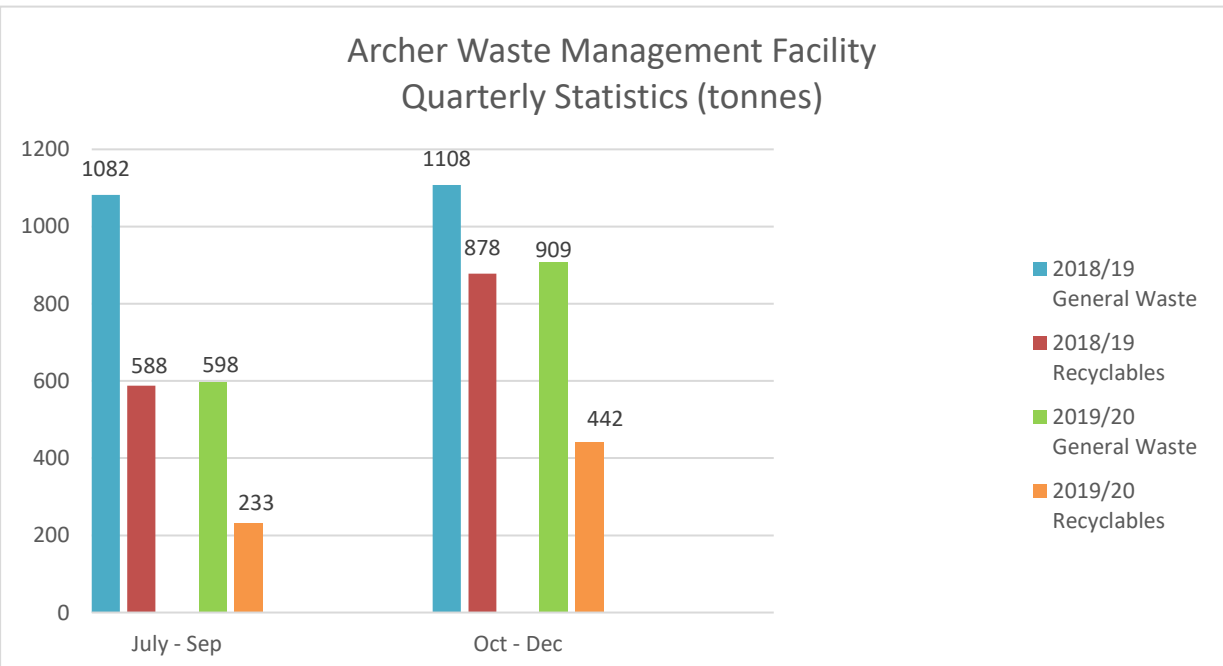
The tender for supply of light poles for the Memorial Park project has been awarded, with works expected to commence in late February 2020. This project is expected to be finished by early April 2020.

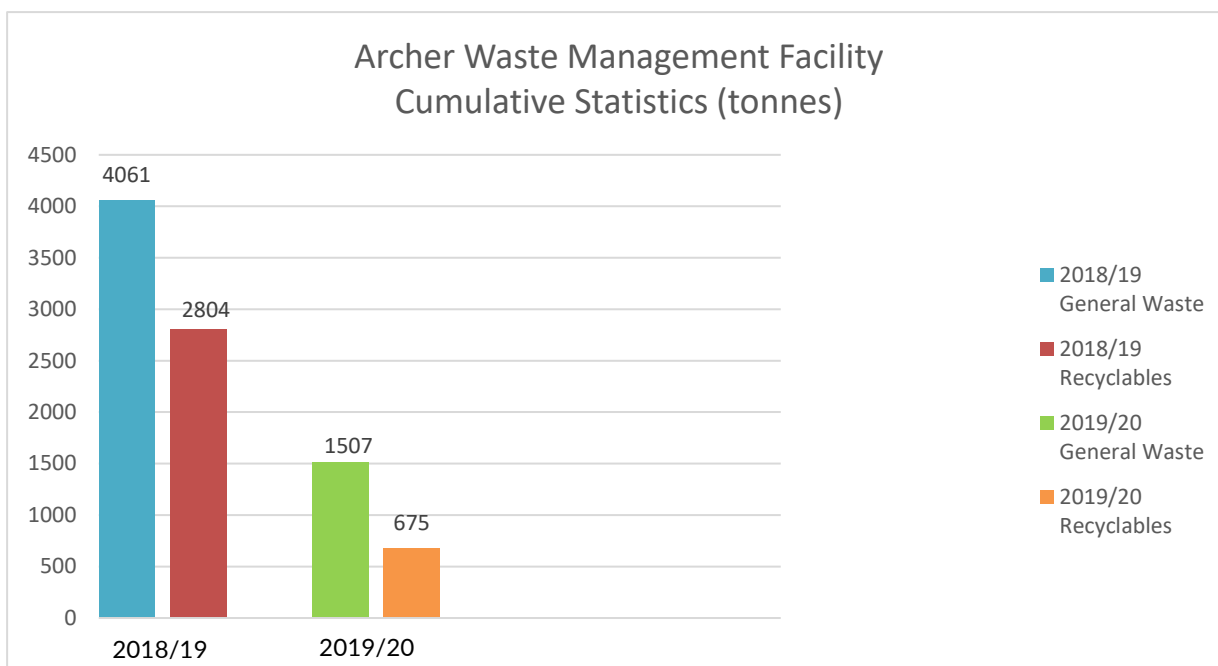
Electrical/design plans for Waterhouse Crescent, Melastoma Drive, and the Woodroffe and Moulden drain has been completed and Council is currently in the process of selecting an electrical contractor to carry out these works. It is expected that these works will commence in early February and be completed by early June 2020.

Waste Management

Archer Waste Management Facility (AWMF)

Due to the timing of writing this report statistics were only available for the period of up until 18 December 2019. In the meantime, statistics for this period are lower in comparison to the same period for 2018/2019. However, statistics for recycling have increased in comparison to the previous quarter.





During this period 324 individual items have been diverted from AWMF by HPA to the Shoal Bay Recycle shop. The following data shows a breakdown of these items;

- 8 Fridges
- 49 Washing Machines
- 63 Bicycles
- 79 Lawn Mowers
- 5 Clothes Dryers
- 120 Sundry Items i.e. lounges, tables etc.

A number of improvements are being made at the AWMF during the next quarter such as fall from height barriers, signage, wheel stops and containers to improve public safety, information and the storage of hazardous items.

Waste Transfer Bays

At the transfer area, fall protection barriers are to be installed at each of the four bays. The barriers are proprietary manual boom gates used for industrial locations to provide fall protection. For operational requirements any type of barrier needs to be removable to allow a backhoe to access the bays to compact the material in the skip bins. The booms will be padlocked in the closed position.

This is an identified risk and safety issue which Council must address.

The pre-cast concrete that had been used to provide vehicle or trailer clearance from the edge of the skip bins were removed due to constant damage from the backhoe stabiliser legs. New stops will be installed with the barriers using a segmented recycled plastic product designed for high traffic areas.

Hazardous Waste and Recycling Drop-off Area

The Waste Management Facility contractor is looking to improve the layout and function of the drop-off



area and has requested storage containers to receive and store paints, batteries and gas cylinders and small electrical items. Quotes are being obtained for the purchase of 3m and 6m purpose built dangerous goods containers that allow for safe handling and storage of these items prior to removal from site. Indicative monthly volumes of these items received and subsequently removed from the Waste Management Facility are listed as follows:

1. Paint	1,700 litres
2. Batteries	56 tonnes
3. Gas Cylinders	41 cylinders
4. Small electronic goods	8.3 cubic metres

In addition to the above, an audit of signage has been undertaken with all signs to be replaced as the above improvements are implemented.

Domestic Kerbside Waste Collection

Launch of New Residential Waste Collection Trucks

As part of the eight-year contract awarded to Cleanaway for the provision of a domestic kerbside waste and recycling service for Palmerston, five replacement trucks were issued for the City and were operational on Palmerston roads from 18th November 2019.

The trucks are Australian made featuring innovative on-board tracking technology that will provide the community with a greater level of customer service, with GPS information accessible in real-time to resolve resident concerns in a single call. They also have the ability to report damage bins without the resident needing to contact Council to report the issue.

The new fleet of trucks each feature eye-catching designs and educational messaging to help encourage correct waste disposal and recycling. The external design features consist of a;

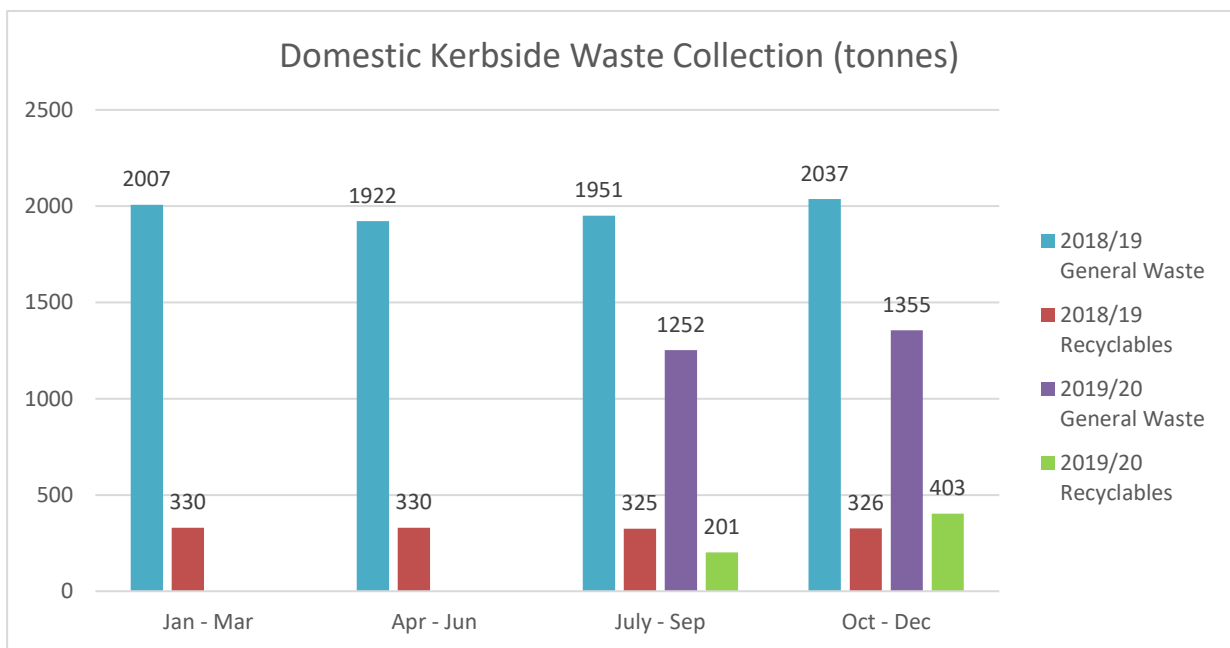
- Barramundi, 'Get Hooked on Recycling!'
- Magpie geese, 'Don't let nature go to waste'
- Goanna, 'You gonna clean up when you go'
- Turtle, 'Life in plastic, is not fantastic' and
- Mud crab, 'Put it in the bin Mudcrab!'.



Council received a total of 353 requests for the quarter relating to waste as shown in the below table. Of these requests there was 23 missed bin collections, which is .05% of the total collections undertaken in the quarter.

Request type	Number of requests
New bin service	65
Stolen bin	33
Missed bin	23
Damaged bin	206
Bin upgrade	4
General Enquiries	20
TOTAL:	353

The below graph shows tonnage of waste collected in October and November in comparison to previous quarters. December tonnages were not available at the time of writing this report and will be incorporated into the next quarterly report.



AGENDA ITEM:	13.2.2
REPORT TITLE:	Outdoor City Dining Experience - On Frances Series
REPORT NUMBER:	9/0357
MEETING DATE:	21/01/2020
AUTHOR:	Director Lifestyle and Community, Amelia Vellar
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

Cultural Diversity: In Palmerston we celebrate our cultures in a way that values our diversity.

PURPOSE

This report provides feedback on the trial 2019 Outdoor City Dining Experience - On Frances Series and seeks Council support for hosting another On Frances Series in 2020.

KEY MESSAGES

- The On Frances Series, is an initiative designed to activate the city centre, supports the local economy, celebrates our cultural diversity and promotes a safe and friendly community where everyone belongs.
- The events are aimed at Palmerston's adult community members complimenting Councils' program of events and activities for families, children, youth and seniors throughout the year.
- The 2019 On Frances Series was a partnership between Council and three (3) local businesses.
- Positive feedback was received from both the community and stakeholders on the 2019 On Frances Series.
- The three (3) events were well attended by the community and it is anticipated that the event will continue to grow in success.
- The 2019 On Frances Series cost was approximately \$35,000 per event.
- It is recommended that Council host three (3) On Frances events in 2020, being May, June and August.

RECOMMENDATION

1. THAT Report Number 9/0357 entitled Outdoor City Dining Experience - On Frances Series be received and noted.
2. THAT Council approve three (3) On Frances Series events in 2020, held in May, June and August.
3. THAT Council write to the Chief Minister seeking financial support for the 2020 'On Frances Series' to assist with its delivery.

BACKGROUND

At the 1st Ordinary Council Meeting of 5 March 2019 Council made the following decisions:

13.2.5 Outdoor City Dining Experience – On Frances

9/0174

THAT Report Number 9/0174 entitled Outdoor City Dining Experience – On Frances Series be received and noted.

CARRIED 9/0514 – 05/03/2019

THAT Council approve the On Frances Series as detailed within Report Number 9/0174 entitled outdoor City Dining Experience – On Frances Series subject to partnering operators being members of the Palmerston and Litchfield Liquor Accord.

CARRIED 9/0515 – 05/03/2019

City of Palmerston held three (3) On Frances events, in June, August and September 2019. The program created a safe and family friendly community event series for all Palmerston residents and beyond. The events attracted a broad audience of young adults, seniors and families bringing them together to enjoy cultural food and music.

All hoteliers in Palmerston were approached and invited to partner on the events. Initially four (4) hotels agreed to partner. Unfortunately, due to an inability to provide staff and limited capacity, one (1) hotel withdrew with an expression of interest to reconsider should the series occur in 2020.

The remaining three (3) local hoteliers decided to work together across all three (3) events rather than partner for one (1) event each. The businesses were: The Landmark, The Good Times Bar & Grill and The Bell Bar & Bistro. All three (3) hoteliers are members of the Palmerston and Litchfield Liquor Accord. An existing restaurant located along Frances Drive, the Red Lantern, was invited and participated in each event. The hotel businesses supplied the bar and food to match each theme. City of Palmerston supplied the entertainment and event logistics.

The 2019 On Frances Series activated our city space and increased the vibrancy of the city centre by attracting a total of 2700 resident to the events. Council supported the local economy by fostering positive working relationships between Council, local hoteliers and other local businesses.

DISCUSSION

The On Frances Series aimed to contribute to Councils vision of “A Place for People” including the Community Plan outcomes of a safe and family friendly community where everyone belongs, a vibrant economy and a place we can celebrate our cultural diversity. The initiative contributed to the activation to our city space and the identified Community Plan measure of success: An increase in the number of people attending Council events and engaging in community activities.

Different themes at each event attracted a variety of people, ages and backgrounds which contributes to our celebration of cultural diversity. The events were prominently attended by couples and families who engaged in these fun night-time activities in a safe environment.

Noches Cubana



The first On Frances was held on 22 June 2019. The event was named Noches Cubana, meaning Cuban Nights. Noche Cubana included a Latin makeover of Frances drive with the look, feel and smell of the Caribbean delivered through Latin Style food, music, dancing, styling and drinks.

The evening commenced at 6 pm with a Latin guitarist making everyone feel welcomed and relaxed. Jigsaw Collective a 7-piece local band played the vibrant beats of Salsa and Latin rock music. Espirito Do Samba, dressed in full costume and head pieces, performed a 20 minute samba dance and salsa rueda dance which included very enthusiastic audience participation.

The first On Frances attracted 800 patrons.

A Little Bit Country



The second On Frances event was held on Saturday 3 August 2019 commencing at 5 pm. Frances Drive was transformed with bales of hay, wagon wheels, windmills, kegs and plants into a real outback country theme. Patrons came dressed in their country and western outfits to dance the night away to interstate band, Johnny Cash and the Legends Tribute Band.

The Top End Mustangs, a line dancing group, performed and then encouraged the crowd to learn the basic line dancing steps before participating in a line dance. A very popular mechanical bull was set up at the end of the street where patrons who had the courage had a ride.



The second On Frances attracted 1,000 patrons.

Rockin N Rollin

The third and final On Frances event for the year was held on Saturday 7 September 2019. The street was transformed back in time to the 1950/60's as an American



Rockin N Rollin event. Retro signage, table and chairs, lounges and colourful cushions were once again set up in the middle of the street. A highlight was three (3) vintage cars from the Motor Enthusiasts Club which added to the atmosphere.

The Hot & Cold Big Band played rock and swing music while the Darwin Roller Derby



girls served popcorn to the patrons on trays. The Swing Dance Club performed and engaged with the patrons to teach a few basic swing dance steps.

The third On Frances attracted 900 patrons.

Feedback

Feedback from community members was positive both on Council's social media pages and in person at the events.

Feedback from hoteliers was overall very positive. The hoteliers applauded the extensive infrastructure and entertainment supplied by Council which created a real destination space for the events. The successful collaboration between the three (3) hoteliers and Council made the events easier to achieve. Although hoteliers were able to make a slight profit on the events the average spend per attendee and attendance numbers at the events were much lower than anticipated. It was also considered that it would be extremely difficult for one (1) hotel to provide the bar and food services alone. The hoteliers acknowledged that events such as these take time to build to be commercially successful. The hoteliers expressed interest in continuing these events in 2020.

Council Officers consider the involvement and partnership with hoteliers' integral to the success of the events and believe the events would be unachievable without them.

Conclusion

If Council was to proceed with a 2020 On Frances Series staff recommend that this would be best suited to the Dry Season and spanning the months from May through to August. It is proposed that three (3) events be scheduled for 2020. Officers and hoteliers believe the hosting of On Frances events earlier would attract more people due to the good weather and higher visitor numbers. This would also complement Council's other extensive dry season events. The selection of dates would consider other major events taking place in the Greater Darwin region.

Once confirmed, discussions will take place again with local hoteliers and they would be invited to collaborate with each other and partner with City of Palmerston for the 2020 On Frances Series. The partners would again be required to apply for the Special Liquor Licence. The three (3) themes would be worked out at the beginning of the year, in consultation with hoteliers and this would allow for the three (3) On Frances events to be marketed together.

If continued the On Frances series can build on its initial success and stimulate both Palmerston's economy and night life further enhancing the city's as *A Place for People*.

CONSULTATION PROCESS

There following were consulted during the preparation of this report:

- City of Palmerston event staff
- The Bell Bar and Bistro
- Landmark Hotel
- Good Times Bar and Grill

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

The hosting of three (3) On Frances events in 2020 is estimated to cost \$105,000 GST exclusive.

The funding for the first two (2) events (totalling \$70,000 GST exclusive) to be held this financial year would be met out of Council's current approved operating budget.

The third event (\$35,000 GST exclusive) would be included in the 2020/2021 budget along with any further On Frances offerings in that financial year.

Further activation of the City supports the local economy and demonstrates Council's commitment to economic growth.

Given the partnership between Council and local business and the investment it takes to establish such an event, staff recommend Council approach the Northern Territory Government to seek financial support for future events as is currently provided through their "Laneway Series" held within the City of Darwin.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

City of Palmerston mitigated risks of antisocial behaviour by ensuring the responsible service of alcohol through engagement of experienced hoteliers and staff trained with responsible service of alcohol practices. Alcohol was only consumed within the confines of the boundary of the premises listed in the Special Licence to Sell Liquor. Crowd controllers were employed by City of Palmerston and the Palmerston Police were notified of all events. It is noted that in 2019 all measures implemented resulted in no incidents attached to the events being reported. Council would ensure all appropriate measures would again take place for any future events.

There is a risk that any future On Frances events are not as well received by the community or continue to be slow to build which may result in the local hoteliers withdrawing their support.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

This event was a non-smoking event.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

There are no attachments for this report.

AGENDA ITEM:	13.2.3
REPORT TITLE:	Development of Local Government Strategy 2030
REPORT NUMBER:	9/0358
MEETING DATE:	21/01/2020
AUTHOR:	Chief Executive Officer, Luccio Cercarelli
APPROVER:	Chief Executive Officer, Luccio Cercarelli

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 inform Council of the development of a *Local Government Strategy 2030* and to seek nomination for a related Steering Group.

KEY MESSAGES

- Local Government is an important tier of government as it is closest to the community they serve.
- Local Government Association of the Northern Territory and Department of Local Government, Housing and Community Development will be collaborating to develop a *Local Government Strategy 2030*.
- It is intended that the strategy will identify what a strong, sustainable and responsive Northern Territory Local Government sector looks like and the actions to deliver and sustain the sector now and into the future.
- To oversee the project a Steering Group is being established and nominations are being sought by Friday 24 January 2020.
- Any initial views on the strategy and the first discussion paper are also being sought.

RECOMMENDATION

1. THAT Report Number 9/0358 entitled Development of Local Government Strategy 2030 be received and noted.
2. THAT Council advise the Department of Local Government, Housing and Community Development that it supports the intent of the *Local Government Strategy 2030* project and looks forward to actively collaborating and participating as the project progresses.
3. THAT Council nominate as the City of Palmerston representative on the Steering Group for the Development of a *Local Government Strategy 2030*.

BACKGROUND

Local Government Association of the Northern Territory (LGANT) and the Department of Local Government, Housing and Community Development (The Department) will be working together to develop a strategy that identifies what a strong, sustainable and responsive Northern Territory Local Government looks like. The collaboration will deliver a *Local Government Strategy 2030*.

The Department have written to the Council outlining the project and seeking any initial feedback and a nomination to a Steering Group, **Attachment A**.

This report presents the project outline and seeks a nomination from Council for the Steering Group.

DISCUSSION

Local Government in the Northern Territory is an important tier of government being closest to its community delivering a wide range of services. It is important that the Northern Territory Local Government sector ensure that it continues to grow and develop remaining relevant to their respective communities, and delivering services and programs that communities require now and into the future.

An important element of this is to ensure the Northern Territory Local Government sector remains strong, sustainable and responsive to community expectations and needs.

The project being proposed by LGANT and the Department aims to deliver a strategy that will be a clear vision of the role Local Government aspires to play in the Territory's future over the next ten years.

The project aims to develop a strategy that will allow the sector to:

- best decide its own future;
- to strongly represent and provide reliable and efficient services to its constituents;
- to strongly promote its own role and strengths to the community and to government;
- to confidently advocate for its members and partner with governments; and
- to be financially stable and secure.

It is being proposed that a Steering Group be established to oversee the project, comprising of:

- Chief Executive Officer, LGANT;
- Executive Director of Local Government and Community Development, the Department;
- Municipal and regional (or shire) council representatives;
- Department of the Chief Minister representatives;
- Department of Treasury and Finance representatives;
- Department of Infrastructure, Planning and Logistics representatives; and
- Other NT Government agency representatives will be seconded to the Steering Group as required.

The Department has provided a Discussion Paper which provides an overview and is seeking only initial feedback, **Attachment A**.

The discussion paper covers a broad range of issues and is not intended to be complete but to provide thought to commence discussions. Given the timing of the Department's letter and feedback period, and Council's meeting cycle in December and January, there has been insufficient time to provide detailed input at this stage by Council. That said, it is clear that throughout the development of this strategy Council will have a number of opportunities to provide input.

It is being recommended that Council support the development of the *Local Government Strategy 2030* as it has the potential to strengthen the Northern Territory Local Government sector.

Even though it is being recommended Council support the intent of this project, it is suggested that Council hold a workshop in February to consider the Discussion Paper in detail and formulate any feedback for LGANT and the Department.

The workshop will also inform Council's nominee to the Steering Group on Council's views.

A nomination is also being sought from Council for the Steering Group. Council could nominate the Mayor, an Elected Member or the Chief Executive Officer. It appears that membership from Government and LGANT will be at officer level. Meeting dates and times have not been established but are likely to occur during normal business hours.

The scope of this project includes a broad range of topics. Reports will be presented to Council as required to update on progress and such Council input.

It is being proposed that a draft strategy will be completed by mid 2020.

CONSULTATION PROCESS

In discussions with the Department they acknowledged that timeframes and meeting cycles may be difficult for some Council's to meet the closing of the 24 January 2020. They are comfortable with reviewing feedback in February if it will assist Council.

It is proposed that a presentation on project progress will be provided at the LGANT April 2020 meeting.

It is further proposed that a final draft will be circulated to the local government sector for final comments by mid 2020.

At this stage it is unclear if broader community consultation will be undertaken.

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 as participation by Council will be managed within existing resources and budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Council could elect not to participate in this project however it risks not collaborating and actively shaping the future of local government in the Territory and advocating for the Palmerston community's interest.

The composition of the Steering Group appears to mainly comprise of officers from various Government departments however Council is able to nominate the Mayor, Elected Member or Chief Executive Officer.

It is intended that the *Local Government Strategy 2030* be adopted by the relevant Minister. At this stage it is unclear what controls or obligations will exist for individual Councils, this will need to be further explored during the development of the strategy.

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: Correspondence dated 17 December 2019 - Local Government Strategy 2030



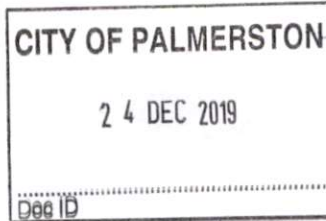
Department of
LOCAL GOVERNMENT, HOUSING
AND COMMUNITY DEVELOPMENT

Level 1, RCG Centre
47 Mitchell Street
GPO Box 4621
Darwin NT0801

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T 08 8999 8821

File reference: HCD2019/01826-1



17 December 2019

Mrs Athina Pascoe-Bell
Mayor
City of Palmerston
PO BOX 1
PALMERSTON NT 0831

Dear Mrs Pascoe-Bell

Re: Local Government Strategy 2030

Over the next few months, the Local Government Association of the Northern Territory (LGANT) and the Department of Local Government, Housing and Community Development will be working together to develop a strategy that identifies what a strong, sustainable and responsive Northern Territory local government sector looks like and the actions we can collaborate on now and in the future, to move toward that goal over the next decade. The result will be the development of a ten year strategy, Local Government 2030.

The starting point for the strategy will be a clear vision of the role local government aspires to play in the Territory's future and the direction councils are seeking to take over the next ten years.

This project aims to detail the steps that will allow the sector:

- to best decide its own future;
- to strongly represent and provide reliable and efficient service to its constituents;
- to strongly promote its own role and strengths to the community and to government;
- to confidently advocate for its members and partner with governments; and
- to be financially stable and secure.

Where do our municipal, regional and shire councils, as providers of vital community services; the Northern Territory Government in its relationship with local government; and LGANT as an active peak body, need to be by 2030 to best serve the interests of the people of the Northern Territory?

To oversee the project, a Steering Group will be established, comprising of:

- Chief Executive Officer, LGANT;
- Executive Director of Local Government and Community Development, the Department;
- Municipal and regional (or shire) council representatives;
- Department of the Chief Minister representatives;

- Department of Treasury and Finance representatives;
- Department of Infrastructure, Planning and Logistics representatives; and
- Other NT Government agency representatives will be seconded to the Steering Group as required.

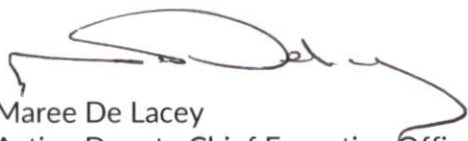
You are encouraged to nominate yourself, other elected members, local authority members, or your CEO as the municipal and regional council representatives.

The project facilitates collaboration between the Northern Territory Government and the local government sector. To begin, we are seeking your views on the vision; and the actions that will support the achievement of that vision. A paper outlining some possible issues for investigation is attached for your review. These are only thought starters and your councils' input now, and throughout the next few months, will be critical to the project's success.

The Department and LGANT are seeking council's views on the vision for local government in the Northern Territory; the actions that can be taken now or in the short term that will help to move toward that vision; any critical issues to be addressed; and inclusion of any research, data or other information, which may assist us in our analysis and our approach to resolving these issues.

Please forward your views and nominations for the Steering Group to Mr Peter Holt, Senior Manager, Local Government Strategy at peter.holt@nt.gov.au by Friday 24 January 2020. Please call Mr Holt on 0437 726 551 if you would like any further information or have any questions.

Yours sincerely



Maree De Lacey
Acting Deputy Chief Executive Officer
Department of Local Government,
Housing and Community Development



Sean Holden
Chief Executive Officer
Local Government Association of the
Northern Territory

CC.

Mr Luccio Cercarelli, Chief Executive Officer

Local Government 2030 Strategy

Discussion Paper One - Overview

Background

Strong, responsive, well-managed local governments have an essential role to play as the third sphere of government in building resilient, engaged, and sustainable communities. The existence of a peak local government body which is able to effectively engage in advocacy and policy debate can also lead to better, more community-responsive policy across the three spheres of government.

The development of the system of Local Government in the Northern Territory over the last 40 years has been characterised by well-intentioned but often incomplete reforms and an acknowledgement that local government in the Territory is both unique and still evolving.

The City of Darwin was only constituted in 1957 with other municipal councils following in the 1970's and 80's and Aboriginal community councils only established from the 1980's onwards. With complex community social issues and diverse constituency it has never been easy to find a single model of local government which delivered good governance, financial viability and an equitable distribution of resources and opportunity. Given this, it is essential to have a widely understood and agreed pathway to future development of the Territory's local government sector.

As a direct consequence of its stage of development, the Territory lags behind the other jurisdictions in providing adequate infrastructure to allow the delivery of core local government services, with poor roads and long distances, for example, making service delivery far more costly for a small and widely dispersed population. In addition, the Commonwealth Grants Commission's Financial Assistance Grants distribution does not account for the stage of development of local government in the NT.

Significant reforms in 2008 resulted in the regionalisation of community-based councils to cover 96% of the Territory's landmass and created a growing professionalism in local government for the 'bush'. However, the reforms also led to the centralisation of regional council administrations in regional centres and a sense of loss of control among many residents of remote communities.

While the ongoing viability and professionalism of the municipal councils mirrors that of councils across Australia, the emerging regional and shire councils still confront many issues in achieving their potential largely due to their high dependence on agency service contracts. Cost shifting, particularly by the Commonwealth, is reported by some councils as becoming a significant issue. Since the 2008 reforms, it has become apparent that some regional councils have become financially stable whilst others face financial challenges with minimal improvement in revenues or long term financial sustainability.

Critical environmental issues, such as the growing regulatory control of waste management and recycling processes and standards, and the need for greater resilience with regard to disaster relief and recovery will need to be addressed strategically and in collaboration with government. Similarly, the development of a skilled workforce and appropriate information and communications technology infrastructure to meet the challenges of digital transformation and cybersecurity will need a sectoral approach.

The peak body for local government in the Northern Territory, the Local Government Association of the Northern Territory (LGANT), has worked constructively behind the scenes with councils and the governments over the last 27 years to represent the interests of the sector.

However, it has been limited in its ability to promote the role that councils play in service delivery for other governments or the value and opportunity provided by their long-term stability.

The particular strengths of local government in the Territory, such as their role as the major employer of remote Aboriginal Territorians and their critical role in supporting local decision making, appear to have been undervalued. Under the new *Local Government Act*, when LGANT is re-incorporated as an independent peak body with a revised constitution, there may be an opportunity to more effectively engage in advocacy and policy debate.

This project, the development of a Local Government 2030 Strategy, seeks to outline the sector's aspirations for its own development over the next decade; detail the key strategic issues confronting local government in the Northern Territory; and, provide a clear pathway for the development of a strong, mutually respectful and productive relationship with governments in Darwin and Canberra.

Project scope

The starting point for the Strategy will be a clear statement of the vision the local government sector has itself and the role it aspires to play in the developing Territory's future. The central questions the Strategy will seek to answer are:

- What would a strong, responsive, well-governed third sphere of government look like in the Northern Territory?
- What strategies should be put in place over the next ten years to best support local government in the Northern Territory to successfully move to that goal?

For this, the Strategy will need to answer the following questions:

- Where do the municipal, regional and shire councils, as providers of essential community services want to be by 2030?
- What skills will they require?
- What systems should they develop?
- What synergies do they share with other councils, in the NT or elsewhere in Australia?
- What relationship should they develop with the Northern Territory and Commonwealth governments?
- What relationship should they develop with the Land Councils and Land Trusts?
- What role should LGANT play as an active peak body representing the sector?
- What could the NTG and Commonwealth government do differently to facilitate a resilient independent local government sector?

It is anticipated that the following issues, policies and priorities may be within the scope of the Strategy:

- Community responsiveness and local decision making
- Financial sustainability
- Infrastructure development, including roads
- Asset management
- Disaster resilience and recovery
- Environmental protection and waste management

- Workforce development
- Digital transformation and cyber security
- Leasing and Aboriginal Land issues
- Collaboration and shared services
- Boundary realignment
- Role and future direction of the LGANT
- Relation with NT Government and its departments and agencies, including regional coordination
 - NT Government programs, agency service contracts and funding
 - Planning, urban and regional
- NT Grants Commission, funding and distribution
- Relation with Commonwealth, and its departments and agencies
 - Commonwealth programs, agency service contracts and funding
- Commonwealth Grants Commission, funding and formulae.

The project will examine opportunities, and the perceived obstacles, to improving collaboration between councils in sharing of services, looking particularly the current and potential future role of CouncilBiz. It will also consider the status of strategic planning and asset management across the sector and the growing requirement for active and well-appreciated asset renewal programs.

The project will consider outstanding areas of NT Government local government reform and policy development with a view to optimising the role of local government in the Northern Territory. It will also examine opportunities, and the perceived obstacles, to improving alignment in the local decision making initiatives of councils and government to enhance mutual understanding.

Finally, the project will consider how the sector can best promote its strengths more broadly, both through LGANT and through other mechanisms. This will require better understanding of the sector's present capacity and potential capability and opportunities for collaboration, such as in meeting the ensuing challenges of climate change, waste management, digital transition and workforce development.

Rather than focus on deficits, the Strategy will aim to define a clear role for local government in the NT that will allow the sector to decide its own future. For this to occur, local government must be able to strongly represent and provide reliable and efficient service to its residents; to strongly promote its own role and strengths to the government and the broader community; to confidently advocate for its members and partner with governments; and, to be financially stable and secure.

Project management

The CEO of the Local Government Association of the Northern Territory and the Executive Director, Local Government and Community Development of the Department of Local Government, Housing and Community Development, will be the joint Project Sponsors. The Department of Local Government, Housing and Community Development will provide a project director for the development of the Local Government 2030 Strategy and undertake the day-to-day work to support the delivery of the Strategy.

To oversee the project a Steering Group will be established, initially comprised of:

- Chief Executive Officer LGANT;
- Executive Director Local Government and Community Development, the Department;
- Municipal and regional (or shire) council representatives;
- Department of the Chief Minister representatives;
- Department of Treasury and Finance representatives;
- Department of Infrastructure, Planning and Logistics representatives; and
- Other NT Government agency representatives will be seconded to the Steering Group as required.

The Steering Group, formed to oversee the project, will draw on appropriate expertise and local knowledge. It is possible, if the Steering Group requires, that a number of smaller reference groups may be brought together to consider strategies around specific issues from time to time.

Next Steps

This draft Project Scope is provided to stakeholders, not as a definitive set of issues, but simply to open discussion. Your input will be provided to the Steering Group for their consideration and the decision on the most important priorities for further research and analysis.

The Steering Group will oversee the development of the Strategy, including finalising the project scope; advising on relevant stakeholders and research; reviewing documentation; and, will provide feedback to the Department project director as required. It is expected that a presentation on progress of the project will be provided to LGANT at their meeting in April 2020.

A final draft of the Strategy and its recommendations will be provided to the Steering Group for consideration before it is circulated to the local government sector for final comment in mid-2020 and then to the LGANT Executive for their approval. Once broad agreement is reached, and any significant issues addressed, Ministerial approval will be sought.

14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.1.1 LGANT Draft Executive Meeting Minutes – 16 December 2019

THAT Council receive and note Item 14.1.1 entitled LGANT Draft General Meeting Minutes – 16 December 2019.

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

**MINUTES OF THE LGANT EXECUTIVE MEETING
HELD ON MONDAY 16 DECEMBER 2019 IN THE LGANT OFFICE
COMMENCING AT 9:00 AM**

1. PERSONS PRESENT AT THE MEETING OR ON THE TELEPHONE

Mayor Damien Ryan	President – Municipal
Alderman Gary Haslett	Vice President – Municipal
Mayor Steven Edgington	Vice President – Regional and Shires
Mayor Fay Miller	Executive – Municipal (<i>joined the meeting at 9:05 am</i>)
Alderman Peter Pangquee	Executive – Municipal
Mayor Judy MacFarlane	Executive – Regional and Shires
Councillor Bobby Wunungmurra	Executive – Regional and Shires
Mayor Maree Bredhauer	Executive – All Councils (<i>joined the meeting at 9:05 am</i>)
IN ATTENDANCE:	
Sean Holden	LGANT Chief Executive Officer
Peter McLinden	LGANT Manager Transport and Infrastructure
Elaine McLeod	LGANT Executive Assistant to the CEO – Secretariat

2. APOLOGIES FROM MEMBERS WHO WERE ABSENT FROM THE MEETING

Mayor Matthew Ryan	Executive – Regional and Shires
--------------------	---------------------------------

RESOLUTION

That members:

1. accept the acknowledgements from members that they are unable to attend the meeting
2. approve the applications from members for leave of absence from the meeting.

Moved: Alderman Haslett

Seconded: Councillor Wunungmurra

Carried

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

THAT the minutes of the Executive meeting held on 21 October 2019 as circulated, be confirmed as a true and correct record of this meeting.

Moved: Mayor Bredhauer

Seconded: Mayor Miller

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 accept the matters to be raised in general business.

Moved: Mayor MacFarlane

Seconded: Councillor Wunungmurra

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 October 2019

Discussion

Members heard that outstanding payments have been received from TIO and Nhulunbuy Corporation. Payment from PWC Consulting will be sent this week.

RESOLUTION

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

Moved: Mayor Miller
Seconded: Mayor Bredhauer
Carried

6.2 Incorporation of LGANT

Discussion

Danny Wauchope from Jacobs Krajsek and Wauchope (JKW) spoke to members about timings for the incorporation of LGANT. Members heard that:

- The new *Local Government Act* is expected to commence on 1 July 2020
- LGANT will have 12 months to reconstitute itself to a company limited by guarantee
- JKW recommends moving to the new constitution as soon as possible.

Members discussed whether there is any conflict between LGANT's objectives and expectations of LGANT dealing with disciplinary matters under the new legislation.

Action

1. LGANT to get clarification on this matter from JKW and report back to the next meeting.

Members were told to obtain charitable status, LGANT must be prohibited from distributing capital and income to members. To be registered as a charity with the ACNC (Australian Charities and Not-for-profits Commission), this will require a clause in the constitution prohibiting distribution of capital and income to members".

Action

2. LGANT to circulate the draft Constitution to member councils and the *Local Government Act 2019*.

RESOLUTION

That the Executive approves of notifications being given to member councils on proposed changes to LGANT's constitution.

Moved: Alderman Haslett
Seconded: Mayor MacFarlane
Carried

6.3 Proposed Executive and General Meeting Dates for 2020

Discussion

Members endorsed the LGANT meeting dates for 2020 with mention that Mayor MacFarlane will be an apology for the Strategic Planning meeting in February and Mayor Miller will be absent during March/April 2020.

Members were alerted to the *Local Government Act* Forum to be held on 6 February 2020 (the day prior to the Strategic Planning Meeting) in the City of Darwin Function Room.

It was agreed that the Strategic Planning Meeting be held at the Club Tropical Resort.

LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY

RESOLUTION

That the Executive approves the LGANT meeting dates for 2020 as recorded in Table 2.

Moved: Alderman Pangquee
Seconded: Mayor Edgington
Carried

6.4 Nomination to the NT Heritage Council

Discussion

Members endorsed Alderman Toni Tapp-Coutts, Katherine Town Council as the nomination to the NT Heritage Council.

Action

3. Advise all parties of the decision.

RESOLUTION

That the Executive nominates Alderman Toni Tapp-Coutts to the NT Heritage Council.

Moved: Mayor Bredhauer
Seconded: Alderman Pangquee
Carried

9:38 am Mayor Fay Miller left the meeting due to a conflict of interest.

6.5 Nominations to the NT Grants Commission

Discussion

Members endorsed three nominations for the Minister's consideration:

- Councillor Jamie De Brenni, Alice Springs Town Council
- Mayor Fay Miller, Katherine Town Council
- Mayor Athina Pascoe-Bell, City of Palmerston.

Action

4. Advise all parties of the decision.

RESOLUTION

That the Executive nominated:

- Councillor Jamie De Brenni
- Mayor Fay Miller
- Mayor Athina Pascoe-Bell

for the Minister's consideration to fill the vacant position on the NT Grants Commission.

Moved: Councillor Wunungmurra
Seconded: Alderman Haslett
Carried

9:42 am Mayor Fay Miller rejoined the meeting.

6.6 Commonwealth Productivity Commission Inquiry into Remote Area Tax Concessions and Payments

Discussion

Members agreed that as well as its own submission LGANT do a joint one with WALGA, LGAQ and possibly LGASA lobbying Ministers not to accept the Productivity Commission's recommendations. The President, Vice President and CEO will lobby their State counterparts at the ALGA Strategic Planning Meeting in February 2020 to do a joint submission.

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

Action

5. LGANT to write to:
 - relevant Commonwealth and Territory Parliamentarians
 - State associations.
6. LGANT to lobby State counterparts at ALGA Strategic Planning Meeting.

RESOLUTION

LGANT writes to relevant Commonwealth and Territory Parliamentarians expressing its deep and sincere concerns that this will have major ramifications in the retention and attraction of employees in regional and remote areas.

LGANT to write to each of the State associations seeking their support.

The Executive asks LGANT to report back to member councils the implications and how it can support members in the transition once the final report is released in February 2020.

Moved: Mayor Miller
Seconded: Alderman Pangquee
Carried

6.7 Draft LGANT 2020-2021 NT Budget Submission Discussion

Members approved the Budget Submission.

Action

7. Send Budget Submission to relevant Ministers.

RESOLUTION

That the Executive approves the Draft LGANT 2020-2021 NT Budget Submission to the Northern Territory Government.

Moved: Mayor Miller
Seconded: Mayor Edgington
Carried

6.8 LGANT Waste Management Forum Discussion

Members noted the report.

RESOLUTION

That the Executive receives and notes the information provided and approves the arising actions for LGANT and member councils.

Moved: Councillor Wunungmurra
Seconded: Mayor MacFarlane
Carried

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

7.1 2017-18 Local Government National Report (Commonwealth Government)

7.2 Review of LGANT Policy Statements

7.3 Nominations to the Minister's Advisory Council on Multicultural Affairs (NT Government)

7.4 Revised 2019-2020 LGANT Budget

LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY

7.5 2019 ALGA National General Assembly Resolutions

RESOLUTION

That the Executive receives and notes the reports 7.1 to 7.5 and that there is no further action required.

Moved: Alderman Haslett
Seconded: Mayor Bredhauer
Carried

7.6 2020-2021 LGANT Annual Priorities for LGANT Strategic Plan 2019-2024

7.7 Draft LGANT 2020 NT Election Document

7.8 Australian Institute of Company Directors Courses

7.9 Council Motion – Access to Building Records

7.10 Risks and Vulnerabilities of the Northern Territory to Climate Change

Action

8. Invite Sarah Blacker from MinterEllison to present at the next General Meeting in April 2020.

7.11 Council Motion – Groote Archipelago De-amalgamation

RESOLUTION

THAT the Executive receives and notes the reports 7.6 to 7.11 on actions required to be done from the last meeting and including noting those that are completed.

Moved: Alderman Pangquee
Seconded: Mayor MacFarlane
Carried

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

8.1 Applications for Special Event Permits to Allow Consumption of Alcohol in Prohibited Public Places

8.2 National Procurement Network Executive Meeting

8.3 WALGA – Agreement for Procurement Services

8.4 Procurement Symposium and Training

8.5 LGANT Office Closure for Christmas Period

8.6 WALGA – Agreement for Procurement Services

8.7 ALGA National Local Roads and Transport Congress 2019

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

RESOLUTION

That the LGANT Executive receives and notes the reports 8.1 to 8.7.

Moved: Mayor Bredhauer
Seconded: Mayor MacFarlane
Carried

Mayor Edgington, Alderman Haslett and Councillor Wunungmurra left the meeting at 9:57 am

Members agreed that future Executive meetings commence at 8:30 am.

Action

9. Send out calendar invites for next year's meetings.

9. PRESIDENT'S REPORT

The President's report is attached.

10. BUSINESS FROM PREVIOUS MEETING THAT IS NOT YET FINISHED**10.7 East Arnhem Region – LGANT Road Network****Future Action**

East Arnhem Regional Council is to consider the matter at its February 2020 meeting.

10.9 Subdivision Development Guidelines**Future Action**

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

10.11 Environmental Regulatory Reform**Future Action**

Provide a written report on actions from the forum for consideration in the Annual Priorities.

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

LGANT in consultation with member councils provide a submission due March 2020.

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

Report from National Local Government Human Resources Conference pending.

10.15 Improve Outcomes for Closing the Gap of Aboriginal Disadvantage**Future Action**

LGANT to report back to West Daly with reference to the Prime Minister's Closing the Gap report 2018.

10.17 Council Motion – Family Friendly Policies to Attract and Retain Elected Members**Future Action**

LGANT to revisit the situation with the City of Palmerston providing LGANT with guiding principles.

10.19 LGANT Executive Motion – Fair Superannuation and Remuneration for Mayors, Presidents, Aldermen and Councillors in the Northern Territory**Future Action**

Follow up on new legislation.

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

Action

10. Follow up to see if this is included in the new legislation.

10.20 Eligibility for Election as a Member of Council**Future Action**

Follow up with the NT Electoral Commission on its proposed plan.

10.23 Senate Inquiry into Regional Inequality**Future Action**

No future action required.

10.24 Infrastructure for Water in Regional and Remote Communities**Future Action**

Work with Infrastructure Australia on increased investment in water infrastructure for remote communities.

Discussion

Members were told there will be an update in early 2020 following a major Steering Committee Meeting with the Federal Government.

10.28 Funding for Coastal Communities to Build Cyclone Shelters**Future Action**

LGANT to write to the Department of the Chief Minister requesting data collected on cyclone shelters be forwarded to individual councils.

10.29 Draft LGANT Policy on Protective Security**Future Action**

No further action required.

RESOLUTION

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

Moved: Mayor MacFarlane

Seconded: Alderman Pangquee

Carried

11 BUSINESS NOT YET FINISHED BUT INACTIVE

11.1	Constitutional Recognition of Aboriginal and Torres Strait Islander People
11.2	Territory Wide Logistics Master Plan – Discussion Paper

12 MEMBERS QUESTIONS – Nil**13. GENERAL BUSINESS**

Members heard that there will be a City of Darwin by-election, Lyons Ward, on 29 February 2020 to fill the position left vacant by Sheree Cullen.

14. COMPLETED BUSINESS

14.1	Life Membership of LGANT Award
14.2	LGANT General Meeting and Annual General Meeting Agendas and Program
14.3	ALGA Board Report – September 2019
14.4	National Communications Directors Network Meeting Report
14.5	2018-2019 LGANT Annual Report
14.6	Child Safety Officer Positions in Local Government
14.7	Submission to the Review of the Draft Local Government Bill 2019

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

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 Bredhauer

Seconded: Mayor MacFarlane

Carried

15. CONFIDENTIAL BUSINESS - Nil

16. NEXT MEETING

The next meeting of the LGANT Executive will be held on Friday, 7 February 2020 at 8:30 am followed by Strategic Planning.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 10:12 am.

17. LIST OF ACTIONS FROM THE MEETING

ACTIONS	Item No
1. LGANT to get clarification on this matter from JKW and report back to the next meeting.	6.2
2. LGANT to circulate the draft Constitution to member councils and the <i>Local Government Act 2019</i> .	6.2
3. Advise all parties of the decision.	6.4
4. Advise all parties of the decision.	6.5
5. LGANT to write to: - relevant Commonwealth and Territory Parliamentarians - State associations	6.6
6. LGANT to lobby State counterparts at ALGA Strategic Planning Meeting.	6.6
7. Send Budget Submission to relevant Ministers.	6.7
8. Invite Sarah Blacker from MinterEllison to present at the next General Meeting in April 2020.	7.10
9. Send out calendar invites for next year's meetings.	-
10. Follow up to see if this is included in the new legislation.	10.19

**LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY**

LGANT PRESIDENT'S REPORT – DECEMBER 2019

LGANT Report since last LGANT Executive Meeting 21, Oct

November 17th, ALGA board meeting held in Hahndorf SA, which Mayor Steve Edgington and Sean Holden CEO attended. Issues discussed,

* Waste and Recycling Action Plan for the next meeting of Environmental Ministers (COAG)

1. Reduce waste generated by 10% per person by 2030
2. Recover 80% of resources in all waste streams by 2030
3. Phase out 100% of problematic and unnecessary plastics by 2025
4. Reduce organic waste to landfill by 50% by 2030

* 2020 National General Assembly dates, Sunday 14th - Wednesday 17th June

* 2020 National Local Roads and Transport to be held in Hobart

November 18th, During the National Local Roads and Transport Congress (Hahndorf) and on behalf of the Local Government Association of Northern Territory (LGANT) I signed a letter of engagement with the West Australian Local Government (WALGA) President Cr Lynne Craigie OAM. This agreement is for the provision of WALGA services to our Local Government members across the Northern Territory. These services include Procurement Newsletters, Procurement Reviews, Capacity Building Procurement Workshops, Tender and Contract Management Services and Forward Procurement Planning. Local Government working together across State/Territory borders.

Friday 29th November

The 2019 Territory's Tidy Town Awards were announced at a ceremony in Alice Springs. The Northern Territory 2019 Tidiest Town and Sustainable Community, is the East Arnhem Land Gove Peninsula community of Nhulunbuy (Gove) who will represent the Northern Territory at the Keep Australia Beautiful, Australian Sustainable Community Awards in Santa Teresa, Alice Springs in April 2020.

The Territory Sustainable Community Tidy Towns Awards program recognises and acknowledges the commitment, collaboration and hard work undertaken by remote and regional communities, schools, individuals, stores, Rangers, Aboriginal Corporations, businesses and Local Councils. It showcases innovative ideas and initiatives that improve social and environmental development & sustainability across regional areas of the Northern Territory.

Keep Australia Beautiful Council (NT) – Territory Tidy Towns Awards 2019

Overall Winner/ National Finalist

LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY

Nhulunbuy-(Gove)

Community Citizen Joe Djakala, Milingimbi

Best Small Community Wallace Rockhole

Best Medium Community Santa Teresa

Best Large Community - Nhulunbuy

Best Regional Council - MacDonnell Regional Council

December 4th.

Lord Mayors Climate Emergency Roundtable 4/Dec/19

Lord Mayor of Darwin the Hon. Kon Vatskalis, left his hospital bed to address the Roundtable and explained his view that the Climate Emergency declared by the City of Darwin is our moral obligation to future generations.

Speakers covered many topics, Sarah Barker Head of Climate Risk Governance, Minter Ellison Spoke about - Climate-risk through a finance and liability risk lens. She believes the economic decisions not political decisions will drive the Climate debate going forward. The speakers Lachlan Rule, Beyond Zero Emissions -The 10 Gigawatt Vision, and the Mayor Dr. Susan Rennie, City of Darebin presentation Darebin to Darwin the journey both decided to present by Skype and these presentations were unsuccessful and were cancelled.

The morning session attendees were with changes in the afternoon sessions

Local Government 9, 16

Community 8, 24

Other levels of Government 4, 9

Big Business 4, 1

Small Business 4, 8

Indigenous 2, 3

Health nil, 2

Academic 1, 5

Religious 1, 1

Key Climate concerns,

Government inaction, Resilience, Weather, Lack of Government Action, Gas, Bio-diversity, Sea level rises.

City do Darwin's Climate Emergency response will focus on four elements

Engagement 7%

Decarbonisation 36%

Adaptation 27%

LOCAL GOVERNMENT ASSOCIATION
OF THE NORTHERN TERRITORY

Innovation 24%

Something Else 6%

During the workshops in the afternoon the question was, “What is the most critical area of action for City of Darwin”

Answer

28% Dramatically reduce carbon emissions

17% Educating the community

16% Advocating to other levels of Government

14% Community based adaptation

7% Protection of Assets.

Key commitments from delegates going forward

Advocacy, Eat Less Meat, Electric Vehicles, Solar Panels, Decarbonisation, Less Plastic, Reduce Consumption.

14 INFORMATION AND CORRESPONDENCE

14.2 Correspondence

14.2.1 August 2020 Legislative Assembly Election

THAT Council receive and note correspondence received from Department of Local Government, Housing and Community Development being Item 14.2.1 entitled August 2020 Legislative Assembly Election.



Department of
LOCAL GOVERNMENT, HOUSING
AND COMMUNITY DEVELOPMENT

Level 1, RCG Centre
47 Mitchell Street, Darwin NT 0800

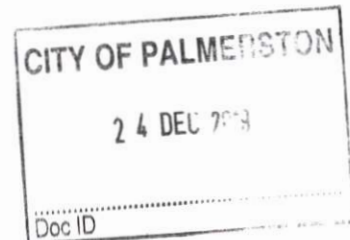
Postal address
GPO Box 4621
Darwin NT 0801

Tel: 08 8999 6149

File Ref: HCD2019/01826-1~171

20 December 2019

Mrs Athina Pascoe-Bell
Mayor
City of Palmerston
PO BOX 1
PALMERSTON NT 0831



Dear Mrs Pascoe-Bell

Re: August 2020 Legislative Assembly Election

As we approach the upcoming August 2020 Legislative Assembly election, it is important that all members are reminded of the legal requirement to disclose a personal or financial interest that gives rise to a conflict of interest in a question before the council, council committee or local authority. A member must not participate in any decision on a question where they have a conflict of interest. Members are to be aware that conflicts of interest can arise from a member's relevant interest in connection with the pre-selection or nomination of candidates for elections. Further detail of these requirements are contained in Part 7.2 of the *Local Government Act 2008*.

On 25 September 2019, Ms Maree De Lacey, Executive Director of Local Government and Community Development, emailed all council chief executive officers with advice on the process to follow if members nominate as candidates and they wish to be reappointed to council or the local authority if they are unsuccessful.

On 30 October 2019, Mr Jamie Chalker, the former Chief Executive Officer of this Department, wrote to all chief executive officers with further advice and highlighted the importance of managing conflicts of interest.

As this is an important matter, I ask that you table this correspondence at your next council and local authority meetings so that all members are made aware of this advice. Please do not hesitate to contact me via brett.beaton@nt.gov.au if you or your council require any clarification on this matter or if you would like more information.

Yours sincerely

A handwritten signature in blue ink, appearing to be "Brett Beaton".

Brett Beaton
Acting Executive Director
Local Government and Community Development
20/12/2019

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

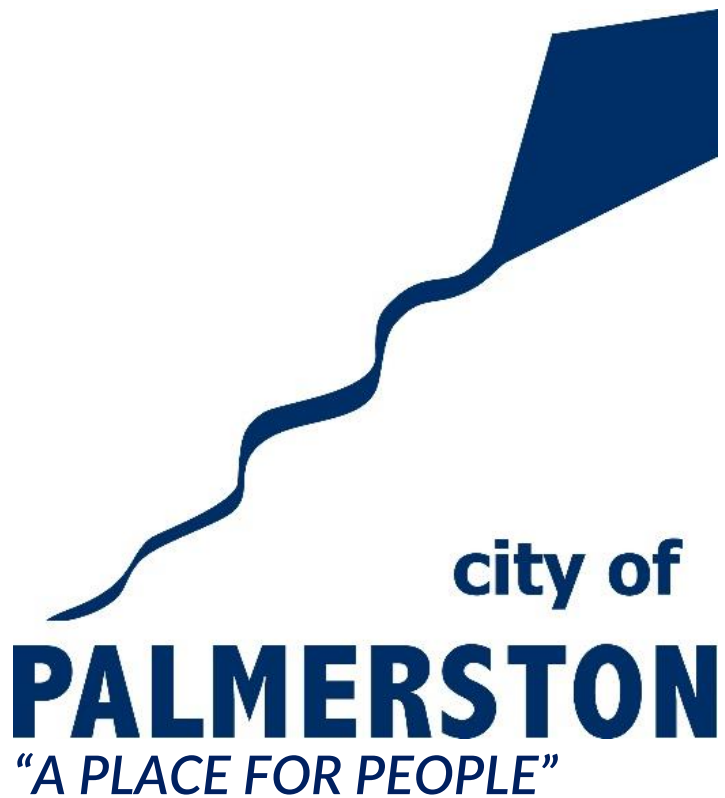
18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 4 February 2020 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, 10 DECEMBER 2019**

CITY OF PALMERSTON

**Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 10 December 2019 at 5:30pm**

ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)
Deputy Mayor Ben Giesecke – *Attended from 7:34pm*
Alderman Amber Garden
Alderman Damian Hale
Alderman Sarah Henderson
Alderman Tom Lewis
Alderman Lucy Morrison
Alderman Mick Spick

STAFF

Chief Executive Officer, Luccio Cercarelli
Director City Growth and Operations, Kathy Jarrett
Director Lifestyle and Community, Amelia Vellar
Acting Manager Infrastructure and Maintenance, Alex Douglas
Communications Media and Marketing Lead, Samantha Abdic

GALLERY

Six members of the public
Chief Executive Officer Territory Families, Ken Davies
General Manager Youth Justice Territory Families, Brent Warren
Acting Chief Executive Officer Department Local Government
Housing and Community Development, Jim Bamber
NT Police Commissioner, Jamie Chalker
Superintendent Palmerston Police, Antony Deutrom

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 5:31pm.

Initials: _____

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Alderman Spick
Seconded: Alderman Hale

THAT the apology received from Deputy Mayor Benjamin Giesecke due to attending Council Business be received and noted.

CARRIED 9/0926 – 10/12/2019

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Moved: Mayor Pascoe-Bell
Seconded: Alderman Hale

1. THAT the leave of absence received from Mayor Pascoe-Bell for 8 January to 15 January 2020 inclusive be received and noted.
2. THAT the leave of absence received from Alderman Morrison from 2:00pm, 22 December 2019 to 5 January 2020 inclusive be received and noted.
3. THAT the leave of absence received from Alderman Morrison from 2:00pm, 15 January to 19 January 2020 inclusive be received and noted.
4. THAT the leave of absence received from Alderman Lewis for 27 December 2019 to 19 January 2020 inclusive be received and noted.
5. THAT the leave of absence received from Alderman Henderson for 25 December 2019 to 5 January 2020 inclusive be received and noted.

CARRIED 9/0927 – 10/12/2019

4 REQUEST FOR TELECONFERENCING

Nil.

Initials: _____

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil.

5.2 Staff

Nil.

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Alderman Spick
Seconded: Alderman Henderson

THAT the minutes of the Council Meeting held on Tuesday, 19 November 2019 pages 9950 to 9960, be confirmed.

CARRIED 9/0928 - 10/12/2019

6.2 Business Arising from Previous Meeting

Nil.

7 MAYORAL REPORT

7.1 Mayoral Update Report - November 2019

M9/016

Moved: Mayor Pascoe-Bell
Seconded: Alderman Garden

THAT Report Number M9/016 entitled Mayoral Update Report - November 2019 be received and noted.

CARRIED 9/0929 - 10/12/2019

Initials: _____

8 DEPUTATIONS AND PRESENTATIONS

8.1 Youth Programs and Activities in Palmerston

Moved: Alderman Garden
Seconded: Alderman Spick

THAT the presentation by Mr Ken Davies, Chief Executive Officer Territory Families, Mr Jim Bamber, Acting Chief Executive Officer Department Local Government, Housing and Community Development and Mr Jamie Chalker, Commissioner NT Police be received and noted.

CARRIED 9/0930 – 10/12/2019

Alderman Henderson left the Council Chambers at 7:25pm
Alderman Henderson entered the Council Chambers at 7:28pm

9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

Nil.

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.1.1 Assignment of Lease of Mosko's Market, Part of Lot 9608, Palmerston C9/0320

1. THAT Report Number C9/0320 entitled Assignment of Lease of Mosko's Market, Part of Lot 9608, Palmerston be received and noted.
2. THAT Council approve the assignment of the lease of Mosko's Market, Part of Lot 9608, Palmerston from Melinda Hosking to Mosman Group Pty Ltd for the balance of the current lease term ending 31 July 2020 with a two (2) year option expiring on 31 July 2022, subject to the conditions outlined in Report Number C9/0320 entitled Assignment of Lease of Mosko's Market, Part of Lot 9608, Palmerston.
3. THAT the Council Decisions relating to Report Number C9/0320 entitled Assignment of Lease of Mosko's Market, Part of Lot 9608, Palmerston be moved to the Open Minutes after the successful assignment of the lease to Mosman Group Pty Ltd.

CARRIED 9/0862 – 08/10/2019

Initials: _____

Minute Book Page 9965
1st Ordinary Council Meeting

10.1.2 Lease of Part of Lot 4201, 31 Tilston Avenue, Moulden **C9/0330**

1. THAT Report Number C9/0330 entitled Lease of Part of Lot 4201, 31 Tilston Avenue, Moulden be received and noted.
2. THAT Council continues to support the Youth Drop-In and Crisis Support Centre in the vacant hall spaces tenancy at the Palmerston Swimming and Fitness Centre as outlined in Report Number C9/0330 entitled Lease of Part of Lot 4201, 31 Tilston Avenue, Moulden, agreeing to the staged approach with;
 - Stage one being after-hours activity and Drop-in Centre.
 - Stage two being the crisis accommodation.
 - Being the timing of delivery of Stage two to be reviewed within 12 months of commencement of operations as outlined.
 - The Government ensures that there are appropriate measures in place to address intervention, information, referral and brokerage services for young people accessing the facility and needing crisis accommodation at other services.
3. THAT Council decisions relating to Report Number C9/0330 entitled Lease of Part of Lot 4201, 31 Tilston Avenue, Moulden be moved to the Open Minutes at the time of a related announcement by the Northern Territory Government.

CARRIED 9/0902 – 05/11/2019

10.1.3 Audit Committee Membership **C9/0332**

1. THAT Report Number C9/0332 entitled Audit Committee Membership be received and noted.
2. THAT Council approve the appointment of Mr Blackburn and Mr Bartlett to the Risk Management and Audit Committee.
3. THAT pursuant to Section 32 of the Local Government Act, Council hereby delegates to the Chief Executive Officer the power and authority to finalise and sign all documentation required for the appointment of Mr Blackburn and Mr Bartlett to the Risk Management and Audit Committee in accordance with details outlined in Report Number C9/0332 entitled Audit Committee Membership.
4. THAT the Council Decisions relating to Report Number C9/0332 entitled Audit Committee Membership be moved to the Open Minutes once appointments have been finalised.

CARRIED 9/0904 – 05/11/2019

Initials: _____

10.2 Moving Open Items into Confidential

Nil.

10.3 Confidential Items

Moved: Alderman Spick
Seconded: Alderman Garden

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)(i)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act and 8(c)(i) 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 cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

CARRIED 9/0931 – 10/12/2019

11 PETITIONS

Nil.

12 NOTICES OF MOTION

Deputy Mayor Giesecke entered the Council Chambers at 7:34pm

12.1 Donation for Australian Bushfire Appeals 2019

Moved: Alderman Garden
Seconded: Alderman Spick

THAT Council make a financial donation of \$1,000 each to Australian Red Cross and The Salvation Army to support communities affected by the recent significant bushfires in Australia.

TIED VOTE | MOTION LOST

The Chair exercised her casting vote and declared the Motion Lost.

Initials: _____

Alderman Garden called for a division on item 12.1 Donation for Australian Bushfire Appeals 2019 – as a consequence the result of the above decision was set aside.

Upon dividing, four members voted in the affirmative, four members voted in the negative.

Members Voting in the Affirmative

Alderman Garden
Deputy Mayor Giesecke
Alderman Spick
Alderman Hale

Members Voting in the Negative

Mayor Pascoe-Bell
Alderman Henderson
Alderman Morrison
Alderman Lewis

The Chair exercised her casting vote and declared the motion LOST.

13 OFFICERS REPORTS

13.1 Receive and Note Reports

13.1.1 Abandoned Vehicles in Palmerston 9/0356

Moved: Alderman Morrison
Seconded: Alderman Hale

THAT Report Number 9/0356 entitled Abandoned Vehicles in Palmerston be received and noted.

CARRIED 9/0932 – 10/12/2019

13.1.2 *Prójects* – Making the Switch, Update December 2019 9/0338

Moved: Alderman Hale
Seconded: Alderman Morrison

THAT Report Number 9/0338 entitled *Prójects* – Making the Switch, Update December 2019 be received and noted.

CARRIED 9/0933 – 10/12/2019

Initials: _____

Minute Book Page 9968
1st Ordinary Council Meeting

13.1.3 Community Benefit Scheme December 2019 Update 9/0213

Moved: Alderman Garden
Seconded: Alderman Hale

THAT Report Number 9/0213 entitled Community Benefit Scheme December 2019 Update be received and noted.

CARRIED 9/0934 - 10/12/2019

13.1.4 Palmerston Safe Communities Committee November 2019 Minutes 9/0317

Moved: Alderman Hale
Seconded: Alderman Morrison

THAT Report Number 9/0317 entitled Palmerston Safe Communities Committee November 2019 Minutes be received and noted.

CARRIED 9/0935 - 10/12/2019

13.1.5 Financial Report for the Month of November 2019 9/0354

Moved: Alderman Morrison
Seconded: Alderman Garden

THAT Report Number 9/0354 entitled Financial Report for the Month of November 2019 be received and noted.

CARRIED 9/0936 - 10/12/2019

13.2 Action Reports

13.2.1 Pop-Up Dining 2019 Trial Outcomes 9/0329

Moved: Alderman Morrison
Seconded: Alderman Hale

1. THAT Report Number 9/0329 entitled Pop-Up Dining 2019 Trial Outcomes be received and noted.
2. THAT Council continue Pop-Up Dining as outlined in Report Number 9/0329 entitled Pop-Up Dining 2019 Trial Outcomes noting that:
 - (i) The matter is operational, and permits and conditions will be approved by the Chief Executive Officer; and

Initials: _____

Minute Book Page 9969
1st Ordinary Council Meeting

13.2.1 Pop-Up Dining 2019 Trial Outcomes (continued) 9/0329

- (ii) That no Pop-Up Dining approvals outside of events will be granted within the Palmerston City Centre.

CARRIED 9/0937 – 10/12/2019

**13.2.2 Christmas School Holidays Free Pool Entry Trial - Palmerston
Swimming & Fitness Centre 9/0347**

Moved: Alderman Morrison
Seconded: Alderman Henderson

1. THAT Report Number 9/0347 entitled Christmas School Holidays Free Pool Entry Trial - Palmerston Swimming & Fitness Centre be received and noted.
2. THAT Council waive entry fees for all pool users of the Palmerston Swimming & Fitness Centre for the Christmas school holiday period from Friday 13 December 2019 to Monday 27 January 2020 (inclusive of the Australia Day Public Holiday).
3. THAT Council consider the removal of pool entry fees to the Palmerston Swimming & Fitness Centre as part of the 2020/2021 budget deliberations.

CARRIED 9/0938 – 10/12/2019

13.2.3 Palmerston Seniors Advisory Committee Update November 2019 9/0352

Moved: Alderman Henderson
Seconded: Alderman Morrison

1. THAT Report Number 9/0352 entitled Palmerston Seniors Advisory Committee Update November 2019 be received and noted.
2. THAT Council thank Mrs Margaret Lee for her contributions to the Palmerston Seniors Advisory Committee.
3. THAT Council endorse Mrs Sheryl Sephton as a member of the Palmerston Seniors Advisory Committee.

CARRIED 9/0939 – 10/12/2019

Initials: _____

13.2.4 City Centre Parking Strategy – Update December 2019 9/0315

Moved: Alderman Garden
Seconded: Alderman Morrison

1. THAT Report Number 9/0315 entitled City Centre Parking Strategy – Update December 2019 be received and noted.
2. THAT Council approve the creation of a new Full Time Equivalent Ranger position to supplement resourcing for the ongoing management of parking regulations and other regulatory activities.

CARRIED 9/0940 – 10/12/2019

13.2.5 Changes to Road Reserve – Pierssene Road, Yarrawonga 9/0351

Moved: Alderman Garden
Seconded: Alderman Lewis

1. THAT Report Number 9/0351 entitled Changes to Road Reserve – Pierssene Road, Yarrawonga be received and noted.
2. THAT Council note the change in ownership of Lot 9148 Pierssene Road, Yarrawonga from Bunnings Properties Pty Ltd to The Trust Company (Australia) Limited (ACN 000 000 993) as outlined in Report Number 9/0351 entitled Changes to Road Reserve – Pierssene Road, Yarrawonga.
3. THAT Council reaffirms the sale of the land as per the previous Council decisions noting the change of ownership from Bunnings Properties Pty Ltd to The Trust Company (Australia) Limited (ACN 000 000 993) in its capacity as agent for Bieson Pty Ltd (ACN 110 465 168) as trustee for the LWR Palmerston Trust provided that all other conditions remain unaffected.
4. THAT pursuant to Section 26 (2) of the *Local Government Act*, Council authorises the affixing of the common seal to all documents associated with the offer of Land Transfer and sale of Lot 9148, Pierssene Road, Yarrawonga between the owner or its representatives and City of Palmerston and that this be attested by the signatures of the Mayor and Chief Executive Officer.

CARRIED 9/0941 – 10/12/2019

Initials: _____

13.2.6 Rates Strategy Public Consultation Outcomes

9/0062

Moved: Alderman Garden

Seconded: Alderman Spick

1. THAT Report Number 9/0062 entitled Rates Strategy Public Consultation Outcomes be received and noted.
2. THAT Council retains the current valuation-based (UCV) charge with a differential rating method based on community consultation feedback received.
3. THAT Council prepare a draft Rating Strategy Policy for City of Palmerston based on valuation-based (UCV) charge with a differential rating method and the principles of rating established by the Community Reference Group for presentation to the First Ordinary Meeting in March 2020.

CARRIED 9/0942 – 10/12/2019

13.2.7 Proposal to Amend Northern Territory Planning Scheme – Sex Services Businesses

9/0345

Moved: Alderman Spick

Seconded: Alderman Morrison

1. THAT Report Number 9/0345 entitled Proposal to Amend Northern Territory Planning Scheme – Sex Services Businesses be received and noted.
2. THAT Council endorse the submission to the Northern Territory Planning Commission regarding the proposal to amend the Northern Territory Planning Scheme (PA2019/0332) – Sex Services Businesses being **Attachment B** to Report Number 9/0345 entitled Proposal to Amend Northern Territory Planning Scheme – Sex Services Businesses subject to the inclusion of the following comments:
 - i. That clarity be sought on what occurs when sensitive land use moves into an existing land use / pre-existing use of a Sex Services Business.
 - ii. That the definition be further expanded to ensure that multiple Sex Services Businesses cannot operate within a defined distance of each other including on the same lot containing multiple dwellings so as to avoid clustering.

CARRIED 9/0943 – 10/12/2019

Initials: _____

13.2.8 Mitigation of Inappropriately Disposal of Waste

9/0353

Moved: Alderman Spick

Seconded: Alderman Lewis

1. THAT Report Number 9/0353 entitled Mitigation of Inappropriately Disposal of Waste be received and noted.
2. THAT Council note the strategies being deployed to address waste in our waterways including infrastructure such as traps and basins, the development of a waste education program and the engagement of community groups and volunteers to assist in waste education and litter clean-up days as outlined in Report Number 9/0353 entitled Mitigation of Inappropriately Disposal of Waste.

CARRIED 9/0944 – 10/12/2019

14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.1.1 LGANT Draft General Meeting Minutes – 7 November 2019

Moved: Alderman Lewis

Seconded: Alderman Morrison

THAT Council receive and note Item 14.1.1 entitled LGANT Draft General Meeting Minutes – 7 November 2019.

CARRIED 9/0945 – 10/12/2019

14.1.2 LGANT Draft Annual General Meeting Minutes – 8 November 2019

Moved: Alderman Hale

Seconded: Alderman Garden

THAT Council receive and note Item 14.1.2 entitled LGANT Draft Annual General Meeting Minutes – 8 November 2019.

CARRIED 9/0946 – 10/12/2019

14.2 Correspondence

Nil.

Initials: _____

15 REPORT OF DELEGATES

15.1 NT Human Rights Awards

Moved: Deputy Mayor Giesecke
Seconded: Alderman Garden

THAT the verbal report provided by Deputy Mayor Giesecke advising that Council was the recipient of the NT Human Rights Fitzgerald Award for inclusion and diversity of the community be received and noted.

CARRIED 9/0947 – 10/12/2019

16 QUESTIONS BY MEMBERS

Nil.

17 GENERAL BUSINESS

17.1 Congratulations to Rachel Fosdick

Moved: Alderman Garden
Seconded: Deputy Mayor Giesecke

THAT Council wish to congratulate Rachel Fosdick on winning the 2019 Good Sports Club Champion Award.

CARRIED 9/0948 – 10/12/2019

18 NEXT COUNCIL MEETING

Moved: Alderman Spick
Seconded: Alderman Garden

THAT the next Ordinary Meeting of Council be held on Tuesday, 21 January 2020 at 5:30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/0949 – 10/12/2019

Initials: _____

19 CLOSURE OF MEETING TO PUBLIC

Moved: Alderman Spick
Seconded: Alderman Henderson

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

CARRIED 9/0950 - 10/12/2019

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil.

The open section of the meeting closed at 8:39pm for the discussion of confidential matters.

The Chair declared the meeting closed at 9:01pm.



Athina Pascoe-Bell
MAYOR

Date:
