

1st ORDINARY COUNCIL MEETING

NOTICE OF MEETING

TUESDAY, 3 MARCH 2020

The Ordinary Meeting of the City of Palmerston will be held in the Gray Community Hall, Corner Essington Avenue and Victoria Drive, Gray commencing at 5.30pm.

LUCCIO CERCARELLI
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 the Council Meeting held on 18 February 2020 pages 10010 to 10017 be confirmed with the following amendment:

THAT Part 2 of Item 13.2.1 entitled Community Benefit Scheme Sponsorship Application – No Woman Left Behind Conference on Minute Book Page 10015 be removed.

6.2 Business Arising from Previous Meeting

7 MAYORAL REPORT

7.1 Mayoral Update Report – January/February 2020

AGENDA ITEM: 7.1

REPORT TITLE: Mayoral Update Report – January/February 2020

REPORT NUMBER: M9/017

MEETING DATE: 3/03/2020

AUTHOR: Mayor, Athina Pascoe-Bell

COMMUNITY PLAN

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

PURPOSE

This report provides a highlight summary of some recent activities.

KEY MESSAGES

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

RECOMMENDATION

THAT Report Number M9/017 entitled Mayoral Update Report – January/February 2020 be received and noted.

DISCUSSION

Australia Day

As part of Council's Australia Day Flag Raising and Citizenship Ceremony, 30 new citizens were welcomed, Palmerston's defence community participated with a tri-service flag raising ceremony and six Student Citizen Award winners from Palmerston schools were presented with awards.

The Palmerston Australia Day Awards recognised outstanding citizens and groups for their achievements throughout the past year, with the winners announced were:

- Citizen of the Year, Alwyn Davey
- Young Citizen, Luke Secret
- Community Event of the Year, PaRBA Suburb of Origin

With each, there is a clear theme of civic pride and selflessness, along with their dedication to the local Palmerston community. I would like to thank them once again for the valuable contribution each has made to the betterment of our City.

Litchfield Council Australia Day Flag Raising and Citizenship Ceremony 2020

I attended the Litchfield Council's Citizenship Ceremony as a guest.

Oz Fusion Australia Day event

On Saturday, 1 February I attended the Oz Fusion event celebrating the diversity of Australian people, organised by the Multicultural Council of the Northern Territory.

Launch of CDU International Student College

On Wednesday, 5 February 2020 I attended the official launch of the Charles Darwin University (CDU) International College and association with University Partnerships Education.

Local Government Act Briefing

The *Local Government Bill 2019* was passed by the Northern Territory Parliament on 28 November 2019, now called the *Local Government Act 2019*.

The briefing held by the Local Government Association of the Northern Territory (LGANT) partnered with the Department of Housing and Community Development provided overview of the latest updates and changes to the *Local Government Act*.

It is anticipated that the *Local Government Act* will commence on 1 July 2020.

Opening of Parliament House

I participated in the Opening of the First Sitting of Parliament for 2020 at Parliament House on 11 February 2020. The event was well attended by surrounding Council Mayors.

Chief Minister's The Year Ahead 2020

I attended the briefing given by the Chief Minister in relation to the Territory's path in 2020. He provided information on the following topics:

- Northern Territory education and career opportunities
- Alcohol abuse and healthy families
- Fallen notifications to Territory Families
- Young offender programs
- Investing in health
- Investing in education
- Backing renewables and sun cables
- Ongoing permanent jobs for locals
- Upgrade of fibre optic network
- Brighter future in Aboriginal Affairs

Greater Darwin CDU Masterplan

I met with the consultants from Darwin CDU unit to discuss plans and ideas on the Darwin CDU Masterplan.

78th Anniversary of the Bombing of Darwin

On 19 February 1942, mainland Australia came under attack for the first time. Japanese forces mounted two air raids on Darwin, which involved 54 land-based bombers and approximately 188 attack aircraft that were launched from four Japanese aircraft carriers in the Timor Sea. Killing at least 243 people and wounding between 300 and 400, the attacks devastated the city. Twenty military aircraft were lost, eight ships at anchor in the harbour were sunk and most civil and military facilities in Darwin were destroyed.

In honour of this day I attended the ceremony held on Wednesday, 19 February 2020.

Regions Rising NT

On Thursday, 20 February I attended the Regions Rising NT as part of their national roadshow with the Chief Minister as the key note speaker who spoke about breaking the Northern Territory economy out of its boom-and-bust cycle by creating jobs and shared his vision for the future of the territory.

Media

I have recommenced the regular media rounds for 2020.

Local Members of Legislative Assembly (MLA)

I have also recommenced meetings with the local MLA's and will continue to meet with them on a regular basis.

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.

ATTACHMENTS

There are no attachments for this 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**

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(e)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act and 8(e) 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 provided to the council on condition that it be kept confidential.
25.2.2	8(e)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act and 8(e) 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 provided to the council on condition that it be kept confidential.

11 PETITIONS

12 NOTICES OF MOTION

12.1 Australian Local Government Association, NGA June 2020 – Motion

THAT Council endorse the motion to the Australian Government Association, National General Assembly, June 2020 regarding reliable telecommunications for remote and regional areas in Australia being **Attachment A** to the Notice of Motion entitled Australian Local Government Association, Motion June 2020.

COUNCIL MEETING DATE: 3 March 2020

TOPIC: Australian Local Government Association, NGA June 2020 - Motion

BACKGROUND:

Remote and regional Australians rely on telecommunications for everyday essentials. Failure of telecommunications systems are occurring with increasing frequency.

Communities in the Northern Territory, and elsewhere around Australia, are being left helpless, starving and unable to escape from their communities, as they are unable to purchase fuel or alternate travel means. Those who access remote health services via the internet are also being left at risk and forced to travel for healthcare that was provided remotely, whilst other emergency services are unable to be contacted.

Remote and regional Australia requires alternate, robust and reliable telecommunications.

Robust and reliable communication networks are now critical to everyday life, particularly in remote and regional Australia. We rely on these networks for information, eftpos transactions, the purchase of food and fuel, access to medical services, contact with emergency services, driving the local economy and other everyday basics. Our society, including the most remote areas of Australia, is now reliant on the backbone of telecommunications for everyday life.

The development of remote and regional Australia is reliant on communications networks for strong and robust economies and the opportunity to grow.

I am seeking Council support for ALGA call on the Commonwealth to instigate its powers to remedy this situation and take responsibility for these services, and either repairing networks for robustness in today's society or providing alternative solutions for remote and regional Australia.


OBJECTIVE:

The objective of this Notice of Motion is for the Council to endorse a motion, being **Attachment A**, to the Australian Local Government Association National General Assembly, June 2020 to improve telecommunications in remote and regional Australia.

NOTICE OF MOTION:

THAT Council endorse the motion to the Australian Local Government Association, National General Assembly, June 2020 regarding reliable telecommunications for remote and regional areas in Australia being **Attachment A** to the Notice of Motion entitled Australian Local Government Association, Motion June 2020.

NOTICE OF MOTION


Signature

A. Pascoe-Bell
Print Name

26/02/2020
Date

NOTE: NOTICES OF MOTION MUST BE RECEIVED BY THE CHIEF EXECUTIVE OFFICER 5 CLEAR DAYS PRIOR TO THE MEETING AT WHICH THE MOTION IS TO BE MOVED.

For office use only

Date Received: 26/2/2020
To Council Meeting: 3/3/2020

Motion:

This National General Assembly calls on the Australian Government to utilise its powers under section 51 of the *Australian Constitution* to ensure that all remote and regional areas of Australia have access to alternative, robust and reliable telecommunications separate to the services provided by Telstra.

National Objective (200 words)

Remote and regional Australia requires alternate, robust and reliable telecommunications.

Robust and reliable communication networks are now critical to everyday life, particularly in remote and regional Australia. We rely on these networks for information, eftpos transactions, the purchase of food and fuel, access to medical services, contact with emergency services, driving the local economy and other everyday basics. Our society, including the most remote areas of Australia, is now reliant on the backbone of telecommunications for everyday life.

The development of remote and regional Australia is reliant on communications networks for strong and robust economies and the opportunity to grow.

The Commonwealth Government has constitutional responsibility for the peace, order and good government with respect to telecommunication services, and it is essential that they provide a system that is robust and reliable for all Australians, and to all Australian communities.

Summary of Key Arguments (300 words)

Remote and Regional Australians rely on telecommunications for everyday essentials. Failure of telecommunications systems are occurring with increasing frequency.

Communities in the Northern Territory, and elsewhere around Australia, are being left helpless, starving and unable to escape from their communities, as they are unable to purchase fuel or alternate travel means. Those who access remote health services via the internet are also being left at risk and forced to travel for healthcare that was provided remotely, whilst other emergency services are unable to be contacted.

In the Northern Territory, as well as remote parts of other states, it is not uncommon for people to have to travel for hundreds of kilometres during outages to obtain access to basics or be left stranded in their communities.

Those that are able leave their community are placing strain on neighboring communities as they arrive in large numbers, unexpectedly, and are unprepared for with no shelters, accommodation, social services or other assistance provided to them, often sleeping out in makeshift bush camps or sleeping in parklands, while their home communities suffer from economic disruption and collapse with the sudden inability to trade and mass exodus of people.

It is apparent that communications failures are occurring regularly, networks are not well maintained, and Telstra are not well equipped to restore communications in a timely manner, with outages often lasting days and in some communities for weeks on end.

The Commonwealth Government, having powers under the Australian Constitution¹ for *postal, telegraphic, telephonic, and other like services*, should be taking responsibility for these services, and either repairing networks for robustness in today's society or providing alternative solutions for remote and regional Australia.

¹ *Australian Constitution* s 51(v).

13 OFFICER REPORTS

13.1 Receive and Note Reports

13.1.1	Palmerston Seniors Advisory Committee Update February 2020	9/0377
13.1.2	Palmerston Safe Communities Committee February 2020 Minutes	9/0378
13.1.3	Verge Beautification Assistance Program	9/0380
13.1.4	<i>Prójects</i> – Making the Switch, Update March 2020	9/0384
13.1.5	<i>Prójects</i> - Smart Cities Update Report March 2020	9/0386

AGENDA ITEM:	13.1.1
REPORT TITLE:	Palmerston Seniors Advisory Committee Update February 2020
REPORT NUMBER:	9/0377
MEETING DATE:	3/03/2020
AUTHOR:	Manager Community Services, Jan Peters
APPROVER:	Director Lifestyle and Community, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This report presents a brief overview of the most recent Palmerston Seniors Advisory Committee (PSAC) meeting held on Monday 3 February 2020.

KEY MESSAGES

- Palmerston Seniors Advisory Committee (PSAC) is an advisory committee to Council. PSAC provides advice and feedback in relation to issues that affect Palmerston (and rural) seniors who access services, businesses, events and activities in Palmerston.
- Palmerston Seniors Advisory Committee meeting, 3 February 2020, considered items from previous meeting's Action Table, at **Attachment A**.
- Discussion was held on ways to connect with socially isolated senior members of the community,
- PSAC members expressed an interest in being part of any consultation process for the refurbishment of Gray Community Hall.
- Appreciation was received regarding:
 - Free City Centre Parking
 - Free Swimming Pool access
 - The improved public lighting due to Council 'Making Switch Program'
- Future guest speakers from NT Government departments will be invited to discuss issues of interest.

RECOMMENDATION

THAT Report Number 9/0337 entitled Palmerston Seniors Advisory Committee Update February 2020 be received and noted.

BACKGROUND

Palmerston Seniors Advisory Committee (PSAC) is an advisory committee to Council, providing advice and feedback in relation to issues that affect Palmerston (and rural) seniors who access services, businesses, events and activities in Palmerston. The PSAC members also assist in the facilitation of the annual Palmerston Seniors Forum, held in August, which traditionally provides a list of suggestions for the PSAC to consider at subsequent meetings.

The Committee meets approximately bi-monthly, bringing together the (fifteen) current senior members (both Palmerston and rural-dwellers) with Council staff, Elected Members and guests such as

Government representatives from local electorates. One position is currently vacant, and promotions during February/March have called for self-nominations from the community.

DISCUSSION

A PSAC meeting was held at the Recreation Centre on 3 February 2020 where items from the previous meetings were discussed and several simple items completed and removed from the Action Table, **Attachment A**.

Discussion around more complex issues, such as potential ways to connect with socially isolated senior members of the community, are ongoing. Members discussed possible reasons for seniors to feel isolated and brainstormed potential ways to distribute information relating to seniors-friendly events and activities. As most methods seem to be already in place, further discussions will form part of future consultation exercises with local seniors, such as the 2020 Palmerston Seniors Forum.

Much discussion centred on progress towards the refurbishment of Gray Community Hall, and the wish for members to be actively involved in consultation projects as soon as these are scheduled. Currently Council is waiting on the release of funds from the Commonwealth Government, before detailed further community consultation can resume.

Appreciation was received from committee members, regarding City of Palmerston's free city centre parking, free swimming pool access over the festive season and the improved public lighting.

CONSULTATION PROCESS

The Palmerston Seniors Advisory Committee is a consultative Committee of Council. All matters contained in this report were discussion points of the Committee meeting held on 3 February 2020.

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 Seniors Advisory Committee Minutes, 3 February 2020

PALMERSTON SENIORS ADVISORY

COMMITTEE MINUTES

Minute Book Page 1


 city of
PALMERSTON

A Place for People

CITY OF PALMERSTON

**Minutes of Palmerston Seniors Advisory Committee Meeting
held in Palmerston Recreation Centre
The Boulevard, Palmerston
on Monday 3 February 2020 at 12:00pm.**

COMMITTEE MEMBERS

Alderman Sarah Henderson (Chair)
Mayor Athina Pascoe-Bell
Ann Brown
Sandra Parker
Anna Durbridge
Trevor Miller
Dot Chapman
Anne Coutts
Lillian Mann
Maggie Grave
Barbara Crane

STAFF

Director Lifestyle and Community, Amelia Vellar
Minute Secretary, Community Services Officer, Tess Riches

GALLERY

Electorate of Spillett, Angie Walker
Electorate of Brennan, Olga Dalrymple
Electorate of Drysdale, Liz Cruse

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 12:05pm.

3 APOLOGIES

3.1	Sheryl Sephton	Member
3.2	Avril Smith	Member
3.3	Mary Oliffe	Member
3.4	Neville Driver	Member

4 DECLARATION OF INTEREST

- 4.1 Committee Members
Nil.
- 4.2 Staff
Nil.

5 CONFIRMATION OF MINUTES

- 5.1 Confirmation of Minutes

THAT the minutes of the Palmerston Seniors Advisory Committee Meeting held on Monday 18, November 2020, pages 1 to 6 be confirmed.

Moved: Sandra Parker

Seconded: Ann Brown

CARRIED

6 PRESENTATIONS

- 6.1 Nil.

7 BUSINESS ARISING FROM PREVIOUS MEETINGS

- 7.1 Action Table Development

ISSUES	ACTION	RESPONSIBILITY	WHEN	STATUS
Paint house numbers on street curbing	Council does not provide this service. If information received share via Grey Goss.	Community Services Officer		Complete. Remove from Table.
Ida Scott Park seating shade	Trees planted beside seating.	Community Services Officer		Complete. Remove from Table.
Shade in Goyder Square	Continue to provide updates on progress of works including fountain repair and shade tree replacement in Goyder Square.	Manager Community Services, Director Lifestyle and Community	Next meeting	In progress
Sprinklers observed watering during the day on Temple Terrace	Report to Open Spaces Team.	Community Services Officer		Complete. Remove from Table.

PALMERSTON SENIORS ADVISORY

COMMITTEE MINUTES

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Essington Ave footpaths refurbishment	Starting February 2020: Wright Crescent to Victoria Drive	Community Services Officer	Next meeting	In progress
Reducing isolation of lonely local seniors	Brainstorm ideas at next meeting.	Committee	See below.	In progress
Promote Council events to Seniors	Brainstorm ideas at next meeting.	Committee	See below.	Ongoing action. Complete. Remove from Table.
Reporting issues to Council for attention and/or action	Continue to promote to community.	Committee, Community Services Officer Grey Goss	Every opportunity. When reporting app is launched	Ongoing action. Complete. Remove from Table.
Multiple NT Government identified issues	Discuss issues, identify interest and invite appropriate NT Government representative to PSAC to present/discuss.	Committee	See below.	In progress
Dementia Australia – Brain Gym and other public programs	Promote local activities to senior community.	Committee, Community Services Officer Grey Goss	Ongoing	Ongoing action. Complete. Remove from Table.
PSAC Membership	Letters sent to outgoing member Mrs Marg Lee and incoming member Mrs Sheryl Sephton	Community Services Officer		Complete. Remove from Table.
Gray Hall Expansion Plans	Committee wants to be actively involved in the consultation. Council to provide information as available.	Community Services Officer	See below.	Ongoing.
Concerns about safe access to Gateway Shopping Centre from bus stops and on foot. Any plans for bus stop inside Gateway grounds?	Discuss at future meeting.	Committee	See below.	Ongoing action. Complete. Remove from Table.

PALMERSTON SENIORS ADVISORY

COMMITTEE MINUTES

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Transport to and from Annual Seniors Forum	Identify numbers of residents this concerns at next Seniors Forum.	Community Services Officer		Ongoing action. Complete. Remove from Table.
YMCA seniors exercise classes overcrowded	Discuss with operator.	Director Lifestyle and Community to discuss with YMCA management, report back.	Next meeting	Ongoing.

7.2 Actions

7.2.1 Reducing isolation of lonely local seniors.

Suggested ways to disseminate existing flyers about seniors-friendly events - at GP's clinics and MLA door-knocking activities in the community. The Chair advised she is currently developing a 'drop in morning tea' program with the YMCA and will provide more details later.

7.2.2 Promote Council events to Seniors.

Suggestions to continue utilising the methods currently in use, including grey Goss, flyers etc.

7.2.3 Multiple NT Government identified issues - discuss issues, identify interest and invite appropriate NT Government representatives to PSAC to present/discuss.

Trevor Miller updated the group with his reporting of short-span traffic lights to the NT Government, via Minister Lawler's office, Minister for Infrastructure, Planning and Logistics (DIPL). Information on the process and outcomes will be included in the next Grey Goss.

8 CHAIR'S REPORT

- 8.1 Australia Day Citizenship Ceremony 2020 was a great community event, and committee members are encouraged to attend citizenship ceremonies and encourage others in the community also.

9 NEW BUSINESS

- 9.1 Forward all seniors' safety on buses issues, with as much detail as possible, to Minister Lawler. The Mayor advised that she meets regularly with the Minister and is happy to further these discussions with all relevant details supplied. Following on from the previous conversation on reducing isolation of lonely seniors, the Chair requested that people be aware of any seniors who may be fearful of public transport and actively try to invite and assist them.

PALMERSTON SENIORS ADVISORY

COMMITTEE MINUTES

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A Place for People

- 9.2 Expressions of appreciation for Council's free Palmerston Swimming Pool access during the school holidays were received. The Mayor advised that the promotion raised pool attendance significantly and that a report to extend the program was soon to be presented to Council. Significant long-term improvements are planned for this facility, in addition to ongoing maintenance issues such as replacement of a shade structure, scheduled this month.
- 9.3 Appreciation for the free parking program in Palmerston City Centre, and the vastly improved street lighting currently being rolled out in various suburbs, was also noted.

10 CORRESPONDENCE

- 10.1 Letter to Mrs. Marg Lee outgoing, regarding her resignation from the Committee
- 10.2 Letter to Mrs Sheryl Sephton outgoing, regarding her joining the Committee

11 CONFIDENTIAL ITEMS

- 11.1 Nil.

12 NEXT MEETING

The next meeting for the Palmerston Seniors Advisory Committee Meeting to be held on Monday, 30 March 2020 at 12:00pm in the Community Room 1, Palmerston Recreation Centre, The Boulevard, Palmerston.

13 CLOSURE OF MEETING

The Palmerston Seniors Advisory Committee Meeting, held in the Community Room 1, Palmerston Recreation Centre, Palmerston on Monday, 3 February 2020 closed at 12:40pm.



Sarah Henderson
Chair
Date:

AGENDA ITEM:	13.1.2
REPORT TITLE:	Palmerston Safe Communities Committee February 2020 Minutes
REPORT NUMBER:	9/0378
MEETING DATE:	3/03/2020
AUTHOR:	Community Development Officer, Rosalind Clarke
APPROVER:	Director Lifestyle and Community, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This report presents the unconfirmed minutes from the Palmerston Safe Communities Committee (PSCC) meeting held on 6 February 2020.

KEY MESSAGES

- PSCC members provide program updates, advice and feedback in relation to safety issues that affect Palmerston residents and businesses.
- A PSCC meeting was held on 6 February 2020 and unconfirmed minutes are presented as **Attachment A**.
- Over the last quarter in Palmerston, property crime has continued to trend downwards, however crime against the person has increased by 7.6%.
- Twelve new security cameras have been installed in shopping centres by the Northern Territory Government, with a total of 108 crimes in Palmerston. Further cameras are being installed as part of the Council's Small City Programs.
- The Palmerston bus interchange is soon to be upgraded, by the Northern Territory Government, including the carpark and lighting.
- City of Palmerston has secured a further three years of funding to deliver the Palmerston Youth Festival from the Northern Territory Government.
- NT Police reported that the Council's LED lighting program has had a positive impact.

RECOMMENDATION

THAT Report Number 9/0378 entitled Palmerston Safe Communities Committee February 2020 Minutes be received and noted.

BACKGROUND

PSCC works in partnership with Council, the Northern Territory Government, businesses and the community. The core committee objectives are to reduce and prevent injuries, accidents and crime.

The Committee meets bi-monthly and comprises of representatives from over 30 organisations.

DISCUSSION

A PSCC meeting occurred on 6 February 2020 at the Palmerston Recreation Centre. The unconfirmed minutes of 6 February 2020 PSCC meeting are provided as **Attachment A**. These minutes were circulated to the Committee on 20 February 2019.

The following points of interest were discussed during the meeting by committee members and guests:

- Property crime has continued to trend downwards, however crime against the person has increased.
- Twelve new CCTV cameras have been installed in shopping centres with plans to install more throughout Palmerston.
- The bus interchange in Palmerston and nearby carpark are soon to be upgraded.
- The City of Palmerston's Laneways Project Trial report is due to be reviewed by Council in March.

CONSULTATION PROCESS

The Palmerston Safe Communities Committee is a consultative Committee of Council. All matters contained in this report were discussion points of the Committee meeting held on 6 February 2020.

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: Palmerston Safe Communities Committee Meeting Minutes 6 February 2020

PALMERSTON SAFE COMMUNITIES COMMITTEE MINUTES

Minute Book Page 1

CITY OF PALMERSTON

**Minutes of Palmerston Safe Communities Committee Meeting
held in Community Room 1
Palmerston Recreation Centre, Palmerston
on Thursday 6 February 2020 at 1:30pm.**

COMMITTEE MEMBERS

Damian Hale, Alderman, City of Palmerston (Chair)
Tracy-Dale Middleton, Neighbourhood Watch NT
Angie Walker, Representative, Member for Spillett
Matt Majid, Department of the Chief Minister
Shalom Kaa, Department of Infrastructure, Planning and Logistics
Alex Hawthorne, Jesuit Social Services
Phil Brown, Catholic Care NT
Stacey Cunningham, Kidsafe NT
Rob Overall, Police, Fire & Emergency Services
Nathan Finn, Police, Fire & Emergency Services
Michael Maclean, Police CCTV
Olga Dalrymple, Representative Member for Brennan
Liz Cruise, Representative Drysdale Electorate
Merg Mikaelian, Licencing NT
Mandy Pearce, Victims of Crime NT
Serena Dalton, Grassroots Action Palmerston
Alfie May, Buslink

STAFF

Amelia Vellar, Director Lifestyle and Community
Kathy Jarrett, Director City Growth and Operations
Amanda Stevenson, CDO, Lifestyle and Community
Rosalind Clarke, CDO, Lifestyle and Community (Minutes)
Jeff Borella, Ranger Services Manager

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 1:33pm.

Initials:



PALMERSTON SAFE COMMUNITIES

COMMITTEE MINUTES

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3 APOLOGIES

3.1 Apologies

Athena Pascoe-Bell, Mayor, City of Palmerston
 Lucy Morrison, Alderman, City of Palmerston
 Alana Chapman, Territory Families
 Dave Russell, Territory Families
 Louise Ogden, Territory Families
 Amanda Foord, NT Police, Fire & Emergency Services
 Jennifer Malone, Department of Infrastructure, Planning and Logistics
 Davina Pickwick, Department of Human Services
 Luke Gosling, Federal Member for Solomon
 Marcello Alvarez, Mission Australia
 David Do, Red Cross
 Troy Degenhardt, Community Justice Centre
 Chris McGill, Palmerston Community Care Centre
 Melinda Schroeder, NT Legal Aid Commission
 Kathy Bannister, Red Cross
 Renate Dwyer, Victims of Crime
 Rachel Fosdick, Local Drug Action Team
 Ross Robertson, Buslink
 David Boustead,
 Bernard Kulda, Licencing NT
 Nicola Coalter, Amity Community Services Inc

4 DECLARATION OF INTEREST

4.1 Committee Members

Nil.

4.2 Staff

Nil.

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Mandy Pearce
 Seconded: Tracy-Dale Middleton

Initials: _____

PALMERSTON SAFE COMMUNITIES COMMITTEE MINUTES

Minute Book Page 3

THAT the minutes of the Palmerston Safe Communities Committee Meeting held on Thursday, 11 November 2020 pages 1 to 8 be confirmed.

CARRIED

6 CORRESPONDENCE

Nil.

7 CONFIDENTIAL ITEMS

7.1 Moving Confidential Items into Open

Nil.

8 OFFICER REPORTS

8.1 Receive and Note Reports

Action Report 8.1.1 was presented and discussed.

Reports Numbered:

- 8.1.2 Palmerston Kids Network Update
- 8.1.3 Palmerston and Rural Youth Services Update
- 8.1.4 Palmerston Seniors Advisory Committee Update

were presented and discussed.

9 OTHER BUSINESS

9.1 Guest Speaker – Nicola Coalter, CEO of Amity Community Services Inc.

Postponed.

9.2 Stakeholder Updates

9.2.1 NT Police, Nathan Finn

- NT Police gave an update which included, crime, survey to be conducted to determine from which remote communities' itinerants are moving to Palmerston., where and why they are staying in the area.
- Superintendent Deutrom has moved into a new role.

Initials: _____



PALMERSTON SAFE COMMUNITIES

COMMITTEE MINUTES

Minute Book Page 4

9.2.2 NT Police – CCTV, Michael McLean

- 12 new cameras have been installed in shopping centres in Palmerston with 54 more being installed. There are 108 cameras in Palmerston including 2 mobile CCTV units that can be distributed into hot spots.
- City of Palmerston's lighting project has had positive impacts of moving people out of local areas and the committing of crimes on streets, however there has been an increase in break-ins from the rear of properties.

9.2.3 Neighbourhood Watch NT, Tracey-Dale Middleton

- Over the Christmas period, 500 people NT wide completed the Absentee Owner Advice. A volunteer program is currently being explored.
- Neighbourhood Watch and Victims of Crime recently held protective behaviours workshops.

9.2.4 Grassroots Action Palmerston, Serena Dalton

- Youth holiday programs were well attended including young people not previously engaged.
- Substance abuse concerns were raised with Police requesting all instances be reported to police as they only received two reports.

9.2.5 Department of Infrastructure, Planning, and Logistics, Shalom Kaa

- The bus interchange in Palmerston is soon to be upgraded including the carpark and lighting.
- A recent lighting audit was conducted for bus stops and will be improved.
- A tender has been released for applications to upgrade shelters and totems in Palmerston.

9.2.6 Catholic Care NT, Phil Brown

There has been an increase in intoxicated people attending the Palmerston office which poses risk to families and children attending the centre. Staff at Catholic Care NT are advised to direct people to the Palmerston Recreation Centre or the library, which are public spaces. If there are threats of violence or if people refuse to leave police can be called.

9.2.7 Buslink, Alfie May

- Buslink noticed a decline in rock throwing incidents over the Christmas period. Education sessions are being held in schools around rock throwing, public transport and bus safety. Further education is required around anti-social behaviour and driver education.
- Wilsons security attend the bus interchange from 2pm until the last bus leaves the depot

Initials: _____



PALMERSTON SAFE COMMUNITIES

COMMITTEE MINUTES

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- 9.2.8 Director City Growth and Operations (DCGO), City of Palmerston, Kathy Jarrett**
DCGO discussed the Laneways Project Trial. A report on the outcomes of the Laneways Project will be submitted to council for review in March. Residents can still submit feedback to email address laneways@palmerston.nt.gov.au or directly to Kathy Jarrett Kathy.jarrett@palmerston.nt.gov.au
- 9.2.9 Jesuit Social Services, Alex Hawthorne**
JSS have been conducting group conferencing which is seeing some positive outcomes. Serena Dalton is part of this conferencing and post-conferencing.
- 9.2.10 Community Development Officer, City of Palmerston, Amanda Stevenson**
- Two speakers attended the last PARYS meeting to discuss the Cashless Debit Card and Sexual Health Services,
 - Youth activities running in Palmerston include MSON running a fortnightly music meet-up, one under 18 years, and another for 18 and a hip-hop dance group.
- 9.2.11 Local Drug Action Team, Amanda Stevenson (for Rachel Fosdick)**
The community plan is currently under development and will be finalised soon.
- 9.2.12 Alderman Damian Hale, City of Palmerston**
Clean Up Australia Day is being held on 1 March 2020. Locations for this can be sent through to Council for promotion. Council encourages more organisations and volunteers to be involved in the day.
- 9.2.13 Director Lifestyle and Community (DLC), City of Palmerston, Amelia Vellar**
In partnership with Northern Territory Government, the City of Palmerston has been funded to run a Youth Festival for the next three years in the July school holidays. CoP will continue to partner with police and other stakeholders to deliver the event.
- 9.2.14 Ranger Services Manager, City of Palmerston, Jeff Borella**
- There have been complaints about anti-social behaviour in Goyder Square which police and Larrakia Nation have been responding to. The library was vandalised last week which resulted in young people being barred from the library.
 - The first animal education workshop will be held in February. More information can be found on the City of Palmerston Facebook page.
- 9.2.15 Licencing NT, Merg Mikaelian**
- Licensing inspectors have reported fewer issues and less patronage at licenced premises.
 - There have been breaches of compliance of the Banned Drinks Register with several penalties resulting from takeaway businesses failing to scan.
 - Licencing will be focusing on smaller supermarkets with takeaway alcohol outlets.

Initials: _____



PALMERSTON SAFE COMMUNITIES

COMMITTEE MINUTES

Minute Book Page 6

9.2.16 Drysdale Electorate Representative, Liz Cruise

- Eva Lawler's office is moving from Palm Plaza to Gateway Shopping Centre.
- There are current community concerns around anti-social behaviour and housing issues.

9.2.17 Victims of Crime NT, Mandy Pearce

- Victims of Crime has been very busy over the November to January period with many compensation claims being submitted. Funding is almost exhausted and therefore, the organisation will have to modify the program around eligibility and compensation amounts to ensure the program can continue to run until more funding is released in July.
- The new website is almost ready to launched.

10 NEXT MEETING

The next meeting for the Palmerston Safe Communities Committee be held on Thursday 2 April 2020 at 1:30pm in Community Room 1, Palmerston Recreation Centre, 11 The Boulevard, Palmerston.

11 CLOSURE OF MEETING

The Palmerston Safe Communities Committee meeting, held in Community Room 1, Palmerston Recreation Centre, 11 The Boulevard, Palmerston on Thursday 6 February 2020 closed at 2:50pm.



Damien Hale

CHAIR

Date: _____

Initials: _____

AGENDA ITEM:	13.1.3
REPORT TITLE:	Verge Beautification Assistance Program
REPORT NUMBER:	9/0380
MEETING DATE:	3/03/2020
AUTHOR:	City Sustainability Manager, Katie O'Neill
APPROVER:	Director City Growth and Operations, Kathy Jarrett

COMMUNITY PLAN

Environmental Sustainability: Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability.

PURPOSE

This report seeks Council endorsement for the adoption of the Verge Beautification Assistance Program, which will encourage residents to improve the aesthetics of their verges through provision of materials.

KEY MESSAGES

- Well designed and maintained verges can provide many social, economic and environmental benefits for the community, including; urban water management, heat amelioration, improved urban biodiversity, increased street appeal and improved public safety.
- The maintenance of verges has typically been the shared responsibility of Council and residents, however; Council is seeking to encourage and empower residents to take a more active role in verge beautification.
- A Verge Beautification Assistance Program has been developed that will enable residents to seek support from Council in the development of their verges through the provision of topsoil and grass seed.
- A funding cap of \$20,000 p.a. has been allocated to the program. The program will be available in the dry season and push notifications on social media and advertisements will be used to garner resident interest.
- A City of Palmerston Verge Guidance document is also to be developed, which will provide further guidance on verge care, design, suitable plants and treatment types.

RECOMMENDATION

THAT Report Number 9/0380 entitled Verge Beautification Assistance Program be received and noted.

BACKGROUND

A street verge's primary function is to provide a space for facilities and services such as footpaths, cycle ways, bus stops, power and gas easements, telecommunications and streetlighting. Verges are also public open space that can be treated as potential greening corridors to create distinctive, identifiable landscape character. These greening corridors can instil civic pride in a community, increase the cooling of the city and improve urban biodiversity. Unkempt verges on the other hand can be unsafe, devalue properties and reduce the overall amenity and street appeal of a neighbourhood.



Diagram 1: Examples of City of Palmerston Verge Treatments

DISCUSSION

Traditionally the management of verges has been considered a shared responsibility between Council and residents. Although Council's role in the maintenance of Public Open Space is key, it has been recognised that residents have a primary role in the upkeep of the verges and nature strips abutting their properties. Council would like to empower residents to take on a more active role in the development and maintenance of the verge as a means to help beautify local streets and build a strong sense of community. This is to be undertaken through the Verge Beautification Assistance Program, which will provide residents with free topsoil and grass seed to enable them to green their verges. Should this program prove successful, it may be expanded to include the provision of additional verge treatment materials such as ground covers, native plants and mulch. Note that street trees will continue to be provided by Council through Council's tree planting program and as requested by residents where possible.

The program will be available during the dry season via an online application form on Council's website. Push notifications will be used on Council's social media accounts to gather interest in the program. Advertisements in the local newspaper will also be used to notify residents of the program.

To support the Program, a City of Palmerston Verge Garden Guidance document is being prepared. This will provide guidance on materials available from Council, appropriate landscape designs, treatment methodologies, preferred plant species and caring for the verge.

CONSULTATION PROCESS

Council's Open Space Team have been consulted in the development of this program.

POLICY IMPLICATIONS

This Program represents Council's position on promoting verge beautification and will be implemented in conjunction with a City of Palmerston Verge Garden Guidance document. Within this document there will be guidance on the application process, materials available from Council (e.g. topsoil and grass seed) design considerations (including legislative requirements), preferred plant species, treatment types and how to care for the verge.

BUDGET AND RESOURCE IMPLICATIONS

\$20,000 has been included in the Open Space budget for the implementation of the program.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There is a risk that the program is so successful that the funding is expended quickly, and some residents miss out. The utilisation rates of the program will be monitored and reported back to Council at which time Council may consider further the extent of the program to be offered. Taking this approach will ensure that Council is in a position to scale the program in alignment with resident expectations whilst also balance resource availability.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

This Program aligns with key environmental objectives that are contained within the Community Plan. It aims to assist in the achievement of a cool, shaded city and increases the planting of native species that minimise water use. It also improves biodiversity and habitat health and provides an innovative environmental approach to improving street amenity.

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:	13.1.4
REPORT TITLE:	<i>Prójects</i> – Making the Switch, Update March 2020
REPORT NUMBER:	9/0384
MEETING DATE:	3/03/2020
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.
- It is anticipated that all lights in Palmerston will be upgraded to smart LED by the end of March 2020, and reach practical completion a year ahead of schedule
- In total, 4584 of the 4852 lights have been replaced with new LEDs with smart controls as of 2 February 2020, which is approximately 95% of the total lights in the project.
- Overhead lighting replacements, which have been approved by Power Water Corporation, in Marlow Lagoon, Pinelands and Yarrowonga are expected to begin in the first week of March 2020.
- It is anticipated that this project will result in energy and maintenance 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.
- Works on Council's Lighting Dark Spots program for lighting improvements are currently underway

RECOMMENDATION

THAT Report Number 9/0384 entitled *Prójects* – Making the Switch, Update March 2020 be received and noted.

BACKGROUND

At the 1st Ordinary Council Meeting on 21 January 2020, Council resolved the following:

Próject - Making the Switch, Update January 2020 9/0362

THAT Report Number 9/0362 entitled Próject - Making the Switch, Update January 2020 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 have been actively working on the accelerated delivery of this significant project. All lights that can be replaced without Power Water Corporation approved permanently sealed luminaires (required for Power Water Corporation overhead poles) have been installed. In total, 4584 smart controlled LED luminaires have been replaced as of 2 February which is 95% of the total project.

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

Working with Power Water Corporation and Jacana Energy (the power retailer), through the agreed process to speed up the power reduction benefits, has seen savings in Council's streetlighting power bill. As a result, for the December 2019 quarter, containing an agreed 1850 converted lights, Council has received a reduction of over \$20,725 from the corresponding bill for the same period last year. This saving means Council is on track to achieve its identified energy savings of \$236,000 per year.

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/Black Spots program, Council has now commenced street lighting upgrades:

- Memorial Park, Palmerston City
 - Product and hardware elements have been ordered, with work commencing in March. All work to be finished prior to Anzac Day Events 2020.

- Round-about on Flockhart Drive, Marlow Lagoon
 - Installation of new poles and lights have been completed. Power and Water are set to connect power to the lights first week of March 2020.
- Flockhart Drive and Catalina Road, Marlow Lagoon
 - Installation of new poles and lights are completed. Power and Water are set to connect power to these poles and lights in March 2020.
 - Additional overhead bracket arms on existing power poles are due to be installed by Power and Water in April 2020 (Only Power and Water can install these brackets).
 - Additional overhead lights will be installed once overhead bracket arms are in place.
- Waterhouse Crescent, Driver
 - Works scheduled with Council's contractor, completion June 2020.
- Melastoma Drive, Moulden
 - Works scheduled with Council's contractor, completion June 2020.
- Moulden drain, Moulden
 - Works scheduled with Council's contractor, completion June 2020.
- Woodroffe drain, Woodroffe
 - Works scheduled with Council's contractor, completion June 2020.
- Bonson Terrace, Moulden
 - Works are underway with the new additional poles and lights ready to be installed once the installation contract is awarded.
 - This project will be completed in May 2020, with additional poles and lights installed will ensure road meets compliance with Australian Streetlight Standard.

Council has recently awarded a contract for the supply of multi-function smart poles for Memorial Park. Consultation has occurred with the local Palmerston sub-branch of the Returned and Services League and it is expected that all installation works in Memorial Park will be finished in mid-April 2020, prior to Anzac Day 2020 events.

Council has recently awarded its tender for streetlighting installation works. The successful local company Top End Refrigeration, Air Conditioning and Electrical (RACE) will be commencing works for the lighting upgrade on Melastoma Drive and Waterhouse Cres in early April and will be finished in four weeks. Works on lighting upgrade for Woodroffe drain, and Moulden drain will commence in late April and are expected to be finished by early June.

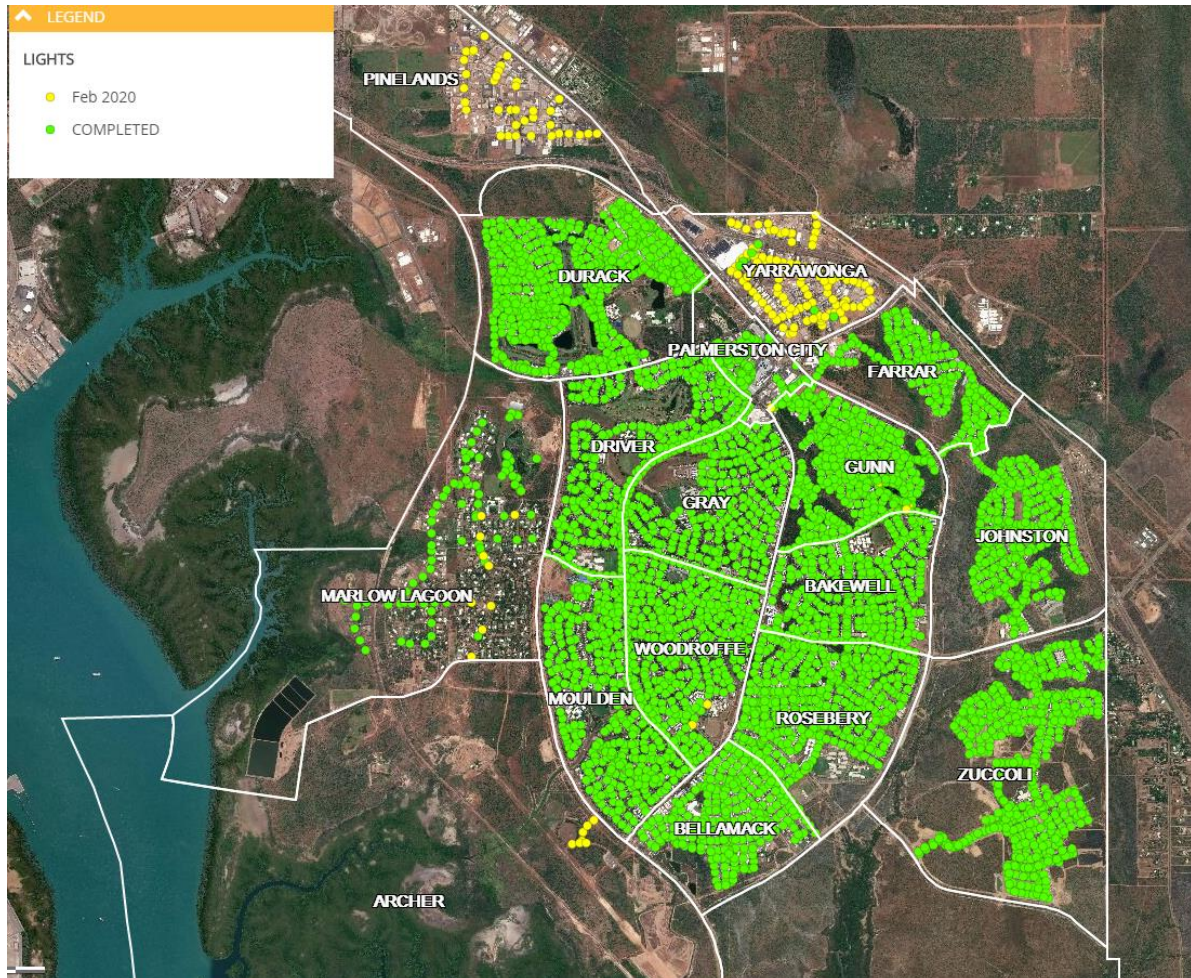
CONSULTATION PROCESS

Council is undertaking a media and social media campaign advising residents 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:



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

- Director Finance
- Public Lighting Coordinator

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

- 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 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 additional 152 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 94% 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 are 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. An additional 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 is recycling 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.

AGENDA ITEM:	13.1.5
REPORT TITLE:	<i>Prójects</i> - Smart Cities Update Report March 2020
REPORT NUMBER:	9/0386
MEETING DATE:	3/03/2020
AUTHOR:	Director, Organisational Services, Richard Iap
APPROVER:	Chief Executive Officer, Luccio Cercarelli

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* – Smart Cities project.

KEY MESSAGES

- Wi-Fi expansion and upgrades for parks and open spaces have been completed.
- Data analytics and trends are under review for the smart compacting bins and smart waste sensors with operational efficiencies and observations feeding into future procurement planning for waste collection contracts.
- Installations of NT Police, Fire and Emergency Services (NTPFS) Closed-Circuit Television (CCTV) initiatives in Palmerston including additions and upgrades to Police network.
- The analytics software for the NTPFS CCTV system that NTPFS will own, administer and manage future costs has commenced implementation.
- Procurement activities for the Smart environmental sensors has been completed and will be rolled out during in March 2020.
- Engagement with Charles Darwin University (CDU) is continuing with opportunities to share information including water quality analysis planning in relation Palmerston public lakes and weed management.
- Procurement activities being finalised on the Smart City platform and Open Data systems for implementation by May 2020.

RECOMMENDATION

THAT Report Number 9/0386 entitled *Prójects* – Smart Cities Update Report March 2020 be received and noted.

BACKGROUND

The Australian Government Smart Cities and Suburbs Program is supporting the delivery of innovative smart city projects that improve the liveability, productivity and sustainability of cities and towns across Australia.

In May 2018, the Minister for Urban Infrastructure and Cities, The Hon Paul Fletcher MP, announced the opening of a second round of the Program, with around \$22 million of funding available through a competitive grant process. Round two encouraged applications for collaborative projects, led by local government which apply innovative technology solutions to urban challenges, delivering economic, social and environmental benefits.

At the 2nd Confidential Meeting of 19 June 2018, Council made the following decisions:

25.2.1 City of Palmerston Smart Cities and Suburbs Program Application **C9/0033**

THAT Report Number C9/0033 entitled City of Palmerston Smart Cities and Suburbs Program Application be received and noted.

1. THAT Council approve an application to the second round of the Smart Cities and Suburbs Program up to \$2 million, consisting of financial contributions as follows:

- \$1 million from the Australian Government
- \$500,000 from the Northern Territory Government
- \$500,000 from the City of Palmerston

As outlined in Report Number C9/0033 entitled City of Palmerston Smart Cities and Suburbs Program Application.

2. THAT Council, pursuant to Section 32 (2) of the Local Government Act (as amended), hereby delegates to the Chief Executive Officer, the power to finalise and make an application to the second round of the Australian Government's Smart Cities and Suburbs Program as outlined in Report Number C9/0033 entitled City of Palmerston Smart Cities and Suburbs Program Application.
3. THAT a further report be prepared on the final funding model and formal agreement should the City of Palmerston Smart Cities and Suburbs Program application be successful.
4. THAT this decision and report be moved into open on 3 July 2018.

CARRIED 9/0125 – 19/06/2018

In November 2018, the Australian Government announced Council was successful in its Smart Cities and Suburbs Program – Round 2, receiving \$1 million towards the \$2 million project.

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

13.1.1 Pr6ject-Smart Cities Update **9/0152**

1. THAT Report Number 9/0152 entitled Pr6ject-Smart Cities Update be received and noted.
2. THAT Council confirms acceptance of the Australian and Northern Territory Governments grant funding for the delivery of the City of Palmerston Smart Cities and Suburbs Program.

CARRIED 9/0459-05/02/2019

Three additional reports were provided to the Council on 16 April, 3 September 2019 and 5 November 2019 to receive and note updates on the progress of Pr6jects – Smart Cities.

Council's submission to the Australian Government demonstrated an understanding for the smart city solutions that could be incorporated into a trial program to address our urban challenges and improve the community's liveability.

The target outcomes of this project are in line with Council's Digital Strategy:

- Safe and Sound – “Deliver A Safer Community” (public safety and crime reduction, through CCTV, sensors and smart lighting);
- Connect and Enable – “Not Connected Is Not an Option” (minimising resource consumption, improving public services and green spaces); and
- Interact and Engage – “Facilitate Better Outcomes for The Community” (Open Data: accountability, transparency and innovation enablement).

The identified outcomes of the project are to:

- Reduce crime and antisocial behaviour, through smart technology (such as CCTV and smart LED technologies) to deter and provide support to policing entities;
- To continue to build on our existing Crime Prevention Through Environmental Design principles to address better lighting in crime hotspots, to provide a deterrent for criminal behaviour and to provide better visibility to police;
- Contribute to sustainability and environmental resources by monitoring, optimising and enhancing service delivery for water resources;
- Enhance community services through the delivery of more effective and efficient services;
- Enhance engagement with the community through online services, electronic forms, apps and data availability;
- Improve waste management service delivery through effective and efficient monitoring and collection;
- Establish an open data portal publication catalogue and enable regional innovation opportunities;
- Extend transparency and accountability of Council business to the community through open data; and
- Enhance community engagement through a smart city platform, open data portal and engagement opportunities throughout the program.

Standard government funding agreements conditions are in place and include media and communication management, project milestones, audit requirements, funding schedule and project period. The Australian Government requires that this program be completed by May 2020. Federal government reporting and the project schedule are on track for delivery by May 2020.

This report provides Council with an update on *Prójects* – Smart Cities as of February 2020.

DISCUSSION

A considerable amount of work has taken place in recent months on the Smart Cities project. Smart Cities Project delivery timeframes are provided in **Attachment A**.

Smart Waste

To help understand the waste collection needs for high-profile public parks, Smart Waste sensors were installed across the following locations:

- Haydon Park, Durack;
- Flinders Park, Durack;
- Sanctuary Lakes, Gunn;
- Hobart Park, Johnston;
- Marlow Lagoon Recreation Area, Marlow Lagoon;
- Tiverton Park, Moulden.
- Goyder Square and City Centre areas, Palmerston City;

- Joan Fejo Park, Roseberry;
- Woodroffe Park, Woodroffe; and
- William Kirkby Jones Memorial Park, Zuccoli.

These locations were identified with the City Growth and Operations Team to ensure the waste sensors give visibility of diverse usage areas. The smart waste sensors sit inside the waste bins and remotely inform their 'fill level' allowing more proactive services to be designed. Like the smart compacting bins, the usage data will help to inform upcoming contract changes and to assess the service needs of park bins.

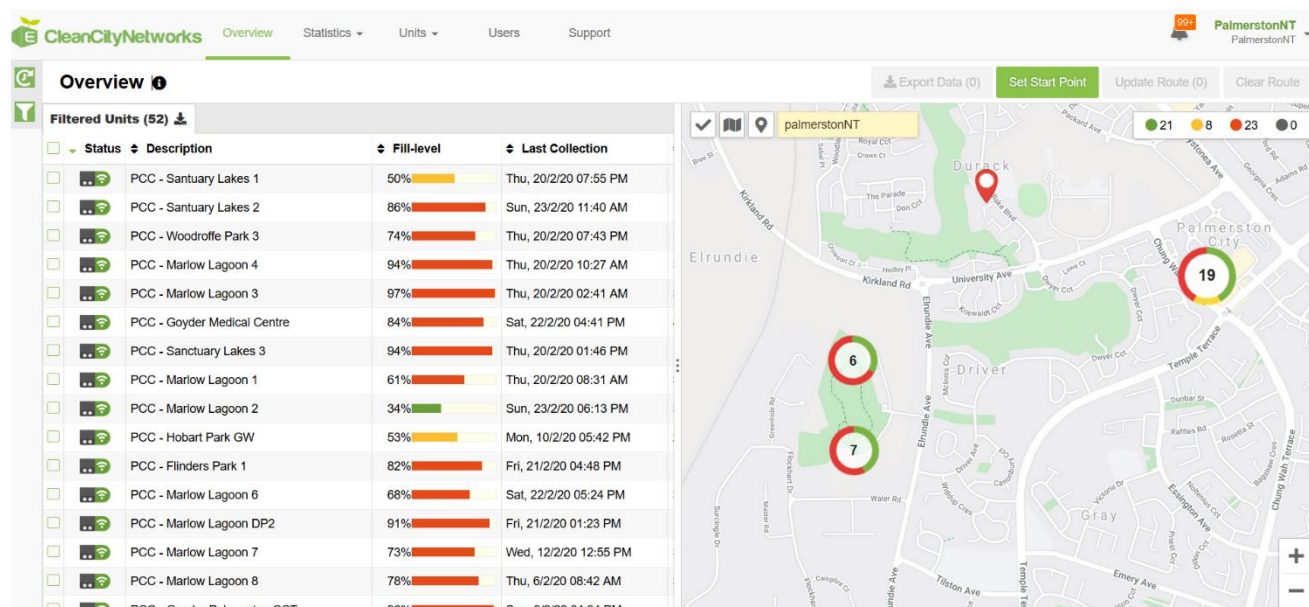
Both compacting bins and sensors have now been installed and the accuracy and value of this data is currently being assessed within the project, with the environment and sustainability team. This information will be used to inform upcoming contract changes and to assess the service needs of park bins. And the accuracy and value of this data is currently being assessed within the project.



Smart Waste sensors in a park bin

The Smart Compacting Bins which were installed earlier in the project are now delivering new data insights into waste volumes, trends and collection patterns.

Council staff have put in place an assessment on the management of the waste collected in the bins. To date, the bins will need collection due to odour and types of waste, well before they reach full capacity (largely due to our climate and the types of waste disposed of in the parks). Council is working to ensure that the most efficient collection schedule can be identified, with consideration to the waste type, volume and collection needs.



Smart Waste System Online Software

Internet Connectivity

The Public Wi-Fi expansion and upgrades has continued since the first stage in the City Centre was been completed. The second stage of upgrades have now been completed and were finished in October 2019.

High speed free public Wi-Fi networks have been installed in the following locations:

- Marlow Lagoon Recreation Area, Marlow Lagoon;
- Marlow Lagoon Dog Park Area, Marlow Lagoon
- Sanctuary Lakes, Gunn;
- Phyllis Uren Park, Farrar;
- Joan Fejo Park, Rosebery; and
- Deleny GWA Park, Zuccoli

Council have also designed new smart city Wi-Fi wraps that has be applied to the hardware cabinets as part of the installation works.



Wi-Fi hardware cabinet wrapped in Smart City Branding



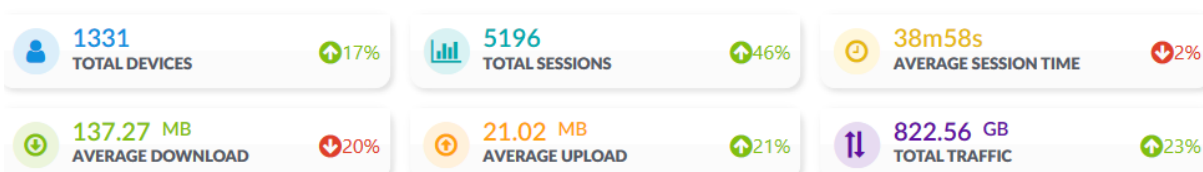
1 January 2020 - 31 January 2020

All hotspots selected

Settings

SUMMARY

CSV



The Wi-fi is being used heavily with a snapshot of the monthly usage below:

- 1331 unique devices within January.
 - Up 17% from December.
- 5196 sessions
 - 3.9 visits per user within a month average.

Council are also working on a new communication campaign to advertising free WiFi in Council Buildings, Library and Parks.

Closed Circuit Television (CCTV)

Working with the police we identified hotspots for the CCTV coverage and engagement with the NTPFS has continued regarding CCTV and public safety installations. This has included working with the CCTV System Administrator and the Police Superintendent Palmerston Division to identify Council owned buildings and assets which are suitable for CCTV installation to improve coverage in the Palmerston area and to identify. The system will form part of the existing Police network and will not be managed by Council. This approach was driven primarily by the ongoing costs, and the public perception around privacy when councils have CCTV access. Under the arrangement, the NT Police have also taken on all ongoing costs with the increased CCTV network.



Fixed cameras for fixed views and to support camera analytics. Monitored by police control room and analytics future tools.

PTZ (Pan, Tilt and Zoom camera – allowing police to remotely move cameras. This is often used when police need more information to inform police and provide situational awareness by enabling police to inspect detail, to zoom to move a camera view.

Speakers to allow the Police to communicate safety information or intervene with instructions to move on or stop an activity where antisocial behaviour or crime is detected.

CCTV Installation Example

The installation of the new CCTV cameras and upgrades have commenced and are due for completion in March 2020. Council's Smart Cities project has been designed from the beginning to ensure privacy of the public and the program does not use facial recognition.

The second stage of CCTV upgrades include an Artificial Intelligence driven CCTV management tool that will help NT Police operators to 'spot' unusual events and better manage crime within Palmerston due to the Police CCTV team's interaction with field police. This provides the best method to assist police better manage resources and to address public safety opportunities within Palmerston. This will be an NT first and will be rolled out for the Palmerston region initially with NT Police are also considering rollout out analytics software for the rest of the Territory. NT Police will own, run and administer the system, including any future costs for the software past the first 12 months of the Smart Cities Project.

Smart Lighting

Public and amenity lighting upgrades part of the Smart Cities Program is designed to run in support of the Council's 'Making the Switch' smart controlled LED project.

The Smart Cities lighting portion of the project is focussed on smart technology lighting improvements for Sanctuary Lakes, Goyder Square and Francis Drive. This includes amenity lighting for various locations, along with Smart Poles at Sanctuary Lakes.



Smart City Lighting Improvements

The Council is continuing with smart lighting components that will allow control over lighting levels and are investigating coloured lighting and smart light poles with expandable modules, in conjunction with the Making the Switch program.

Weather and Environmental Sensors

As part of the Smart Cities and Suburbs program, we are conducting a trial of environmental sensors throughout the municipality. Within this part of the program, we will trial different sensor types, which collect various types of information that can be used for different purposes such as:

- Providing information to the public – such as the weather and air quality information.
- Providing datasets to the public – to encourage innovative use of data and promote digital skills development within the region.
- To help Council in planning its irrigation needs – using the rainfall, temp/humidity and weather information to assess the need to irrigate.
- Providing a snapshot of the climatic conditions in the parks throughout the municipality which can be tracked over time and measured against any treatments conducted to measure the impact.
- Assessing the variance of environmental conditions throughout the municipality for planning purposes.

To support this, Council has procured eight weather and environmental sensors throughout the region to monitor temperature, humidity, air quality throughout key areas identified within the region.

Five of these sensors will monitor air quality along with temperature, humidity and air pressure and will be based in the following locations:

- Moulden;
- Sanctuary Lakes, Gunn;
- Goyder Square, Palmerston City;
- Johnson; and
- Zuccoli.

These sites will monitor the Air quality (Airborne Pollutants such as dust, smoke) along with basic environmental measurements (temperature and humidity) to provide public information about the conditions throughout the municipality. These have been spread around the municipality as a trial and to measure the variance between different areas within Palmerston.

Of these locations above, Goyder Square and Sanctuary Lakes, will have an additional decibel (noise level) sensor which will be included as a trial. This is to measure the noise level in the surrounding area near the sensor locations, this will target the carpark at Sanctuary Lakes (due to public impacts caused by noise) as well as a second unit in Goyder Square, to help understand usage patterns. *Note: this is not sound recording, the sensor will record the noise decibel reading only.*



Image of an environmental sensor

Three additional sensors are being installed across the region to provide wind speed, wind direction and rainfall information. These will be installed in the following locations:

- Durack;
- Bellamack; and
- Sanctuary Lakes, Gunn.

The primary goal of these three sensors will be to measure the differences in rainfall and wind observations throughout the municipality.

This data will also assist Council decision making processes around irrigation needs, climate change initiatives, and the liveability of our City.

The units have been designed to ensure they can be moved over time if needed, with minimal effort as they use solar power and can easily be relocated. If the trial is successful, Council may roll out additional sensors to all suburbs and parks in the City for greater efficiency of services like irrigation and water management.

Under this part of the program, Council has also had engagement with stakeholders around the environmental elements of the program. In the past two months there has been three key engagement activities with the Department of Primary Industry and Resources (DPIR), Department of Environment and Natural Resources (DENR) and Charles Darwin University (CDU).

Engagement with CDU has commenced with regards to public lakes and weed management studies (water quality analysis planning). The project team met with CDU to discuss how Council can collaborate with both the University and its students to understand the data collected and ensure that the data will also support research requirements.

Engagement with the NT EPA has also commenced with regards to environmental monitoring and water management activities (such as bore monitoring) within the program. They have expressed an interest in receiving Council's smart city data under open data or data sharing agreements.

The program is now looking at water management as the next item to be addressed and is considering bore monitoring and lake water levels as an item to be addressed. We have consulted with DENR and DPIR Aquatic Health units to collaborate on water management.

The water management elements of the project are expected to address bore monitoring and lake water levels. Engagement is underway with the Sustainability team within council and the NT Department of Environment and Natural Resources.

Smart Platform

The Smart City Platform is the core piece of software that will allow all smart elements to be centrally viewed and reported upon. A tender process ran late in 2019, closing 24 December 2019. The Smart City Platform specification was based on the global standards for smart city platforms, considering the specific technologies that in use and operating environment within the City of Palmerston.

The Smart City Platform is now in the final stages of procurement. Merit Partners were engaged along with the City of Palmerston Procurement team to ensure governance processes were followed and to provide probity advice throughout.

The Smart City Platform tender is expected to be awarded in March 2020.

Open Data Portal

The City of Palmerston had a commitment within its grant to establish an Open Data portal capability, releasing appropriate datasets for public innovation purposes. The Smart City project is currently working to deliver the Open Data elements of the project. This will comprise of two key elements:

- Software and licencing for Open Data tools; and
- Capability uplift internally, training, professional development and consultants to help get the Open Data elements up and running in best practice.

The Open Data portal component of the project will uplift both licences and capability within Council for the ESRI and FME tools, currently used by the geographic information system (GIS) and assets team internally. This will also include the development of governance frameworks and best practices for open data within Local Government.

Procurement is currently being finalised for the Open Data components and the implementation will be from March to May 2020, aligning with the project timeline.

Reporting

In October 2019, Council's submitted its Smart Cities milestone progress report to the Australian Federal Government, Department of Industry, Innovation and Science. Council has received notification from the Department in February 2020 that the report has been assessed and approved.

A third milestone report has also been submitted for the period November 2019 – February 2020, which is under assessment with the Australian Federal Government, Department of Industry, Innovation and Science presently.

CONSULTATION PROCESS

The project has commenced media and social media posts, advising of the project and its commitment. Council has also sought approval from the Smart Cities and Suburbs grant team, to have a pre-approved template for further releases to align with our grant conditions.

The advisory committee met on the 11th of December to provide an update and further engagement for the project. Due to availability of committee members, the first advisory of 2020 will be run in March. Council provided a written update and presentation to advisory members in the absence of a bi-monthly meeting to continue engagement and collaboration. Several working groups (public safety and environmental elements of the program) continued with smaller collaborative meetings to keep the project on track.

In preparing this report the following external parties were contacted:

- Smarter Technology Solutions (STS)
- Next Energy

POLICY IMPLICATIONS

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

BUDGET AND RESOURCE IMPLICATIONS

The total cost of this program is \$2 million (GST exclusive).

Funding from the Australian and Territory Governments has been secured.

Council has previously approved to seek grant funding from the Australian and Territory Governments.

The funding partnership comprises:

- Australian Government \$1 million (Received \$72,500 in May 2019, \$120,539 in February 2020 and is paid in arrears once milestones and progress are approved)
- Northern Territory Government \$500,000 (Received in full)
- City of Palmerston \$500,000 (Budgeted in Council's adopted Municipal Plan and Budget 2019/20)

Council has placed \$500,000 into its reserves to fund its contribution to this project. No loan funding is required. The program is fully funded and able to proceed.

To date Council has expended \$632,113.78 on the project (invoiced and paid to January 2020), however a significant portion, \$416,000, has been committed and is awaiting invoicing once work is complete.

The budget is on track to be just over the \$2,000,000 budgeted amount and the full grant amount should be realised.

The provision of smart technologies should result in operational efficiencies and improved services to the community.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

With all large projects there are project management risks as part of delivery, these will be identified, and mitigation measures put in place as the project progresses. The use of probity and specialist consultants will also assist to mitigate risks.

Council staff have engaged a probity auditor and specialist consultants to advise and assist with delivery. Merit Partners have been appointed as the probity auditors for this project, to ensure compliance of any procurement processes undertaken and have been consulted throughout the program.

Funding agreements with the Australian and Northern Territory Governments have been entered into. Council staff are responsible for ensuring that all grant agreement conditions are conformed with, including milestones and budget alignment.

Council continues to consider privacy matters to ensure they are adequately addressed prior to releasing any open data.

Council continues to consider privacy matters to ensure that the CCTV elements of the program in particular are proactively addressed to avoid negative press and perception from the public. Proactive communication around the noise monitoring will also help manage any public perception around the noise sensors, as the project have been diligent to ensure no privacy impacts are present.

Parties may seek to converse with Elected Members or staff in relation to procurement of related products and services. To ensure good governance and compliance, Elected Members and staff must be aware of probity obligations. Any such approaches should be directed and reported to the Chief Executive Officer, including details of what occurred, and the party involved.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

As part of delivering *Próject* – Smart Cities, the project will include environmental monitors and waste compacting bins across the municipality.

The scope of these will contribute to improved environmental outcomes and monitoring for Council by providing environmental monitoring data and find efficiencies in waste collection services.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Attachment A: City of Palmerston Smart Cities Project Timetable

Smart Cities Project Timetable

Project Item	Expected Completion Date
Establishment of management and probity framework plans.	Completed April 2019
Establishment of the Smart Cities Advisory Committee	Completed May 2019
Installation of Smart Waste Bins <ul style="list-style-type: none"> • Marlow Lagoon Recreation Park • Sanctuary Lakes • Goyder Square • Civic Plaza 	Completed July 2019
Submission of the first Smart Cities Milestone Report	Completed July 2019
Smart LED Lights CBD	Completed December 2019
Installation of Public Wi-Fi <ul style="list-style-type: none"> • Frances Drive • Marlow Lagoon Recreation Park/BBQ Area • Phyllis Uren Park • Marlow Lagoon Dog Park Area • Joan Fejo Park • Deleny GWA Park • Sanctuary Lakes Park • Further upgrades to CBD 	Completed June 2019 Completed September 2019 Completed October 2019 Completed October 2019 Completed October 2019 Completed October 2019 Completed October 2019 Completed November 2019
Installation of Smart Waste Sensors	Completed November 2019
Carparking payment app PayStay	Revised completion date of April 2020
Installation of Environmental Sensors	For completion March (pushed back from October 2019 due to 2 nd round of RFQ's due to non compliant responses)
Procurement of Smart Data Platform	Procurement in progress. For completion in May 2020
Smart precinct upgrade of Sanctuary Lakes <ul style="list-style-type: none"> • CCTV • Smart lighting poles • Smart lighting luminaries • Playground area lighting • Public Wi-Fi • Carparking monitoring devices 	Public WiFi is complete Lake path and surrounding area lighting upgrade complete Remaining elements on track for March/April 2020
Design and installation of additional and upgrades of CCTV Cameras as part of the NT Police network.	For completion February/March 2020
Open data platform and central data hub	Awarded February 2020 For completion by May 2020/
Installation and API data customisation of Smart Cities Platform	Due for completion by May 2020
Finalisation of funding agreement requirements	May/June 2020

13 OFFICER REPORTS

12.1 Action Reports

13.2.1	Review of Council Policy <i>AD05 Recognition of Service to the Community</i>	9/0146
13.2.2	City of Palmerston Library Service Level Increases	9/0365
13.2.3	Free Pool Entry – Palmerston Swimming and Fitness Centre	9/0371
13.2.4	Second Quarter Budget Review 2019/20	9/0387
13.2.5	Department of Local Government, Housing and Community Development Grant Acquittals - Special Purpose Grants 2018/19	9/0385
13.2.6	<i>FIN02</i> – Draft Rating Policy	9/0383

AGENDA ITEM:	13.2.1
REPORT TITLE:	Review of Council Policy AD05 <i>Recognition of Service to the Community</i>
REPORT NUMBER:	9/0146
MEETING DATE:	3/03/2020
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 seeks Council adoption of the revised Council Policy AD05 *Recognition of Service to the Community*.

KEY MESSAGES

- As part of Council's review of all its policies, Council Policy AD05 *Recognition of Service to the Community* has been reviewed and several minor changes have been recommended.
- This policy provides staff direction regarding Australia Day Awards eligibility, Mayor's Commendation criteria and recognition of long serving Council Staff and Elected Members.
- An additional point has been added to the Mayor's Commendation criteria recognising members of the community who have received an external award of note e.g. Good Sport Award, see 4.1.2.
- A monetary gift has been added for Council Staff who have served for 15 years continuously of \$150, see 4.2.1.

RECOMMENDATION

1. THAT Report Number 9/0146 entitled Review of Council Policy AD05 *Recognition of Service to the Community* be received and noted.
2. THAT Council endorse amended Council Policy AD05 *Recognition of Service to the Community* at **Attachment B** to Report Number 9/0146 entitled Review of Council Policy AD05 *Recognition of Service to the Community*.

BACKGROUND

Council has adopted a Policy Review Schedule, undertaking to review 44 policies over the term of the Council. The Policy Review Schedule endorsed by Council includes the requirement for AD05 *Recognition of Service to the Community* to be reviewed in the 4th Quarter 2019.

At the 1st Ordinary Council Meeting of 7 August 2019 Council made the following decisions:

13.2.2 Council Policy Review Schedule

9/0065

THAT Report Number 9/0065 entitled Council Policy Review Schedule be received and noted.

CARRIED 9/0202 -07/08/2019

AD05 is the Council Policy relating to the recognition of service to the community. It was due for review on 1/10/2019 as per the Policy Review Schedule. The purpose of this policy is to ensure members of the community, council staff and Elected Members are recognised and awarded appropriately for their commitment and achievements in working for and within the Palmerston community. Consideration is given to those individuals who raise the profile and image of Palmerston as a 'Place for People', as well as demonstrating excellence in their endeavours.

Policy AD05 *Recognition of Service to the Community* has been reviewed and several minor changes have been recommended.

DISCUSSION

As part of the discussion around the review of this policy, it was noted that several individuals in the Palmerston community have received recognition and/or awards from external parties at local or national level. An example of this is local volunteer and casual staff member Rachel Fosdick who won the national Good Sport award for her efforts engaging Youth through the Palmerston and Rural Basketball Association (PaRBA). It was proposed that provision be made in the policy to recognise individuals such as Rachel, as this award raised the profile and image of Palmerston. It is recommended that this category of recognition be added to the Mayor's Commendation criteria, 4.1.2.

Another change that was proposed was the addition of a monetary gift for Council Staff who have served for 15 years continuously, of \$150. Previously the Schedule of Employee Milestones in the policy stated that staff serving 15 years receive a certificate only, which does not adequately reflect the level of commitment and service by the employee, 4.2.1.

CONSULTATION PROCESS

Given the minor amendments and nature of policy, community consultation is not being recommended.

POLICY IMPLICATIONS

If the proposed Council Policy AD05 *Recognition of Service to the Community* is adopted, it will replace the current version at **Attachment A** to this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This policy is overdue for review, however Council's position is to review all its policies within its term and this complies with this timeframe.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Attachment A: Current Council Policy AD05 *Recognition of Service to the Community*

Attachment B: Proposed Council Policy AD05 *Recognition of Service to the Community*

Name:	Recognition of Service to the Community		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Lifestyle and Community		
Approval Date:	[Approval Date]	Next Review Date:	[Next Review]
Records Number:		Council Decision:	

1 PURPOSE

To provide structure and consistency in recognising the contribution of community members and Council staff to the people of Palmerston

2 PRINCIPLES

Palmerston is a "Place for People" and this is because of the contribution made by members of the community and Council's workforce to making it a desirable place to live and work. Council will publicly recognise members of our community and workforce who display Council's Municipal Plan values of commitment and teamwork. Members of the community who perform outstanding actions of selflessness, bravery and/or service either as part of a community organisation or individually will be recognised as will staff who have displayed loyalty and service to the City of Palmerston over an extended period.

3 DEFINITIONS

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

Term	Definition
Continuous service	Ongoing employment whereby the employee was never dismissed or stood down or terminated service for any reason for any period of time

4 POLICY STATEMENT

4.1 Recognising Members of the Community

4.1.1 Australia Day Awards

Council uses Australia Day as an opportunity to reward members of the community for making a valuable contribution to the City of Palmerston. The awards are provided by the Australia Day Council NT and are administered by Council. Council acknowledges people across 3 categories; Citizen of the Year, Young Citizen of the Year and Community Event of the Year.

4.1.1.1 To be eligible for Citizen of the Year the person must be an Australian citizen and 30 years or older on January 26 of the year they are proposed to be recognised.

4.1.1.2 To be eligible for Young Citizen of the Year, the person must be an Australian Citizen and between 14 years and 29 years on 26 January of the year they are proposed to be recognised.

4.1.1.3 Community Event of the Year is open to community groups of four (4) or more people who (i) perform a service to the community, (ii) raise funds for a community charity, event or project, (iii) conduct a successful

project, event or activity; or (iv) bring credit or recognition to a community through a cultural, environmental or sporting achievement.

4.1.1.4 The Australia Day Awards nominations will be assessed by a judging panel consisting of the Mayor, one Elected Member and the previous year's Citizen of the Year recipient. Should the previous Citizen of the Year not be available, a Palmerston community member approved by the Chief Executive Officer will be selected.

4.1.1.5 Winners are publicly acknowledged at a ceremony held annually on Australia day and through Council's media communications.

4.1.2 Mayor's Commendation

The Mayor may at his/her discretion award an individual or a community organisation a Mayoral Commendation on behalf of the City of Palmerston. Actions or achievements that could be considered include:

- Acts of bravery regardless of whether recognised by an external agency
- Selection in a national sporting team or significant sporting feat eg. Olympic Games medallist
- Longstanding service to the community
- Protection of the environment
- Cultural excellence
- Significant academic or extra-curricular achievement
- Recognition of contribution or achievement through the receiving of external awards that benefit the image of Palmerston eg. Good Sports Award, Young Achiever Award; or
- Any action or achievement that assists an individual or the broader community

4.1.2.1 To be eligible for the Mayoral Commendation, the recipient or the act/achievement being recognised must have a demonstrated connection to the Palmerston community and bring credit to or raise the profile of Palmerston. This can include Council staff.

4.1.2.2 Any individual or organisation is eligible to make a nomination to Council and self-nominations will be accepted. The Mayor also reserves the right to award a Mayoral Commendation without nomination when Council becomes aware of significant actions or achievements.

4.1.2.3 The Mayor in conjunction with the Chief Executive Officer will assess applications, however the Mayor retains absolute discretion to award a Mayoral Commendation.

4.1.2.4 Recipients will be awarded a certificate by the Mayor or his/her delegate in a ceremony to be held at Civic Plaza.

4.2 Recognising Long Serving Council Staff

Council recognises that committed employees who work together as a team provide an efficient and effective service to the community and make a Council an attractive place for people to work. Demands placed on Council officers vary and can include working in hazardous conditions during cyclone response, assisting and providing support to members of the public and outdoor activities in the Top End's challenging climate. Continuous service is therefore significant and worthy of recognition.

4.2.1 All employees who reach service milestones in accordance with the schedule of

AD05

employee milestones will be officially recognised and presented with their gift by the Chief Executive Officers or his/her delegate at the End of Year Celebration function.

Schedule of Employee Milestones	
Service	Gift
5 years	Certificate
10 years	Certificate and voucher to the value of \$100
15 years	Certificate and voucher to the value of \$150
20 years	Certificate and voucher to the value of \$200
25 years	Certificate and voucher to the value of \$250
30 years	Certificate and voucher to the value of \$300

4.3 Recognising Long Servicing Elected Members

Long serving Elected Members be recognised in accordance with the Local Government Association of the Northern Territory (LGANT) Elected Member Service Awards guidelines.

5 ASSOCIATED DOCUMENTS

6 REFERENCES AND RELATED LEGISLATION

- 6.1 Local Government Elected Member Service Awards Guidelines

Name:	Recognition of Service to the Community		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Corporate Services		
Approval Date:	21/11/2017	Next Review Date:	1/10/2019
Records Number:	365882	Council Decision:	8/2961

1 PURPOSE

To provide structure and consistency in recognising the contribution of community members and Council staff to the people of Palmerston.

2 PRINCIPLES

Palmerston is a "Place for People" and this is because of the contribution made by members of the community and Council's workforce to making it a desirable place to live and work. Council will publicly recognise members of our community and workforce who display Council's Municipal Plan values of commitment and teamwork. Members of the community who perform outstanding actions of selflessness, bravery and/or service either as part of a community organisation or individually will be recognised as will staff who have displayed loyalty and service to the City of Palmerston over an extended period.

3 DEFINITIONS

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

Term	Definition
Continuous service	Ongoing employment whereby the employee was never dismissed or stood down or terminated service for any reason for any period of time

4 POLICY STATEMENT

4.1 Recognising Members of the Community

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4.1.1.3 Community Event of the Year is open to community groups of four or more people who (i) perform a service to the community, (ii) raise funds for a community charity, event or project, (iii) conduct a successful project, event

or activity; or (iv) bring credit or recognition to a community through a cultural, environmental or sporting achievement.

4.1.1.4 The Australia Day Awards nominations will be assessed by a judging panel consisting of the Mayor, one Elected Member and the previous year's Citizen of the Year recipient. Should the previous Citizen of the Year not be available, a Palmerston community member approved by the Chief Executive Officer will be selected.

4.1.1.5 Winners are publicly acknowledged at a ceremony held annually on Australia day and through Council's media communications.

4.1.2 Mayor's Commendation

The Mayor may at his/her discretion award an individual or a community organisation a Mayoral Commendation on behalf of the City of Palmerston. Actions or achievements that could be considered include:

- Acts of bravery regardless of whether recognised by an external agency
- Selection in a national sporting team or significant sporting feat eg. Olympic Games medallist
- Longstanding service to the community
- Protection of the environment
- Cultural excellence
- Significant academic or extra-curricular achievement; or
- Any action or achievement that assists an individual or the broader community

4.1.2.1 To be eligible for the Mayoral Commendation, the recipient or the act/achievement being recognised must have a demonstrated connection to the Palmerston community and bring credit to or raise the profile of Palmerston. This can include Council staff.

4.1.2.2 Any individual or organisation is eligible to make a nomination to Council and self-nominations will be accepted. The Mayor also reserves the right to award a Mayoral Commendation without nomination when Council becomes aware of significant actions or achievements.

4.1.2.3 The Mayor in conjunction with the Chief Executive Officer will assess applications, however the Mayor retains absolute discretion to award a Mayoral Commendation.

4.1.2.4 Recipients will be awarded a certificate by the Mayor or his/her delegate in a ceremony to be held at Civic Plaza.

4.2 Recognising Long Serving Council Staff

Council recognises that committed employees who work together as a team provide an efficient and effective service to the community and make a Council an attractive place for people to work. Demands placed on Council officers vary and can include working in hazardous conditions during cyclone response, assisting and providing support to members of the public and outdoor activities in the Top End's challenging climate. Continuous service is therefore significant and worthy of recognition.

4.2.1 All employees who reach service milestones in accordance with the schedule of employee milestones will be officially recognised and presented with their gift by the Chief Executive Officers or his/her delegate at the End of Year Celebration function.

<i>Schedule of Employee Milestones</i>	
<i>Service</i>	<i>Gift</i>
5 years	Certificate
10 years	Certificate and voucher to the value of \$100
15 years	Certificate
20 years	Certificate and voucher to the value of \$200
25 years	Certificate and voucher to the value of \$250
30 years	Certificate and voucher to the value of \$300

- 4.3 **Recognising Long Servicing Elected Members**
 Long serving Elected Members be recognised in accordance with the Local Government Association of the Northern Territory (LGANT) Elected Member Service Awards Guidelines.

5 ASSOCIATED DOCUMENTS

6 REFERENCES AND RELATED LEGISLATION

- 6.1 Local Government Elected Member Service Awards Guidelines

AGENDA ITEM:	13.2.2
REPORT TITLE:	City of Palmerston Library Service Level Increases
REPORT NUMBER:	9/0365
MEETING DATE:	3/03/2020
AUTHOR:	Manager Library Services, Anna Ingram
APPROVER:	Director Lifestyle & Community, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This report seeks Council's approval to increase library opening hours. It also informs Council of other continuous improvement initiatives planned for the City of Palmerston Library.

KEY MESSAGES

- The City of Palmerston Library has made several improvements in service delivery over the past 12 months
- Hours of operation are now in review as the next area for improvement, staff are proposing a service level increase.
- An increase in hours of operations between Monday to Friday is being proposed, resulting in an extra six hours per week open to the public, at minimal extra cost to Council.
- It is further proposed that the library foyer and toilet area remain open until 9pm Friday nights during Palmerston Markets seasons only. This would be manned and closed by security personnel.
- An additional staff member will be trialled for three months during limited periods including Friday late nights and weekends to act as a general customer service officer to provide other Council services such as payment of dog registrations, rates or to lodge requests.
- Library staff to trial an 'Express Printing' service on Friday mornings when there is a later opening time and a demand for printing.
- If the increased hours were supported the City of Palmerston's library would then have the longest opening hours of any library in the Northern Territory.
- A community survey regarding satisfaction of services changes and future services needs is recommended to determine community views on the proposed increase to hours of operation. Additional information such as what the community would like to see in the library, including services, spaces, programs and collections could be collected via the survey. This would be used to inform the City of Palmerston Library Masterplan.

RECOMMENDATION

1. THAT Report Number C9/0365 titled Increased Library Service Levels be received and noted.
2. THAT Council approve the following City of Palmerston's library opening days and hours:

Monday-Thursday	9am - 6pm
Friday	10pm - 8pm
Saturday	10am - 1pm
Sunday	1pm - 4pm
Closed Public Holidays	

BACKGROUND

Over the 2019 calendar year, the City of Palmerston Library has made several improvements to service delivery. These include:

- The implementation of Radio Frequency Identification (RFID) system for circulation and stock management
- New service counter installed, to open up central library space as a self-serve hub
- Addition of an extra public printer with EFTPOS function
- Upgrade of computer booking and print management system
- Reduction in fees and charges for computer use, printing/photocopying/faxing/laminating
- Addition of self-serve terminal for six Samsung Tablets for in-house use
- Diversification of programs

In addition to this, other Council systems have moved to cloud-based technology, which has improved the efficiency of library procedures.

To continue to improve the library, staff are proposing an increase in service level via increased opening hours.

Currently the library opening hours are as follows:

Monday-Thursday	10am - 6pm
Friday	12pm - 8pm
Saturday	10am - 1pm
Sunday	1pm - 4pm
Closed Public Holidays	

This represents a total of **46** opening hours per week.

Regular weekday working hours for full-time library staff are 8:30am - 5pm (part-time library staff have adjusted hours). Evening shifts on weekdays are staffed by two library staff. Weekend and Friday evening shifts during Palmerston Markets season only, are staffed by two library staff and one casual staff.

The 10am opening time Monday - Thursday allows time in the morning for staff to prepare the library for opening, including shelving, shelf-reading and tidying, processing of after-hours returns, financial reconciliation, launching required computer systems, preparing the children's space for programs, and any maintenance required.

The 12pm opening time on Fridays allows time in the morning for staff training, library projects, library space reorganisation and larger maintenance/installation works. It also allows for the later closing time on Friday nights.

This report considers increasing these hours, increasing the council services provided from the library and socialising these changes with the community via an online survey.

DISCUSSION

In the Australian Library and Information Association's (ALIA) *Guidelines, Standards and Outcome Measures for Australian Public Libraries, 2016*, Guideline G12.5 – Opening Hours states the following:

“Public Libraries should be open at times when customers might reasonably expect them to be open”.

“Opening hours, once set, are regularly reviewed to take into account changing demographics and community circumstances”.

“Community consultation is a good starting point for establishing or reviewing opening hours”.

Review of Opening Hours

Service reviews are a very important part of library evaluation and evidence-based decision making. A review of opening hours has not been completed since the new library opened in 2005. According to ABS statistics from the last Census in 2016, the City of Palmerston has grown by around 10,000 people since the library opened, which represents an increase on demand for services, including library services.

Library visitor numbers over the past five years have consistently been between 140,000 – 150,000 per annum, and in customer satisfaction surveys, while the library has rated consistently higher than other areas of council, it has not risen in the past two years. A review of opening hours is one lever Council can use to potentially increase the community's satisfaction with the service.

After a review of visitor statistics from the library people counter software, it was observed that from Monday - Thursday, the times with the most entry into the library were on average between 10am - 11am, and 2pm - 3pm. For example, during the seventeen days in January when the library was open Monday - Thursday 10,443 people visited the library, and 1,116 of these entered between 10am - 11am, which works out to just over 10% of the total. During the five days on Friday the library was open, 1,909 people visited the library, and 416 of these entered between 12 - 1pm, which works out to around 22% of the total. This follows a similar pattern throughout the 2019 calendar year.

Consideration was also given to Friday nights during Palmerston Markets season with a view to possibly aligning the library closing time to the market closing time of 9pm instead of 8pm. However, library staff did not believe there was demand for library services post 8pm. The market starts closing from 8pm and there may be possible issues with patron safety, particularly children, exiting the library at the same time the market stalls are packing up and vehicular movement is increased. There would also be an extra cost in staff time, completing closing procedures after 9pm which is outside the span of ordinary hours for library staff, according to the current Enterprise Bargaining Agreement. It is proposed that as an alternative, the library foyer and toilet area remains open until the market closing time of 9pm, which will be manned and closed by security personnel, who would be employed for an additional hour to cover this time. Community members can also access facilities at the Recreation Centre.

The current review of opening hours is focused primarily on Monday - Friday, as the Saturday and Sunday hours are viewed as currently adequate for customers, with on average, the numbers of visitors being around 150 per day. An increase to weekend hours is not recommended at this stage, due to the resulting additional staffing and on-costs associated with the increase. The demand for additional hours anecdotally indicates it is on weekday mornings where patron regularly line up at the door before 10am.

Library staff were consulted during this review over two sessions and asked for their feedback. Most were in agreement with the proposed changes outlined in this report, and commented anecdotally that there were always people waiting in the foyer area before opening times, and that the changes would also make it easier for people who drop off their children at school or day care in the mornings. A point was raised that parents attending Early Years programs on Tuesdays - Thursdays would also have more time to enter and get themselves and their children settled before the commencement of the programs at 10am.

Another idea that was raised resulted from staff observation was that the most required service on Friday mornings is printing, scanning and photocopying. A suggestion was put forward to trial an 'Express Printing' service on Friday mornings between 8:30am when staff arrive, and the new opening time of 10am. This would allow patrons to pick up print jobs they had submitted using the mobile printing service. It was suggested that basic photocopying and scanning services could also be provided. Staff were in agreement that this was a positive continuous improvement initiative and it is now being investigated and developed further.

Taking this into consideration, it is proposed that the library adjusts opening hours to 9am - 6pm, Monday - Thursday and 10am-8pm Friday, giving the community an extra six hours per week, of library open time, which is a significant increase and one that brings the total number of hours of operation to **52** hours per week. Required adjustments to library opening procedures and staffing requirements impacted by this change would be accommodated accordingly.

Additionally, it is proposed that the library adjusts opening hours to the foyer and toilets until 9pm on Friday nights during Palmerston Markets season only to align with market closing hours. This would be manned and closed by security personnel.

If the increased hours were supported the City of Palmerston's library would then have the longest opening hours of any library in the Northern Territory

Local comparison of library opening hours:

City of Palmerston Library	52 hours per week
City of Darwin Libraries:	
• Casuarina Library	51.5 hours per week
• City Library	45.5 hours per week
• Karama Library	43 hours per week
• Nightcliff Library	43 hours per week
Alice Springs Public Library	43 hours per week
Katherine Public Library	32.5 hours per week
Taminmin Community Library	45.5 hours per week

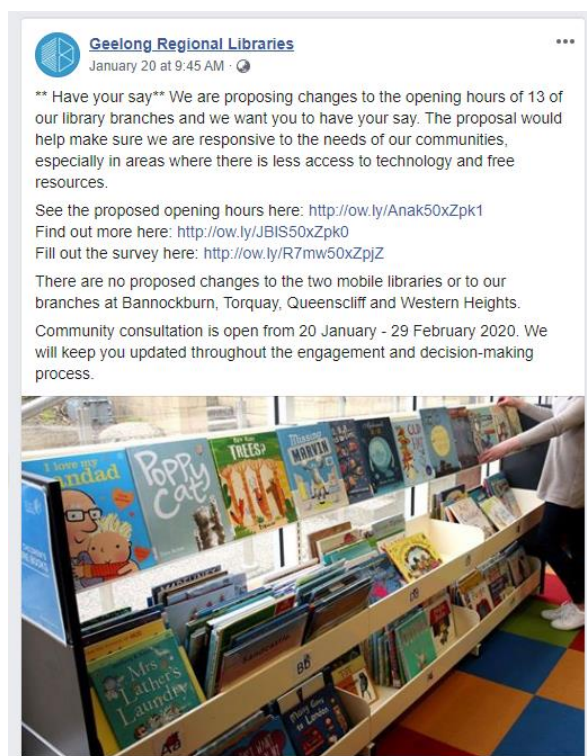
Customer Service Officer based at the Library

With these increased hours at the library Council would have the opportunity to increase access to other Council services from the facility. If an increase is supported an additional staff member will be trialled during limited periods including Friday late nights and weekends to act as a general customer service officer to provide other Council services such as payment of dog registrations, rates or to lodge complaints. This is aimed to provide the community with easier access to Council staff outside of standard working hours. This staff member will be a library staff member that will be cross trained in the other customer service processes.

This suite of changes is aimed at ensuring City of Palmerston's library is an integral part of a connected community.

CONSULTATION PROCESS

Staff will review the impact of the extended hours of operation, and the communities view on the change via community consultation undertaken in the form of an online survey. For example, Geelong Regional Libraries in Victoria is currently running a similar survey as detailed below:



Undertaking a survey similar to this, would allow Council to gauge community attitudes towards a change to hours of operation. It would also be a good opportunity for the library to capture what the public wants to see in the library in the future, including programs, services, spaces and collections. This information will be invaluable in informing a Library Masterplan, for which early stage planning is currently underway. It is also a great opportunity to highlight improvements in service delivery to the public and promote Palmerston as a city responsive to community needs.

As detailed above library staff have been consulted in the regards to increasing opening hours.

POLICY IMPLICATIONS

Internal library procedures and guidelines would be updated to reflect any changes if approved.

BUDGET AND RESOURCE IMPLICATIONS

There would be no additional cost in terms of library staff, who already work from 8:30am.

There may be an extra cost in casual staff, who may need to be rostered on occasion to assist with shelving and circulation at busy times. Casual wages are around \$35 per hour and it is envisaged that no more than five extra hours per week would be required, at a total cost of \$175 per week, or approximately \$7,000 p/a. This is subject to change based on circumstances.

There would be no other on-costs for the Monday - Friday increase as the library is staffed from 8:30am so utilities are already in operation.

There would be an increase in cost for security to extend for the extra hour on Friday nights during market season only. The hourly rate for Friday nights is \$42.47 per hour, or approximately \$2,124 p/a. On-costs associated with utilities being in operation for the extra hour are considered to be minimal.

Any increases as detailed above would be met as part of the approved library operating budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Library days and hours of operation can only be altered via Council resolution as per the *Palmerston (Public Places) By-laws 2008*.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Increased opening hours will increase utility costs marginally. The Palmerston Library's power costs are offset by solar panels on the building to improve the efficiency of the facility.

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 to this report.

AGENDA ITEM:	13.2.3
REPORT TITLE:	Free Pool Entry – Palmerston Swimming and Fitness Centre
REPORT NUMBER:	9/0371
MEETING DATE:	3/03/2020
AUTHOR:	Director Lifestyle and Community, Amelia Vellar
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This report seeks Council support to provide free entry at the Palmerston Swimming and Fitness Centre (the Palmerston Pool) for all pool users from 4 March 2020 to 30 June 2020.

KEY MESSAGES

- The Palmerston Swimming and Fitness Centre is an important community asset that is underutilised.
- The entry fee is a barrier for some members of our community.
- Free entry offered by Council over the 2019/20 Christmas period showed an increase of 4150 visits to the same period last year.
- Staff recommend removing entry fees to the facility until the end of the financial year.
- Removal of the entry fee to the pool next financial year will be considered as part of the 2020/21 budget deliberations.
- The Economic Benefits of Australia's Public Aquatic Facilities Industry Report (2017) found that as a result of health benefits related to use of aquatic facilities, every aquatic facility visit creates economic benefits worth an average of \$26.39 in addition to the leisure value gained by users.
- The upgrade to the Palmerston Swimming and Fitness Centre, "Splashing Out" is a key major project under Council's Projects.
- If supported Council will promote the initiative through renewed "Free Swimming in Palmerston" marketing campaign on television, print and social media.

RECOMMENDATION

1. THAT Report Number 9/0371 entitled Free Pool Entry – Palmerston Swimming and Fitness Centre be received and noted.
2. THAT Council provide free entry for all pool users of the Palmerston Swimming and Fitness Centre as of 4 March 2020 removing any applicable entry fees for all pool users.

BACKGROUND

At the 1st Ordinary Council Meeting of 10 December 2019, Council made the following decisions:

13.2.2 Christmas School Holidays Free Pool Entry Trial – Palmerston Swimming & Fitness Centre

9/0347

1. *THAT Report Number 8/0347 entitled Financial Report for the Month of December be received and noted.*
2. *THAT Council waive entry fees for all pool users of Palmerston Swimming and 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

The Palmerston Pool is a City of Palmerston facility, managed by YMCA.

The Palmerston Pool is in Moulden, at 31 Tilson Avenue (corner of Tilson Avenue and Bonson Terrace) with the entrance and free parking to the facility off Bonson Terrace.

The Centre boasts a 50 metre Olympic sized pool with eight (8) lanes and a separate toddler pool. The pools offer patrons the chance to escape the heat of the day and relax in the shade as well as lanes for those who like to keep fit swimming laps. The grounds have manicured lawns with plenty of shade, and a kiosk provides refreshments and free parking.

The upgrade to the Palmerston Pool, “Splashing Out” is a key major project under Council’s Projects. The existing aquatic elements at the facility are nearing the end of their operational lifespan and significant refurbishment or replacement is required to ensure the continued provision of aquatic facilities to the community. A masterplan for a redeveloped centre has been completed, which includes new and refurbished facility elements. The anticipated construction cost of the preferred redeveloped centre is \$15 million. Council and the Northern Territory Government have committed a combined \$5 million to the project to date. Council intend to deliver the redeveloped centre as a free, public facility, eliminating access issues for low socio-economic groups and emphasising community ownership.

Council would like to see more community members utilising the existing facility. To encourage this Council removed entry fees for the Christmas school holiday period which saw almost a 150% increase on participation across the same period last year. This report considers extending free swimming to the end of financial year.

DISCUSSION

Our community is the centre of everything we do. Palmerston is a welcoming vibrant family city that fosters diversity and unity, where everyone belongs, and everyone feels safe. Council is committed to providing the community with a range of engaging and fun activities.

Over the period Friday 14 December 2019 to Monday 27 January 2020, that Council offered free entry to the pool, 7440 people took advantage of this initiative, which was almost a 150% increase on participation across the same period last year. Several of these new visitors commented that they had never previously visited the facility.

Anecdotal feedback from the community was very positive to the free swimming trial over Christmas. At the recent Palmerston Senior's Advisory Committee meeting praise was received around the free swimming trial with members commending Council for the move.

Community pools increases the bond between community members, by bringing people together and encouraging fun and exercise whilst contacting people with others they may not normally meet in an interactive environment. Given the success of the Free Swimming trial over the Christmas period, staff are recommending this initiative been recommenced from 4 March 2020 to 30 June 2020.

If supported Council will extensively promote the initiative through a targeted "Free Swimming in Palmerston" campaign building on the successful campaign that ran over Christmas. This campaign would commence early March and continue to the end of the period.



Image 1: An Instagram post that imbedded the Free Swimming in Palmerston video over the Christmas period.

To assist Council, implement this initiative, the YMCA will operate the service to industry standards, ensuring lifeguarding meets standards as participation increases. If supported the free swimming period would include the April school holidays and Youth Week.

All existing fees and charges will remain for access to other services other than the pool.

CONSULTATION PROCESS

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

- Acting Chief Financial Officer
- Director of Organisational Services
- Executive Assistant - Lifestyle and Community

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

- CEO and Executive Manager – Sales and Marketing, YMCA Northern Territory

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

When measuring the overall economic outcomes of aquatic facilities, it is important to factor associated health benefits related to the use of aquatic facilities, as well as direct operating costs and income. The Economic Benefits of Australia's Public Aquatic Facilities Industry Report (2017) found that as a result of health benefits related to use of aquatic facilities, every aquatic facility visit creates economic benefits worth an average of \$26.39 in addition to the leisure value gained by users.

The current pricing at the facility is as follows:

Aquatic Casual Prices	1 x Pass	30 x Pass
Adult 16Y+	\$4.30	\$63.30
Concession	\$2.40	\$52.30
Child/Youth 5Y - 15Y/Senior	\$2.40	\$32.00
Family - 2 Adults and 2 Children	\$11.90	
Preschool 0Y - 4Y	FREE	
Spectator	FREE	

The cost to the City of Palmerston for free entry to the pool for the Christmas period was \$22,480.

After discussion between YMCA and Council staff, it is proposed to implement the following initiatives, from 4 March until the end of the financial year:

- YMCA will operate the service to industry standards, ensuring lifeguarding meets standards as participation increases.
- After the accounts have closed for the end of the month, the YMCA will notify Council of the operating loss incurred and will be compensated accordingly.

The estimated cost for free entry to the pool at the Palmerston Swimming & Fitness Centre for the period 4 March – 30 June 2020 would be around \$40,000.

This is calculated via loss of revenue per month due to people not paying for:

- Recreational Swim
- Free entry to the pool (not swimming) and
- Member visitor passes

Also included in the estimate is:

Lifeguard – Monday to Friday as per normal rostering, +4 hours Saturday & Sunday, +20 hours for one week Easter holidays in April (Monday-Friday 4 hours each day).

This approach differs from the compensation mechanism used over the initial trial period where Council actually paid the entry fee for each additional swimmer who attended the facility as opposed to simply underwriting the operating cost. Accordingly, over the trial period the YMCA made a financial surplus which, in a strong gesture of our partnership, it has offered to pay back to Council.

The associated costs of granting free entry will be met within the approved 2019/2020 Operating Budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The Pool has approximately 440 members who use the Aquatic passes that may feel aggravated by the free pool entry period. The majority (267) of these are 30 x Swim passes. Council will refund any pass holders; this matter will be managed at an operational level.

Council has the ability to waive fees and charges at their discretion for this service.

The number of users determines the number of lifeguards which is arranged by the operator. All safety and compliance regulations will be followed by the Operator.

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:	13.2.4
REPORT TITLE:	Second Quarter Budget Review 2019/20
REPORT NUMBER:	9/0387
MEETING DATE:	3/03/2020
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

This report seeks Council approval for the second review of the 2019/20 budget.

KEY MESSAGES

- The Second Quarter Budget Review is based on information as at 31 December 2019 and continues to deliver a balanced budget.
- Overall, Reserves decrease by \$1,258,345. This includes a transfer of \$1,065,636 from the Unexpended Grants Reserve for the Palmerston Youth Drop-In & Emergency Accommodation Centre to be paid to the Department of Infrastructure Planning & Logistics.
- The first internal loan repayment to the Funds in Lieu of Construction Reserve has been undertaken with realised savings of \$200,000 from Streetlight Maintenance.

RECOMMENDATION

1. THAT Report Number 9/0387 entitled Second Quarter Budget Review 2019/20 be received and noted.
2. THAT Council adopts the Second Quarter Budget Review 2019/20, pursuant to Section 128 (2) of *Local Government Act* per **Attachment A** of Report Number 9/0387 entitled Second Quarter Budget Review 2019/20.
3. THAT Council adopts the reserve movements for 2019/20 of:
 - i. Transfer from Reserve
 - \$1,258,345.15 transferred from Unexpended Grants Reserve;
 - \$400,000 transferred from Funds in Lieu of Construction Reserve;
 - \$50,000 transferred from Major Initiatives Reserve;
 - ii. Transfer to Reserve
 - \$250,000 transferred to Unexpended Grants Reserve;
 - \$200,000 transferred to Funds in Lieu of Construction Reserve;

as per **Attachment B** of Report Number 9/0387 entitled Second Quarter Budget Review 2019/20.

BACKGROUND

Council adopted the 2019/20 budget on 18 June 2019 as part of the Municipal Plan and Budget. A further \$914,000 was rolled into the 2019/20 budget in conjunction with the Third Quarter Budget Review 2018/19 on 21 May 2019 (Report No. 9/0232). Council Report 9/0311 Capital Rollovers and Unexpended Grant Allocations from the 2nd Ordinary Meeting held on 17 September 2019 drew a further \$3,502,047.50 into the 2019/20 budget to facilitate completion of a variety of projects within Palmerston.

The First Quarter Budget Review (Report No. 9/0349) was adopted by Council on 19th November 2019 providing adjustments to both operating and capital income and expenditure items.

Council officers complete a quarterly review of the budget to assess both project and ongoing costs against the current budget and operational priorities.

DISCUSSION

The Second Quarter Budget Review is based on information as at 31 December 2019 and sees the delivery of a balanced budget. There is a draw down from the Funds in Lieu of Construction Reserve, Unexpended Grants Reserve and Major Initiatives Reserve. Aside from these revisions, all other adjustments are a reallocation of internal funds. Material adjustments are outlined below:

Operational Income

Operational Income increases by \$69,088 overall.

Other Income increases by \$162,900. Of this, \$135,000 is due to the extension of the shared service agreement with Litchfield Council and operations of the Taminmin Library, as well as a \$27,400 adjustment for income received from insurance claims.

User Fees & Charges sees a decrease of \$85,000 due to changes in current market conditions and a slowing of new developments coming online within the Palmerston municipality.

The adjustments in Rates & Annual Charges, and Grants, Subsidies & Contributions are minor realignments within budget areas.

Operational Expenditure

Total Operating Expenditure decreases by \$393,672.

Materials & Contractors sees the largest decrease, with a movement of \$423,360, and is made up of the following movements:

- \$200,000 savings in street lighting maintenance transferred to the Funds in Lieu of Construction Reserve;
- \$173,152 decrease in Tree Maintenance & Management, and Other Landscape Maintenance;
- \$40,000 decrease in Footpath Maintenance;
- \$30,000 decrease in Line Marking;
- \$30,000 decrease in Other Structures Maintenance;
- \$45,292 increase in Tree Watering;

- \$4,000 increase in Pound Management costs

Other Expenses decreases by \$211,312. The most significant decrease in this area is a transfer of \$250,000 to the Unexpended Grants Reserve for the Palmerston Youth Festival for expenditure in the next financial year. Further, \$100,000 has been transferred from Other Expenses into Professional Services for the implementation of a Waste Education Program. Without these movements, Other Expenses would see an increase in available expenditure of \$138,688, and is made up of the following:

- \$70,000 for On Frances Series in May and June 2020;
- \$40,000 for IT operations;
- \$10,000 for animal rehoming subsidies;
- \$18,688 in various miscellaneous adjustments;

Utilities costs have been revised down by \$52,000 with \$42,000 taken from Water Charges, and \$10,000 from Energy.

Operating Lease Rentals saw a decrease of \$40,000 transferred into Other Expenses to be made available for IT operations.

Elected Member Expenses were also revised downwards by \$30,000 based on actual spend.

Some areas under Operating Expenses saw increases in funds made available for expenditure. These include \$125,000 for Employee Costs due to the transfer of funds for the shared service agreement with Litchfield Council for Taminmin Library. An increase of \$148,000 in Professional Services, which is inclusive of the \$100,000 transfer of Waste Education funding, with the balance distributed between Planning Consulting and Recruitment Consulting. Legal expenses also increased by \$90,000.

Capital Income

Capital Income decreases by \$358,511. Of this \$400,000 is due to a forecast decrease in funds received for Funds in Lieu of Construction, which has been directly funded by a transfer from the Reserve. An increase of \$41,489 has been attributed to sale of Council assets and has been redistributed back towards fleet purchases in the Capital Expenditure budget.

Capital Expenditure

Total Capital Expenditure increases by \$1,362,594. The adjustments to Capital Expenditure include:

- \$1,065,636.36 increase to the Palmerston Youth Drop-In & Emergency Accommodation Centre as a transfer from the Unexpended Grants Reserve;
- \$192,708.79 increase to the Zuccoli Parade landscaping program, funded as a transfer from the Unexpended Grants Reserve;
- \$150,000 increase for a electrical work upgrade on Frances Drive;
- \$80,000 increase for Streetscaping works adjacent to Mansfield Street in the Palmerston CBD;
- \$50,000 increase for "Making a Splash" to be funded from the Major Initiatives Reserve;
- \$41,489 increase in Fleet Purchases attributed to sale of Council assets;
- \$217,240 decrease in miscellaneous capital programs to fund the abovementioned Street Lighting and Streetscaping projects.

Reserves

After the First Quarter Budget Review 2019/20 was undertaken and approved at the 2nd Ordinary Council Meeting in November 2019, the total reserve balance for 2019/20 was budgeted as \$17,493,837.

Through the Second Quarter Budget Review 2019/20 the total reserves balance is expected to decrease by \$1,258,345 by the end of financial year to \$16,235,492. The movement in Reserves can be attributed to:

i. Transfer from Reserve

- \$1,258,345.15 transferred from Unexpended Grants Reserve;
 - \$1,065,636.36 for the Palmerston Youth Drop-In & Emergency Accommodation Centre
 - \$192,708.79 for the Zuccoli Parade Landscaping program
 - \$400,000 transferred from Funds in Lieu of Construction Reserve due to a forecast decrease in new developments;
 - \$50,000 transferred from Major Initiatives Reserve for “*Making a Splash*”;

ii. Transfer to Reserve

- \$250,000 transferred to Unexpended Grants Reserve for the 2020/21 financial year portion of the Palmerston Youth Festival to be undertaken in July 2020;
- \$200,000 transferred to Funds in Lieu of Construction Reserve as an internal loan repayment for realised savings in Street Lighting Maintenance;

CONSULTATION PROCESS

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

- Budget Officers
- Executive Management Team

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Attachment A: Statement of Comprehensive Income

Attachment B: Statement of Reserves

STATEMENT OF COMPREHENSIVE INCOME
31/12/2019

	Original Budget	Carry Forwards & Roll Overs \$	1st Review Increase/ (Decrease) \$	2nd Review Increase/ (Decrease) \$	Revised Budget \$
Operating Income					
Rates & Annual Charges	28,204,805	0	437,000	-5,312	28,636,493
Statutory Charges	283,200	0	-135,000	0	148,200
User Charges & Fees	1,177,651	0	-38,645	-85,000	1,054,006
Interest & Investment Revenue	983,160	0	0	0	983,160
Reimbursements	0	0	1,614	0	1,614
Other Income	1,000	0	135,000	162,900	298,900
Grants, Subsidies & Contributions	2,561,988	0	-677,061	-3,500	1,881,427
Total Operating Income	33,211,804	0	-277,092	69,088	33,003,800
Operating Expenses					
Employee Costs	9,632,324	0	0	125,000	9,757,324
Professional Services	1,418,200	0	18,500	148,000	1,584,700
Auditor's Remuneration	35,000	0	0	0	35,000
Operating Lease Rentals	147,100	0	0	-40,000	107,100
Energy	1,217,057	0	0	-10,000	1,207,057
Materials & Contractors	10,907,797	0	169,370	-423,360	10,653,807
Depreciation, Amortisation & Impairment	10,034,021	0	0	0	10,034,021
Elected Members Expenses	377,686	0	0	-30,000	347,686
Legal Expenses	323,600	0	0	90,000	413,600
Water Charges	1,338,844	0	0	-42,000	1,296,844
Telephone & Other Communication Charges	228,984	0	-1,500	0	227,484
Community Grants	130,000	0	0	0	130,000
Other Expenses	3,094,974	324,869	69,516	-211,312	3,278,047
Borrowing Costs	92,200	0	0	0	92,200
Total Operating Expenses	38,977,787	324,869	255,886	-393,672	39,164,869
Net OPERATING SURPLUS / (DEFICIT)	-5,765,983	-324,869	-532,978	462,760	-6,161,069
Capital Income					
Net gain (loss) on disposal or revaluation of assets	0	0	0	41,489	41,489
Developer Contributions	500,000	0	0	-400,000	100,000
Asset Income	0	0	0	0	0
Grants received	2,080,000	0	-668,113	0	1,411,887
Total Capital Income	2,580,000	0	-668,113	-358,511	1,553,376
Net SURPLUS / (DEFICIT) transferred to Equity Statement	-3,185,983	-324,869	-1,201,091	104,249	-4,607,693
Capital Expenses					
Land Purchase	0	0	0	0	0
Asset Purchase	-4,671,000	-1,605,576	-600,000	-108,489	-6,985,065
Asset Upgrade	-5,173,000	-2,485,603	-512,811	-1,254,105	-9,425,519
Total Capital Expenses	-9,844,000	-4,091,179	-1,112,811	-1,362,594	-16,410,584
Less Non Cash Expenditure	-10,034,021	0	0	0	-10,034,021
Plus Gifted Assets	0	0	0	0	0
Net CAPITAL SURPLUS / (DEFICIT)	-2,995,962	-4,416,048	-2,313,902	-1,258,345	-10,984,256
Borrowings	0	0	0	0	0
Repayment of Borrowings	-209,000	0	0	0	-209,000
Reserve Movement	3,204,962	4,416,048	2,313,902	1,258,345	11,193,256
NET OPERATING SURPLUS / (DEFICIT)	0	0	0	0	0

STATEMENT OF RESERVES - per Municipal Plan 2019/2020

OTHER RESERVES	Opening Balance \$ 01/07/2019	Budget 2020 Reserve Movements \$	Balance at the EOY 2020 \$
Election Expenses Reserve	250,000	-	250,000
Disaster Recovery Reserve	500,000	-	500,000
Strategic Initiatives Reserve	10,000	-	10,000
Unexpended Grants Reserve	500,000	(350,000)	150,000
Unexpended Capital Works Reserve	-	-	-
Property Reserve	922,104	(200,000)	722,104
Plant & Equipment Reserve	271,632	(270,000)	1,632
Infrastructure Reserve	5,074,161	(389,962)	4,684,199
Developer Funds In Lieu Of Construction	5,395,377	(1,939,000)	3,456,377
Community Grants Reserve	70,000	(30,000)	40,000
Waste Management Reserve	522,180	135,000	657,180
Street Light Reserve	161,063	(161,000)	63
City Centre Improvement Reserve	-	-	-
Total Reserves	13,676,517	(3,204,962)	10,471,555

Reserve balances as at 01/07/2019 above do not include 2018/19 year-end adjustments

STATEMENT OF RESERVES - Budget Movements 2020

OTHER RESERVES	Opening Balance \$ 01/07/2019	Original Budget 2020 to Reserves \$	Original Budget 2020 from Reserves \$	Carry Forwards & Roll Overs to Reserves \$	Carry Forwards & Roll Overs from Reserves \$	1st Review 2020 to Reserves \$	1st Review 2020 from Reserves \$	2nd Review 2020 to Reserves \$	2nd Review 2020 from Reserves \$	Balance at the EOY 2020 \$
Externally Restricted Reserves										
Unexpended Grants Reserve	9,063,501	-	(350,000)	-	(2,920,793)	-	(400,000)	250,000	(1,258,345)	4,384,363
Externally Restricted Reserves	9,063,501	-	(350,000)	-	(2,920,793)	-	(400,000)	250,000	(1,258,345)	4,384,363
Internally Restricted Reserves										
Election Expenses Reserve	150,000	-	-	-	-	-	-	-	-	150,000
Disaster Recovery Reserve	500,000	-	-	-	-	-	(36,900)	-	-	463,100
Unexpended Capital Works Reserve	1,195,255	-	-	-	(1,195,255)	-	-	-	-	-
Developer Funds In Lieu Of Construction	5,099,661	500,000	(2,439,000)	-	-	-	(567,000)	200,000	(400,000)	2,393,661
Waste Management Reserve	1,582,545	135,000	-	-	-	187,000	-	-	-	1,904,545
Asset Renewal Reserve	-	-	-	-	-	-	-	-	-	-
Major Initiatives Reserve	865,949	-	-	-	-	-	(201,000)	-	(50,000)	614,949
Internally Restricted Reserves	9,393,410	635,000	(2,439,000)	-	(1,195,255)	187,000	(804,900)	200,000	(450,000)	5,526,255
Unrestricted Reserves										
Working Capital Reserve	8,971,837	219,038	(1,270,000)	-	(300,000)	-	(1,296,002)	-	-	6,324,873
Unrestricted Reserves	8,971,837	219,038	(1,270,000)	-	(300,000)	-	(1,296,002)	-	-	6,324,873
Total Reserves	27,428,748	854,038	(4,059,000)	-	(4,416,048)	187,000	(2,500,902)	450,000	(1,708,345)	16,235,492

Reserve balances as at 01/07/2019 include 2018/19 year-end adjustments

AGENDA ITEM:	13.2.5
REPORT TITLE:	Department of Local Government, Housing and Community Development Grant Acquittals - Special Purpose Grants 2018/19
REPORT NUMBER:	9/0385
MEETING DATE:	3/03/2020
AUTHOR:	IT Systems & Network Administrator, Mark Bradbury
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 seeks Council endorsement for the acquittal of the Special Purpose Grant received from the Northern Territory Government Department of Local Government, Housing and Community Development (DLGHCD) towards providing a range of server room and power upgrades to the City of Palmerston's building to assist with business continuity during severe weather or other conditions.

KEY MESSAGES

- The DLGHCD requires that City of Palmerston submits acquittals for all DLGHCD grants at completion.
- It is a requirement of DLGHCD that the acquittals are laid before the Council prior to being submitted to the Department.
- In 2018/19 Council received \$150,469 towards providing a range of server room and power upgrades to City of Palmerston building to assist with business continuity during severe weather or other conditions.
- The server room and electrical upgrade project was completed in November 2019. The total project cost was \$273,050 and included relocating the server room, install new server racks, installing air-conditioning, a 40kVA UPS and a 250kVA generator.

RECOMMENDATION

1. THAT Report Number 9/0385 entitled Department of Local Government, Housing and Community Development Grants Acquittals - Special Purpose Grants be received and noted.
2. THAT Council approve Department of Local Government, Housing and Community Development Grant Acquittals - Special Purpose Grants 2018/19 towards providing a range of server room and power upgrades to the City of Palmerston's building to assist with business continuity during severe weather or other conditions

BACKGROUND

Department of Local Government, Housing and Community Development requires all grant acquittal reports to be laid before Council and a copy of the minutes (decision number) to be provided to the Department with Council's submission each year.

DISCUSSION

The Department of Local Government, Housing and Community Development facilitate the Local Government Special Purpose Grant Funding Program.

The Special Purpose Grant Fund is provided to Councils to improve community infrastructure and/or local government service delivery outcomes.

Funding of \$150,469 was approved in May 2019 for the improvements and business continuity to the reliability and security of the electrical and IT services across Council, in particular, during severe weather events.

The project was completed in November 2019. The total cost was \$272,050 and included relocating the server room, installation of new server racks, air-conditioning, a 40kVA uninterruptible power supply (UPS) and a 250kVA generator.

Grant acquittal documents are provided at **Attachment A**.

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

The grant acquittal demonstrates that project funding and expenditure are in accordance with planned budgets and were for the purpose outlined in the funding agreement.

Council had estimated total value of project is \$275,000, and Council was successful in receiving a contribution of \$150,469 through the Special Purpose Grant Round 2 2018/19. In accordance with grant's guidelines, Council is required to cover the rest of project's expenditure.

Council has made provisions within the approved Municipal Plan and Budget 2019/20 for its contribution towards the upgrade of Council's server room and electrical supply to Civic Plaza Special Purpose Grant.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Council requires the ability to deliver community services, emergency services support and run operations without the reliance on general electricity supply. To achieve this, Council requires the ability to run information technology and communications systems in power outages, emergency situations and weather events.

There is a risk to the department rejecting future funding applications should Council not meet required reporting and acquittal obligations.

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: Department of Local Government, Housing and Community Development Grants - Acquittals 2018/19 to the Department of Local Government, Housing and Community Development.

City of Palmerston
2018-19 ACQUITTAL OF SPECIAL PURPOSE GRANT

Department of Local Government, Housing and Community Development

File number: LGR2014/00187

Purpose of Grant: Towards providing a range of server room and power upgrades to the City of Palmerston's building to assist with business continuity during severe weather or other conditions.

Purchases were in accordance with the Northern Territory Buy Local Plan: Yes/No

(If no please provide an explanation with this acquittal)

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 JUNE 2020

Special Purpose Grant	\$150 469
Other income	
Total income	
Expenditure (Specify accounts and attach copies of ledger entries) <i>An 'administration fee' is not to be apportioned to the grant for acquittal purposes.</i>	
Total Expenditure	\$273,050
Surplus/(Deficit)	\$122,581

We certify, in accordance with the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: Mark Bradbury 05 / 02 / 2020

Laid before the Council at a meeting held on ____/____/____ Copy of minutes attached.

CEO or CFO: _____ / ____/____

DEPARTMENTAL USE ONLY

Grant amount correct: ☐ Yes ☐ No

Expenditure conforms to purpose: ☐ Yes ☐ No

Capital Works – Bought from Territory Enterprise: ☐ Yes ☐ No (If no has an explanation been provided: (☐ Yes ☐ No)

Minutes checked: ☐ Yes ☐ No

Balance of funds to be acquitted: \$ _____

Date next acquittal due: ____/____/____

ACQUITTAL ACCEPTED: ☐ Yes ☐ No

Prepared by: _____

Comments:

Ms Donna Hadfield, Manager Grants Program _____ / ____/____

AGENDA ITEM:	13.2.6
REPORT TITLE:	FIN02 – Draft Rating Policy
REPORT NUMBER:	9/0383
MEETING DATE:	3/03/2020
AUTHOR:	Director Organisational Services, Richard Iap
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 seeks Council approval to adopt the draft policy – *FIN02* Rating Policy for the purpose of community consultation.

KEY MESSAGES

- Following extensive community consultation, a draft rating policy has been developed for Council's consideration.
- The draft policy includes and is based on the guiding principles of rating as accepted and supported by the Community Reference Group.
- The draft policy maintains the current Council rating methodology. That is, an unimproved land valuation assessment with differential rating as well as the use of differential minimum rates.
- For completeness, the draft policy also provides guidance for the use of special rates.
- The draft policy is designed to provide the methodology and principles of rating and is not designed to state the quantum of rates or the rate mix to be levied. This decision is undertaken as part of the annual budget process.

RECOMMENDATION

1. THAT Report Number 9/0383 entitled *FIN02* – Draft Rating Policy be received and noted.
2. THAT Council adopt *FIN02* – Rating Policy at **Attachment A** to Report Number 9/0383 entitled *FIN02* – Draft Rating Policy for the purposes of 21 days public consultation.
3. THAT a further report with the outcomes of the public consultation, along with any recommended changes to the draft *FIN02* – Rating Policy, be presented to the first Ordinary Council Meeting by of May 2020.

BACKGROUND

Council established a volunteer Community Reference Group (CRG) of representative Palmerston ratepayers to provide ideas, concepts and feedback to Council to inform the development of a rating strategy.

Members of the CRG accepted the following principles of rating for Palmerston:

- Administrative simplicity;
- Economic efficiency; and
- Equity

These principles of rating as well three rating options were provided to the broader community for public consultation and feedback. The three rating options were:

- Option 1: Valuation-based charge with differential rating (current method)
- Option 2: Flat rate for Residential, UCV for remaining properties (used prior to 2015)
- Option 3: Combination fixed rate and UCV rate

At the 2nd Ordinary Council Meeting of 16 April 2019 Council made the following decisions:

25.2.1 Rates Strategy Update and Proposed Consultation

C9/0209

1. *THAT Report Number C9/0209 entitled Rates Strategy Update and Proposed Consultation be received and noted.*
2. *THAT Council undertake six weeks public consultation and provide information to the community commencing August 2019, as outlined in Report Number C9/0209 entitled Rates Strategy Update and Proposed Consultation, on three models of rating, namely:*
 - *Option 1 – Valuation based charge with a differential;*
 - *Option 2 – Flat Rate for residential only/UCV for remaining properties; and*
 - *Option 3 – Combination Fixed Rate and UCV Rate.*
3. *THAT a further report on the Rates Strategy be provided by the 2nd Ordinary Council Meeting in November 2019 providing the outcomes of the public consultation.*
4. *THAT Council note the minor amendment to Attachment D to Report Number C9/0209 entitled Rates Strategy Update and Proposed Consultation to correct terminology as tabled.*
5. *THAT Decisions 1 to 5 relating to Report Number C9/0209 entitled Rates Strategy Update and Proposed Consultation be moved to the open minutes once consultation has commenced.*

CARRIED 9/0595 – 16/04/2019

True North Strategic Communication managed the consultation process that ran over the course of six weeks through September – October 2019 and provided various options for engagement including:

- Face-to-face consultation with discussion kiosks in various locations around Palmerston
- Online tools such as the Have Your Say webpage, Facebook posts and an online survey
- Direct contact through a dedicated email address and phone number
- Offline options including receiving a hard copy survey and the opportunity for written feedback

The outcomes of the survey were Option 1, the valuation-based charge, was the preferred option for more than half of the survey respondents.

These outcomes were presented to Council on the 1st Ordinary Council meeting on 12th December 2019, where Council made the following decisions:

13.2.6 Rates Strategy Public Consultation Outcomes

9/0062

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

DISCUSSION

This report presents a draft rating policy that has been developed for Council's consideration, **Attachment A**.

The draft policy states the guiding principles of rating for Palmerston. These principles were accepted and supported by the CRG as well as the wider community. These guiding principles were:

- Administrative simplicity,
- Economic efficiency, and
- Equity.

The methodology for raising general rates remains as the status quo. That is, using the unimproved capital value (UCV) of an allotment to determine the assessable value. The policy also allows for the use of differential rating, which permits Council to charge different rates in the dollar to different allotments based on property attributes such as zoning and/or locality. The draft policy also permits the use of a minimum rate on properties, so that allotments with a low UCV will still contribute a set amount of rates if the UCV is below a certain threshold. Council currently utilises a minimum rate on all of its rating differentials being \$1,227.00. The draft policy also includes the ability to apply the minimum rate to allotments by the number of separate parts or units adapted for separate occupation of use if the property is not subdivided. Council currently utilises this methodology on a number of properties within the Municipality.

Although Council does not currently have any special rates and there is currently no intention to implement a special rate, a section has been included in the draft policy for completeness.

In implementing a special rate, it is recommended that only beneficiaries from the purpose of the special rate should bear the burden of the rate. However, if the rate is introduced for a community purpose the rate could be applied to all rateable land within Palmerston if deemed appropriate. It is also recommended that community consultation is to be undertaken before a special rate is levied and that any monies raised from a special rate is not to be spent on any other purpose than the original intent of the special rate.

It is being recommended that Council adopts the draft rating policy for the purposes of 21 days public consultation with a further report with the outcomes of the public consultation, along with any recommended changes to the draft *FIN02 – Rating Policy*.

CONSULTATION PROCESS

In the development of the draft policy *FIN02 - Rating Policy*, extensive community consultation has been undertaken. A CRG was established to provide feedback and ideas to the Council on rating methodologies and principles. The CRG determined the guiding rating principles that should be implemented in Palmerston. Although there was no definitive preferred rating method amongst the CRG they did provide several options to be considered.

These guiding principles and the rating methodologies that were permitted by legislation were presented to the wider community in an extensive and far reaching consultation process. Although the consultation was far reaching only a small percentage of ratepayers participated in the survey.

The outcome of the survey was that the majority of respondents preferred to maintain the current rating methodology as presented as Option 1 being a valuation-based method with differential rating.

The draft rating policy as **Attachment A** has been developed based on the outcome of broader community consultation and is being recommended that Council adopts the draft rating policy for the purposes of 21 days public consultation with a further report with the outcomes of the public consultation, along with any recommended changes to the draft *FIN02 – Rating Policy*

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

- Acting Chief Finance Officer

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

- Department of Local Government, Housing and Community Development
- Shane Nankivell Consulting

POLICY IMPLICATIONS

If adopted, *FIN02 – Rating Policy* will become a policy of Council.

BUDGET AND RESOURCE IMPLICATIONS

Draft policy – *FIN02 Rating Policy* refers to what methodologies and principles are to be employed when levying rates within the Municipality. It is not designed to place values or a quantum on the amount of rates that are to be levied nor the appropriate split of rates between the differential categories. These decisions are undertaken as part of the Annual Budget process and are consulted with the community through the consultation process of the Municipal Plan. Therefore, there are no budget or resource implications relating to this report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The consultation process undertaken demonstrates that there is a divergence of views on what method should be employed to raise rates. Although 'Option 1 – Valuation Based Charge with a Differential' was the preferred method for the majority of ratepayers who participated in the consultation there,

there will be ratepayers may provide negative feedback as their preferred rating method was not adopted.

Under the current and new Local Government Acts there is no mandatory requirement for Council to have a rating policy. In adopting a rating policy demonstrates Council is open, transparent and consistent in its approach to rating and the method of rating. The rating methodologies contained within the draft policy *FIN02 – Rating Policy* meet and adhere to all legislative requirements.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Attachment A: *FIN02 – Rating Policy*

Name:	Rating Policy		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Chief Financial Officer		
Approval Date:	[Approval Date]	Next Review Date:	[Next Review]
Records Number:		Council Decision:	

1 PURPOSE

To provide a framework for the principles of rating and the rating methodology that is to be applied when levying rates within the Palmerston Municipality.

2 PRINCIPLES

City of Palmerston is committed to levying rates in a consistent, transparent and equitable manner, while ensuring that both financial and social considerations have been considered when determining the most appropriate rate mix.

3 DEFINITIONS

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

Term	Definition
Differential Rating	The application of applying different rating thresholds to different categories of property within the Municipality that share similar characteristics such as zoning or locality.
Unimproved Capital Value (UCV).	The dollar value of an allotment of land without any capital improvements as determined by an independent process by the Valuer General of the Northern Territory Government.
Rate Mix	The split of the total rate burden applied to the various differential rating categories.
General Rates	Rates that are levied by City of Palmerston to help fund the delivery of services and maintain appropriate infrastructure within the Municipality. These rates are levied on all rateable land.
Special Rates	A rate that is levied for a particular purpose. These rates may be levied on certain allotments who will benefit from this purpose or to the general ratepayer base if it is determined the purpose benefits all allotments.
Economic Behaviour	The way people spend money or how businesses operate. This includes purchasing property within particular areas within Palmerston, whether to and where to invest in Palmerston and operating businesses within Palmerston.

4 POLICY STATEMENT

4.1 Principles of Rating

City of Palmerston will levy its rates in accordance with the following principles from outcomes from the Council's Community Reference Group on Rates Strategy:

FIN02

4.1.1 Administrative Simplicity

The rating system and methodology utilised at City of Palmerston should be easy to apply, understand and comply with. It must ensure that the methodology used makes it difficult to avoid paying rates and that it is practical and cost effective to administer.

4.1.2 Economic Efficiency

The rating methodology and rate mix must consider and account for whether the impact of the rate burden between the differential categories will have a significant negative effect on economic behaviour.

4.1.3 Equity

The rating methodology and rate mix must be considered fair and equitable. It must consider the benefits received by the ratepayer as well as the ratepayer's capacity to pay.

4.2 Methodology of Levying General Rates

City of Palmerston will employ the following methodologies when levying general rates:

4.2.1 Adopt the unimproved capital value method as the basis for determining the assessed value of allotments within the Municipality.

4.2.2 Apply differential rates to various categories of allotments within the Municipality based on zoning and/or location.

4.2.3 Apply a differential minimum charge to each differential rate to ensure each allotment at least contributes a set amount.

4.2.4 Differential minimum charge may be applied to each separate part or unit of an allotment that are adapted for separate occupation or use.

4.3 Levying of Special Rates

City of Palmerston will undertake the following actions in relation to levying special rates:

4.3.1 May levy a special rate to fund a particular purpose.

4.3.2 The beneficiaries of this purpose are to be identified and the special rate is only levied against those properties or properties in the area. If it is identified that the Municipality benefits, the rate may be levied to all rateable properties.

4.3.3 Before levying a special rate, public consultation in accordance with the requirements of section 238 of the Government Act 2019 Act, must be undertaken and the opportunity for feedback provided to all ratepayers affected.

4.3.4 The basis of applying a special rate may vary depending on the purpose of the special rate but must still reflect the principles of rating.

4.3.5 Monies raised from a special rate cannot be spent on any other purpose than the original intent of the special rate.

5 ASSOCIATED DOCUMENTS

5.1 Council Policy *FIN17 - Rate Concession*

5.2 City of Palmerston Declaration of Rates and Charges

6 REFERENCES AND RELATED LEGISLATION

6.1 Local Government Act 2019

6.2 Local Government Act 2008

6.3 Local Government (Accounting) Regulations 2008

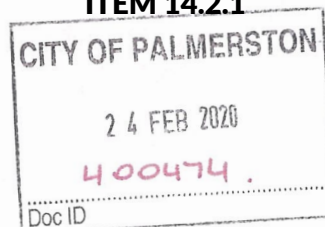
14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

14.2.1 Appointment of Member to the Northern Territory Grants Commission

THAT Council receive and note correspondence received from Minister for Local Government, Housing and Community Development dated 19 February 2020 being Item 14.2.1 entitled Appointment of Member to the Northern Territory Grants Commission.



MINISTER FOR LOCAL GOVERNMENT, HOUSING
AND COMMUNITY DEVELOPMENT

Parliament House
State Square
Darwin NT 0800
minister.mccarthy@nt.gov.au

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5553
Facsimile: 08 8928 6645

Ms Athina Pascoe-Bell
Mayor
City of Palmerston
PO Box 1
PALMERSTON NT 0831

Dear Mayor

It is my pleasure to advise you that pursuant to section 9(1) of the *Local Government Grants Commission Act 1986*, I have appointed you to be an alternate member for Ms Fay Miller on the Northern Territory Grants Commission, representing the interest of municipal councils.

Your term of appointment is up to and including 31 August 2023. I have attached the Instrument of appointment for your records.

I would like to take this opportunity to wish you every success in this appointment and trust that you will provide valuable contribution to the Commission in its deliberations.

Yours sincerely

GERRY MCCARTHY

19/2/2020

COPY

Northern Territory of Australia

Local Government Grants Commission Act 1986

Northern Territory Grants Commission

Appointment of Member and Deputy Member

I, Gerald Francis McCarthy, Minister for Local Government, Housing and Community Development:

- (a) under section 5(1)(a) of the *Local Government Grants Commission Act 1986*, appoint Christina Fay Miller to be a member of the Northern Territory Grants Commission from the date of this instrument to 31 August 2023; and
- (b) under section 9(1) of the Act, appoint Athina Pascoe-Bell to be the deputy of Christina Fay Miller.

Dated 19th February 2020



Minister for Local Government, Housing and Community Development

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, 17 March 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, 18 FEBRUARY 2020**

CITY OF PALMERSTON

**Minutes of Council Meeting
held in Council Chambers
Civic Plaza, Palmerston
on Tuesday 18 February 2020 at 5:30pm.**

ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)
Deputy Mayor Lucy Morrison
Alderman Amber Garden
Alderman Ben Giesecke
Alderman Damian Hale
Alderman Sarah Henderson
Alderman Tom Lewis
Alderman Mick Spick

STAFF

Chief Executive Officer, Luccio Cercarelli
Director City Growth and Operations, Kathy Jarrett
Director Lifestyle and Community, Amelia Vellar
Director Organisational Services, Richard Iap
Communications Media and Marketing Lead, Samantha Abd
Executive Support to Elected Members, Lorri Dransfield
Minute Secretary, Alexandra Briley

GALLERY

Sowaiabah Hanifie, ABC

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 5:30pm.

Initials:

3 APOLOGIES

3.1 Apologies

Nil.

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Moved: Alderman Hale
Seconded: Alderman Garden

THAT the leave of absence received from Alderman Hale for 20 March to 30 March 2020 inclusive be received and noted.

CARRIED 9/0991 – 18/02/2020

4 REQUEST FOR TELECONFERENCING

Nil.

5 DECLARATION OF INTEREST

5.1 Elected Members

Moved: Alderman Spick
Seconded: Alderman Henderson

THAT the Declaration of Interest received from Alderman Spick for Item 13.1.1 be received and noted.

CARRIED 9/0992 – 18/02/2020

5.2 Staff

Nil.

Initials: _____

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Alderman Garden
Seconded: Alderman Hale

THAT the minutes of the Council Meeting held on Tuesday, 4 February 2020 pages 9990 to 10004 be confirmed.

CARRIED 9/0993 – 18/02/2020

6.2 Business Arising from Previous Meeting

Nil.

7 MAYORAL REPORT

Nil.

8 DEPUTATIONS AND PRESENTATIONS

Nil.

9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

Nil.

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

Nil.

10.2 Moving Open Items into Confidential

Nil.

Initials: _____

10.3 Confidential Items

Moved: Alderman Spick
Seconded: Alderman Henderson

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

ITEM	REGULATION	REASON
25.2.1	8(c)(iv)	This item is considered 'Confidential' pursuant to <i>Section 65(2)</i> of the <i>Local Government Act</i> and <i>8(c)(iv)</i> of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.
25.2.2	8(c)(iv)	This item is considered 'Confidential' pursuant to <i>Section 65(2)</i> of the <i>Local Government Act</i> and <i>8(c)(iv)</i> of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.

CARRIED 9/0994 – 18/02/2020

11 PETITIONS

Nil.

12 NOTICES OF MOTION

Nil.

Initials: _____

13 OFFICERS REPORTS

13.1 Receive and Note Reports

Alderman Spick declared a conflict of interest and left the Council Chambers at 5:35pm

13.1.1 Lifestyle and Community Quarterly Report October - December 2019 9/0366

Moved: Alderman Hale
Seconded: Deputy Mayor Morrison

THAT Report Number 9/0366 entitled Lifestyle and Community Quarterly Report October - December 2019 be received and noted.

CARRIED 9/0995 - 18/02/2020

Alderman Spick entered the Council Chambers at 5:40pm

13.1.2 Community Benefit Scheme February 2020 Update 9/0275

Moved: Alderman Lewis
Seconded: Deputy Mayor Morrison

THAT Report Number 9/0275 entitled Community Benefit Scheme February 2020 Update be received and noted.

CARRIED 9/0996 - 18/02/2020

13.1.3 Communications Strategy 2020 9/0372

Moved: Deputy Mayor Morrison
Seconded: Alderman Henderson

THAT Report Number 9/0372 entitled Communications Strategy 2020 be received and noted.

CARRIED 9/0997 - 18/02/2020

Initials: _____

13.1.4 Waste Education Program 2020 9/0373

Moved: Alderman Garden
Seconded: Deputy Mayor Morrison

THAT Report Number 9/0373 entitled Waste Education Program 2020 be received and noted.

CARRIED 9/0998 – 18/02/2020

13.1.5 Financial Report for the Month of January 2020 9/0375

Moved: Deputy Mayor Morrison
Seconded: Alderman Garden

THAT Report Number 9/0375 entitled Financial Report for the Month of January 2020 be received and noted.

CARRIED 9/0999 – 18/02/2020

13.2 Action Reports

13.2.1 Community Benefit Scheme Sponsorship Application – No Woman Left Behind Conference 9/0376

Moved: Mayor Pascoe-Bell
Seconded: Deputy Mayor Morrison

1. THAT Report Number 9/0376 entitled Community Benefit Scheme Sponsorship Application – No Woman Left Behind Conference be received and noted.

CARRIED 9/1000 – 18/02/2020

Moved:
Seconded:

2. THAT Council approves the sponsorship request from Forrest PR for \$3,000 to support the No Woman Left Behind Conference 2020 as outlined in Report Number 9/0376 entitled Community Benefit Scheme Sponsorship Application – No Woman Left Behind Conference.

MOTION LAPSED FOR WANT OF MOVER AND SECONDER

Initials: _____

13.2.2 Marlow Lagoon Dog Park Improvements

9/0374

Moved: Alderman Garden
Seconded: Alderman Henderson

1. THAT Report Number 9/0374 entitled Marlow Lagoon Dog Park Improvements be received and noted.
2. THAT Council undertake community consultation on the Marlow Lagoon Dog Park Concept Plan presented at **Attachment A** in Report Number 9/0374 entitled Marlow Lagoon Dog Park Improvements with a report on the outcomes of the consultation to be presented to Council at the 2nd Ordinary Meeting in May 2020.

CARRIED 9/1001 - 18/02/2020

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil.

14.2 Correspondence

Nil.

15 REPORT OF DELEGATES

Nil.

16 QUESTIONS BY MEMBERS

Nil.

17 GENERAL BUSINESS

Nil.

Initials: _____

18 NEXT COUNCIL MEETING

Moved: Alderman Garden
Seconded: Alderman Spick

THAT the next Ordinary Meeting of Council be held on Tuesday, 3 March 2020 at 5:30pm in the Gray Community Hall, Corner Essington Avenue and Victoria Drive, Gray.

CARRIED 9/1002 - 18/02/2020

19 CLOSURE OF MEETING TO PUBLIC

Moved: Alderman Hale
Seconded: Alderman Giesecke

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 9/1004 - 18/02/2020

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: Alderman Hale
Seconded: Alderman Spick

THAT the meeting be adjourned for 5 minutes for media liaison.

CARRIED 9/1004 - 18/02/2020

The meeting adjourned at 5:54pm.

The open section of the meeting closed at 5:54pm for the discussion of confidential matters.

The Chair declared the meeting closed at 6:18pm.



Athina Pascoe-Bell
MAYOR

Date: